

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD DECEMBER 3, 2014**

ORDER: Chairman LeRoy Carriere called the meeting to order at 8:00 a.m. and the Pledge of Allegiance was recited.

MANAGERS PRESENT: Aaron Magnusson, LeRoy Carriere, Cody Schmalz, Tony Wensloff and Carter Diesen.

STAFF PRESENT: Administrator Halstensgard and Technician McCormack

OTHERS PRESENT: Refer to attendance sheet.

DELEGATIONS PRESENT:

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

MINUTES: A **motion** was made by Manager Magnusson to approve the November 5, 2014 regular meeting minutes with changes, seconded by Manager Wensloff. Motion carried unanimously.

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 18.46
State of Minnesota -- MVC	\$ 6,114.26
Roseau County -- levy	\$ 151,626.52
Beltrami County -- levy	\$ 52.84
Marshall County -- levy	\$ 989.58
Torin McCormack -- reimbursement	\$ 36.26
Total	\$ 158,837.92

Bills -- Memo	Amount
City of Roseau -- utilities	\$ 249.36
CenturyLink -- phone bill	\$ 115.85
Sjoberg's Cable TV -- cable internet	\$ 47.13
Marco -- copier maintenance	\$ 44.89
Roseau Times-Region -- notice	\$ 36.75
Minnesota Energy -- natural gas bill	\$ 111.12
Cardmember Services -- meeting expenses	\$ 197.26
HDR Engineering -- Project Engineering	\$ 25,186.76
HDR Engineering -- Project Engineering	\$ 30,651.31
Carter Diesen -- meetings, mileage and expenses	\$ 87.18
LeRoy Carriere -- meetings, mileage and expenses	\$ 69.26
Cody Schmalz -- meetings, mileage and expenses	\$ 244.93
Aaron Magnusson -- meetings, mileage and expenses	\$ 77.10
Tony Wensloff -- meetings, mileage and expenses	\$ 78.78
Torin McCormack -- wages	\$ 3,555.75
Torin McCormack -- mileage	\$ 112.00
Tracy Halstensgard -- wages	\$ 3,553.75
Tracy Halstensgard -- mileage	\$ 169.00
PERA -- employee and employer share	\$ 1,169.98
Internal Revenue Service -- 941 tax	\$ 2,503.85
Claire Kjersten -- Mowing Duxby Levee	\$ 1,295.00
Reliable office supplies -- calendars / planner	\$ 33.38
R & Q Trucking -- work in CD 8	\$ 3,890.00
RRWMB -- share of taxes	\$ 37,677.14
MAWD -- registration	\$ 1,120.00
TOTAL	\$ 112,277.53

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

DELEGATIONS: There were no delegates for this meeting.

PERMITS:

Technician McCormack discussed permit #14-42 (Ardmore Haugen). Manager Magnusson made a motion to schedule a public hearing on the removal of the culvert identified in the application, seconded by Manager Schmalz. Motion carried unanimously. A Public hearing will be scheduled in January.

Technician McCormack discussed Permit # 14-43 (Blawat Farms). The Board decided to table the permit for further review and to gather more information. A landowner meeting will be scheduled.

Technician McCormack discussed permit #14-44 (CB Farms). Manager Diesen made a **motion** to approve the permit with the condition that the crossing be south of the existing field drain, seconded by Manager Wensloff. Motion carried unanimously.

Technician McCormack discussed permits #14-45 (MN DOT). A **motion** was made by Manager Diesen, seconded by Manager Schmalz to approve the permit. Motion carried unanimously.

PROGRAMS:

Side Water inlets: Technician McCormack discuss work completed and record keeping. The Board approved the Silbernagel site by a **motion** made by Manager Wensloff, seconded by Manager Magnusson. Motion carried unanimously. The Board approved the Frosaker site by a **motion** made by Manager Magnusson, seconded by Manager Wensloff. Motion carried unanimously. Administrator Halstensgard updated the board on the grant reporting.

PROJECT REPORT:

Beltrami: Administrator Halstensgard gave an update on the progress being made between Project Team meetings. The next meeting is scheduled for December 18th.

RRWMA: Administrator Halstensgard discussed CP1 and the progress being made before the next PT meeting also scheduled for December 18th. Technician McCormack discussed the TEP.

Lake Bottom: Concurrence Point 1 has been submitted to the COE. The Farm Bill rules have not been released. We've now been told they will be available in January.

Ditch 8: A landowner meeting has been scheduled for December 11th. The purpose of this meeting is to follow up with the landowners on the work that has been completed and what still needs to be completed.

RRWMB:

Chairman Carriere updated the board on the following items:

- Rule changes
- Five year plans submitted by watersheds
- Klondike Project
- ADE training

A **motion** was made by Manager Wensloff, seconded by Manager Magnusson to close the meeting. Motion carried unanimously. A **motion** was made by Manager Wensloff, seconded by Manager Magnusson to open the public hearing. Motion carried unanimously. The board discussed the written comments submitted and asked for oral comments from those in attendance. A **motion** was made by Manager Magnusson, seconded by Manager Diesen to close the Public Hearing. Motion carried unanimously. A **motion** was made by Manager Magnusson, seconded by Manager Wensloff to open the regular meeting. Motion carried unanimously. A **motion** was made by Manager Magnusson, seconded by Manager Diesen to adopt the rules as amended. Motion carried unanimously.

ADMINISTRATIVE REPORT:

- Property valuation notices
- MN public drainage manual focus group meeting attendance
- AED training – the board would like to be in attendance

- March Conference planning meeting
- PT handbook committee

TECHNICIAN REPORT:

- Norland gates are now open for the winter season and FQA update
- SWI paperwork
- Site prioritization grant
- Floyd Haugen damaged trap complaint
- SD 51 cleaning & debris removal. A **motion** was made by Manager Magnusson, seconded by Manager Wensloff to hire NorthPine Services to complete the work to be determined by Technician McCormack and the Board. Motion carried unanimously.
- Duxby signage

NEW BUSINESS:

Administrator Halstengard will send the Board member the link to the BTSAC paper #3 video.

Technician McCormack discussed the ditching/diking being done in Pohlitz Township. Staff will send the landowner a permit application and continue to gather information.

Landowner Ardmore Haugen talked to Technician McCormack about a complaint concerning the permitted ag dike under construction by Derek Ellinson. A meeting with the landowners will be scheduled with Managers Magnusson and Carriere attending as well.

OLD BUSINESS:

The Board discussed the RRIW MOU update. The membership representation was approved as presented with the recommendation that the County Commissioner representative be from either district 3 or 5. Chairman Carriere updated the board on the last RRIW meeting.

Technician McCormack will meet with Rick Sikorski to finalize the details of Mr. Sikorski's ag dike permit.

OTHER ITEMS:

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

After a **motion** by Manager Magnusson and second by Manager Wensloff, the meeting was adjourned at 10:20 p.m.

Respectfully submitted,

Cody Schmalz, Secretary

Tracy Halstengard, Administrator