

MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF MANAGERS MEETING HELD AUGUST 2, 2017

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

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

STAFF PRESENT: Administrator Halstensgard, Specialist McCormack, and Assistant Bergstrom

OTHERS PRESENT: Roger Falk, County Commissioner

CONSULTING STAFF PRESENT: Michelle Moren, Attorney; Nate Dalager, HDR; Randy Knott, HDR

DELEGATIONS PRESENT: Chris Beito, Landowner

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

BILLS AND RECEIPTS:

RRWD Checkbook Balance as of July 31, 2017	\$334,996.25
RRIW Checkbook Balance as of July 31, 2017	\$367.02
Receipts:	
Interest --	\$24.99
Total:	\$24.99
Bills:	
Tracy Halstensgard -- Salary and Insurance	\$4,360.58
Tracy Halstensgard -- Mileage and Reimbursement	\$70.62
Torin McCormack -- Salary and Insurance	\$4,640.58
Torin McCormack -- Mileage and Reimbursement	\$175.00
Tracy Bergstrom -- Wages	\$1,747.89
Tracy Bergstrom -- Mileage	\$16.05
Jason Braaten -- Per Diem and Expenses	\$243.09
LeRoy Carriere -- Per Diem and Expenses	\$138.52
Carter Diesen -- Per Diem and Expenses	\$183.46
Cody Schmalz -- Per Diem and Expenses	\$120.09
Tony Wensloff -- Per Diem and Expenses	\$78.36

Internal Revenue Service -- Withholding	\$4,010.81
Minnesota Department of Revenue -- Withholding	\$658.00
PERA -- Employer / Employee Contribution	\$1,805.36
Brady Martz -- Board Presentation and travel	\$500.00
Cardmember Services	\$491.87
City Of Roseau -- Utilities	\$244.34
dot.com connection -- website improvements	\$195.00
Jon Schauer -- Audit / Adjustments / Building Purchase	\$2,475.00
Marco -- Copier Maintenance	\$78.96
Minnesota Energy -- Natural Gas	\$114.11
Northern Resources Cooperative -- gas	\$90.78
Patrick Moren Law Office -- Attorney Fees	\$525.00
Roseau Ace Hardware	\$46.57
Roseau Times Region -- Ads	\$33.90
Sjobergs TV -- Internet and Phone Service	\$150.78
Super One Foods	\$49.65
HDR -- RRWMA -- 5.28.17 to 07.01.17	\$4,908.42
HDR -- General Services: Mekash/CD 8 -- 04.30.17 to 07.01.17	\$8,434.50
HDR -- Whitney Lake Task Order #1: 05.28.17 to 07.01.17	\$22,752.76
HDR -- Roseau Lake Task Order #1: 05.28.17 to 07.01.17	\$11,315.26
Houston Engineering -- GIS data delivery and coordination from Canada	\$959.00
R & Q Trucking -- Pipe repair-Pohlitz Twp	\$8,962.00
Total:	\$80,576.31

CONSENT AGENDA:

A **motion** to approve the Consent Agenda was made by Manager Carriere and seconded by Manager Diesen and carried unanimously. Adoption of the Consent Agenda included approving the July 12, 2017 minutes, bills and receipts as amended, and permits: #17-28 (Blawat Farms) and # 17-29 (MNDNR Forestry).

DELEGATIONS:

Landowner, C. Beito, brought concerns to the board regarding his property near the Duxby Levee. Mr. Beito is concerned about the amount of gravel on the road and the installation of no trespassing signs on the levee. There was discussion of elevation on his property and the current use of the road. After discussion, Manager Diesen made a **motion** to direct Administrator Halstengard and Specialist McCormack to further investigate Mr. Beito's concerns more closely, and to move on adding gravel. The motion was seconded by Manager Carriere. It passed unanimously.

Chairman Wensloff arrived at 8:10 and took over the meeting following delegations.

NEW BUSINESS:

There was no new business discussed.

OLD BUSINESS:

Old business to be addressed in Administrator's report.

PROJECTS:

Roseau River Wildlife Management Area (RRWMA):

Engineer Knott commented that extended contract time with RJ Zavoral and Sons has expired. The soil disposal area has yet to be leveled and seeded, and will be completed as soon as possible.

After discussion, the RRWD will not pursue remote monitoring equipment at this time.

Engineer Dalager commented that the Pool 3 Outlet Structure needs warranty work, and the water level needs to be drawn down before work can be completed.

After discussion, the board decided to pursue hiring an independent, local contractor to install sheet piling adjacent to the wetland area along the channel. A **motion** was made by Manager Carriere and seconded by Manager Braaten to install up to 2500 feet of sheet pile as per the recommendation of the RRWDs engineering partners. The motion carried unanimously.

Administrator Halstensgard will pursue a grant extension for the RRWMA, which is on budget.

Roseau Lake:

Specialist McCormack and Randy Prachar have been meeting regarding the mitigation site. Thus far, there has been no landowner opposition to the proposed field work.

Due to the large scope of the project, representatives from the DNR, HDR, and the RRWD met to discuss the Roseau Lake project and the next steps moving forward. Items discussed were proper documentation, the operation plan, and recreational aspects of the area.

A Project Team Meeting is scheduled for 8/17/17.

Whitney Lake Sub Watershed:

Specialist McCormack commented on the Project Team meeting held in July. He will be initiating a desk review to assess the wetland areas in the suggested impoundment areas and diversion channels.

Administrator Halstensgard commented on progressing work toward Review Point 2 and that landowners had a positive response when viewing water modeling presented by HDR. Landowners commented that the modeling was accurate.

Engineer Dalager commented on cost/benefit as it relates to the area and how the information provided by landowners is essential to the analysis.

Beltrami:

HEI received the county's information on the location of road damages, and is requesting additional information pertaining to damage history.

The board heard that continuing with the RCPP process, which focuses on retention, is not likely the best scenario. The board will meet with HEI to determine which options of managing water in the area is more cost efficient and beneficial for local impact.

PERMITS:

Specialist McCormack presented permit application #17-24 (Gary Slater). Mr. Slater is proposing to install a culvert under CR 28 in Spruce Township on the east side. After noting that the request is in a critical location on CD 11 and discussion, a **motion** was made by Manager Braaten and seconded by Manager Carrier to deny the application until such a time the drainage authority of CD11 (Roseau County) determines if the location is appropriate. The motion carried unanimously.

ADMINISTRATIVE REPORT:

- The board was presented with a draft budget for 2018 along with ditch levies. The board held discussion regarding changing the levy amount to a percentage instead of a flat rate for consistency among LGUs. A **motion** was made by Manager Carriere and seconded by Manager Schmalz to set the budget hearing for 8:30 am on September 6, 2017. The motion carried unanimously.
- The board heard that the staff is applying for two Clean Water Fund Grants to install drop structures for preventing sediment build up in SD51.
- Managers Braaten and Diesen will meet with staff regarding the remodel of the new building.
- The board was presented with ideas for promoting the river and the district. Current ideas include the development of a water trail and community garden with the use of volunteer groups. HDR is interested in donating money to promote civic and commerce goals. The board is in favor of river promotion.
- Administrator Halstensgard will attend the MN Viewers Association meeting on August 23, 2017.

- BWSR Academy is scheduled for November 1-3, 2017.

RRWMB:

- The Red Board budgeted \$5000 for RRIW operations
- The RRWMBs operating budget was approved
- The board approved changes to the Executive Director and Assistant Executive Director job descriptions.
- RRWMB approved three board members for appointment to the hiring committee.
- The RRWMB sponsored a tour of existing completed projects and potential new project sites.

SPECIALIST REPORT:

- Specialist McCormack presented bids from contractors for the Baumgartner repair. A **motion** was made by Manager Diesen and seconded by Manager Schmalz to award R & Q Trucking the repair. The motion passed unanimously.
- Discussion was held regarding the cost share with SWCD for the side waters on the Tviet site. The contractor was over budget on the bid due to a change order. Manager Schmalz made a **motion** to pay the original 50% and not the overage amount. The motion was seconded by Manager Carriere and carried unanimously.
- The board heard landowner concerns regarding vegetation on Ditch 3. It will be sprayed if necessary.
- Specialist McCormack suggested that the sediment bars be surveyed by HDR to estimate removal costs. SD 51 funds will be accessed for sediment removal.
- The board heard a landowner concern regarding the size of a trap on a culvert which drains into the West Intercept Channel.

OTHER BUSINESS:

- Manager Diesen reported on his attendance at the Ag Water Forum.
- Manager Braaten noted that County Commissioners are willing to sit down and discuss turning over ditch systems to the RRWD in the future.
- A **motion** to approve Managers' and staff expense vouchers was made by Manager Schmalz and seconded by Manager Carriere. Motion carried unanimously.
- A **motion** to adjourn the meeting was made by Manager Carriere and seconded by Manager Braaten. After a unanimous decision, the meeting was adjourned at 10:50 a.m.

Respectfully submitted,

Cody Schmalz, Secretary

Tracy Halstensgard, Administrator