

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD MARCH 1, 2023**

**ORDER:** Chairman Carter Diesen called the meeting to order at 1:00 P.M. and led the Pledge of Allegiance.

**MANAGERS PRESENT:** Tony Wenloff, Jason Braaten, LaVerne Voll, Cody Schmalz, and Carter Diesen.

**STAFF PRESENT:** Administrator Halstengard.

**OTHERS PRESENT:** Levi Novacek, Roseau County Commissioners; Tom Enright and Randy Prachar, MN DNR; Janine Lavold, Roseau County SWCD; Landowners, Phil & Roberta Johnson, Jim Johnson, Rick Sikorski, Shannon Sikorski, Jamie Sikorski.

**CONSULTING STAFF PRESENT:** Nate Dalager, Torin McCormack, and Dillon Nelson, HDR Engineering; Michelle Moren, Attorney.

**AGENDA:** A **motion** was made by Manager Voll, seconded by Manager Wensloff to approve the agenda with the addition of CD 16 Findings & Order under Old Business. Motion carried unanimously.

**CONSENT AGENDA:** Administrator Halstengard announced the following additions to the Treasurer's Report: receipt from Marshall County for tax levy - \$99.34; bills from Cardmember Services - \$1,630.59; Moren Law Office for \$2,950.00; and an adjustment to the Roseau Times-Region bill to \$908.05. A **motion** to approve the consent agenda was made by Manager Wensloff and seconded by Manager Schmalz. The motion carried unanimously. Adoption of the Consent Agenda included approving the February 1, 2023 regular meeting minutes, February Treasurer's Report as amended, and manager and employee expense vouchers as read by Manager Braaten.

**OLD BUSINESS:**

Manager Voll reviewed the purchase of a 2020 Polaris Ranger. A **motion** was made by Manager Wensloff, seconded by Manager Braaten to approve the purchase as discussed. Motion carried.

Administrator Halstengard briefly reviewed the resolution to Submit, Adopt and Implement the Comprehensive Watershed Management Plan (CWMP). A **motion** was made by Manager Braaten, seconded by Manager Voll to adopt the resolution. Motion carried.

Attorney Moren presented the written Finding & Order for the CD 16 Improvement project. The Findings & Order items were approved during the March Board meeting, after the public hearing. A **motion** was made by Manager Voll, seconded by Manager Wensloff to approve the Findings & Order as written. Motion carried.

**NEW BUSINESS:**

Administrator Halstensgard discussed the idea of scheduling the Citizens' Advisory Committee meeting to coincide with the proposed CWMP kick-off meeting. There was discussion on moving the July meeting for the same day as well. The Board was in agreement and directed Administrator Halstensgard to schedule the event for the end of June.

Administrator Halstensgard discussed the engagement letter from Brady-Martz for the 2022 audit. A **motion** was made by Manager Wensloff, seconded by Schmalz to approve the letter and authorize Chairman Diesen and Administrator Halstensgard to sign it. Motion carried.

**PROJECT UPDATE:**

**WD 115:** Administrator Halstensgard discussed the updated scope of work to include wetland mitigation work that Torin McCormack will be doing as a consultant with HDR Engineering. A **motion** was made by Manager Wensloff, seconded by Manager Braaten to approve the scope of work. Motion carried.

Engineer Nelson provided an update on the outlet alignment after conversations with the Johnson family (landowners). The Johnson's stated that they would prefer the alternate alignment. Manager Voll made a **motion** to approving the alternative alignment, seconded by Manager Wensloff. Engineer Nelson and staff will continue to work with the landowners. Motion carried.

**Rock Arch:** There was discussion on coordination with the City of Roseau. A **motion** was made by Manager Wensloff, seconded by Manager Braaten to approve HDR's engineering proposal for the next phase of the project. The board directed Administrator Halstensgard to continue to communicate with the City. Motion carried. Administrator Halstensgard informed the board of the other items that need to be completed for the grant.

**Roseau Lake:** Administrator Halstensgard updated the board on the status of the various permit applications. State funding through the Flood Hazard Mitigation (FHM) grant program has not been determined yet this legislative session. Roseau County and the DNR are still working on road right-of-way determinations. The Roseau County Board approved the abandonment of the requested portions of SD 61 at their last meeting.

**SD 51 Cutoff 1:**

The land-use committee met with staff to discuss the most practical approach to moving forward. Each site acts independent and not required as part of a larger project. The recommendation is to obtain quotes for sites 1, 2, and 4 now. Sites 3 and the spillway would be quoted later, potentially in conjunction with the weir at Mickelson Bridge. This would allow for efficient spoil management and allow for Administrator Halstensgard to meet with the Jadis Township board. The board concurred with waiving the landowner cost-share for this project. A **motion** was made by Manager Voll, seconded by Manager Wensloff to obtain quotes for sites 1,2, & 4. Motion carried.

River Restoration:

Administrator Halstensgard discussed the draft Joint Powers Agreement (JPA) defining which entity would be responsible for which activities. Manager Schmalz spoke about his concerns with the project and opposition to spending the money on this type of project. There was extensive discussion about the projects benefits from a water management and resource enhancement standpoint. A Project Team meeting is scheduled for March 16<sup>th</sup>. Engineer Jones will attend the April meeting and provide an update on the project. The JPA will be carried over for further discussion.

Engineer Dalager stated there's connection between this project, the Klondike project. Whitney Lake Site A, the Juneberry road issues, and SD 69 and SD 72, and none of these projects are taking place in a vacuum and offered to provide a presentation. Administrator Halstensgard stated that, because there are project team meetings scheduled for this month, it may be better to have that presentation at the April meeting.

REPORTS:

RRWMB: Manager Braaten discussed the following items:

- Proposal to LSOHC for Reinvest in Minnesota (RIM) funding
- Minnesota Watersheds (previously MAWD) Legislative Event – meeting with legislators
- Updated LiDAR schedule
- RRWMB /FDRWG Joint Conference update

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

- Juneberry Scope of Work – discussion on the issues and organization of a project team.
- Hay Creek stream restoration – the board was in favor of including the upper reaches in the state Stream Restoration Priority List.
- Request change of date for the April Board meeting. The CWMP is being presented to the BWSR NW Region Committee April 5<sup>th</sup> which conflicts with the regular meeting date. A **motion** was made by Manager Wensloff, seconded by Manager Voll to hold the April meeting on the 6<sup>th</sup> at 10:00 a.m. Motion carried.

OTHER BUSINESS:

The next meeting will be April 6, 2023 at 10:00 a.m. After a **motion** by Manager Wensloff and seconded by Manager Voll, the meeting was adjourned at 2:12 p.m.

Respectfully submitted,



LaVerne Voll, Secretary



Tracy Halstensgard, Administrator

March 2023 Bills & Receipts

Checkbook Balance as of February 23, 2023	\$589,585.16
<b>Receipts:</b>	
Kittson County - tax levy	\$ 100.43
State of Minnesota -- Whitney Lake reimbursement	\$ 24,070.45
Roseau County - Tax levies	\$ 16,575.78
Citizens State Bank -- interest 2-20-23	\$ 149.00
<b>Total:</b>	<b>\$ 40,895.66</b>
<b>Bills:</b>	
Tracy Halstengard -- Salary and Insurance	\$ 6,066.30
Tracy Bergstrom -- wages	\$ 186.75
Jason Braaten -- per diem & mileage	\$ 389.55
Carter Diesen -- per diem & mileage	\$ 272.80
Tracy Halstengard -- reimbursement	\$ 231.87
Cody Schmalz -- per diem & mileage	\$ 177.67
LaVerne Voll -- per diem & mileage	\$ 417.06
Tony Wensloff -- per diem & mileage	\$ 115.44
Cardmember Services -- web service fees, computer, supplies, conferences, postage	\$ 1,630.59
City Of Roseau -- utilities	\$ 198.13
Marco -- Copier agreement & service	\$ 169.80
Patrick Moren Law Office -- Legal Fees	\$ 2,950.00
Roseau Times Region -- Meeting Notices	\$ 908.05
Roseau Electric Co-op -- Int/phone --	\$ 156.78
Verizon Wireless -- Trimble	\$ 40.01
Sjobergs - email service	\$ 6.00
Roseau - Lake of the Woods Title & Abstract -- Magnusson / Slater purchase	\$ 321,602.00
Roseau - Lake of the Woods Title & Abstract -- title searches	\$ 750.00
Minnesota Energy Resources -- natural gas utility	\$ 214.38
North Pine Services -- Dec. snow removal	\$ 474.00
D&E Sport Shop -- 2020 Polaris Ranger	\$ 8,053.13
HDR -- Inv #1200499074, #1200499076, & #1200499083	\$ 34,599.07
HDR -- Inv #1200499079 & #1200499078	\$ 8,542.50
<b>Total:</b>	<b>\$388,151.88</b>