

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD November 2, 2011**

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

Managers Miller and Carriere were sworn into office.

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

**STAFF PRESENT:** Administrator Sando and Administrative Assistant Halstensgard

**OTHERS PRESENT:** Refer to attendance sheet.

**DELEGATIONS:** Paul Telander, MN DNR; Jack Swanson, Roseau County Commissioner;

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

**MINUTES:** A **motion** was made by Manager Carriere and seconded by Manager Haugen to approve the October 5th, 2011 regular board meeting minutes with changes. Motion carried unanimously.

**RECEIPTS:**

<b>Receipts -- Memo</b>	<b>Balance</b>
Interest -- Checking account	\$ 63.58
RRWMB -- Hay Creek reimbursement	\$ 54,386.17
City of Roseau -- stream gage cost share	654.17
State of Minnesota -- Hay Creek reimbursement	\$ 536,309.61
Roseau County -- stream gage cost share & culvert install	\$ 3,054.16
<b>Total</b>	<b>\$ 594,467.69</b>

<b>Bills</b>	<b>Amount</b>
Rob Sando -- salary	\$ 3,111.86
Rob Sando -- mileage & reimbursements	\$ 914.94
Tracy Halstensgard -- wages	\$ 1,751.66
LaVerne Voll -- per diem & expenses	\$ 204.38
LeRoy Carriere -- per diem & expenses	\$ 141.52
Floyd Haugen -- per diem & expenses	\$ 324.68
Todd Miller -- per diem & expenses	\$ 738.55
PERA -- employer / employee contribution	\$ 859.12
Sjobergs TV -- internet access	\$ 42.32
Doug's Supermarket -- meeting expense	\$ 86.84
Marco -- copier maintenance	\$ 25.00
Verison -- Cell phone service	\$ 44.00
Roseau Times-Region --	\$ 11.81
Minnesota Energy -- natural gas bill	\$ 41.64
CenturyLink -- phone service	\$ 120.85
Internal Revenue Service -- Withholding	\$ 1,535.68
City of Roseau -- utilities	\$ 204.50
Houston Engineering -- Robert Lee ring dike	\$ 12,301.52
Scott's True Value -- office supplies	\$ 54.47
Roseau County Highway Dept. -- spraying	\$ 2,752.90
Roseau ACE Hardware -- post hole digger rental	\$ 53.44
H & J Displays -- counter	\$ 135.00
Reliable Office Supplies -- ink	\$ 186.84
Montech Computers -- norton antivirus	\$ 42.74
North Pine Services -- stump grinding	\$ 100.00
Halverson Sand & Gravel, Inc -- black dirt	\$ 100.00
Roseau County -- transfer station fees	\$ 93.60
ACE Carpet Cleaning -- floor cleaning	\$ 1,042.03
Minnesota SOS -- notary fee	\$ 120.00
Roseau County -- notary recording fee	\$ 20.00
Holthusen Construction -- cleaning WD3 & Ditch 16	\$ 2,300.00
Olson Contruction -- Lee ring dike	\$ 16,048.44
Veterans' Memorial -- flags	\$ 75.00
Spruce Valley construction -- Hay Creek construction	\$ 421,425.00
<b>Total</b>	<b>\$ 467,010.33</b>

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

**DELEGATIONS:** Paul Telander, Paul Wannarka and Kristi Coughlon met with the Board. There was discussion on the Palmville Project. Chairman Miller discussed the low flow augmentation of Mickinock Creek. There have been issues for the landowners with water flooding ag lands. Garry Bennett, DNR Hydrologist, issued an amendment to the original permit to do some ditch cleaning downstream of the "Wilson Road culvert." The board also feels that

upstream also needs to be channelized. Mr. Telander stated that he would like to talk to Garry, Phil and Randy to get more information and will get back to the board.

Chairman Miller spoke about the request to FDRWG for engineering funds for the RRWMA project. Paul Wannarka discussed the matching funds for Project Team. Chairman Miller spoke about obtaining funds for preliminary engineering from the RRWMB. Mr. Wannarka stated he has a letter of support from the FDRGW for the project. Miller asked if Fish & Wildlife had any funds for the project. Mr. Telander stated he would check into it. There was discussion on having a facilitator for Project Team Meetings. Mr. Wannarka stated that there is funding available to cost share having a facilitator at meetings. Rep. Howes will be coming to the Roseau Community Center on Nov. 14<sup>th</sup> to discuss bonding for projects. The RRWD will have a project package to present for funding.

There was discussion on the proposed Beltrami Projects. Chairman Miller spoke about the "Roseau Flowage" on the North Branch of the Roseau River and the contract with the DNR. Mr. Telander stated that Fish & Wildlife has the lease on the land and they have stated that the damaged structures would not be repaired. There was discussion on choosing alternative sites for storage projects in Beltrami. Mr. Telander stated that the DNR is waiting for advanced LiDAR information and will use that to try and find additional storage sites.

Chairman Miller discussed proposing a project in the headwaters area of Hay Creek. Chairman Miller stated the issues with the current status of the ditch and things that could possibly be improved by a project.

The Board also briefly discussed the Arpin Impoundment project.

Chairman Miller discussed the proposal of the DNR Commissioner to turn the Lake Bottom land over to the Watershed. Commissioner Swanson discussed the "no net loss" policy of the County. There was mention of Roseau County purchasing land from the DNR and doing a land swap. Commissioner Swanson also noted that any land that the DNR purchases needs to be approved by the County board. Chairman Miller also discussed the PILT payment option.

Chairman Miller asked if the group had any additional comments. Mr. Telander thanked the Board for having them at the meeting. Mr. Wannarka spoke about the citizen at large position on the FDRWG.

## **PROJECT TEAM & ENGINEERS REPORT:**

Hay Creek / Norland: Chairman Miller asked about the situation with Mr. Erickson. Engineer Knott presented the board with a handout (see attached) outlining the proposal. Engineer Knott asked for board approval to move forward with land acquisition. Chairman Miller asked the amount to be paid to land owners. Manager Voll stated that Mr. Erickson recently had an appraisal done. Chairman Miller asked to obtain that documentation to be used to price the land to be purchased. Manager Voll made a motion to work with Krowich and Erickson to purchase their land, motion died for lack of second. Manager Carriere made a motion to purchase the property from all three landowners, motion died for lack of second. The issue will be discussed at a future meeting.

There was discussion on the road maintenance. Chairman Miller noted some issues with the access road to the SW outlet. Once the project is complete, the roads need to be in condition to be turned over to the townships. Commissioner Falk stated that Matt Millner had contacted him about the right of way markers. Chairman Miller stated that Mr. Millner should come in and address the board. Administrator Sando illustrated the area being farmed and the right of way markers.

Engineer Knott discussed limiting the access to the dike by the public. Engineer Knott and Administrator Sando will be signing the accesses today. It was also suggested that an announcement be put on the radio station.

Chairman Miller requested Engineer Knott make sure the gravel on the top of the dike is adequate.

Roseau County Engineer Brian Ketring updated the board about a culvert issue in Ditch 61. The goal is to keep the culvert from washing out. Scott Habstritt is in favor of moving the culvert to the east. A **motion** was made by Manager Voll and seconded by Manager Haugen to give the extra rock from the 310 bridge repair to the county. Motion carried unanimously. A **motion** was made by Manager Carriere, seconded by Manager Haugen to pay Spruce Valley Corp. in the amount of \$362,662.47 for Pay Estimate #16. Motion carried unanimously. There was discussion on the two change orders submitted to the Board. Chairman Miller reiterated the point to Engineer Knott that the Board wants all pertinent information in the records at the office.

A **motion** was made by Manager Carriere and seconded by Manager Haugen to pay the HDR Engineering bill. Motion carried unanimously.

Palmville Project: The board discussed the draft JPA returned by the DNR. The main issue is the venue of Ramsey County. Administrator Sando will be in contact with the attorneys. Chairman Miller discussed the Mickinock Creek issue. Manager Voll stated that the Board could remove the culvert that allows the flows into Mickinock Creek. There was discussion on cleaning downstream of the "Wilson Road Culvert." A **motion** was made by Manager Carriere, seconded by Manager Haugen to complete the work allowed by the permit amendment. Motion carried unanimously.

Administrator Sando stated that the ground water monitors have been pulled for the winter. All the data has been accumulated but has not been used for any reporting yet. Administrator Sando also reported on the beaver dam and the mowing on site.

Beltrami: Chairman Miller met with Phil Talmage, Dennis Topp and the DNR land manager for the area to discuss the Hay Creek headwaters area. He asked if the board wanted to pursue engineering for a potential project in that area. Manager Voll asked where the funding would be coming from. Chairman Miller stated from the Project Team. Chairman Miller spoke about the Districts plan to retain water on State land. There was discussion on the NRE costs to projects and the 75/25 versus 50/50 cost share. Chairman Miller asked if the board wanted to move forward with preliminary engineering. A **motion** was made by Manager Carriere to move forward with having Houston Engineer, Jerry Bentz, do preliminary engineering, seconded by Manager Haugen. Motion carried unanimously.

Ring Dikes: Administrator Sando discussed the final payment to Olson Construction. Manager Haugen stated that since NRCS is requiring final payment to close out the project, the Watershed should not be responsible for any issues that arise. A **motion** was made by Manager Haugen, seconded by Manager Carrier to approve payment to Olson Construction in the amount of \$16,048.44 with the understanding that the District is not responsible for any maintenance issues that arise. Motion carried unanimously. The Board discussed the Houston Engineering bills. A **motion** was made by Manager Haugen, seconded by Manager Carriere to pay the Houston Engineering bill. Motion carried with Manager Voll objecting.

Ditch 16: There was a **motion** by manager Haugen, seconded by Manager Voll to pay the Holthusen Construction bill. Motion carried unanimously.

WD 3: There was a **motion** by manager Haugen by Manager Carriere to pay the Holthusen Construction bill. Motion carried unanimously. Manager Haugen stated that the cat walks haven't been installed yet. They can be installed this winter.

Ditch 8: Holthusen Construction is working on the cleaning and should be completed soon. Chairman Miller asked if Lloyd Fugleberg's ag dike has been raised, as compared to the township road. There was also some discussion on other issues in the area. Administrator will review the area.

Arpin Impoundment: there is nothing new to report. The project was discussed earlier in the meeting with Paul Telander.

**RULES COMMITTEE REPORT:** Chairman miller stated that the IWI will be putting out a technical paper on drain tile in the valley and he recommends waiting on amending the rules until that information is provided.

### **PERMITS:**

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve permit # 11-23(Sven Grafstrom) for a 48" cmp. Motion carried unanimously.

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve permit # 11-24 (Dennis Saborin) for an 18" cmp. Motion carried unanimously.

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve permit # 11-25 (Falk Farms). Motion carried unanimously.

A **motion** was made by Manager Haugen and seconded by Manager Carriere to approve permit # 11-26 (Pohlitz Township). Motion carried unanimously.

**RRWMB:** Chairman Miller presented the board with information on the Retention Authority opening an office in Fargo. He also discussed the funding for the RRRRA. Chairman Miller suggested having a press release prepared by Jeff Nyquest for the district. BWSR funding for FDR projects through RIM and NRCS funding through WRP programs. Chairman Miller talked about various reports presented at the meeting, specifically the proposed changes to the drainage law. Chairman Miller also discussed the FDRWG meeting that was held following the RRWMB meeting.

### **Administrator's Report:**

Administrator Sando reported on the following:

- ☼ Hay Creek seeding. Chairman Miller asked about possible repair work in the spring. Engineer Knott stated that it would be standard guarantee. There was discussion on the FEMA repair work to be completed. The Board directed Administrator Sando to proceed with the work.
- ☼ FEMA DR 1982

- ❁ LUP meeting – Administrator Sando will try to schedule something for the week of Nov. 14.
- ❁ Robert Lee side water inlets –
- ❁ Vacation days
- ❁ MAWD Conference

**RRIW:** Manager Voll discussed the meeting held Oct. 12 at our office.

**OLD BUSINESS:**

Administrator Sando updated the board on the insurance issue.

Manager Haugen discussed the meeting with the County on the proposed flap gates near SD 51. Manager Haugen stated that the local landowner did not believe the hydraulic study and the County did not make any decisions in the matter.

Chairman Miller spoke about the letter that was sent to Gov. Dayton and the DNR response. Lori Dowling, who signed the DNR response letter, asked for a reply. Chairman Miller is drafting a reply.

Administrator Sando updated the board on a meeting he attended in TRF.

Administrative Assistant Halstensgard updated the board on the progress on the records modernization.

Chairman Miller discussed the building maintenance.

**NEW BUSINESS:**

Chairman Miller and Manager Haugen will meet to discuss the employee review.

The next meeting is scheduled for December 7, 2011. After reviewing expense vouchers, a **motion** by Manager Carriere and seconded by Manager Haugen, 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 Carriere. Motion carried unanimously. Meeting adjourned at 12:43 p.m.

Respectfully submitted,

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LeRoy Carriere, Secretary

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Tracy Halstensgard, Administrative Assistant