

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

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.

DELEGATIONS PRESENT: There were no delegates for this meeting.

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

MINUTES: A **motion** was made by Manager Magnusson to approve the June 25, 2014 special meeting minutes with changes, seconded by Manager Wensloff. Motion carried unanimously. A **motion** was made by Manager Magnusson to approve the June 11, 2014 regular meeting minutes with changes, seconded by Manager Schmalz. Motion carried unanimously.

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 11.32
Northwest Minnesota Foundation -- 2nd grant installment	\$ 6,250.00
Marshall County -- share of taxes	\$ 458.75
State of Minnesota -- final pmt of RRWMA preliminary funding	\$ 11,190.67
State of Minnesota -- 1st grant reimbursement, RRWMA	\$ 72,169.05
Roseau County -- share of taxes	\$ 326,337.36
Beltrami County -- share of taxes	\$ 576.57
Total	\$ 416,993.72

Bills -- Memo	Amount
City of Roseau -- utilities	\$ 199.51
CenturyLink -- phone bill	\$ 110.02
Sjoberg's Cable TV -- cable internet	\$ 47.13
Marco -- copier maintenance	\$ 148.24
Roseau Times-Region -- notice	\$ 10.50
Minnesota Energy -- natural gas bill	\$ 49.41
Cardmember Services -- drainage law deskbooks	\$ 178.48
HDR Engineering -- Project Engineering	\$ 36,257.97
Houston Engineering -- Project Engineering	\$ 3,169.12
Floyd Haugen -- meetings, mileage and expenses	\$ 183.32
LeRoy Carriere -- meetings, mileage and expenses	\$ 201.78
Cody Schmalz -- meetings, mileage and expenses	\$ 244.92
Aaron Magnusson -- meetings, mileage and expenses	\$ 154.21
Tony Wensloff -- meetings, mileage and expenses	\$ 236.35
Torin McCormack -- salary	\$ 3,555.75
Tracy Halstensgard -- salary	\$ 3,553.75
Brady Castle -- wages	\$ 1,239.45
Torin McCormack -- mileage	\$ 344.40
Brady Castle -- mileage	\$ 831.60
PERA -- employee and employer share	\$ 1,169.98
Internal Revenue Service -- 941 tax	\$ 2,999.80
ESRI -- software upgrade	\$ 2,180.25
RRWMB -- share of taxes	\$ 67,740.06
Fleet Supply -- supplies	\$ 97.96
SET, inc -- RRWMA project soil testing	\$ 1,690.00
CDW-G -- Microsoft Office software upgrade	\$ 1,115.90
Halverson Sand and Gravel, Inc -- Hay Creek / Norland Construction	\$ 525.00
Postmaster -- stamps	\$ 147.00
Linda Hedlund -- turkeys for meetings	\$ 150.00
TrueNorth Steel -- culverts	\$ 3,679.09
TOTAL	\$ 132,210.95

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

Delegations: Rick Solberg, met with the board to discuss permit #13-12. Mr. Solberg stated he had removed the culvert and he requested Technician McCormack inspect the culvert prior to it being install at the location outlined in the permit. Mr. Solberg requested an extension of the permit due to the wet condition. Manager Wensloff made a **motion** to approve the extension for six months, seconded by Manager Magnusson. Motion carried with Manager Haugen abstaining.

Brent Haugen met with the board to discuss the road lowering issue between section 23 & 24 of Moose Township. Mr. Haugen submitted a complaint letter and documentation to the board. There was discussion on the history of the area. Technician McCormack will meet with Mr. Haugen and a township board member to review the issue.

PERMITS:

Technician McCormack discussed permit #14-09 (Myron Lee). It was Attorney Moren's opinion that the culvert could be permitted without holding a public hearing because the work would be considered a repair. Manager Haugen made a **motion** to approve the permit, seconded by Manager Schmalz. Motion carried unanimously.

Technician McCormack discussed permit #14-11 (Mark Olafson). Manager Wensloff made a **motion** to approve the permit with conditions, seconded by Manager Schmalz. Motion carried unanimously.

Technician McCormack discussed permit #14-12 (Kelly Christianson). Manager Wensloff made a **motion** to approve the permit as submitted, seconded by Manager Schmalz. Motion carried unanimously.

Technician McCormack discussed permit #14-13 (Moose River Township). Manager Magnusson made a **motion** to approve the permit with conditions, seconded by Manager Schmalz. Motion carried unanimously.

PROGRAMS:

Side Water inlets: Technician McCormack work is ready to begin as soon as weather cooperates. Lee's decided they didn't want two of the inlets planned so the next two on the prioritization list will receive them.

Technician McCormack discussed the data being collected by Intern Castle.

PROJECT REPORT:

Hay Creek/Norland: Technician McCormack stated that the impoundment is still in dewatering mode and the level is about 3' below top of structure over flows. A weed assessment was completed by Technician McCormack and Scott Johnson, SWCD. There was discussion on mowing. The Board reviewed the cost to raise the road south of the east inlet structure (north of Lester Grafstrom's homestead). The Board directed staff to work with Halverson to complete the work as noted.

Beltrami: A Project Team meeting has been scheduled for July 24. Site assessment worksheets have been completed and are being reviewed. Administrator Halstensgard discussed project team funding.

RRWMA: Engineer Dalager has provided the Final Engineer's Report to Administrator Halstensgard for printing. A Step 2 has been submitted to the RRWMB for review. A Determination will be made at the next meeting. Technician McCormack updated the Board on the EAW. Permitting will be the next step. Engineer Dalager and Administrator Halstensgard updated the board on the funding of the project. Manager Schmalz discussed continued concerns of landowners in his area. A public information meeting has been scheduled for July 31st at 6 p.m. in Badger. The Board directed Administrator Halstensgard to schedule a public hearing for the August meeting.

Lake Bottom: Administrator Halstensgard discussed the changes to the contract with Byfugliens. The land purchase committee will meet with Mr. Byfuglien again to discuss the purchase price. Project Team meeting has been scheduled for July 17th.

Duxby Levee: The survey of the levee was completed. The data collected will be completed and organized into a report.

RRWMB:

Chairman Carriere updated the board on the following items:

- USDA water quality work
- Project Team funds
- First Aid presentation
- Budget

ADMINISTRATIVE REPORT:

- Purchase of a dehumidifier

TECHNICIAN REPORT:

- Janet Foster complaint
- Darield Moser complaint
- Mike Grahn complaint
- There was discussion on the proposed Great Northern powerline options.

NEW BUSINESS:

Administrator Halstensgard presented the board with the completed audit report. A **motion** was made by Manager Magnusson to accept the 2013 Audit and authorize Chairman Carriere to sign the representation letter to Drees, Risky & Vallager, Ltd, seconded by Manager Haugen. Motion carried unanimously.

Administrator Halstensgard asked the Board about purchasing water project desklaw books. Manager Magnusson made a **motion** to purchase a book for each board position, seconded by Manager Schmalz. Motion carried unanimously.

OLD BUSINESS:

Administrator Halstensgard discussed the proposed contract with Mitch Magnusson.

OTHER ITEMS:

Administrator Halstensgard will submit revised Rules to the Board for 45 day review.

Tony Wensloff discussed a complaint by Gary Spina. Technician McCormack will review the issue.

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

Technician McCormack discussed a brief meeting outside the office between Mr. Solberg and Gerald Knutson.

After a **motion** by Manager Wensloff and second by Manager Haugen, the meeting was adjourned at 10:40 p.m.

Respectfully submitted,

Cody Schmalz, Secretary

Tracy Halstensgard, Administrator