

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD MARCH 2, 2022**

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

MANAGERS PRESENT: Jason Braaten, LaVerne Voll, and Carter Diesen.

STAFF PRESENT: Administrator Halstensgard. Watershed Specialist McCormack.

OTHERS PRESENT: Randy Prachar, MN DNR; Daryl Dahl, Roseau County Assistant Engineer; Landowners Matt Magnusson, and James Johnson.

CONSULTING STAFF PRESENT: Jake Huwe and Nate Dalager, HDR Engineering; Erik Jones, Houston Engineering; and Michelle Moren, Attorney.

AGENDA: A **motion** was made by Manager Voll, seconded by Manager Diesen to approve the agenda as amended. Motion carried unanimously.

CONSENT AGENDA: A **motion** to approve the Consent Agenda was made by Manager Braaten and seconded by Manager Diesen. The motion carried unanimously. Adoption of the Consent Agenda included approving the February 2, 2022 regular meeting minutes as amended, the February 8, 2022 Special meeting minutes, the Treasurer's Report, and manager and employee expense vouchers.

DELEGATIONS: Matt Magnusson elected to hold his comments until the Roseau Lake portion of the agenda.

PERMITS: There were no permits for this meeting.

NEW BUSINESS:

Engineer Erik Jones, Houston Engineering, gave a presentation to the board about utilizing online permit applications and database. Administrator Halstensgard stated that changes to the permit form and process, an update to the District's Rules would be necessary. After discussion, the board postponed a decision until the April meeting when a full board is present.

A **motion** was made by Manager Braaten, seconded by Manager Voll to approve Brady Martz scope and agreement for the 2021 audit and authorize the Chair to sign the letter. Motion carried unanimously.

Specialist McCormack talked about the Tviet farming agreement and presented the Board with a proposed agreement for 2022. A **motion** was made by Manager Voll seconded by Manager Braaten to approve the 2022 agreement and authorized the Chair to sign. Motion carried unanimously.

OLD BUSINESS:

Watershed District Lot Sale – The church has elected not to sell part of their lot to the developer; therefore, our lot is no longer usable for the apartment complex. We are waiting for documentation on the cancellation of the purchase agreement.

Roseau Dam project – The Joint Powers Agreement (JPA) was recently received from the DNR. Once it's signed by both parties work can begin on the project.

Duxby (Lins) culvert discussion – Specialist McCormack and Administrator Halstensgard discussed the alternatives in the engineering proposal and the discussion with the landowner, Mr. Lins. Mr. Lins stated he preferred changing the culvert in the existing crossing and the alternative weir option wasn't feasible. Engineer Dalager stated the reason for the alternative weir option would be cost savings over changing out the culvert in the existing crossing. The Board will continue discussion at the April meeting.

PROJECTS:

River Restoration: Engineer Jones gave an update on the project. The Project Team will continue to meet to address access issues as well as design, cost, permitting, and legal requirements. There was also discussion on the impacts/benefits to the SD 69 system and the modeling completed for the area.

Roseau Lake – Matt Magnusson read aloud the letter from the Institute for Justice on behalf of the Landowner Coalition (see attached). Chairman Diesen stated there would be a response to the points raised in the letter. There was discussion on the points raised to project engineering. Administrator Halstensgard stated that at a previous meeting Andrew Graham, MN DNR and Matt Fischer, BWSR had outlined how the Mediation Agreement and Project Team process works to provide engineering and scientific review. Engineer Jones spoke about the Flood Damage Reduction Work Group Technical & Scientific Advisory Committee (TSAC) which is an additional level of review by peer engineers and other experts in various relevant fields. Mr. Magnusson asked if those recommendations were available. It was stated that Andre Graham is the coordinator for the FDRWG and would have notes and the recommendations.

Mr. Magnusson spoke about an ag dike permit application he submitted and the board approved several years ago and the effects of dikes on adjacent landowners. It was stated that the purpose of agricultural diking was to keep water off the field and in the drainage system. The purpose of embankments for a water retention site is to keep water inside the embankment.

Administrator Halstensgard discussed the draft Joint Powers Agreement and asked the Managers if they had any additional edits. There was nothing noted. A clean copy for signatures will be provided at a future meeting.

The board discussed the Operations and Maintenance Plans. The plans had been previously reviewed and accepted by the Board. Administrator Halstensgard asked if the Board was in agreement, that the Board move to accept the plans and authorize them to be signed. Chairman Diesen called for a motion to approve the Operations Plan. A **motion** was made by Manager Braaten to approve the Operations Plan and authorize Chairman Diesen to sign it, motion seconded by Manager Diesen. Motion carried unanimously. A **motion** was made by Manager Braaten to approve the Maintenance Plan and authorize Chairman Diesen to sign it, motion seconded by Manager Voll. Motion carried unanimously.

A **motion** was made by Manager Braaten, seconded by Manager Voll to authorize hiring an appraiser for additional appraisals as necessary. Motion carried unanimously.

Whitney Lake: Engineer Huwe updated the board on the work being done on the modeling of the downstream (outlet) capacity for Site A.

WD #4: Administrator Halstensgard updated the board on the meeting with the County Highway Department staff to review removing the culverts under County Road 115. Manager Voll asked if the Viewers' Report had been submitted. Administrator Halstensgard stated that a

final viewer's report has not been accepted by the Board and a Detailed Survey Report has not been completed. Manager Braaten talked about the meeting with landowners in the benefitted area.

Manager Braaten recused himself from the board.

Ditch 16 Update –Engineer Huwe discussed the proposed change order. With Manager Braaten recused there was not a quorum so that will be discussed at the April meeting. Manager Braaten rejoined the board.

REPORTS:

RRWMB: Manager Braaten discussed the current bonding package. Originally the RRWMB was going to lobby for funding for Red River basin project funding. They were asked by the DNR to carry the bill for the entire state so they've made adjustments to the bonding package to reflect total Flood Hazard Mitigation costs.

WATERSHED SPECIALIST: Specialist McCormack reviewed his update that was included in the meeting packet.

ADMINISTRATOR: Administrator Halstensgard reviewed her written update that was included in the meeting packet.

The next meeting will be April 6, 2022 at 8:00 a.m. After a **motion** by Manager Wensloff and second by Manager Braaten, the meeting was adjourned at 2:12 p.m.

Respectfully submitted,



LaVerne Voll, Secretary



Tracy Halstensgard, Administrator

March 2022 Bills & Receipts

Checkbook Balance as of February 22, 2022	\$303,501.88
Receipts:	
State of Minnesota -- Roseau Lake reimbursement	\$ 108,336.54
State of Minnesota -- first 1/2 CWF grant for WD 4	\$ 80,005.00
State of Minnesota -- River Restoration reimbursement	\$ 101,595.50
Marshall County -- share of taxes	\$ 0.80
Marshall County -- share of taxes	\$ 12.55
Kittson County -- share of taxes	\$ 355.74
Citizens State Bank -- interest 2-21-22	\$ 9.60
Total:	\$ 290,315.73
Bills:	
Tracy Halstensgard -- Salary and Insurance	\$5,627.59
Torin McCormack -- Salary and Insurance	\$5,695.59
Jason Braaten -- per diem and mileage	\$384.93
Carter Diesen -- per diem and mileage	\$291.40
Torin McCormack -- reimbursement	\$175.00
LaVerne Voll -- per diem and mileage	\$493.73
Internal Revenue Service -- Withholding	\$3,687.69
Minnesota Department of Revenue -- Withholding	\$647.00
PERA -- Employer / Employee Contribution	\$1,745.30
Cardmember Services -- web service fees, meeting expenses, supplies	\$464.02
City Of Roseau -- utilities	\$201.14
Marco -- Copier agreement & service	166.15
Minnesota Energy -- Natural Gas	\$248.53
Patrick Moren Law Office -- Legal Fees	\$9,619.15
Roseau Times Region -- Meeting Notices	\$45.90
Roseau Electric Co-op -- Int/phone --	\$158.99
Northern Resources Cooperative -- gas for work truck	\$25.81
Verizon Wireless -- Trimble	\$40.01
Red River Watershed Management Board -- Share of taxes	\$3,957.20
Smith Partners -- CD #16 & WD #4 legal consultation	\$748.70
dot.com connection -- new website development	\$2,500.00
Eric Douglas and Kristin Douglas -- earnest money	\$389.15
Houston Engineering -- Inv # 57986, 58303 & 58319	\$30,821.50
WSB -- Lost River project	\$2,200.00
Tammy Jo's -- 1W1P Advisory Committee meeting meal	\$112.74
Total:	\$70,447.22