

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD JANUARY 2, 2019**

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

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

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

OTHERS PRESENT: Mitch Magnusson, Landowner; Roger Falk, Roseau County Commissioner; and Randy Prachar, MNDNR

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

DELEGATIONS PRESENT: none

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

Manager Schmalz took his oath of office.

REORGANIZATION OF BOARD:

Administrator Halstensgard called for nominations for **Chairperson:**

Manager Carriere nominated Manager Braaten for the office of Chairperson. There were no further nominations. A **motion** to cease nominations and cast a unanimous ballot for Manager Braaten for Chairperson was made by Manager Wensloff and seconded by Manager Schmalz. The motion passed unanimously.

The meeting was turned over to Chairman Braaten.

Chairman Braaten called for nominations for **Vice-Chairperson:**

Manager Carriere nominated Manager Wensloff for the office of Vice-Chairperson. There were no further nominations. A **motion** to cease nominations and cast a unanimous ballot for Manager Wensloff for Vice-Chairman was made by Manager Carriere and seconded by Manager Schmalz. The motion passed unanimously.

Chairman Braaten called for nominations for **Secretary:**

Manager Carriere nominated Manager Schmalz for the office of Secretary. There were no further nominations. A **motion** to cease nominations and cast a unanimous ballot for Manager Schmalz

for Secretary was made by Manager Wensloff and seconded by Manager Carriere. The motion passed unanimously.

Chairman Braaten called for nominations for **Treasurer**:

Manager Carriere nominated Manager Diesen for the office of Chairperson. There were no further nominations. A **motion** to cease nominations and cast a unanimous ballot for Manager Diesen for Treasurer was made by Manager Wensloff and seconded by Manager Carriere. The motion passed unanimously.

Appointments

Manager Carriere made a **motion** to maintain the following appointments for 2019:

Official Depository	Citizens State Bank and Border State Bank
Official Newspaper	Roseau Times-Region
Legal Council	Moren Law Office
Engineering Firm	No primary engineering firm

Manager Wensloff seconded the motion which passed unanimously.

Manager Carriere made a **motion** to appoint Managers Wensloff and Diesen to the Beltrami Island State Forest Project Team. Manager Schmalz seconded the motion which passed unanimously.

Manager Wensloff made a **motion** to appoint Managers Braaten and Carriere to the Roseau Lake Project Team. Manager Schmalz seconded the motion which passed unanimously.

Manager Wensloff made a **motion** to appoint Managers Carriere and Braaten to the Whitney Lake Project Team. Manager Schmalz seconded the motion which passed unanimously.

After discussion, Manager Carriere made a **motion** proposing all remaining managers be alternates to each project team. The motion was seconded by Manager Wensloff and passed unanimously.

Manager Wensloff made a **motion** appointing Manager Diesen as FSA Representative. The motion was seconded by Manager Carriere and passed unanimously.

Manager Wensloff made a **motion** appointing Manager Braaten as RRWMB representative and Manager Carriere as the alternate. Manager Schmalz seconded the motion which passed unanimously.

Manager Wensloff made a **motion** to appoint Managers Schmalz and Carriere as the RRIW representatives. Manager Schmalz seconded the motion which passed unanimously.

Manager Schmalz made a **motion** to appoint Managers Braaten and Carriere to the Personnel Committee with the other managers as alternates. Manager Wensloff seconded the motion which passed unanimously.

Manager Schmalz made a **motion** to appoint Managers Diesen and Wensloff to the Land Use Committee. The motion was seconded by Manager Carriere and passed unanimously.

Manager Carriere made a **motion** to appoint Manager Diesen to the Governing Documents Committee. The motion was seconded by Manager Schmalz and passed unanimously.

CONSENT AGENDA:

A **motion** to approve the Consent Agenda was made by Manager Wensloff and seconded by Manager Schmalz. The motion carried unanimously. Adoption of the Consent Agenda included approving the December 5, 2018 minutes, the Treasurer's Report with the addition of a bills from Cardmember Services (\$840.90), Sjoberg Cable (\$175.19), a deposit in the amount of \$7636.00 from Roseau County, and manager and employee expense vouchers.

PROJECTS:

Roseau Lake:

Supervisor Prachar addressed the board regarding the LSOHC dollars and the ability of that fund to be used for land acquisition. Roseau County has a rule regarding "no net gains" for public land. Previous plans were for the DNR to own lands north of the Roseau River below 1031.5" (NAD 83) elevations in the Roseau Lake Basin. Most of the land is currently public land. Administrator Halstengard commented that there has been some discussion to ask the county for a variance to purchase lands for the project area. There have been landowner meetings with those owning land north of the river. Supervisor Prachar has concerns regarding recreational land use policies if the land is owned by different entities. Manager Schmalz would prefer the RRWD purchase lands to keep management of lands local. There was discussion regarding the operation and management of lands that will need to be acquired for the Roseau Lake Project. Manager Carriere made a **motion** to support Supervisor Prachar in his discussions with Roseau County regarding land acquisition and requesting a variance for the "no net gains" rule. The board would like more information regarding Roseau County's rule. Manager Carriere's motion died for lack of second.

Landowner, Mitch Magnusson voiced his opposition to the Roseau Lake Project. Administrator Halstengard gave an overview of how the project will function and reiterated that landowner meetings are taking place and operation and management of the project is in the discussion phase with the project team. Mr. Magnusson asked how lands would be acquired if some landowners are not willing to sell. Attorney Moren responded that an authorization of eminent domain would need to take place. Administrator Halstengard commented that eminent domain is a last resort.

CP 3 has been approved by the ACOE. When drafting an operations and management plan, harvest timing will be taken into consideration.

Whitney Lake:

Remaining RCPP dollars were spent on impoundment and conveyance area surveying. Chairman Braaten, Brent Haugen, and Kevin Johnson met with county board representatives at the highway department

meeting to discuss CD 69. The group requested maintenance plans for CD 69. Some landowners are in favor of an increased levy if the requested work is completed on the 69 system. Administrator Halstensgard was in attendance during this meeting.

Beltrami:

Houston is working on the survey work requested by the board.

Project Closeouts:

On December 31, 2018 grant agreements for the Norland Mitigation and the RRWMA expired. They will be wrapped up in the upcoming months. The PTMAApp and Ditch 8 BWSR grants will be expiring in the first part of 2019 and will be wrapping up.

Project Proposals:

The board gave RRWD staff direction in pursuing nutrient reduction projects within the watershed and to explore a possible feasibility study for the Arpin area. Specialist McCormack commented that the PTMAApp has a function that will generate a report of priority sites within a subwatershed to meet pollutant reduction goals that can be used in landowner outreach and is suitable for rolling that information into a grant application. Part of the PTMAApp grant covers public outreach.

The board will need to establish policy regarding potential watershed work opportunities in county ditch systems.

Engineer Dalager joined the meeting at 1:25 p.m. He reported that there will be an open house for the Roseau and Whitney Lake Projects on February 13, 2019. The open house will take place beginning at approximately 3 o'clock in the afternoon. The Citizen Advisory Committee meeting will take place that same evening around 6 o'clock.

Engineer Dalager confirmed that survey work is complete on the two impoundments and approximately 18 miles of drainage channel in the Whitney Lake Project area. CP3 has been submitted to the ACOE and RP 5 will be submitted to NRCS in the near future.

NEW BUSINESS:

There was no new business brought to the attention of the board.

OLD BUSINESS:

There was no old business revisited by the board.

PERMITS:

M. Wierschke submitted permit #18-29 that was tabled at the December 5, 2018 board meeting. Specialist McCormack updated the board regarding the permit application. The applicant is proposing to install a pipe with a trap. Manager Wensloff made a **motion** to approve permit #18-29 with the condition that the trap remains in place and is operational as evidenced by annual inspection. The motion was seconded by Manager Diesen and passed unanimously.

REPORTS:

Specialist McCormack presented an estimate of debris removal on SD 51 from the County Road 28 bridge to Stoe's bridge, and from the MN 89 bridge at Ross to the County Road 113 and Trangrud Landing. The board would like to see additional estimates before making a decision on whether or not to pursue cleaning. A request has been submitted to the Conservation Corps to secure a crew for trimming on the Roseau River that is not part of SD 51.

Discussion regarding the Duxby levy took place. RRWD staff will reach out to the ACOE and C-squared to set up a meeting with the board ASAP.

Administrator Halstensgard presented the idea of the RRWD board and the SWCD board meeting to discuss resource management topics. She will also be reaching out to the Roseau County Board to schedule a meeting with the RRWD board.

Chairman Braaten reported that Bois de Sioux appointed Linda Vavra to the Red Board.

The Red Board sent out a questionnaire to each member district. The RRWD reviewed and completed the questionnaire. After a brief discussion regarding office technology, Manager Wensloff made a **motion** to allow office staff to spend up to \$1000 on new technology. Manager Carriere seconded the motion which passed unanimously.

The next RRWD Board meeting will take place on February 6, 2018 at 12:00 pm.

Manager Schmalz made a **motion** to adjourn at 2:45 p.m. The motion was seconded by Manager Wensloff, and passed unanimously.

Respectfully submitted,


Cody Schmalz, Secretary


Tracy Halstensgard, Administrator

RRWD
January Bills and Receipts

RRWD Checkbook Balance as of December 31, 2018	\$181,630.23
RRIW Checkbook Balance as of December 31, 2018	\$4,786.74
Receipts:	
Citizens State Bank -- Interest -- (December)	\$31.18
Kittson County -- 2nd half taxes	\$3,078.00
Marshall County -- 2nd half taxes	\$296.82
Roseau County -- 2nd half riparian	\$7,636.00
State of Minnesota -- Market Value Credit	\$9,401.58
State of Minnesota -- Norland Mitigation	\$8,281.73
State of Minnesota -- Roseau Lake	\$118,676.43
State of Minnesota -- Roseau Lake	\$10,193.24
Total:	\$157,594.98
Bills:	
Tracy Halstensgard -- Salary and Insurance	\$4,740.84
Tracy Halstensgard -- Mileage	\$146.06
Torin McCormack -- Salary and Insurance	\$2,170.84
Torin McCormack -- Mileage / Personal Equipment	\$98.40
Tracy Bergstrom -- Wages and Insurance	\$2,867.42
Tracy Bergstrom -- Mileage	\$69.76
Jason Braaten -- Per Diem and Expenses	\$163.27
LeRoy Carriere -- Per Diem and Expenses	\$206.79
Carter Diesen -- Per Diem and Expenses	\$87.82
Cody Schmalz -- Per Diem and Expenses	\$124.36
Tony Wensloff -- Per Diem and Expenses	\$75.06
Internal Revenue Service -- Withholding (PD December)	\$4,120.44
Minnesota Department of Revenue -- Withholding (PD December)	\$767.00
PERA -- Employer / Employee Contribution (PD in December)	\$1,946.08
Ace Hardware -- Pool 3 supplies, general office	\$72.62
Cardmember Services -- Freefind, PT meal, MAWD	\$840.90
City Of Roseau -- PD - December Billing	\$203.44
City of Roseau -- Reservation Fee: City Center Public Outreach Meetings	\$75.00
Dot.com Connection -- Web updates	\$165.00
Marco -- Copier Maintenance	\$83.46
Minnesota Energy -- Natural Gas	\$171.52
Northern Resources Cooperative -- gas- PD	\$38.44
North Pine Services -- Inv. 1529 -- PD	\$65.00
Patrick Moren Law Office -- Legal Fees	\$1,137.50
Roseau County Highway Department -- mailbox post	\$50.00
Roso Cleaners -- Rug rent Sept-Nov pd	\$56.43
Sjoberg Cable -- Int/phone --	\$175.19

Super One Foods -- (December purchases pd)	\$37.64
Byfuglien Land Purchase -- December 2018 payment	\$19,176.67
HDR -- Roseau Lake -- 10.28.18 to 11.24.18 -- Wetland Delineation Fieldwork	\$306.48
U of M Extension - NW Regional Sustainable Development Partnership	\$5,000.00
Total:	\$45,239.43