

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD May 5th, 2010**

ORDER: Chairman Todd Miller called the meeting to order at 8:00 a.m.

MANAGERS PRESENT: Floyd Haugen, LeRoy Carriere, Laverne Voll and Todd Miller. Manager Frislie arrived at the meeting at 8:10.

STAFF PRESENT: Administrator, Rob Sando; Administrative Assistant, Tracy Halstensgard

OTHERS PRESENT: Refer to attendance sheet.

DELEGATIONS: Jan Farris, landowner; Brach Svoboda, landowner.

AGENDA: A **motion** was made by Manager Voll and seconded by Manager Haugen to approve the agenda. Motion carried unanimously.

MINUTES: A **motion** was made by Manager Haugen and seconded by Manager Carriere to approve the April 7th minutes with changes as stated. Motion carried unanimously.

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 90.69
RRWMB -- Hay Creek / Norland reimbursement	\$ 36,659.94
State of Minnesota -- Hay Creek / Norland reimbursement	\$ 219,959.66
RTW Inc -- reimbursement	\$ 13.00
Wright construction -- Hay Creek spec book	\$ 25.00
Horner Plumbing & Excavation -- Hay Creek spec book	\$ 25.00
LaValla Sand & Gravel, Inc -- plans & spec	\$ 225.00
RJ Zavoral & Sons, Inc -- plans & spec	\$ 225.00
Spruce Valley Corporation -- plans & specs	\$ 225.00
Red Lake Builders -- plans & specs	\$ 225.00
Wagner Construction, Inc -- Hay Creek spec book	\$ 25.00
Kern & Tabery, Inc -- plans & specs	\$ 225.00
Davidson Ready Mix -- Hay Creek spec book	\$ 25.00
Hoffman Construction Company -- plans & specs	\$ 225.00
Northern Greenscapes, Inc -- spec book	\$ 25.00
Doboszinski and Sons, Inc -- spec book	\$ 25.00
KGM Contractors, Inc -- plans & specs	\$ 225.00
Gladden Construction, Inc -- spec book	\$ 25.00
Swingen Construction -- spec book	\$ 25.00
Central Specialities, Inc -- plans and specs	\$ 225.00
Total	\$ 258,723.29

Bills	Amount
Rob Sando -- salary	\$ 3,093.62
Rob Sando -- expenses, mileage,	\$ 513.77
Tracy Halstensgard -- wages	\$ 1,724.87
LeRoy Carriere -- mileage & per diem	\$ 138.53
Allison Frislie -- mileage & per diem	\$ 120.26
Floyd Haugen -- mileage & per diem	\$ 89.26
Todd Miller -- mileage & per diem	\$ 429.22
LaVerne Voll -- mileage & per diem	\$ 334.55
IRS -- payroll taxes	\$ 1,603.88
Pat Moren -- legal fees	\$ 937.50
HDR Engineering -- Project engineering	\$ 5,648.44
Sjobergs TV -- internet access	\$ 42.32
Doug's Supermarket -- meeting expense	\$ 72.62
Tony Dorn Inc -- copier maintenance	\$ 13.74
Verison -- Cell phone service	\$ 51.39
Roseau Times Region -- notice publication	\$ 68.26
Minnesota Energy -- natural gas bill	\$ 78.45
CenturyLink -- phone service	\$ 118.31
PERA -- employer / employee contribution	\$ 836.55
City of Roseau -- utilities	\$ 245.88
Reed Business information -- Ad in Const. Bulletin, 1 week	\$ 277.98
Multi Office supply -- office supplies	\$ 65.09
The Times -- ad for bids, Hay Creek / Norland	\$ 323.22
Grand Forks Herald -- Ad for bids, Hay Creek / Norland	\$ 294.84
Roseau County -- 2010 property taxes	\$ 17,848.19
Quality Printing -- printing Hay Creek spec books & RRIW info	\$ 597.38
Scott's True Value -- supplies	\$ 38.97
Pizza Ranch -- lunch for PT meeting	\$ 70.00
Postmaster -- mailing Hay Creek plans and specs (total)	\$ 165.79
Roseau Bakery -- rolls for meeting	\$ 18.00
Minnesota Revenue -- payroll taxes	\$ 763.00
Citizens State Bank -- safe deposit box fee	\$ 24.00
Halverson Sand & Gravel -- work in Hay Creek project area	\$ 770.57
Northland Tire -- repair ranger tire	\$ 8.00
Bonnie's Floral -- funeral arrangement	\$ 53.43
All Season's Contracting -- Pay Estimate #5	\$ 3,130.50
RRWMB -- share of taxes	\$ 3,230.99
Total	\$ 43,841.37

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

DELEGATIONS: Jan Farris addressed the board with concerns about the elevations of a culvert near land she owns adjacent to the Duxby Levee. Administrator Sando has met with Mrs. Farris at the site and he explained the

current situation to the board. Brach Svoboda also addressed the board and recommended cleaning a ditch on private land to the north of the culvert in question. The board stated that no permit is required to clean a ditch to original grade; however a permit would be required to change the elevation of the culvert.

PERMITS:

A **motion** was made by Manager Voll and seconded by Manager Frislie to approve permit #10-05 (Roseau County Highway Department). Motion carried unanimously.

A **motion** was made by Manager Frislie and seconded by Manager Voll to approve permit #10-06 (Roseau County Highway Department). The permit will include the replacement of a staff gage located at the site. Motion carried unanimously.

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve permit #10-07 (Al Thompson). Motion carried unanimously.

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve permit #10-08 (Riverside Lutheran Church, Wannaska). Motion carried unanimously.

PROJECT TEAM & ENGINEERS REPORT:

Palmville Project: Administrator Sando stated that he has arranged with the County to go out to Wes Pesek and Betty Larsen's fields and shoot elevations. At the same time, the County will shoot in the elevations for staff gages in the ditch. Chairman Miller also suggested checking the road to see if it required blading this spring.

Ring Dikes: Administrator Sando updated the board on the status of the funding for both the Pontow and Lee ring dikes. A conference call has been scheduled for Friday with Ron Harnack and several watershed districts to resolve questions pertaining to state funding. Chairman Miller stated that after completion of these two ring dikes, the board needs to evaluate continued participation in the program.

Beltrami: Administrator Sando talked to Wade Miller and Garry Bennett with Mn DNR, and stated that the proposed culverts requested by the Fourtown Sportsman's Club would be installed two feet below channel bottom. It was stated there would be a small upstream increase in water level. It was the direction of the board to assemble a Project Team to discuss this issue. A meeting will be scheduled sometime in May.

RRWMB Report:

Chairman Miller updated the board on the April RRWMB meeting and the financial situation of the RRWMB. The Federal Compact draft was discussed. Manager Miller asked if everyone had read the document and if there was any other feedback. Manager Miller had five points that he requested be added to the document. They are as follows:

- Federal and State appropriations go directly to authority rather than through the DNR or COE / EDA
- Permitting authority for basin projects with in the scope of the Compact
 - No DNR, COE MPCA etc.
- Authority to use State and Federal lands deemed necessary for FDR strategies as outlined in the Compact.
- Authority to settle / mediate drainage or FDR issues in dispute between entities.
- Change cost benefit rations to include FDR and NRE benefits of the total project.

Chairman Miller stated there would be a meeting tomorrow to further discuss this issue.

Manager Voll asked about some of the bills and expenses. Chairman Miller explained about the study done on drain tiling effects on spring flooding.

A resolution was passed to fund the Hay Creek project.

A motion was passed to fund 12.5% of construction overruns on ring dike projects.

A report from Dan Thul stated that there was funding available to update tributary modeling and updating culvert inventories. Chairman Miller stated that this would be important for when LIDAR becomes available.

The ag drainage study was discussed.

Administrator's Report:

Administrator Sando reported on the following issues:

- Hay Creek funding of local share still waiting to hear back from state on grant amendment. The value of the land in Pohlitz in 2004 (when it came off the tax roll) was \$17,200. Section 21 of Norland was assessed at \$264,700 for 520 acres. Administrator Sando will put this information into letter form.
- Discussed using State Ditch 51 funds for the Hay Creek Project. There was a handout on borrowing funds. Chairman Miller asked about the levee for maintenance and asked Administrator Sando to put a packet together for the board containing all this information.
- Nine monitoring wells were installed in Norland Impoundment area.
- The gas pipeline wants a Notice to Proceed from the Watershed District. The costs estimate to lower the pipeline was \$171,000. A **motion** was made by Manager Frislie and seconded by Manager Carriere to provide the Notice to Proceed. Motion carried unanimously.
- Malung Stream Gage funding was discussed. The current proposal was for 50% cost share USGS, 25% RRWMB and 25% local (possibly RRWD, County and City of Roseau). The Board would like to pursue cost sharing with the IJC or IRRB/RRBC for the Caribou and Sprague Creek USGS gages.
- Discussed the erosion site by County road #16 with Scott Hetteen with R & Q Trucking and they will correct the problem. A date will be set to discuss the maintenance funding with the City.
- FEMA funding of alternate project; Administrator Sando discussed with the board alternate project sites. The board directed Administrator Sando to pursue the 310 bridge site repair for the reimbursement of funding.
- MAWD Summer Tour.
- Chris Johnson litigation information.
- Letter from North Pine Aggregate. Engineer Dalager stated that he would need to sign a certificate of completion before he could recommend that the board pay out all retainage. A **motion** was made by Manager Frislie and seconded by Manager Haugen to table the issue until the next meeting. Motion carried unanimously.
- PRAP review by BWSR. Don Buckhout will be attending the June meeting to explain the review process.
- Ditch 69 County hearing was moved to June 8th.
- Beltrami County ditch inspector contacted Administrator Sando concerning Branch A. It was the Board's decision not to expend Watershed funds on a system that is not under the jurisdiction of the Watershed District.

At 10:00 a.m. the board opened bids for Phase 2 of the Hay Creek / Norland project. See attached information.

Hay Creek / Norland:

Engineer Dalager updated the board on the County permit. Engineer Dalager discussed the All Season's Pay Estimate #5 for \$3,130.50 for installation of structure gates. There was extensive discussion on the issue of water ponding on land that Matt Millner farms near the connection channel. Manager Frislie asked to see the FSA history on the land in question. Engineer Dalager and Administrator Sando will make sure this item is on the final punch list for All Season's Contracting. A **motion** was made by Manager Voll and seconded by Manager Carriere to pay All Season's Pay Estimate #5. Motion Carried unanimously. A **motion** was made by Manager Frislie and seconded by Manager Carriere to pay Halverson Sand and Gravel \$770.57. Motion Carried unanimously. A **motion** was made by Manager Frislie and seconded by Manager Carriere to pay HDR Engineering bill for \$5,648.44. Motion Carried unanimously. Manager Voll made a **motion** not to exceed 13% of total construction costs for engineering on this project and withhold a percentage of future engineer's billing as retainage, motion seconded by Chairman Miller. Chairman Miller discussed reviewing the exact figures. Engineer Dalager addressed the board with his concerns with such a motion. After some discussion, Chairman Miller asked that HDR Engineering reign in the spending where possible. The motion was retracted by Manager Voll and Chairman Miller.

RIIW: The April meeting was held in Roseau at the Watershed District office. Some of the issues discussed were: projects being initiated near Sprague; the possibility of getting LIDAR for the Canadian portion of the Watershed; and the US delegation support of Mr. Hunter requesting funding for a Lake Roseau diversion.

BIG SWAMP PROJECT TEAM: Manager Frislie stated there was no meeting. Chairman Miller spoke about the reports completed by the IJC.

A representative from Wagner Construction addressed the board with concerns about their bid being too low. Engineer Dalager addressed his concerns and stated that the bid bond process protects the owners (Watershed District) from erroneous bids.

WARROAD RIVER PROJECT TEAM: Chairman Miller updated the board on the meeting held to discuss issues with Lake of the Woods and Warroad River. Also, they are in support of the Beltrami Projects.

OLD BUSINESS:

There was nothing on the agenda under Old Business.

NEW BUSINESS:

Administrator Sando discussed having an advisory committee meeting. Chairman Miller also recommended forming a local TAC committee. Attorney Moren informed the board that there is a bill in the legislator currently that would require government entities to post / advertise all meetings, including committee meeting. Manager Voll discussed the locations of stream gages. Manager Haugen stated his concern with draining wetland on the two properties that were discussed today (Farris & Millner).

Administrator Sando updated the board on the wetland restoration for the West Interceptor. He had burned it off this spring. Dave Grafstrom has contacted the U of M Extension Service to do a study of Reed Canary control.

The next meeting is scheduled for June 2nd, 2010. After reviewing the manager's vouchers, a **motion** by Manager Carriere and seconded by Manager Haugen, to approve the manager's vouchers. Motion carried unanimously.

A **motion** to adjourn the meeting was made by Manager Voll, seconded by Manager Haugen. Meeting adjourned at 11:15 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant