

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD May 6, 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 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: There were no delegates

AGENDA: A **motion** was made by Manager Schmalz, seconded by Manager Wensloff to approve the agenda. Motion carried unanimously.

MINUTES: A **motion** was made by Manager Wensloff and seconded by Manager Schmalz to approve the April 1, 2015 regular meeting minutes with changes. Motion carried unanimously.

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 26.43
Red River Watershed Management Board -- Hay Creek final	\$ 112,686.93
LeRoy Carriere -- mileage reimbursement from RRWMB	\$ 271.31
State of Minnesota -- Hay Creek grant closeout	\$ 124,618.83
Total	\$ 237,603.50

Bills	Amount
Tracy Halstensgard -- wages	\$ 4,012.21
Torin McCormack -- wages	\$ 4,080.21
Torin McCormack -- mileage and reimbursement	\$ 623.28
LeRoy Carriere -- per diem & expenses	\$ 361.48
Cody Schmalz -- per diem & expenses	\$ 146.98
Tony Wensloff -- per diem & expenses	\$ 79.04
PERA -- employer / employee contribution	\$ 1,371.48
Internal Revenue Service -- withholding	\$ 3,012.79
Sjobergs TV -- internet access	\$ 48.69
Marco -- copier maintenance	\$ 44.89
Minnesota Energy -- natural gas bill	\$ 117.15
CenturyLink -- phone service	\$ 104.82
City of Roseau -- utilities	\$ 214.68
HDR engineering -- Project engineering	\$ 22,395.31
Houston Engineering -- Project engineering	\$ 581.25
Roseau Times - Region -- notice	\$ 14.13
SuperOne Foods -- food for meetings and supplies	\$ 197.46
Cardmember Service --	\$ 2,000.04
Red River Watershed Management Board -- share of taxes	\$ 3,587.57
Postmaster -- stamps	\$ 147.00
Scott's True Value -- vacuum cleaner	\$ 131.95
Roseau Bakery -- rolls for meeting	\$ 16.24
Quality Printing -- envelopes	\$ 96.19
Thune Insurance -- insurance	\$ 1,451.00
Dot.Com Connection -- website maintenance	\$ 1,678.00
Roseau County Treasurer -- PILT payment	\$ 173,213.48
Roseau County Treasurer -- 2015 property tax	\$ 4,148.00
Pemberton law firm -- legal expense	\$ 94.50
Total	\$ 223,969.82

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

PERMITS:

The Board discussed Permit #14-43 (Blawat Farms). The permit was approved on a **motion** by Manager Schmalz, seconded by Manager Wensloff. Motion carried unanimously.

The Board discussed Permit #15-05 (Mike Jorgenson). After Technician McCormack's review of the application, the Board is requesting additional information from the landowner and will review at the next meeting.

Managers Magnusson and Diesen joined the meeting by phone. After discussion on the PILT, Manager Schmalz made a **motion** to make the final PILT payment to Roseau County in the amount of \$173,213.48 seconded by Manager Wensloff. A roll call vote was held with managers voting as follows; Schmalz, aye; Wensloff, aye; Magnusson, aye, Carriere, aye; Diesen, aye Motion carried. Managers Magnusson and Diesen left the meeting.

Administrator Halstengard and Technician McCormack presented the board with an opportunity to work jointly with the Roseau County SWCD on a Conservation Drainage / BMP project. The work will include installation of side water inlets that will be used to promote future program involvement. A **motion** was made by Manager Wensloff, seconded by Manager Schmalz to work with the SWCD and provide cost share up to \$8,000. Motion carried unanimously.

PROJECTS:

RRWMA: Engineer Dalager updated the board on the status of the permit process and gave a presentation on the Operation and Maintenance Plan. An informal landowner meeting will be held on May 12th at 5:00 p.m. at the Caribou Town Hall.

Lake Bottom: Engineer Dalager reviewed the alternatives being developed. A Project Team meeting has been scheduled for May 21st at 9:30 a.m.

Ditch 8: Survey work has been completed on the outlet. Engineer Dalager will provide a preliminary plan and cost estimate at the June meeting. At that time, staff will provide the board with proposed options to act on.

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

ADMINISTRATIVE REPORT:

- Legacy Fund Training
- USACE representatives will be conducting an inspection of the Duxby Levee May 11 & 12
- Upcoming ag drainage meetings
- Ron Harnack's legislative update
- A **motion** was made by Manager Schmalz, seconded by Manager Wensloff to pay the property taxes for the West Intercept restoration area in the amount of \$4,148. Motion carried unanimously.
- 2015 1st Quarter administrative expense update.

Manager Wensloff left the meeting.

TECHNICAL REPORT:

- Hay Creek Mitigation plan
- West Intercept Restoration – removal of monitoring posts.

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

NEW BUSINESS: Items on the agenda were discussed earlier in the meeting.

OTHER ITEMS:

Manager Wensloff joined the meeting by phone. 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 Schmalz and second by Manager Carriere, the meeting was adjourned at 10:30 a.m.

Respectfully submitted,

Cody Schmalz, Secretary

Tracy Halstensgard, Administrator