

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD August 4, 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: Ardmore Haugen, landowner;

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

MINUTES: A **motion** was made by Manager Wensloff and seconded by Manager Schmalz to approve the July 1, 2015 regular meeting minutes as handed out. Motion carried unanimously.

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 49.11
Northwest Minnesota Foundation -- grant installment	\$ 6,250.00
Kittson County -- share of taxes	\$ 3,467.64
Total	\$ 9,766.75

Bills	Amount
Tracy Halstengard -- wages	\$ 4,191.80
Torin McCormack -- wages	\$ 4,386.80
Brady Castle -- wages and mileage	\$ 2,120.80
Torin McCormack -- mileage and reimbursement	\$ 462.90
LeRoy Carriere -- per diem & expenses	\$ 115.43
Carter Diesen -- per diem & expenses	\$ 223.27
Cody Schmalz -- per diem & expenses	\$ 123.90
Tony Wensloff -- per diem & expenses	\$ 262.43
PERA -- employer / employee contribution	\$ 1,440.06
Internal Revenue Service -- withholding	\$ 4,049.37
Sjobergs TV -- internet access	\$ 48.69
Marco -- copier maintenance	\$ 246.46
Minnesota Energy -- natural gas bill	\$ 50.23
CenturyLink -- phone service	\$ 102.10
City of Roseau -- utilities	\$ 228.79
Houston Engineering -- Beltrami Engineering	\$ 400.00
Franks TV/Radio Shack -- TV and installation	\$ 2,075.63
Moren Law office -- legal fees	\$ 2,062.25
dot.com connection -- website maintenance	\$ 60.00
Bonnie's Floral -- plant	\$ 56.65
SuperOne Foods -- food for meetings and supplies	\$ 47.44
Cardmember Service --	\$ 218.23
Roseau Bakery -- rolls for meeting	\$ 27.24
Roseau Times Region -- notice	\$ 115.83
Alive Outdoor Services -- chainsaw, trimmer and accessories	\$ 1,038.85
RRBC -- conference registration	\$ 675.00
Gary Przekwas -- beaver bounty	\$ 320.00
DbA Consulting Unlimited -- QuickBooks consulting	\$ 150.00
Total	\$ 25,300.15

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

DELEGATION: Ardmore Haugen met with the board concerning the ag dike permit issued to Derek Ellingson. Mr. Haugen stated that there is more water being held on his land due to the construction of the ag dike. There was discussion on the permit process and recommendations to address Mr. Haugen's concern. Staff will contact the applicant and request additional hydrologic study.

Manager Diesen joined the meeting at 8:20

PERMITS:

The Board discussed an extension for Permit #14-09 (Myron Lee). A **motion** was made by Manager Diesen, seconded by Manager Schmalz to grant the extension for one year. Motion carried unanimously.

The Board discussed Permit #15-13 (Isaac Erickson). A **motion** was made by Manager Wensloff, seconded by Manager Diesen to deny the permit application. Mr. Erickson can reapply and provide additional hydrolic information Motion carried unanimously.

The Board discussed Permit #15-16 (Douglas Corneliusen). After Technician McCormack discussed the permit application, Manager Wensloff made a **motion** to approve the permit, seconded by Manager Schmalz. Motion carried unanimously.

RRWMB:

Chairman Carriere discussed information from the Drainage Work Group including buffer legislation, drainage manual. Copies will be provided to the board members. Chairman Carriere also discussed the RRWMB budget and levy. The levy stayed the same as previous years.

Administrator Halstensgard discussed the 2014 audit report.

Technician McCormack discussed the quotes for brush removal on CD 8. A **motion** was made by Manager Diesen to hire North Pine to complete the brushing, seconded by Manager Schmalz. Motion carried unanimously.

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

Administrator Halstensgard discussed the background for the request to utilize SD 51 funds for the Lake Bottom Project. Engineer Dalager discussed the projects peak flow reduction on SD 51 and two scenarios to structure the funding. Floyd Haugen asked if the District was putting the Lake Bottom project ahead of the Beltrami project and voiced his opposition to utilizing SD 51 funds for the Lake Bottom project. Engineer Dalager clarified that the Lake Bottom Project will provide system benefits to the function and future maintenance of SD 51. A **motion** to close the public hearing made by Manager Wensloff and seconded by Manager Schmalz. Motion carried unanimously. **Motion** to open the regular meeting was made by Manager Schmalz, seconded by Manager Diesen. Motion carried unanimously. Manager Schmalz asked how the funds would be transferred. Administrator Halstensgard recommended an annual transfer of funds in order to keep the funds in balance and the audit report accurate. Manager Wensloff made a **motion** to utilize up to 10% of the SD 51 fund balance for the duration of the planning process based on annual expenses, seconded by Manager Diesen. The recommended transfer amount will be presented to the board each December. Motion carried unanimously.

Todd Peterson, Roseau City Coordinator, met with the board to request cost share on a new stream gauge in the East Diversion. Manager Schmalz made a **motion** to cover 1/3 of the cost of the stream gauge, seconded by Manager Diesen. Motion carried unanimously.

PROJECTS:

RRWMA: Engineer Dalager updated the board on the progress of the permit process. There was discussion on the need for a final hearing. Administrator Halstensgard discussed the funding resolution now being required by Minnesota Management & Budget. The final hearing will be held during the October meeting. A **motion** was made by Manager Schmalz to set the public hearing for 9:00 am October 7th, 2015, seconded by Manager Wensloff. Motion carried unanimously. There was discussion on the need to adopt the resolution prior to the final hearing and the concerns voiced by landowners in a petition. After extensive discussion, a **motion** was made by Manager Wensloff, seconded by Manager Diesen to adopt the resolution for Flood Hazard Mitigation Grant Funding Assistance to Roseau River Watershed District's Roseau River Wildlife Management Area Pool 2 & Pool 3 Outlet Project and authorize Chairman Carriere to sign the resolution. Motion carried with Manager Schmalz opposed.

Lake Bottom: Engineer Dalager discussed the meeting with the Kveen family. A meeting with all landowners will be scheduled in September or October. There was discussion on the RCCP funding and the District's project prioritization.

CD 8: Technican McCormack updated the board on the final repair to culverts west of County Road 15 and the clean water fund grant proposal.

Beltrami: Administrator Halstensgard discussed the July project team meeting.

ADMINISTRATIVE REPORT:

- The draft 2016 budget was discussed. There were minor adjustments made to the stream gauge fund, capital outlay, and project maintenance. A **motion** was made by Manager Wensloff, seconded by Manager Schmalz to schedule the Public Hearing for September 2nd, 2015 at 9 a.m. in the RRWD office. Motion carried unanimously.
- East Diversion ribbon cutting
- Update on petition to the County Board

TECHNICAL REPORT:

- Norland dewatering update
- Duxby Levee mowing
- Side water inlet project with SWCD
- Great Northern Transmission line
- Mowing of Hay Creek corridor

DELEGATES: Ardmore Haugen addressed the board earlier in the meeting.

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

NEW BUSINESS: The 2016 budget was discussed earlier in the meeting. A **motion** was made by Manager Diesen, seconded by manager Schmalz to authorize the Chairman to sign the letter to auditors Drees, Risky & Vallager. Motion carried unanimously.

OTHER ITEMS:

A **motion** was made by Manager Diesen, 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 Diesen, the meeting was adjourned at 11:20 a.m.

Respectfully submitted,

Cody Schmalz, Secretary

Tracy Halstensgard, Administrator