

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD APRIL 6, 2023**

ORDER: Vice-Chairman Wensloff called the meeting to order at 10:00 A.M. and led the Pledge of Allegiance.

MANAGERS PRESENT: Tony Wensloff, Jason Braaten, and LaVerne Voll

STAFF PRESENT: Administrator Halstengard and Technician Broten.

OTHERS PRESENT: Levi Novacek, Roseau County Commissioners; Landowners, Jim Carlson, Brian Blawat, Brad Blawat, and Brady Christianson.

CONSULTING STAFF PRESENT: Torin McCormack, HDR Engineering; Michelle Moren, Attorney.

AGENDA: A **motion** was made by Manager Braaten, seconded by Manager Voll to approve the agenda with the addition of Malung Dam under New Business and Blawat Farms under Delegates. Motion carried unanimously.

CONSENT AGENDA: Administrator Halstengard announced the following additions to the Treasurer's Report: ESRI for \$2,049.80; Moren Law Office for \$2,350.00; and an adjustment to the Smith Partners bill to \$414.40. A **motion** to approve the consent agenda was made by Manager Voll and seconded by Manager Braaten. The motion carried unanimously. Adoption of the Consent Agenda included approving the March 1, 2023 regular meeting minutes, March 20, 2023 special meeting minutes; April Treasurer's Report as amended; Permits 23-02 & 23-03; and manager and employee expense vouchers as read by Manager Braaten.

OLD BUSINESS:

The Board reviewed the by-laws with Attorney Moren's recommendations, cooperative agreement example, and draft workplan and gave their recommendations to the Roseau River Watershed Joint Powers Board (RRWJPB) representatives to take to the meeting on April 13th.

Administrator Halstengard discussed the 2022 disaster funding for CD 8. The Board directed Administrator Halstengard to clarify the process to utilize the allocated funds.

NEW BUSINESS:

A **motion** was made by Manager Voll seconded by Manager Braaten to pay the 2023 property taxes in full. Motion carried. The full tax amount due is \$9,043.60.

Administrator Halstengard informed the Board that she had been contacted by the DNR about a project to modify the Malung Dam. The process would be the same as the City of Roseau Dam. Administrator Halstengard has spoken to Jerry Lee who owns the land on the west side of the river at the dam site. Mr. Lee had no objections to allowing access for construction. A **motion** was made by Manager Braaten, seconded by Manager Voll to move forward with the initial agreement with the DNR. This will be for preliminary work to apply for the construction funding. Motion carried.

DELEGATES: Due to weather related travel issues, Stephanie Klamm's presentation was postponed.

Brad and Brian Blawat, and Brady Christianson met with the board to discuss a permit (15-11) given to Brent Haugen to repair an ag dike breach. Torin McCormack provided a history of the site and provided a memorandum and map to the Board. Brad Blawat spoke about his concerns about inundation of land to the south and east and requested the Board revoke the permit and require Mr. Haugen to breach the dike to the level before the permit was awarded. Mr. Blawat stated if the dike was removed, they'd be willing to revisit the issue after their ditch cleaning project is complete. Manager Voll spoke about some of the past issues with various culverts, roads, and survey of the land to the west. After additional discussion, Manager Braaten made a **motion** to proceed with our permit compliance process, seconded by Manager Voll. Motion carried.

PROJECT UPDATE:

WD 115: There was discussion on the status of the permit applications and plans and specifications, for the project. In order for the advertisement for bids to be posted in a timely manner when the documents are ready, Manager Braaten made a **motion**, seconded by Manager Wensloff, to have staff work with HDR, Inc. on dates for bidding and move forward with advertising when appropriate. Motion carried.

Roseau Lake: After discussion on the status of permits, a **motion** was made by Manager Voll, seconded by Manager Braaten to pay Roseau County Trailblazers \$20,000 for the abandonment of the bridge in the Sprague Creek mitigation area. Motion carried with Manager Wensloff abstaining.

SD 51 Cutoff 1: The Board reviewed the quotes and asked Administrator Halstengard to clarify the amounts with the contractors. The item will be revisited at a future board meeting.

REPORTS:

RRIW: Manager Voll updated the board on the meeting held in Vita discussing some of the issues in the Canadian portion of the watershed.

RRWMB: Manager Braaten the TAC has recommended the River Restoration for funding through the Water Quality program and referred the board to the update in the packet for further information.

ADMINISTRATOR: Administrator Halstengard updated the Board on the following items:

- Certificate of Deposit for renewal – allow for automatic renewal.
- FDRWG meeting presentation.

OTHER BUSINESS: The next meeting will be May 3, 2023 at 8:00 a.m. After a **motion** by Manager Braaten and seconded by Manager Wensloff, the meeting was adjourned at 11:30 a.m.

Respectfully submitted,


LaVerne Voll, Secretary


Tracy Halstengard, Administrator

April 2023 Bills & Receipts

Checkbook Balance as of March 27, 2023	\$292,867.31
Receipts:	
Marshall County - tax levy	\$ 99.34
State of Minnesota -- CD 16 CWF grant final payment	\$ 43,650.00
Red River Watershed Management Board -- conference reimbursement	\$ 25.00
Citizens State Bank -- interest 3-20-23	\$ 118.70
Total:	\$ 43,893.04
Bills:	
Tracy Halstengard -- Salary, Ins stipend & cell reimbursement	\$ 5,640.30
Blaine Broten -- Salary, Ins stipend & cell reimbursement	\$ 996.59
Jason Braaten -- per diem & mileage	\$ 389.54
Tracy Halstengard -- mileage	\$ 363.20
LaVerne Voll -- per diem & mileage	\$ 579.65
Tony Wensloff -- per diem & mileage	\$ 230.88
Cardmember Services -- web service fees, meeting expenses, supplies, conferences, permit fee	\$ 1,595.84
City of Roseau -- utilities	\$ 214.39
Marco -- Copier agreement & service	\$ 221.80
Patrick Moren Law Office -- Legal Fees	\$ 2,350.00
Roseau Times Region -- Meeting Notices	\$ 35.00
Roseau Electric Co-op -- Int/phone --	\$ 156.74
Northern Resources Cooperative -- gas for vehicle	\$ 39.00
Verizon Wireless -- Trimble	\$ 40.01
Red River Watershed Management Board -- share of taxes	\$ 16,568.18
Sjoberg Cable TV -- email service	\$ 6.00
Minnesota Energy Resources -- natural gas utility	\$ 118.30
North Pine Services -- snow removal	\$ 461.36
Houston Engineering -- Inv #64057 & #64066	\$ 31,422.50
Roseau County Treasurer -- 2023 property taxes	\$ 9,043.60
WSB -- Lost River Invoice #20	\$ 14,212.00
Smith Partners - drainage ROW question	\$ 414.40
Roseau County Treailblazers -- bridge	\$ 20,000.00
License Bureau (DMV) -- work truck tabs	\$ 139.25
HDR -- Inv #1200506179 & #1200506178	\$ 7,570.00
HDR -- Inv #1200499074, #1200506180, & #1200506177	\$ 53,354.10
Total:	\$166,162.63