

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD January 6th, 2010**

ORDER: Chairman LaVerne Voll called the meeting to order at 8:00 a.m.

MANAGERS PRESENT: Floyd Haugen, Allison Frislie, LeRoy Carriere, Laverne Voll and Todd Miller

STAFF PRESENT: Administrator, Rob Sando; Administrative Assistant Halstengard

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Attorney Pat Moren.

DELEGATIONS: There were no delegations for this meeting.

ELECTION OF OFFICERS: Pat Moren chaired the following election of officers. Attorney Moren then called for nominations for Chairman. Manager Carriere nominated Manager Frislie for Chairman and Manager Haugen nominated Manager Miller for Chairman. Manager Miller suggested that nominations cease and that votes be casted by show of hands, Managers Frislie and Carriere voted for Manager Frislie for Chairman; Managers Miller, Voll and Haugen voted for Manager Miller for Chairman. Therefore Manager Miller was elected as Chairman for the Roseau River Board of Managers for the year 2010.

Attorney Moren called for nominations for a Vice-Chairman. Chairman Miller nominated Manager Voll for Vice - Chairman and Manager Carriere nominated Manager Frislie for Vice - Chairman. Manager Haugen suggested that nominations cease and that votes be casted by show of hands, Managers Frislie and Carriere voted for Manager Frislie for Vice - Chairman; Managers Miller, Voll and Haugen voted for Manager Voll for Vice - Chairman. Therefore Manager Voll was elected as Vice - Chairman for the Roseau River Board of Managers for the year 2010.

Attorney Moren called for nominations for Secretary. Manager Frislie nominated Manager Carriere as Secretary. The **motion** to cease nomination and cast a unanimous ballot for Manager Carriere was made by Manager Voll and seconded by Manager Miller. Carried – unanimous.

Attorney Moren called for nominations for Treasurer. Manager Carriere nominated Manager Haugen as the Treasurer. The **motion** to cease nomination and cast a unanimous ballot for Manager Haugen was made by Manager Voll and seconded by Manager Carriere. Carried – unanimous.

Attorney Moren turned the meeting over to Chairman Miller.

A **motion** was made by Manager Voll and seconded by Manager Carriere to keep Citizens State Bank and Border State Bank as official depositories. Carried – unanimous.

A **motion** was made by Manager Voll and seconded by Manager Haugen to keep Roseau Times-Region as official newspaper. Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to keep Attorney Pat Moren as primary Legal council on fee basis and contract with other firms on fee basis as deemed necessary by the board. Carried – unanimous.

A **motion** was made by Manager Voll and seconded by Chairman Miller to appoint Managers Haugen and Miller as the Personnel Committee. Carried – unanimous.

A **motion** was made by Chairman Miller and seconded by Manager Voll to appoint Manager Haugen as the representative to the FSA office. Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Voll to have Manager Carriere and Manager Haugen as delegates on the Project Team. Carried – unanimous.

A **motion** was made by Manager LeRoy and seconded by Manager Frislie to have Manager Haugen and Manager Voll as delegates on the Roseau River International Watershed Board. Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to have Manager Haugen as the delegate to the Red River Watershed Management Board with Manager Miller as a first alternate and Administrator Sando as the second alternate. Motion failed. A **motion** was made by Manager Haugen and seconded by Manager Voll to have Manager Miller as the delegate to the Red River Watershed Management Board with Manager Frislie as a first alternate and Administrator Sando as the second alternate. Motion carried.

A **motion** was made by Manager Miller and seconded by Manager Carriere to have no primary engineering firm and contract with a firm on an as needed basis. Carried with Manager Frislie opposed.

AGENDA: A **motion** was made by Manager Voll and seconded by Manager Carriere to approve the agenda with the addition of Dave Grafstrom monitoring bill under New Business. Carried - unanimous.

MINUTES: A **motion** was made by Manager Voll and seconded by Manager Haugen to approve the December 2nd, 2009 minutes with changes. Carried - unanimous.

RECEIPTS:

Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 100.85
Beltrami County -- share of taxes	\$ 80.03
Kittson County -- share of taxes	\$ 2,182.31
Roseau County -- share of taxes	\$ 71,932.48
State of Minnesota -- Hay Creek / Norland reimbursement	\$ 463,520.93
Marshall County -- share of taxes	\$ 486.89
Marshall County -- share of taxes	\$ 250.07
Lake of the Woods County -- share of taxes	\$ 238.42
RRWMB -- Hay Creek / Norland advance	\$ 60,521.34
Kelman Kvien -- reimbursement for crossing	\$ 297.50
State of Minnesota -- Hay Creek / Norland reimbursement	\$ 347,680.28
State of Minnesota -- MVC & Bovine TB credit	\$ 34,799.23
TOTAL	\$ 982,090.33

Bills -- Memo	Amount
City of Roseau -- utilities	\$ 325.99
Verison -- cell phone charge	\$ 51.53
CenturyLink -- phone bill	\$ 105.57
Sjoberg's Cable TV -- cable internet	\$ 43.32
Tony Torn -- copier maintenance	\$ 12.27
Roseau Times-Region -- notice	\$ 7.88
Minnesota Energy -- natural gas bill	\$ 99.75
RTW Inc -- workers comp. insurance	\$ 432.00
Patrick D. Moren -- legal fees	\$ 906.25
HDR Engineering -- Project Engineering	\$ 19,608.66
Floyd Haugen -- meetings, mileage and expenses	\$ 155.44
LeRoy Carriere -- meetings, mileage and expenses	\$ 542.55
Allison Frislie -- meetings, mileage and expenses	\$ 228.02
Todd Miller -- meetings, mileage and expenses	\$ 741.49
LaVerne Voll -- meetings, mileage and expenses	\$ 121.89
Rob Sando -- expenses and mileage	\$ 1,756.98
Rob Sando -- salary	\$ 3,108.63
Tracy Halstensgard -- wages	\$ 1,997.94
Multi Office Products -- supplies calendars	\$ 70.45
PERA -- employee and employer share	\$ 849.11
Internal Revenue Service -- 941 tax	\$ 1,589.13
Doug's Supermarket -- food for meetings and supplies	\$ 97.11
Scott's True Value -- supplies	\$ 71.97
Graff Construction -- gravel on Duxby Levee	\$ 480.00
MonTech Computers -- ink	\$ 85.48
Doug's Supermarket -- ups shipment	\$ 8.12
Houston Engineering -- ring dike	\$ 808.00
RRWMB -- share of taxes	\$ 58,703.62
ICS Construction Inc -- Hay Creek construction expense	\$ 88,096.14
All Seasons Construction -- Hay Creek construction expense	\$ 18,949.87
North Pine Aggregate -- Hay Creek construction expense	\$ 68,562.61
Dave Grafstrom -- monitoring report WI	\$ 5,298.85
Postmaster -- PO Box fee	\$ 70.00
MN DNR -- Permit fee; Malung Dam repair	\$ 150.00
TOTAL	\$ 274,136.62

BILLS: A motion was made by Manager Carriere to pay the normal monthly bills, seconded by Manager Haugen. Motion carried unanimous. .

PROJECT TEAM & ENGINEERS REPORT:

RRWMA: Administrator Sando spoke about a conversation he had with Engineer Anderson concerning funding for the RRWMA and Beltrami projects. Chairman Miller spoke about an agreement concerning the RRWMA and the Watershed's responsibility for the failing structure. Chairman Miller stated that in the agreement, there was nothing stating that the Watershed is responsible for maintenance in the WMA. Manager Frislie spoke about his understanding of the agreement and the management of pool levels. There was discussion on the roll of the RRIW and the water coming into the WMA from Canada. At the next

RRIW meeting Manager Voll and Manager Haugen will request copies of their minutes for this board to review.

Hay Creek/Norland: Engineer Knott discussed the Mike Grahn access and moving dirt to cover the crossing. Manager Voll addressed the issue of North Pine withholding payment for local sub-contractors. Chairman Miller asked about the cost of the change order to change to winter wheat seed. Engineer Knott stated that after checking prices, they were inline with other seed retailers. A **motion** was made by Manager Voll seconded by Manager Carriere to pay the North Pine Aggregate pay estimate revised to reflect the 10% retainage in the amount of \$68,562.61. Motion carried unanimously. Engineer Knott updated the board on the progress ICS, Inc is making on the structures. There is a change order request on the rebar spacing in the vertical walls. A **motion** to approve the change order was made by Manager Frislie and seconded by Manager Carriere. The change order was in the amount of \$2686.74. Motion carried unanimously. Engineer Knott stated that he was impressed with ISC, Inc work. A **motion** to approve pay estimate #2 for ICS in the amount of \$88,096.14 was made by Manger Carriere and seconded by Manager Haugen. Motion Carried unanimously. The next pay estimate was for All Seasons Contracting. A **motion** was made by Manager Voll and seconded by Manager Carriere to approve payment to All Seasons Contracting in the amount of \$18949.87. Motion carried unanimously. A **motion** was made by Manager Carriere, seconded by Manager Frislie, to pay the HDR Engineering Bill the Hay Creek Norland Project. Motion carried unanimously.

Palmville Project: A **motion** was made by Manager Carriere and seconded by Manager Frislie to pay the HDR Engineering Bill for the Palmville project. Motion carried unanimously. Administrator Sando stated that County Engineer Ketring suggested forming a subcommittee to review the O & M plan. Chairman Miller and Manager Voll were along with Administrator Sando will meeting with the County representatives. Administrator Sando will arrange the meeting and invite local landowners.

Pontow Ring Dike: Engineer Knott and Administrator Sando will be meeting with landowners today after the meeting. There was discussion on finding a borrow area and fill for the project. Manager Voll asked about the funding for the engineering for the ring dike. There was discussion on the funding through the NRCS office and the EQUIP program. A **motion** was made by Manager Voll to approve payment of the HDR Engineering bill as long as the EQUIP funding is available for reimbursement, also Administrator Sando will report back at the next meeting as to the remaining available funding, seconded by Manager Haugen. Motion carried unanimously.

Robert Lee Ring Dike: Administrator Sando gave an update to the board on the funding for the ring dike. State funding may be available in the spring to offset the additional costs on this ring dike.

Administrator Sando stated that a one year extension of the state grant agreements for Malung and Palmville was granted. The expiration of the grants is now 12-31-10. There was discussion on replacing the stream gages that were destroyed during the highwater last spring. Administrator Sando will follow up on the purchase of new staff gages.

Beltrami: Chairman Miller updated the board on the meeting he had with Engineer Anderson concerning data on Hanson Creek. Engineer Anderson did some modeling on Hanson Creek and the Roseau River using culvert sizing and repairing the damaged structures on state land. A Project Team meeting will be scheduled for sometime in February.

Attorney Moren updated the board on the files on the Ditch 69 system. Apparently files were damaged in the 2002 flood. Attorney Moren showed the board some historical information they were able to obtain. The County Atlas from various years shows various extents of the extension of Branch 1. Administrator Sando will be going to St. Paul in April and will check to see if there are any documents at the state. Chairman Miller stated that it was a County Ditch and it is their responsibility to do any further investigation. There was discussion on the benefited areas for WD 3 and SD 69 systems.

PERMITS:

There were no permits for this meeting

Chairman Miller spoke about the replacement of the angle pipes in the WD 3 system. The state bonding money was not available. The cost of the culverts is approximately \$8500.00. The cost to replace them was approximately \$3200.00. There was discussion on the difference between using the same type of culvert or installing arched culverts. It was felt that using the same type of culvert would be beneficial to reuse the current traps.

RRWMB Report:

Administrator Sando asked the board if any one will be attending the RRBC Summit Conference. Chairman Miller and Administrator Sando will attend the conference. The funding issues the RRWMB is facing were discussed. Ed Thomas gave a presentation to the RRWMB. He is also expected to speak at the RRBC Conference. The RRWMB calendar project was discussed. Mark Meister is working on revisions. Chairman Miller asked for the Board's opinion on whether or not to renew the public information officer position. It was the feeling of the board, not to renew that position if it comes to a vote. The Clean Water Initiative funding was discussed. Currently the RRWMB contributes \$100,000.00 annually for the Riverwatch Program. Supplemental funding for the program also comes from the MPCA. The study on the effects of tiled drainage was discussed. Chairman Miller stated he felt the Board should hold off on creating any rules for the District until the study is finalized. The Bois De Soix Red Path Project Step 2 submittal was approved. There was discussion on the appraisal on land for the Brandt-Angus Project. The Board approved funding for land purchase. There was discussion on the CRP value on the land and the owners continuing to receive payments.

Administrator's Report:

Administrator Sando reported on the following issues:

- WI monitoring report was submitted
- DNR permit for Hay Creek / Norland has been obtain
- 50% cost reimbursement for Malung Dam Repair
- New computer purchase – will provide prices next meeting
- New chairs for board meeting – will discuss with Multi-Office Products and provide sample chairs for next meeting.

RRIW: A meeting has been scheduled for January 7, 2010 in Vassar. Managers Voll and Haugen will inform the board of what takes place.

OLD BUSINESS:

Attorney Moren discussed a change to the contract with Mitch Magnusson. The board was in agreement to the change in the termination stipulations.

NEW BUSINESS:

A **motion** was made by Manager Frislie and seconded by Manager Voll to approve the proposal from the auditing firm of Drees, Risky & Vallager, Ltd. Motion carried unanimously.

There was discussion on a plan to control the Reed Canary Grass in the Wetland Restoration portion of the West Interceptor. There was discussion on burning and rope-wicking as a method of controlling the Reed Canary Grass. The Board directed Administrator Sando to contact the University of Minnesota to try to coordinate a pilot study in that area. A **motion** was made by Manager Haugen and seconded by Manager Carriere approve payment to Dave Grafstrom for completion of the West Interceptor Wetland Monitoring report. Administrator Sando will divide the bill up and between the Watershed and City of Roseau. Motion carried unanimously.

LYDAR has been loaded onto the DNR Data Deli website, however it is currently large to download.

Manager Frislie updated the board on the Two Rivers Big Swamp meeting. One point of discussion was the petition process to improve a ditch system.

Administrator Sando stated that he had received an email from the Pipeline stating that they would be contacting the Watershed shortly concerning the lowering of the pipeline. Chairman Miller stated the cost to lower the pipeline. Manager Voll discussed the history of the lowering for the County ditch work.

After reviewing the managers' vouchers, a **motion** was made by Manager Voll and seconded by Manager Carriere to approve payment of those vouchers. Motion carried unanimously.

After a motion by Manager Frislie and seconded by Manager Miller, the meeting was adjourned at 10:40 a.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant