

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD NOVEMBER 5, 2014**

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

After the pledge of allegiance, both Managers Carriere and Diesen took the oath of office.

MANAGERS PRESENT: Aaron Magnusson, LeRoy Carriere, 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 Magnusson and seconded by Manager Wensloff to approve the agenda. Carried - unanimous.

MINUTES: A **motion** was made by Manager Wensloff to approve the October 1, 2014 regular meeting minutes as presented, seconded by Manager Magnusson. Motion carried unanimously. A **motion** was made by Manager Magnusson to approve the October 15, 2014 special meeting minutes as presented, seconded by Manager Wensloff. Motion carried unanimously.

RECEIPTS:

Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 25.33
Elizabeth Knutson -- file copies	\$ 25.25
RRWMB -- PT reimbursement	\$ 4,064.44
TOTAL	\$ 4,115.02

Bills -- Memo	Amount
City of Roseau -- utilities	\$ 204.03
CenturyLink -- phone bill	\$ 115.43
Sjoberg's Cable TV -- cable internet	\$ 47.13
Marco -- copier maintenance	\$ 13.96
Roseau Times-Region -- notice	\$ 10.50
Minnesota Energy -- natural gas bill	\$ 60.51
Cardmember Services --	\$ 587.00
Fleet Supply -- spraying equip (weed mgt grant)	\$ 753.44
Carter Diesen -- meetings, mileage and expenses	\$ 86.06
LeRoy Carriere -- meetings, mileage and expenses	\$ 138.53
Aaron Magnusson -- meetings, mileage and expenses	\$ 154.21
Tony Wensloff -- meetings, mileage and expenses	\$ 157.57
Torin McCormack -- wages	\$ 3,555.75
Tracy Halstensgard -- wages	\$ 3,553.74
Tracy Halstensgard -- mileage	\$ 167.04
Torin McCormack -- mileage	\$ 254.80
PERA -- employee and employer share	\$ 1,169.98
Internal Revenue Service -- 941 tax	\$ 2,515.33
Minnesota Revenue -- withholding tax	\$ 1,464.00
Scott's True Value -- office supplies	\$ 31.97
MAWD -- registration	\$ 1,120.00
Postmaster -- stamps	\$ 98.00
Roso Cleaners & Laundry mat -- rug rental	\$ 37.62
Multi - Office Products -- dividers and pencils	\$ 20.48
Ace hardware -- winterizing supplies	\$ 43.79
Halverson Sand and Gravel, Inc -- hay Creek Construction	\$ 2,080.00
Pat Moren -- legal fees	\$ 1,762.50
North Pine Services -- debris removal Ditch 8	\$ 7,017.05
Roseau County Highway Dept -- spraying and culverts	\$ 3,924.62
Brach Svoboda -- SWI	\$ 1,695.00
Joe Laurin -- SWI	\$ 2,334.00
Lyle Silbernagel -- SWI	\$ 1,560.00
Lloyd Frosaker -- SWI	\$ 6,798.50
Lyle Silbernagel -- SWI	\$ 1,500.00
TOTAL	\$ 45,032.54

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

DELEGATIONS: There were no delegates for this meeting.

PERMITS:

Technician McCormack updated the board on permits 14-23 and 14-27.

Technician McCormack and Engineer Dalager discussed Permit # 14-29 (Kelly Christianson). It was stated that the traps would be a justifiable to the function of the ditch.

There was discussion as to the condition of the replacement culverts. Manager Wensloff made a **motion** to approve Permit #14-29, seconded by Manager Diesen. Motion carried unanimously.

Technician McCormack discussed Permit # 14-33 (Mark Olafson). Engineer Dalager discussed the difficulty in ascertaining the effects of a culvert like this and possibility of holding a public hearing with affecting landowners. A **motion** was made by Manager Wensloff, seconded by Manager Magnusson to coordinate a public hearing with the County and effected landowners. Motion carried unanimously.

Technician McCormack discussed permit #13-37 (Tobi Eidsmoe). Manager Wensloff made a **motion** to approve the permit as submitted, seconded by Manager Diesen. Motion carried unanimously.

Technician McCormack discussed permit #13-39 (Rodney Sikorski). Manager Diesen made a **motion** to approve the permit as submitted, seconded by Manager Magnusson. Motion carried unanimously.

Technician McCormack discussed permit #14-40 (Derek Ellenson). Manager Magnusson recused himself as an adjacent landowner. Manager Wensloff made a **motion** to approve the permit, seconded by Manager Diesen. Motion carried with Manager Magnusson abstaining.

Technician McCormack discussed permits #14-41 (Brent Haugen). A **motion** was made by Manager Wensloff, seconded by Manager Magnusson to approve the permit. Motion carried unanimously.

PROGRAMS:

Side Water inlets: Technician McCormack discussed 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:

Hay Creek/Norland: Administrator Halstensgard discussed the Mattson Island road issue raised by Torris Bakken. No action was taken. There was discussion on the grant agreement. Administrator will work on closing out the current grant agreement.

Beltrami: The DNR will be setting up an internal meeting to review the sites. Administrator Halstensgard reported on the COE CP1.

RRWMA: After discussion on the grant amendment, Manager Diesen made a **motion** to approve and authorize the grant amendment, seconded by Manager Wensloff. Motion carried unanimously. There was discussion on the COE Concurrence Point 2 and the TEP field meeting.

Lake Bottom: CP1 has been submitted for review. A project team meeting will be held in November.

Duxby Levee: Administrator Halstensgard discussed the request by a landowner for signage. Manager Magnusson made a **motion** to purchase and install signage, seconded by Manager Wensloff. Motion carried unanimously.

Ditch 8: Technician McCormack discussed the replacement culverts that were installed by R & Q Trucking. The Board recommended contacting R&Q to resolve the issues. Technician McCormack discussed Engineer Dalager's recommendations concerning lowering a culvert in Sect. 33 of Jadis. A landowner meeting will be scheduled in December with a public hearing to follow.

RRWMB:

Chairman Carriere updated the board on the following items:

- Klondike project funding
- RRBC Summit Conference in January
- Funding resolutions and changes to Governing doc.

ADMINISTRATIVE REPORT:

- Funding for the Restricted Building Fund. Manager Magnusson discussed the amount to be applied to that fund and the expense of office and storage space in Roseau. A **motion** was made by Manager Magnusson to set the cap on the fund at \$150,000 and apply \$37,500.00 to the fund annually. The fund will be reviewed in 2018. Motion was seconded by Manager Wensloff. Motion carried unanimously.
- BWSR Academy training
- Managers Carrier and Wensloff will meet with staff for evaluations
- Northern Minnesota & Ontario Peatlands Section Forest Resource Management Plan information.
- PERA training attendance
- Rinke-Noonan comments to Proposed Clean Water Act Rule
- MAWD conference – Manager Diesen, Manager Carriere, Administrator Halstensgard and Technician McCormack will be attending

TECHNICIAN REPORT:

- Lat. 2 WD 3 traps cleaned.
- Ditch plug west of CR 112. Administrator Halstensgard will draft a letter and send Gerald Knutson a permit application.
- SD #51 debris removal. Staff will obtain quotes from both Ron Huderle and Nathaniel Roseen.

NEW BUSINESS:

Engineer Dalager discussed BTSAC paper #3.

OLD BUSINESS:

A **motion** was made by Manager Wensloff, seconded by Manager Magnusson to set the Rules hearing date for Dec. at 9 a.m.. motion carried unanimously.

RRIW MOU update. Chairman Carriere updated the board on the last RRIW meeting.

OTHER ITEMS:

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

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

Respectfully submitted,

Cody Schmalz, Secretary

Tracy Halstensgard, Administrator