

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF MANAGERS MEETING HELD JUNE 6, 2012**

**ORDER:** Chairman Todd Miller called the meeting to order at 2:00 p.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:** Engineer Nate Dalager;

**DELEGATIONS:** Randy Prachar, MN DNR; Jack Swanson and Roger Falk, Roseau County commissioners; Ron Harnack, RRWMB Financial Coordinator.

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

**MINUTES:** A **motion** was made by Manager Carriere and seconded by Manager Haugen to approve the May 2<sup>nd</sup>, 2012 regular meeting minutes with changes. Motion carried unanimously. A **motion** was made by Manager Haugen and seconded by Manager Carriere to approve the May 10<sup>th</sup>, 2012 special project team meeting minutes with changes. Motion carried unanimously. A **motion** was made by Manager Carriere and seconded by Manager Haugen to approve the May 22<sup>nd</sup>, 2012 special project team meeting minutes. Motion carried unanimously.

There was discussion on the project funding process with Ron Harnack, RRWMB Financial Coordinator. Chairman Miller discussed the steps the Board is talking to secure funding for the RRWMA project. Mr. Harnack stated that typically the RRWMB will cost share 2/3 – 1/3 for non-state share.

**RECEIPTS:**

<b>Receipts -- Memo</b>	<b>Balance</b>
Citizens State Bank -- Interest on checking	\$ 92.69
State of Minnesota -- Hay Creek reimbursement	\$ 353,550.67
Marshall County -- share of taxes	\$ 1,568.25
<b>TOTAL</b>	<b>\$ 355,211.61</b>

<b>Bills -- Memo</b>	<b>Amount</b>
City of Roseau -- utilities	\$ 207.18
Verison -- cell phone charge	\$ 51.86
CenturyLink -- phone bill	\$ 107.51
Sjoberg's Cable TV -- cable internet	\$ 45.53
Marco -- copier maintenance	\$ 25.00
Roseau Times-Region -- notice	\$ 10.50
Minnesota Energy -- natural gas bill	\$ 59.59
Steve Anderson -- legal fees	\$ 531.25
Houston Engineering -- Project Engineering	\$ 3,524.95
Floyd Haugen -- meetings, mileage and expenses	\$ 408.94
LeRoy Carriere -- meetings, mileage and expenses	\$ 221.29
Cody Schmalz -- meetings, mileage and expenses	\$ 262.98
Todd Miller -- meetings, mileage and expenses	\$ 719.56
LaVerne Voll -- meetings, mileage and expenses	\$ 289.90
Rob Sando -- salary	\$ 3,117.86
Tracy Halstensgard -- wages	\$ 2,050.77
Reliable Office Supply -- ink	\$ 61.41
PERA -- employee and employer share	\$ 908.63
Internal Revenue Service -- 941 tax	\$ 1,667.67
Doug's Supermarket -- food for meetings and supplies	\$ 84.91
Scott's True Value -- supplies	\$ 151.65
Halverson Sand & Gravel, Inc -- FEMA work	\$ 12,980.00
Fleet Supply -- Hay Creek expense	\$ 26.58
Roseau - LOW Title & Abstract -- Hay Creek land purchase	\$ 3,759.87
Roseau County Treasurer -- land taxes	\$ 3,900.00
Auto Owners Insurance -- insurance package	\$ 513.14
<b>TOTAL</b>	<b>\$ 35,688.53</b>

**BILLS:** A **motion** was made by Manager Voll to pay the normal monthly bills, excluding the Halverson Sand & Gravel, Inc which will be discussed later in the meeting, seconded by Manager Schmalz. Motion carried unanimous.

**DELEGATIONS:**

Jack Swanson asked about the quote for painting the exterior of the building. There was a brief discussion on the quotes obtained.

Ron Harnack, RRWMB Financial Coordinator, addressed the board with project funding information. The first issue discussed was PILT and how it relates to overall project funding. All “non-bondable” (PILT, legal fees) expenses are able to be contributed to the total project costs and eligible as local match for FDR grants. The State will then reimburse 75% share of the total project cost. There was discussion on how PILT will affect the County taxes. Manager Voll asked about using SD 51 funds on the project. Mr. Harnack stated that was no longer a possibility since the project is underway. Engineer Dalager asked if there was possibly way to access the SD 51 funds as a onetime assessment to the project. The matter will be researched further.

The next item discussed was an email from Mr. Harnack about bonding allocations. Chairman Miller asked Mr. Harnack to elaborate on the fourth item on the email, Mediation

Work Group Funds. Mr. Harnack described the biannual funding process. There was discussion on the agency involvement in the Project Team, mediation process. Engineer Dalager stated that it should be unrealistic for the agencies to relax their permitting process and come up with a general permit application.

Chairman Miller discussed the LiDar recollect and the information being given to HDR Engineering for modeling. Mr. Harnack discussed the goal of 20% reduction of peak flows on the main stem and the process to achieve that goal. There was discussion on funding with Federal programs (RIM, WRP ect.).

Chairman Miller asked about pursuing funding for stream gage maintenance. Mr. Harnack stated a proposal is being submitted to the LCCMR as well as other options. Chairman Miller asked about wetland credits on the Hay Creek Project site. Mr. Harnack stated the first step is wetland delineation, and then fill out a wetland credit application with the local SWCD. Engineer Dalager stated the area has been delineated and is under the immediate threat of being farmed.

### **PROJECT REPORT:**

Hay Creek/Norland: There was discussion on landowners utilizing land adjacent to land they are actively farming. The Board was in consensus with allowing landowners to farm the adjacent lands.

There was discussion on paying the PILT to the County and excluding Sect. 21 to pursue wetland credits. The Board elected to wait to pay PILT until the project grant is closer to closing out.

The County will consider adding the township road to their local maintenance route. County Commissioner Falk will discuss the issue with Engineer Ketring.

A **motion** was made by Manager Haugen, seconded by Manager Voll to pay the taxes on Sect. 21 of Norland Unorganized, less the penalty. Motion Carried unanimously.

Administrator Sando will research the property tax issue for section 33 of Jadis Addition. (West Interceptor)

Engineer Dalager discussed the revised mitigation plan and conservation easement. A **motion** was made by Manager Carriere, seconded by Manager Voll to approve the revised June 2012 mitigation plan and submit it to the COE. Motion carried unanimously. A **motion** was made by Manager Carriere and seconded by Manager Haugen to pay the HDR engineering bill in the amount of \$4,646.45. Motion carried unanimously.

Palmville Project: A **motion** was made by Manager Voll, seconded by Manager Haugen to approve the revised Joint Powers Agreement. Copies will be signed and distributed accordingly. Motion carried unanimously. Celebration ensued.

Chairman Miller discussed some proposed work to be completed in certain areas of the channel. A **motion** was made by Manager Haugen to move forward with graveling and installation of two 18" cmp's, seconded by Manager Voll. Motion carried unanimously.

RRWMA: The board discussed the Joint Powers Agreement. Mr. Prachar discussed the DNR funding encumbrance. A **motion** was made by Manager Carriere, seconded by Manager Haugen to approve the Joint Powers Agreement. Motion carried unanimously. There was extensive discussion on funding with Mr. Prachar and Mr. Harnack. There

will be a meeting on June 25<sup>th</sup> with Engineer Dalager and the agency personnel to work out the details on information that needs to be obtained by preliminary engineering. Engineer Dalager will revise the letter of support to Pat Lynch. A **motion** was made by Manager Carriere and seconded by Manager Haugen to pay the HDR engineering bill in the amount of \$2,521.45. Motion carried with Manager Voll opposed.

Beltrami: DNR Forestry was going to estimate the cost of timber loss in the proposed Beaver Township site. There was discussion on presenting economic loss by LGU's to the Project Team. A **motion** was made by Manager Voll and seconded by Manager Haugen to pay the Houston engineering bill in the amount of \$3,823.93 upon clarification of truck mileage. Motion carried unanimously.

WD#3: Manager Haugen asked about any rules that apply to damages to ditch systems. In lateral 3 cattle are grazing/crossing in the ditch and in lateral 2, there appear to be several large rocks. Administrator Sando will contact the landowner with the cattle.

Arpin Impoundment: Nothing new to update.

### **COMMITTEE REPORTS:**

Rules Committee: There was discussion on Ag Tiling rules.

Personnel Committee: Chairman Miller and Manager Haugen will meet and will continue to work on the Personnel Policy.

Governing Committee: Chairman Miller and Manager Haugen have been working on the By-Laws. Chairman Miller handed out a draft copy for the board to review.

### **PERMITS:**

Administrator Sando has talked to Russ Reise concerning the Nature Conservancy permit. There was discussion on leveling the berm and filling the ditch near the International border. Manager Schmalz and Administrator Sando will work to resolve the issues.

The board discussed permit #12-03. Manager Voll made a **motion** to require control structures on ag tile outlet as a temporary amendment to the District Rules, seconded by Manager Carriere. Motion carried unanimously.

A **motion** was made by Manager Voll seconded by Manager Carriere to approve permit #12-03 (Kelman Kvien) with conditions.

After discussion, Administrator Sando will contact Chuck Skoglund and find out if he has any concerns with the work being proposed. Manager Voll made a **motion** to approve permit #12-04 (David Dahlgren) based on discussion with the affected downstream landowner (Skoglund), seconded by Manager Haugen. Motion carried unanimously.

Permit committee will review Matt Millner's permit applications and report back to the Board.

### **Chairman's Report:**

- RRWMB: Finance committee will reconvene and Chairman Miller requested they review the loss of tax base in the County.
- Basin Commission: modeling effort

- BWSR: Grant application and biannual budget request.

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

- Hay Creek land purchase and township road gravel.
- Prevailing wage issue with subcontractor on Hay Creek project.
- Cutoff 10 debris removal
- MPCA monitoring – the board elected not to pursue
- Falun Tsp. road/well issue update

### **OLD BUSINESS:**

Chairman Miller discussed the quotes to paint the building. Manager Haugen made a **motion** to recommend Pete Grafstrom's quote to the County, seconded by Manager Carriere. Motion carried unanimously.

A **motion** was made by Manager Voll and seconded by Manager Haugen to pay the Halverson Sand & Gravel in the amount of \$12,980.00. Motion carried unanimously.

The Board discussed the BWSR planning extension request. A **motion** was made by manager Voll seconded by Manager Haugen to accept the extension request. Motion carried unanimously.

Administrator Sando updated the board on the FEMA extension request.

Manager Haugen discussed insurance coverage with the board.

### **NEW BUSINESS:**

The Board discussed Bonnie Hasbrouk's proposal to hay the West Interceptor. The board directed Administrator Sando to advertise for bids on a per bale basis.

Administrator Sando discussed the window treatment quotes.

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 Miller, the meeting was adjourned at 6:40 p.m.

Respectfully submitted,

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LaVerne Voll, Secretary

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Tracy Halstengard, Administrative Assistant