

MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF MANAGERS MEETING HELD MARCH 1, 2017

ORDER: Chairman Tony Wensloff called the meeting to order at 1:00 p.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 Tracy Bergstrom

OTHERS PRESENT: Refer to attendance sheet.

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

DELEGATIONS PRESENT: Roger Falk, Roseau County Commissioner

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

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Diesen to approve the February 1, 2017 regular meeting. Motion carried unanimously.

RECEIPTS and BILLS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 44.29
Roseau County -- Share of taxes	\$ 19,915.77
Beltrami County -- share of taxes	\$ 288.17
Marshall County -- share of taxes	\$ 61.54
SWCD	\$ 808.20
RRWMB -- PT reimbursement 2017	\$ 15,000.00
Total	\$ 36,117.97

Bills	Amount
Tracy Halstensgard -- Salary & insurance	\$ 4,360.58
Torin McCormack -- Salary & insurance	\$ 4,640.58
Torin McCormack -- mileage and reimbursement	\$ 375.00
Tracy Halstensgard -- mileage and reimbursement	\$ 206.51
Tracy Bergstrom - wages	\$ 1,630.28
Carter Diesen -- per diem & expenses	\$ 87.18
Jason Braaten -- per diem & expenses	\$ 217.17
Cody Schmalz -- per diem & expenses	\$ 120.09
LeRoy Carriere -- per diem & expenses	\$ 138.53
Tony Wensloff -- per diem & expenses	\$ 78.36
PERA -- employer / employee contribution	\$ 1,794.59
Internal Revenue Service -- withholding	\$ 3,965.22
MN State withholding -- Payroll tax withheld	\$ 658.00
Sjobergs TV -- internet access	\$ 52.17
Marco -- copier maintenance	\$ 59.37
Minnesota Energy -- natural gas bill	\$ 175.94
CenturyLink -- phone service	\$ 141.12
City of Roseau -- utilities	\$ 249.94
HDR engineering -- invoices for 11/27/16 to 12/31/16	\$ 2,787.14
WMA - \$2,787.14	
SFM -- workers' comp ins.	\$ 464.00
Cardmember Services --	\$ 1,523.92
Roseau Times Region -- notices	\$ 50.85
Intuit - payroll subscription	\$ 608.12
Houston Engineering -- Beltrami Project	\$ 3,230.23
PTMApp -- \$334.00; Beltrami -- \$2,896.23	
Multi Office Products, Inc -- supplies, paper, phone	\$ 446.21
SuperOne Foods -- food for meetings	\$ 160.77
RJ Zavoral & Sons, Inc -- Pay estimate #9	\$ 211,723.53
Northwest Concrete -- brushing on 440th St., WMA project	\$ 14,606.39
NorthPine Services -- snow removal	\$ 840.00
Roso Cleaners -- rug rental Jan	\$ 18.81
Northern Resources Cooperative -- gas	\$ 133.69
MN Viewers Assn. -- 2017 dues	\$ 150.00
MAWD -- 2017 dues	\$ 906.94
Total	\$ 256,601.23

RECEIPTS and BILLS: A motion was made by Manager Carriere to pay the normal monthly bills as discussed with additions and corrections, seconded by Manager Braaten. Motion carried unanimously.

PERMITS: None

DELEGATIONS: Roger Falk, Roseau County Commissioner, spoke on the status of the building lease.

PROJECTS:

Roseau River Wildlife Management Area (RRWMA):

Engineer Dalager reported that the RRWMA is essentially complete aside from needed touch up and seeding this spring. Brushing of 440th St. has been completed.

State Ditch 51 Funds (SD 51):

The State Ditch 51 has reached the maximum levy amount. There was a public meeting held in August 2016 to determine the possibility of using SD 51 funds for the WMA project. The public was in favor of using those funds. With construction near completion, it would be prudent to use SD 51 funds at this time.

There was discussion regarding the total cost of the WMA project thus far. The board heard two different scenarios on which to justify the application of SD 51 funds in the WMA. Scenario one was to use the FDR peak follow reduction as a multiplier to the entire project cost (4% x \$3M). The second scenario was to use the FDR peak follow reduction as a multiplier to the ditch fund balance at an approximate cost of (4% x \$1.6 M). The board discussed other projects on SD 51 that could be completed during the construction season. For example, side inlet construction and sediment bar removal if the proper permitting could be acquired.

A **motion** was made by Manager Braaten and seconded by Manager Schmalz to authorize the use of SD 51 funds for scenario two in order to improve the funding benefit for the WMA project. The motion passed unanimously.

Roseau Lake Bottom:

Administrator Halstensgard reported that the Alternatives Analysis Committee and the Permitting/EAW Committee had positive and productive meetings regarding the Lake Bottom Project.

Engineer Dalager commented that due to the magnitude of the project, outreach efforts have positively impacted public relations. With that in mind, the RRWD has requested that HDR put together a hand out for public consumption which outlines the current status of the Lake Bottom project and will continue to brief the audience with talking points and graphics. A **motion** was made by Manager Carriere and seconded by Manager Diesen to allocate \$2500 for HDR's services in developing public outreach materials. The motion passed unanimously.

Specialist McCormack commented that he is working with HDR and the DNR on identifying additional wetlands outside the original scope in order to help shape alternative dike alignment to ensure that permitting and review is more streamlined.

The RRWD received a letter from Mr. Michael Jorgenson, attorney for the Kveens stating that future communication needs to go through his office. The board was instructed to have all correspondence go through attorneys.

Whitney Lake Sub-watershed:

Manager Braaten informed the board that there will be an open house for the Whitney Lake project. The feedback from landowners that he has spoken to has been favorable. Administrator Halstensgard mentioned that the RRWD will be sending out postcards to those in the Whitney Lake area informing landowners of the upcoming open house event on March 16, 2017 from 5 to 6:30 pm at the RRWD office. Prior to the open house will be a project team meeting at 3pm.

Engineer Dalager reiterated that bringing in landowners on projects prior to kick off is much appreciated.

Beltrami:

Administrator Halstensgard informed the board that there will be a project team meeting at 1pm on March 16, 2017 to rework purpose and needs statement.

Specialist McCormack did snowpack sampling in the area and reported there is an average of 3.25" of water within the snow.

RRWMB:

- RRRA hired Keith Weston and Heidi Houghs for RRWMB public relations
- Comments from the RRWD to the Red Board regarding what the RRWD could use help with was met with positive feedback.
- March 3, 2017 meeting with State Senator Mark Johnson in Warren
- River watch has 300 students participating from area schools. Roseau currently does not participate
- Canada received grant funding for PTMApp
- Engineer Dalager presented Step II submittal which will be voted on March 24, 2017.
- Red Board is recognizing the need to reach out to member districts

ADMINISTRATIVE REPORT:

There will be an update meeting on March 7, 2017 at 9am for Ditch 8 landowners which will outline what has been completed thus far and what is planned for this year.

TECHNICAL REPORT:

MN Power released an update on the status of pre-construction for the Great Northern Transmission Line. Segment 2 is currently active. Segment 1 passes through the Norland Impoundment area. Specialist McCormack will communicate with them to make sure that the MN Power is meeting land use requirements.

Norland west gate has been repaired. Section 21 is being flagged and Specialist McCormack will be working with the Conservation Corps in order to get the crew lined up for the spring.

BSWR has sent out an update of buffer administrative compliance for enforcement. BSWR is looking at alternatives practices for negative slope situations. They hope to have enforcement guidance completed by July 1, 2017. The board can elect enforcement if they so choose.

Deer stand owners are working on getting them moved off of the Norland properties to meet federal requirements for wetland mitigation permitting.

OLD BUSINESS:

Johnson-Markstrom construction has provided a “ball park estimate” for the work needed for the RRWD to utilize the Stolp building. After much discussion regarding zoning, building inspection, needed construction, and necessary updates the board decided to make an offer on the building.

Commissioner Falk commented that the county has plans for the current RRWD location after the lease has expired.

A **motion** was made by Manager Carriere and seconded by Manager Braaten to make an offer on the property in the amount of \$100,000 with contingencies.

NEW BUSINESS:

There was no new business discussed

OTHER ITEMS:

March conference and MAWD Legislative Days will be the end of March.

A **motion** was made by Manager Braaten and seconded by Manager Carriere to approve the Managers’ and staff expense vouchers. Motion carried unanimously.

After a **motion** by Manager Schmalz and second by Manager Braaten, the meeting was adjourned at 2:40 pm.

Respectfully submitted,

Cody Schmalz, Secretary

Tracy Halstengard, Administrator