

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD APRIL 2, 2014**

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

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

STAFF PRESENT: Administrator Halstensgard and Technician McCormack

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Nate Dalager, HDR Engineering;

DELEGATIONS PRESENT: Randy Prachar, RRWMA

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

MINUTES: A **motion** was made by Manager Magnusson and seconded by Manager Wensloff to approve the March 4, 2014 regular meeting minutes.

RECEIPTS:

Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 37.30
Joe Laurin -- Ditch 69 / WD 3 report cost share	\$ 5,247.87
LeRoy Carriere -- March Conference hotel reimbursement	\$ 171.09
LeRoy Carriere -- March Conference hotel reimbursement	\$ 75.00
TOTAL	\$ 5,531.26

Bills -- Memo	Amount
City of Roseau -- utilities	\$ 261.17
CenturyLink -- phone bill	\$ 106.38
Sjoberg's Cable TV -- cable internet	\$ 47.13
Marco -- copier maintenance	\$ 44.89
Roseau Times-Region -- notice	\$ 404.25
Minnesota Energy -- natural gas bill	\$ 357.89
Houston Engineering -- Beltrami Project Team	\$ 3,030.35
HDR Engineering -- Project Engineering	\$ 11,028.50
Floyd Haugen -- meetings, mileage and expenses	\$ 91.66
LeRoy Carriere -- meetings, mileage and expenses	\$ 260.05
Aaron Magnusson -- meetings, mileage and expenses	\$ 77.10
Tony Wensloff -- meetings, mileage and expenses	\$ 217.30
Torin McCormack -- wages	\$ 3,555.74
Tracy Halstensgard -- wages	\$ 3,700.75
Torin McCormack -- mileage	\$ 166.57
Tracy Halstensgard -- mileage	\$ 559.12
PERA -- employee and employer share	\$ 898.86
Internal Revenue Service -- 941 tax	\$ 2,402.28
Doug's Supermarket -- food for meetings and supplies	\$ 72.47
Intuit Payroll -- QuickBooks update	\$ 420.59
Northland Trading Post -- Hay Creek and intern ads	\$ 275.60
RRWMB -- share of taxes	\$ 4,822.46
Cardmember Service -- Legislative Days expenses	\$ 549.61
Ron Huderle -- debris removal SD 51	\$ 3,780.00
Craig Fetsch -- debris removal SD 51	\$ 3,780.00
Thune Insurance -- Insurance package	\$ 5,416.96
SandPieper Design -- email addresses and web changes	\$ 98.90
Subway -- meal for PT meeting	\$ 128.25
TOTAL	\$ 46,554.83

BILLS: A **motion** was made by Manager Magnusson to pay the normal monthly bills as presented in the Treasurers Report, seconded by Manager Wensloff. Motion carried unanimously.

DELEGATIONS: Randy Prachar met with the board to discuss a prescribed burn on land the District owns in Sect. 19 of Pohlitz Township. A **motion** was made by Manager Wensloff to approve the prescribed burn and authorize the Chairman to sign the permission application, seconded by Manager Magnusson. Motion carried unanimously.

PERMITS: Erik Dunham met with the board to discuss his permit applications for ag tiling. Technician McCormack discussed his comments or recommendations for the permit

applications. After some discussion on controls and drainage coefficient, the board reviewed permit #14-01, a **motion** was made by Manager Magnusson to approve the permit with the condition that Mr. Dunham provide written agreement with adjacent landowner and installation of the outlet control as stated in the plan, seconded by Manager Wensloff. Motion carried unanimously. A **motion** was made by Manager Magnusson to approve permit 14-02 with the condition that Mr. Dunham provide written agreement with adjacent landowner and installation of the outlet control as stated in the plan, seconded by Manager Wensloff. Motion carried unanimously. A **motion** was made by Manager Magnusson to approve the permit 14-03 with the condition that Mr. Dunham install a control in the main tile line in addition to the outlet control, seconded by Manager Wensloff. Motion carried unanimously.

Carter Diesen spoke to the board about the tiling permitting process. He asked if the board has considered more proactive steps in permitting process. The Board will be reviewing the policies and rules as well as the application for tiling.

The board appointed Manager Wensloff and Manager Magnusson as well as landowners Carter Diesen, Erik Dunham and Matt Millner to a committee to work on the tiling policy. Chairman Carriere will also participate in the committee. The committee will meet April 9th at 8:30 a.m.

The board reviewed RCHD permit application #14-04. A **motion** was made by Manager Wensloff seconded by Manager Magnusson to approve the permit as submitted. Motion carried unanimously.

Technician McCormack discussed the addendum to permit #13-40 submitted by the DNR. A **motion** was made by Manager Wensloff , seconded by Manager Magnusson to approve the addendum as submitted. Motion carried unanimously.

PROGRAMS:

SWI: Plans have been completed for each site and Technician McCormack has prioritized the sites. Staff will be contacting landowners to get contracts signed. Information will be presented to the board at the next meeting.

Culvert Inventory: Discussion on the applicants for the internship position. Staff will conduct preliminary interviews and have the top candidates attend the next meeting.

PROJECT REPORT:

Hay Creek/Norland: Technician McCormack discussed the options for Section 21. Joan Spence Wetland Specialist with NW Minnesota Duck's Unlimited / NRCS was in attendance at the meeting. Manager Magnusson stated that Nick Robertson informed him that he may be interested in haying Sect. 21.

Engineer Dalager discussed the meeting with the COE concerning the wetland mitigation and concurred with Technician McCormack's suggestion to hold off on the sale of section 21 until the mitigation is finalized. Technician McCormack discussed the monitoring he will be doing this summer.

The punch list construction items and contractor quotes were discussed by the board. Holthusen Construction had requested an extension to submit a quote. The board felt they had sufficient quotes to proceed. A **motion** was made by Manager Wensloff to contract with

Halverson Sand and Gravel with the rail rock option, seconded by Manger Haugen. Motion carried unanimously.

There was discussion on access to the structures. Manager Haugen made a **motion** to purchase class 5 gravel where needed for this year, seconded by Manger Wensloff. Motion carried unanimously. Engineer Dalager suggested working with the County when they are repairing the sluffs in the ditch system in order to make sure the gumbo is removed and replaced with clay.

Beltrami: The project team will be meeting on April 17th the subcommittee is meeting today at 1 p.m.

RRWMA: The EAW is in St. Paul for review. Soil borings are starting and structure review is in process with the DNR. Administrator Halstensgard spoke about the reply to the letter of opposition from the RM of Stuartburn and Jeff Lewis's reply. Randy Prachar gave an update on the permit applications he is working on.

WD #3: Technician McCormack discussed a conversation with Mark Wierschke.

Lake Bottom: Managers appointed to the Lake Bottom Project Team were Carriere and Magnusson. There was discussion on the land purchase and the attorney's recommendation concerning the option to purchase. Manager Haugen discussed the land valuation stating that the value quoted at the last meeting was incorrect. After extensive discussion, the board tabled the issue until the next meeting.

RRWMB:

- Suggested rules
- Riverwatch Forum
- Committee nominations – Chairman Carriere was appointed to the following committees: Governing Documents committee member; RRBC alternate; FDRWG member; RRRRA alternate
- Workshops attended at the March Conference – Chairman Carriere attended the LiDAR workshop, Administrator Halstensgard attended the Rules and Regulations workshop and Technician McCormack attended the Agricultural Management Practices workshop.
- Heidi Hughes discussion on social media

ADMINISTRATIVE REPORT:

- Refer to the written report. Some items were discussed at other times during the meeting.

TECHNICIAN REPORT:

- Peatland study
- Office maps – A **motion** was made by Manager Wensloff authorizing purchase of the maps presented, seconded by Manager Magnusson. Motion carried unanimously.
- SD 51 debris removal
- Wetland programs – The District will work on coordinating a public information meeting in mid to late June and having agencies present information on various programs. Administrator Halstensgard will work on this.

NEW BUSINESS:

Administrator Halstensgard discussed the 2014 CWF grant agreement with BWSR. Manager Magnusson made a **motion** to appoint Chairman Carriere as the authorized representative and sign the grant agreement, seconded by Manager Wensloff. Motion carried unanimously. Technician McCormack discussed the BBR.

The board was provided the draft of the Mitch Magnusson contract to review. Mr. Magnusson has been given a copy of the contract to review. This item will be discussed at the next meeting.

There was discussion on the property taxes for land the district owns. Administrator Halstensgard discussed the history of the tax issue for the District and state that the Board will need to make a final decision concerning the property tax issue and stand by that decision. Manager Haugen sited MN Statute 272.02 EXEMPT PROPERTY Subd. 8 Property used for Public Purposes which states that all public property used for public purpose is exempt. Administrator Halstensgard stated there was no challenge to the Districts ability to exempt land it owns, however the issue of exemption status comes into questions when a governing body collects income from that property. MN Statute 272.01 PROPERTY SUBJECT TO TAXATION was provided to the Board by Attorney Moren at a previous meeting in response to this same question. Administrator Halstensgard stated that according to the attorney, the County Assessor and Auditor, if a LGU collects income on property, that property loses exemption status. Administrator Halstensgard will gather more information and report to the board at the next meeting.

OLD BUSINESS:

Manager Haugen, addressed the board as a landowner and requested HDR Engineering be involved in changes being made to culverts and traps in Sect. 23 & 24 of Moose Twp. (one mile south and one mile east of Roselund Church). There was discussion on what the goal or desired outcome would be from having the engineer review. Mr. Haugen discussed various activities ranging from recent to actions taken decades ago. After discussion of the options available to the board, the direction of the board was to have Technician McCormack review the area in questions and include this area in the culvert inventory.

OTHER ITEMS:

After review, Manager Wensloff made a **motion** to approve the expense vouchers, seconded by Manager Magnusson. Motion carried unanimously.

After a **motion** by Manager Magnusson and second by Manager Wensloff, the meeting was adjourned at 12:10 p.m.

Respectfully submitted,

Cody Schmalz, Secretary

Tracy Halstensgard, Administrator