

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD DECEMBER 2, 2020**

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

MANAGERS PRESENT: In person: LaVerne Voll, Carter Diesen, Jason Braaten, Cody Schmalz and Tony Wensloff.

STAFF PRESENT: In person: Administrator Halstensgard; Via WebEx: Specialist McCormack

Pursuant to Minnesota Statutes §13D.021, because of the declaration by Governor Tim Walz on March 13, 2020 of a Peacetime State of Emergency due to the COVID-19 Pandemic, the meeting will be conducted by telephone or other electronic means. Jason Braaten, as the Chairman of the Roseau River Watershed District Board of Managers, has determined that an in-person meeting is not practical or prudent due to the health pandemic. Some or all of the Managers may appear at the meeting via electronic means. The office will be closed to the public. Public participation was via WebEx with login information provided in the standard meeting notices.

OTHERS PRESENT: Via WebEx: Roger Falk, County Commissioner; Chad Reese, Institute for Justice; Keith Weston, Red River Retention Authority (RRRA); Rob Sip, RRWMB Executive Director; Randy Prachar, MN DNR; Landowners Jerald Knutson, Matt Magnusson, Mitch Magnusson, and Terry Kveen.

CONSULTING STAFF: Via WebEx: Michelle Moren, Attorney; Nate Dalager, HDR Engineering; Jerry Bents, Houston Engineering.

AGENDA: A **motion** was made by Manager Wensloff and seconded by Manager Schmalz to approve the agenda with the addition of Tim Michal grazing request under New Business and employee evaluation under other items. The motion carried unanimously.

CONSENT AGENDA: A **motion** to approve the Consent Agenda was made by Manager Schmalz and seconded by Manager Voll. The motion carried unanimously. Adoption of the Consent Agenda included approving the November 4, 2020 regular meeting minutes, November 5, 2020 Special meeting minutes, the Treasurer's Report as amended, manager and employee expense vouchers.

PERMITS: There were no permits for this meeting.

DELEGATIONS: There were no delegates for this meeting.

PROJECT UPDATES:

Whitney Lake:

- Engineer Dalager updated the board on the various components of the project.
- There was discussion on scheduling a closed session to discuss land acquisition for the January meeting.

Roseau Lake:

- Administrator Halstensgard proposed a resolution outlining the history of the project and current position of the board the purpose of which is document the process. The board did not feel it was necessary to act on a resolution.

- Chairman Braaten stated that he had been asked to take a landowner on a tour and had done so. There was discussion on the landowners that are in favor of the project. Mitch Magnusson, via WebEx chat, offered to give tours of the site.
- Randy Prachar spoke about the EAW timeline.
- A **motion** was made by Manager Voll, seconded by Manager Wensloff, to approve and authorize the Chairman and Administrator to sign the state grant extension amendment when received. Motion carried unanimously.

CD #16 Improvement: items covered during Whitney Lake update.

REPORTS:

Administrator:

- City of Roseau had cancelled all City Center reservations due to Covid-19.
- The Warroad River Watershed District has decided to go in a different direction for staffing.

Specialist:

- Update on the Lost River / Arpin project survey and request for a letter of support for the box culverts under the lost river forest road.
- Request for additional gaging stations.
- CD #18 maintenance and outlet plans
- Discussion on possible maintenance of SD #61 through the Norland Impoundment area.

RRWMB:

- Executive Director, Rob Sip, updated the board on the state bonding funding for Flood Hazard Mitigation funds and the RRWMB's water quality & monitoring funding.

NEW BUSINESS:

The Board discussed the request by Tim Michal to graze a portion of the Hay Creek corridor adjacent to his property. Staff will review the request and report back to the board at the January meeting

OLD BUSINESS: There were no items under Old Business.

OTHER ITEMS:

Pursuant to Minnesota Open Meeting Law, Minn. Stat. § 13D.05, subd. 3(a) states that: "A public body may close a meeting to evaluate the performance of an individual who is subject to its authority. The public body shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the public body shall summarize its conclusions regarding the evaluation. A meeting must also be open at the request of the individual who is the subject of the meeting." A **motion** was made by Manager Diesen to close the meeting for employee evaluations, seconded by Manager Wensloff. Motion carried unanimously. Attendees of the WebEx were asked to leave the meeting and an email notice was sent announcing the meeting would re-open to the public at 10:00 a.m.

A **motion** was made by Manager Voll to open the meeting to the public at 10:00 a.m., seconded by Manager Wensloff. Motion carried unanimously. A **motion** was made by Manager Wensloff, seconded by Manager Voll, to increase the salary of the Administrator and Specialist by 3%. Motion carried unanimously.

The next meeting will be held on January 6, 2021 at 12:00 p.m. The January, February, and March meetings will be at 12:00 p.m.

A **motion** to adjourn was made at 10:03 a.m. by Manager Wensloff and seconded by Manager Diesen Motion carried unanimously.

Respectfully submitted,

Cody Schmalz, Secretary

Tracy Halstensgard, Administrator

RRWD December 2020 Treasurer's Report

RRWD Checkbook Balance as of November 27, 2020	\$343,871.31
Receipts:	
State of Minnesota -- Market Value Credit	\$ 8,014.95
Brent Haugen -- SWI costshare	\$ 4,582.21
Roseau County -- share of taxes	\$ 136,985.63
Citizens State Bank -- interest 11-16-20	\$ 7.42
Total:	\$ 149,590.21
Bills:	
Tracy Halstengard -- Salary and Insurance	\$4,929.05
Torin McCormack -- Salary and Insurance	\$5,314.05
Jason Braaten -- Per Diem and Expenses	\$210.00
Carter Diesen -- Per Diem and Expenses	\$329.85
Cody Schmalz -- Per Diem and Expenses	\$440.93
LaVerne Voll -- Per Diem and Expenses	\$203.10
Tony Wensloff -- Per Diem and Expenses	\$369.40
Internal Revenue Service -- Withholding	\$3,931.89
Minnesota Department of Revenue -- Withholding	\$659.00
PERA -- Employer / Employee Contribution	\$1,637.18
Cardmember Services -- stamps, gas, parts & vehicle service	\$281.12
City Of Roseau --	\$184.81
Marco -- Copier Maintenance --	\$98.70
Minnesota Energy -- Natural Gas	\$79.37
Multi-Office Products -- supplies	\$171.36
Patrick Moren Law Office -- Legal Fees	\$1,312.50
Roseau Times Region -- Meeting Notices	\$96.20
Sjoberg Cable -- Int/phone --	\$180.04
Verizon Wireless -- Trimble	\$40.01
Total:	
Red River Watershed Management Board -- stream gage costshare	\$11,561.50
Red River Watershed Management Board -- share of taxes	\$40,122.16
Dot Com Connection -- web site services (July - Sept)	\$225.00
WSB -- Lost River Forest Peatland Restoration	\$17,025.50
HDR -- inv #s 1200305067, 1200305061, 1200305059	\$11,336.11
HDR -- inv #s 1200304752, 1200304755	\$60,741.26
Houston Engineering -- river restoration through 10-24-20	\$48,383.88
Total:	\$209,863.97