

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD APRIL 6th, 2011**

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.

STAFF PRESENT: Administrator, Rob Sando; Administrative Assistant Halstensgard

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Assistant Hay Creek / Norland Project Engineer Randy Knott

DELEGATIONS: Joe Laurin, landowner; Randy Prachar and Phil Talamage, MN DNR; Lloyd Fugleberg, landowner; Roger Falk and Jack Swanson, Roseau County Commissioners.

AGENDA: A **motion** was made by Manager Carriere and seconded by Manager Voll to approve the agenda with addition. Carried - unanimous.

MINUTES: A **motion** was made by Manager Voll and seconded by Manager Haugen to approve the March 2nd, 2011 minutes with changes. Motion carried unanimously.

RECEIPTS:

Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 24.61
Todd Miller -- RRBC registration reimbursement	\$ 190.00
Jeff Erickson -- chainsaw	\$ 400.00
Paul Thompson -- chainsaw	\$ 200.00
State of Minnesota -- Hay Creek / Norland reimbursement	\$ 195,850.73
RRWMB -- Hay Creek / Norland reimbursement	\$ 26,445.17
TOTAL	\$ 223,110.51

Bills -- Memo	Amount
City of Roseau -- utilities	\$ 238.77
Verison -- cell phone charge	\$ 51.38
CenturyLink -- phone bill	\$ 104.02
Sjoberg's Cable TV -- cable internet	\$ 43.32
Roseau Times-Region -- notice	\$ 10.50
Minnesota Energy -- natural gas bill	\$ 191.33
Reliable Office Supplies -- printer	\$ 322.20
Steve Anderson -- legal fees	\$ 62.50
Floyd Haugen -- meetings, mileage and expenses	\$ 404.56
LeRoy Carriere -- meetings, mileage and expenses	\$ 602.30
Todd Miller -- meetings, mileage and expenses	\$ 288.79
LaVerne Voll -- meetings, mileage and expenses	\$ 344.25
Rob Sando -- expenses and mileage	\$ 1,489.16
Rob Sando -- salary	\$ 3,111.86
Tracy Halstengard -- wages	\$ 1,913.55
PERA -- employee and employer share	\$ 888.82
Internal Revenue Service -- 941 tax	\$ 1,577.25
Doug's Supermarket -- food for meetings and supplies	\$ 139.51
Scott's True Value -- supplies	\$ 9.98
Prior Electric -- fridge	\$ 494.87
MonTech Computers -- ink	\$ 96.14
Quality Printing -- printing	\$ 161.38
Thune Insurance -- insurance	\$ 6,727.05
Spruce Valley Corporation -- Hay Creek construction expense	\$ 307,188.00
TOTAL	\$ 326,461.49

BILLS: A **motion** was made by Manager Carriere to pay the normal monthly bills, seconded by Manager Voll. Administrator Sando's expenses and the property taxes will be discussed later in the meeting. Motion carried unanimous.

DELEGATIONS:

Joe Laurin asked the board what the timeline was for cleaning in WD #3. Administrator Sando and Manager Haugen will be meeting with the county engineer soon to discuss the cleaning. Chairman Miller discussed the process that was followed concerning the installation of the new culverts and the FEMA funding.

Mr. Fugleberg was not at the meeting; however Administrator Sando informed the board of the discussion he had with Mr. Fugleberg concerning Mr. Fugleberg's application for a ring dike.

Chairman Miller initiated discussions on conservation drainage with County Commission delegates. The possibility of utilizing culvert sizing in the headwaters area of Lost River State Forest and Beltrami State Forest that may impact County drainage systems was discussed. He suggested possibly submitting a request to the RRWMB and BWSR for study money and possibly for planning and implementation. Chairman Miller would like to identify specific areas that would best be suited for a culvert sizing project. There was discussion with County

Commissioners Jack Swanson and Roger Falk about working with the County and SWCD to work in the County ditches. Chairman Miller asked if the board would like to designate a sub-watershed to start working in. Chairman Miller suggested the Hay Creek sub-watershed because of erosion problems in this system. Commissioners Falk and Swanson suggested this topic be addressed at the County Highway Committee meeting scheduled for April 19th. Administrator Sando and Manager Haugen will attend and discussed the possibility of starting a culvert-sizing project in the Hay Creek sub-watershed.

PROJECT TEAM & ENGINEERS REPORT:

Hay Creek/Norland: Engineer Knott informed the board that construction has slowed on the project. There may be some work ongoing, however, trucking and the majority of the work has stopped. Engineer Knott discussed the pay estimate with the board. Some of the embankment work on the pay estimate has not been completed (compaction); however the majority of the dirt is in place. There was discussion on the cost of work to re-grout the structure. There was an overage of 3 hours from the engineers estimate to complete the work. There was discussion on the removal of a culvert for the County. There was discussion on the spoil that was placed on Jeff Erickson's CRP land. Engineer Knott will discuss the issue with Mr. Cater and will make sure to clean up the area and make sure the landowner is satisfied. There was discussion on marking the boundaries of the connection channel and the West Interceptor. Administrator Sando will work with Manager Voll on purchasing markers. Chairman Miller discussed adjustments to be made to the project expense update. Administrator Sando discussed the PILT possibility. Administrator Sando and Manager Haugen will work on the process and report back to the board.

Chairman Miller stated there were landowners in Spruce Unorganized who were interested in selling their property and wondered if the Watershed would want to purchase it as part of a project.

A **motion** was made by Manager Carriere and seconded by Manager Haugen to pay the Spruce Valley Corp. bill for \$307,188.00. Motion carried unanimously.

DELEGATIONS:

Randy Prachar, MN DNR and Phil Talmage, DNR Fisheries, met with the board to discuss the progress and findings of the Citizens Advisory Committee for the Lake Bottom project. The board received the information that was compiled from the meetings. There was discussion on the goals of the DNR and the feedback from the landowners. Mr. Prachar was asked if, outside of the growing season, the Lake Bottom would be utilized for NRE or FDR benefits. Mr. Prachar stated that the DNR would want NRE benefits. Chairman Miller asked Mr. Talmage for a fisheries management plan for the Roseau River and Hayes Lake, also any records that Mr. Talmage has on an agreement to drawdown Hayes Lake for water storage. Mr. Talmage will provide those documents to the District. Chairman Miller will provide a copy of minutes from 1996 Flood control meeting that requested a drawdown of Hayes Lake and the manager at the time agreed. Administrator Sando asked Mr. Prachar about the culvert Jan Farris has inquired about.

Chairman Miller asked Mr. Prachar about the status of the Ditch 69 cleaning. Mr. Prachar stated that he was not a part of the decision making process and did not have much to report at this time. Mr. Prachar will pass on the sentiment of the board.

PROJECT TEAM & ENGINEERS REPORT:

Palmville Project: There is the possibility of having a signing ceremony of the Joint Powers Agreement at the May Board meeting.

Beltrami: Chairman Miller suggested a meeting specifically to discuss all three DNR impoundment proposals, financing and sequencing of projects. Chairman Miller requested that board members review all plans and documents related to overall plan and County Water Plan. He also discussed the management plan currently being used for the BISF (Beltrami Island State Forest). A **motion** was made by Manager Voll and seconded by Manager Carriere to table the bill from Widseth Smilth & Nolting pending further explanation. Motion carried unanimously.

PERMITS:

There were no permits for this meeting

COMMITTEE REPORTS:

Rules Committee: Will review information currently available on the internet

Personnell Committee: Chairman Miller has acquired most of the information for both the Personnel and Governing Document committees. The committee will be meeting soon to start putting the documents together.

RRWMB Report:

Chairman Miller discussed a report put out by Ron Harnack. The coordinator activity report stated that WRP project funding was available for projects that are near construction ready.

There was discussion on PILT payments to school districts. School Districts are not eligible for PILT payments. Chairman Miller discussed PL 566, concerning small watershed projects.

The RRWMB Administrator's report included Project Team funding.

There is ditch modernization software available. The software costs \$14,000 and there are some issues with it. Other items were discussed and Chairman Miller referred board members to the RRWMB packet for further review.

Administrator's Report:

Administrator Sando reported on the following issues:

- Hay Creek / Norland construction update
- Palmville O & M waiting for signatures
- Red River Water Retention Committee – There was discussion on the March 7, 2011 meeting notes.
- Red River Retention Authority – discussed all subcommittee reports

- Roseau Lake Bottom CAC committee – possibly assembling a Project Team
- Attended MADI meeting March 21st in Willmar – draft inspectors BMP manual
- COE 1135 Study – feasibility study on Roseau River
- Attended Legislative Breakfast March 23rd and 24th in St. Paul
- Attended March Conference – March 15th and 16th in Moorhead
- Beltrami Island Forest review
- RRWD insurance update – follow-up with MCIT, filling out survey
- Side water inlets – WD #3, Robert Lee; Administrator Sando will follow up with the SWCD and the county about the County Engineer doing the design.
- Letter from Jan Farris – Administrator Sando is following up with Mrs. Farris and Randy Prachar.
- Meeting with County Engineer after today’s board meeting concerning work in Lat. #3 of WD #3.

RRIW: The suggestion was made to RRIW Chairman Voll that we meet with the Canadian delegates to pursue goals set out in 2007 watershed plan for a International Conservation District.

BIG SWAMP: Manager Haugen stated there was no meeting.

Warroad Project Team: Chairman Miller stated that they are working on replacing culverts under the CNN railway and pursuing grant funding for a river restoration project.

West Interceptor: Manager Haugen spoke about the options to assess the funding to property taxes. Chairman Miller spoke about the City’s concern about costs incurred. The City needs to be informed up front about maintenance costs. The City would have input prior to the levy being set in September. Administrator Sando and Administrative Assistant Halstengard presented the board with a spreadsheet explaining the income and expenses for the maintenance of the West Interceptor. Administrator Sando will discuss assessing process with Attorney Anderson.

OLD BUSINESS:

Manager Voll discussed the value of the chainsaws. He stated that there was no interest at the \$200 price. It was the feeling of the board that if we could get \$150 for it, sell it.

There was discussion on removing Sect. 33 of Jadis from the property tax roll. A **motion** was made to remove Section 33 of Jadis from the property tax roll by Manager Haugen, seconded by Chairman Miller. Manager Voll stated he felt we should continue to pay the SD #51 tax. Motion carried with Manager Voll opposed. Administrator Sando will update the PILT information (Hay Creek Norland) with the new tax amounts for the next meeting. Paying the property taxes will be discussed at the May meeting.

NEW BUSINESS:

There was nothing on the agenda under new business.

After reviewing the vouchers, a **motion** was made by Manager Haugen, seconded by Manager Voll to approve the Manager's vouchers and Administrators Sando's expenses. Motion carried unanimously.

A special meeting was scheduled for April 14th at 4:00 p.m. to discuss projects, funding and taxes.

Upon a motion made by Manager Voll, seconded by Manager Carriere, the meeting was adjourned at 12:10 a.m.

Respectfully submitted,

LeRoy Carriere, Secretary
Assistant

Tracy Halstensgard, Administrative