

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD APRIL 3, 2013**

ORDER: Chairman LeRoy Carriere called the meeting to order at 3:00 p.m.

Tony Wensloff was sworn into office.

MANAGERS PRESENT: Aaron Magnusson, LeRoy Carriere, Cody Schmalz, Tony Wensloff and Floyd Haugen.

STAFF PRESENT: Administrator Halstensgard

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Nate Dalager, HDR Engineering

DELEGATIONS PRESENT: Steve Lee, landowner.

AGENDA: A **motion** was made by Manager Magnusson and seconded by Manager Wensloff to approve the agenda. Motion carried unanimously.

MINUTES: A **motion** was made by Manager Magnusson and seconded by Manager Schmalz to approve the March 6, 2013 regular meeting minutes as mailed. Motion carried unanimously.

RECEIPTS:

Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 22.78
FEMA -- DR 1982 closeout	\$ 1,010.52
TOTAL	\$ 1,033.30

Bills -- Memo	Amount
City of Roseau -- utilities	\$ 239.89
CenturyLink -- phone bill	\$ 107.64
Sjoberg's Cable TV -- cable internet	\$ 46.60
Marco -- copier maintenance	\$ 24.05
Roseau Times-Region -- meeting and hearing notices	\$ 175.88
Minnesota Energy -- natural gas bill	\$ 84.17
HDR Engineering -- Project Engineering	\$ 14,835.83
Floyd Haugen -- meetings, mileage and expenses	\$ 183.72
LeRoy Carriere -- meetings, mileage and expenses	\$ 460.32
Cody Schmalz -- meetings, mileage and expenses	\$ 122.94
Aaron Magnusson -- meetings, mileage and expenses	\$ 173.50
Tony Wensloff -- meetings, mileage and expenses	\$ 299.65
Torin McCormack -- wages	\$ 2,427.50
Torin McCormack -- mileage & expenses	\$ 293.20
Tracy Halstensgard -- wages	\$ 2,951.99
Tracy Halstensgard -- mileage & expenses	\$ 260.84
PERA -- employee and employer share	\$ 877.50
Internal Revenue Service -- 941 tax	\$ 1,455.55
Doug's Supermarket -- food for meetings and supplies	\$ 88.64
Reliable Office Supply -- office supplies and computer tote	\$ 86.77
Rob Sando -- reimbursement of Intuit payroll subscription	\$ 426.43
Thune Insurance Network -- policy renewal	\$ 4,712.98
Subway -- meals for CAC and PT meetings	\$ 174.21
Sandpieper Design -- website upgrade	\$ 797.55
Ron Huderle -- SD 51 debris removal	\$ 2,534.10
Houston Engineering -- project engineering	\$ 1,662.50
Roso Cleaners & Laundry Mat -- rugs	\$ 18.81
Ace Hardware -- generators and extension cords	\$ 2,054.12
RRWMA -- share of taxes	\$ 3,599.64
RTW -- workers' comp insurance	\$ 21.00
Internal Revenue Service -- 941 tax (quarterly reporting)	\$ 45.90
Minnesota Revenue -- withholding tax	\$ 565.08
Transfers Unlimited -- years of service jacket for LaVerne Voll	\$ 81.00
TOTAL	\$ 41,889.50

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

DELEGATIONS: Steve Lee addressed the Board with question on the CR 120 proposed project. After discussion, a **motion** was made by Manager Magnusson, seconded by Manager Wensloff to move forward with investigating legal procedure for the proposed project. Motion carried unanimously.

PROJECT REPORT:

Hay Creek/Norland: Last week Managers Magnusson and Wensloff along with Technician McCormack and Engineer Knott made a site visit to the structures. They discussed issues with some of the equipment used to operate the structures. Chairman Carriere spoke about the recommendation of the Citizens Advisory Committee (CAC) concerning installing signs at key locations around the project area. Polaris and the Audubon Society were mentioned as possible sponsors for the signs. Engineer Knott had suggested moving one of the gates further south towards the dike access. Administrator Halstensgard informed the Board that a letter from the Department of Labor stated that the issue with Up North Builders has been resolved and the case is now closed. HDR will submit a final pay estimate for retainage for the next meeting.

Beltrami: Chairman Carriere discussed a meeting at Houston's office in Fargo to review some options moving forward. A project Team meeting has been scheduled for 9 a.m. on Wednesday, April 17, 2013 in our office. A **motion** was made by Manager Haugen, seconded by Manager Schmalz to approve the Houston Engineering bill in the amount of \$1,662.50. Motion carried unanimously.

SD 51 cleaning: Ron Huderle has submitted pictures and an invoice for work completed. He has completed work for the season and will be sending a map denoting the areas that he worked on this winter. A **motion** was made by Manager Haugen, seconded by Manager Magnusson to approve Mr. Huderle's bill in the amount of \$2,534.10. Motion carried unanimously. There was discussion on the bill from Kittson County. Administrator Halstensgard will request clarification on the location of the riprap that was placed.

RRWMA: A project Team meeting has been scheduled for 1 p.m. on Wednesday, April 17, 2013 in our office. A **motion** was made by Manager Haugen, seconded by Manager Magnusson to approve the HDR Engineering bill in the amount of \$14,835.83. Motion carried unanimously.

PERMITS:

The board discussed permit #13-04 (Harold Land). A **motion** was made by Manager Wensloff, seconded by Manager Haugen to approve the permit as requested. Motion carried unanimously.

The board discussed permit #13-05 (Kim Messelt). A **motion** was made by Manager Haugen, seconded by Manager Schmalz to approve the permit as requested. Motion carried unanimously.

The board discussed permit #13-06 (MN DOT). A **motion** was made by Manager Magnusson, seconded by Manager Haugen to approve the permit as requested. Motion carried unanimously.

RRWMB:

Chairman Carriere stated that during a discussion with Mike Carroll, DNR Director, Mr. Carroll reiterated the DNR's commitment to doing a project on State land. Public Information officer, Mark Meister will be contacted to do some news releases for the district. The status of the bonding bill was discussed.

Chairman Carriere gave a brief review of the March Conference.

ADMINISTRATIVE REPORT:

- Administrator Halstensgard reported on attending Legislative Days in St. Paul and the Association of District Administrators meeting.

OLD BUSINESS:

The Board discussed the issue of debris removal in SD #51 at Mickelson Bridge. There was discussion of the contract with Mitch Magnusson. Manager Haugen brought up R & Q possibly doing the work. A **motion** was made by Manager Schmalz to continue the contract same as in the past, \$6,500.00 per year for three years, seconded by Manager Wensloff. Manager Haugen stated that he would rather do a yearly contract, paying the insurance and doing hourly. Motion carried with Manager Haugen opposed and Manager Magnusson abstaining.

Administrator Halstensgard will contact Pat Moren's law office to see if they are interested in being the District attorney on an as needed basis.

Chairman Carriere updated the board on the Citizens Advisory Committee meeting held April 2, 2013. Several good discussion items were brought up during the meeting including: Signage for projects; utilizing SD 51 funds for project benefit; and project tours. Manager Wensloff spoke about managing the Hay Creek / Norland Project for local water management.

A **motion** was made by Manager Schmalz, seconded by Manager Magnusson to close the regular meeting. Motion carried unanimously. A **motion** was made by Manager Wensloff, seconded by Manager Schmalz to open the public hearing. Motion carried unanimously. Engineer Dalager discussed the order of business for the hearing and gave a presentation on the Preliminary Engineer's Report. Upon conclusion of the presentation Chairman Carriere opened up the hearing for comments. Blaine Schmalz stated that Roseau River in Canada is not in good repair and his concern is that the water discharged from this project will reach the river in Canada and backup on his land. Mr. Schmalz's comments were acknowledged and noted. Comments from BWSR and MN DNR were distributed and acknowledged. Gary Przekwas asked about the discharge from the RRRWMA pools in the fall. It was stated that the fall drawdown would continue as outlined in the previous agreement with the watershed. Mr. Przekwas asked about the effects to "Dorens Lake" and access to lands along the connection channel. Mr. Schmalz asked about the size of the ditch to be constructed. Engineer Dalager stated it would be between 6' and 8' deep. Rodney Siksorski asked about the maximum flows into Canada and who would operate the gates. It was stated that there is no restriction on the "maximum flow" into Canada as there is currently no structure at the border. The board will schedule a tour of the project area. Hearing no further comments, Manager Schmalz made a **motion** to close the public hearing, seconded by Manager Haugen. Motion carried unanimously.

A **motion** was made by Manager Wensloff to open the regular board meeting, seconded by Manager Schmalz. Motion carried unanimously.

NEW BUSINESS:

The board discussed the culvert issue brought up by the Jadis Township Board. Technician McCormack will follow up and present the board with alternatives at the next board meeting.

The Board discussed Nick Robertson's proposal to hay / mow the West Interceptor Project Area. A **motion** was made by Manager Wensloff, seconded by Manager Haugen to approve Mr. Robertson's proposal for 1 year. Motion carried unanimously.

OTHER ITEMS:

A **motion** was made by Manager Magnusson, seconded by Manager Wensloff authorizing Chairman Carriere to sign the Disclosure Notice of Terrorism Insurance. Motion carried unanimously.

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

After a **motion** by Manager Schmalz and second by Manager Wensloff, the meeting was adjourned at 6:25 p.m.

Respectfully submitted,

Floyd Haugen, Secretary

Tracy Halstensgard, Administrator