

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD January 2, 2001**

ORDER: Chairman Farrell Erickson called the meeting to order at 5:00 p.m.

MANAGERS PRESENT: Farrell Erickson, LeRoy Carriere, Raymond Moser, and Allison Friel

STAFF PRESENT: Administrator, Rob Sando.

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Charlie Anderson.

DELEGATIONS: Mark Foldesi- Roseau County Commissioner.

AGENDA: **Motion** by Manager Carriere and seconded by Manager Moser to approve the agenda with Mark Foldesi listed under delegations and Roseau Lake Bed listed under new business. Carriedunanimous.

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Moser to approve the December 5, 2000 regular monthly board meeting minutes as submitted. Carriedunanimous.

RECEIPTS:

December Receipts -- Memo	Balance
Kittson County -- current settlement and SD #52	\$ 362.58
Lake of the Woods County -- SD #51 and current taxes	\$ 33.74
RRWMB -- mediation team reimbursement	\$ 9,700.00
Marshall County -- SD #51 and current taxes	\$ 345.71
State of MN -- HACA	\$ 22,586.50
Border State Bank -- Int. on CD #108511	\$ 5,194.19
Citizens State Bank -- interest on checking account	\$ 842.18
TOTAL	\$ 39,064.90

BILLS: Motion by Manager Moser to pay the following bills, seconded by Manager Carriere. Carried unanimously.

December Bills -- Memo	Amount
City of Roseau -- rent	\$ 200.00
Wikstrom Telephone -- internet charge	\$ 13.95
Cell 2000 -- cell phone charge	\$ 26.27
Century Tel -- phone bill	\$ 97.63
West Group -- pocket paks 2000	\$ 121.41
Multi Office Products -- office supplies	\$ 55.56
Roseau Times Region -- advertising	\$ 8.50
RRWMB -- share of local taxes	\$ 6,826.75
Postmaster -- stamps for office	\$ 66.00
Patrick D. Moren -- legal fees	\$ 812.50
Berkley Risk Admin. Assoc. -- workers comp. insurance	\$ 404.00
JOR Engineering -- 11/26/00 - 12/23/00 -- General - \$1,213.59, Flood Plan - \$422.50, Hay Creek - \$1,191.50, Impoundment Investigation - \$338.00, Mediation Team - \$652.15, Overall Plan - \$250.00, Copier Rent - \$25.00	\$ 4,092.74
MAWD -- registration for drainage meeting	\$ 50.00
Farrell Erickson -- meetings, mileage and expenses	\$ 337.64
Allison Frislie -- meetings and mileage	\$ 154.48
LeRoy Carriere -- meetings, mileage and expenses	\$ 50.79
Raymond Moser -- meetings, mileage	\$ 63.21
Rob Sando -- salary, mileage, insurance and expenses	\$ 2,198.03
PERA -- employee and employer share 12/1 - 12/31, 2000)	\$ 286.76
Rinke -Noonan -- registration for drainage/wetland mtg. on 2/1/01	\$ 150.00
Postmaster -- annual rent for post office box	\$ 64.00
Citizens State Bank -- 941 tax	\$ 839.94
TOTAL	\$ 16,920.16

DELEGATIONS:

Mark Foldesi - Roseau County Commissioner discussed the FEMA \$\$ received for ditch repair. There was considerable discussion on ditch law, interpretation of ditch law, involvement with road authorities, letters received from the Kittson County Highway Department, Two River Watershed District. There was also discussion on the letter that was received from the Roseau County Engineer on the repair of County Ditch #7.

PERMITS:

A motion was made by Manager Moser and seconded by Manager Carriere to table permit #20001 (Michael Bakri). There was discussion on the area and the area landowners that would possibly be affected. Engineer Anderson will discuss with the applicant their intentions on the proposed project. Carried unanimously.

Engineer's Report:

Engineer Anderson discussed his recent meeting in St. Paul with the COE on Hay Creek. He discussed the process that the COE is currently with the Hay Creek project and also discussed possible scenarios of the project if portions of the project are not justified to COE's standards.

A motion was made by Manager Frislie and seconded by Manager Carriere to have Engineer Anderson attend COE section 206 meetings associated with Hay Creek project. Carried unanimously.

RRWMB Report:

Manager Erickson discussed the 75/25 cost share monies from the state for the watershed projects in the Red River Basin. He also discussed the timeline for Hay Creek and stated that the RRWMB will cover all local costs on the amount from the State of Mn. He commented that the RRWMB is currently looking for someone to replace Don Ogaard of the RRWMB.

Administrator's Report:

Administrator Sando discussed the meetings he has attended during the month of December and also stated that the RRWD Total Revenues for 2000 were \$ 465,006.76 and the Total Expenditures were \$ 295,204.57. He also discussed the letter he had received from the Roseau County Engineer concerning County Ditch #7.

RRIW:

Manager Erickson discussed that the upcoming meeting for the RRIW will be in Dominion City, MB on the 4th of January at 3:00 p.m. He also reported that he would be giving a presentation on the formation of the RRIW at the TIC Conference on January 18, 2001.

OLD BUSINESS:

A **motion** was made by Manager Moser and seconded by Manager Carriere to accept the list of individuals for the Roseau River Watershed District Project Work Team (formally Roseau River flood committee) as stated by Administrator Sando. Carried- unanimous.

Roseau River Project Work Team:

1. Todd Peterson - City of Roseau
2. LeRoy Carriere- Roseau River Watershed District Manager
3. Gracia Nelson- Roseau County Emergency Services
3. Lisa Kramer- MPCA
5. Mark Foldesi- Roseau County Commissioner
6. Mike Larson- MN DNR
7. Jon Anderson- NRCS
8. Brian Dwight- BWSR
9. Tom Raster - COE
10. Janine Lovold - SWCD
11. Greg Halvorson - Townships
12. Kelman Kvien- rural farmer and landowner
13. Floyd Haugen - rural farmer and landowner
14. Jon Schneider - DU

A **motion** was made by Manager Carriere and seconded by Manager Frislie to accept Citizens Advisory Committee for the District's Overall planning as listed below (with Jon Johnson from Badger being the first choice as the second representative from the townships and Clinton Michael the second choice). Carried unanimous.

Citizens Advisory Committee:

1. Mark Foldesi- Roseau County Commissioner
2. Todd Peterson - City of Roseau
3. Curtis Amundson- Citizen and landowner
4. Steve Lee - rural landowner and farmer
5. Wes Pesek - townships
6. Jon Johnson - townships
7. Scott Habstritt- rural landowner and city resident
8. Norm Flagstad - city resident and business owner
9. Ken Santl- rural landowner and farmer
10. LeRoy Carriere- Roseau River Watershed District Manager
12. Laverne Voll - Roseau River Watershed District Manager

A **motion** was made by Manager Frislie and seconded by Manager Carriere to accept the list as stated below for the Technical Advisory Committee (TAC) for the District's overall planning as listed below. Carried unanimous.

Technical Advisory Committee:

1. Allison Frislie- Roseau River Watershed District Manager
2. LeRoy Carriere- Roseau River Watershed District Manager
3. Mike Larson - MN DNR
4. Brian Ketring- Roseau County Asst. Engineer
5. Jon Anderson - NRCS
6. Dave Bennett - USFWS
7. Lisa Kramer- MPCA
8. Brian Dwight- BWSR
9. Tom Raster - COE
10. Charlie Anderson- JOR Engineering

The Board discussed the rules book and the need for updating the book. After some discussion there would be a meeting in March 2001 at Pat Moren's office on revising the rules book.

Pat Moren chaired the following election of officers:

A **motion** was made by Manager Carriere and seconded by Manager Frislie to nominate Manager Erickson as Chairperson. The **motion** to cease nominations and cast a unanimous ballot for Manager Erickson was made by Manager Frislie and seconded by Manager Moser. Carried unanimous.

Pat Moren then turned the meeting back over to Chairperson Erickson.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to nominate Manager Moser as Vice Chairperson. The **motion** to cease nominations and cast a unanimous ballot for Manager Moser was made by Manager Carriere and seconded Manager Frislie. Carried unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Moser to nominate Manager Frislie as Secretary/Treasurer. The **motion** to cease nominations and cast a unanimous ballot for Manager Frislie was made by Manager Frislie and seconded by Manager Carriere. Carried unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to keep everything the same as in 2000 as stated below. Carried- unanimous.

1. Citizens State Bank and Border State Bank official depositories
2. JOR Engineering- engineering and consultant on fee basis
3. Farrell Erickson- delegate to RRWMB and representative to the MPCA
4. Roseau Times Region - official paper
5. Pat Moren - attorney on fee basis

NEW BUSINESS:

There was discussion on the upcoming meeting in St. Cloud on the 1st of February pertaining to wetlands and drainage. After discussion the Board authorized Manager Moser and Administrator Sando to attend the meeting.

The Board discussed a future building for the office of the RRWD. Attorney Moren commented that the City of Roseau is currently seeking out architectural firms for renovating the existing city building. After some discussion the Board decided to table this issue upon the completion of the study of renovating the existing city building.

Administrator Sando discussed with the Board that he has been in contact with an individual on the possibility of the RRWD purchasing some land in the old Roseau Lake bed. The Board directed Administrator Sando to draft a letter with the land description and inquire about a price that the individual would sell the property for.

Engineer Anderson stated that he would not be able to attend the next scheduled board meeting on the 6th of February.

There being no further business to come before the board **amotion** was made by Manager Frislie and seconded by Manager Carriere to adjourn the meeting. Carried unanimous.

The meeting was adjourned at 8:35 p.m.

Respectfully submitted,

Allison Frislie, Secretary/Treasurer

Rob Sando, Administrator

MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF MANAGERS MEETING HELD February 6, 2001

ORDER: Chairman Farrell Erickson called the meeting to order at 5:00 p.m.

MANAGERS PRESENT: Farrell Erickson, LeRoy Carriere, Raymond Moser, and Laverne Voll

STAFF PRESENT: Administrator, Rob Sando.

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Mike Bakken (JOR Engineering).

DELEGATIONS: Mark Foldesi- Roseau County Commissioner.

AGENDA: **Motion** by Manager Voll and seconded by Manager Carriere to approve the agenda with Envirothon request for assistance, listed under new business. Carried unanimous.

MINUTES: A **motion** was made by Manager Moser and seconded by Manager Carriere to approve the January 2, 2001 regular monthly board meeting minutes with the correction on page four of the minutes "Pat Moren then turned the meeting back over to Chairperson Erickson " after the motion of electing the new Chairperson. Carried unanimous.

RECEIPTS:

January Receipts -- Memo	Balance
Marshall County -- SD #51 and current taxes	\$ 93.81
Roseau County -- Flood Recovery Grant	\$ 20,000.00
Roseau County -- Sd#51,WD#3,DT#8 & 16, Jan. 01 SMT	\$ 7,418.77
Citizens State Bank -- interest on checking account	\$ 885.51
TOTAL	\$ 28,398.09

BILLS: **Motion** by Manager Moser to pay the following bills, seconded by Manager Voll. Carried unanimous.

January Bills -- Memo	Amount
City of Roseau -- rent	\$ 200.00
Wikstrom Telephone -- internet charge	\$ 13.95
Cell 2000 -- cell phone charge	\$ 24.33
Century Tel -- phone bill	\$ 121.94
Ross True Value -- ooffice supplies	\$ 2.44
Multi Office Products -- office supplies	\$ 12.46
Roseau County Highway Dept. -- spraying of WD#3 & 16, DT#8 and expenses on SD#51	\$ 3,096.57
RRWMB -- share of local taxes	\$ 1,009.79
Patrick D. Moren -- legal fees	\$ 718.75
JOR Engineering -- 12/24/00 - 1/27/01 -- General - \$1,152.63, Hay Creek -\$563.44, Impoundment Investigation - \$815.00, Overall Plan - \$3,571.31, Stream Gaging and gages - \$1,128.99, Copier Rent - \$25.00	\$ 7,256.37
Laverne Voll -- meetings, mileage and expenses	\$ 63.21
Farrell Erickson -- meetings, mileage and expenses	\$ 482.11
LeRoy Carriere -- meetings, mileage and expenses	\$ 94.03
Raymond Moser -- meetings, mileage	\$ 274.77
Rob Sando -- salary, mileage, insurance and expenses	\$ 3,604.46
PERA -- employee and employer share 1/1 - 1/31, 2001)	\$ 311.94
Area 1 Envirothon Committee -- 2001 contribution to Area Envirothon	\$ 100.00
Citizens State Bank -- 941 tax	\$ 931.54
TOTAL	\$ 18,318.66

DELEGATIONS:

Nothing to report.

PERMITS:

A **motion** was made by Manager Voll and seconded by Manager Carriere to table permit #20002 (Michael Bakri), 2001-03 (Border State Bank) and 2001-03 (Bill Brinkman) until more information is obtained and landowners are contacted. Carried-unanimous.

Engineer's Report:

Engineer Bakken discussed that he is working on the hydrologic model of the watershed in the U.S. and Canada. He stated that Engineer Anderson had attended a meeting with the COE on the 30th of January in St. Paul.

RRWMB Report:

Manager Erickson discussed the TIC Convention in Grand Forks in January that he attended. He also discussed the monies that were allocated to the Hay Creek Project by the RRWMB and the RRFDRWG, also discussed was the position of Don Ogaard- executive director for the RRWMB. He stated that they are in the process of finding an individual to eventually take over Don's position.

Administrator's Report:

Administrator Sando discussed the meetings he has attended during the month of January. He also discussed the packet of information that was in front of every Board Manager. He acknowledged the following correspondence: Roseau County meeting minutes from 1/16/01 and 1/23/01, MN Seeding contractors annual meeting, MN DNR letter of introduction from the new DNR area hydrologist in TRF, SHRWD meeting minutes from 1/2/01 and RRFDRWG meeting minutes from 1/10&11/01.

RRIW:

Manager Erickson discussed the upcoming meeting for the RRIW will be in Vassar, MB on the 1st of March at 3:00 p.m. He also discussed the presentation on the formation of the RRIW at the TIC Conference on January 18, 2001. He also discussed grants for the RRIW. Chairperson then delegated Floyd Haugen to contact Wynn Consulting on the possibility of researching funding for the RRIW.

Mark Foldesi entered the meeting at 5:30 p.m.

OLD BUSINESS:

The Board of Managers discussed the overall planning process. Discussion ensued on the TAC, CAC and RRPWT. After considerable discussion administrator Sando stated that there is a "kickoff" meeting scheduled for the 26th of February 2001 for the Overall planning process of the RRWD.

The Board discussed the rules book, how the rules are developed and the need for updating the book.

Administrator Sando discussed the Hay Creek project and the email he had received from Tom Raster. He also discussed the recent surveying that was done by JOR Engineering on the east side of the Hay Creek Project.

NEW BUSINESS:

There was discussion on the upcoming meeting between the RRWD and Roseau County and Kurt Deter on the 12th of February at 11:00 a.m. The Board of Managers indicated that they would meet at 10:00 a.m. 1 hour prior to the scheduled meeting time.

Administrator Sando informed the Board of an upcoming meeting in the County Courthouse on the 12th of February at 3:00 p.m. dealing with the 100 year floodplain in the county.

Administrator Sando discussed with the Board the upcoming date of March 16th, 2001 Legislative Day and Breakfast at the Capitol in St. Paul.

A **motion** was made by Manager Voll and seconded by Manager Moser to contribute \$100.00 and Administrator's Sando's time to the Area 1 Envirothon. Carried unanimous.

There being no further business to come before the board a **motion** was made by Manager Voll and seconded by Manager Carriere to adjourn the meeting. Carried unanimous.

The meeting was adjourned at 6:40 p.m.

Respectfully submitted,

Allison Frislie, Secretary/Treasurer

Rob Sando, Administrator

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS SPECIAL MEETING HELD February 12, 2001**

MANAGERS PRESENT: Farrell Erickson, Allison Frislie, Raymond Moser, and Laverne Voll.

STAFF PRESENT: Administrator, Rob Sando.

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Charlie Anderson (JOR Engineering).

Manager Erickson called the meeting to order at 10:15 a.m. Manager Erickson then opened up the meeting for discussion. The meeting was called today to discuss the FEMA projects that the county currently has done, is underway and planned for the future. Engineer Anderson discussed the TRWD letter that was written to FEMA. Engineer Anderson discussed three main issues: 1. Maintenance or improvement majority of the work that has been accomplished appears to be more than just maintenance, 2. Classifications or categories of projects that have been agreed upon by the County and the Watersheds and 3. Hay Creek Project. Discussion ensued on the three classifications of ditch work: A, B and C that was agreed upon by Roseau County and the RRWD and TRWD at a spring meeting in 2000. It was noted that the RRWD has not received any plans for the B and C classifications of projects.

Manager Frislie in at 10:20 a.m.

The Board of Managers reviewed the RRWD's rulebook. They also discussed 103D law and the Hay Creek Project and procedures for the project. Also discussed was past and present maintenance of existing ditches and how the RRWD processed the FEMA application on SD #51 repairs.

Kurt Deter, Brian Ketring, Rod Richmond and Mark Foldesi entered the meeting at 11:00 a.m.

Mr. Deter opened the discussion by discussing the procedures that will be used from here on for FEMA project work within Roseau County. Mr. Deter stated that Engineer Richmond would be in charge of all engineering questions for Roseau County and that Mr. Deter would be the liaison person for the County on communication. Mr. Deter stated that they met with FEMA officials and that what they are doing repair work.

Discussion ensued on the previous ditch cleanouts and questions were brought up to the effect of: What determines the bottom of the ditch?, What's going to be done now for the ditch cleanouts? These questions were discussed.

Mr. Deter stated that there would be hearings on all of these ditch projects and that they were repairs only!!!

There was some discussion on the TRWD letter and the RRWD. It was stated that the TRWD will handle their issues and the RRWD would handle their issues.

Mr. Deter then brought up the proposed project on County Ditch #7 (Hay Creek Project). Discussion ensued on the Hay Creek Project the RRWD has been working on and Roseau Counties intentions to clean the ditch in 2001. After discussion it was agreed to by both entities, that a coordinated effort and approach is needed. Mr. Deter noted that County Ditch #7 is under the counties ditch authority. The RRWD and County both agreed that they would keep each other informed and updated on any plans or information on County Ditch #7 (Hay Creek).

It was noted that there has been misinformation that has hurt both entities and how statements in the media have affected the relationship.

It was noted that after the meeting Engineer Anderson, Attorney Deter and Assistant County Engineer Ketring will meet to discuss ditch profiles/cross sections.

There being no further business to come before the board **motion** was made by Manager Voll and seconded by Manager Frislie to adjourn the meeting. Carried unanimous.

The meeting was adjourned at 11:55 a.m.

Respectfully submitted,

Allison Frislie, Secretary/Treasurer

Rob Sando, Administrator

MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF MANAGERS MEETING HELD March 6, 2001

ORDER: Chairman Farrell Erickson called the meeting to order at 5:00 p.m.

MANAGERS PRESENT: Farrell Erickson, LeRoy Carriere, Raymond Moser, Allison Frislie and Laverne Voll.

STAFF PRESENT: Administrator, Rob Sando.

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Charlie Anderson (JOR Engineering).

DELEGATIONS: Mark Foldesi- Roseau County Commissioner.

AGENDA: **Motion** by Manager Carriere and seconded by Manager Voll to approve the agenda with 2/12/01 special meeting minutes listed under minutes, Duane Lundemo 005 listed under permits and debris cleaning on Roseau River (Magnusson) and MN DNR Land Exchange listed under old business and MN DNR state grant for Hay Creek and MAWD dues listed under new business. Carried unanimous.

MINUTES: A **motion** was made by Manager Voll and seconded by Manager Carriere to approve the February 6, 2001 regular monthly board meeting minutes and February 12, 2001 special meeting minutes. Carried unanimous.

Mark Foldesi in at 5:10 p.m.

RECEIPTS:

February Receipts -- Memo	Balance
Citizens State Bank -- interest on checking account	\$ 1,139.90
TOTAL	\$ 1,139.90

BILLS: **Motion** by Manager Moser to pay the following bills, seconded by Manager Voll. Carried unanimous.

February Bills -- Memo	Amount
City of Roseau -- rent	\$ 200.00
Wikstrom Telephone -- internet charge	\$ 13.95
Cell 2000 -- cell phone charge	\$ 28.46
Century Tel -- phone bill	\$ 100.09
Ross True Value -- ooffice supplies	\$ 45.75
MAWD -- registration for legislative breakfast	\$ 50.00
La Caisse Populaire -- RRWD donation to RRIW	\$ 3,000.00
Patrick D. Moren -- legal fees	\$ 968.75
JOR Engineering -- 1/28/01 - 2/24/01 -- General - \$2,737.14, Hay Creek -\$100.00, Impoundment Investigation - \$970.00, Overall Plan - \$10,261.00, Stream Gaging and gages \$453.31, Copier Rent - \$25.00	\$ 14,546.45
Laverne Voll -- meetings, mileage and expenses	\$ 152.70
Farrell Erickson -- meetings, mileage and expenses	\$ 317.57
LeRoy Carriere -- meetings, mileage and expenses	\$ 50.79
Allison Frislie -- meetings, mileage and expenses	\$ 163.69
Raymond Moser -- meetings, mileage and expenses	\$ 126.43
Rob Sando -- salary, mileage, insurance and expenses	\$ 2,250.72
PERA -- employee and employer share 2/1 - 2/28, 2001)	\$ 274.17
Dan Fulton -- W2's and 1099's	\$ 145.00
Roseau Time region -- advertising	\$ 10.63
Postmaster -- stamps	\$ 102.00
MAWD -- 2001 dues	\$ 1,154.15
Citizens State Bank -- 941 tax	\$ 834.74
TOTAL	\$ 24,536.04

DELEGATIONS:

Mitch Magnusson and Terry Halverson met with the Board to discuss the removal of debris from the Roseau River. After considerable discussion a **motion** was made by Manager Voll and seconded by Manager Carriere to pay Magnusson and Halverson \$140.00 per/hour (includes: man power, machine, etc.) for up to 3 days at the Mickelson bridge with the proper requirements of insurance (General liability and work comp.) supplied by Magnusson and Halverson. Carried- unanimous.

PERMITS:

A **motion** was made by Manager Voll and seconded by Manager Moser to approve permit #200D5 (Duane Lundemo) upon recommendation by Engineer Anderson. Carried unanimous.

Engineer's Report:

Engineer Anderson discussed the hydrologic model and commented that it is complete but needs a few refinements. He also discussed the modeling efforts in Canada as being part of the RRWD's overall planning process.

RRWMB Report:

Manager Erickson discussed the RRWMB meeting that took place in TRF. He also discussed the upcoming conference in Crookston on the 29th and 30th of March.

Administrator's Report:

Administrator Sando discussed the meetings he has attended during the month of February. He discussed the Ditch #69 hearing that he attended at the County and the upcoming PWT, CAC and TAC meetings.

RRIW:

Manager Erickson discussed the meeting of the RRIW in Vassar, MB on the 1st of March. He also discussed the MOU, proposals for further grants for administration of the RRIW and a local concern from a Canadian citizen who would like to run a ditch along the border of the U.S. and Canada and then into Pool #3 in the RRWMA.

OLD BUSINESS:

The Board of Managers discussed the overall planning process. Discussion ensued on the TAC, CAC and RRPWT and the hiring of a plan writer. After considerable discussion **motion** was made by Manager Carriere and seconded by Manager Frislie to run an ad in the local newspapers for a local plan writer. Carried - unanimous.

There was discussion on the reimbursement for CAC members of the overall planning process. After discussion a **motion** was made by Manager Frislie and seconded by Manager Carriere to reimburse CAC members for mileage (according to IRS determined rate) and \$30.00 per meeting. Carried unanimous.

The Board discussed the rules book, how the rules are developed and the need for updating the book. After discussion a date was set for April 4th at 8:00 a.m. in Attorney Moren's office to go over the revision of the rules.

There was discussion on the proposed land exchange with the MN DNR and a recent letter from the MN DNR on the proposed land exchange. **motion** was made by Manager Voll and seconded by Manager Moser to continue to pursue the land exchange with the MN DNR. Those voting in favor: Voll, Moser and Carriere. Those voting against Frislie. Motion carried.

MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF MANAGERS MEETING HELD April 3, 2001

ORDER: Chairman Farrell Erickson called the meeting to order at 5:00 p.m.

MANAGERS PRESENT: Farrell Erickson, LeRoy Carriere, Raymond Moser, Allison Frislie and Laverne Voll.

STAFF PRESENT: Administrator, Rob Sando.

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Mike Bakken (JOR Engineering).

DELEGATIONS: Teresa Dahlgren- Stafford Township.

AGENDA: Motion by Manager Carriere and seconded by Manager Moser to approve the agenda with tour of the watershed listed under new business and digitizing of parcels and overflow culvert on Co. Rd. #16 (by George Wellen corner) listed under old business. Carried unanimous.

MINUTES: A **motion** was made by Manager Moser and seconded by Manager Carriere to approve the March 6, 2001 regular monthly board meeting minutes with the correction on page two (date on top of the page). Carried unanimous.

Allison Frislie in at 5:10 p.m

RECEIPTS:

March Receipts -- Memo	Balance
Citizens State Bank -- interest on checking account	\$ 855.99
USDA -- FSA AKCMOCD52 00 (farm program payment)	\$ 6,685.00
TOTAL	\$ 7,540.99

BILLS: **Motion** by Manager Moser to pay the following bills, seconded by Manager Voll. Carried unanimous.

March Bills -- Memo	Amount
City of Roseau -- rent	\$ 200.00
Wikstrom Telephone -- internet charge	\$ 13.95
Cell 2000 -- cell phone charge	\$ 24.06
Century Tel -- phone bill	\$ 116.43
Ross True Value -- ooffice supplies	\$ 12.76
Border Agency -- insurance (liability renewal)	\$ 1,381.00
Patrick D. Moren -- legal fees	\$ 406.25
JOR Engineering -- 2/25/01 - 3/24/01 -- General - \$1,132.80, Hay Creek -\$100.00, Mediation Team \$ 400.00, Overall Plan - \$ 8,240.25, Stream Gaging and gages - \$ 506.25.	\$ 10,379.30
Laverne Voll -- meetings, mileage and expenses	\$ 128.20
Farrell Erickson -- meetings, mileage and expenses	\$ 483.16
LeRoy Carriere -- meetings, mileage and expenses	\$ 50.79
Allison Frislie -- meetings, mileage and expenses	\$ 86.29
Raymond Moser -- meetings, mileage and expenses	\$ 63.21
Rob Sando -- salary, mileage, insurance and expenses	\$ 3,175.58
PERA -- employee and employer share 3/1 - 3/31, 2001)	\$ 299.35
Dan Fulton -- W2's and 1099's	\$ 82.50
Roseau Time region -- advertising	\$ 8.50
Multi Office Products -- toner for laser printer	\$ 154.64
Roseau County Treasurer -- 2001 land taxes	\$ 6,772.00
Citizens State Bank -- 941 tax	\$ 914.16
TOTAL	\$ 24,752.13

DELEGATIONS:

Teresa Dahlgren (Stafford Township Officer) met with the RRWD Board of Managers to discuss the building of a new road between section 9 and 10 of Stafford Township and the vacating of a minimum maintenance road between section 7 and 8 of Stafford Township (next to lateral 3 of Ditch #8). The Board discussed the need for ROW for the maintenance of the lateral and authorized Mike Bakken from JOR Engineering to view the proposed building of the new road.

PERMITS:

A **motion** was made by Manager Frislie and seconded by Manager Carriere to table permit #200406 (MN DNR "moist soils unit development") upon recommendation by Engineer Anderson. Carried unanimously.

Engineer's Report:

Mike Bakken from JOR Engineering attended the meeting and indicated that they are currently working on the hydrologic model of the total watershed.

RRWMB Report:

Manager Erickson discussed the RRWMB meeting that took place in Fargo. He also discussed the March Conference in Crookston and the speakers from the conference. He indicated that he recently had an interview with a radio station from Winnipeg on the RRIW.

Administrator's Report:

Administrator Sando discussed the RRWMB legislative breakfast and the administrative increase that the RRWMB is seeking in the current MN legislative session (increase from .024 to .048). He also discussed the plan writer position for the district's overall plan and discussed the Hay Creek Project.

OLD BUSINESS:

A **motion** was made by Manager Carriere and seconded by Manager Frislie to sign the 6 million dollar grant agreement with the State of Minnesota (Hay Creek Project). There was considerable discussion on the project. Carried- unanimous.

There was discussion on the reimbursement for CAC members of the overall planning process. After discussion a **motion** was made by Manager Voll and seconded by Manager Frislie to rescind the previous motion from the 3/6/01 RRWD meeting reimbursing the CAC members for mileage (according to IRS determined rate) and \$30.00 per meeting. Carried- unanimous. A **motion** was then made by Manager Frislie and seconded by Manager Moser to approve reimbursement for CAC and TAC members (who are non-agency people) for their meals and mileage. Carried- unanimous.

The Board discussed the digitizing of parcels for Roseau River Watershed. After discussion, the board directed Administrator Sando to invite County Commissioner Johnston to the next RRWD mtg. to discuss the digitizing.

There was considerable discussion on County Road 16 and the overflow culvert that is needed at the corner of section 13 of Moose (George Wellen corner). A **motion** was made by Manager Voll and seconded by Manager Moser to approve the permit from the County (when received) in installing the overflow culvert. Carried unanimously.

NEW BUSINESS:

There was discussion on the flooding outlook for the RRWD and the Red River Watershed. Manager Erickson discussed the flooding outlook on the Red River.

A **motion** was made by Manager Carriere and seconded by Manager Moser to accept the proposed agenda for the next PWT, CAC and TAC meeting on the 7th of April. There was considerable discussion on this and the Managers directed Administrator Sando to encourage the groups to ~~have~~ their meetings earlier in the month so the RRWD Board of Managers could review their minutes and agenda. Carried ~~un~~unanimous.

The RRWD Board of Managers reviewed and discussed the RRWD hiring of a part time secretary. Administrator Sando asked that they hold off on any decisions until after this legislative session.

The Board discussed the possibility of having a RRWD tour and inspection. After discussion it was decided that the tour would be on April 27, 2001 beginning at Brandt's Travel Host at 7:00 ~~am~~ ~~am~~. The Board directed Administrator Sando to talk to Sorensen's Chevrolet in possibly using a van for the tour.

There being no further business to come before the board **motion** was made by Manager Carriere and seconded by Manager Moser to adjourn the ~~meeting~~ meeting. Carried- unanimous.

The meeting is recessed until April 4, 2001 at 4:30p.m.

Wednesday April 4, 2001

The meeting began at 4:30 p.m. with Managers Erickson, Voll and Moser present for the PWT meeting. The meeting focused on the Hay Creek Project with a report from Tom Raster from the COE and a report on the history of the Roseau Lake Bed from Stan Wood from the MN DNR.

The meeting was adjourned at 6:45 p.m.

Respectfully submitted,

Allison Frislie, Secretary/Treasurer

Rob Sando, Administrator

NEW BUSINESS:

There was discussion on the digitizing of parcels for Roseau County and the pilot project the county is initiating in Spruce Township. A request was received to Administrator Sando for possible monetary assistance in pursuing this endeavor.

A **motion** was made by Manager Voll and seconded by Manager Moser to purchase a copier from Tony Dorn under the option 1 proposal (as presented by Tony Dorn Inc.) for \$2,495.00 with the proposed service option of \$.0125 per copy. Carried-unanimous.

The RRWD Board of Managers reviewed and discussed the proposed grant agreement with the State of MN on the Hay Creek project. After some discussion the agreement the Manager concurred that it would be put on the April 2001 agenda.

A **motion** was made by Manager Frislie and seconded by Manager Moser to pay the 2001 MAWD dues in the amount of \$ 1,154.15. Carried- unanimous.

There being no further business to come before the board **motion** was made by Manager Carriere and seconded by Manager Moser to adjourn the meeting. Carried unanimous.

The meeting was adjourned at 7:25 p.m.

Respectfully submitted,

Allison Frislie, Secretary/Treasurer

Rob Sando, Administrator

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD May 8, 2001**

ORDER: Chairman Farrell Erickson called the meeting to order at 5:00 p.m.

MANAGERS PRESENT: Farrell Erickson, LeRoy Carriere, Raymond Moser, Allison Frislie and Lorne Voll.

STAFF PRESENT: Administrator, Rob Sando.

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Charlie Anderson (JOR Engineering).

DELEGATIONS: Alan Johnston- Roseau County Commissioner, Mark Foldesi- Roseau County Commissioner, Tom Raster - Corps of Engineers, Stan Wood- MN DNR.

AGENDA: **Motion** by Manager Carriere and seconded by Manager Voll to approve the agenda with Kenneth Wierschke - 01-07, Roseau County and Ken Santl listed under permits and discussion of the April 27, 2001 RRWD tour and inspection and approval of PWT, CAC and TAC agendas listed under old business. Carried unanimous.

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Voll to approve the April 6, 2001 regular monthly board meeting minutes. Carried unanimous.

RECEIPTS:

April Receipts -- Memo	Balance
Citizens State Bank -- interest on checking account	\$ 711.05
Mn Workers Comp. -- return of overpaid premium	\$ 6.00
Border State Bank -- interest on CD #0000200240	\$ 2,921.97
State of MN -- 1/2 of grant amount for the Hay Creek Project	\$ 818,500.00
TOTAL	\$ 822,139.02

BILLS: Motion by Manager Moser to pay the following bills, seconded by Manager Voll. Carried unanimously.

April Bills -- Memo	Amount
City of Roseau -- rent	\$ 200.00
Wikstrom Telephone -- internet charge	\$ 13.95
Cell 2000 -- cell phone charge	\$ 24.54
Century Tel -- phone bill	\$ 139.26
Ross True Value -- office supplies	\$ 15.96
Border Agency -- commercial liability and business insurance	\$ 2,028.00
Patrick D. Moren -- legal fees	\$ 531.25
JOR Engineering -- 3/25/01 - 4/21/01 -- General - \$1,344.10, Overall Plan - \$ 4,662.15, Stream Gaging and gages - \$ 2,487.27.	\$ 9,183.52
Laverne Voll -- meetings, mileage and expenses	\$ 297.65
Farrell Erickson -- meetings, mileage and expenses	\$ 783.80
LeRoy Carriere -- meetings, mileage and expenses	\$ 197.39
Allison Frislie -- meetings, mileage and expenses	\$ 245.53
Raymond Moser -- meetings, mileage and expenses	\$ 189.64
Rob Sando -- salary, mileage, insurance and expenses	\$ 3,648.72
PERA -- employee and employer share 4/1 - 4/31, 2001)	\$ 286.76
The Tribune -- advertising	\$ 16.00
Warroad Pioneer -- advertising	\$ 21.00
Roseau Time region -- advertising	\$ 45.60
Multi Office Products -- copier paper	\$ 37.22
Quality Printing -- envelopes	\$ 51.00
Postmaster -- stamps	\$ 102.00
Postmaster -- stamps and postage due	\$ 25.96
Tony Dorn -- purchase of copier	\$ 2,544.09
Sorensen Chevrolet -- rental of van for tour and inspection	\$ 100.00
MN Dept. Of Revenue -- 1st qtr withholdings for Rob (State)	\$ 393.00
Roseau County -- engineering services for SD #51	\$ 202.50
Wayne -- Trangsrud -- CAC expense	\$ 13.80
Wes Pesek -- CAC expense	\$ 21.39
Curtis Amundson -- CAC expense	\$ 7.25
Ken Santl -- CAC expense	\$ 10.01
Steve Lee -- CAC expense	\$ 9.66
Roseau County -- GIS digitizing of parcels in the RRWD	\$ 10,000.00
Roseau County -- atlas	\$ 79.88
MN Viewers Assoc. -- dues for 2001	\$ 125.00
Citizens State Bank -- 941 tax	\$ 976.56
TOTAL	\$ 32,567.89

DELEGATIONS:

Alan Johnston (Roseau County Commissioner) met with the RRWD Board of Managers to request funds for digitizing parcels within the Roseau River Watershed. He explained the process and the intentions of the digitizing process. He estimated that the process would cost between \$ 8 - 12.00 per parcel.

Mark Foldesi in at 5:20 p.m.

Allison Frislie in at 5:25 p.m.

He explained that the county has hired ProWest to do the digitizing.

A **motion** was made by Manager Moser and seconded by Manager Voll to give Roseau County \$ 10,000.00 for digitizing of parcels within the Roseau River Watershed, with Engineer Anderson and Administrator Sando deciding where the digitizing will be utilized and most needed. Carried unanimously.

Stan Wood from the RRWMA discussed the operations of Pools 1, 2 and 3 this spring. He presented a map of the pools, the Pinecreek diversion. He discussed the pools, the pool capabilities and the most recent up to date information on the pool levels.

There was considerable amount of discussion on the amount of water coming into the pools from Canada and the amount of water leaving the pools. Also on the management of the pools for FDR benefits.

Mark Foldesi (Roseau County Commissioner) discussed with the RRWD Managers concern on the Kenneth Wierschke culvert. The RRWD Board of Managers explained that it was already taken care of.

Mark Foldesi left at 6:45 p.m.

Stan Wood left at 6:50 p.m.

Tom Raster from the COE discussed with the RRWD Board of Managers the Hay Creek Project. He discussed the project area, the function of the project, funding of the project and the PWT recommendation to the RRWD Board of Managers on the proposed alignment of the channel of Hay Creek (County Ditch #7).

Alan Johnston left the meeting at 7:00 p.m.

Orris Rasmussen left the meeting at 7:05 p.m.

Tom handed out a copy of the PowerPoint presentation that he gave to the RRWD. There was a lot of discussion on the project and the function of the project and also the funding of the project.

A **motion** was made by Manager Carriere and seconded by Manager Moser to put a gate in from the bottom up on the outlet of JD#61. After a lengthy discussion Manager Carriere **withdrew his motion**

A **motion** was made by Manager Frislie and seconded by Manager Carriere to accept figure 13 from page 6 of Raster's handout according to the basic concept of the alignment of the Hay Creek channel with the setback levees, (also the PWT recommendation). Voting in the affirmative Managers Moser, Voll, Carriere and Frislie. Those opposed - none. Motion Carried.

A **motion** was made by Manager Carriere and seconded by Manager Moser to have the Roseau River Watershed District proceed with the agdiked storage portion outside of the COE section 206 project if necessary. Carried unanimously.

PERMITS:

A **motion** was made by Manager Moser and seconded by Manager Voll to accept Stuart Nelson permit # 01-07 upon recommendation by Engineer Anderson and Administrator Sando. Carried unanimously.

There was discussion on the MN DNR permit application for moist soils unit. Administrator Sando indicated that he had found a previous approval of the permit application and indicated to the RRWD Board of Managers that the original permit is still in effect.

A **motion** was made by Manager Carriere and seconded by Manager Moser to accept Brinkman permit # 003 and Kenneth Wierschke permit # 0109 upon approval by Administrator Sando. Carried unanimously.

A **motion** was made by Manager Moser and seconded by Manager Carriere to accept Ken Santl permit # 010. Carried - unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Voll to the accept permit #004 (previously tabled) as requested by the Kittson County Highway Dept. Carried unanimous.

Engineer's Report:

Engineer Anderson from JOR Engineering discussed the flooding along the Red River.

RRWMB Report:

Manager Erickson discussed the RRWMB meeting that took place in Fargo. He discussed the Red Board's decision to hire Naomi Jagl as the new Executive Director. After discussing with the board Manager Erickson recommended the hiring of Naomi and the board concurred with his decision.

Administrator's Report:

Administrator Sando handed out a letter of support he had received from the City of Roseau on the Hay Creek project.

RRIW:

Manager Erickson indicated that he would like to have the next meeting in Roseau and scheduled it for June 8, 2001 at the office of the RRWD at 3:00 p.m.

OLD BUSINESS:

A **motion** was made by Manager Moser and seconded by Manager Carriere to authorize JOR Engineering to survey Lateral 3 of CD. #8 and between section 7 and 18 of Stafford Township of C.D. #8 and to also survey the west side of section 14 of Moose township of WD-3. Carried- unanimous.

Administrator discussed the recent RRWD tour and inspection that took place on the 27th of April. He discussed the tour and presented the Board with pictures that were taken during the tour.

A **motion** was made by Manager Voll and seconded by Manager Moser to survey 2 miles west of County Road #3 on County Road #10 in Pohlitz Township. Carried- unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Voll to approve the PWT, CAC and TAC agendas. Carried- unanimous.

NEW BUSINESS:

There was discussion on the applicants for the plan writing of the overall plan. The Managers indicated that they would review the applicant's resumes that Administrator Sando had supplied and discuss it at the next RRWD Board Mtg. on the 5th of June 2001.

Administrator discussed the recent inquiry to the RRWD about the possibility of purchasing land in the Hay Creek Project area. After discussion, the RRWD Board of Managers concurred that they would follow COE procedures on real estate acquisitions. They directed Administrator Sando to tell the interested parties that the Roseau River Watershed is interested in acquiring the property and because the project is utilizing the COE 206 "Aquatic Ecosystem Restoration" program the RRWD would have to follow COE procedures in acquiring real estate acquisitions.

A **motion** was made by Manager Voll and seconded by Manager Moser to pay MN Viewers Association dues of \$ 125.00. Carried- unanimous.

A motion was made by Manager Moser and seconded by Manager Voll to approve extension of the DR 1333 FEMA projects. Carried- unanimous.

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD June 5, 2001**

ORDER: Chairman Farrell Erickson called the meeting to order at 5:00 p.m.

MANAGERS PRESENT: Farrell Erickson, LeRoy Carriere, Allison Frislie and Laverne Voll.

STAFF PRESENT: Administrator, Rob Sando.

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Charlie Anderson, Omar Rood (JOR Engineering).

DELEGATIONS: Mark Foldesi- Roseau County Commissioner, Greg Halvorson Jadis Township.

AGENDA: **Motion** by Manager Voll and seconded by Manager Carriere to approve the agenda with Grimstad Township (O1-14 and 15), Roseau County (01-13) and Jim Pederson (1-17) listed under permits and equipment needs for office and position description for possible secretary listed under old business. Carried unanimous.

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Voll to approve the May 8, 2001 regular monthly board meeting minutes. Carried unanimous.

RECEIPTS:

April Receipts -- Memo	Balance
Citizens State Bank -- interest on checking account	\$ 782.31
LOW County -- SD #51	\$ 619.92
Roseau County -- current and ditch taxes	\$ 124,710.59
TOTAL	\$ 126,112.82

BILLS: Motion by Manager Voll to pay the following bills, seconded by Manager Carriere. Carried unanimous.

April Bills -- Memo	Amount
City of Roseau -- rent	\$ 200.00
Wikstrom Telephone -- internet charge	\$ 13.95
Cell 2000 -- cell phone charge	\$ 31.21
Century Tel -- phone bill	\$ 128.50
Border Agency -- directors and officers liability insurance	\$ 1,436.00
Patrick D. Moren -- legal fees	\$ 1,437.50
JOR Engineering -- 4/22/01 - 5/26/01 -- General - \$2,878.97, Overall Plan - \$ 2,142.74, Stream Gaging and gages - \$ 374.82, Hay Creek \$ 321.60.	\$ 5,718.13
Laverne Voll -- meetings, mileage and expenses	\$ 63.22
Farrell Erickson -- meetings, mileage and expenses	\$ 206.62
LeRoy Carriere -- meetings, mileage and expenses	\$ 152.38
Allison Frislie -- meetings, mileage and expenses	\$ 87.06
Rob Sando -- salary, mileage, insurance and expenses	\$ 2,797.40
PERA -- employee and employer share 5/1 - 5/31, 2001)	\$ 311.94
Tony Dorn Inc. -- monthly maintenance of copier	\$ 45.95
Multi Office Products -- office supplies	\$ 10.43
Postmaster -- stamps	\$ 136.00
RRWMB -- share of local taxes	\$ 29,257.72
Wayne -- Trangsrud -- CAC expense	\$ 13.80
Wes Pesek -- CAC expense	\$ 21.39
Ken Santl -- CAC expense	\$ 10.01
Steve Lee -- CAC expense	\$ 9.66
Citizens State Bank -- checks	\$ 109.00
Citizens State Bank -- annual rent on safe deposit box	\$ 23.00
Joey N. Novacek -- maintenance of duxby levee (mowing)	\$ 170.00
Citizens State Bank -- 941 tax	\$ 915.96
TOTAL	\$ 43,306.83

Mark Foldesi - entered meeting at 5:15 p.m.

DELEGATIONS:

Greg Halvorson - (Jadis Township Officer) met with the RRWD Board of Managers to discuss the Klema culvert. After discussion the Board of Managers asked Greg to draft a letter with their ~~con~~cerns on the Klema culvert in Jadis Township.

Manager Frislie entered meeting at 5:40 p.m.

Mark Foldesi - (Roseau County Commissioner) met with the Board of Managers to discuss the Wellen corner in Moose Township. He inquired about the corner and asked if a permit was issued and who is going to pay for the overflow culvert going north under County Road 16. After considerable discussion ~~motion~~ was made by Manager Voll and seconded by Manager Carriere to split the cost of the pipe and installation at the Wellen corner in Moose Township for the overflow pipe as a joint venture with Roseau County. Carried Unanimous.

There was also discussion with Commissioner Foldesi on designating an ~~off~~ake ditch to County Road #27 and then west.

Manager Voll left meeting at 5:50 p.m.

There was also discussion with Commissioner Foldesi on the Ditch #69 hearing and the operation and maintenance of that ditch.

PERMITS:

A **motion** was made by Manager Frislie and seconded by Manager Carriere to approve permits # 014 and 01-15 (Grimstad Township) upon recommendation by Engineer Anderson. Carried unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Frislie to approve Pedersopermit # 01-17 upon recommendation by Engineer Anderson. Carried unanimous.

There was considerable discussion on the request for a NRCS permit for CRP ditch plugs in the Roseau River Watershed. After lengthy discussion a motion was made by Manager Frislie and seconded by Manager Carriere to approve and adopt the Two River Watershed "GP#1- CP23 wetland restoration" with the addition of "the installation must not cause a backup of water that adversely affects other upstream landowners". This would be the first general permit by the RRWD and would be labeled RRWD GPI. Carried- unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to approve permit # 013 (Roseau County Highway Department). Carried Unanimous.

Engineer's Report:

Engineer Anderson from JOR Engineering discussed the Hay Creek Project, operation of the Norland impoundment area. He also discussed the operating plan and function of the impoundment area. There was considerable discussion on an operating plan, fixed gate structure and channel connecting Hay Creek and the Norland impoundment area. He also reported on progress of modeling in the RRWD.

Engineer Anderson also introduced Omar Rood who will be taking over engineering duties of the RRWD. He will be the contact person for the watershed and he asked the Board if the PWT and CAC and TAC Meetings moved back to the Wednesday after the RRWD Board Meeting to accommodate Omar's schedule.

RRWMB Report:

Manager Erickson discussed the RRWMB meeting that took place in Warren. He discussed the Red Board's employee policy manual and the work they have been doing on it, he also discussed the recent hiring of Wayne Goeken through the MPCA proposal for a monitoring person. He stated that Don Ogaard will be retiring in 1 1/2 years and Naomi will take over Don's duties.

Administrator's Report:

Administrator Sando discussed the PWT expenses for 7/1/00-6/29/01 and the reimbursement of those expenses. He also stated that he had received the following correspondence in addition to the Administrator's report: Roseau County SWCD minutes 12/11/00-3/12/01. He discussed the update on the ADA meeting in Sauk Centre, the CAC and TAC progress as well as legislative issues concerned with the RRWD.

RRIW:

Manager Erickson indicated that the next meeting would be in Roseau on June 8, 2001 at the office of the RRWD at 3:00 p.m.

OLD BUSINESS:

There was discussion on rules revision meeting and it was decided that Attorney Moren and Managers Carriere and Moser would get together and decide a date to meet.

Administrator Sando discussed the next board meeting dates and it was determined that the next RRWD Board Meeting would be on July 10, 2001 at 5:00 p.m.

Administrator Sando stated that he has been working on the COE's worksheet for land acquisition and that he would get more details from the appraiser.

Discussion took place on the MAWD summer tour scheduled for June 28~~0~~, 2001 in Worthington. Administrator Sando stated that he would be attending.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to approve the PWT, CAC and TAC agendas. Carried- unanimous.

NEW BUSINESS:

There was discussion on the applicants for the plan writing of the overall plan. After discussion **motion** was made by Manager Carriere and seconded by Manager Frislie to select Dave Grafstrom, HDR and Houston Engineering as the three candidates for interviewing and directed Administrator Sando to set up dates and times for the interviews. Carried- Unanimous.

Administrator Sando discussed with the Board of Managers equipment needs and the drafting of a possible position description for a part time secretary. After some discussion the Board of Managers directed Administrator Sando to review prices and come up with a list and price of the equipment that would be needed

There being no further business to come before the board **motion** was made by Manager Carriere and seconded by Manager Frislie to adjourn the meeting. Carried - unanimous.

The meeting was adjourned at 7:45 p.m.

Respectfully submitted,

Allison Frislie, Secretary/Treasurer

Rob Sando, Administrator

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD July 10, 2001**

ORDER: Chairman Farrell Erickson called the meeting to order at 5:00 p.m.

MANAGERS PRESENT: Farrell Erickson, LeRoy Carriere, Raymond Moser and Laverne Voll.

STAFF PRESENT: Administrator, Rob Sando.

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Omar Rood (JOR Engineering).

DELEGATIONS: Jody Hornvedt - Facilitator PWT.

AGENDA: **Motion** by Manager Carriere and seconded by Manager Voll to approve the agenda with logjams listed under old business and digitizing of parcels listed under new business. Carried unanimous.

MINUTES: A **motion** was made by Manager Moser and seconded by Manager Voll to approve the June 5, 2001 regular monthly board meeting minutes. Carried unanimous.

RECEIPTS:

July Receipts -- Memo	Balance
Citizens State Bank -- interest on checking account	\$ 529.73
Marshall County -- current and delq. SD #51 taxes	\$ 267.08
Beltrami County -- SD #51 and current taxes	\$ 106.91
LOW County -- SD #51 and current taxes	\$ 77.60
Marshall County -- current and delq. taxes	\$ 336.83
TOTAL	\$ 1,318.15

BILLS: Motion by Manager Voll to pay the following bills, seconded by Manager Moser. Carried unanimously.

July Bills -- Memo	Amount
City of Roseau -- rent	\$ 200.00
Wikstrom Telephone -- internet charge	\$ 13.95
Cell 2000 -- cell phone charge	\$ 26.77
Century Tel -- phone bill	\$ 115.74
Postmaster -- stamps	\$ 170.00
Patrick D. Moren -- legal fees	\$ 906.25
JOR Engineering -- 5/27/01 - 6/23/01 -- General - \$514.00, Overall Plan - \$ 2,701.15, Impoundment Investigation - \$ 350.00, State Ditch 51 -\$822.00, Mediation Team, \$546.80, Hay Creek \$ 300.00.	\$ 5,233.95
Laverne Voll -- meetings, mileage and expenses	\$ 126.42
Farrell Erickson -- meetings, mileage and expenses	\$ 289.01
LeRoy Carriere -- meetings, mileage and expenses	\$ 152.38
Raymond Moser -- meetings, mileage and expenses	\$ 63.21
Rob Sando -- salary, mileage, insurance and expenses	\$ 3,029.05
PERA -- employee and employer share 6/1 - 6/30, 2001)	\$ 286.76
Tony Dorn Inc. -- monthly maintenance of copier	\$ 22.89
Ross True Value -- office supplies	\$ 9.99
Multi Office Products -- office supplies	\$ 48.51
Roseau Times Region -- advertisement	\$ 4.25
RRWMB -- share of local taxes	\$ 289.60
Roseau County -- SD #51 audit	\$ 17.91
Coutts, Keavney, Rinde -- 2000 audit costs	\$ 1,960.00
Mitch Magnusson -- debris removal on SD #51	\$ 3,780.00
Curtis Amundson -- CAC expense	\$ 7.25
MN Dept. of Revenue-- 2nd quarter state tax withholdings	\$ 412.00
Citizens State Bank -- 941 tax	\$ 861.43
TOTAL	\$ 18,027.32

DELEGATIONS:

Jody Hornvedt - (U of M extension and facilitator for PWT, CAC & TAC) met with the RRWD Board of Managers to discuss the Project Work Team and CAC and TAC meeting. Discussion ensued on the PWT purpose, expectations from the PWT, meeting agendas, and role of Jody in the meetings. After discussion the Board of Managers delegated Jody as the PWT leader and facilitator for the meeting. The Board of Managers also directed Jody to hold the PWT the Monday night before the monthly Board Meeting of the RRWD and they also directed Jody to focus the next PWT meeting on Ditch #8 and to begin answering the questions on Hay Creek.

PERMITS:

A motion was made by Manager Moser and seconded by Manager Carriere to approve permit # 0418 (City of Roseau -Park Road reconstruction) upon recommendation by Engineer Rood. Carried unanimously.

A motion was made by Manager Voll and seconded by Manager Carriere to approve Pederson permit #1-19 with an 18" culvert for the new approach, upon recommendation by Engineer Rood. Carried unanimously.

Cliff Fevold and Roy Kveen left the meeting at 5:35 p.m.

Jody Hornvedt left meeting at 6:00 p.m.

Engineer's Report:

Engineer Rood from JOR Engineering discussed the survey crew up and surveying Ditch #8 and WD #3. He indicated that he intends on spending approx. 1 week during the time he is up in Roseau to work on RRW issues and concerns.

RRWMB Report:

Manager Erickson discussed the RRWMB meeting that took place in Barnesville. He discussed that as of Aug. 1 Naomi Jagol will begin as Asst. exe. Director for the RRWMB. He discussed her position and the intentions of Ex Director Ogaards position.

Administrator's Report:

Administrator Sando discussed the MAWD tour he attended in Worthington at the end of June. He also discussed the change to the administrative levy for watersheds. He indicated from the BWSR handout that Watershed's could now increase the admin. Levy to .00048 with a cap of \$250,000.00. Also discussed was the RRWMA handout forms Representative Penas that Administrator Sando had received. Extensive discussion ensued on the RRWMA.

RRIW:

Manager Erickson indicated that the next meeting would be in Latellier, Manitoba on July 12, 2001 at 1:00 p.m. He also discussed the upcoming meeting date on the Houston Engineering grant for the RRIW. Also discussed was the meeting he and Administrator Sando attended in Piney on the 5th of July on earthen agwaste pits.

OLD BUSINESS:

A **motion** was made by Manager Voll and seconded by Manager Moser to hold an all day planning session on August 3, 2001 beginning at 7:45 a.m. and ending at 4:00 p.m. on the remaining 4 subwatershed assessment areas as outlined during the CAC and TAC meetings. Carried unanimous.

A **motion** was made Manager Moser and seconded by Manager Carriere to authorize Attorney Moren to make a counter offer to Vernon Olafson, of the Counties assessed value of the land in Enstrom Township, with a maximum of \$ 350.00/acre. Carried- Unanimous.

A motion was made by Manager Moser and seconded by Manager Carriere to authorize Attorney Moren to negotiate a price with landowner Justin Stastad on the land in Enstrom Township. Carried- Unanimous.

Administrator Sando discussed his equipment needs. The Board indicated to Administrator Sando that he comprise a list of items and prices and report back at a future meeting.

Administrator Sando discussed with the Board of Managers the digitizing of parcels that the RRWD is involved in with the County. After some discussion the RRWD Board of Managers indicated that the continuation of the digitizing of the parcels should be as follows: Norland, Enstrom, Spruce Valley and Jadis Addition.

NEW BUSINESS:

There was discussion on the applicants for the plan writing of the overall plan and the interviewing process that took place during the day. After discussion **anotion** was made by Manager Moser and seconded by Manager Voll to select HDR as the plan writer for the RRWD's overall plan. Those voting in favor Manager Moser. Those voting against Mangers Voll and Carriere. **Motion failed.**

A **motion** was made by Manager Carriere and seconded by Manager Voll to select Dave Grunfom as plan writer for RRWD's Overall Plan. Carried- Unanimous.

Administrator Sando discussed with the Board of Managers the auditor's report from Coutt's, Keaveny and Rinde.

The board authorized Administrator Sando to view possible logjam sites in the future and to contact Mitch Magnusson when required to remove the debris and to investigate into the reported surface drainage in section 20 of Jadis Township affecting a neighboring landowner.

There being no further business to come before the board **motion** was made by Manager Carriere and seconded by Manager Voll to adjourn the meeting. Carried unanimous.

The meeting was adjourned at 8:35 p.m.

Respectfully submitted,

Allison Frislie, Secretary/Treasurer

Rob Sando, Administrator

*MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD August 7, 2001*

ORDER: Chairman Farrell Erickson called the meeting to order at 5:00 p.m.

MANAGERS PRESENT: Farrell Erickson, LeRoy Carriere, Raymond Moser and Laverne Voll.

STAFF PRESENT: Administrator, Rob Sando.

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Omar Rood (JOR Engineering).

DELEGATIONS: Craig and Joni Wensloff - Wannaska residents, Scott Habstritt - Roseau farmer and resident.

AGENDA: *Motion* by Manager Voll and seconded by Manager Carriere to approve the agenda with table top contour maps, RRIW grant application, Ditch #8/MN DOT #89, letter from Stan Wood, LOI for COE and MAWD resolutions listed under new business and status of hydrologic model listed under old business. Carried - unanimous.

MINUTES: A *motion* was made by Manager Voll and seconded by Manager Moser to approve the July 10, 2001 regular monthly board meeting minutes with the 1st paragraph to be deleted on page #3. Carried - unanimous.

RECEIPTS:

July Receipts -- Memo	Balance
Citizens State Bank -- interest on checking account	\$ 531.19
Kittson County -- SD #51 and current taxes	\$ 833.51
Roseau County -- May 01 SMT	\$ 1,763.45
State of MN -- HACA	\$ 21,644.00
TOTAL	\$ 24,772.15

BILLS: Motion by Manager Voll to pay the following bills, seconded by Manager Moser. Carried - unanimous.

July Bills -- Memo	Amount
City of Roseau -- rent	\$ 200.00
Wikstrom Telephone -- internet charge	\$ 13.95
Cell 2000 -- cell phone charge	\$ 32.92
Century Tel -- phone bill	\$ 123.48
Graff Construction -- maintenance of Duxby Levee	\$ 270.00
Patrick D. Moren -- legal fees	\$ 1,830.75
JOR Engineering -- 6/24/01 - 7/28/01 -- General - \$1,362.94, Overall Plan - \$ 3,198.50, WD #3- \$ 1,511.44, State Ditch 51 -\$636.00, CD #8 - \$2,194.24, Hay Creek \$ 1,100.00.	\$ 10,003.12
Laverne Voll -- meetings, mileage and expenses	\$ 290.45
Farrell Erickson -- meetings, mileage and expenses	\$ 465.20
LeRoy Carriere -- meetings, mileage and expenses	\$ 152.37
Raymond Moser -- meetings, mileage and expenses	\$ 126.43
Rob Sando -- salary, mileage, insurance and expenses	\$ 2,738.94
PERA -- employee and employer share 7/1 - 7/31, 2001)	\$ 299.34
Tony Dorn Inc. -- monthly maintenance of copier	\$ 11.85
Roseau County Recorder -- recording of Olafson land purchase	\$ 19.50
Multi Office Products -- office supplies	\$ 70.98
Roseau Times Region -- advertisement	\$ 4.25
RRWMB -- share of local taxes	\$ 7,802.47
Steve Lee -- CAC expense	\$ 9.66
Wayne Trangsrud -- CAC expense	\$ 13.80
Ken Santl -- CAC expense	\$ 10.01
Curtis Amundson -- CAC expense	\$ 7.25
USA Realty Trust Account -- Olafson land purchase	\$ 30,000.00
Justin D. Stastad -- land purchase for Stastad property	\$ 5,191.53
Roseau Co. Treasurer -- deed tax for Stastad property	\$ 26.40
Roseau Co. Recorder -- recording of deed for Stastad property	\$ 19.50
Tom Lostrand -- judgement against Stastad property	\$ 347.34
D&L Auto Glass -- judgement against Stastad property	\$ 178.01
Roseau Co. Treasurer --real estate taxes for Stastad property	\$ 1,237.22
Justin D. Stastad -- earnest money for Stastad land purchase	\$ 1,000.00
USA Realty Trust Account -- earnest money for Olafson land purchase	\$ 1,000.00
Citizens State Bank -- 941 tax	\$ 942.43
TOTAL	\$ 64,439.15

DELEGATIONS:

Craig and Joni Wensloff met with the Board to discuss the persistent flooding situation at their home. A letter was handed to them drafted by Omar explaining the RRWD situation. Omar explained the letter and also discussed options with them. Manager Erickson said he would bring it up at the next RRWMB meeting and discuss possible alternatives with them.

Scott Habstritt met with the Board also to discuss his persistent flooding problem n ortheast of Roseau. He asked about a possible diversion north of Roseau to the old Roseau Lake Bed. He explained his frustration on the frequency of flooding that is occurring. Engineer Rood discussed possible options with him.

PERMITS:

The RRWD Board of Managers discussed the Roseau Co. Permit application for Moose Township Sections 20, 21 and 22. Engineer Rood explained that *the permit states that this is a restoration and therefore a permit is not needed for restoration provided the ditch capacity is not significantly changed, i.e. - the bottom is not made deeper or wider than it once was and the slopes are widened only for maintenance needs and culvert sizes and depths are not changed.*

A *motion* was made by Manager Carriere and seconded by Manager Moser to approve permit # 01 -20 (Kim Mortenson -new road access) upon recommendation by Engineer Rood with a condition stating that: *in lieu of applicants submitting a complete hydraulic report or having the Watershed hire an Engineer to review the application with costs incurred borne by the applicant, (See RRWD Rules 4.5 (c)) applicant agrees to modify these permitted works upon determination by the Roseau River Watershed Board of Managers that another person or entity has been adversely impacted.* Carried -unanimous.

Administrator Sando discussed the tabled permit #294 (Vistad Brothers) with the RRWD Board of Managers. After considerable discussion a *motion* was made by Manager Moser and seconded by Manager Carriere to approve Vistad permit # 294 with the culvert size for the new approach to have a total end area equal to or greater than a 48" round pipe and a condition attached stating that in case of a potential severe flood the approach would be breached and the fill would be allowed to be placed on their property and also to allow the operation of heavy equipment on their property (if needed) in the event of a potential severe flood, upon recommendation by Engineer Rood. Carried - unanimous.

Engineer's Report:

Engineer Rood from JOR Engineering discussed the survey on Ditch #8 and WD #3. He handed out some information on the WD #3 system from the surveyed area and discussed the results. He indicated that the culverts by the Roselund church are at the proper depth and that there is some sedimentation build-up south of the church crossings. He indicated that he would bring up information on the surveyed portion of CD #8 at the next meeting. He also handed out a hard copy of the Hydrologic modeling effort on the RRWD and indicated that the model is running but will always be in need of calibration.

RRWMB Report:

Manager Erickson discussed the RRWMB meeting that took place in Fertile. He discussed the hiring of Naomi Jagol as Asst. Exe. Director for the RRWMB. He discussed her position and the intentions of Exe. Director Ogaard's position. He discussed the RRWMB personnel policy and current issues. He discussed upcoming meetings of the RRWMB and asked that if any Board Manager is interested in attending that they should contact him.

Administrator's Report:

Administrator Sando discussed the gaging he has been doing on the Hay Creek system after the heavy rains that were received on July 30th. He discussed the planning meeting that was held on the 3rd of August and the touring of the watershed that Omar and himself had done. He also discussed upcoming meetings and that he will be attending football practice as the coach of the 9th and JV teams.

RRW:

Manager Erickson indicated that the next meeting would be in Roseau on August 9th, 2001 at 9:00 a.m. The meeting would have Houston Engineering discussing their role in assembling digital data for the entire Roseau River Basin through an international cooperative effort between the U.S. and Canada. The RRIW meeting would follow after the meeting on the same day in Roseau.

OLD BUSINESS:

Attorney Moren discussed the recent land purchase between the RRWD and Vernon Olafson and Justin Stastad. He stated that the Olafson land was purchased for \$ 332.79 per acre and the Stastad land for \$320.00 per acre.

Administrator Sando discussed with the Board the possible land purchase of land in sections 25 and 36 of S pruce Valley. After discussion the Managers instructed Administrator Sando to find out the assessed value of the land and the CRP payments and report back at the next meeting.

Administrator Sando discussed his equipment needs. A *motion* was made by Manager Voll and seconded by Manager Moser to authorize Administrator Sando to check with local dealers on the possibility of purchasing the equipment local or not and to use his judgment in selecting the purchasing of the equipment. Carried - Unanimous.

Administrator Sando discussed with the Board of Managers the PWT update from the meeting on the 6th. He stated that the group put the Hay Creek questions into categorized categories and discussed what agencies were the best in replying to the questions with the RRWD having the overall answering responsibilities.

NEW BUSINESS:

Administrator Sando discussed with the Board a recent permit that was issued to Bob Brinkman on his culvert in Mickinock Township. He stated that he had been contacted by a local landowner on the culvert stating that the ditch the culvert was placed was a Mn DOT off take ditch for Mn State Highway #89. The board instructed Sando to contact Mr. Brinkman and discuss with him the installation of another 30" culvert because of the drainage area contributing to the ditch.

The Board discussed the PWT meeting topics and dates of the meetings in the future. A *motion* was made by Manager Voll and seconded by Manager Moser to select the dates for the PWT meetings to be the Monday before the regularly scheduled RRWD Board Meetings and to continue discussion on the Stafford project and the RRWD's overall plan. Carried - Unanimous.

A *motion* was made by Manager Voll and seconded by Manager Carriere to post an ad for an Administrative Assistant/Secretary for 2 weeks in the Roseau Times and at Job Service. Carried - Unanimous. The Board also instructed Administrator Sando to discuss with Job Service the correct posting of the position.

Administrator Sando discussed with the Board the letter he had received from Stan Wood the RRWMA. The Board directed Administrator Sando to discuss with Stan what had occurred with the culvert and its removal and report to the Board at the next meeting the result of the discussion.

The Board reviewed the budget for 2002. Administrator Sando prepared a sheet showing expenses from Jan. 1 - July 31, 2001. After review and discussion a *motion* was made by Manager Carriere and seconded by Manager Voll to approve the proposed budget for year 2002 as follows:

ADMINISTRATION FUND	\$125,000.00
ENGINEERING FUND	\$ 24,000.00
RED RIVER WATERSHED MANAGEMENT BOARD FUND	\$ 75,000.00
PALMVILLE PROJECT FUND	\$ 5,000.00
DUXBY LEVEE FUND	\$ 1,000.00
SNAGGING & SANDBAR REMOVAL FUND	\$ 10,000.00
NORLAND RESTORATION PROJECT FUND	\$ 25,000.00
IMPOUNDMENT INVESTIGATION FUND	\$ 15,000.00
BENCHMARK FUND	\$ 5,000.00
STREAM GAGING FUND	\$ 15,000.00
ROSEAU RIVER FLOOD PLAN FUND	\$ 20,000.00
HAY CREEK PROJECT FUND	\$100,000.00
OVERALL PLAN	<u>\$100,000.00</u>
TOTAL	\$520,000.00

A notice will be published in the Roseau Times Region for the proposed budget hearing on September 4, 2001 at 5:30 p.m. Carried - Unanimous.

A *motion* was made by Manager Carriere and seconded by Manager Moser to authorize JOR Engineering to fabricate and develop "KEY" tabletop contour maps for the RRWD. Carried - Unanimous.

Engineer Rood discussed the proposed MN DOT road project scheduled to begin by 2005. He indicated that he had been in contact with MN DOT officials on Ditch #8 culvert elevations under State Highway #89 and commented that the culvert will be going in at an elevation of 1050.5. Discussion ensued on the project.

Manager Erickson discussed with the Board a request from the COE on a LOI (letter of interest) for the reconnaissance study in the Red River Valley. The Board authorized Administrator Sando to draft the letter and have Manager Erickson sign the letter if acceptable.

Manager Erickson inquired with the Board if they had received any information on the MAWD resolutions. He asked that if anyone had possible resolutions to draft up the proposal and bring it up at the next Board Meeting in September.

There being no further business to come before the board a *motion* was made by Manager Voll and seconded by Manager Carriere to adjourn the meeting. Carried - unanimous.

The meeting was adjourned at 9:45 p.m.

Respectfully submitted,

Allison Frislie, Secretary/Treasurer

Rob Sando, Administrator

There being no further business to come before the board **motion** was made by Manager Voll and seconded by Manager Moser to adjourn the meeting. Carried unanimous.

The meeting was adjourned at 10:05 p.m.

Respectfully submitted,

Allison Frislie, Secretary/Treasurer

Rob Sando, Administrator

MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD September 4, 2001

ORDER: Chairman Farrell Erickson called the meeting to order at 5:20 p.m.

MANAGERS PRESENT: Farrell Erickson, LeRoy Carriere and Raymond Moser.

STAFF PRESENT: Administrator, Rob Sando.

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Omar Rood (JOR Engineering).

DELEGATIONS: Gretchen Mehmel - MN DNR Wildlife.

AGENDA: Motion by Manager Moser and seconded by Manager Carriere to approve the agenda with RRIW - tour, GIS data for international grant and office equipment in addition to mailed agenda listed under new business. Carried - unanimous.

MINUTES: A motion was made by Manager Carriere and seconded by Manager Moser to approve the August 7, 2001 regular monthly board meeting minutes as mailed. Carried - unanimous.

RECEIPTS:

August Receipts -- Memo	Balance
Citizens State Bank -- interest on checking account	\$ 627.44
TOTAL	\$ 627.44

BILLS: Motion by Manager Moser to pay the following bills, seconded by Manager Carriere. Carried - unanimous.

August Bills -- Memo	Amount
City of Roseau -- rent	\$ 200.00
Wikstrom Telephone -- internet charge	\$ 13.95
Cell 2000 -- cell phone charge	\$ 30.27
Century Tel -- phone bill	\$ 112.13
Patrick D. Moren -- legal fees	\$ 843.75
JOR Engineering -- 7/29/01 - 8/25/01 -- General - \$1,028.10, Overall Plan - \$ 5,134.73, Overall Planning (MCEA) - \$ 404.79, WD #3- \$ 527.05, State Ditch 51 -\$314.40, CD #8 - \$ 322.16, Flood 2001 - 4 200.00, Hay Creek \$ 400.00, Impoundment Investigation - \$ 600.00, Mediation Team (PWT) - \$2,709.60, Stream Gaging - \$ 6,900.90.	\$ 18,541.73
Farrell Erickson -- meetings, mileage and expenses	\$ 162.41
LeRoy Carriere -- meetings, mileage and expenses	\$ 152.38
Raymond Moser -- meetings, mileage and expenses	\$ 104.38
Rob Sando -- salary, mileage, insurance and expenses	\$ 2,692.87
PERA -- employee and employer share 8/1 - 8/31, 2001)	\$ 311.94
Postmaster -- stamps	\$ 170.00
Joey N. Novacek -- maintenance of Duxby Levee (mowing)	\$ 170.00
Multi Office Products -- office supplies	\$ 48.19
Roseau Times Region -- advertisement	\$ 72.88
Citizens State Bank -- 941 tax	\$ 908.30
TOTAL	\$ 24,535.18

A motion was made by Manager Carriere and seconded by Manager Moser to open public hearing on the RRWD's proposed budget for 2002. Carried Unanimous.

As noted in the Roseau Times Region, the Board of Managers held their annual public hearing on the District's proposed 2002 budget at 5:30 p.m. Following discussion a motion was made by Manager Moser and seconded by Manager Carriere to approve the following budget for year 2002. Carried unanimous.

ADMINISTRATION FUND	\$ 125,000.00
ENGINEERING FUND	\$ 24,000.00
RED RIVER WATERSHED MANAGEMENT BOARD FUND	\$ 75,000.00
PALMVILLE PROJECT FUND	\$ 5,000.00
DUXBY LEVEE FUND	\$ 1,000.00
SNAGGING AND SANDBAR REMOVAL FUND	\$ 10,000.00
NORLAND RESTORATION PROJECT FUND	\$ 25,000.00
IMPOUNDMENT INVESTIGATION FUND	\$ 15,000.00
BENCHMARK FUND	\$ 5,000.00
STREAM GAGING FUND	\$ 15,000.00
ROSEAU RIVER FLOOD PLAN FUND	\$ 20,000.00
HAY CREEK PROJECT FUND	\$ 100,000.00
OVERALL PLAN	<u>\$ 100,000.00</u>
TOTAL	\$ 520,000.00

A motion was made by Manager Carriere and seconded by Manager Moser to close the budget hearing at 5:35 p.m. Carried - unanimous.

DELEGATIONS:

Gretchen Mehmel met with the Board to discuss ditch plugs in Beltrami Island State Forest. She talked about the recent ditch plug in the Warroad River Watershed District. She discussed with the Board some possible ideas in the Bemis Hill area. She indicated that they are currently monitoring with pzeiometers in certain parts of the forest. The Board conferred with her on the ditch plugs but indicated that placing a ditch plug in a ditch isn't flood control. You would also need a metered outlet for the plug and possible impoundments for flood control. The board thanked her for coming and expressed cooperation between the 2 agencies.

PERMITS:

The RRWD Board of Managers discussed the MN DNR Forestry application for culvert application for Stotts Forest Road over Hanson Creek. A motion was made by Manager Moser and seconded by Manager Carriere to accept application as applied but the high water crossing as indicated in permit application will be put back at the original road surface level. Carried - unanimous.

The Board discussed with Brach Svoboda his tabled permit application. Engineer Rood discussed with the Board of Managers that he had conferred with Brach prior to the board meeting and Brach will bring necessary information at a future board meeting.

Gretchen Mehmel left the meeting at 6:00 p.m.

Brach Svoboda left the meeting at 6:15 p.m.

Engineer's Report:

Engineer Rood from JOR Engineering discussed the recent request from FEMA for any possible damages within the watershed and from Gracia. He also discussed the Hay Creek Project and the loss of storage of waters from the original application. He indicated that discussions have to be with the State and RRWMB on the loss of this from the original step 1 application. He also stated that there needs to be more public involvement at the overall planning meetings. He also discussed the recent request from Freeburg and Grund on the proposed City of Roseau bike trail. He indicated that Administrator Sando should be in contact with them on the bridge and that the bridge should be built well above the 100 year floodplain level and no piers should be located in the middle of the stream channel.

RRWMB Report:

Manager Erickson discussed the RRWMB meeting that took place in Warren. He discussed the conflict of the proposed Oct. 3 and 4 RRIW tour with a LCMR tour. He discussed purchasing property for mitigation purposes, the ring dike monies were cut considerably and he has had discussions with Craig and Joni Wensloff on their perpetual flooding problem south of Wannaska. He also indicated that he had discussions on the PWT taking over the Watershed Boards and indicated that this is NOT going to happen.

Administrator's Report:

Administrator Sando discussed the update on the overall planning process, the George Wellen corner and the discussions he has had with Todd from the City of Roseau on the proposed bike trail.

RRIW:

Manager Erickson indicated that the next meeting would be in Vassar on the 13th of September 2001 at 1:00 p.m. He discussed the importance of the signing of the MOU with the Canadian Delegation and also discussed briefly the tour on the 3rd and 4th of October.

OLD BUSINESS:

Administrator Sando discussed with the Board the recent inquiry from a private landowner in the Roseau Lake Bed area (Burt Bergeron) on the possible purchase of the 320 acres that he owns in this area. Engineer Rood discussed with the Board the importance of the property. The board informed Administrator Sando to meet with the Roseau County Board of Commissioners and ask their opinion on the RRWD purchasing this property.

Administrator Sando discussed with the Board the importance of assigning individuals to the PWT when projects are being discussed in the different areas of the Watershed. The Board delegated Administrator Sando to contact Steve Dahl and Curtis Amundson to attend the PWT meetings when the Stafford project is being discussed.

Administrator Sando discussed with the Board the recent inquiry for possible land purchase in sections 25 and 36 of Spruce. He indicated that the asking price of the property was about \$175.00 - 200.00 per acre more than the assessed value. The board delegated Administrator Sando to pursue discussions with the landowners.

NEW BUSINESS:

Administrator Sando discussed with the Board the upcoming PWT meeting and handed out an agenda for the Board to review. A motion was made by Manager Moser and seconded by Manager Carriere to approve the PWT agenda. Carried - unanimous.

The Board discussed and reviewed the 12 applicants for the regular-part time secretarial position. After discussion a motion was made by Manager Moser and seconded by Manager Carriere to select the following 5 candidates for interviews for the secretarial position: Gracia Nelson, Kelly Olson, Tracy Halstengard, Susan Hetteen, Pam Nelson and to have Managers Erickson and Carriere and Administrator Sando conduct the interviews before the October Board meeting. Carried - Unanimous.

Administrator Sando discussed with the Board an access that was removed in section 2 of Moose Township in the WD #3 system. A motion was made by Manager Carriere and seconded by Manager Moser to replace the culvert in the original location and to have Administrator Sando discuss with Roseau County the proper size and depth of culvert according to original WD#3 ditch plans. Carried - unanimous.

A motion was made by Manager Carriere and seconded by Manager Moser to levy the below stated amounts to each ditch system for the year 2002:

\$ 4,000.00 levy on WD#3 Ditch System
 \$ 6,000.00 levy on Ditch #8
 \$ 1,000.00 levy on Ditch #16

A .75 percent assessment on redetermined benefits on State Ditch #51: approximate figures are as follows;

Roseau County	\$61,133.27
Kittson County	\$ 866.27
Marshall County	\$ 481.92
Beltrami County	\$ 674.74
Lake of The Woods County	\$ 486.45

Carried - unanimous.

A motion was made by Manager Carriere and seconded by Manager Moser to levy an ad valorem tax in the amount of .0004836 of the estimated market value in the RRWD in accordance with the provisions of Chapter 162, 1976 Session Laws and the provisions of the Joint Powers Agreement with the RRWMB. Carried - unanimous.

A motion was made by Manager Carriere and seconded by Manager Moser to levy an ad valorem tax of .00048 (not to exceed \$ 250,000.00) pursuant to M.S.A. Section 112.61 Subdivision 3, of real estate and personal property in the RRWD for the general/ administration (which now will be called the general fund) expenses and for the construction and maintenance of projects of common benefit to the RRWD. Carried - unanimous.

Please refer to the attached (3) sheers for the above stated motions.

Manager Erickson discussed the GIS needs for Houston Engineering on the recent international grant received by Houston. Discussion was on the cooperation of GIS data sharing between Houston and JOR.

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD October 2, 2001**

ORDER: Chairman Farrell Erickson called the meeting to order at 5:20 p.m.

MANAGERS PRESENT: Farrell Erickson, LeRoy Carriere, Laverne Voll and Raymond Moser.

STAFF PRESENT: Administrator, Rob Sando.

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Omar Rood (JOR Engineering).

DELEGATIONS: Kelman Kvien, Floyd Haugen and Greg Halvorson.

AGENDA: Motion by Manager Carriere and seconded by Manager Voll to approve the agenda with Mitch Magnusson, David Dahlgren and Dieter Gruning in addition to mailed agenda listed under permits. Carried - unanimous.

MINUTES: A motion was made by Manager Moser and seconded by Manager Carriere to approve the September 4, 2001 regular monthly board meeting minutes as mailed with the (expansion of one cell-excel) under bills to show who the bill was paid to. Carried - unanimous.

RECEIPTS:

September Receipts -- Memo	Balance
Citizens State Bank -- interest on checking account	\$ 474.00
USDA -- FSA farm program payment	\$ 7,559.00
TOTAL	\$ 8,033.00

BILLS: Motion by Manager Carriere to pay the following bills, seconded by Manager Voll. Carried - unanimous.

September Bills -- Memo	Amount
City of Roseau -- rent	\$ 200.00
Wikstrom Telephone -- internet charge	\$ 13.95
Cell 2000 -- cell phone charge	\$ 26.16
Century Tel -- phone bill	\$ 119.72
Patrick D. Moren -- legal fees	\$ 625.00
JOR Engineering -- 8/26/01 - 9/22/01 -- General - \$1,327.80, Overall Plan - \$ 1,590.02, , WD #3- \$150.00, State Ditch 51 -\$500.00, Mediation Team (PWT) - \$806.83,	\$ 4,374.65
Farrell Erickson -- meetings, mileage and expenses	\$ 439.87
LeRoy Carriere -- meetings, mileage and expenses	\$ 101.59
Laverne Voll -- meetings, mileage and expenses	\$ 96.44
Raymond Moser -- meetings, mileage and expenses	\$ 107.85
Rob Sando -- salary, mileage, insurance and expenses	\$ 2,287.89
Tony Dorn Inc. -- staples and copier maintenance	\$ 65.51
PERA -- employee and employer share 9/1 - 9/30, 2001)	\$ 274.17
Wayne Trangsrud -- CAC	\$ 13.80
Wes Pesek -- CAC	\$ 20.70
Steve Lee -- CAC	\$ 9.66
Ross True Value -- office supplies	\$ 9.32
Franks TV/Radio Shack -- batteries for digital camera	\$ 27.58
Mitch Magnusson -- log and debris removal - SD #51	\$ 1,855.00
Border Agency -- position bond renewal insurance	\$ 64.00
Citizens State Bank -- 941 tax	\$ 835.50
TOTAL	\$ 11,568.36

DELEGATIONS:

Kelman Kvien met with the Board to discuss the contract (farming-land rent) he had with Vernon Olafson on the land that the RRWD recently purchased. He indicated that he had a written contract with Vernon through the 2002-farming year and gave a copy to each board manager. After discussion a motion was made by Manager Carriere and seconded by Manager Voll to honor the current contract with Kelman Kvien through the 2002-growing season. Carried - Unanimous.

Floyd Haugen met with the Managers on questions about culverts, traps and tampering with culverts in the Moose and Ross Township areas. He also inquired with the Board about a culvert extension that was put in by Kenneth Wierschke between section 13 and 14 of Moose Township. Floyd also asked the Board to let him reinstall the dike in section 22 of Moose Township now that the county had finished the off-take ditch to the west on the north side of section 22 of Moose Township. The Board commented that they would like to make a decision when the full board is present.

Greg Halvorson met with the Board on section 7 of Jadis Township. He commented that there is a community ditch through the center of section 7 and cleanouts are needed. He inquired about information on how to put a ditch into a public system. The board commented that a petition would be needed, a bond required and also a legal outlet would have to be used and not a roadside ditch. Greg said he would look into the situation.

PERMITS:

A **motion** was made by Manager Moser and seconded by Manager Carriere to approve permit # 01-24 (Art Carlson) with making the new ditch the same capacity as the old ditch. Carried - unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Moser to accept permit # 01-25 (Roseau County) for a bridge replacement in section 8/17 of Mickinock Township. Carried - unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Moser to deny permit # 01-26 (David Dahlgren) installation of trap on lateral 2 of C.D. #8. The culvert is used for the benefited area south of CSAH #2 for Ditch #8. Carried - unanimous.

The Board of Managers considered a request for permit for Mitch Magnusson for installation of a crossing in section 22 of Jadis Addition. After discussion the board stated that a permit was not needed if he installed a flat car across the banks and he needed to contact the County Engineer (ditch authority on J.D. 61) for proper sizing of the culvert.

Engineer Rood discussed with the Board a request from the Dieter Gruning on the possibility of raising County road 112, 2 feet between the Trangsrud bridge and CSAH #3. The Board commented that he would need to work with the County and adjoining landowners. A **motion** was made by Manager Voll and seconded by Manager Moser to table this action. Carried - unanimous.

Engineer's Report:

Engineer Rood from JOR Engineering discussed that he has been working on the overall plan for the RRWD and will continue to work on the plan. He also commented that he had been in contact with the Gruning Administration on the road raising.

RRWMB Report:

Manager Erickson discussed the RRWMB meeting. He discussed the recent information he had received on abandoned ditches with the 25 year rule and discussed that there is a push at the state level for this. He discussed that HACA funds are gone are now 100% local, R2B2/TIC conference will be in Fargo this year on January 16/17, 2002. He stated that the RRWD released a considerable portion of their ring-dike funds to the RRWMB.

Administrator's Report:

Administrator Sando discussed the letters from Fulton Accounting on W-2's from 2001 and the double recording of these, also the secretarial candidates that were interviewed and the possibility of new office space in the Wayne Nelson building and the attending of meetings for the district. A **motion** was made by Manager Moser and seconded by Manager Carriere for Administrator Sando to attend any meetings associated/affiliated with the RRWD. Carried- unanimous.

RRIW:

Manager Erickson indicated that the next meeting would be in Vita on the 12th of October 2001 at 1:00 p.m. He discussed the importance of the signing of the MOU with the Canadian Delegation and also discussed briefly the rescheduling of the tour only on the Canadian portion of the Roseau River Basin on the 27th of October.

OLD BUSINESS:

Administrator Sando discussed with the Board the Vistad permit that was approved at the September meeting. He stated that the culvert size should have been 30" and not 48" as recorded. A **motion** was made by Manager Voll and seconded by Manager Carriere to amend the August 7, 2001 minutes under permits #294 (Vistad) to read as a 30" culvert instead of a 48". Carried - unanimous

Page Four

October 2, 2001

Roseau River Watershed District Meeting Minutes

Administrator Sando discussed with the Board the Bergeron land. He indicated that the he had been in contact with the County Commissioners and they felt that the RRWD should pursue the acquisition of the land offered for sale by Bergeron. A **motion** was made Manager Moser and seconded by Manager Voll to pursue the property with Administrator Sando to be in contact with Mr. Bergeron on discussion of the asking price vs. the assessed value. Carried - unanimous.

Administrator Sando discussed with the Board the upcoming overall planning meeting on the 29th of October and the next RRWD meeting on the 30th of October.

Engineer Rood discussed e-mailing and the need for a streamlined process in e-mail for quick and easy access for him to mail out portions of the overall plan prior to overall planning meetings.

NEW BUSINESS:

Administrator Sando discussed with the Board the current Certificate of Deposits that the RRWD and he indicated that he would like to know what direction the board would like to go in when they mature. A **motion** was made by Manager Voll and seconded by Manager Moser to pursue with Administrator Sando obtaining the best interest rates locally that he can find. Carried - unanimous.

Administrator Sando discussed with the Board the Wahlberg dikes north of town. He indicated that individuals had contacted him in having the watershed purchase these areas for flooding. No action was taken.

Administrator Sando, Managers Erickson and Carriere discussed with the Board the recent interviews and recommended to the board that they hire Tracy Halstengard as the first choice and Pam Nelson as the second choice.

A **motion** was made by Manager Carriere and seconded by Manager Voll to hire Tracy Halstengard as the permanent-part time secretary. Carried -unanimous.

The meeting recessed at 7:00 p.m. over to the Wayne Nelson building to view probable new office space for the RRWD.

A **motion** was made by Manager Voll and seconded by Manager Carriere to have Administrator Sando discuss with Wayne Nelson the removal of the inside false wall. Carried - unanimous.

A **motion** was made by Manager Voll and seconded by Manager Moser to have range of the starting wage for the secretary at \$ 7.50 - \$ 8.50 per hour. Carried - unanimous.

There being no further business to come before the board a **motion** was made by Manager Carriere and seconded by Manager Moser to adjourn the meeting. Carried - unanimous.

Administrator Sando and Managers Erickson and Carriere will meet Friday October 5th, 2001 with the new secretary to go over the wages and employee policy.

The meeting was adjourned at 7:30 p.m.

Respectfully submitted,

Allison Frislie, Secretary/Treasurer

Rob Sando, Administrator

There being no further business to come before the board amotion was made by Manager Carriere and seconded by Manager Moser to adjourn the meeting. Carried - unanimous.

The meeting was adjourned at 9:10 p.m.

Respectfully submitted,

Allison Frislie, Secretary/Treasurer

Rob Sando, Administrator

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS SPECIAL MEETING HELD October 27, 2001**

MANAGERS PRESENT: Farrell Erickson, Leroy Carriere, Raymond Moser, and Laverne Voll.

STAFF PRESENT: Administrator, Rob Sando.

Manager Erickson called the meeting to order at 8:05 a.m. at the NE Corner of Section 22 of Moose Township. Manager Erickson then opened up the meeting for discussion. The meeting was called today to discuss the request that has come before the Board from Floyd Haugen for permission to reconstruct the portion of the dike previously removed. The Board looked at the site and the newly constructed offake ditch on the North side of sections 21,22 and part of 20.

A **motion** was made by Manager Voll and seconded by Manager Carriere to leave the present condition of the site as is for at least 1 year on the east side of Section 22 of Moose Township and to view the function of the offake ditch before making a final decision. Carried unanimous.

There being no further business to come before the board **amotion** was made by Manager Voll and seconded by Manager Moser to adjourn the meeting. Carried unanimous.

The meeting was adjourned at 8:45 a.m.

Respectfully submitted,

Allison Frislie, Secretary/Treasurer

Rob Sando, Administrator

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS SPECIAL MEETING HELD October 27, 2001**

MANAGERS PRESENT: Farrell Erickson, Leroy Carriere, Raymond Moser, and Laverne Voll.

STAFF PRESENT: Administrator, Rob Sando.

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A **motion** was made by Manager Voll and seconded by Manager Carriere to leave the present condition of the site as is for at least 1 year on the east side of Section 22 of Moose Township and to view the function of the offake ditch before making a final decision. Carried unanimous.

There being no further business to come before the board **amotion** was made by Manager Voll and seconded by Manager Moser to adjourn the meeting. Carried unanimous.

The meeting was adjourned at 8:45 a.m.

Respectfully submitted,

Allison Frislie, Secretary/Treasurer

Rob Sando, Administrator

MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD October 30, 2001

ORDER: Chairman Farrell Erickson called the meeting to order at 5:00 p.m.

MANAGERS PRESENT: Farrell Erickson, LeRoy Carriere and Raymond Moser.

STAFF PRESENT: Administrator, Rob Sando: Secretary, Tracy Halstensgard.

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Omar Rood (JOR Engineering).

DELEGATIONS: Stan Wood.

AGENDA: Motion by Manager Carriere and seconded by Manager Moser to approve the agenda with Arne Heggadal and Duane Leddige in addition to mailed agenda listed under permits and October 27, 2001 Special Meeting Minutes listed under minutes. Carried - unanimous.

MINUTES: A motion was made by Manager Moser and seconded by Manager Carriere to approve the October 2, 2001 regular monthly board meeting minutes as mailed with a spelling correction on the second page, third line from the bottom. Carried - unanimous.

A motion was made by Manager Moser and seconded by Manager Carriere to approve the October 27, 2001 special meeting minutes. Carried - unanimous.

RECEIPTS:

October Receipts -- Memo	Balance
Citizens State Bank -- interest on checking account	\$ 385.91
Border State Bank -- interest on CD #200240	\$ 2,376.50
RRWMB -- pwt reimbursement	\$ 20,000.00
Citizens State Bank -- interest on CD #43013	\$ 17,549.54
Roseau County -- ditch taxes and Oct. SMT	\$ 69,240.88
TOTAL	\$ 109,552.83

BILLS: Motion by Manager Carriere to pay the following bills, seconded by Manager Moser. Carried - unanimous.

October Bills -- Memo	Amount
City of Roseau -- rent	\$ 200.00
Wikstrom Telephone -- internet charge	\$ 13.95
Cell 2000 -- cell phone charge	\$ 23.69
Century Tel -- phone bill	\$ 115.00
Patrick D. Moren -- legal fees	\$ 468.75
JOR Engineering -- 9/23/01 - 10/20/01-- General - \$2432.72, Overall Plan - \$ 2,794.08, State Ditch 51 -\$581.32, Mediation Team (PWT) - \$100.00,	\$ 5,908.12
Farrell Erickson -- meetings, mileage and expenses	\$ 230.45
LeRoy Carriere -- meetings, mileage and expenses	\$ 216.97
Laverne Voll -- meetings, mileage and expenses	\$ 134.01
Raymond Moser -- meetings, mileage and expenses	\$ 199.29
Tracy Halstensgard -- wages	\$ 292.37
Rob Sando -- salary, mileage, insurance and expenses	\$ 2,481.20
Tony Dorn Inc. -- staples and copier maintenance	\$ 83.81
PERA -- employee and employer share 10/1 - 10/31, 2001)	\$ 345.08
Wayne Trangsrud -- CAC	\$ 13.80
Steve Lee -- CAC	\$ 9.66
Ross True Value -- office supplies	\$ 29.98
RRWMB -- share of local tax	\$ 20,102.29
State of MN -- 3rd quarter payroll withholdings	\$ 412.00
Postmaster -- stamps	\$ 216.00
MAWD -- conference registration	\$ 180.00
MAWD -- drainage conference registration	\$ 100.00
Citizens State Bank -- 941 tax	\$ 1,005.28
TOTAL	\$ 32,781.70

DELEGATIONS:

Stan Wood met with the Board and discussed the pool levels at the RRWMA from spring of 2001 to the present time. He also discussed the Pine Creek Diversion, the RRWMA pool sizes and the operation of the Pine Creek Diversion and low flows vs. high flows on Pine Creek.

Kelman Kvien discussed with the Board possible land for sale in section 35 of Spruce Valley Township (240 acres). The land was being offered @ \$160.00 per acre or offer. The Board indicated that they would look into the sale.

A motion was made by Manager Carriere and seconded by Manager Moser to have JOR Engineering fabricate another 3-D contour map of the Wannaska quad sheet. Carried - Unanimous.

PERMITS:

A motion was made by Manager Moser and seconded by Manager Carriere to approve permit # 01-28 (Arne Heggedal) with the condition that there are letters of approval from the adjoining landowners. Carried - unanimous.

A motion was made by Manager Carriere and seconded by Manager Moser to accept permit # 01-27 (Duane Leddige) for culvert replacement (24") on east side of section 30 and installation of new culvert in approach on north side of section 30, both of Ross Township with the new culverts put to grade. Carried - unanimous.

A motion was made by Manager Carriere and seconded by Manager Moser to table permits # 01-29 and 30(Douglas Erickson) installation of operable trap on centerline (24" culvert) north of CR 114 between section 33 and 34 of Jadis Township and 8 new approaches with culverts around the perimeter of section 34 of Jadis Township pending further research. Carried - unanimous.

A motion was made by Manager Carriere and seconded by Manager Moser to accept permit #01-31 (Douglas Erickson) installation of a 18 - 24" centerline culvert in the township road between sections 15 and 16 of Ross Township with a trap on the east side of the culvert. Carried- unanimous.

Engineer's Report:

Engineer Rood from JOR Engineering discussed that he has been working on the overall plan for the RRWD and will continue to work on the plan. He also commented that he had been incontact with the Gruning Administration on the road raising.

RRWMB Report:

Manager Erickson discussed the RRWMB meeting. He discussed the recent information he had received on abandoned ditches with the 25 year rule and discussed that there is a push at the state level for this. He discussed that HACA funds are gone are now 100% local, R2B2/TIC conference will be in Fargo this year on January 16/17, 2002. He stated that the RRWD released a considerable portion of their ring-dike funds to the RRWMB.

Administrator's Report:

Administrator Sando discussed the Wensloff situation south of Wannaska and stated that he is waiting for a phone call from MN DOT on the estimate for the installation of the culverts under Highway #89. He also introduced Tracy Halstensgard the new district secretary.

RRIW:

Manager Erickson indicated that the tour was cancelled and hopefully rescheduled for November. He also indicated that there would be a meeting in Dominion City on the 14th of November with R2 B2.

OLD BUSINESS:

A motion was made by Manager Carriere and seconded by Manager Moser to relocate office to 120 2nd Ave. SW (Wayne Nelson Building) with the condition that a monthly or 6 month lease agreement be signed with the tenant. Carried - unanimous.

Administrator Sando discussed the CAC and TAC public information meetings scheduled for the fall of 2001. After discussion the Board indicated that they would like to wait and have the meetings in the spring when more information would be available.

Administrator Sando discussed the Brinkman culvert. A motion was made Manager Moser and seconded by Manager Carriere to draft a letter to Mr. Brinkman explaining that if he buys the culvert for the approach then the RRWD would pay for the installation of the culvert. Carried- unanimous.

Administrator Sando discussed with the Board the Bergeron land. The board directed Administrator Sando to pursue the land that Mr. Bergeron has for sale and to start at the assessed value with a ceiling of \$200.00 per acre.

Administrator Sando discussed with the Board the possibility of investing money from the checking into certificate of deposits. The board directed Administrator Sando to invest \$ 400,000.00 into 3-month cd's.

Administrator Sando discussed with the Board who would be attending the MAWD Annual Meeting on the 29th of November through the 1st of December. Managers Carriere and Erickson indicated that they would be attending.

NEW BUSINESS:

Administrator Sando discussed with the Board of Managers his request for office equipment. The Board indicated that this was delegated to him for purchasing equipment at a prior meeting.

A motion was made by Manager Carriere and seconded by Manager Moser to sign a letter of permission to allow the MN DNR RRWMA to prescribe burn the RRWD's property in sections 19 and 30 of Pohlitz Township and also to allow construction of wood duck nesting boxes. Carried - unanimous.

There being no further business to come before the board a motion was made by Manager Carriere and seconded by Manager Moser to adjourn the meeting. Carried - unanimous.

The meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Allison Frislie, Secretary/Treasurer

Rob Sando, Administrator

MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD December 4th, 2001

ORDER: Chairman Farrell Erickson called the meeting to order at 5:00 p.m.

MANAGERS PRESENT: Farrell Erickson, LeRoy Carriere and Raymond Moser.

STAFF PRESENT: Administrator, Rob Sando: Secretary, Tracy Halstensgard.

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Omar Rood (JOR Engineering).

DELEGATIONS: Floyd Haugen.

AGENDA: Motion by Manager Carriere and seconded by Manager Moser to approve the agenda with the additions of disposal of old records, TIC conference, lease agreement and outside signage as New Business and Haycreek Project and MAWD report as Old Business to mailed agenda. Carried - unanimous.

MINUTES: A motion was made by Manager Carriere and seconded by Manager Moser to table the October 30, 2001 regular monthly board meeting minutes until the January 8th 2002 meeting. Carried - unanimous.

RECEIPTS:

November Receipts -- Memo	Balance
Citizens State Bank -- interest on checking account	\$ 291.50
Kelman Kvien -- 2nd half land rent	\$ 665.00
Workers Comp. -- reimbursement	\$ 27.81
Kittson County -- November 2001 tax settlement	\$ 755.58
Roseau County -- November 2001 tax settlement	\$ 44,635.32
LOW County -- November 2001 tax settlement	\$ 35.39
Beltrami County -- November 2001 tax settlement	\$ 529.34
TOTAL	\$ 46,939.94

BILLS: Motion by Manager Moser to pay the following bills, seconded by Manager Carriere. Carried - unanimous.

November Bills -- Memo	Amount
City of Roseau -- rent	\$ 200.00
Wikstrom Telephone -- internet charge	\$ 13.95
Cell 2000 -- cell phone charge	\$ 23.69
Century Tel -- phone bill	\$ 115.00
Patrick D. Moren -- legal fees	\$ 593.75
JOR Engineering -- 10/21/01 - 11/24/01-- General - \$1632.82, Overall Plan - \$ 3526.80, State Ditch 51 -\$400.00, Mediation Team (PWT) - \$400.00, Ring Dikes - \$95.00,	\$ 6,054.62
Farrell Erickson -- meetings, mileage and expenses	\$ 475.03
LeRoy Carriere -- meetings, mileage and expenses	\$ 423.01
Laverne Voll -- meetings, mileage and expenses	\$ 66.67
Raymond Moser -- meetings, mileage and expenses	\$ 126.43
Tracy Halstensgard -- salary	\$ 727.17
Rob Sando -- salary, mileage, insurance and expenses	\$ 6,211.67
Tony Dorn Inc. -- staples and copier maintenance	\$ 6.73
PERA -- employee and employer share 10/1 - 10/31, 2001)	\$ 428.07
Wayne Trangsrud -- CAC	\$ 13.80
Steve Lee -- CAC	\$ 9.66
Ross True Value -- office supplies	\$ 40.81
RRWMB -- share of local tax	\$ 6,590.35
State of MN -- 3rd quarter payroll withholdings	\$ 412.00
Postmaster -- stamps	\$ 216.00
Reliable Office Supple -- office supplies	\$ 172.01
Century Tel -- phone bill	\$ 87.09
Border Agency -- endorsement	\$ 12.80
Citizens State Bank -- 941 tax	\$ 1,223.96
TOTAL	\$ 24,244.27

DELEGATIONS:

Floyd Haugen voiced his concern on culvert tampering, nonfunctioning traps and offtake ditch on North side of sec. 22 running west in Moose Twp.

After discussion on who has authority/responsibility to repair and maintain culverts, a motion was made by Manager Carriere and seconded by Manager Moser to look into and repair the culverts that are of concern.

PERMITS:

A motion was made by Manager Moser and seconded by Manager Carriere to approve permit # 01-32 (Wikstrom Telephone) for installation of a 42" x 60" squashed CMP sized according to Roseau County Hwy Dept for a new approach. Carried - unanimous.

Engineer's Report:

Engineer Rood from JOR Engineering discussed that he has been working on the overall plan for the RRWD and will continue to work on the plan.

RRWMB Report:

Manager Erickson discussed the RRWMB meeting. He discussed the Haycreek Project and the need to sign and agreement with the Army Corp of Engineers by May 15, 2002. There was discussion about a public hearing in February 2002. Manager Erickson also informed the board that the stream gaging contracts will be coming in one bill. The next meeting of the RRWMB in the Thief River Falls on December 18th.

Administrator's Report:

Administrator Sando discussed the Wensloff situation south of Wannaska and stated the MN DOT estimate for the installation of the culverts under Highway #89 was \$75,000. Administrator Sando presented a letter from Stan Woods concerning beaver dams.

RRIW Report:

Manager Erickson reported that there has been a discussion on finance with RRBB. The December meeting was postponed. Manager Erickson also informed the board that the MOU is ready to be signed.

OLD BUSINESS:

A motion was made by Manager Moser and seconded by Manager Carriere to sign lease agreement with Wayne Nelson for office space. Carried - unanimous.

Administrator Sando discussed the CAC and TAC public information meetings scheduled for January 7th 2002. After discussion the Board indicated that they would like to wait and have the meetings in the spring when more information would be available.

Administrator Sando discussed the Brinkman culvert. A motion was made by Manager Moser and seconded by Manager Carriere to rescind the previous decision and table. Carried - unanimous.

Engineer Rood indicated the need for a time extension for the Overall Plan. A motion was made by Manager Carriere and seconded by Manager Moser to apply for a time extension of six months. Carried - Unanimous

NEW BUSINESS:

There was discussion on destroying some of the old receipts and correspondence. Pat Moran will check on statues regarding public records.

A motion was made by Manager Carriere and seconded by Manager Moser to have Kofstad Signs make a new sign for outside the office. Carried- unanimous.

There was mention of the next TIC conference. The conference will be held January 1618, 2002 in Fargo.

Manager Carriere reported on the MAWD conference. There was discussion of a new computerized stream gaging system.

There being no further business to come before the board amotion was made by Manager Carriere and seconded by Manager Moser to adjourn the meeting. Carried - unanimous.

The meeting was adjourned at 7:15 p.m.

Respectfully submitted,

Allison Frislie, Secretary/Treasurer

Tracy Halstensgard, Secretary