

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD NOVEMBER 5, 2015**

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

MANAGERS PRESENT: LeRoy Carriere, Tony Wensloff, Jason Braaten, 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: Dave Grafstrom, representing the Grafstrom family as a landowner.

AGENDA: A **motion** was made by Manager Wensloff, seconded by Manager Braaten to approve the agenda with the addition of Treasurer Appointment to New Business. Motion carried unanimously.

MINUTES: A **motion** was made by Manager Diesen and seconded by Manager Wensloff to approve the October 7, 2015 regular meeting minutes. Motion carried unanimously.

A **motion** was made by Manager Wensloff and seconded by Manager Braaten to approve the October 7th, 2015 Public Hearing minutes with changes. Manager Schmalz requested further project discussion with landowners and questioned the benefit of the project. Motion carried with Manager Schmalz opposed.

A **motion** was made by Manager Diesen and seconded by Manager Wensloff to approve the October 28th, 2015 Public Hearing minutes with changes. Motion carried unanimously.

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 31.87
Total	\$ 31.87

Bills	Amount
Tracy Halstensgard -- wages	\$ 4,191.80
Torin McCormack -- wages	\$ 4,386.80
Tracy Halstensgard -- mileage and reimbursement	\$ 94.31
Torin McCormack -- mileage and reimbursement	\$ 333.51
LeRoy Carriere -- per diem & expenses	\$ 138.53
Carter Diesen -- per diem & expenses	\$ 175.33
Jason Braaten -- per diem & expenses	\$ 163.82
Cody Schmalz -- per diem & expenses	\$ 123.89
Tony Wensloff -- per diem & expenses	\$ 158.09
PERA -- employer / employee contribution	\$ 1,440.06
Internal Revenue Service -- withholding	\$ 3,447.54
MAWD -- conference registration	\$ 1,375.00
Sjobergs TV -- internet access	\$ 48.69
Marco -- copier maintenance	\$ 51.62
Minnesota Energy -- natural gas bill	\$ 78.23
CenturyLink -- phone service	\$ 121.57
City of Roseau -- utilities	\$ 194.72
Houston Engineering -- Beltrami PTServices through 10-11-15	\$ 1,568.10
HDR engineering -- invoices for 8/23/15 through 9/26/15	\$ 38,698.85
RRWMA - \$6,570.60; Lake Bottom - \$32,128.25	
dot.com connection -- website maintenance, quarterly billing	\$ 90.00
Northern Resources Agronomy -- chemical, weed mgt grant	\$ 983.09
SuperOne Foods -- food for meetings and supplies	\$ 270.76
Cardmember Services -- supplies	\$ 22.99
Roseau County Highway Dept. -- spraying and mowing	\$ 1,426.05
Roseau Times Region -- notice	\$ 163.86
City of Roseau -- stream gage cost share	\$ 3,710.00
Multi office products -- Paper & supplies	\$ 410.29
Total	\$ 63,867.50

BILLS: A **motion** was made by Manager Wensloff to pay the normal monthly bills as discussed, seconded by Manager Schmalz. Motion carried unanimous. There was some discussion on the request for stream gage cost share by the City of Roseau.

PERMITS:

The Board discussed Permit #15-28 (Douglas Erickson). A **motion** was made by Manager Wensloff, seconded by Manager Diesen to deny the permit application due to the size of the size of the culvert requested. Motion carried with Manager Braaten abstaining.

The Board discussed Permit #15-29 (Mark Wierschke). After Technician McCormack discussed the permit application, Manager Wensloff made a **motion** to schedule a public hearing for 9:00 am November 24, 2015, seconded by Manager Diesen. Motion carried unanimously.

The Board discussed Permit #15-30 (Richard Solberg). After Technician McCormack discussed the permit application, Manager Diesen made a **motion** to approve the permit with conditions, seconded by Manager Schmalz. Motion carried unanimously.

The Board discussed Permit #15-31 (Richard Solberg). After Technician McCormack discussed the permit application, Manager Braaten made a **motion** to approve the permit, seconded by Manager Diesen.

The Board discussed Permit #15-32 (Greg Lislegard). After Technician McCormack discussed the permit application, Manager Wensloff made a **motion** to approve the permit, seconded by Manager Schmalz. Motion carried with Manager Braaten abstaining.

The Board discussed Permit #15-33 (Brent Haugen). There was discussion on tying this application to the trap installation portion of permit #15-29, Manager Braaten made a **motion** to approve the permit, seconded by Manager Schmalz. Motion carried unanimously.

The Board revisited Permit #15-29 (Mark Wierschke) and Manager Braaten made a **motion** to approve the installation of the trap and hold the remainder of the application for the public hearing, seconded by Manager Schmalz. Motion carried unanimously.

There was discussion on issues with permit # 13-12 and #13-15 (Richard Solberg). The elevation and location of the installed culvert is in question. After discussion it was the consensus of the board that since specific elevations were not a part of the permit, Mr. Solberg is compliant.

DELEGATION: Dave Grafstrom met with the board to discuss drainage issues on his parent's (Lester and Verna Grafstrom) land south of the Norland impoundment. After discussion the consensus of the board was to clean the exterior drainage ditch, work to improve the field drainage, and further investigate the north drainage. Mr. Grafstrom will work with Technician McCormack to delineate the areas of alleged damage. There was discussion on contractors available to do the work. A **motion** was made by Manager Wensloff, seconded by Manager Schmalz to move forward with ditching work discussed. Technician McCormack will work with Mr. Grafstrom on the location of the field drainage. Motion carried unanimously. Staff will request quotes from contractors.

PROJECTS:

There was discussion on hunting activity on Watershed District land. There was discussion on setting policy. Staff will draft a policy for the board to review.

RRWMA: A **motion** was made by Manager Wensloff, seconded by Manager Braaten to approve the State Grant amendment and authorize Chairman Carriere to sign it. Manager Schmalz requests further discussion on landowner concerns and operation. Motion carried with Manager Schmalz opposed.

A copy of the Gardenton Floodway Assessment Report was provided to Manager Schmalz. Engineer Dalager discussed the findings in the report.

Lake Bottom: Engineer Dalager stated that the survey work is complete. There was discussion on project funding. Chairman Carriere stated that the District could request funding from the RRWMB. There was some discussion on the RRWMB's funding requirements. It was the consensus of the board to request the funding. A project team meeting was scheduled for January 2016.

CD 8: Technician McCormack updated the board on the erosion repair. Engineer discussed the condition and capacity of the legal drainage system. Erosion and water quality issues were also discussed.

Beltrami: Administrator Halstensgard updated the board on the RCPP funding.

Whitney Lake Sub-watershed: Administrator Halstensgard updated the board on the tour of the proposed project area that Administrator Halstensgard, Chairman Carriere and Manager Braaten took with Keith Weston, NRCS. The application has been submitted to the Red River Retention Authority (RRRA) for the Regional Conservation Partnership Program (RCPP) funding. There was discussion on how the project could move forward and the project engineering consultant.

RRWMB:

- Public relations consultant
- RRBC Conference in January

ADMINISTRATIVE REPORT:

- Workers comp insurance issue. A **motion** was made by Manager Wensloff, seconded by Manager Schmalz to pay the workers' comp bill. Motion carried unanimously.
- LUP Citizens input panel meeting update
- SD 51 delinquent ditch tax on state con-con lands – staff will continue to follow-up
- PTMApp funding
- Press releases
- WRAPS public outreach strategy

TECHNICAL REPORT:

- Drainage issue in Sect 23 of Lake Township West
- Unauthorized cleaning in the Ditch 16 system. There was extensive discussion on the board's policy on ditch cleaning.
- CD 18 survey findings

OLD BUSINESS: The December meeting date was changed to December 1st at 8 a.m. The meeting time for the January – March meetings was changed to 1:00 p.m.

NEW BUSINESS: Chairman Carriere and Manager Wensloff will schedule a time to meeting with staff to conduct employee evaluations. Recommendations will be brought to the December meeting.

The board discussed appointing an interim treasurer. Manager Diesen agreed to act as interim Treasurer.

OTHER ITEMS:

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

There was discussion on the ditching that the County is doing along CR#9 and CR #18.

After a **motion** by Manager Schmalz and second by Manager Wensloff, the meeting was adjourned at 12:25 p.m.

Respectfully submitted,

Cody Schmalz, Secretary

Tracy Halstengard, Administrator