

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD December 7, 2011**

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

MANAGERS PRESENT: Todd Miller, Floyd Haugen, LeRoy Carriere, Laverne Voll, and Cody Schmalz.

STAFF PRESENT: Administrator Sando and Administrative Assistant Halstengard

OTHERS PRESENT: Refer to attendance sheet.

DELEGATIONS: Peter Buesseler & Cindy Buttelman, MN DNR

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

MINUTES: A **motion** was made by Manager Haugen and seconded by Manager Carriere to approve the November 2, 2011 regular board meeting minutes with changes. Motion carried unanimously.
A **motion** was made by Manager Carriere and seconded by Manager Haugen to approve the November 22, 2011 Special board meeting minutes with changes. Motion carried unanimously.

Manager Cody Schmalz took the oath of office.

RECEIPTS:

Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 61.18
RRWMB -- Hay Creek reimbursement	\$ 45,868.22
State of Minnesota -- Hay Creek reimbursement	\$ 332,600.21
Todd Miller -- flag reimbursement	\$ 50.00
State of Minnesota -- MVC Ag & Real Credit	\$ 25,829.92
Roseau County Treasurer -- share of taxes	\$ 185,096.63
United States Treasury -- reimbursement	\$ 31.25
Roseau County Treasurer -- share of taxes	\$ 2,037.94
Marshall County -- Share of taxes	\$ 779.85
Lake of the Woods County -- Share of taxes	\$ 245.78
Beltrami county -- Share of taxes	\$ 52.86
Kittson County -- Share of taxes	\$ 2,403.17
Roseau County Treasurer -- share of taxes	\$ 80,892.73
TOTAL	\$ 675,949.74

Bills -- Memo	Amount
City of Roseau -- utilities	\$ 218.94
Verison -- cell phone charge	\$ 51.35
CenturyLink -- phone bill	\$ 106.21
Sjoberg's Cable TV -- cable internet	\$ 42.32
Marco -- copier maintenance	\$ 25.00
Roseau Times-Region -- notice	\$ 11.81
Minnesota Energy -- natural gas bill	\$ 93.15
Postmaster -- stamps	\$ 88.00
Postmaster -- PO Box fee	\$ 70.00
HDR Engineering -- Project Engineering	\$ 14,744.93
Floyd Haugen -- meetings, mileage and expenses	\$ 241.98
LeRoy Carriere -- meetings, mileage and expenses	\$ 629.22
Cody Schmalz -- meetings, mileage and expenses	\$ 123.49
Todd Miller -- meetings, mileage and expenses	\$ 1,138.68
LaVerne Voll -- meetings, mileage and expenses	\$ 361.86
Rob Sando -- expenses and mileage	\$ 1,678.38
Rob Sando -- salary	\$ 3,111.86
Tracy Halstensgard -- wages	\$ 1,982.64
Internal Revenue Service -- withholdings	\$ 1,697.00
PERA -- employee and employer share	\$ 901.57
Roseau County Highway Dept. -- spraying, survey & drafting	\$ 2,752.90
Doug's Supermarket -- food for meetings and supplies	\$ 48.41
Scott's True Value -- supplies	\$ 17.81
LaValla Sand & Gravel -- mobilization fee	\$ 300.00
Halverson Sand & Gravel --	\$ 1,710.00
D & E Sports Shop -- service on ranger	\$ 219.20
Horner Plumbing & Heating --	\$ 815.00
Wahl Bros. Inc. -- fabrication & installation of catwalks; WD#3	\$ 1,726.13
Spruce Valley Corp. -- Hay Creek construction	\$ 362,662.47
Robert Lee -- 50% cost share for sidewater inlets	\$ 941.00
TOTAL	\$ 398,511.31

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

DELEGATIONS:

Peter Buessler, NW Regional Manager MN DNR Ecological & Water Resources and Cindy Buttelman, NW Regional Manager MN DNR Land & Minerals met with the board. Chairman Miller asked about progress in a land exchange with the watershed and the DNR concerning the Lake Bottom area. Ms. Buttelman stated it has been mentioned and there are several mechanisms that could facilitate such an action. Land type would be a consideration in any transaction. Chairman Miller asked Mr. Buessler about storing water on State land and how it effects vegetation. Mr. Buessler discussed the purpose of the DNR division he works for and the "County Biological Survey." Chairman Miller asked about mitigating for damages to rare plant species. Mr. Buessler stated it would depend on the specific area. Chairman Miller stated that in the Beltrami Island State Forest, where control structures have washed out, sedge meadows have established. Mr. Buessler stated there was not a species in the watershed that was a "show-stopper." It is more a matter of working out details to diminish the negative effects to native and rare species. Chairman Miller asked can SWCD's do mitigation and that the DNR

work more closely with the local SWCD offices. There was discussion on the new technology that is available and that will be available, to improve the project permitting process. Ms. Buttelman will recommend a meeting in the next month or so to discuss land exchanges. Chairman Miller also requested more openness and willingness to work with the District on upstream storage.

PROJECT TEAM & ENGINEERS REPORT:

Hay Creek / Norland: Engineer Dalager recommended waiting to add more gravel to the berm until after the spring when project is closer to complete. The board agreed with that recommendation. The land purchase issue with Jeff Erickson, Howard Currance and Dennis Saborin for right-of-way was discussed. There would be 16.14 acres purchased in total from all involved landowners. Engineer Dalager's recommendation was to purchase all the land. Manager Carriere made a **motion** to purchase the land from all three involved landowners for \$575 per acre, seconded by Manager Haugen. Motion carried with Manager Voll opposed.

The board discussed the blocking of access to the dike. Administrator Sando stated that temporary rope gates had been removed during hunting season and he will continue to follow up on the issue.

The board discussed the project mitigation proposal. Engineer Dalager presented the board with a revised mitigation proposal. A **motion** was made by Manager Haugen, seconded by Manager Carriere to move forward with submitting this proposal to the COE. Motion carried unanimously. Chairman Miller suggested applying for BWSR grants to cover the cost of monitoring.

There was discussion on the field order #1. A **motion** was made by Manager Voll, seconded by Manager Haugen to pay Spruce Valley Corporation Pay Estimate #17 in the amount of 59,685.76. Motion carried unanimously. A **motion** was made by Manager Carriere and seconded by Manager Haugen to pay the HDR bill in the amount of \$8,175.39. Administrative Assistant Halstengard gave an update on the state payment process.

Palmville Project: There was a brief update on the JPA. Administrator Sando gave an update on the Michinock Creek cleaning. Ms. Buttelman will contact Paul Telander concerning the permit amendment for cleaning upstream on Mickinock Creek. There was discussion on beaver dam removal. A **motion** was made by Manager Voll, seconded by Manger Haugen to pay the Horner Excavating bill in the amount of \$815.00.

Beltrami: Chairman Miller spoke about having Houston Engineering to a feasibility study for the Kroska site. Manager Voll made a motion to have Jerry Bents, Houston Engineering, to a feasibility study for the Kroska site, seconded by Chairman Miller. Motion carried unanimously.

Chairman Miller discussed the feasibility study of the Hay Creek headwaters area and suggested that Administrator Sando look into BWSR funding for this project.

The board discussed the LUP land CMP, and needs comments back to the DNR by the Dec. 19 deadline.

Ring Dikes: Administrator Sando updated the board on the status of the Lee Ring Dike.

WD 3: Manager Haugen discussed the catwalks installed by Wahl Bros. It was the consensus of the board to have Wahl Bros. Inc. install safety rails on the catwalks. Manager Voll made a **motion** to approve payment to Wahl Bros. in the amount of \$1,726.13, seconded by Manager Haugen. Motion carried unanimously.

RRWMA: The Step 1 report was submitted to the RRWMB. The next RRWMB meeting will be held in Badger to tour the project area. Chairman Miller discussed the funding for preliminary engineering. Manager Voll asked about Canadian funding. Chairman Miller discussed the discussions he has had concerning funding for this project as well as stream gaging. The RRWMB meeting in Badger will be posted as a special meeting. A **motion** was made by Manager Carriere and seconded by Manager Haugen to pay the HDR Engineering bill in the amount of \$2,286.28. Motion carried unanimously.

Arpin Impoundment: Chairman Miller discussed the project with Keith Weston, NRCS.

CD#8: Holthusen Construction has completed the cleaning

RULES COMMITTEE REPORT: Still waiting from IWI report on drain tile.

PERMITS: A **motion** was made by Manager Carriere and seconded by Manager Voll to table permit # 11-27 (Rick Sikorski). Motion carried unanimously. There was discussion on the need for a public hearing. Mr. Sikorski will need to resubmit the permit with appropriate language.

RRWMB: Chairman Miller discussed Technical Paper 14 and the Flood Damage Reduction Workgroup. There was discussion on project readiness worksheets. Engineer Dalager and Administrator Sando will work on providing that worksheet for WMA project.

Administrator's Report:

Administrator Sando reported on the following:

- ✿ Hay Creek gates
- ✿ Ground is too frozen to complete the FEMA work this year.
- ✿ ROW markers
- ✿ Vacation days
- ✿ Side water inlet BWSR grant approval
- ✿ Administrator Sando and Chairman Miller attended a meeting at the city center about the East Diversion

RRIW: The board discussed the proposal for Third Party QA of the Phase 2 – USACE/RWMB HEC-HMS Modeling provided by Houston Engineering. A **motion** was made by Manager Haugen, seconded by Chairman Miller to accept the proposal from Houston Engineering. Motion carried unanimously.

OLD BUSINESS:

Chairman Miller discussed the seminars at the MAWD Conference.

The County scanned in the large WD 3 maps. The BWSR drainage records modernization grant will be completed by the end of the year.

NEW BUSINESS:

Personnel reviews will be completed in December and discussed at the January 2012 meeting

Administrator Sando will contact Dave Grafstrom to set up a CAC meeting.

Administrator Sando will contact Millner Farms concerning tilling in Falun township.

OTHER ITEMS:

Chairman Miller informed the board of a discussion he had with Dave Johnson, HDR Engineering, who works on mitigation for mining companies. It was the consensus of the board to meeting with them to discuss options.

Manager Carriere proposed moving the meeting time to 3 p.m. Manager Carriere made a **motion** to change the meeting time to 3 p.m. starting January 4, 2012, seconded by Manager Schmalz. Chairman Miller asked the board to consider holding one extra meeting a quarter. Motion carried unanimously.

Manager Haugen showed the board photos of WD#3.

The next meeting is scheduled for January 4th, 2012. After reviewing expense vouchers, a **motion** by Manager Carriere and seconded by Manager Voll, to approve the manager's and administrator's vouchers. Motion carried unanimously.

A **motion** to adjourn the meeting was made by Manager Voll, seconded by Manager Haugen Motion carried unanimously. Meeting adjourned at 11:31 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant