

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD JUNE 6, 2024**

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

MANAGERS PRESENT: Laverne Voll, Jason Braaten, James Johnson, Carter Diesen, and Cody Schmalz

STAFF PRESENT: Administrator Halstensgard and Technician Broten

OTHERS PRESENT: Tom Enright, MN DNR; Landowners, Kent Sikorski, Matt Magnusson, Mitch Magnusson, Eric Magnusson, and Allison Frislie

CONSULTING STAFF PRESENT: Nate Dalager, HDR Engineering; Erik Jones, HEI Engineering

AGENDA: A **motion** was made by Manager Voll to approve the agenda with additions. Motion seconded by Manager Braaten. The motion carried.

CONSENT AGENDA: A **motion** to approve the Consent Agenda was made by Manager Johnson and seconded by Manager Schmalz. The motion was carried unanimously. Adoption of the Consent Agenda included approving the May 2nd, 2024, regular meeting minutes, May 9th, 2024 special meeting minutes, May Treasure's Report, and manager and employee expense vouchers as read by Manager Braaten. There was one permit to approve for the month of May, which was permit extension 23 – 12 (Lindquist.)

DELEGATE: Matt Magnusson was a delegate for this meeting. There was extensive discussion on the current conditions in the Roseau Lake area. Mr. Magnusson contends the weir installed in Cutoff #1 of SD 51 last year as part of the Roseau Lake Rehabilitation project is backing water up on their ag property approximately 2.5 miles upstream. Engineer Dalager explained that, during events below elevation 1032', the weir would back water up a few tenths of a foot, which would diminish to no increase at Stoe's Bridge. At river elevations above 1032', the weir will become submerged and have no effect upstream. Engineer Dalager also explained how river hydraulics dictates the capacity of the channel and the confluence of cutoff #1 and the historic channel just upstream of the Ross Bridge is the controlling point for the Roseau Lake basin. A **motion** was made by Manager Schmalz, seconded by Manager Johnson to install additional staff gages at strategic locations in the Roseau Lake Basin. Motion carried unanimously.

OLD BUSINESS: Administrator Halstensgard gave a recap on the RRIW meeting. The group discussed the Memorandum of Understanding (MOU) updates. The Board had no issues with the proposed changes to the MOU. The next RRIW meeting will be held August 22nd, 2024.

Administrator Halstensgard also reported that the draft 2023 audit report was complete and reviewed the Material Weakness and Significant Deficiency outlined in the report. The Board reviewed the representation letter to be sent to Brady Martz. Manager Johnson made a **motion** to accept the audit report and approve the representation letter, with Manager Braaten seconding that motion. Motion carried.

NEW BUSINESS: Manager Braaten discussed the \$1M certificate of deposit (CD) that is up for renewal. Manager Braaten suggested reinvesting \$500K of the million-dollar investment into a CD for 6 months and the other \$500K into another CD for 12 months. Manager Voll made a **motion** to approve the investments as discussed, Manager Schmalz seconded the motion. Motion carried.

The Board discussed replacing faded or damage signage on project sites. There was also discussion on the state of some buffer strips on the District's ditch systems. Manager Johnson made a **motion** to approve new signage be purchased and installed. Manager Voll seconded the motion. Motion carried.

There was also discussion on flooding issues in Pine Creek brought to the Board by Parker Kvien.

PROJECT UPDATES:

Malung Dam: HDR provided a scope of work for the construction portion of the project. Manager Voll made a **motion** to approve the scope of work presented by HDR. Manager Braaten seconded the motion. Motion carried.

Whitney Lake: There is \$262,614.00 in the FHM grant remaining, with \$525,229.00 available with cost share. Administrator Halstensgard reported that if the project doesn't move forward at this time, it can be restarted again when conditions change. The board discussed the project issues including lack of funding and landowner interest.

Roseau Lake: Administrator Halstensgard discussed an additional \$650,000 in Reinvest In Minnesota (RIM) funding that the DNR has access to for the project, specifically the Pine Creek Restoration and additional embankment work. In order to access the RIM funding, the partners would need to enter into a Joint Powers Agreement (JPA). A draft JPA was provided to the Board. Attorney Moren has reviewed the draft and replied that it is the standard agreement similar to the other JPAs the Board has entered into for the project. Manager Braaten made a **motion** to authorize approval the JPA and authorize Administrator Halstensgard as the signatory. Chairman Diesen seconded the motion. Motion carried unanimously. Tom Enright spoke about the funding being from an allocation the DNR has access to through their funding mechanism. Administrator Halstensgard presented pay request #01-07 for Spruce Valley Corporation for work completed. A **motion** was made by Manager Braaten, seconded by Manager Schmalz, to

approve payment of pay request #01-07. Motion carried. Engineer Dalager gave a brief presentation on future phasing recommendations and construction update. Eric Magnusson asked about a culvert damaged during construction. Engineer Dalager stated it would be replaced as warranty work.

2023 construction retainage: Administrator Halstensgard gave an update on the retainage being held for projects completed in 2023. Tunheim Construction has requested payment for the retainage for the three projects they worked on. Manager Voll made a **motion** to pay the retainage for the CD8, Norland Road Phase I, and SD51 SWIs. Manager Schmalz seconded the motion. Motion carried.

River Restoration: Engineer Jones, Administrator Halstensgard, and Assistant Wensloff worked on a question and answer sheet outlining the questions asked at the special meeting with landowners. The draft is included the meeting packet. Allison Frislie addressed the board with support for the SD 69 (Big Swamp North) project as well as stating he didn't have an issue with the River Restoration project. Engineer Jones answered questions and explained the benefit of the Big Swamp North project and how it works with the other projects in the area. Mr. Frislie spoke about the history of water management in the area and also asked about the possibility of getting a control structure in Cutoff #10. The Board discussed the special meeting that was held with concerned landowners in Badger. Administrator Halstensgard stated that the LSHOC funding expires 12-31-25 and discussed the need for an extension request. Manager Braaten made a motion to apply for a time extension for the LSOHC grant, seconded by Manager Voll. Motion carried with Manager Schmalz opposed.

REPORTS:

RRWMB: Manager Braaten gave a short update on the RRWMB.

Technician: Blaine Broten gave a quick update on the HOB0 Data Loggers. Explaining what they are for and that more are needed. Manager Braaten made a **motion** to purchase the additional data loggers with Manager Johnson seconding that motion. Motion carried.

Technician Broten mentioned that there has been contractor interest in mowing the Hay Creek/ Norland Connection Channel. Manager Voll made a **motion** to hire Cass Simmons to mow the Connection Channel. Manager Schmalz seconded that motion. Motion carried.

Manager Braaten made a **motion** to hire Ron Huston with Dirt Works Plus as contractor to mow the Duxby project. Manager Johnson seconded that motion. Motion carried.

Administrator: Administrator Halstensgard reviewed the following items:

- River Trail – We have received the legal description for the access at the Dieter Town Hall site. A **motion** was made by Manager Schmalz, seconded by Manager Johnson to allow the land use committee to negotiate with the landowner for acquisition. Motion carried.

- A request was received from the City of Roseau for additional funding for their storm sewer project. The Board directed Administrator Halstensgard to investigate funding options the District has access to and coordinate with Todd Peterson in that effort.

CLOSED MEETING: Administrator Halstensgard presented the closed meeting resolution that was included in the meeting packet and read the legal descriptions. Manager Braaten made a **motion** to adopt the resolution and close the public meeting, seconded by Manager Johnson. Motion carried.

A **motion** was made by Manager Voll, seconded by Manager Braaten, to open the public portion of the meeting. Motion carried.

A **motion** was made by Manager Voll, seconded by Manager Johnson, to purchase property for the Whitney Lake Site A project from Eric Bauman for \$2,000.00 per acre. Motion carried with Manager Braaten abstaining.

OTHER BUSINESS:

The next meeting will be held July 11th at 8:00 a.m. After a **motion** by Manager Braaten seconded by Manager Johnson, the meeting was adjourned at 12:50 p.m.

Respectfully submitted,



Laverne Voll, Secretary



Tracy Halstensgard, Administrator

June 2024 Bills & Receipts

Checkbook Balance as of May 31, 2024		\$726,697.60
Receipts:		
Citizens State Bank -- interest 4-15-24	\$	188.62
City of Warroad - annual outlet fee	\$	1,800.00
Roseau Electric Co-operative - capital credit payment	\$	7.12
Marshall County -- share of taxes	\$	2,661.34
	Total: \$	4,657.08
Bills:		
Tracy Halstensgard -- Salary, Ins stipend & cell reimbursement	\$	5,796.25
Blaine Broten -- Salary, Ins stipend & cell reimbursement	\$	3,087.90
Tawni Wensloff -- wages	\$	2,553.54
Jason Braaten -- per diem and mileage	\$	394.55
Carter Diesen -- per diem and mileage	\$	281.79
Tracy Halstensgard -- mileage	\$	36.18
James Johnson -- per diem and mileage	\$	389.34
Cody Schmalz -- per diem and mileage	\$	342.76
LaVerne Voll -- per diem and mileage	\$	416.66
Internal Revenue Service -- withholding	\$	4,042.10
Internal Revenue Service -- withholding	\$	250.54
Minnesota Revenue -- withholding	\$	666.00
Pera -- employer & employee contributions	\$	2,087.83
Elan Financial Services -- credit card	\$	410.83
City Of Roseau -- utilities	\$	177.54
Marco Technoloties -- services contract	\$	86.00
Universal Screen Print -- map	\$	128.25
Ab's Lawncare -- mowing	\$	418.76
Roseau Electric Co-op -- Int/phone --	\$	128.74
Northern Resources Cooperative -- gas for vehicle	\$	169.35
Verizon Wireless -- Trimble	\$	40.01
Sjoberg Cable TV -- email service	\$	6.00
Marco - Copier contract	\$	173.63
Coulombe Consulting -- legal survey	\$	525.00
Mark Beito -- beaver trapping in Palmville	\$	525.00
Jon Schauer, Dba Consulting Unlimited -- audit work	\$	2,800.00
Spruce Valley -- Roseau Lake payment application 01-07	\$	79,344.00
Houston Engineering -- Inv. 71029 & 71096	\$	28,094.74
Tunheim Construction -- retainage	\$	42,087.24
HDR -- Inv #1200619663, 1200619664 & 1200618783	\$	25,100.96
HDR -- Inv #1200618786, 1200618793 & 1200618794	\$	18,721.25
	Total:	\$219,282.74

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 a portion of the following described real property:

NE NW, LOT 1 LYING N OF ROSEAU RIVER; SECTION 30 TOWNSHIP
163 RANGE 42

SE SW, LOT 4; SECTION 19 TOWNSHIP 163 RANGE 42
LOT 3; SECTION 19 TOWNSHIP 163 RANGE 42

E1/2 NE; SECTION 21 TOWNSHIP 162 RANGE 42

On June 6, 2024 during a regular board meeting commencing at 8:00 a.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 6th day of June, 2024.


Chairman


Secretary