

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD APRIL 4, 2018**

**ORDER:** Chairman Jason Braaten called the meeting to order at 12:00 p.m. and led the Pledge of Allegiance.

**MANAGERS PRESENT:** LeRoy Carriere, Tony Wensloff, Carter Diesen, and Jason Braaten

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

**OTHERS PRESENT:** Nick Robertson

**CONSULTING STAFF:** Michelle Moren, Attorney, Jerry Bents, HEI Engineering, and Nate Dalager, HDR Engineering

**DELEGATIONS PRESENT:** Marlin Lindland, Landowner and Pete Grafstrom, Landowner

**AGENDA:** A **motion** was made by Manager Carriere and seconded by Manager Wensloff to approve the agenda. The motion carried unanimously.

**CONSENT AGENDA:**

A **motion** to approve the Consent Agenda as amended was made by Manager Wensloff, seconded by Manager Diesen. The motion carried unanimously. Adoption of the Consent Agenda included approving the March 2018 minutes, permits #18-01(Edmund Pearson) and #18-03 (Michael Baumgartner), and the bills and receipts as presented with the invoice from Brinkman Construction pulled out for later discussion.

**DELEGATES:**

Marlin Lindland, Landowner, presented the Board with a letter outlining a request to rescind permit #17-39 (RCHD) which allowed placement of a culvert at the intersection of CSAH 10 and CR 139. In the unanimous passing of a **motion** made by Manager Carriere and seconded by Manager Wensloff, to table this request until further information is received from the USACE regarding the Duxby Project's footprint and recommendation from the agency. The RCHD has committed to surveying downstream of the culvert in question and the RRWD will inventory culverts through CSAH 10.

Pete Grafstrom, Landowner, presented comments regarding drainage issues from his land adjacent to the Norland Impoundment. The Board previously agreed to clean the exterior ditch along the south side of the Norland Impoundment. Staff will coordinate with the hired contractor to complete in 2018.

**NEW BUSINESS:**

Haying and mowing applications were submitted to the RRWD for the 2018 season. After discussion, Manager Diesen made a **motion** which was seconded by Manager Wensloff to approve the application submitted by Nick Robertson for the West Intercept. The motion passed unanimously. Following additional discussion, Manager Wensloff made a **motion** to approve the application as submitted by Jeff Erickson for the Hay Creek area. The motion was seconded by Manager Carriere and passed unanimously.

Specialist McCormack presented the Board with information regarding a SD 51 Channel Restoration Project. This project, in partnership with the MNDNR, will restore sections of the Roseau River (locally referred to as oxbows) cut off from baseflows when the river was dredged in the early 1900s. Restoring flows to former river channels that were “cut off” will improve channel stability, increase channel capacity, and enhance recreational opportunities providing improvements in the Big Swamp, Duxby, and Ross areas resulting in an overall 7.67-mile increase in stream length. Board consensus was to continue moving forward in exploring this opportunity.

A **motion** made by Manager Wensloff and seconded by Manager Carriere to set a date, time, and location for a public hearing on the proposed change of the principal place of business of the Roseau River Watershed District for May 2, 2018 at 8:30am at the office of the RRWD passed unanimously.

### **PROJECT UPDATES:**

**Beltrami Island State Forest:** Engineer Bents presented a Preliminary Alternative Analysis summary report outlining the results of hydrologic and hydraulic studies in the BISF subwatershed. Three phases of study indicated relatively small inundation reduction benefit along the Roseau River. The RRWD Board directed staff to explore discontinuing the RCPP contract with NRCS which will free up contract dollars for other large-scale projects in the Red River Basin and open opportunities to pursue smaller scale local projects that do not qualify for Federal contract dollars. The Board is interested in scheduling a public wrap-up.

The Board held a brief discussion regarding the River Trail. The Evans Foundation will be providing cost share on the new dock. Administrator Halstensgard has met with the new Park and Rec Director.

### **REPORTS:**

Administrator Halstensgard:

- QuickBooks needs to be updated, Board consensus is to do so.
- A **motion** to pay Brinkman Construction was made by Manager Wensloff and seconded by Manager Carriere. The motion carried unanimously.
- After discussion of priorities for Phase II of the office remodel, a **motion** was made by Manager Diesen and seconded by Manager Carriere to proceed with the identified priorities. The motion carried unanimously.

Specialist McCormack:

- Christianson property: a project on Christianson land may have impacts to Pastir property currently in CRP but will be coming out soon. Pastir will be meeting with NRCS and FSA to discuss options.
- Nature Conservancy request near Caribou: still waiting to hear from them regarding hydrology restoration. Jon Eerkes will put some pressure on review personnel in order to get us some feedback.
- Remote pilot license exam scheduled due to requirement for government employees who will operate a drone for anything other than “recreational” purposes. There are areas of the watershed which must be monitored using such technology.
- Discussion regarding 53 miles of woody debris removal by North Pine. There has been favorable public feedback.
- Manager Braaten commented that there has been positive feedback regarding tree removal for the powerline. He also provided feedback regarding Legislative Days. DNR management in St. Paul was pleased to hear of the amicable working relationship between the RRWD and local DNR staff.

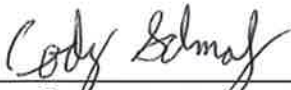
- **RED BOARD**

- Manager Braaten commented on Sand Hill's demands placed upon the Red Board – Sand Hill is considering leaving the Red Board
- Engineer Dalager joined the meeting at 1:40 pm.
- There was discussion regarding a Strategic Planning meeting for the Red Board on April 17, 2018.

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

A **motion** to adjourn was made at 2:05 pm by Manager Diesen and seconded by Manager Wensloff. Motion carried unanimously.

Respectfully submitted,



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Cody Schmalz, Secretary



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Tracy Halstensgard, Administrator

April 2018 Bills and Receipts

|  |                     |
|--|---------------------|
| <b>Receipts:</b>   |                     |
| Pepsi Beverage Company -- Rent received                                      | \$850.00            |
| Roseau Lake reimbursement -- flood mitig                                     | \$46,745.00         |
| Whitney Lake reimbursement -- RCPP Agreement #515                            | \$42,889.19         |
| Beltrami Reinbursement -- #68632216512                                       | \$21,731.27         |
| Interest --  | \$26.46             |
| <b>Total:</b>  | <b>\$112,241.92</b> |
| <b>Bills:</b>  |                     |
| Tracy Halstensgard -- Salary and Insurance                                   | \$4,748.98          |
| Torin McCormack -- Salary and Insurance                                      | \$5,069.98          |
| Tracy Bergstrom -- Wages and Insurance                                       | \$2,616.75          |
| Jason Braaten -- Per Diem and Expenses                                       | \$301.03            |
| LeRoy Carriere -- Per Diem and Expenses                                      | \$520.06            |
| Carter Diesen -- Per Diem and Expenses                                       | \$260.11            |
| Tony Wensloff -- Per Diem and Expenses                                       | \$232.32            |
| Internal Revenue Service -- Withholding                                      | \$4,197.90          |
| Minnesota Department of Revenue -- Withholding                               | \$757.00            |
| PERA -- Employer / Employee Contribution                                     | \$1,957.28          |
| Cardmember Services -- Legislative Days - FAA exam - Microsoft Software      | \$1,647.74          |
| Cincinnati Insurance Company -- Installment                                  | \$1,873.00          |
| City Of Roseau -- Utilities  | \$278.85            |
| D & L Autoglass -- Toolbox   | \$998.10            |
| Marco -- Copier Maintenance  | \$78.96             |
| Minnesota Energy -- Natural Gas  | \$143.58            |
| Multi Office Products -- Envelopes   | \$42.74             |
| Northern Resources Cooperative -- gas  | \$99.74             |
| North Pine Services -- Snow Removal - SD 51 Tree Removal                     | \$28,600.45         |
| Northland Trading Post -- 93.60 public outreach, haying and mowing           | \$269.11            |
| Patrick Moren Law Office -- Legal Fees                                       | \$962.50            |
| Roseau Times Region -- RFP -- Phase II                                       | \$169.50            |
| Roso Cleaners and Laundromat -- Rug Rental                                   | \$56.43             |
| Super One Foods -- Public Outreach - Meetings                                | \$322.47            |
| Sjoberg Cable -- Internet and Phone  | \$155.35            |
| SFM -- Workers' Comp Audit   | \$303.00            |
|  |                     |
| Brinkman Construction, Inc. -- April invoice -- approved change orders       | \$10,317.50         |
| HDR -- General Services -- 02.04.18 to 03.03.18-- CD8 side water, Dux, Norl. | \$21,164.84         |
| HDR -- Roseau Lake -- 02.04.18 to 03.03.18 TO #1 Final Engineers Report      | \$2,931.00          |
| HDR -- Whitney Lake --02.04.18 to 03.03.18-- Task Order #1                   | \$26,408.50         |
| HDR -- WRAPS -- 09.02.18 to 03.03.18   | \$1,682.53          |
| Houston Engineering -- BISF Watershed Plan -- 01.31.18                       | \$8,990.04          |
| MN DMV -- Tabs for pickup  | \$360.00            |
| Northwest Concrete Products, INC. -- Tree removal / mulch                    | \$3,060.50          |
| Roseau County Highway Department -- River Trail Plotter Copies               | \$12.00             |
| Universal Screenprint -- Public Outreach Sinage                              | \$336.66            |
| <b>Total:</b>  | <b>\$131,926.50</b> |