

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD October 5, 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 Sando and Administrative Assistant Halstensgard

OTHERS PRESENT: Refer to attendance sheet.

DELEGATIONS: Jack Swanson, Roseau County Commissioner;

AGENDA: A **motion** was made by Manager Voll 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 September 7, 2011 regular board meeting minutes with changes. Motion carried unanimously.

RECEIPTS:

Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 100.20
RRWMB -- Hay Creek reimbursement	\$ 89,384.94
State of Minnesota -- Palmville reimbursement	\$ 4,971.78
TOTAL	\$ 94,456.92

Bills -- Memo	Amount
City of Roseau -- utilities	\$ 202.21
Verison -- cell phone charge	\$ 51.29
CenturyLink -- phone bill	\$ 113.06
Sjoberg's Cable TV -- cable internet	\$ 42.32
Marco -- copier maintenance	\$ 25.00
Roseau Times-Region -- notice	\$ 11.81
Minnesota Energy -- natural gas bill	\$ 14.26
Olson Construction -- Lee ring dike construction	\$ 19,527.33
Spruce Valley Corp -- Hay Creek construction	\$ 697,459.50
HDR Engineering -- Project Engineering	\$ 12,505.86
Floyd Haugen -- meetings, mileage and expenses	\$ 170.11
LeRoy Carriere -- meetings, mileage and expenses	\$ 94.35
Todd Miller -- meetings, mileage and expenses	\$ 755.40
LaVerne Voll -- meetings, mileage and expenses	\$ 376.85
Rob Sando -- expenses and mileage	\$ 417.32
Rob Sando -- salary	\$ 3,111.86
Tracy Halstensgard -- wages	\$ 1,837.52
Multi Office Products -- supplies	\$ 42.73
PERA -- employee and employer share	\$ 875.04
Roso Cleaners -- 2 rugs	\$ 18.80
Doug's Supermarket -- food for meetings and supplies	\$ 58.71
US Treasury -- federal tax	\$ 31.51
Internal Revenue Service -- withholding tax	\$ 1,564.69
Minnesota Revenue -- state payroll tax	\$ 543.00
Subway -- meal for RRIW meeting	\$ 55.58
Pizza Ranch -- PT lunch	\$ 40.13
MAWD -- annual meeting registration	\$ 1,020.00
TOTAL	\$ 740,966.24

BILLS: A **motion** was made by Manager Haugen to pay the normal monthly bills with the exception of the HDR Engineering bill, seconded by Manager Carriere. Motion carried unanimous.

DELEGATIONS: Jack Swanson, Roseau County Commissioner, updated the board on various issues. There was discussion on the letter that was signed by the Roseau River Watershed, County, City of Roseau, the Warroad River Watershed and sent to Governor Dayton. Chairman Miller and Administrator Sando discussed the building maintenance. Mr. Swanson stated that any cost share would have to be decided upon by the entire Roseau County board. The Board was in consensus to move forward with the exterior maintenance while the weather permitted and work out the details with the County later.

The County Board received the letter from the Watershed Board concerning the flap gates on culverts along SD 51. It was the position of the County board that the requested flap gate south of the river was responsibility of the Watershed District. Mr. Warren and Mr. Adam Stoe were in attendance. Adam Stoe complained that they had not been informed that the board discussed installing the traps at a second meeting. Warren Stoe suggested holding a public hearing. Chairman Miller stated that the Watershed and County are laying the ground work and working

on details prior to holding a hearing. When there is more information to be presented, a public hearing would be scheduled. Chairman Miller asked if Warren Stoe was interested in being a part of the RRWMA Project Team. Warren Stoe stated he would be a part of the Project Team, and Adam Stoe could be an alternate in the event that Warren couldn't attend a meeting.

Manager Haugen asked Commissioner Swanson about the FEMA work that's been postponed in ditch 69 and Commissioner Swanson gave an update.

Darrell Lins arrived at the meeting. Chairman Miller informed Mr. Lins of what was discussed earlier in the meeting concerning the installation of flap gates.

PROJECT TEAM & ENGINEERS REPORT:

Hay Creek / Norland: Chairman Miller discussed the bid from Minnesota Native Landscapes. Engineer Dalager recommended rejecting all bids. Manager Voll made a **motion** to reject all bids for the Wetland Mitigation, seconded by Manager Carriere. Motion carried unanimously. A letter will be sent to the contractors that submitted bids stated such. There was discussion on the status of the wetland mitigation requirements. Engineer Dalager discussed the permitting process and dealing with wetland regulations. A **motion** was made by Manager Carriere, seconded by Manager Haugen to approve payment of \$421,425.00 to Spruce Valley Corporation, pending signature by the contractor. Motion carried unanimously. There was discussion on the issues of landowner right-of-way and the placement of spoil. Engineer Dalager will work with the landowner to resolve the issue. A **motion** was made by Manager Carriere, seconded by Manager Haugen to approve payment of the HDR Engineering bill for \$9,997.50. Motion carried unanimously. A **motion** was made by Manager Carriere, seconded by Manager Haugen to approve payment of the HDR Engineering bill for \$3,666.88. Motion carried unanimously.

Palmville Project: There was discussion on the mowing that has taken place and the maintenance that needs to be done. Garry Bennett, DNR Hydrologist, has been out to view Mickinock Creek. There was discussion on channelizing Mickinock Creek downstream from the township road. Administrator Sando will continue to work with Mr. Bennett to complete the work. Administrator Sando and Administrative Assistant Halstensgard will submit a bill to the County for their share of the work completed.

Beltrami: Chairman Miller viewed the Kroska site proposed by the DNR. Chairman Miller asked the board if they wish to pursue this with Project Team funding or wait to see what the DNR plans. The board wishes to maintain involvement with the process with the DNR, but not financially at this time.

Ring Dikes: Manager Haugen discussed the condition of the township road that is part of the Robert / Stacy Lee ring dike. He stated that the road was in good shape in his opinion. There was discussion on the condition of the crossing on the east side of the township road. There was discussion on the project and engineering costs. It was the consensus of the board to retain payment of engineering bills until the project has been checked out. Manager Voll made a **motion** to pay the Olson Construction bill in the

amount of \$19,527.33 seconded by Manager Haugen. The retainage will be held until June 2012. Motion carried unanimously.

WD 3: Manager Haugen updated the board on the work being done in the system. Administrator Sando updated the board on the grant application of side water inlets. There was discussion on placing traps on the culverts.

Ditch 16: The spoil from the ditch cleaning hasn't been leveled due to crops still in the fields.

RRWMA: Chairman Miller discussed the conference call that took place with DNR personnel. A meeting has been scheduled for October 13th, in the morning with Mr. Telander and Mr. Pracher with a Project Team meeting in the afternoon.

RULES COMMITTEE REPORT: The Board reviewed the proposed changes to the permit application form. There was discussion on the changes to Rules. Engineer Dalager gave a brief explanation of what a drainage coefficient is. The Board decided to implement the 1.25" drainage coefficient. Engineer Dalager discussed the possibility of requiring an outlet control. The Board was in agreement with implementing the new Culvert Permit Application and the Ag Diking portion of the application. There will be continued discussion on the drain tile permit application and rules. The Board will review the rules for the next meeting.

PERMITS:

A **motion** was made by Manager Carriere and seconded by Manager Voll to approve permit # 11-15 (Phil Larson). Motion carried unanimously.

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve permit # 11-16 (Carter Diesen). Motion carried unanimously.

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve permit # 11-17 (Carter Diesen). Motion carried unanimously.

A **motion** was made by Manager Voll and seconded by Manager Haugen to table permit # 11-18 (The Nature conservancy) to obtain information on effects to private landowners and for Administrator Sando to view the area. Motion carried unanimously.

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve permit # 11-19 (Erik Dunham). Motion carried unanimously.

A **motion** was made by Manager Haugen and seconded by Manager Carriere to approve permit # 11-20 (David Dirks). Motion carried unanimously.

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve permit # 11-21 (Kelly Christianson). Motion carried with Chairman Miller opposed.

RRWMB: Administrator Sando updated the board on the meeting. The RRWMB denied matching funds for hiring an RRA administrator at this time. The issue will be revisited when federal funding is obtained. Keith Weston, NRCS, is willing to view the proposed Arpin Project. Jeff Nyquist, who was hired by the RRWMB as public information officer, will be attending the next meeting. Changes to the Minnesota Drainage Law have been drafted. Dan Wilkens is requesting everyone review the document written by Attorney Lewis Smith. There was discussion on incorporating monitoring costs into projects.

Administrator's Report:

Administrator Sando reported on the following:

- ✿ Will be installing gates on the dikes on Hay Creek / Norland
- ✿ ROW markers were installed on West Interceptor
- ✿ Administrator Sando will follow up with Matt Millner on replacing the markers on the Hay Creek connection channel.
- ✿ Culvert issue on West Interceptor. A **motion** was made by Manager Haugen to replace the culvert with a 30" cmp, seconded by Manager Voll. The current culvert will be salvaged and stored at the County garage. Motion carried unanimously.
- ✿ Steve Lee is wondering about the status of the complaint.
- ✿ Golden Valley ditching / road issue update. Work was completed without a permit. The township is willing to fill the ditches if necessary. It was the consensus of the board to have them fill the ditches.
- ✿ Floor cleaning will be done this Saturday.

RRIW: A meeting has been scheduled in our office for October 12th at 10:30 a.m.

OLD BUSINESS:

Administrative Assistant Halstensgard will have a presentation for the next meeting on the progress of the ditch record modernization.

Administrator Sando is working on FEMA submittal.

There has been no bill from the county concerning the Paul King culvert.

Chairman Miller viewed the collapsed culvert across from the Kveen / Ponton ring dike with Daryl Dahl from the County. LaValla Excavation will replace the culvert with one provided by the County.

NEW BUSINESS:

Manager Voll made a **motion** to renew Administrative Assistant Halstensgard Notary commission, seconded by Manager Haugen. Motion carried unanimous.

The board discussed the audit proposals submitted by Hoffman, Dale & Swenson, PLLC and Drees, Risky & Vallager, Ltd.

There was discussion on the exterior maintenance being done on the building.

The annual MAWD Conference is scheduled for December. Chairman Miller, Manager Carriere and Manager Voll will be attending. Voting delegates will be Chairman Miller and Manager Carriere.

Chairman Miller stated that STS would do some brushing on the in-slope of Lateral 2 of WD 3.

Chairman Miller discussed the FEMA floodplain map updates.

Chairman Miller suggested purchasing a MIA/POW flag for the flagpole. The board was in agreement.

The next meeting is scheduled for November 2, 2011. After reviewing expense vouchers, a **motion** by Manager Haugen and seconded by Manager Voll, to approve the manager's vouchers. Motion carried unanimously.

A **motion** to adjourn the meeting was made by Manager Haugen, seconded by Manager Miller. Motion carried unanimously. Meeting adjourned at 12:31 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstengard, Administrative Assistant