

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD NOVEMBER 6, 2013**

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

DELEGATIONS PRESENT: There were no delegations present for the meeting.

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

MINUTES: A **motion** was made by Manager Magnusson to approve the October 2, 2013 regular meeting minutes as mailed, seconded by Manager Schmalz. Motion carried unanimously.

RECEIPTS:

Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 28.31
State of Minnesota -- Palmville project	\$ 22,418.27
Roseau County -- Share of taxes	\$ 151,495.58
State of Minnesota -- MV & AG credit	\$ 5,595.78
TOTAL	\$ 179,537.94

Bills -- Memo	Amount
City of Roseau -- utilities	\$ 204.32
CenturyLink -- phone bill	\$ 107.41
Sjoberg's Cable TV -- cable internet	\$ 46.60
Marco -- copier maintenance	\$ 44.89
Scott's True Value -- office supplies	\$ 44.94
Minnesota Energy -- natural gas bill	\$ 37.42
Reliable Office supply -- office supplies	\$ 180.45
HDR Engineering -- Project Engineering	\$ 3,403.57
Floyd Haugen -- meetings, mileage and expenses	\$ 183.72
LeRoy Carriere -- meetings, mileage and expenses	\$ 161.61
Cody Schmalz -- meetings, mileage and expenses	\$ 122.94
Aaron Magnusson -- meetings, mileage and expenses	\$ 77.17
Tony Wensloff -- meetings, mileage and expenses	\$ 80.56
Torin McCormack -- wages	\$ 2,748.87
Torin McCormack -- mileage and expenses	\$ 454.84
Tracy Halstensgard -- wages	\$ 2,887.06
Tracy Halstensgard -- mileage and expenses	\$ 226.56
PERA -- employee and employer share	\$ 898.86
Internal Revenue Service -- 941 tax	\$ 1,646.72
Doug's Supermarket -- food for meetings and supplies	\$ 73.43
Citizens state bank -- canadian exchange	\$ 7.90
MAWD -- conference registration	\$ 1,080.00
Geroy's Building Center -- sign posts	\$ 192.70
Rinke Noonan -- legal fees	\$ 235.00
Ace hardware -- mailbox and Palmville grout & supplies	\$ 114.71
Houston Engineering -- project team engineering	\$ 192.50
Cragun's Resport -- BWSR Academy lodging	\$ 224.43
Ace Carpet Cleaning -- floor stripping and waxing	\$ 694.69
Stoskopf Redi-Mix -- gravel	\$ 1,077.30
TrueNorth Steel -- Norland Culvert and Palmville gaskets	\$ 1,965.20
Kofstad Signs -- signs	\$ 534.38
Roseau County Highway Dept -- spraying	\$ 1,198.27
Red River Watershed Mgt. Board -- stream gage cost share	\$ 14,150.00
Ron Huderle -- Duxby Levee brushing	\$ 2,981.50
Craig Fetsch -- Duxby Levee brushing	\$ 2,981.50
TOTAL	\$ 41,262.02

BILLS: A **motion** was made by Manager Wensloff to pay the normal monthly bills, seconded by Manager Magnusson. The bill from Ron Huderle will be discussed under the Duxby portion of the agenda. Motion carried unanimous.

DELEGATIONS: There were no delegates for the meeting.

PROJECT REPORT:

Hay Creek/Norland: Technician McCormack discussed the installation of project signage. The Board reviewed the article written by Heidi Hughes on the natural resource

enhancements of the project. There was discussion on the request for a \$500 contribution towards the design of a birding trail connecting impoundments in northwest Minnesota. A **motion** was made by Manager Magnusson, seconded by Manager Wensloff to grant the request for funding in the amount of \$500.00 Motion carried unanimously. A **motion** was made by Manager Wensloff, seconded by Manager Schmalz to approve the grant extension and authorize Chairman Carriere to sign the agreement. Motion carried unanimously.

Palmville: Technician McCormack discussed as-built plans and winterization for the project. The grant will be expiring on Dec. 31, 2014. Staff will work with the state on closing out the grant.

Beltrami: The Board was provided with the information given at the meeting held Oct. 24th, 2013, including the *Upper Roseau River Watershed Expanded Distributed Detention Strategy* and the draft *Upper Roseau River Watershed Natural Resource Plan*. There was discussion on the LUP CIP meeting.

RRWMA: A **motion** was made by Manager Haugen, seconded by Manager Wensloff to accept the grant agreement from the state with the 75/25 language and authorize Chairman Carriere to sign the agreement upon arrival. Motion carried unanimously.

Technician McCormack discussed the request for alteration to the pool draw down agreement. The board concurred with Randy Prachar's recommendation concerning the drawdown of the pools this fall.

WD 3: Technician McCormack stated he has replaced ratchets for the traps on lateral 2; the survey has been complete for the outlet to 69 report.

Duxby: There was discussion on the brushing that was completed on the levee. Technician McCormack discussed the culverts and trap situation in Roseanne Lee's portion of the dike. Manager Haugen made a **motion** to replace the trap on the pipe being discussed, seconded by Manager Schmalz. Motion carried unanimously. A **motion** was made by Manger Haugen to pay Ron Huderle in the amount of \$5,963.00, seconded by Manager Wensloff. Motion carried unanimously.

Side Water Inlets: Administrator Halstensgard updated the board on what has taken place since the last board meeting and reviewed the recommendations from BWSR concerning Inlet #1 of Floyd Haugen's contract. The Board also discussed a resolution or policy to prioritize future project sites. The Board will obtain a legal opinion on issues related to the inlet in question. Technician McCormack will evaluate the effects of a trap on the culvert in question.

PERMITS:

After discussion, Manager Wensloff made a **motion** to approve permit #13-37 (Gerry Grahn), seconded by Manger Schmalz. Motion carried with Manager Magnusson abstaining.

Technician McCormack discussed permit #13-38 (Joshua Grahn). A **motion** was made by Manager Schmalz, seconded by Manager Wensloff to approve permit #13-38 as requested. Motion carried with Manager Magnusson abstaining.

RRWMB:

Chairman Carriere updated the board on the following items:

- Tiling permitting
- Office space rental – the next meeting will be in the new office. The board authorized expenditures for a hotel room for Administrator Halstensgard.

ADMINISTRATIVE REPORT:

- NWMF grant
- investigation
- BWSR academy update

TECHNICIAN REPORT:

- Hay Creek local operating plan
- Side water inlet information to landowners
- Facebook updating
- Transmission line open house is Nov. 12 at the Community Center. The new alignment crosses Norland Impoundment.
- MN DOT tile drainage outlet meeting.

OLD BUSINESS:

The Governing Documents committee will meet Nov. 26th at 3 p.m.

Managers Carriere and Magnusson will be voting delegates to the MAWD conference.

NEW BUSINESS:

The December meeting is scheduled for Monday Dec. 2 at 3 p.m.

The Board directed Administrator Halstensgard to apply for BWSR Soil Erosion and Drainage Law Compliance Program; Subprogram 2b.

After discussion, a **motion** was made by Manger Schmalz, seconded by Manager Wensloff to pay the cost share payment for USGS Stream gages. Motion carried unanimously.

OTHER ITEMS:

Technician McCormack discussed the wetland delineation and EAW on the RRWMA project. Craig Jarnot and Technician McCormack visited the site and there were no concerns at this time.

Manager Haugen asked about the CR 112 project. Technician McCormack updated the board on conversations he has had with landowners. Engineer Dalager stated that if only a portion of the project gets done, that is a violation of the permit.

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

After a **motion** by Manager Magnusson and second by Manager Wensloff, the meeting was adjourned at 5:23 p.m.

Respectfully submitted,

Floyd Haugen, Secretary

Tracy Halstensgard, Administrator