

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD July 1, 2015**

ORDER: Chairman LeRoy Carriere called the meeting to order at 8:00 p.m. and led the Pledge of Allegiance.

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

STAFF PRESENT: Administrator Halstensgard and Technician McCormack

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Nate Dalager, HDR Engineering;

DELEGATIONS PRESENT: Butch Schmalz, landowner; Brent Haugen, landowner;

AGENDA: A **motion** was made by Manager Wensloff, seconded by Manager Magnusson to approve the agenda with Richard Foss added as a delegate. Motion carried unanimously.

MINUTES: A **motion** was made by Manager Magnusson and seconded by Manager Wensloff to approve the June 3, 2015 regular meeting minutes as handed out. Motion carried unanimously. A **motion** was made by Manager Wensloff and seconded by Manager Schmalz to approve the June 18, 2015 special meeting minutes. Motion carried unanimously.

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 16.89
Brent Haugen -- trap purchase	\$ 300.00
Lake of the Woods County -- share of taxes	\$ 458.34
Marshall County -- share of taxes	\$ 471.16
Marshall County -- share of taxes	\$ 311.41
Beltrami County -- share of taxes	\$ 813.08
Roseau County -- share of taxes	\$ 344,389.53
State of Minnesota -- RRWMA reimbursement	\$ 54,198.74
Total	\$ 400,959.15

Bills	Amount
Tracy Halstensgard -- wages	\$ 4,191.80
Tracy Halstensgard -- wages	\$ 108.97
Torin McCormack -- wages	\$ 4,386.80
Torin McCormack -- mileage and reimbursement	\$ 277.14
LeRoy Carriere -- per diem & expenses	\$ 138.53
Cody Schmalz -- per diem & expenses	\$ 135.43
Aaron Magnusson -- per diem & expenses	\$ 154.62
Tony Wensloff -- per diem & expenses	\$ 158.08
Brady Castle -- wage and mileage	\$ 2,416.45
PERA -- employer / employee contribution	\$ 1,440.06
Internal Revenue Service -- withholding	\$ 4,061.55
Sjobergs TV -- internet access	\$ 48.69
Marco -- copier maintenance	\$ 51.62
Minnesota Energy -- natural gas bill	\$ 51.62
CenturyLink -- phone service	\$ 107.46
City of Roseau -- utilities	\$ 215.94
HDR engineering -- Project engineering	\$ 19,938.27
HDR engineering -- Project engineering	\$ 16,314.60
Roseau Times - Region -- notice	\$ 28.25
SuperOne Foods -- food for meetings and supplies	\$ 134.98
Cardmember Service --	\$ 44.16
Red River Watershed Management Board -- share of taxes	\$ 71,646.41
SFM -- work comp insurance	\$ 197.00
Total	\$ 126,248.43

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

PERMITS:

The Board discussed Permit #15-09 (Greg Lislegard). After discussion, it was determined they would need to be a public hearing for the installation of the culvert in CD 16. The permit was tabled until a public hearing could be held.

The Board discussed Permit #15-10 (Douglas Erickson). After discussion, it was determined they would need to be a public hearing for the installation of the culvert in CD 16. The permit was tabled until a public hearing could be held.

Douglas Erickson also requested an extension for phase 2 of permit 13-31. A **motion** was made by Manager Wensloff, seconded by Manager Diesen to grant the extension for one year. Motion carried unanimously.

The Board discussed Permit #15-11 (Brent Haugen). Technician McCormack discussed the permit application. Mr. Haugen asked about reinstalling a culvert that had been permitted for

removal by the board. There was discussion on compliance by Rick Solberg on a related permit issue. The permit had been approved provisionally at the June board meeting.

The Board discussed Permit #15-12 (Isaac Erickson). After Technician McCormack discussed the permit application, Manager Diesen made a **motion** to approve the permit, seconded by Manager Magnusson. Motion carried unanimously.

The Board discussed Permit #15-13 (Isaac Erickson). The permit was tabled for further review.

The Board discussed Permit #15-14 (Douglas Erickson). After Technician McCormack discussed the permit application, Manager Magnusson made a **motion** to deny the permit, seconded by Manager Wensloff. Mr. Erickson can complete an application for the field crossing/ side inlet work independent of the changes to the culvert in the road ditch. Motion carried unanimously.

The Board discussed Permit #15-15 (Brent Haugen). After Technician McCormack discussed the permit application, Manager Magnusson made a **motion** to approve the permit, seconded by Manager Schmalz. Motion carried unanimously.

PROJECTS:

Technician McCormack gave a presentation on the drainage issues in Ross/Moose Township. (See attached). There was extensive discussion on the proposal for the Lake Bottom Project and the Big Swamp area. Administrator Halstensgard will work on organizing a landowner meeting. Technician McCormack and Engineer Dalager will work on survey questions and including the area in the Lake Bottom project area. It was the direction of the board to rank the Lake Bottom project 1st and the Beltrami project 2nd in the RCPP funding process. There was discussion on the flap gates on Lat 2 of WD 3. Technician McCormack will work on that. HDR will conduct the Lake Bottom survey this fall.

Ditch 8: Halverson Sand & Gravel submitted a quote for the work to be completed. The board requested more information on the quote.

RRWMA: Engineer Dalager gave a brief update on work that has been done. Landowner issues were addressed at the last PT subcommittee meeting. Changes were made to the O & M plan concerning the installation of gauge locations and the maximum CFS operation for NRE's is still being discussed. Technician McCormack stated that a TEP meeting would be scheduled later in the month

Beltrami: Administrator Halstensgard updated the board on the status of Concurrence Point 1.

Ditch 8: Technician McCormack discussed the erosion taking place in the channel near the Mekash property. Staff has looked into options for funding stabilization work from the end of Ditch 8 to the Roseau River.

RRWMB:

- Bonding funds

- Buffer legislation
- FDRWG meeting

ADMINISTRATIVE REPORT:

- The August meeting date was changed to Tuesday August 4th. The Public Hearing to utilize SD 51 funds for the Lake Bottom project will be set for 9 a.m. that day.
- Ditch inspection policy.
- Moose Township meeting attendance.
- Mowing of Hay Creek corridor and West Interceptor
- Purchase of smart TV for board room.
- 2015 administrative budget for the first half of the year and 2016 draft budget will be available for the August meeting.
- BWSR water retention project survey

TECHNICAL REPORT:

- Norland and Hay Creek update
 - Norland discharge status
 - Matt Millner ditch cleaning issue – staff will speak with Mr. Millner about cleaning the ditch himself.
 - Damage to exterior drainage by tractor and mower
 - Equipment being stored on the hay creek corridor. Torin will contact landowner.
 - Mowing of the Hay Creek corridor and wild parsnip control
- Side water inlet sides to construct in partnership with SWCD.
- MN DOT permit review for work being done along HWY 11 / West Intercept
- Fish sampling by MPCA
- Purchase of a chainsaw, trimmer and accessories.

DELEGATES: Richard Foss addressed the board earlier in the meeting.

OLD BUSINESS: There was no old business for this meeting.

NEW BUSINESS: There was no new business for this meeting.

OTHER ITEMS: Manager Magnusson reported on the CR 112 permit status.

A **motion** was made by Manager Wensloff, seconded by Manager Schmalz to approve the Managers’ and staff expense vouchers. Motion carried unanimously

After a **motion** by Manager Wensloff and second by Manager Schmalz, the meeting was adjourned at 11:20 a.m.

Respectfully submitted,

Cody Schmalz, Secretary

Tracy Halstengard, Administrator