

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD October 31, 2012**

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

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

STAFF PRESENT: Administrative Assistant Halstensgard

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Nate Dalager, HDR Engineering

DELEGATIONS PRESENT: John Wingard, MnDOT Hydraulics Engineer; Brian Ketring, Roseau County Engineer; Daryl Lins, landowner; Jack Swanson, County Commissioner.

AGENDA: A **motion** was made by Manager Carriere and seconded by Manager Voll to approve the agenda with changes. Motion carried unanimously.

MINUTES: A **motion** was made by Manager Voll and seconded by Manager Carriere to approve the October 3rd, 2012 regular meeting minutes. Motion carried unanimously. A **motion** was made by Manager Voll and seconded by Manager Carriere to approve the September 28th, 2012 special meeting minutes. Motion carried unanimously.

RECEIPTS:

Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 26.15
Roseau County Treasurer -- share of taxes	\$ 172,505.14
RRWMB -- Hay Creek reimbursement	\$ 4,631.09
RRWMB -- project acceleration grant	\$ 10,000.00
TOTAL	\$ 187,162.38

Bills -- Memo	Amount
City of Roseau -- utilities	\$ 211.40
Verison -- cell phone charge	\$ 36.95
CenturyLink -- phone bill	\$ 128.25
Sjoberg's Cable TV -- cable internet	\$ 45.53
Marco -- copier maintenance	\$ 22.50
Roseau Times-Region -- notice	\$ 57.75
Minnesota Energy -- natural gas bill	\$ 53.03
Steve Anderson -- legal fees	\$ 637.50
HDR Engineering -- Project Engineering	\$ 28,017.17
Floyd Haugen -- meetings, mileage and expenses	\$ 439.84
LeRoy Carriere -- meetings, mileage and expenses	\$ 122.01
Aaron Magnusson -- meetings, mileage and expenses	\$ 93.42
Todd Miller -- meetings, mileage and expenses	\$ 729.40
LaVerne Voll -- meetings, mileage and expenses	\$ 489.70
Rob Sando -- wages	\$ 452.72
Rob Sando -- Vacation, sick pay, severance	\$ 19,802.93
Tracy Halstensgard -- wages	\$ 2,347.01
PERA -- employee and employer share	\$ 464.12
Internal Revenue Service -- 941 tax	\$ 13,779.22
Doug's Supermarket -- food for meetings and supplies	\$ 81.55
Scott's True Value -- supplies	\$ 33.33
Roso Cleaners -- rugs	\$ 37.62
Quality Pringing -- name plate	\$ 6.41
MonTech Computers -- Norton antivirus & battery backup	\$ 112.20
Horner Plumbing & Excavation -- work on Hay Creek & Palmville	\$ 2,845.00
Northland Trading Post -- job ad for two weeks	\$ 104.00
Minnesota Revenue -- third quarter withholding	\$ 812.00
Postmaster -- mailing permit to HDR	\$ 5.30
Pete Grafstrom -- work on building	\$ 843.78
Roseau County Treasurer -- property taxes, Sect. 21	\$ 4,108.00
Claire Kjersten -- mowing Duxby Levee	\$ 1,369.00
Houston Engineering -- Project Engineering	\$ 5,989.03
R & Q Trucking -- work on Hay Creek	\$ 2,098.10
Roseau County Highway Dept. -- spraying, survey & drafting	\$ 3,416.80
MAWD -- conference registration	\$ 535.00
TOTAL	\$ 90,327.57

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

CR 112: Engineer Dalager gave a presentation on the hydrologic study done on the proposed CR 112 ditch project. There was discussion on funding of the project. The next steps would be for Engineer Dalager and Engineer Ketring to meet and discuss the engineering and costs, then engage landowners in discussion. Engineer Dalager will update the board again next month.

DELEGATIONS: John Wingard, Hydraulics Engineer, MN DOT met with the board to discuss and seek approval on two permit applications. The first application (permit #12-15) discussed was to replace a bridge on TH 89 south of Wannaska. A **motion** was made by Manager Carriere, seconded by Manager Voll to approve Permit #12-15. Motion carried unanimously. The second application (permit #12-13) discussed was the Hwy 310 grade raise and culvert installation. A **motion** was made by Manager Voll, seconded by Manger Carriere to approve permit # 12-13. Motion carried unanimously. Plans and specs for both projects are on file at the RRWD office.

PROJECT REPORT:

Hay Creek/Norland: Engineer Dalager stated there has been no word from the COE on the proposed mitigation plan. A grant extension has been applied for through MN DNR Grants Coordinator Pat Lynch. Engineer Dalager updated the board on the connection channel plug removal. Removal has been completed as of today.

There has been no work done on the mowing contract with Santls. Manager Voll and Chairman Miller met with Alex Halverson to discuss the installation of the gates. Manager Voll discussed signage for the gates.

Chairman Miller and Engineer Dalager will meet with Attorney Kurt Deter on Nov. 13 to discuss the public hearing process to utilize SD 51 funds for Hay Creek / Norland.

A **motion** was made by Manager Carriere, seconded by Manager Magnusson to approve the R & Q Trucking bill in the amount of \$2,098.10. Motion carried unanimously. A **motion** was made by Manager Carriere, seconded by Manager Magnusson to approve the HDR Engineering in the amount of \$4,068.07. Motion carried unanimously. A **motion** was made by Manager Voll, seconded by Manager Carriere to approve the Horner Plumbing & Excavation in the amount of \$1,660.00. Motion carried unanimously.

Palmville Project: Chairman Miller updated the board on the cleaning of Mickinock Creek. The Board directed Administrative Assistant Halstensgard to apply to the State for a one year extension to the grant. Chairman Miller spoke about the post project monitoring. The FDRWG has agreed to provide for the monitoring. Engineer Dalager will contact Molly McGregor concerning the hydrologic and vegetation monitoring. A **motion** was made by Manager Carriere, seconded by Manager Magnusson to approve the Horner Plumbing & Excavation in the amount of \$1,185.00. Motion carried unanimously.

Beltrami: Chairman Miller stated there hasn't been any movement on the Beaver Township Impoundment site. He also discussed the Hay Creek Headwater Retention area. Beaver dams are an issue on CD #9 (trout stream) in the project area. The County surveyed the dam sites and sent that information to Engineer Bents.

Chairman Miller updated the board on the LUP meetings he has attended and the Thompson Forest Road construction project. A **motion** was made by Manager Voll, seconded by Manager Carriere to approve payment of the Houston Engineer bill in the amount of \$5,989.03. Motion carried unanimously.

RRWMA: Engineer Dalager stated the COE report should be out in November. A Preliminary Engineer's report should also be available in November. A **motion** was made by Manager Carriere, seconded by Manager Miller to approve the HDR Engineering in the amount of \$23,949.10. Motion carried unanimously.

Arpin Impoundment: There was discussion on questionnaires returned by landowners and what land was involved in various phases.

There was discussion on filling Manager Haugen's committee appointments.

PERMITS:

The board discussed permit #12-16 (Roger Skime). Manager Carriere will follow up with this permit. A **motion** was made by Manger Voll seconded by Manager Magnusson approve the permit upon Manager Carriere's findings. Motion carried unanimously.

Managers Voll and Carriere discussed complaints with permits approved for Clair Erickson and David Dahlgren. The board will need to revisit the permit to David Dahlgren.

Chairman's Report:

- RRWMB:
 - Chuck Fritz is trying to get the COE to approve utilizing the Project Planning and Acceleration Tool for permitting and concurrence points 1-3.
 - Wetland credits
 - Ron Harnack's report
 - 5 year project outlook needs to be updated
 - MPCA water quality
 - A **motion** was made by Manger Voll to extend the expiration date of the Roseau River Watershed Districts Overall Plan until April 2019 in accordance with BWSR Resolution #12-85 (see attached), seconded by Manager Carriere. Motion carried unanimously.
- RRBC update
- RRRRA update
- FDRWG meeting update
 - TAC – COE will be funding a position to this committee

ADMINISTRATIVE REPORT:

- West Interceptor – there was discussion on the legal boundary and right-of-way markers.
- There was discussion on the debris removal on SD 51.
- Side water inlets – There was discussion on the legality of installing traps on the culverts. Administrative Assistant Halstengard will contact Kurt Deter for a legal opinion on the traps. A **motion** was made by Manager Carriere, seconded by Manager Voll to approve the landowner agreement and authorize Chairman Miller to sign. Motion carried unanimously.
- Employee severance was discussed
- Audit proposal will be discussed at the next meeting.

NEW BUSINESS:

The board discussed the MAWD conference. Chairman Miller and Manager Carriere will attend and will serve as delegates.

OTHER ITEMS:

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

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

Respectfully submitted,

LaVerne Voll, Secretary

Tracy Halstensgard, Administrative Assistant