

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD August 1, 2012**

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

MANAGERS PRESENT: Cody Schmalz, 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:

DELEGATIONS PRESENT: Kelman Kvien, landowner; Wayne Trangsrud, landowner.

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

MINUTES: A **motion** was made by Manager Voll and seconded by Manager Carriere to approve the July 2nd, 2012 regular meeting minutes. Motion carried unanimously.

RECEIPTS:

Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 96.83
Kittson County -- share of taxes	\$ 3,008.78
Marshall County -- share of taxes	\$ 275.93
RRWMB -- website cost share	\$ 117.50
Town of Palmville -- cost share on gravel	\$ 360.00
Lake of the Woods County -- share of taxes	\$ 1,156.08
TOTAL	\$ 5,015.12

Bills -- Memo	Amount
City of Roseau -- utilities	\$ 219.36
Verison -- cell phone charge	\$ 51.55
CenturyLink -- phone bill	\$ 102.40
Sjoberg's Cable TV -- cable internet	\$ 45.53
Marco -- copier maintenance	\$ 22.50
Minnesota Revenue -- payroll taxes	\$ 833.00
Minnesota Energy -- natural gas bill	\$ 15.59
Steve Anderson -- legal fees	\$ 5,957.00
HDR Engineering -- Project Engineering	\$ 6,458.30
Floyd Haugen -- meetings, mileage and expenses	\$ 98.96
LeRoy Carriere -- meetings, mileage and expenses	\$ 76.76
Cody Schmalz -- meetings, mileage and expenses	\$ 154.74
Todd Miller -- meetings, mileage and expenses	\$ 463.01
LaVerne Voll -- meetings, mileage and expenses	\$ 276.43
Rob Sando -- expenses and mileage	\$ 341.69
Rob Sando -- salary	\$ 3,117.86
Tracy Halstensgard -- wages	\$ 1,979.03
Spruce Valley Corp -- Hay Creek PE #19	\$ 16,187.52
PERA -- employee and employer share	\$ 899.95
Internal Revenue Service -- 941 tax	\$ 1,540.99
Doug's Supermarket -- food for meetings and supplies	\$ 31.19
Scott's True Value -- supplies	\$ 45.71
Horner Plumbing & Excavation -- work on Palmville	\$ 1,293.00
Bonnie's Floral -- funeral arrangement	\$ 46.76
Quality Printing -- Palmville JPA	\$ 21.38
Fleet Supply -- utility trailer light	\$ 9.61
Bonnie's Floral -- funeral arrangement	\$ 46.76
Roger Berg -- mowing Hay Creek	\$ 7,150.00
Deluxe Business Forms -- checks	\$ 185.79
TOTAL	\$ 47,672.37

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

DELEGATIONS:

Kelman Kvien addressed the Board with an amendment to his tiling permit application. Mr. Kvien explained his proposal to satisfy the requirements for a control structure. A **motion** was made by Manager Voll, seconded by Manager Carriere to approve permit #12-3 (Kelman Kvien). Motion carried unanimously.

PROJECT REPORT:

Hay Creek/Norland: There was discussion on the final construction items. Engineer Dalager joined the meeting via teleconference. There was discussion on the drainage from ground level to the southwest and northwest outlet structures. Engineer Dalager will tour the project with board members to examine some of the issues with the project.

Engineer Dalager will meet with the board on August 10 at 7 a.m. to tour the project. A **motion** was made by Manager Voll to grant Spruce Valley construction an extension to Sept. 1, 2012 with no penalties incurred, seconded by Manager Carriere. Motion carried unanimously. There was discussion on the excavation of the remaining ditch block on the connection channel. Administrator Sando will solicit quotes.

Engineer Dalager stated there has been no word from the COE on the mitigation plan. Engineer Dalager ended the teleconference at 8:50. A **motion** was made by Manager Carriere to pay HDR Engineering in the amount of \$6,061.38 seconded by Manager Haugen. There was extensive discussion on the project engineering expense. Motion carried with Manager Voll and Chairman Miller opposed. The board discussed options for maintenance. A **motion** was made by Manager Voll to pay Roger Berg in the amount of \$7,150.00 for mowing the Hay Creek Project, seconded by Manager Carriere. Motion carried unanimously.

Wayne Trangsrud addressed the board with a proposal adding a trap to the culvert that Pohlitz Township has been approved as an addendum to permit #11-26. The board recommended an addendum to the original permit. Mr. Trangsrud also addressed a proposal to ditch/clean ditches by the county / watershed. Chairman Miller stated there would be a public meeting before any work would be completed. A **motion** was made by Manager Carriere to approve the addendum to permit #11-26 for the addition of a trap, seconded by Manager Schmalz. Motion carried unanimously.

Palmville Project: Administrative Assistant Halstensgard updated the board on the status of the JPA. A **motion** was made by Manager Haugen to move pay Horner Plumbing and Excavation in the amount of \$1,293.00, seconded by Manager Voll. Motion carried unanimously.

Beltrami: Chairman Miller updated the Board on the CCMP meeting held July 24th, 2012 in our office. Administrator Sando discussed the site assessment of the dam sites in Beltrami. All those in attendance will submit comments. A meeting has been proposed sometime in September to discuss the assessment and comments.

Chairman Miller discussed the Hay Creek Headwaters Retention site, stating that due to a beaver dam, the area is underwater.

Chuck Fritz will be presenting the Project Planning Tool (PPT) currently being developed to expedite initiation of FDR projects in each watershed in the Red River Valley. The presentation will be August 8th at 10:00 a.m. in our office. This will be posted as a special meeting.

Administrator Sando informed the board that the County could do the survey work for each dam site.

WD#3: Manager Haugen stated that the safety rails have not been installed on the structures, however he has spoken with Mr. Wahl and he will be doing this shortly.

RRWMA: There was discussion on the status for the COE work and preliminary engineering work. A **motion** was made by Manager Haugen and seconded by Manager Carriere to pay the HDR Engineering bill in the amount of \$1,811.85. Motion carried unanimously.

Arpin Impoundment: A landowner meeting has been scheduled for August 9th, 2012 at 10:00 a.m. Administrator Sando updated the Board on the options proposed by the NRCS. This will also be posted as a special meeting.

Chairman Miller asked what the Board's position was on Section 21 (Norland) wetland banking option. The consensus of the board was that pursuing this option did not warrant the expense.

PERMITS:

A **motion** was made by Manager Haugen, seconded by Manager Voll to approve Permit #12-05 through #12-09 (Matt Millner). Motion carried unanimously.

A **motion** was made by Manager Voll, seconded by Manager Carriere to approve Permit #12-10 (Arthur Carlson). Motion carried unanimously.

Manager Schmalz and Administrator Sando will follow up on the TNC permit.

Chairman's Report:

- RRWMB: The Clean Water act and the COE permitting issue were the main topic of conversation.
- RRWD is awaiting reply on additional Project Team funding from FY 2012. There was discussion on additional funding for projects. Administrator Sando will follow-up.
- Demonstration on Project Planning Tools report.

Administrator's Report: Please see attached Administrator's Report. The following items were reviewed by the Board:

- The Board directed Administrator Sando to install the stop logs in structures at Palmville.
- There was discussion on the proposed budget.
- The Board discussed the proposal for cleaning SD 51 submitted by Ron Huderle. Manager Schmalz will talk to the local blade operator, Chairman Miller will talk to the Kittson County Commissioner and Administrator Sando will talk to Dan Money.

OLD BUSINESS:

The Board discussed the draft audit and noted corrections to be made.

NEW BUSINESS:

The Board discussed the paving of the parking lot. Manager Voll made a **motion** to pay up to \$3,000.00 towards paving the parking lot, seconded by Manager Miller. Manager Haugen raised questions as to what the other parties are contributing. Motion carried unanimously.

The Board discussed Pete Grafstrom's bill for building maintenance. Chairman Miller will speak with him on the portion of the bill the County will not cover.

OTHER ITEMS:

Manager Haugen commented on Chairman Miller's radio interview.

Manager Haugen spoke about the District's investments. The Board directed Administrator Sando and Manager Haugen to invest the funds for the highest interest rate available.

After reviewing the managers' vouchers, a **motion** was made by Manager Carriere seconded by Manager Haugen to approve the managers' vouchers. Motion carried unanimously.

After a motion by Manager Haugen and second by Manager Schmalz, the meeting was adjourned at 11:45 p.m.

Respectfully submitted,

LaVerne Voll, Secretary

Tracy Halstensgard, Administrative Assistant