

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD October 7, 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, 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 and Randy Knott, HDR Engineering; Attorney Michelle Moren

**DELEGATIONS PRESENT:** Landowners present would be heard during the public hearing scheduled for 9 a.m.

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

**MINUTES:** A **motion** was made by Manager Magnusson and seconded by Manager Diesen to approve the September 9, 2015 regular meeting minutes as handed out. Motion carried unanimously. A **motion** was made by Manager Wensloff and seconded by Manager Magnusson to approve the September 25, 2015 special meeting minutes as handed out. Motion carried unanimously.

**RECEIPTS:**

<b>Receipts -- Memo</b>	<b>Balance</b>
Interest -- Checking account	\$ 44.76
Marshall County -- share of taxes	\$ 61.52
<b>Total</b>	<b>\$ 106.28</b>

<b>Bills</b>	<b>Amount</b>
Tracy Halstensgard -- wages	\$ 4,191.80
Torin McCormack -- wages	\$ 4,386.80
Tracy Halstensgard -- mileage and reimbursement	\$ 338.10
Torin McCormack -- mileage and reimbursement	\$ 359.40
LeRoy Carriere -- per diem & expenses	\$ 183.70
Carter Diesen -- per diem & expenses	\$ 175.32
Aaron Magnusson -- per diem & expenses	\$ 154.62
Cody Schmalz -- per diem & expenses	\$ 247.79
Tony Wensloff -- per diem & expenses	\$ 158.08
PERA -- employer / employee contribution	\$ 1,440.06
Internal Revenue Service -- withholding	\$ 3,467.66
Sjobergs TV -- internet access	\$ 48.69
Marco -- copier maintenance	\$ 51.62
Minnesota Energy -- natural gas bill	\$ 48.81
CenturyLink -- phone service	\$ 112.80
City of Roseau -- utilities	\$ 197.03
HDR engineering -- invoices for 7/26/15 through 8/22/15	\$ 28,758.47
RRWMA - \$15,940.39; Lake Bottom - \$12,818.08	
Patrick Moren Law Office -- legal fees	\$ 1,537.50
ESRI -- software update	\$ 3,505.77
Cardmember Services -- out of town meeting expenses (lake Bottom)	\$ 632.04
Drees, Risky & Vallager, Ltd -- 2014 audit	\$ 5,750.00
Roseau Times Region -- notice	\$ 283.60
Ace hardware -- WD 3 trap repair supplies	\$ 34.07
The Tribune -- legal notice	\$ 305.64
<b>Total</b>	<b>\$ 56,369.37</b>

**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 #15-20 (Mike Jorgenson). A **motion** was made by Manager Wensloff, seconded by Manager Schmalz to table the permit application for further information. The application will require further action at the November meeting. Motion carried unanimously.

The Board discussed Permit #15-21 (Roseau County). After Technician McCormack discussed the permit application, Manager Magnusson made a **motion** to approve the permit, seconded by Manager Schmalz. Motion carried unanimously.

The Board discussed Permit #15-23 (Donald Diesen). 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.

Manager Diesen removed himself from discussion on the next two permits.

The Board discussed Permit #15-24 (Roseau County). After Technician McCormack discussed the permit application, Manager Wensloff made a **motion** to approve the permit, seconded by Manager Magnusson. Motion carried with Manager Diesen abstaining.

The Board discussed Permit #15-25 (Orlin Diesen). After Technician McCormack discussed the permit application, Manager Magnusson made a **motion** to approve the permit, seconded by Manager Schmalz. Motion carried unanimously.

Manager Diesen rejoined the board discussion.

The Board discussed Permit #15-26 (Tony Brateng). 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 #15-27 (Shawn Wulff). After Technician McCormack discussed the permit application, Manager Wensloff made a **motion** to approve the permit, seconded by Manager Schmalz. Motion carried unanimously.

### **PROJECTS:**

RRWMA: Project will be discussed during the Public hearing

Lake Bottom: Engineer Dalager stated that the survey work is about 90% complete. There was discussion on project funding.

CD 8: Technican McCormack updated the board on the cost of brushing. Halverson Sand & Gravel will begin work on the erosion repair soon.

Whitney Lake Subwatershed: Administrator Halstensgard discussed application for RCPP funding for this project area. Manager Magnusson made a **motion**, seconded by Manager Wensloff to submit the applications to RRRRA for funding. Motion carried unanimously.

After a brief break, a **motion** was made by Manager Wensloff, seconded by Manager Schmalz to close the regular meeting. Motion carried unanimously.

See attached Final Hearing Minutes.

A **motion** to open the regular meeting was made by Manager Wensloff, seconded by Manager Schmalz. Motion carried unanimously.

Chairman Carriere directed Administrator Halstensgard to read the following:

**ROSEAU RIVER WATERSHED DISTRICT  
ROSEAU, MINNESOTA, BY ITS BOARD  
OF MANAGERS**

**RE: ESTABLISHMENT OF  
THE ROSEAU RIVER  
WILDLIFE MANAGEMENT  
AREA POOL 2 & POOL 3  
OUTLET PROJECT**

A continued public hearing/final hearing was held on Wednesday, October 7<sup>th</sup> 2015, at nine o'clock A.M. at the office of the Roseau River Watershed District located at 108 Third Avenue SW, Roseau, Minnesota 56751, with respect to the above described project. At the hearing the Board of Managers heard all persons present interested in the proposed project. Following the public hearing/final hearing the Board of Managers made the following Findings of Fact.

**FINDINGS OF FACT**

After conclusion of the above described project hearing, held on October 7<sup>th</sup> 2015 at nine o'clock A.M. the Board of Managers made the following Findings of Fact:

The Roseau River Watershed District has submitted a copy of the project plan to each of the Minnesota Board of Water and Soil Resources and the Director of Division of Waters of the Minnesota Department of Natural Resources, each of whom have reviewed the same and responded with a favorable report to the Roseau River Watershed District. Said reports have been reviewed by the Board of Managers of the Roseau River Watershed District. That public notice necessary under Minnesota law to validate the establishment of this project has been given. (A copy of said notice is appended hereto as Exhibit "A".)

That the proposed project above described will be conducive to public health, promote the general welfare, and is in compliance with the Roseau River Watershed District management Plan and with the provisions of Chapters 103D of Minnesota Statutes.

**ORDER ESTABLISHING PROJECT**

Upon motion duly made, seconded, and unanimously carried, the Board of Managers of the Roseau River Watershed District hereby orders the establishment of the Roseau River Wildlife Management Area Pool 2 & Pool 3 Outlet Project and further orders the project to proceed. This Order includes the Board of Managers above described Findings of Fact.

Dated this 7<sup>th</sup> day of October, 2015.

**ROSEAU RIVER WATERSHED DISTRICT**

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LeRoy Carriere  
Its Chairman

Attest:

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Tracy Halstensgard  
Its Administrator

A **motion** was made by Manager Magnusson, seconded by Manager Wensloff to adopt the Findings of Fact and Order Establishing the Project. Motion carried with Managers Magnusson, Wensloff, Diesen and Carriere in favor, Manager Schmalz opposed. The Order Establishing the Project will be changed to reflect the vote.

### **PROJECTS (cont.):**

Beltrami: Administrator Halstengard discussed the RCPP funding and read a letter from Engineer Jerry Bents. The board was in consensus with moving forward with NRCS contracts and forms.

### **RRWMB:**

Chairman Carriere and Administrator Halstengard discussed the levy error for the 2016 fiscal year. The RRWMB is looking to hire an economist to complete the benefit-cost analysis for all the projects received RCPP funding.

### **ADMINISTRATIVE REPORT:**

- 2015 3<sup>rd</sup> quarter administrative budget update
- MAWD annual conference packet
- Public hearings on Ditches 8 and 16 proposed improvements
- Letter from audit firm stating that they will be merging with Brady Mertz
- PTMAApp LCCMR grant letter of support
- Workers comp insurance issue.
- LUP Citizens input panel meeting Oct. 8<sup>th</sup> at Norris Camp
- Multipurpose Drainage Management (MDM) grant application – A **motion** was made by Manager Diesen seconded by Manager Wensloff to sign the letter of intent to partner with the SWCD. Motion carried unanimously.

### **TECHNICAL REPORT:**

- Hay Creek / Norland repair and maintenance
- Weed and brush spraying
- WD #3 survey
- CR 112 as built plans and profile
- Jorgenson / Solberg / Knutson issues
- GIS software upgrade
- A **motion** was made by Manager Magnusson to give Mr. Solberg to become compliant with permit # or the District will hire the work done and he will be billed accordingly, seconded by Manager Diesen. Motion carried unanimously.

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

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

### **OTHER ITEMS:**

Manager Wensloff discussed a phone call that he received from Scott Hetteen, R & Q Trucking, concerning the District's hiring of local contractors to complete work. It was stated that the

District is required to advertise for bids on work estimated to be over \$100,000; under that amount the District has the ability to hire contractors at their discretion. There was discussion on the Board's satisfaction with work histories of various contractors.

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

After a **motion** by Manager Schmalz and second by Manager Diesen, the meeting was adjourned at 12:05 p.m.

Respectfully submitted,

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Cody Schmalz, Secretary

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Tracy Halstensgard, Administrator