

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD June 6, 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, Cody Schmalz, and Jason Braaten

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

OTHERS PRESENT: Roger Falk, Roseau County Commissioner; Brian Trangsrud, Landowner; Wayne Trangsrud, Landowner

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

DELEGATIONS PRESENT: Marlin Lindland, Landowner, Mark Wierschke, Landowner, and Rob Sip, Executive Director RRWMB

AGENDA: A **motion** was made by Manager Diesen and seconded by Manager Schmalz 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 May 2, 2018 minutes and the Treasurer's report as presented, July meeting date of 06/27/18 at 8:00 a.m., extension of permit #17-10 (Fourtown/Grygla Sportsman's Club), permit #18-04 (Mark Haugen), #18-06 (Mark Tveit), and permit #18-07 (Loren Johnson).

DELEGATES:

Specialist McCormack updated the board regarding the ongoing issue with the installation of a culvert adjacent to the Duxby Levee (under CR 139 at the intersection with CR 10). Following a meeting of Roseau County Board, affected landowners, and the RRWD Board the following actions took place: The Roseau County Board unanimously passed a motion at their March 27, 2018 meeting to temporarily cap the culvert in question until the RRWD, RCHD, and the residents benefiting from SD69 and WD3 meet again. In the meantime, the county has completed its survey, the RRWD has completed an inventory regarding centerline pipes in CSAH 10, and the ACOE has responded regarding the location of the 18" pipe at the above referenced location. In the report dated June 4, 2018, the ACOE determined that leaving the pipe as-is, without a trap, is unacceptable and contrary to the purpose of the Duxby Levee, rendering the RRWD ineligible for Federal funds regarding the Duxby Levee in the case of a disaster. Prior to receipt of the ACOE's determination, on May 22, 2018, the Roseau County Board agreed by consensus to remove the trap.

Delegate Marlin Lindland, a landowner in the affected area, expressed concern regarding the removal of the trap. There was discussion regarding how to solve the issue. A **motion** to rescind permit #17-39 based upon recommendation of the ACOE and condition number four on the RRWD permit application stating, "...applicant agrees to modify these permitted works upon determination by the Roseau River Watershed Board of Managers that another person or entity has been adversely impacted;" was made by Manager Carriere and seconded by Manager Schmalz. Following additional discussion, Manager Carriere amended

the motion to include trapping of the culvert in question. Manager Schmalz again seconded the motion. The motion passed unanimously. The Board directed staff to schedule a meeting with the RCHD.

Mark Wierschke, a local landowner, addressed the board to express concerns regarding the Whitney Lake Project. Mr. Wierschke specifically addressed retention locations, road overtopping, and offered a suggestion to extend CD17 to relieve pressure on WD3 LAT2.

Executive Director of the Red River Watershed Management Board, Rob Sip, presented the board with an update of current happenings within the RRWMB. The update included staffing, communications planning, goals of the RRWMB, services provided to member watershed districts, and a legislative update.

NEW BUSINESS:

Administrator Halstensgard presented an update confirming the June 26, 2018 River Trail Kick-off party at the Roseau City Park from 4 – 7 pm. The RRWD will provide food for the event. There will be a dedication ceremony for the kayak launch at 5:00 pm. Team Epic, Streiff Sporting Goods, Life Care Medical Center, DNR, IWI, H2O Fitness & Paddling, and the Coast Guard Auxiliary are among the participating groups.

The RRWD is pursuing hosting a booth at the Roseau County Fair. A **motion** was made by Manager Carriere and seconded by Manager Diesen to pursue a grant from the MPCA for funding of reestablishment of the River Watch program in conjunction with the Roseau School. The RRWD would be responsible for a twenty-five percent match for the life of the grant. The motion passed unanimously.

Pete Kvien agreed to mow the Norland area at the rate of \$150 per hour. A **motion** was made by Manager Diesen and seconded by Manager Carriere to hire Pete Kvien. Kittson County removed debris on cut-off 10 and will be sending a bill to the RRWD.

Specialist McCormack presented permit #18-05 (Comstock). There is more information needed for the permit. Manager Diesen made a **motion** to table the permit until additional information was gathered. Manager Schmalz seconded the motion, which passed unanimously. Permit #18-08 (Santl Farms) was presented to the Board. Manager Diesen made a **motion** to approve the permit with Manager Carriere providing a second. The motion passed unanimously.

OLD BUSINESS:

Office Remodel: The Board heard information regarding construction of a shelving unit for the office. Manager Schmalz made the **motion** to accept the quote from H & J Displays for the unit. The motion was seconded by Manager Carriere and passed unanimously. The Board was presented with an invoice from Brinkman Construction for a portion of Phase II. A **motion** was made by Manager Carriere and seconded by Manager Schmalz to pay the invoice of \$14,704. 19. The motion passed unanimously.

PROJECT UPDATES:

Roseau Lake:

- Engineer Dalager commented that Cultural Resource work should be wrapping up shortly. There will be an Alternatives Committee meeting on June 13, 2018.
- Chairman Braaten updated the board regarding the three remaining alternatives.

- An effort to plan a coordination meeting with the DNR regional personnel is underway. This would be a component of the project outreach effort for the project.
- Landowner concerns discussed.

Whitney Lake:

- Specialist McCormack presented the Board with drone footage following a rain event along County Road 115. After a common rain event (1"-2"), there was standing water and poor drainage threatening fields and roadways. The video and pictures illustrate scope of the drainage issues faced by the landowners within the project area and can be used to identify additional problems or corroborate information gathered through the project process.
- There will be a Project Team meeting on June 21, 2018.
- Engineer Dalager indicated there is progress being made with NRCS.

REPORTS:

RRWMB:

- Chairman Braaten is now the Treasurer for the Red Board. Investments of the RRWMB are performing better than in the past.

Administrator:

- PTMApp workshop was well attended.
- RRIW Tour on June 21, 2018 in Roseau. Tour locations will include Roseau Lake, West Intercept, CD 8 Sediment Reduction Project and Hay Creek / Norland.

Specialist:

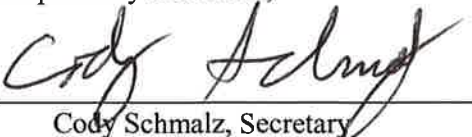
- Hay Creek / Norland: Halvorson is waiting for the ground to firm up before cleaning. Manager Carriere made a **motion** to submit a change order for Halvorson to clean additional area on watershed property. The motion was seconded by Manager Diesen and carried unanimously.
- CD 8 Sidewater quotes will be presented at the next board meeting. Mekash site will receive some additional black dirt.
- Trangsrud landing will require gravel. The Board will have prices
- ESRI quote for ArcGIS software: Manager Carriere made a **motion** to pay the quoted price for annual update in the amount of \$2027.50. The motion was seconded by Manager Diesen and carried unanimously.
- The Nature Conservancy responded deciding not to permit the proposed plug due to definitive proof of a man-made structure.

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 10:40 a.m. by Manager Diesen and seconded by Manager Schmalz Motion carried unanimously.

Respectfully submitted,


Cody Schmalz, Secretary


Tracy Halstensgard, Administrator

June 2018
Bills and Receipts

RRWD Checkbook Balance as of May 31, 2018	\$121,918.11
RRIW Checkbook Balance as of April 30, 2018	\$5,093.02
Receipts:	
Roseau Lake LSOHC Fund Reimbursement	\$26,254.69
Whitney Lake RCPP Reimbursement	\$84,543.08
Warroad Discharge Fee	\$3,600.00
Interest --	\$22.31
Total:	\$114,420.08
Bills:	
Tracy Halstensgard -- Salary and Insurance	\$4,748.97
Tracy Halstensgard -- Mileage	\$137.34
Torin McCormack -- Salary and Insurance	\$5,069.97
Torin McCormack -- Mileage	\$21.80
Tracy Bergstrom -- Wages and Insurance	\$2,611.09
Jason Braaten -- Per Diem and Expenses	\$162.51
LeRoy Carriere -- Per Diem and Expenses	\$205.79
Carter Diesen -- Per Diem and Expenses	\$86.71
Cody Schmalz -- Per Diem and Expenses	\$121.02
Internal Revenue Service -- Withholding	\$4,096.88
Minnesota Department of Revenue -- Withholding	\$749.00
PERA -- Employer / Employee Contribution	\$1,956.16
Ace Hardware -- Supplies	\$33.30
Bemidji Pioneer -- Public Hearing Notice	\$83.50
Cardmember Services -- Drone, Website, FAA registration	\$1,323.00
City Of Roseau -- Utilities	\$431.15
Jake's Pizza -- Moving day	\$30.14
Kittson County Enterprise -- Public Hearing Notice	\$26.88
Lakeside Fire and Safety -- Extinguisher Inspection	\$30.00
Marco -- Copier Maintenance	\$73.88
Minnesota Energy -- Natural Gas	\$36.70
Northern Light Region -- Public Hearing Notice	\$66.96
Northern Resources Cooperative -- gas	\$143.40
Occupational Development Center -- Lath	\$23.97
Patrick Moren Law Office -- Legal Fees	\$875.00
Roseau County Treasurer -- 2018 First Half Property Taxes (PAID 5.11.18)	\$6,616.27
Scott's True Value -- Paper	\$7.99
Sjoberg Cable -- Internet and Phone	\$193.68
Super One Foods -- April	\$48.42
Super One Foods -- May (PTMApp Workshop, Meetings)	\$154.10
Warren Sheaf -- Public Hearing Ad	\$144.00
Auto Owners Insurance --	
	\$1,384.83
Brady Martz -- 2017 Audit	\$6,000.00
Brinkman Construction -- Phase II Payment	\$14,704.19
CSU Producer Resources, Inc. -- Liability Insurance (PAID 5.11.18)	\$6,257.62

June 2018
Bills and Receipts

Cincinnati Insurance Companies -- Additional Equipment	\$117.00
Emma Vatnsdal -- Moving article	\$150.00
Esri -- Maintenance and Use	\$2,027.50
HDR -- General Services 04.01.18 to 04.28.18 -- SWI / Duxby	\$6,549.00
HDR -- General Services 04.29.18 to 05.26.18 -- SWI / Duxby	\$10,663.90
HDR -- Roseau Lake -- 03.04.18 to 03.31.18 -- Task Order #1	\$2,774.61
HDR -- Roseau Lake -- 04.01.18 to 04.28.18 -- Task Order #1	\$10,674.41
HDR -- Roseau Lake -- 04.29.18 to 05.26.18 -- Task Order #1	\$27,221.25
HDR -- Roseau Lake -- 04.01.18 to 04.28.18 -- Wetland Delineation Fieldwork	\$1,310.70
HDR -- Whitney Lake -- 04.01.2018 to 04.28.18 -- Task Order #1.	\$19,410.32
HDR -- Whitney Lake -- 04.29.2018 to 05.26.18 -- Task Order #1.	\$18,224.95
HDR -- RRWMA - As Built Plans -- 04.01.18 to 04.28.18	\$314.00
HDR -- RRWMA - Construction Admin -- 04.29.18 to 05.26.18	\$789.25
Houston Engineering -- RL Water Quality -- through 05.12.18	\$691.00
International Water Institute -- 10.12.2017 PTMApp	\$25,600.00
Mark Beito -- Palmville Beaver Trapping (PAID 5.11.18)	\$300.00
Roseau County Recorder -- Byfuglien Land Declaration (PAID 5.24.18)	\$46.00
SFM -- Workers' Comp	\$51.00
Total:	\$185,571.11