

MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF MANAGERS MEETING HELD OCTOBER 5, 2016

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

MANAGERS PRESENT: Tony Wensloff, Carter Diesen, LeRoy Carriere, Cody Schmalz and Jason Braaten.

STAFF PRESENT: Administrator Halstensgard and Technician McCormack

OTHERS PRESENT: Randy Prachar, RRWMA Area Manager – MN DNR; John Zavoral, R.J. Zavoral & Sons; Roger Falk, Roseau County Commissioner.

CONSULTING STAFF PRESENT: Nate Dalager, HDR Engineering; Kristie Kjos, Attorney.

AGENDA: A **motion** was made by Manager Carriere, seconded by Manager Braaten to approve the agenda with changes. Motion carried unanimously.

MINUTES: A **motion** was made by Manager Diesen and seconded by Manager Carriere to approve the July 6, 2016 regular meeting minutes as distributed. Motion carried unanimously.

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 57.19
Red River Watershed Management Board -- RRWMA cost share	\$ 147,392.25
Red River Watershed Management Board -- PT reimbursement	\$ 34,535.33
State of Minnesota -- RRWMA reimbursement	\$ 376,675.39
Richard Larson -- non-compliance fee	\$ 148.74
Total	\$ 558,808.90

Bills	Amount
Tracy Halstensgard -- wages	\$ 4,228.24
Torin McCormack -- wages	\$ 4,487.24
Tracy Halstensgard -- mileage and reimbursement	\$ 281.88
Torin McCormack -- mileage and reimbursement	\$ 57.80
LeRoy Carriere -- per diem & expenses	\$ 69.27
Carter Diesen -- per diem & expenses	\$ 109.63
Jason Braaten -- per diem & expenses	\$ 150.41
Cody Schmalz -- per diem & expenses	\$ 120.56
Tony Wensloff -- per diem & expenses	\$ 156.88
PERA -- employer / employee contribution	\$ 1,483.22
Internal Revenue Service -- withholding	\$ 3,530.61
MN State withholding -- Payroll tax withheld	\$ 628.00
Sjobergs TV -- internet access	\$ 50.04
Marco -- copier maintenance & annual audit	\$ 59.37
Minnesota Energy -- natural gas bill	\$ 54.10
CenturyLink -- phone service	\$ 120.83
City of Roseau -- utilities	\$ 203.45
HDR engineering -- invoices for 7/23/16 - 8/20/16	\$ 25,020.95
RRWMA - \$16,615.85; RL - \$4,910.48; CD 8 - \$3,494.62	
Roso Cleaners -- Aug rug rental	\$ 37.62
Cardmember Services -- out of town meeting expenses & software renewal	\$ 335.48
Roseau Times Region -- notice	\$ 16.95
Moren Law Office -- Sept. legal fees	\$ 1,875.00
Houston Engineering -- Beltrami Project	\$ 13,406.75
Multi Office Products, Inc -- envelopes	\$ 29.91
Quality Printing -- envelopes	\$ 80.16
RJ Zavoral & Sons, Inc -- Pay estimate #5	\$ 370,660.95
Conn Trucking -- Ditch 16 work	\$ 1,405.00
Beito Repair -- WD 3 - \$5,883.65 & SD 51 - \$6,636.00	\$ 12,519.69
Roseau Ace Hardware --	\$ 37.34
Northern Resources Cooperative -- gas	\$ 119.52
Roseau County Treasurer -- second half taxes	\$ 5,103.22
Fleet Supply -- supplies	\$ 42.74
Scott's True Value -- supplies	\$ 81.96
Norbert Pastir -- Ditch 8 Sidewater inlets	\$ 25,966.00
Jerry Klema -- Ditch 8 drop structure	\$ 3,750.00
Total	\$ 476,280.77

BILLS: A **motion** was made by Manager Carriere to pay the normal monthly bills, seconded by Manager Braaten. Motion carried unanimously.

PERMITS:

Technician McCormack discussed after-the-fact permit application #16-31 (Richard Larson). A **motion** was made by Manager Braaten, seconded by Manager Diesen to approve the after-the-fact permit request. Motion carried unanimously.

Technician McCormack discussed permit application #16-32 (Rick Jenson). A **motion** was made by Manager Carriere, seconded by Manager Schmalz to approve the permit as submitted. Motion carried unanimously.

Technician McCormack discussed permit application #16-33 (David Dahlgren). A **motion** was made by Manager Carriere, seconded by Manager Braaten to approve the permit as submitted. Motion carried unanimously.

Technician McCormack discussed after-the-fact permit application #16-34 (Kyle Verbout). A **motion** was made by Manager Diesen, seconded by Manager Carriere to approve the permit as submitted. Motion carried unanimously.

Chairman Wensloff abstained from the discussion and Vice-Chair Braaten presided over the discussion. Technician McCormack discussed permit #16-35 (Joel Wensloff). A **motion** was made by Manager Carriere, seconded by Manager Schmalz to approve the permit as submitted. Motion carried with Manager Wensloff abstaining. Wensloff resumed chairmanship.

PROJECTS:

RRWMA: John Zavoral met with the board to discuss construction progress and delays due to weather. The following items were discussed:

- The outlet ditch and structures are near complete
- The road will hopefully be finished next week
- The conveyance channel construction will begin after 11-15-16
- Seeding will be done in 2017

Randy Prachar spoke about the road condition and passage issues as well as seeding and erosion control for the outlet channel.

The board discussed the request for extending the construction deadline. After extensive discussion, a **motion** was made by Manager Carriere, seconded by Manager Schmalz to extend the contract end date until August 1, 2017.

There was discussion on possibly brushing on the north side of the road to assist in drainage. The main concern was landowner involvement.

Attorney Moren arrived at the meeting. Roseau County Board of Commissioners approved a road agreement with unilateral changes. In their motion to approve the agreement, they stated if the Watershed did not approve the agreement at their next meeting; the County would pursue a cease and desist on construction of the project. The Board discussed the agreement and changes made by the County. Mr. Zavoral addressed questions the Board had about the stability of the road. Engineer Dalager made a recommendation to add a cover letter to the County as part of the agreement outlining the Districts position. A **motion** was made by Manager Carriere, seconded by Manager Schmalz to approve the County's version of the agreement with the map as an attachment and send a cover letter outlining the Districts position. Motion carried unanimously.

Roseau Lake Project: After reviewing the Joint Powers Agreement between the District and the DNR, A **motion** was made by Manager Carriere, seconded by Manager Braaten to approve the Joint Powers Agreement. Motion carried unanimously. Project updates included Archeological survey progress update and Concurrence Point one was approved. Cory Gieseke, HDR Engineering gave a presentation on the Preliminary Engineer's Report. After discussion, Manager Braaten made a **motion**, seconded by Manager Carriere to accept the Preliminary Engineer's Report, authorize putting out for review and schedule the public hearing for the December Board meeting. Motion carried unanimously.

Beltrami: Review Point 1 has been completed and submitted to NRCS for approval.

Whitney Lake: The Board discussed entering into an agreement with HDR Engineering for the RCPP work on the project. A **motion** was made by Manager Schmalz, seconded by Manager Braaten to approve the agreement. Motion carried unanimously.

Ditch 8 and other maintenance: Technician McCormack gave an update on the repair work authorized. Engineer Dalager spoke about the inadequate turf establishment for the Ditch 8 side inlets (R & Q Contracting) and SD 51 & WD3 (Beito Repair). A **motion** was made by Manager Carriere, seconded by Manager Braaten to hold payment on the R & Q and Beito Repair invoices until seeding requirements have been met. Payment will be made upon completion. Motion carried unanimously.

REPORTS:

RRWMB: Manager Carriere discussed the following items:

- Additional PT reimbursement
- Lobbyist position, replacing retiring Ron Harnack
- Buffer guidance and model rules
- NRCS RCPP meeting

Administrator: A hard copy of the report had been submitted to the board. Other items discussed were:

- Saine – Rat Conservation District meeting in Dominion City
- Landowner Gary Przekwas talked about the hunting access to Norland. Mr. Przekwas requested changing the gate location on the west outlet to provide access to the interior of the impoundment. The board made no change to current policy.
- RRWD land in Pohlitz Township
- DNR Commissioner Landwehr visit
- BWSR Academy
- MAWD Conference
- Mowing of watershed land
- Whitney Lake Project area tour

Technician: Technician McCormack updated the board on the following items:

- Norland gate repair – The board directed Technician McCormack to hire Jerry Solom to do the repair.

- Spraying
- County permit denial

OLD BUSINESS: Manager Diesen updated the board on the District's investments.

NEW BUSINESS: Manager Schmalz spoke about the possibility of putting a low rise dike on The Nature Conservancy land near his home. Helping local landowners with conservation practices was discussed. Administrator Halstensgard stated that any landowner with an interest in doing some work on their property could come to the office for more information.

OTHER BUSINESS:

Manager Diesen read the vouchers aloud and a **motion** was made by Manager Braaten, seconded by Manager Carriere to approve the Managers' and staff expense vouchers. Motion carried unanimously.

There being no further action items on the agenda, a **motion** was made by Manager Braaten and second by Manager Diesen, the meeting was adjourned at 11:14 a.m.

Respectfully submitted,

Cody Schmalz, Secretary

Tracy Halstensgard, Administrator