

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD OCTOBER 30, 2017**

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

MANAGERS PRESENT: LeRoy Carriere, Tony Wensloff, Carter Diesen, Jason Braaten, and Cody Schmalz via teleconference from 4529 400th Street, Lancaster, MN 56735.

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

OTHERS PRESENT: Roger Falk, County Commissioner

CONSULTING STAFF PRESENT: Michelle Moren, Attorney and Nate Dalager, HDR (9:50 a.m.)

DELEGATIONS PRESENT: There were no delegations present.

OATH OF OFFICE: Managers Carriere and Diesen took their oath of office, beginning their three year term.

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

CONSENT AGENDA:

A **motion** to approve the Consent Agenda was made by Manager Braaten, seconded by Manager Carriere, and carried unanimously. Adoption of the Consent Agenda included approving the October 4, 2017 minutes, bills and receipts as amended, and permits: #17-43 (RCHD), # 17-44 and #17-45 (Mark Wierschke), and #17-46 (Shane Delaney).

NEW BUSINESS:

There was no new business discussed.

OLD BUSINESS:

Manager Schmalz joined the meeting at 8:40 am.

MAWD annual meeting:

- Administrator Halstensgard, Specialist McCormack, and Manager Carriere will attend.
- Resolutions to raise the Administrative Levy cap from \$250,000 to \$500,000 and to increase the Per Diem for MAWD Board Managers from \$75 per day to \$100 per day. If approved by the MAWD Board, the resolutions will be presented to the Minnesota State Legislature during the 2018 session. The consensus of the RRWD Board was for our delegates to support the resolutions.

Office space remodeling:

A **motion** was made by Manager Carriere and seconded by Manager Diesen to issue a Request for Proposals, schedule a contractor meeting for December 6, 2017, and advertise in the Roseau Times Region for Phase 1 of the remodeling work with a start date of February 1, 2018 and completion by June 29, 2018. The motion carried unanimously.

PROJECTS:

Roseau River Wildlife Management Area (RRWMA):

Specialist McCormack reported that Up North and RJ Zavoral are working to finish the Pool 3 structure punch list items this year.

Specialist McCormack continues to work with the Nature Conservancy regarding the request to restore hydrology on their property. The Nature Conservancy has requested additional information which is being gathered.

Roseau Lake:

Engineer Dalager submitted an email stating that work is progressing on the cultural survey and engineers report. The project is on schedule in all areas with plans to continue on the engineers report, EAW, CP #3(draft submitted), and the operating plan over winter.

Administrator Halstengard informed the Board that Mr. Byfuglien has requested conclusion of the purchase of his land. The board heard comments on an option to purchase agreement. A **motion** was made by Manager Carriere and seconded by Manager Diesen to purchase the land outlined in the agreement. The motion passed unanimously.

A letter from a concerned landowner was presented and read to the board.

A **motion** to pay the Terracon bill dated for the period of 6/11/17 to 8/26/17 for \$16, 340.00 was made by Manager Braaten and seconded by Manager Diesen. The motion passed unanimously. Other invoices will be held pending satisfaction of the crop damage claim.

Whitney Lake Sub Watershed:

Engineer Dalager submitted an email stating that the project team is working to improve the clarity of the results and impacts for each alternative. The project team is moving into the EA drafting stage as part of the PL-566 planning process. Review Points 2 and three have been submitted to NRCS and the COE. NRCS has signed off on Review Point 2.

Beltrami:

The project team has submitted Review Point 2 to NRCS and the COE.

Clean Water Funds:

Landowners have been participating in grant availability by implementing best management practices for drainage thus improving water quality and compliance with Buffer Legislation.

REPORTS:

RRWMB:

- The Red Board has offered the Executive Director position to an individual pending formal approval.
- Two Rivers submitted a request for funding regarding Klondike.
- Red Lake submitted a request for funding regarding the Black River impoundment project.

- The board is considering revamping their star value requirements for projects.

Engineer Dalager was in attendance beginning at 9:50 a.m.

ADMINISTRATOR REPORT:

Administrator Halstengard reported on the following:

- Presentation will be given on the Roseau Lake Project at the Prairie Grains Conference in Grand Forks, ND on December 13, 2017.
- Approval of CP 3 of Roseau Lake Project will determine the preferred alternative for the continuation of the project.
- Drafts of both access and recreation plans for the Roseau Lake Projects have been presented.
- Reimbursement requests have been submitted for both Whitney Lake and Beltrami.

SPECIALIST REPORT:

- Noracre site will be seeded after frost.
- Work continues on the Sprague Creek Fen plans for mitigation.
- A landowner north of the Duxby Levee is seeking the installation of a crossing for property access.
- Meetings will take place with stakeholders on local ditch systems to facilitate compliance with Buffer Legislation by November 2018.

OTHER BUSINESS:

- The board discussed offering haying and mowing contracts this winter for Summer 2018.
- A **motion** to approve Managers' and staff expense vouchers was made by Manager Braaten 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 10:15a.m.

Respectfully submitted,

Cody Schmalz, Secretary

Tracy Halstengard, Administrator

November 2017 Receipts and Bills

RECEIPTS

Receipts -- Memo	Balance
Interest -- Checking account	\$ 13.25
NRCS -- Whitney Lake reimbursement	\$ 42,724.42
State of Minnesota -- RRWMA reimbursement	\$ 125,945.53
Pepsi Co. -- rent	\$ 850.00
Total	\$ 169,533.20

BILLS

Bills	Amount
Tracy Halstensgard -- Salary & insurance	\$ 4,360.58
Torin McCormack -- Salary & insurance	\$ 4,640.58
Torin McCormack -- mileage and reimbursement	\$ 412.50
Tracy Bergstrom -- Wages	\$ 645.58
LeRoy Carriere -- per diem & expenses	\$ 138.53
Carter Diesen -- per diem & expenses	\$ 172.77
Jason Braaten -- per diem & expenses	\$ 243.10
Tony Wensloff -- per diem & expenses	\$ 78.63
PERA -- employer / employee contribution	\$ 1,625.60
Internal Revenue Service -- withholding	\$ 3,802.89
MN State withholding -- Payroll tax withheld	\$ 658.00
Sjobergs TV -- internet & phone	\$ 150.98
Marco -- copier maintenance	\$ 78.96
Minnesota Energy -- natural gas bill	\$ 48.53
At Your Service: Lawncare -- mowing	\$ 400.80
City of Roseau -- utilities	\$ 232.42
HDR engineering -- invoices for 8/6/17 to 9/2/17	\$ 19,216.02
WMA - \$7,446.92; CD8 - \$3,975.20; WL \$24,923.87; SD51 - \$7,793.90	\$ 24,923.87
Terracon	\$ 16,340.00
Roseau Ace Hardware -- repair & maintenance	\$ 152.09
Cardmember Services -- out of town meeting & misc. expenses	\$ 231.34
Roseau Times Region -- notice	\$ 22.60
Moren Law Office -- legal fees	\$ 675.00
Houston Engineering -- Beltrami Project	\$ 17,257.79
SuperOne Foods -- food for meetings	\$ 56.54
Roso Cleaners & Laundromat -- July - Aug rug rental	\$ 56.43
Dot.com connection -- website maintenance	\$ 90.00
Advanced First Aid Inc -- battery & electrode replacement	\$ 140.79
Roseau County Hwy Dept -- blading @ Duxby	\$ 90.00
TrueNorth Steel -- trap for Duxby	\$ 470.25
Northern Resources -- gas	\$ 132.11
	\$ 97,545.28