

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD MAY 31, 2013**

ORDER: Chairman LeRoy Carriere called the meeting to order at 8:00 a.m.

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

STAFF PRESENT: Administrator Halstensgard and Technician McCormack

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT:

DELEGATIONS PRESENT: Joe Laurin, landowner;

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

MINUTES: A **motion** was made by Manager Magnusson to approve the May 1, 2013 regular meeting minutes with changes. Motion failed for lack of second.

RECEIPTS:

Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 21.00
State of Minnesota -- DNR RRWMA funds	\$ 13,874.02
Marshall County -- share of taxes	\$ 1,573.95
RRWMB -- additional monitoring funding	\$ 1,125.38
RRWMB -- project team reimbursement	\$ 11,376.45
RRWMB -- Hay Creek reimbursement	\$ 21,304.90
RRWMB -- webpage maintenance	\$ 398.78
TOTAL	\$ 49,674.48

Bills -- Memo	Amount
City of Roseau -- utilities	\$ 225.66
CenturyLink -- phone bill	\$ 104.84
Sjoberg's Cable TV -- cable internet	\$ 46.60
Marco -- copier maintenance	\$ 24.05
Minnesota Energy -- natural gas bill	\$ 210.15
HDR Engineering -- Project Engineering	\$ 14,923.97
Floyd Haugen -- meetings, mileage and expenses	\$ 91.86
LeRoy Carriere -- meetings, mileage and expenses	\$ 69.26
Cody Schmalz -- meetings, mileage and expenses	\$ 215.30
Aaron Magnusson -- meetings, mileage and expenses	\$ 77.17
Tony Wensloff -- meetings, mileage and expenses	\$ 80.57
Torin McCormack -- wages	\$ 2,427.50
Tracy Halstensgard -- wages	\$ 2,933.05
Torin McCormack -- mileages and expenses	\$ 528.63
Tracy Halstensgard -- mileages and expenses	\$ 216.25
Doug's Supermarket -- food for meetings and supplies	\$ 44.64
PERA -- employee and employer share	\$ 877.50
Internal Revenue Service -- withholding tax	\$ 1,428.18
Frank's TV/radio shack -- camera and accessories	\$ 333.39
Auto Owners Insurance -- insurance for ranger	\$ 465.83
ESRI -- arcGIS software	\$ 6,105.77
Scott's True Value -- cleaning supplies	\$ 22.47
Rinke Noonan -- legal fees	\$ 247.50
Houston Engineering -- project engineering	\$ 2,357.53
TOTAL	\$ 34,057.67

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

DELEGATIONS: Delegations will speak to items later on the agenda

PROJECT REPORT:

Hay Creek/Norland: Technician McCormack discussed the operation of the impoundment. A **motion** was made by Manager Haugen, seconded by Manager Wensloff to approve the HDR Engineering bill in the amount of \$2,785.07. Motion carried unanimously.

Palmville: Technician McCormack gave an update on the structure failure. The quote from Halverson Sand and Gravel will be coming soon.

Beltrami: Technician McCormack is working on a statement of problems and need for the project. Technician McCormack and Administrator Halstensgard will be meeting with Engineer Bents and Henry Van Offelen in Fargo on June 6th. A **motion** was made by Manager Wensloff, seconded by Manager Haugen to approve the Houston Engineering bill in the amount of \$2,357.53. Motion carried unanimously.

RRWMA: Technician McCormack updated the board on the meeting May 7th in Bemidji. Some issues discussed included pool bounce and wetland mitigation. Technician McCormack, Administrator Halstensgard and Engineer Dalager met with Manager Schmalz and Blaine Schmalz at their farm during the peak of the spring runoff. Administrator Halstensgard discussed issues with the DNR funding and adherence to the Joint Powers Agreement (JPA). A **motion** was made by Manager Haugen, seconded by Manager Wensloff to approve the HDR Engineering bill in the amount of \$9,678.90. Manager Wensloff asked what the opinion of the local landowners was after meeting with them. There was discussion on maximum (cubic feet per second) CFS at the border as well as changes/additions to the project that would help landowners downstream. Motion carried unanimously. Manager Haugen stated that if resolution cannot be found with the local DNR managers, action should be sought from Regional Management.

CR 112: Administrator Halstensgard updated the board on the progress of the plans and scheduling a meeting with interested parties. Jerald Kuntson addressed the board with concerns about this project. Mr. Knutson request that the plan include traps on culverts specifically the culvert under CR 113. The issue will be brought up to Engineer Dalager.

WD 3: There was discussion on the options for outletting WD 3 during high water. After discussion on getting an engineer's opinion, Manager Haugen discussed the size of the culverts in the conveyance ditch and stated that a 36" pipe would be sufficient and wouldn't cause any problems downstream. Joe Laurin stated that the location of the proposed outlet was not a concern to him. Manager Wensloff made a **motion** to have Technician McCormack work with Roseau County Engineer Brian Ketring to determine the appropriate size and installation of a culvert south of CR 10, seconded by Manager Magnusson. Motion carried with Manager Haugen abstaining.

Manager Schmalz arrived at the meeting at 9:15.

PERMITS:

Technician McCormack discussed his findings concerning permit #13-12 (Richard Solberg). Manager Magnusson asked about the undersized arch pipe that had been installed. Technician McCormack stated that the size was adequate however, he could not find a permit on file. Manager Haugen stated that after the last meeting, the culvert being proposed for removal was trapped using plywood. The plywood was later removed. Manager Wensloff asked about the culvert being trapped. Technician McCormack stated that would raise questions of how and when the trap would be operated. After discussion, a **motion** was made by Manager Wensloff, seconded by Manager Magnusson to approve the permit with the condition that the culvert be installed at the outlet to the Whitney Ditch. Motion carried with Manager Haugen abstained.

Technician McCormack discussed permit application # 13-13. Manager Haugen stated he would like to ensure the culvert is installed at the proper elevation. A **motion** was made by Manager Magnusson and seconded by Manager Wensloff to approve permit 13-13 (Adam Stoe) with Technician McCormack addressing the appropriate installation elevation. Motion carried with Manager Haugen abstaining.

Technician McCormack discussed permit application #13-14. A **motion** was made by Manager Wensloff and seconded by Manager Magnusson to approve permit 13-14 (Terry

Brateng) with Technician McCormack assisting Mr. Brateng in addressing the DNR permit. Motion carried unanimously.

Technician McCormack discussed permit application 13-15. A **motion** was made by Manager Magnusson and seconded by Manager Schmalz to approve permit 13-15 (Arlan Tveit). Mr. Tveit will need permission/permit from the County as well. Motion carried unanimously.

RRWMB:

Chairman Carriere discussed the bonding bill that was approved in the state legislature; tile drainage recommendations; DNR watercourse excavation permit application; proposed rule changes; RRBC tour and meeting.

County Commissioner Todd Miller asked about the surface water drainage study. No final work as been completed yet.

Technician McCormack discussed some of the Project Team issues up and down the valley as well as the process that seems to be most successful. The suggestion of having a facilitator for Project Team meetings has been discussed.

ADMINISTRATIVE and TECHNICAL REPORT:

- Administrator Halstengard will be taking some time off in June and July.
- Technician McCormack updated the board on the NWMF grant and purchase of GPS grade survey equipment.
- Watercourse cleanout meeting

OLD BUSINESS:

Administrator Halstengard stated that the County Board has passed a resolution to accept the PILT payment and gave a breakdown of the PILT. Manager Haugen again raised the issues of tax exemption and penalty and interest. After extensive discussion, the board will continue to review the PILT issue.

The personnel committee will be have an update for the next meeting.

The board discussed the bill for riprap from Kittson County. A **motion** was made by Manager Magnusson and seconded by Manager Haugen to inform Kittson County that we will not be paying the bill. Motion carried unanimously.

NEW BUSINESS:

The next RRIW meeting will be held June 13th in our office. The group will also tour the RRWMA. Administrator Halstengard will advertise as a special board meeting.

Technician McCormack discussed the operation of the West Intercept restoration area.

OTHER ITEMS:

The July RRWMB meeting will be held in Roseau. A project tour will be scheduled.

The July regular board meeting is scheduled for July 10th at 8 a.m.

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

The board reviewed pictures taken by staff of the Norland impoundment, Hay Creek sub-basin and the southern reaches of the Roseau River after the May rain event.

Manager Wensloff asked what further questions will be answered in the PILT discussion and the penalty and interest. Administrator Halstensgard stated that the Board was under no requirement to pay PILT. County Commissioner Miller stated that the District would still have to pay their ditch taxes on land that is tax exempt. There was continued discussion on amounts and method of payment.

After a **motion** by Manager Haugen and second by Manager Magnusson, the meeting was adjourned at 11:39 a.m.

Respectfully submitted,

Floyd Haugen, Secretary

Tracy Halstensgard, Administrator