

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD MARCH 6, 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, LeRoy Carriere, and Jason Braaten

**STAFF PRESENT:** Administrator Halstensgard and Assistant Bergstrom

**OTHERS PRESENT:** Joe Laurin, Landowner; Greg Braaten, Landowner; Roger Falk, Roseau County Commissioner

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

**DELEGATIONS PRESENT:** Joe Laurin, Landowner

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

**CONSENT AGENDA:**

A **motion** to approve the Consent Agenda was made by Manager Carriere and seconded by Manager Wensloff. The motion carried unanimously. Adoption of the Consent Agenda included approving the February 6, 2019 minutes, the Treasurer's Report, and manager and employee expense vouchers.

**DELEGATION:**

Joe Laurin addressed the board regarding his concerns of the spring melt and how it will affect the WD3 system. Mr. Laurin is requesting the trap be removed at the CR 10 and 139 intersection as a result of the Kolb memo. Chairman Braaten commented that the culvert was trapped due to USACE requirement. Administrator Halstensgard commented on the state of the current flood forecast, and the RRWD has found the water content in the snow is within the normal range. Commissioner Falk commented that there is a highway department meeting on March 12, 2019. Attorney Moren commented the letter from Kolb is an opinion from the Roseau County Board's attorney and that she had reviewed historical WD3 documents and issues. Commissioner Falk commented that he has not seen plans for cleaning the 69 system. Administrator Halstensgard commented that the Whitney Lake Project was partially precipitated by these events. Tuesday, March 12, 2019 will be advertised as a special meeting for the Managers of the RRWD so they may attend the highway department meeting.

Administrator Halstensgard presented the idea of having a series of meetings for landowners in the WD3 system. There was discussion on how that would look and how it would tie with the Whitney Lake Project. The purpose of a WD3 landowner meeting would be to hear concerns regarding the WD3 system specifically regarding maintenance and the possibility of a project similar to CD8. The CD8 project was awarded Clean Water Grant Funds for sediment reduction and erosion control measures. The Board deferred scheduling a meeting until a later date.

**PROJECTS:**

River Restoration Project:

There was a River Restoration meeting at the RRWD office on March 5, 2019. Representatives from Houston, BWSR, and the DNR were in attendance. Expectations, design components, and funding avenues were discussed. Erik Jones from Houston Engineering submitted an application to be added to

the DNR's list of stream restoration projects. An application for LSOHC funds will also be made. Administrator Halstengard presented the board with the idea of beginning the River Restoration fieldwork this field season so when grant dollars become available, construction can begin. The board would like to hear estimates for the work.

**Roseau Lake:**

Landowner meetings took place on March 4, 2019.

Engineer Dalager updated the board on the Environmental Assessment Worksheet (EAW). A conference call regarding the EAW was held on March 1, 2019. There will be an O&M meeting on March 14, 2019. Engineer Dalager will submit a proposal to Administrator Halstengard for the design phase of the project.

**Whitney Lake:**

The NRCS RCPP plan is near completion and as of 12.31.18 all allocated funding has been spent. Chairman Braaten is working with NRCS to see if additional funds for planning are available. The board will need to determine if they want to continue with the RCPP plan or pursue other funding avenues. The main benefit for continuing with the RCPP plan is for federal funding (PL-566) for construction. The main drawbacks for federal funding are the additional requirements and there's no guarantee of available funds for PL-566. There will be discussions during March Conference and more information presented at the April RRWD board meeting. Options being explored for funding are to request being put under contract with the state for bonding dollars and requesting an advance from the RRWMB.

Chairman Braaten turned the meeting over to Manager Wensloff at 12:55 pm and removed himself from the board table.

Attorney Moren introduced a petition for improvement on the ditch 16 system and addressed whether or not a conflict of interest is present. According to case law, it is permissible to have an interest in a project moving forward without it being a conflict of interest. She then reviewed the petition and asked clarifying questions of Jason and Greg Braaten regarding what specifically is being requested on the petition. The petitioners are not requesting lengthening of the ditch, they are requesting increased capacity by enlarging. Engineer Dalager clarified the engineer's role in the petition, and suggested a map be added for clarification. Attorney Moren read the detailed area, and the board discussed the petition. Attorney Moren suggested that the board can provisionally approve an engineer contingent on the petitioners securing the bond and clarification of the additional petition details. Administrator Halstengard suggested the board set the bond amount at \$40,000. Manager Diesen made a **motion** to set the bond at \$40,000 with Manager Carriere seconding. The motion carried unanimously. Manager Carriere made a **motion** to adopt a resolution to approve the appointment of an engineer contingent upon obtaining the bond and to accept the petition. Manager Diesen seconded the motion which carried unanimously. Manager Diesen made a **motion** to appoint HDR as the engineering consultant for the ditch petition project. The motion was seconded by Manager Carriere and carried unanimously.

Chairman Braaten resumed chairmanship at 1:10 pm

**Beltrami:**

Administrator Halstengard informed the board of the meeting held on January 29, 2019 with Houston Engineering. Houston has completed the CD23 survey. After updating the board on a proposal from Houston to do a hydraulic analysis, the board held discussion. The board recognizes there is not the potential for a large project in the BISF area. There is the potential to improve conditions in the CD23 ditch system. Specialist McCormack will be presenting at the Roseau County Highway Department meeting. The RRWD Board will discuss this issue in greater detail at the April meeting.

## NEW BUSINESS:

**Haying and Mowing:** The board discussed haying and mowing options at Hay Creek / Norland and West Intercept. Manager Wensloff made a **motion** to offer Peter Kveen the mowing and spraying at Hay Creek / Norland and Nick Robertson the mowing at West Intercept. Manager Diesen seconded the motion. Discussion regarding rotational grazing on the Hay Creek corridor was brought up. Specialist McCormack is in contact with the relevant agencies. The motion for mowing passed unanimously.

**RRWMA ribbon cutting ceremony:** Administrator Halstensgard presented the idea for a ribbon cutting ceremony for the RRWMA Pool 3 Outlet Project on June 25, 2019 prior to the MAWD summer tour. The board is in favor of the idea. Administrator Halstensgard will coordinate with project partners on the event.

**Great Northern Transmission Line:** The RRWD office was contacted regarding the easement for the transmission line. After the permanent access easements were complete, the surveyors discovered a portion of the road is touched by Roseau River Watershed District Property. A **motion** by Manager Carriere to accept the easement payment in the amount of \$1040 and sign the documentation was seconded by Manager Wensloff. The motion carried unanimously.

## OLD BUSINESS:

There was no old business discussed.

## PERMITS:

Permit application #19-2, tabled at the February 6, 2019 board meeting, was discussed. The RRWD board requested further supporting documentation supporting the application submitted by Spruce Valley (Louie Cater) to pump the Sehlstrom pit and discharge water into County Ditch 11. The RRWD had not received additional information from the DNR. Manager Wensloff made a **motion** to table the permit application until requested information is obtained. Manager Diesen seconded the motion which passed unanimously.

The Roseau County Highway Department (RCHD) submitted a permit application (#19-0) to remove an existing steel arch pipe and replace with a concrete box culvert in section 31 of Reine Township, 0.9 miles south of the junction of CSAH 9 and CSAH 18 along County Ditch 7. A **motion** to approve permit #19-03 was made by Manager Wensloff and seconded by Manager Carriere. The motion passed unanimously.

## REPORTS:

Administrator Halstensgard will be at the town hall meeting in Wannaska on March 18, 2019 to discuss the River Trail Project. Managers Braaten and Carriere will be attending March Conference along with Administrator Halstensgard and Assistant Bergstrom. The Minnesota Pollution Control Agency released an article outlining water quality concerns in the Red River Basin.

Manager Wensloff made a **motion** to authorize payment of crop loss for E. Magnusson. Crop loss of approximately 15 bu. due to the SD51 Sediment Removal Project will be paid upon receipt of an invoice from Mr. Magnusson. Manager Carriere seconded the motion which passed unanimously.

There was a brief discussion regarding snow sampling sites.

The next RRWD Board meeting will take place on April 3, 2019 at 8:00 am.

Manager Wensloff made a **motion** to adjourn at 1:57 p.m. The motion was seconded by Manager Carriere and passed unanimously.

Respectfully submitted,

  
Cody Schmalz, Secretary

  
Tracy Halstengard, Administrator

RRWD  
March 2019 Bills and Receipts

03.06.07

RRWD Checkbook Balance as of February 28, 2019	\$110,224.56
RRIW Checkbook Balance as of February 28, 2019	\$4,786.74
<b>Receipts:</b>	
Kittson County -- Riparian Aid	\$2,765.00
Marshall County -- Tax Settlement	\$53.99
NRCS --	\$19,517.96
Citizens State Bank Interest --	\$42.90
<b>Total:</b>	<b>\$22,379.85</b>
<b>Bills:</b>	
Tracy Halstensgard -- Salary and Insurance	\$4,740.84
Tracy Halstensgard -- Mileage	\$269.12
Torin McCormack -- Salary and Insurance	\$5,170.84
Torin McCormack -- Mileage / Personal Equipment	\$210.64
Tracy Bergstrom -- Wages and Insurance	\$2,941.27
Tracy Bergstrom -- Mileage	\$141.52
Jason Braaten -- Per Diem and Expenses	\$164.05
LeRoy Carriere -- Per Diem and Expenses	\$138.53
Carter Diesen -- Per Diem and Expenses	\$87.83
Tony Wensloff -- Per Diem and Expenses	\$75.07
Internal Revenue Service -- Withholding (PD February)	\$4,443.82
Minnesota Department of Revenue -- Withholding (PD February)	\$820.00
PERA -- Employer / Employee Contribution (PD in February)	\$2,068.64
PERA -- Short payment	\$18.00
Cardmember Services -- Freefind, PT lunch, legislative days meals	\$283.06
City Of Roseau -- (February PD)	\$224.58
Marco -- Copier Maintenance -- pd: January - March	\$250.38
Minnesota Energy -- Natural Gas	\$259.31
Northern Resources Cooperative -- gas- PD	\$113.47
North Pine Services -- Inv. 1809,1873,1913	\$205.40
Patrick Moren Law Office -- Legal Fees	\$1,050.00
Postmaster -- Stamps	\$110.00
Roso Cleaners -- Rug rental -- December, January	\$37.62
Sjoberg Cable -- Int/phone --	\$177.86
Super One Foods --	\$131.30
WILD 102 -- Open House Advertising (Paid)	\$229.50
Bergstrom Electric -- Shop lighting -- Approved 2.6.19	\$825.00
Bjerk Consessions -- Open House Food	\$64.00
HDR -- 12.30.19 to 02.02.19 -- Roseau Lake TO#1 Final Engineers Report	\$11,784.42
HDR -- 11.25.19 to 12.29.19 -- Whitney Lake TO#1 Final Engineers Report	\$44,653.95
Universal Screenprint -- Open House signs RL/WL	\$171.00

Northland Trading Post -- Open House Advertising	\$58.50
<b>Total:</b>	<b>\$81,919.52</b>