

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD MARCH 4, 2020**

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

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

STAFF PRESENT: Administrator Halstensgard and Watershed Specialist McCormack

OTHERS PRESENT: Refer to attendance sheet.

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

DELEGATIONS PRESENT: There were no delegates for the meeting.

AGENDA: A **motion** was made by Manager Carriere, seconded by Manager Wensloff to approve the agenda with the addition of Deb Stone as a delegate under Roseau Lake and meeting online/conference availability under Other Items. Motion carried unanimously.

CONSENT AGENDA:

A **motion** to approve the Consent Agenda was made by Manager Wensloff and seconded by Manager Carriere. The motion carried unanimously. Adoption of the Consent Agenda included approving the February 5, 2020 regular meeting minutes, the February 12, 2020 special meeting minutes, the Treasurer's Report as handed out, and manager and employee expense vouchers.

DELEGATIONS: There were no delegates for this meeting.

PERMITS: There were no permit applications for this meeting.

PROJECTS:

- Beltrami Area Project – The board reviewed the RCPP closeout summary and discussed options outside of the RCPP process for the area. A **motion** was made by Manager Carriere, seconded by Manager Wensloff, to approve the summary and authorize Chairman Braaten to sign the letter. Motion carried unanimously.
- Hay Creek Sub-Watershed -- The board was pleased with the landowner turnout and information gained from the Stakeholder Meeting. Staff discussed use of the PTMApp study as well as landowner BMP programs.
- Whitney Lake – An update was given on the landowner meetings and the Project Team meeting that were held on February 20th. Administrator Halstensgard discussed the need for funding to continue on with the planning of the impoundment sites.
- Ditch 16 Update – Information has been provided to the viewers and we are awaiting their report.
- Roseau Lake – Deb Stone and Terry Kveen joined the meeting via conference call.
 - Mickelson Bridge – Information was presented to the board as a follow-up to the discussion last month. Engineer Dalager explained the modeling and proposal for

the crossing/weir design. Mitch Magnusson asked about the effects to the island. Engineer Dalager explained the function of the cutoff channel and the elevations that the weir would have effects up to. The information will be provided to the County Highway Department and Jadis Township. A meeting may be scheduled to discuss option. Those entities will determine how they will proceed regarding the access. Specialist McCormack discussed the channel capacity in the lake bottom.

- Byfuglien land dike alignment option – Engineer Dalager presented the board with options that were discussed with Hunter O’Leary, landowner representative.
- Matt Magnusson stated that when Administrator Halstensgard attended the Jadis Township board meeting she was not prepared to discuss project details. Administrator Halstensgard stated that her intent was to listen to the concerns of the Township and bring that information back to the board and stated that she would be better prepared in the future.

NEW BUSINESS:

- A landowner requested the District revisit replacing failing culverts under County Road 139 into WD #3. This specific culverts have been discussed before. They are not part of the WD #3 plans, so the board in the past has determined they are not eligible for replacement using ditch funds. Commissioner Falk will talk to Brian Ketring to see if they will be replaced with road maintenance funds.
- After reviewing the quotes to replace the shingles, there were some questions that the land use committee will get answers for and report back at the April meeting.
- A **motion** was made by Manager Wensloff, seconded by Manager Carriere to reinvest the certificate of deposit at Border State Bank at the current interest rate. Motion carried unanimously.

OLD BUSINESS:

- Administrator Halstensgard reviewed the draft amendment with the Board. The Board elected to leave the Water Management District Policy out of the document at this time. With minor final edits, the Board authorized Administrator Halstensgard to submit the amendment the BWSR.

RRWMB:

- Chairman Braaten discussed the March Conference and the Legislative Days efforts.

WATERSHED SPECIALIST REPORT:

- Summer graveling projects for Palmville and Norland.
- Spring thaw prep on projects
- Randy Prachar mentioned some undercutting on the river bank near the Duxby Levee.

ADMINISTRATIVE REPORT:

- Water quality funding from RRWMB discussion
- After the trouble getting the projector connected to a computer at the Stakeholder, Administrator Halstensgard requested purchasing a new projector. A **motion** was made by Manager Wensloff, seconded by Manager Diesen to authorize purchase of a projector. Motion carried unanimously.

- The board elected to pass on the conference phone upgrade due to the cost.

OTHER ITEMS:

Attorney Moren explained the open meeting law as it pertains to having meetings online. Manager Wensloff stated he felt allowing delegates to participate via phone call for specific purposes should continue as we've done in the past. Mitch Magnusson asked about broadcasting the entire meeting. Attorney Moren explained the difficulty in logistically doing meetings that are broadcast.

CLOSED SESSION FOR LAND PURCHASE DISCUSSION:

Manager Wensloff made a **motion** to adopt a resolution to close the meeting to develop offers or counter offers for the purpose of the purchase or sale of real estate. The specific parcels being discussed include: Iden Magnusson Trust, S1/2 NE, SE NW, LOT 3; SECTION 4 TOWNSHIP 163 RANGE 40; Burl Peckman Living Trust, NW SUBJ TO 1.91 AC HY EASM; SECTION 11 TOWNSHIP 162 RANGE 41; Burton D Bassett, NW NW; SECTION 28 TOWNSHIP 163 RANGE 40; Office property, LOT 1 BLK 2; KLEMAS FIRST SUBDIVISION. Motion was seconded by Manager Carriere. Motion carried unanimously.

A **motion** was made to close the closed meeting by Manager Carriere, seconded by Manager Diesen. Motion carried unanimously.

A **motion** was made to open the public meeting was made by Manager Diesen, seconded by Manager Wensloff. Motion carried unanimously.

Manager Carriere made a **motion** to authorize the land use committee to meet with Iden Magnusson to offer Option 2 with a 5%, seconded by Manager Diesen. Motion carried unanimously.

Manager Diesen made a **motion** to authorize the land use committee to meet with the Peckman family to offer Option 2 as presented, seconded by Manager Carriere. Motion carried unanimously.

Manager Wensloff made a **motion** to offer to Burt Bassett the same offer as was extended for the Zak land. Motion carried unanimously.

The board requested Todd Peterson attend the April board meeting to discuss sale options.

After a **motion** by Manager Wensloff and second by Manager Diesen, the meeting was adjourned at 2:35 p.m.

Respectfully submitted,


Cody Schmalz, Secretary


Tracy Halstengard, Administrator

RRWD March 2020 Bills and Receipts

RRWD Checkbook Balance as of February 26, 2020	\$537,438.47
RRIW Checkbook Balance	\$4,401.84
Receipts:	
State of Minnesota -- FY 16 CWF grant	\$ 59,490.00
State of Minnesota -- FY 18 CWF grant	\$ 22,240.00
State of Minnesota -- FY 20 CWF grant	\$ 43,650.00
Marshall County -- share of taxes	\$ 64.42
Citizens State Bank -- interest	\$118.46
Total:	\$125,562.88
Bills:	
Tracy Halstensgard -- Salary and Insurance	\$4,929.04
Tracy Halstensgard -- Mileage	\$230.00
Torin McCormack -- Salary and Insurance	\$5,314.04
Torin McCormack -- Mileage / Personal Equipment	\$200.00
Jason Braaten -- Per Diem and Expenses	\$499.70
LeRoy Carriere -- Per Diem and Expenses	\$357.40
Carter Diesen -- Per Diem and Expenses	\$443.00
Tony Wensloff -- Per Diem and Expenses	\$369.40
Internal Revenue Service -- Withholding	\$3,985.79
Minnesota Department of Revenue -- Withholding	\$663.00
PERA -- Employer / Employee Contribution	\$1,637.18
Cardmember Services -- Freefind, conference expenses,	\$502.07
City Of Roseau -- utilities	\$199.35
Marco -- Copier Maintenance --	\$94.48
Minnesota Energy -- Natural Gas	\$126.75
Moren Law Office -- legal services	\$918.75
Lakeside Fire & Safety -- fire extinguisher check	\$24.00
North Pine Services -- Snow Removal	\$205.40
Northern Resources Cooperative --	\$59.85
Sjoberg Cable -- Int/phone --	\$180.04
Roseau Times Region -- subscription	\$530.65
Super One Foods --	\$63.26
Verizon Wireless -- Trimble	\$40.01
Jerry Bennett -- CD 16 viewing	\$1,354.64
Houston Engineering -- Hay Creek Sub-watershed PTMApp work	\$7,553.00
HDR -- Roseau Lake Inv # 1200248430, 1200245328 & 1200244775	\$25,210.78
HDR -- CD16, misc & Comp model -- Inv # 1200248440 & 1200248427	\$22,353.28
HDR -- Whitney Lake RCPP & FDR -- 1200248438 & 1200248441	\$9,352.21
Red River Watershed Management Board -- share of taxes	\$4,404.16
Total:	\$91,801.23

RESOLUTION CLOSING BOARD MEETING

WHEREAS, the Minnesota Open Meeting Law, Minn. Stat. § 13D.05, subd. 3(c) (3) states that:

“A public body may close a meeting:

To develop or consider offers or counteroffers for the purchase or sale of real or personal property.

Before holding a closed meeting under this paragraph, the public body must identify on the record the particular real or personal property that is the subject of the closed meeting. The proceedings of a meeting closed under this paragraph must be tape recorded at the expense of the public body. The recording must be preserved for eight years after the date of the meeting and made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the governing body has abandoned the purchase or sale. The real or personal property that is the subject of the closed meeting must be specifically identified on the tape. A list of members and all other persons present at the closed meeting must be made available to the public after the closed meeting. If an action is brought claiming that public business other than discussions allowed under this paragraph was transacted at a closed meeting held under this paragraph during the time when the tape is not available to the public, Section 13D.03, subdivision 3, applies.

An agreement reached that is based on an offer considered at a closed meeting is contingent on approval of the public body at an open meeting. The actual purchase or sale must be approved at an open meeting after the notice period required by statute or the governing body’s internal procedures, and the purchase price or sale price is public data.”

WHEREAS, the Roseau River Watershed District will be developing or considering offers or counteroffers for the purchase of the following described real property:


SEE EXHIBIT “A”

On March 4th, 2020, commencing at 2:20 p.m., at the Roseau River Watershed District Board office located at 714 6th Street SW, Roseau, Minnesota, 56751; and


BE IT RESOLVED by the Roseau River Watershed District Board as follows:

1. The Roseau River Watershed District Board hereby closes this meeting pursuant to Minn. Stat. § 13D.05, subd. 3(c)(3) to develop or consider offers or counteroffers for purchase of the above described real property;
2. That any agreement reached based upon an offer considered at this meeting shall be contingent upon approval of the Roseau River Watershed District Board at an open meeting and the actual purchase or sale must be approved at an open meeting after the notice period required by statute or the Roseau River Watershed District Board's internal procedures and the purchase price or sale price as public data.

Dated this 4th day of March, 2020.



Chairman



Secretary

