

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD JUNE 11, 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: Engineer Dalager and County Commissioner Roger Falk

DELEGATIONS PRESENT: There were no delegates for this meeting.

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

MINUTES: A **motion** was made by Manager Wensloff to approve the May 7, 2014 regular meeting minutes with changes, seconded by Manager Magnusson. Motion carried unanimously.

RECEIPTS:

Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 14.30
Lake of the Woods County -- share of taxes	\$ 1,181.90
Marshall County -- Share of taxes	\$ 1,831.75
TOTAL	\$ 3,027.95

Bills -- Memo	Amount
City of Roseau -- utilities	\$ 238.24
CenturyLink -- phone bill	\$ 131.86
Sjoberg's Cable TV -- cable internet	\$ 47.13
Marco -- copier maintenance	\$ 44.89
Minnesota Energy -- natural gas bill	\$ 107.14
Cardmember Services -- meals at meetings	\$ 97.70
HDR Engineering -- Project Engineering	\$ 3,749.34
Floyd Haugen -- meetings, mileage and expenses	\$ 274.99
LeRoy Carriere -- meetings, mileage and expenses	\$ 138.53
Cody Schmalz -- meetings, mileage and expenses	\$ 122.47
Aaron Magnusson -- meetings, mileage and expenses	\$ 77.10
Tony Wensloff -- meetings, mileage and expenses	\$ 78.78
Torin McCormack -- salary, insurance and cell phone	\$ 3,553.75
Tracy Halstensgard -- salary, insurance and cell phone	\$ 3,555.76
Brady Castle -- wages	\$ 257.74
Torin McCormack -- mileage & expenses	\$ 533.36
Tracy Halstensgard -- mileage & expenses	\$ 250.88
Brady Castle -- mileage	\$ 81.20
PERA -- employee and employer share	\$ 1,169.98
Internal Revenue Service -- 941 tax	\$ 2,583.32
Roseau Bakery -- rolls and cookies for meetings	\$ 44.12
Scott's True Value -- supplies	\$ 61.94
Interstate Drilling Service -- soil boring on RRWMA	\$ 2,460.00
Michelle Moren -- legal fees	\$ 1,875.00
Rinke Noonan -- draft comments on the proposed EPA rule	\$ 500.00
Ace hardware -- tiedowns for ranger and velcro for maps	\$ 34.19
Halverson Sand and Gravel, Inc -- Hay Creek finishing items	\$ 645.00
Bonnie's Floral -- flowers	\$ 61.44
Auto Owners Insurance -- office content insurance	\$ 503.37
Thune Insurance Network -- Officers and Directors insurance	\$ 1,451.00
Roseau County -- second half taxes	\$ 1,131.24
Houston Engineering -- Beltrami PT	\$ 5,537.80
TOTAL	\$ 31,399.26

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

PERMITS:

Technician McCormack discussed permit #14-09 (Myron Lee). It was Engineer Dalager's opinion that the culvert could be permitted without holding a public hearing because the land is in the benefitted area; however, holding a public hearing is a good idea in this area. The permit was tabled pending a public hearing. The hearing will be scheduled for the July meeting.

Tecnician McCormack discussed permit #14-10 (David Deschene). Manager Wensloff made a **motion** to approve the permit, seconded by Manager Magnusson. Motion carried unanimously.

PROGRAMS:

Side Water inlets: Technician McCormack updated the board on the quotes received. Sandin's decided they didn't want the inlet in the location agreed upon and adjacent landowner issues are an issue for one of the Lee inlets. Technician McCormack recommends moving forward with the next two inlets on the prioritized list.

Technician McCormack discussed the culvert inventory data being collected by Intern Castle.

PROJECT REPORT:

Hay Creek/Norland: Technician McCormack stated that the impoundment is still in dewatering mode. The Board was updated on various items including final construction items, meeting with Grafstroms, purchase of a Steam Johnny and weed management. The board offered Skyler Otto the opportunity to cut the Hay Creek levees and connection cannel for hay. If he is unable to do the cutting by June 25, Administrator Halstensgard will contact Roger Berg or Mitch Magnusson to do the mowing.

Beltrami: A conference call has been scheduled to discuss the site assessments from the site visit.

RRWMA: Engineer Dalager stated he has the final engineer's report to present to the Board. The information will be presented to the RRWMB at the next meeting for a Step 2 submittal. There was some discussion on funding. A Project Team meeting was set for July 17th and a public informational meeting was scheduled for July 31st. Administrator Halstensgard will contact the RRBC about scheduling a RRIW meeting on July 31st in Canada.

Lake Bottom: Administrator Halstensgard discussed the changes to the contract with Byfugliens.

Duxby Levee: Manager Haugen made a **motion** to hire HDR engineering to complete a survey of the levee based on estimate provided, seconded by Manager Schmalz. Motion carried unanimously.

FDRWG: Administrator Halstensgard updated the board on changes being proposed to the current funding process.

ADMINISTRATIVE REPORT:

- The Board directed Administrator Halstensgard to attend township board meetings in an effort to improve communication. A manager will attend with Administrator Halstensgard.

- A **motion** was made by Manager Magnusson to purchase a push mower for Sentence To Serve for a maximum of \$200, seconded by Manager Wensloff. Motion carried unanimously.
- Manager Haugen made a **motion** to purchase the software upgrade for office pro plus, seconded by Manager Wensloff. Motion carried unanimously.
- Update on workers comp insurance.

TECHNICIAN REPORT:

- Software upgrade – BWSR grant will cover 75% of the upgrade cost. A **motion** was made by Manager Wensloff, seconded by Manager Schmalz to purchase the software upgrade. Motion carried unanimously.
- There was discussion on the Ditch 8 system. Issues that were discussed included: brushing / debris removal; possible culvert or block at the outlet near the river & township road issue (370th Ave).
- A landowner spoke to Technician McCormack about concern with additional drainage on Sucker Creek. Manager Magnusson removed himself from the board and discussed the issue as an affected landowner. There was discussion on alternative drainage options.
- Landowner complaint on at dry crossing being installed without a permit. The crossing is basically at the border with Two Rivers Watershed District with very little drainage area.
- Scott Habstritt requested looking at the Arpin system for a possible project. It was suggested that a project team be developed to review and evaluate the area.
- Peatland study
- Applicators license and weed management grant
- Great Northern transmission line
- Repair of damaged culvert in Hay Creek. It was the consensus of the board to add the repair to the list of items to be completed.

NEW BUSINESS: there was nothing on the agenda under new business.

OLD BUSINESS:

Technician McCormack discussed the report he had provided to the board on the complaints / issues with the WD #3 system. The report will be included as part of the record.

OTHER ITEMS:

A special meeting will be scheduled to discuss the governing documents.

Administrator Halstensgard updated the board on the planning of the informational meeting being planned for July 8th at the Roseau Community Center. Manager Magnusson stated he felt the LiDAR presentation would be very beneficial.

Personnel review will be during a closed meeting the same date as the governing documents special meeting.

Manager Schmalz stated there was debris in cutoff 10 of SD #51. Kittson County talked to Technician McCormack and stated they would perform the work.

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.

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

Respectfully submitted,

Cody Schmalz, Secretary

Tracy Halstensgard, Administrator