

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD June 27, 2018**

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

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

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

**OTHERS PRESENT:** Mark Wierschke, Landowner; Matt Magnusson, Landowner

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

**DELEGATIONS PRESENT:** Marlin Lindland, Landowner

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

**CONSENT AGENDA:**

A **motion** to approve the Consent Agenda was made by Manager Carriere, seconded by Manager Diesen. The motion carried unanimously. Adoption of the Consent Agenda included approving the June 06, 2018 minutes and the Treasurer's report with additions.

**DELEGATES:**

Marlin Lindland, a landowner near the Duxby Levee, requested an update on the culvert issue on the CR 10 and 139 intersection. Specialist McCormack commented that a letter will be sent to the county. Attorney Moren suggested that the Board designate a Compliance Officer. Mr. Lindland presented comments regarding a trap located on a culvert under CR 10. Mr. Lindland has been in contact with the ACOE who indicated to Mr. Lindland that the Duxby Levee will be inspected in the near future. Specialist McCormack indicated that three culverts in the area need repair/replacement. At the suggestion of Attorney Moren, Manager Carriere made a **motion** giving Administrator Halstensgard and Specialist McCormack the authority to issue a compliance order to the Roseau County Highway Department. The motion was seconded by Manager Diesen and carried unanimously. If the RCHD is not in compliance by August 1, 2018, a public hearing will take place. Manager Carriere made a **motion** seconded by Manager Diesen to issue the compliance order and to set a public hearing for August 1, 2018 at 8:30 am in the RRWD office.

**NEW BUSINESS:**

Specialist McCormack requested a motion to accept the bids for completing side water inlet installation on CD8. All landowners requested the same local contractor to complete installation. Manager Wensloff abstained from discussion regarding the inlets. With Manager Wensloff abstaining, a **motion** was made by Manager Diesen and seconded by Manager Carriere to accept the bids from Halvorson Sand and Gravel to install the side water inlet structures. The motion passed unanimously. Administrator Halstensgard commented that there was a lot of positive feedback regarding the CD8 side water inlet structures during the RRIW tour.

The Board was presented with the Draft 2017 Audit from Brady Martz. Manager Wensloff made a **motion** to accept the audit. The motion was seconded by Manager Diesen and passed unanimously.

The Board discussed weed control efforts near Hay Creek. Discussion about mowing and ideal timing and location of cutting with possible spraying took place. Mowing will take place earlier in the season and from the outside of the levee inward.

An Other Waters Resolution was presented as an addendum to the RRWD Overall Plan. It is required by law. A **motion** was made by Manager Carrier to accept the resolution as presented. After a second by Manager Diesen, the motion passed unanimously.

The Roseau River Watershed District applied for a MPCA grant for River Watch which requires a board resolution to participate. A **motion** to accept the resolution was made by Manager Wensloff and seconded by Manager Carriere. The motion carried unanimously.

The District is in the process of completing a required Buffer Ordinance. The Board was presented with an update to the ordinance along with recommendations from BWSR. There was discussion regarding compliance tracking. A hearing will be scheduled for September.

### **OLD BUSINESS:**

Administrator Halstensgard updated the Board on the progress of the remodel and completion date. The Board authorized Administrator Halstensgard to discontinue electric and gas service at the old office location as soon as possible. A **motion** to pay the June invoice for Brinkman Construction in the amount of \$3728.22 was made by Manager Wensloff and seconded by Manager Carriere. The motion passed unanimously.

Chairman Braaten updated the Board on the Launch Party. Those who participated felt it was very successful and exceeded expectations. There is interest in having a similar event next year.

RRWD will have a booth at the Roseau County Fair with some information on projects and the River Trail.

### **PERMITS:**

Application for permit #18-05 (Comstock) to replace two culverts in 250<sup>th</sup> Street in section 18/19 of Falun Township and ditch cleaning up and downstream of the road was submitted to the RRWD. The culvert size was determined by the area hydrologist and will require a public waters permit as well. A **motion** to approve the culvert portion of the permit application was made by Manager Carriere and seconded by Manager Diesen. The motion passed unanimously. Ditch cleaning was not approved.

Application for permit #18-09 (Erickson) to install a crossing in the south ROW of CSAH 16, section 12 Ross Township, to provide field access was submitted to the RRWD. The applicant will coordinate installation efforts with RCHD and the Township prior to installation. A **motion** to approve permit #18-09 was made by Manager Carriere, seconded by Manager Diesen, and passed unanimously.

### **PROJECT UPDATES:**

Roseau Lake:

- Engineer Dalager and Administrator Halstensgard updated the Board on the three remaining alternatives for the project. The Board had questions regarding elevations, the restriction, and the island.

- There will be a meeting for concerned landowners on July 18, 2018 at 10 a.m. Easement possibilities will be discussed as well.
- Landowner Matt Magnusson gave input regarding the south alignment. Question and answer discussion regarding the project ensued. Engineer Dalager showed a graphic of benefited area downstream of the project.

Whitney Lake:

- Chairman Braaten and Engineer Dalager updated the Board regarding the project, retention areas, and the RCCP submittal.

RRWMA:

- Final payment request and certificate of substantial completion received from RJ Zavoral. Inspection has been completed. A **motion** to schedule a Final Payment Hearing on August 1, 2018 at 8:45 a.m. was made by Manager Diesen and seconded by Manager Carriere. The motion passed unanimously.

### **REPORTS:**

Administrator:

- Request for funds for office building: signage, furniture, supplies. A **motion** made by Manager Carriere and seconded by Manager Diesen allowed for up to \$6500. The motion passed unanimously.
- On the advice of Attorney Moren, Manager Carriere made a **motion** to choose the DOES NOT WAIVE option on monetary limits for liability coverage. The motion was seconded by Manager Diesen and passed unanimously.
- Administrator Halstensgard requested authorization to provide Administrative Assistant Bergstrom a cell phone stipend. A **motion** was made by Manager Carriere, seconded by Manager Diesen, and passed unanimously to provide the stipend.

Specialist:

- Specialist McCormack provided board with update regarding Comstock site.
- Initial survey of former river channels will take place in late July.
- Culvert outlets in the Duxby Levee will be repaired. Topsoil and seeding will address rutting near the Duxby School

### **OTHER ITEMS:**

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

A **motion** to adjourn was made at 10:05 a.m. by Manager Diesen and seconded by Manager Schmalz Motion carried unanimously.

Respectfully submitted,

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Cody Schmalz, Secretary

Tracy Halstensgard, Administrator