

MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF MANAGERS MEETING HELD MARCH 4, 2014

ORDER: Chairman LeRoy Carriere called the meeting to order at 4:00 p.m.

MANAGERS PRESENT: Aaron Magnusson, LeRoy Carriere, Tony Wensloff, Cody Schmalz 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:

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 January 7, 2014 regular meeting minutes as handed out and acknowledging Manager Haugens submitted notes. Motion carried with Manager Haugen abstaining. A **motion** was made by Manager Wensloff to approve the February 5, 2014, minutes with changes, seconded by Manager Schmalz. Motion carried unanimously.

RECEIPTS:

Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 33.78
Kittson County -- share of taxes	\$ 2,690.35
Marshall County -- share of taxes	\$ 1,531.50
Lake of the Woods County -- share of taxes	\$ 280.74
Beltrami County -- share of taxes	\$ 74.58
Roseau County -- share of taxes	\$ 98,978.82
Northwest Minnesota Foundation -- first grant installment	\$ 6,250.00
State of Minnesota -- MV & Ag credit	\$ 5,564.83
TOTAL	\$ 115,404.60

Bills -- Memo	Amount
City of Roseau -- utilities	\$ 265.02
Postmaster -- stamps	\$ 147.00
CenturyLink -- phone bill	\$ 121.35
Sjoberg's Cable TV -- cable internet	\$ 47.13
Marco -- copier maintenance	\$ 44.89
Roseau Times-Region -- notice	\$ 10.50
Minnesota Energy -- natural gas bill	\$ 245.15
Moren Law Office -- legal fees	\$ 3,262.50
Houston Engineering -- WD 3 / SD 69 report	\$ 8,995.75
HDR Engineering -- Project Engineering	\$ 7,287.99
Floyd Haugen -- meetings, mileage and expenses	\$ 183.33
LeRoy Carriere -- meetings, mileage and expenses	\$ 221.88
Aaron Magnusson -- meetings, mileage and expenses	\$ 154.21
Cody Schmalz-- meetings, mileage and expenses	\$ 261.79
Tony Wensloff -- meetings, mileage and expenses	\$ 239.71
Torin McCormack -- wages	\$ 3,555.76
Torin McCormack -- wages	\$ 148.24
Tracy Halstensgard -- wages	\$ 3,700.75
PERA -- employee and employer share	\$ 1,169.98
Internal Revenue Service -- 941 tax	\$ 2,447.00
Doug's Supermarket -- food for meetings and supplies	\$ 261.40
Scott's True Value -- supplies	\$ 20.99
Pizza Ranch -- meal for 2-20-14 PT meeting	\$ 129.28
Craig Fetsch -- SD 51 debris removal	\$ 3,920.00
Ron Huderle -- SD 51 debris removal	\$ 3,920.00
Reliable Office Supply -- office supplies	\$ 80.05
MAWD -- annual dues	\$ 785.90
MN Viewers Association -- annual dues	\$ 125.00
Frontier Precision, Inc -- GPS equipment	\$ 11,154.00
Reliable Office Supply -- shelving unit	\$ 256.49
MAWD -- registration	\$ 150.00
TOTAL	\$ 53,313.04

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 with Manager Haugen abstaining.

PERMITS: Technician McCormack discussed tiling permit applications submitted by Eric Dunham. Engineer Dalager spoke about the drainage co-efficient for ag tile. A **motion** was made by Manager Wensloff, seconded by Manager Magnusson to table permits #14-01, 14-02 & 14-03 (Erik Dunham). Technician McCormack and Engineer Dalager will provide Mr. Dunham with the what information still needs to be provided. Motion carried unanimously.

DELEGATIONS: There were no delegates at this meeting.

PROJECT REPORT:

Hay Creek/Norland: Administrator Halstensgard discussed advertising for construction of final punch list items. Administrator Halstensgard stated the statute concerning tax exemption had been provided to Manager Haugen. There was extensive discussion on options for Section 21. Technician McCormack suggested waiting to make any decisions until the adaptive mitigation issue is finalized with the COE. The Board discussed the maintenance of the land the district owns and the tax status of parcels. Administrator Halstensgard will review the valuation and exemption status of land the District owns. There was discussion on the options for haying / mowing the Hay Creek corridor and connection channel and the West Intercept channel. Staff will advertise for the haying / mowing as discussed. A **motion** was made by Manager Wensloff to authorize the drafting of a contract with Mr. Mitch Magnusson, seconded by Manger Schmalz. Motion carried with Manager Magnusson abstaining. Technician McCormack discussed the addendum to Russell Walker's contract for the Norland Impoundment. A **motion** was made by Manager Wensloff to accept the addendum to the contract, seconded by Manager Schmalz. Motion carried unanimously.

Beltrami: The Board appointed Manager Wenloff and Chairman Carriere will be on the Project Team

RRWMA: Managers Schmalz and Haugen were appointed to the Project Team. Administrator Halstensgard read a letter from the RM of Stuartburn. The Board authorized scheduling a meeting of individuals involved in the RRIW, RRBC, the RM of Stuartburn and RRWD. Engineer Dalager stated that the Final Engineer's report will be out in May as well as the Step Two submittal with permitting to follow.

WD #3: Nothing new to report.

Side Water Inlets: Technician McCormack stated updated the board on progress of the projects. There was discussion on the construction of the projects.

Culvert Inventory: The GPS unit has been set up and calibrated. Advertisements have been sent to the newspapers for the internship.

Lake Bottom: The board will appoint PT members at the next meeting. Administrator Halstensgard discussed funding of preliminary engineering and project team expenses. A small group will meet prior to the initial PT meeting. Land purchase will be discussed at the end of the meeting.

RRWMB:

- One Watershed One Plan
- Farm bill
- Next meeting they will be accepting committee volunteers

ADMINISTRATIVE REPORT: items were in the written report or discussed in other parts of the agenda.

TECHNICIAN REPORT: In addition to the written report, Technician McCormack discussed the following:

- Snow water equilvancy
- Beltrami scenario committee
- Hay Creek check in the next week or so
- SD 51 digital inventory

NEW BUSINESS:

Nothing for New Business

OLD BUSINESS:

Technician McCormack gave a brief update on the CAC meeting. Administrator Halstensgard discussed Legislative Days and March Conference discussion

OTHER ITEMS:

Manager Magnusson discussed investing some of the funds currently in the checking account into Certificate of Deposits. Manager Haugen asked about rates. A **motion** was made by Manager Wensloff, seconded by Manager Schmalz to invest \$200,000 in a Certificate of Deposit. Motion carried unanimously. Staff and Treasurer will negotiate the best interest rate at either Citizens State Bank or Border State Bank.

Administrator Halstensgard discussed the proposal offered to Mr. Byfuglien and his counter offer to the Board. There was discussion on the possibility of harvesting reed canary grass seed off. Manager Haugen asked how much the taxes were and what the valuation was.

Administrator Halstensgard stated she didn't know how much the taxes were and the valuation was \$52,500. There was discussion on an option to purchase. Administrator Halstensgard will discuss with Mr. Byfuglien.

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

After a **motion** by Manager Wensloff and second by Manager Magnusson, the meeting was adjourned at 5:09 p.m.

Respectfully submitted,

Cody Schmalz, Secretary

Tracy Halstensgard, Administrator