

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD DECEMBER 5, 2012**

ORDER: Chairman Todd Miller called the meeting to order at 3:00 p.m.

MANAGERS PRESENT: Aaron Magnusson, LeRoy Carriere, LaVerne Voll, Cody Schmalz and Todd Miller.

STAFF PRESENT: Administrative Assistant Halstensgard

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Nate Dalager, HDR Engineering; Jerry Bents, Houston Engineering.

DELEGATIONS PRESENT: Roseau County Commissioners Roger Falk and Jack Swanson.

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

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Schmalz to approve the October 31st, 2012 regular meeting minutes with changes. Motion carried unanimously.

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 33.07
State of Minnesota -- MVC	\$ 6,143.41
State of Minnesota / DNR -- RRWMA reimbursement	\$ 9,366.72
Roseau County -- reimbursement for Palmville	\$ 466.50
Verison -- reimbursement	\$ 23.23
Marshall County -- share of taxes	\$ 1,174.79
Beltrami County -- share of taxes	\$ 51.82
Lake of the Woods County -- share of taxes	\$ 576.06
Roseau County -- share of taxes	\$ 100,419.21
Kittson County -- share of taxes	\$ 2,668.32
State of Minnesota -- Hay Creek reimbursement	\$ 21,796.97
Total	\$ 142,720.10

Bills	Amount
Tracy Halstensgard -- wages	\$ 2,281.96
LaVerne Voll -- per diems and reimbursements	\$ 555.00
Cody Schmaltz -- per diems and reimbursements	\$ 276.81
Todd Miller --per diems and reimbursements	\$ 1,123.63
Aaron Magnusson -- per diems and reimbursements	\$ 77.42
LeRoy Carriere -- per diems and reimbursements	\$ 881.27
PERA -- employer / employee contribution	\$ 382.77
Sjobergs TV -- internet access	\$ 45.53
Doug's Supermarket -- meeting expense	\$ 33.95
Marco -- copier maintenance	\$ 22.50
Postmaster -- stamps & mailing board packet	\$ 144.70
Roseau Times-Region -- notice and notice of hearing	\$ 78.75
Minnesota Energy -- natural gas bill	\$ 92.96
CenturyLink -- phone service	\$ 113.33
Postmaster -- annual PO Box fee	\$ 70.00
City of Roseau -- utilities	\$ 217.77
Warroad Pioneer -- job posting	\$ 84.00
Northern Watch -- job posting	\$ 149.11
Rinke Noonan -- legal fees, SD 51 hearing	\$ 337.50
Fleet supply -- Hay Creek gates	\$ 1,058.00
Dennis Wahl -- installation of safety rails on WD3 structures	\$ 638.25
Roseau Bakery -- cakes for meetings	\$ 55.84
Holthusen Construction Inc. -- lowering of culvert in WD 3	\$ 450.00
Comstock Custom Mowing -- filling & leveling of ditch (SD 51)	\$ 655.20
Roso Cleaners & laundromat -- rug service	\$ 18.80
Ace Hardware -- new mop bucket, mop and cleaner	\$ 94.00
RRWMB -- share of taxes 4th qtr	\$ 58,824.82
Roseau County Highway Dept. -- culverts for Palmville	\$ 897.52
Signature Jewelers -- Watch for Todd	\$ 74.80
Signature Jewelers -- engraving	\$ 10.00
Halverson Sand and Gravel -- Hay Creek construction	\$ 20,114.52
Spruce Valley Corp. -- PE #20 Hay Creek construction	\$ 5,190.32
HDR Engineering -- RRWMA project engineering	\$ 22,756.66
Ron Huderle -- SD 51 debris removal	\$ 4,500.00
Frank's TV & Radio Shack -- flash drives	\$ 39.50
Total	\$ 122,347.19

BILLS: A **motion** was made by Manager Voll to pay the normal monthly bills excluding the Roseau County bill for fees and penalties, seconded by Manager Carriere. Motion carried unanimous.

Engineer Dalager gave an informational presentation on the proposed CR 112 project, followed by questions from the audience. After discussion, it was decided that the landowners would get together with the county and township for further discussion.

The Board discussed the interviews for the Administrator position. It was Chairman Miller's recommendation to have a special meeting after the public hearing on Dec. 12 to discuss it further.

DELEGATIONS:

Commissioners Falk and Swanson had nothing to present at this meeting.

PROJECT REPORT:

Hay Creek/Norland: Engineer Dalager stated there has been no word from the COE on the proposed mitigation plan. Gates and signage have been installed. The board discussed the dollar amount to be attributed to SD 51 for the construction of the project. It was the recommendation of the board to allocate \$500,000.00 in SD 51 funds. A **motion** was made by Manager Voll seconded by Manager Magnusson to accept the one year grant extension and authorize Chairman Miller to sign the amendment. Motion carried unanimously. There was discussion on PE #20. A **motion** was made by Manager Voll, seconded by Manager Magnusson to approve PE #20 to Spruce Valley Corp in the amount of \$5,190.32. Motion carried unanimously. A **motion** was made by Manager Carriere, seconded by Manager Voll to approve the Halverson Sand & Gravel bill in the amount of \$20,114.52. Motion carried unanimously.

Palmville Project: A **motion** was made by Manager Carriere seconded by Manager Schmalz to accept the one year grant extension and authorize Chairman Miller to sign the amendment. Motion carried unanimously. Manager Voll made a **motion**, seconded by Manager Carriere to submit the HDR Engineering bill to Molly McGreagor, MN DNR Regional Planner as part of the monitoring costs. Motion carried unanimously.

Beltrami: Chairman Miller updated the board on the draft LUP CCMP. Engineer Bents commented on the plan to request 20% reduction of water coming out of the forest. Engineer Bents had several handouts for the board showing options moving forward.

Manager Voll asked if Chairman Miller would be interested in following up with this project after he is off the board. Chairman Miller spoke about the appointment to the RRWMB.

Chairman Miller discussed the meeting with Roseau County and COE concerning permit violations in CD 7 and the proposed Hay Creek Headwaters project.

An Environmental Assessment has been completed on the Beaver Township Impoundment Site.

Arpin Impoundment: Chairman Miller discussed landowner willingness and lack thereof as well as possible changes to the alignment of the impoundment. There was also discussion on constructing dikes out of organic material and the maintenance cost associated with doing so.

SD 51 cleaning: The board reviewed Ron Huderle's email and photos. A **motion** was made by Manager Voll to advance the requested funds to Mr. Huderle, seconded by Manager Schmalz. Motion carried unanimously.

RRWMA: Engineer Dalager gave an update on the COE geotechnical survey and discussed a water quality analysis. Engineer Dalager suggested scheduling a public hearing to accept the preliminary engineer's report with a PT meeting the same day. The location of the hearing will be in Badger in early February. Chairman Miller discussed the presentation at the RRIW meeting. A **motion** was made by Manager Carriere, seconded by Manager Schmalz to approve the HDR Engineering in the amount of \$22,756.66. Motion carried unanimously.

Manager Voll left the meeting at 4:50 p.m.

PERMITS:

The board discussed permit #12-16 (Roger Skime). Manager Carriere discussed the location of the proposed crossing. A **motion** was made by Manager Carriere to deny the permit, seconded by Manager Magnusson. Motion carried unanimously.

Manager Carriere discussed complaint with permit #12-04 for David Dahlgren. There were no issues with the permit.

Chairman's Report:

- RRWMB:
 - Treasurers report
 - Basin Commission report and conference dates
 - Ron Harnack's report
 - Public information committee

ADMINISTRATIVE REPORT:

- Dave Grafstrom completed the Vegetation Monitoring Report for the West Interceptor.
- RRWMA funding – The Board directed Administrative Assistant Halstengard to utilize the RRWMB advanced funds.
- BWSR sidewater inlets – The landowners along lateral 2 will be the next contacted.
- A **motion** was made by Manager Carriere, seconded by Manager Schmalz to approved hiring Drees, Risky & Vallager for the 2012 audit. Motion carried unanimously.
- Bill from Kittson County
- Jon Schauer year end QuickBooks consultant appointment
- Administrative Assistant will be out of the office on Dec. 7th and 11th
- Jan Farris culvert issue. Follow up will be at the next meeting.
- Sale of old copier to the Warroad Library.
- Photos taken by Manager Schmalz were presented to the Board of the filling in of ditches along the Canadian border on The Nature Conservancy land.

OLD BUSINESS:

There was discussion on the West Interceptor right of way markers.

Chairman Miller updated the board on the MAWD conference.

NEW BUSINESS:

Manager Carriere stated he was willing to be appointed as the RRWMB representative and attend the meetings.

OTHER ITEMS:

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

After a **motion** by Manager Carriere and second by Manager Magnusson, the meeting was adjourned at 6:05 p.m.

Respectfully submitted,

LaVerne Voll, Secretary

Tracy Halstensgard, Administrative Assistant