

MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD January 8th, 2002

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

MANAGERS PRESENT: Farrell Erickson, LeRoy Carriere, LaVern Voll, Allison Frislie 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: Arne Heggedal.

AGENDA: Motion by Manager Moser and seconded by Manager Carriere to approve the agenda with the additions of request for funding for RRIW, purchasing GIS and other computer software, Envirothon letter, Wahlberg land, February tour of SD #51 and plan writers contract as New Business Secretary wages and review as Old Business to mailed agenda. Carried - unanimous.

MINUTES: A motion was made by Manager Carriere and seconded by Manager Voll to approve the October 30, 2001 regular monthly board meeting minutes with a change of Manager Voll to Manager Moser on the motion to approve the agenda. Carried - unanimous.

A motion was made by Manager Moser and seconded by Manager Carriere to approve the December 4, 2001 regular monthly board meeting minutes with the deletion of Multi Office Products under bills. Carried - unanimous.

Manager Frislie arrived at the meeting at 5:12.

RECEIPTS:

<b>December Receipts -- Memo</b>	<b>Balance</b>
Citizens State Bank -- interest on checking account	\$ 129.90
State of M -- HCA	\$ 22,583.00
Border State Bank -- interest on CD #108511	\$ 5,910.00
Beltrami County -- taxes	\$ 73.40
<b>TOTAL</b>	<b>\$ 28,696.30</b>

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

<b>December Bills -- Memo</b>	<b>Amount</b>
Wayne Nelson -- Rent, December	\$ 450.00
Wayne Nelson -- Rent, January	\$ 450.00
Wikstrom Telephone -- internet charge	\$ 13.95
Cell 2000 -- cell phone charge	\$ 28.51
Century Tel -- phone bill	\$ 271.16
Patrick D. Moren -- legal fees	\$ 562.50
JOR Engineering -- 11/25/01 to 2/22/01-- General - \$1231.25, Overall Plan - \$ 3340.18	\$ 4,571.43
Farrell Erickson -- meetings, mileage and expenses	\$ 364.92
LeRoy Carriere -- meetings, mileage and expenses	\$ 101.58
Laverne Voll -- meetings, mileage and expenses	\$ 148.64
Raymond Moser -- meetings, mileage and expenses	\$ 63.93
Allison Frislie -- meetings, mileage and expenses	\$ 172.95
Tracy Halstensgard -- salary	\$ 789.38
Rob Sando -- salary, mileage, insurance and expenses	\$ 3,460.40
Tony Dorn Inc. -- staples and copier maintenance	\$ 73.86
PERA -- employee and employer share 10/1 - 10/31, 2001)	\$ 553.46
Wayne Trangsrud -- CAC	\$ 29.20
Steve Lee -- CAC	\$ 10.22
Wesley Pesek -- CAC	\$ 43.80
Ken Santl -- CAC	\$ 10.59
Curtis Amundson -- CAC	\$ 15.33
Ross True Value -- office supplies	\$ 7.49
RRWMB -- share of local tax	\$ 7,542.15
Citizens State Bank -- 1st quarter payroll withholdings	\$ 1,305.06
West Group -- Law books	\$ 134.20
Reliable Office Supply -- office supplies	\$ 140.95
Don Lunke Construction -- final pmt Przekwas ring dike	\$ 1,870.95
Multi-Office Products -- desk, office supplies	\$ 105.51
R & Q Trucking -- dam removal D #8	\$ 383.66
Roseau Times-Region -- advertisement	\$ 4.25
Area 1 Envirothon Committee -- contribution	\$ 100.00
Franks TV -- computer network cable	\$ 10.64
BRAC -- Workers comp ins	\$ 417.00
Kofstad Signs -- outside sign	\$ 65.00
Deluxe Business Forms	\$ 84.34
Vernon Olafson -- 2nd half land rent	\$ 665.00
<b>TOTAL</b>	<b>\$ 25,022.01</b>

**DELEGATIONS:**

Arne Heggedal presented the board with information on his wetland-banking project. He stated that with the design they are using, no water would back up onto any neighboring farmland. The project intent is to return the land to a more natural state.

A motion was made by Manager Moser and seconded by Manager Carriere to amend a previous motion to approve the Permit upon Mr. Heggedal's presentation and findings. Carried - unanimous.

Arne Heggedal left the meeting at 5:35 p.m.

Mark Foldesi arrived at the meeting at 5:40 p.m.

Election of Officers:

Pat Moren chaired the following election of officers:

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

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

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

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

A motion was made by Manager Voll and seconded by Manager Carriere to keep everything the same as in 2001 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 newspaper
5. Pat Moren - attorney on fee basis

Managers oath administer by Pat Moren to Manager Voll.

Engineer's Report:

Engineer Rood from JOR Engineering informed the board that he has been working on the rankings for the overall plan.

RRWMB Report:

Manager Erickson discussed the need for a PCA to be signed for the Haycreek Project. Currently, the board is waiting for the Army CORPS of Engineers to complete the PCA. Manager Erickson referred to a letter from Tom Raster. There was discussion on certain points in the letter. Manager Erickson stated that there were concerns raised at the last RRWMB meeting that PWT members represent the entire watershed, not just certain interests.

Administrator's Report:

Administrator Sando discussed county board meeting attendance. Manager Frislie state that is was the wish of this Watershed board that Administrator Sando attend all county board meetings.

Administrator Sando discussed information presented at the meeting about the Ross Impoundment project. An attempt has been made to contact Bert Bergeron, but he has not returned the call. The culverts that were in question at last months meeting in Moose Township will be fixed soon.

RRIW Report:

Manager Erickson also informed the board that the MOU has been signed. The RRIW is continuing their work on the overall plan. Manager Frislie states the news from Canada shows and increased interest in watershed issues. There was discussion on the costs of operation of the RRIW. The board discussed funding for the RRIW. A motion to fund RRIW in the amount of \$5000.00 for six months, upon demand, was made by Manager Frislie and seconded by Manager Voll. Carried - unanimous.

OLD BUSINESS:

A motion was made by Manager Voll and seconded by Manager Carriere to move Administrator Sando from hourly wages to salary with a 3.5% increase, with an increase to \$275 a month for insurance, two weeks of vacation a year, and a payout of accumulated comp time over the next two months as discussed at a personnel meeting. Carried - unanimous.

A motion was made by Manager Carriere and seconded by Manager Moser to increase the secretary wages to \$9.00 hourly. Carried - unanimous.

Administrator Sando discussed the Haycreek grant extension. A motion was made Manager Frislie and seconded by Manager Carriere to sign and send in the Haycreek grant extension letter. Carried - unanimous.

NEW BUSINESS:

Administrator Sando discussed a letter received from the accounting firm of Coutts Keaveny and Rinde regarding the Watersheds annual audit. A motion was made by Manager Voll and seconded by Manager Moser to sign and return the authorization letter. Carried - unanimous.

A motion was made by Manager Frislie and seconded by Manager Moser to pay the second half land rent to Vernon Olafson. Carried - unanimous.

A motion was made by Manager Frislie and seconded by Manager Voll to sign and return the FEMA extension letter. Carried - unanimous.

After discussion on a letter from the law firm of Rinke Noonan, a motion was made by Manager Frislie and seconded by Manager Carriere to pay the firm \$2500.00 toward the appeal of a FEMA decision. Carried - unanimous.

After extensive discussion on the need to update the Watershed rules book, the decision was made to set a different date to discuss and go over the rules.

Administrator Sando told the board of the need to update the QuickBooks program on the computer. A motion was made by Manager Frislie and seconded by Manager Carriere to purchase the updated software. Carried - unanimous.

A motion was made by Manager Frislie and seconded by Manager Moser to pay Don Lunke Construction the final payment for the Prezekwas ring dike. Carried - unanimous.

A motion was made by Manager Moser and seconded by Manager Voll to pay Don Lunke Construction final payment on the Magnusson ring dike with the stipulation that work stated in contract is completed. Carried - unanimous.

After discussion on the long-term benefits of GIS software, a motion was made by Manager Voll and seconded by Manager Moser to purchase the software. Carried - unanimous.

Administrator Sando discussed a letter received regarding the Envirothon to be held at Lake Bronson State Park. The letter requested a donation of \$100.00. A motion was made by Manager Moser and seconded by Manager Voll to contribute \$100.00 to the Envirothon. Carried - Managers Voll, Carriere and Moser in favor; Manager Frislie opposed.

Page Five

January 8, 2002

Roseau River Watershed District meeting minutes

The meeting was adjourned at 7:47 p.m.

Respectfully submitted,

---

Allison Frislie, Secretary/Treasurer

---

Tracy Halstengard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD February 5, 2002**

**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 Halstengard

**OTHERS PRESENT:** Refer to attendance sheet.

**CONSULTING STAFF PRESENT:** Pat Moren and Omar Rood.

**DELEGATIONS:** Tom Raster, Army Corps of Engineers

**AGENDA:** **Motion** by Manager Carriere and seconded by Manager Moser to approve the agenda with the additions of Permit number 02-01, Robert Bashford under permits Rinke Noonan appeal update under Old Business and forwarded letter from Stan Woods, an alternate for the Red Board, RRWMB insurance in and office computer under New Business. Carried- unanimous.

**MINUTES:** A **motion** was made by Manager Carriere and seconded by Manager Moser to approve the January 8, 2002 regular monthly board meeting minutes with the addition of one week personnel leave for the Administrator under old business. Carried- unanimous.

**RECEIPTS:**

<b>January Receipts -- Memo</b>	<b>Balance</b>
Citizens State Bank -- interest on CD #43274	\$ 740.47
Citizens State Bank -- interest on CD #43275	\$ 740.47
Citizens State Bank -- interest on CD #43276	\$ 1,480.93
Roseau County -- SD#51, WD#3, CD#8, DT16 and Jan.2002 SMT	\$ 8,453.99
Citizens State Bank -- interest on CD #43240	\$ 6,060.71
MN DNR -- cost share on ring dikes	\$ 6,753.35
Kittson County -- SD #51 and current and delq. Taxes	\$ 125.43
RRWMB -- RRWMB's share of cost on ring dikes	\$ 3,376.68
LOW County -- SD#51 and current taxes	\$ 3.88
Citizens State Bank -- interest on checking account	\$ 143.14
<b>TOTAL</b>	<b>\$ 27,879.05</b>

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

<b>January Bills -- Memo</b>	<b>Amount</b>
Wayne Nelson -- February rent	\$ 450.00
Wikstrom Telephone -- internet charge	\$ 13.95
Cell 2000 -- cell phone charge	\$ 24.92
Century Tel -- phone bill	\$ 126.58
Davlin Computers -- service call charge on main computer	\$ 45.00
Davlin Computers -- power unit, expanded memory, battery back-up for main computer	\$ 472.97
Multi Office Products -- office supplies	\$ 57.40
Roseau Times Region -- advertising	\$ 4.25
RRWMB -- share of local taxes	\$ 1,531.27
Patrick D. Moren -- legal fees	\$ 593.75
Ross True Value -- office supplies	\$ 50.71
JOR Engineering -- 12/23/01 to 1/26/02 -- General - \$2074.80, Hay Creek - \$1,409.50, ditches - 224.00, Overall Plan - \$2165.50.	\$ 5,873.80
Farrell Erickson -- meetings, mileage and expenses	\$ 374.93
LaVerne Voll -- meetings and mileage	\$ 63.93
LeRoy Carriere -- meetings, mileage and expenses	\$ 101.58
Raymond Moser -- meetings, mileage	\$ 63.93
Rob Sando -- expenses, comp.time and mileage	\$ 3,519.73
Rob Sando -- salary, insurance	\$ 2,263.86
Tracy Halstensgard -- wages	\$ 952.25
Wesley Pesek -- CAC expense	\$ 21.90
Wayne Trangsrud -- CAC expense	\$ 14.60
Steve Lee -- CAC expense	\$ 10.22
Curtis Amundson -- CAC expense	\$ 8.03
PERA -- employee and employer share (January 1 - 31, 2002)	\$ 580.97
Roseau County Highway Dept -- culvert, ditch #3 spraying, culvert bands, aprons and gate	\$ 2,919.68
MAWD -- legislative brunch registration	\$ 50.00
MAWD -- dues	\$ 1,154.14
Citizens State Bank -- 941 tax	\$ 1,349.37
<b>TOTAL</b>	<b>\$ 22,693.72</b>

Wayne Goeken from River Watch arrived at 5:15.

**DELEGATIONS:**

Tom Raster and Steve Goodfellow with the Army Corps of Engineers gave presentations to the board on the status of the Hay Creek Project. Raster outlined two different options. He discussed the benefits and costs of each. There was discussion on the time factor for the project and how long it has taken to get to this point. The suggestion of a time extension was discussed. The deadline for land purchase or PCA signing would hopefully be extended from May 15, 2002 to August 2002. The option of an additional 800 ac/ft late fall drawdown was presented. Steve Goodfellow presented and discussed maps showing the hydrologic effects on the area with both options one and two.

Dave Grafstrom left the meeting at 5:40.

**PERMITS:**

A motion was made by Manager Moser and seconded by Manager Carriere to approve permit #02-01 (Robert Bashford). There was discussion on the area and the landowners that would possibly be affected. Administrator Sando will check on the area. Carried-unanimous.

**Engineer's Report:**

Engineer Rood stated that Engineer Anderson had met recently in St. Paul with the COE on Hay Creek. He also stated that he is still working on the overall plan.

**RRWMB Report:**

Manager Erickson discussed the possibility of board members and employees getting insurance under the RRWMB. There was a member added to the TSAC committee, Nate Dallager. At the last RRWMB board meeting they held the election of officers.

Kelmen Kvien left at 7:15.

Tom Raster and Steve Goodfellow left at 7:20.

**Administrator's Report:**

Administrator Sando informed the board of the overall planning expense. Administrator Sando discussed the need to update the personnel policy manual. He suggested using the RRWMB manual as a model and making the necessary changes. The tour of SD#51 and the cost of renting snowmobiles were stated. There was some discussion on the need for all the board members to go on a tour. Engineer Rood stated his desire to view the sandbars. There was mention of Engineer Rood and Administrator Sando going out on the river and taking pictures for the board members to review. Administrator Sando showed totals of receipts and bills for 2001. The TIC conference in Fargo was attended by Administrator Sando and Manager Erickson where they attended meetings and discussed the Hay Creek/Norland project.

**RRIW:**

Manager Erickson wanted the board members to be aware of a proposed pig barn in the Sprague Area in the International Watershed. The engineer, John Arthur, was moved to north of Winnipeg. Manager Erickson discussed the lack of interest of some of the members. There was discussion of possibly reducing the number of members. The RRIW continues to work on an overall plan.

**OLD BUSINESS:**

There was discussion on the purchase of the land owned by Burt Bergeron. Mr. Bergeron recently passed away and the land will apparently be deeded to his daughter. It is unknown if she will be willing to sell. TDNR has appraised the entire 320 acres at \$288.75 per acre or the 190 acres north of SD #51 at \$312 per acre.

A letter from Rinke Noonan on the FEMA appeal was presented to the board.

**NEW BUSINESS:**

There was discussion on the situation with the office computer. The power unit on the computer burned out, most likely due to recent power outages. The processor has been sent to Davlin Computers to be fixed. As of this afternoon the parts may not arrive for another 7 to 12 days. A motion was made by Manager Carriere and seconded by Manager Moser to purchase a new computer and use the old one for a backup when it is fixed. Carried unanimously.

A motion was made by Manager Moser and seconded by Manager Carriere to nominate Administrator Sando as an alternate for Manager Frislie to the RRWMB. Carried – unanimous.

The Buffalo Red board has a new member; they may choose to withdraw from the RRWMB for one year.



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

The meeting was adjourned at 8:05 p.m.

Respectfully submitted,

---

LeRoy Carriere, Secretary/Treasurer

---

Tracy Halstengard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD March 5, 2002**

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

**MANAGERS PRESENT:** Farrell Erickson, LeRoy Carrier, LaVerne Voll 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.

**DELEGATIONS:**

**AGENDA:** **Motion** by Manager Carrier and seconded by Manager Voll to approve the agenda as presented. Carried - unanimous.

**MINUTES:** A **motion** was made by Manager Carrier and seconded by Manager Voll to approve the February 5, 2002 regular monthly board meeting minutes as mailed. Carried - unanimous.

**RECEIPTS:**

<b>February Receipts -- Memo</b>	<b>Balance</b>
Interest on checking	\$ 96.71
Intuit rebate	\$ 120.00
<b>TOTAL</b>	<b>\$ 216.71</b>

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

<b>February Bills -- Memo</b>	<b>Amount</b>
Wayne Nelson -- March rent	\$ 450.00
Wikstrom Telephone -- internet charge	\$ 13.95
Cell 2000 -- cell phone charge	\$ 24.70
Century Tel -- phone bill	\$ 143.50
Davlin Computers -- service call charge on main computer	\$ 100.00
Dan Fulton -- W-2's and 1099's	\$ 80.00
Multi Office Products -- office supplies	\$ 57.45
Roseau Times Region -- advertising	\$ 4.25
Gateway computers -- new computer	\$ 1,853.21
Patrick D. Moren -- legal fees	\$ 656.25
JOR Engineering -- 1/27/02 to 2/23/02 -- General - \$2384.77, Hay Creek - \$566.50, Overall Plan - \$1184.23.	\$ 4,135.50
Farrell Erickson -- meetings, mileage and expenses	\$ 559.17
LaVerne Voll -- meetings and mileage	\$ 108.07
LeRoy Carriere -- meetings, mileage and expenses	\$ 101.59
Raymond Moser -- meetings, mileage	\$ 63.94
Rob Sando -- expenses and mileage	\$ 1,032.93
Rob Sando -- salary, insurance	\$ 2,267.05
Tracy Halstensgard -- wages	\$ 801.61
PERA -- employee and employer share (February 1st through 28th, 2002)	\$ 437.69
Roseau County Highway Dept -- blueprint copies	\$ 14.00
Minnesota Association of Drainage Inspectors -- 2002 dues	\$ 100.00
Tony Dorn Inc -- copier maintenance	\$ 12.05
Citizens State Bank -- 941 tax	\$ 1,089.04
<b>TOTAL</b>	<b>\$ 14,105.95</b>

**DELEGATIONS:** There were no delegations for this meeting.

**PERMITS:**

A motion was made by Manager Voll and seconded by Manager Carriere to approve permit #02-02 (Kean Beito). Manager Voll stated that he had inspected the site and that there should be no permits for any other land owners as a result of this culvert and trap. Carried-unanimous.

Manager Moser arrived at 5:07.

A motion was made by Manager Carriere and seconded by Manager Voll to approve permit #003 (MN-DOT). There was some discussion on the request to lower the level of the culvert. Engineer Rood stated that lowering the culvert six inches would not have any significant effects on the overall drainage. Carried-unanimous.

**Engineer's Report:**

Engineer Rood stated that he had planned on talking about the overall plan, but as there are time constraints on the meeting tonight, he will present that information at next month's meeting.

**RRWMB Report:**

Manager Erickson informed the board that watersheds are not allowed to have a second alternate to the RRWMB. Manager Moser made a motion to withdraw the motion to make Administrator Sando the second alternate to the RRWMB, seconded by Manager Voll. Carried— unanimous.

**Administrator's Report:**

Administrator Sando quickly discussed the information that had been handed out to the managers. This included e-mails from Tom Raster, information on the FEMA appeal from Rinke Noonan, the agenda for the March conference in Crookston and updating the personnel manual. Administrator Sando also discussed some outstanding checks from May of last year. Pat Moran suggested stopping payment on those checks and issuing new checks for the amount due. A motion was made by Manager Moser and seconded by Manager Carriere to have "void after 60 days" printed on the future check ordered. Carried— unanimous.

The costs and benefits of cable internet were discussed. A motion to switch to cable internet service was made by Manager Voll and seconded by Manager Carriere. Carried— unanimous.

Administrator Sando informed the board of the sale of the Wayne Nelson building, in which the district is leasing office space. As of April 1, 2002 the building will be under new ownership.

Administrator Sando talked about the legislative brunch that he and Manager Erickson attended. They talked to Maxine Penas about a bonding bill for Hay Creek and discussed DNR appraisals of privately owned land.

**RRIW:**

Manager Erickson informed the board that the next meeting for the RRIW would be April 4 in Vita and 2 p.m. Right now the RRIW is undergoing changes in council members and reorganization. There has also been major discussion on feed lots.

**OLD BUSINESS:**

There should be more information on the grant extension for Hay Creek after the March Conference.

A check in the amount of \$2500.00 was issued to Rinke Noonan, as requested, for the FEMA appeal.

A PWT meeting was scheduled for April 3, 2002 at 4:30 p.m.

An Overall Planning/NRE meeting is scheduled for April 1, 2002 at 4:30 p.m. Administrator Sando will check into the availability of the Library/Museum meeting room.

**NEW BUSINESS:**

Administrator Sando presented information on the MAWD Ambassador Project. The watershed would inquire about the possibility of sponsoring a teacher from the Roseau school district to attend a conference on the River Watch program. Administrator Sando will check with the teachers at the school to see who is eligible for the conference.

Administrator Sando discussed the March conference and mentioned that they would like as many PWT members as possible to attend. They will be discussing Hay Creek.

A motion was made by Manager Voll and seconded by Manager Moser to have JOR engineering fabricate another 3-D contour map. Carried— unanimous.

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD April 2, 2002**

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

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

**STAFF PRESENT:** Administrator, Rob Sando; Secretary, Tracy Halstengard

**OTHERS PRESENT:** Refer to attendance sheet.

**CONSULTING STAFF PRESENT:** Pat Moren and Omar Rood.

**DELEGATIONS:**

**AGENDA:** **Motion** by Manager Voll and seconded by Manager Carriere to approve the agenda with the additions of new permits #02-06 through #02-10, review of permits #01-29 and #01-30 all submitted by Douglas Erickson under Permits and Advisory Committee Review under New Business . Carried - unanimous.

**MINUTES:** A **motion** was made by Manager Carriere and seconded by Manager Voll to approve the March 5, 2002 regular monthly board meeting minutes with a change to the first paragraph under New Business. Carried - unanimous.

**RECEIPTS:**

<b>March Receipts -- Memo</b>	<b>Balance</b>
Citizens State Bank -- Interest on checking	\$ 86.50
Marshall County -- taxes	\$ 294.76
BRAC -- Refund	\$ 131.00
<b>TOTAL</b>	<b>\$ 381.26</b>

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

<b>March Bills -- Memo</b>	<b>Amount</b>
Wayne Nelson -- March rent	\$ 450.00
Wikstrom Telephone -- internet charge	\$ 13.95
Cell 2000 -- cell phone charge	\$ 27.81
Century Tel -- February phone bill	\$ 143.50
Century Tel -- March phone bill	\$ 116.63
Davlin Computers -- networking and battery backups	\$ 504.85
Quality Printing -- envelopes	\$ 51.00
Roseau Times Region -- advertising	\$ 4.25
Border Agency -- excess liability and errors and omissions	\$ 2,978.80
Patrick D. Moren -- legal fees	\$ 593.75
JOR Engineering -- 2/24/02 to 3/23/02 -- General - \$1125.37, SD #51 - \$78.00, Overall Plan #3512.11	\$ 4,715.48
Farrell Erickson -- meetings, mileage and expenses	\$ 329.88
LaVerne Voll -- meetings and mileage	\$ 127.86
Allison Frislie -- meeting and mileage	\$ 88.45
LeRoy Carriere -- meetings, mileage and expenses	\$ 152.38
Raymond Moser -- meetings, mileage	\$ 127.86
Rob Sando -- expenses and mileage	\$ 898.48
Rob Sando -- salary, insurance	\$ 2,266.88
Tracy Halstensgard -- wages	\$ 915.36
PERA -- employee and employer share (March 1st through 31st, 2002)	\$ 440.65
Roseau County Treasurer -- land taxes	\$ 3,417.00
Wes Pesek -- CAC expense	\$ 21.90
Wayne Trangsrud -- CAC expense	\$ 14.60
Steve Lee -- CAC expense	\$ 10.22
Curtis Amundson -- CAC expense	\$ 8.03
Tony Dorn Inc -- copier maintenance	\$ 13.20
Citizens State Bank -- 941 tax	\$ 1,089.04
<b>TOTAL</b>	<b>\$ 19,521.81</b>

**DELEGATIONS:** There were no delegations for this meeting.

**PERMITS:**

A **motion** was made by Manager Moser and seconded by Manager Frislie to approve permit #02-04 (MN DNR) for five boat ramps. Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to approve permit #02-05 (Roseau County Highway Department) to replace a bridge. Carried – unanimous.

A **motion** was made by Manager Moser and seconded by Manager Voll to approve the previously tabled permit #01 -29 (Douglas Erickson) as submitted. Carried – unanimous.

After discussion on the benefited area of SD #8 and the original culvert having been moved, permit #01-30 (Douglas Erickson) remains tabled.

After some discussion of silting in the ditch, a **motion** was made by Manager Moser and seconded by Manager Voll to approve permit #02-10 (Douglas Erickson). Carried – unanimous.

Mark Foldesi arrived at the meeting at 5:40 p.m.

A **motion** was made by Manager Carriere and seconded by Manager Frislie to approve permit #02-06 (Douglas Erickson). Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Voll to approve permit #02-07 (Douglas Erickson) with the condition that dirt will not be taken from the bottom of the ditch, and Mr. Erickson will also get permission from the county. Carried – unanimous.

After some discussion, a **motion** was made by Manager Carriere and seconded by Manager Frislie to table permit #02-08 (Douglas Erickson) to gather more information. Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to table permit #02-09 (Douglas Erickson). Carried – unanimous.

Chairman Erickson asked County Commissioners Orris Rasmussen and Mark Foldesi if they had anything they wanted to present to the board. Commissioner Rasmussen discussed the recent decision to overturn the local courts decision on the payment of the ditch tax on MN DNR lands. There was discussion on ditch plugs and projects available on public and private lands. Commissioner Foldesi stated that the DNR is actually benefiting from ditch systems. Administrator Sando will check to see if the State of Minnesota is paying tax on SD #51.

#### **Engineer's Report:**

Engineer Rood presented the latest contour map that was created for the District. He stated that he has been spending time on the overall plan. Engineer Rood informed the board that Charlie Anderson will be at the May board meeting, as Engineer Rood is unable to attend.

#### **RRWMB Report:**

Chairman Erickson informed the board of the restructuring of the Red River Basin Board, the Red River Basin Institute and The International Collation. The three have combined and now will go under the assumed name Red River Basin Commission. It will be governed by a ten member executive board.

Chairman Erickson discussed the FDRWG deadline for the state dollar portion of the Hay Creek Project.

Chairman Erickson discussed the recent decision by Buffalo/Red Watershed District to withdraw from the RRWMB.

Chairman Erickson also informed the RRWMB of the need for completed plans from the C.O.R.P. The plans were to have been in our office by the middle of March.

#### **Administrator's Report:**

Administrator Sando informed the board that the Red Lake Watershed District hired a new administrator, Harry Farris.

A handout from the CREP meeting Administrator Sando and Chairman Erickson attended was given to board members. Administrator Sando briefly discussed the benefits for the CREP program.

There was a brief discussion on the MAWD training session for board managers. It was decided that the managers would prefer to attend a session that runs from 9 a.m. to 3 p.m. in Crookston.

Administrator Sando discussed the Drainage Inspectors Conference in Willmar. Dan Wilkins was elected Vice-President of the Minnesota Association of Drainage Inspectors (MADI). MADI gave MAWD \$1500.00 towards the FEMA appeal process.

The Buffalo Red Watershed District has elected to withdraw from the RRWMB. Administrator Sando showed the board the letter he received informing the RRWD of the decision.

Administrator Sando reviewed certificate of deposit renewals at Citizens State Bank and Border State Bank.

### **RRIW:**

Manager Erickson informed the board that the next meeting for the RRIW would be April 4<sup>th</sup> in Vita and 2 p.m. The RRIW is still undergoing changes in council members and reorganization. There have been new Reeves elected from the Piney Municipality and they still need a new treasurer.

Manager Erickson talked about the formation of the Red River Basin Commission.

### **OLD BUSINESS:**

There was discussion on the Hay Creek 206 deadline extension. The RRWD wants to have the preliminary plans before making any decisions. Preliminary plans were to have been to the RRWD by March 15, 2002.

The new deadline for the Overall Plan is June 30, 2003.

### **NEW BUSINESS:**

Administrator Sando informed the board of a Viewers conference to be held at Jackpot Junction. After some discussion of the Northwest Minnesota Viewers Group, the board determined that there would not be anyone from the RRWD to send.

A **motion** was made by Manager Voll and seconded by Manager Moser to reorganize the Advisory Committee and to have Administrator Sando contact the following individuals to be a part of the Roseau River Advisory Committee; Greg Halverson, Myron Erickson, Wayne Trangsrud, Ronnie Olson, Roger Falk and Ken Santl. Carried – unanimous.

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

The meeting was adjourned at 8:05 p.m.

Respectfully submitted,

---

LeRoy Carriere, Secretary/Treasurer

---

Tracy Halstengard, Secretary



**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD June 4, 2002**

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

**MANAGERS PRESENT:** Farrell Erickson, LeRoy Carrier, LaVerne Voll 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

**DELEGATIONS:** Don Ogaard and Richard Nelson- RRWMB

**AGENDA:** **Motion** by Manager Carrier and seconded by Manager Voll to approve the agenda with the additions of previously tabled permits #02-08 and 02-09 (Douglas Erickson); Secretary review and joint meeting with County Commissioners under old business; and Ditch 8 public hearing, MN DOT Culvert Change, Mission Statement for Overall Plan and Detroit Lakes Meeting under new business. Carried - unanimous.

**MINUTES:** A **motion** was made by Manager Voll and seconded by Manager Carrier to approve the May 7, 2002 regular monthly board meeting minutes with the addition of a page heading on page five. Carried - unanimous.

**RECEIPTS:**

<b>May Receipts -- Memo</b>	<b>Balance</b>
Interest on checking	\$ 89.97
Roseau County -- taxes	\$ 174,695.30
Kelman Kvien -- land rent	\$ 665.00
LOW County -- taxes	\$ 619.92
<b>TOTAL</b>	<b>\$ 176,070.19</b>

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

<b>May Bills -- Memo</b>	<b>Amount</b>
Bryan Erickson -- June rent	\$ 450.00
Wikstrom Telephone -- internet charge	\$ 13.95
Cell 2000 -- cell phone charge	\$ 49.91
Sjoberg's Cable TV -- installation of cable internet and purchase of modem	\$ 40.60
Davlin Computer -- computer maintenance	\$ 255.00
Postmaster -- stamps	\$ 68.00
Enstrom Township -- use of township hall	\$ 25.00
Multi Office Products -- office supplies	\$ 44.68
Roseau Times Region -- advertising	\$ 59.50
Patrick D. Moren -- legal fees	\$ 1,343.75
JOR Engineering -- 4/28/02 to 5/25/02 -- General - \$1391.23, SD#51 - 455.00, Overall Plan \$57.93, Project Work Team - 1422.54, Stream Gaging/Gages - 1213.00, Ring Dikes - 161.50, Hay Creek - 1299.00.	\$ 6,000.20
Farrell Erickson -- meetings, mileage and expenses	\$ 414.43
LaVerne Voll -- meetings and mileage	\$ 183.04
LeRoy Carriere -- meetings, mileage and expenses	\$ 201.26
Raymond Moser -- meetings, mileage	\$ 238.73
Rob Sando -- expenses and mileage	\$ 671.88
Rob Sando -- salary, insurance	\$ 2,266.87
Tracy Halstensgard -- wages	\$ 956.62
Wayne Trangsrud -- CAC expense	\$ 14.60
Steve Lee -- CAC expense	\$ 10.22
Red River Watershed Management District -- share of taxes	\$ 32,394.53
Border Agency -- insurance	\$ 223.00
Minnesota Viewers Association -- 2002 membership	\$ 125.00
PERA -- employee and employer share (May 1st through 31th, 2002)	\$ 458.53
Citizens State Bank -- 941 tax	\$ 1,168.75
<b>TOTAL</b>	<b>\$ 47,678.05</b>

**DELEGATIONS:** Dave Grafstrom was unable to attend, but will report next month.

Don Ogaard, Director, Red River Watershed Management Board (RRWMB) gave a presentation on the history and function of the RRWMB. He discussed the Red River Basin Commission (RRBC) The RRBC is the result of the merging of three different organizations, The International Coalition (TIC), Red River Resource Council and Red River Basin Board. Mr. Ogaard discussed the mediation process and the Environmental Impact Statement. Project Work Teams are in place to assist the Managers of Watershed Districts. Mr. Ogaard encouraged the managers to be involved in the Project Work Teams. Mr. Ogaard reviewed the RRWMB's annual report and the governing documents and concluded his presentation.

Dick Nelson, Financial Coordinator, RRWMB presented information on State and Federal funding for watershed projects in the state. Mr. Nelson stated that the Hay Creek Project is a fully funded project. Since it is a fully funded project, it would be advisable to proceed with plans as soon as possible. The DNR is requesting quarterly cash flow analysis in order to foresee the need for funds so that they may make adjustments accordingly. Mr. Nelson discussed opposition to projects and how that may affect funding.

**PERMITS:**

A **motion** was made by Manager Moser and seconded by Manager Carriere to approve previously tabled permit #02-08 (Douglas Erickson). Carried-unanimous.

A **motion** was made by Manager Moser and seconded by Manager Carriere to approve previously tabled permit #02-09 (Douglas Erickson). Carried- unanimous.

A **motion** was made by Manager Moser and seconded by Manager Carriere to approve permit #023 (Roseau County) as written. Carried- unanimous.

A **motion** was made by Manager Voll and seconded by Manager Moser to approve permit #024 (Roseau County) as written. Carried - unanimous.

A **motion** was made by Manager Voll and seconded by Manager Moser to approve permit #025 (Roseau County) as written. Carried- unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Voll to approve permit #026 (Roseau County) as written. Carried- unanimous.

A **motion** was made by Manager Moser and seconded by Manager Voll to approve permit #027 (Clifford Dahl) as written. Carried- unanimous.

A **motion** was made by Manager Moser and seconded by Manager Voll to send copies of the permit form and a letter to the townships requesting that they supply landowners who purchase culverts from them with a copy of the permit form to be completed and submitted to the Watershed by said landowner. Carried unanimous.

**Engineer's Report:**

Engineer Rood discussed the FDR goals. He presented the latest contour map made for the Watershed. A **motion** was made by Manager Moser and seconded by Manager Voll to have the Mulligahake map made next. Carried- unanimous.

**RRWMB Report:**

Manager Erickson discussed the Buffalo-Red Boards decision to withdraw from the RRWMB. The entire Buffalo-Red Board was invited to attend the RRWMB meeting, July 1<sup>st</sup> in Ada. Dan Thul, MN DNR presented information on score evaluation and project prioritizing the RRWMB. FEMA ditch repair funds are only to be used for damage caused by flooding. Naomi Erickson discussed the Project Work Team process and the need to keep teams active. The goal of the Watershed districts is to reduce flooding, not eliminate. Manager Erickson informed the board that the next meeting is scheduled for June 1<sup>st</sup> in Fertile.

**Administrator's Report:**

Administrator Sando discussed the following items:

- The PWT met May 23<sup>rd</sup> at 4:30.
- Meeting with MPCA to discuss monitoring of the Hay Creek Project. There was discussion of the Warroad Lagoon discharging.
- Auditors letter
- Administrator Sando will be taking July 8<sup>th</sup> through July 12<sup>th</sup> off for vacation.
- In Dieter Township, there is a blowout North of Robert Lee's.
- Update on computer networking
- County Commissioner meeting; discussion on Middle River/Snake River Watershed annexing with Tamarack River Watershed.
- Per Diem problem with the County.

**RRIW:**

There was no meeting in May due to a snow storm. Manager Erickson informed the board that the next meeting for the RRIW would be June 13<sup>th</sup> 2002, in Vita at 2 p.m.

**OLD BUSINESS:**

Administrator Sando and Engineer Rood met with landowners about FEMA sandbar removal. It was determined that sites two through five are not worth time and effort to remove. Site six is a little larger. Site one the sandbar has washed away.

There was discussion on the Duxby Levee repair. Photos taken at the site were shown. Erosion, washouts and the effectiveness of rip-rap were discussed. A **motion** was made by Manager Voll and seconded by Manager Moser to get two cost estimates on these FEMA projects. Carried- unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Moser to increase the secretary's wages by one dollar. Carried- unanimous.

**NEW BUSINESS:**

There was discussion on the recent Minnesota Legislative Action regarding state funding of projects. A thank you letter will be sent to Rep. Maxine Penas from the Watershed.

Manager Erickson discussed the recent FDR work group meeting that took place in Detroit Lakes. An extension has been granted through September for the state monies available for the Hay Creek Project.

There was some discussion on the Overall Plan Mission Statement.

The Hay Creek Project was discussed. Administrator Sando will try to organize a meeting with the Roseau County Commissioners for July 2<sup>nd</sup> at 3.p.m. The response to the letter from Kurt Deter was reviewed. The letter for the CORPS to access land for cultural resources was discussed. Questions about payment of land taxes, benefited area and maintenance were again discussed.

There was a **motion** was made by Manager Moser and seconded by Manager Carriere to approve revision to existing permit #02-03 (MN DOT). Carried- unanimous.

There was a **motion** made by Manager Carriere and seconded by Manager Moser to purchase an office air conditioner. Carried- unanimous.

Administrator Sando reminded everyone of the Ditch 8 hearing.

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

The meeting was adjourned at 8:47 p.m.

Respectfully submitted,

---

LeRoy Carriere, Secretary/Treasurer

---

Tracy Halstengard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD July 2, 2002**

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

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

**STAFF PRESENT:** Administrator, Rob Sando; Secretary, Tracy Halstengard

**OTHERS PRESENT:** Refer to attendance sheet.

**CONSULTING STAFF PRESENT:** Pat Moren and Omar Rood

**DELEGATIONS:** Dave Grafstrom – Overall Plan

**AGENDA:** **Motion** by Manager Voll and seconded by Manager Carriere to approve the agenda with the additions of Permit # 02-20 (Dennis Komplien) and revisit #0212 (Leroy Otto) under permits; and IJC meeting in Detroit Lakes, Flood meeting, flood work billing and overall plan under New Business. Carried- unanimous.

**MINUTES:** A **motion** was made by Manager Carriere and seconded by Manager Voll to approve the June 4, 2002 regular monthly board meeting minutes as mailed. Carried- unanimous.

**RECEIPTS:**

<b>June Receipts -- Memo</b>	<b>Balance</b>
Interest on checking	\$ 114.99
Lake of the Woods -- share of taxes	\$ 143.81
Marshall County -- share of taxes	\$ 728.94
Beltrami County -- share of taxes	\$ 161.34
<b>TOTAL</b>	<b>\$ 1,149.08</b>

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

<b>June Bills -- Memo</b>	<b>Amount</b>
Bryan Erickson -- July rent	\$ 450.00
Cell 2000 -- cell phone charge	\$ 42.66
Century Tel -- phone bill	\$ 124.82
Ross True Value -- office supplies	\$ 306.04
Sjoberg's Cable TV -- installation of cable internet and purchase of modem	\$ 38.65
Ace Hardware -- air conditioner	\$ 419.99
Reliable office supplies -- computer disks	\$ 14.95
Roseau Times Region -- advertising	\$ 4.25
Tony Dorn Inc -- copier maintenance	\$ 19.41
Patrick D. Moren -- legal fees	\$ 718.75
JOR Engineering -- 5/26/02 to 6/22/02 -- General - \$620.51, SD#51 - 1489.00, Overall Plan \$1841.65, Project Work Team - 1103.98, Stream Gaging/Gages - 143.00, Flood Fight - 45781.30.	\$ 50,979.44
Farrell Erickson -- meetings, mileage and expenses	\$ 1,337.67
LaVerne Voll -- meetings, mileage and expenses	\$ 298.27
LeRoy Carriere -- meetings, mileage and expenses	\$ 50.79
Allison Frislie -- meetings, mileage and expenses	\$ 655.63
Raymond Moser -- meetings, mileage and expenses	\$ 342.93
Rob Sando -- expenses and mileage	\$ 1,070.16
Rob Sando -- salary, insurance	\$ 2,266.86
Tracy Halstensgard -- wages	\$ 669.34
Wesley Pesek -- CAC expense	\$ 21.90
Steve Lee -- CAC expense	\$ 10.22
Curtis Amundson -- CAC expense	\$ 8.03
Wayne Trangsrud -- CAC expense	\$ 14.60
Postmaster -- stamps	\$ 78.50
PERA -- employee and employer share (April 1st through 30th, 2002)	\$ 415.47
Citizens State Bank -- 941 tax	\$ 1,242.20
<b>TOTAL</b>	<b>\$ 61,601.53</b>

**DELEGATIONS:**

Dave Grafstrom informed the board of a discussion he had with Brian Dwight, BWSR. They are going to meet with DNR officials to discuss the Natural Resource Enhancement portion of the Overall Plan. The date, time and place for the meeting have yet to be set. Mr. Grafstrom hopes to have a summary of the information to present to the board after the meeting.

There were no County Commissioners present for the meeting. The next meeting to discuss Hay Creek will be set for August 6<sup>th</sup> at 3 p.m.

**PERMITS:**

A motion to table permit #02-18 (Richard Sundahl) was made by Manager Voll, seconded by Manager Carriere. Carried- unanimous.

A motion was made by Manager Frislie and seconded by Manager Moser to approve permit #02-19 (Roseau County). Carried- unanimous.

A motion was made by Manager Moser and seconded by Manager Carriere to approve permit #02-20 (Dennis Komplien). Carried- unanimous.

A motion was made by Manager Frislie and seconded by Manager Voll to approve permit #022 (Leroy Otto). Carried- unanimous.

**Engineer's Report:**

Engineer Rood presented a map from the DNR showing area rainfall amounts. Engineer Rood discussed projects to reduce flooding, including a diversion around the city of Roseau. A short-term plan could be to upgrade dikes. Some long-term solutions may include permanent dikes, impoundments or a diversion. There was some discussion on the funding for any projects or combination of projects.

Manager Erickson discussed the decision to have Engineer Rood working for the newly formed flood planning committee. The committee includes people from the County, City, Polaris and the Watershed. The committee is chaired by Bob Bergland. There was discussion on paying for the engineering services for this committee. A **motion** was made by Manager Voll and seconded by Manager Carriere to have JOR Engineering continue work for one month for the flood planning committee. Carried— unanimous.

Manager Erickson informed the board of the IJC meeting in Detroit Lakes on July 10.

**RRWMB Report:**

Manager Erickson did not attend the June meeting because of the area flooding. The next RRWMB meeting is July 16<sup>th</sup> in Ada.

**Administrator's Report:**

Administrator Sando reported on the following issues:

- Gaging on June 10 and 11, and meetings with city officials.
- RRWD has received 3 ring dike requests
- The office copier no longer works. The insurance will not cover the cost of replacing it. **motion** was made by Manager Carriere and seconded by Manager Voll to lease a copier with the option to buy. Carried – unanimous.
- The Mickelson Bridge is gone. The bridge bed is downstream.
- Meeting with County Commissioners
- Attended the MAWD Summer Tour where they were shown an area of new development.
- Ditch inspection
- DNR letter
- Audit report— interest on certificates of deposit.
- Alan Halvorson dike— a **motion** was made by Manager Moser and seconded by Manager Voll to have Administrator Sando research and report on the situation. Carried. Manager Frislie abstained.

**RRIW:**

Manager Erickson informed the board that the next meeting for the RRIW would be July 11<sup>th</sup> 2002, in Vita at 2 p.m.

**OLD BUSINESS:**

Due to flooding, the public hearing on Ditch #8 will be rescheduled to August 6<sup>th</sup> 2002 at 6 p.m. in the RRWD office.

The issue of post-flood well water quality was discussed. The suggestion was made to help notify the public to test wells.

**NEW BUSINESS:**

A notice will be sent to the County Commissioners of the 3 p.m. meeting on August 6<sup>th</sup>

Floyd Haugen voiced concerns about culverts and traps in his area. There was discussion on who is responsible for those culverts. **Amotion** was made by Manager Voll and seconded by Manager Carriere to replace culverts and traps. Carried– unanimous.

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

The meeting was adjourned at 8:20 p.m.

Respectfully submitted,

---

LeRoy Carriere, Secretary/Treasurer

---

Tracy Halstensgard, Secretary



**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD August 6th, 2002**

**ORDER:** Chairman Farrell Erickson called the meeting to order at 5:07 p.m.

**MANAGERS PRESENT:** Farrell Erickson, LeRoy Carriere and LaVerne Voll. Allison Friis arrived at 5:15.

**STAFF PRESENT:** Administrator, Rob Sando; Secretary, Tracy Halstengard

**OTHERS PRESENT:** Refer to attendance sheet.

**CONSULTING STAFF PRESENT:** Pat Moren and Omar Rood

**DELEGATIONS:** Dave Grafstrom– Overall Plan

**AGENDA:** **Motion** by Manager Voll and seconded by Manager Carriere to approve the agenda with the additions of Permit # 02-25 (RRWMA) and #02-26 (Warren Hagen) under permits; and Resolution from RRWD for Sec. 205 and PWT attending flood planning committee meeting under New Business. Carried- unanimous.

**MINUTES:** A **motion** was made by Manager Carriere and seconded by Manager Voll to approve the July 2, 2002 regular monthly board meeting minutes as mailed. Carriedunanimous.

**RECEIPTS:**

<b>July Receipts -- Memo</b>	<b>Balance</b>
Interest on checking	\$ 131.53
Citizens State Bank -- interest on certificate of deposit	\$ 2,493.16
Kittson County -- share of taxes	\$ 847.44
<b>TOTAL</b>	<b>\$ 3,472.13</b>

**BILLS:** **Motion** by Manager Carriere to pay the following bills, seconded by Manager Frislie. Carried- Unanimous.

<b>July Bills -- Memo</b>	<b>Amount</b>
Bryan Erickson -- August rent	\$ 450.00
Cell 2000 -- cell phone charge	\$ 236.64
Century Tel -- 5/24/02 through 6/10/02 phone bill	\$ 125.59
Century Tel -- 6/11/02 through 7/25/02 phone bill	\$ 125.30
Ross True Value -- batteries	\$ 6.29
Sjoberg's Cable TV -- installation of cable internet and purchase of modem	\$ 40.60
Quality Printing -- yellow paper	\$ 27.69
Minnesota Revenue -- 2nd quarter withholdings	\$ 516.00
Internal Revenue Service -- 2nd quarter withholdings	\$ 9.18
Roseau Times Region -- advertising	\$ 153.00
Tony Dorn Inc -- copier maintenance	\$ 33.91
Patrick D. Moren -- legal fees	\$ 531.25
JOR Engineering -- 6/23/02 to 7/27/02 -- General - \$835.90, SD#51 - \$897.00, Overall Plan \$2,144.71, Flood Fight - \$11,206.17, Flood Committee - \$20,131.70.	\$ 35,215.48
Farrell Erickson -- meetings, mileage and expenses	\$ 591.66
LaVerne Voll -- meetings, mileage and expenses	\$ 130.33
LeRoy Carriere -- meetings, mileage and expenses	\$ 213.17
Allison Frislie -- meetings, mileage and expenses	\$ 88.21
Rob Sando -- expenses and mileage	\$ 492.37
Rob Sando -- salary, insurance	\$ 2,266.86
Tracy Halstensgard -- wages	\$ 960.54
Wesley Pesek -- CAC expense	\$ 21.90
Wayne Trangsrud -- CAC expense	\$ 14.60
Postmaster -- stamps	\$ 148.00
PERA -- employee and employer share (July 1st through 31st, 2002)	\$ 457.47
Citizens State Bank -- 941 tax	\$ 1,132.94
<b>TOTAL</b>	<b>\$ 43,988.98</b>

**DELEGATIONS:**

Dave Grafstrom informed the board of a discussion he had with Brian Dwight, BWSR. The meeting to discuss NRE issues of the overall plan is set for August 21. No specific time has been set, however Mr. Grafstrom felt the meeting would take the better part of a day.

**PERMITS:**

After some discussion on permit #0221, the board decided to talk to MNDOT about it. No action was taken.

A **motion** was made by Manager Carriere and seconded by Manager Voll to approve permit #022 (Roseau County). Carried- unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Frislie to approve permit #023 (Roseau County). Carried- unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Voll to approve permit #024 (Roseau County). Carried- unanimous.

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve permit #028 (Richard Sundahl). Carried- unanimous.

Permit #02-25 will be forwarded to Two Rivers Watershed District.

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve permit #026 (Warren Hagen) with the omission of culvert #1. Carried- unanimous.

#### **Engineer's Report:**

Engineer Rood presented the Board with a map of the proposed diversion project and a book of potential impoundment sites. Engineer Rood discussed the plans being presented to the flood committee. There was a discussion on the cost of having JOR Engineering continue working for the flood committee. Manager Erickson asked if the Board wished to continue involvement in the committee. **motion** was made by Manager Frislie and seconded by Manager Voll for JOR Engineering to continue work for one month for the flood committee. Carried unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Frislie to open the public hearing on Ditch #8 improvements. Carried- unanimous. The MN DOT has requested lowering and lengthening a culvert across TH 89 on the Ditch 8 system. Manager Erickson asked if anyone had any questions. Michelle Mekash voiced concerns about increased bank erosion on her property. After discussion on the affect of the proposed modification **motion** was made by Manager Frislie and seconded by Manager Carriere to close the public hearing. Carried- unanimous. A **motion** was made by Manager Voll and seconded by Manager Carriere to approve minor modifications to Ditch 8 by lowering and lengthening the culvert under TH 89. Carried unanimous. **motion** was made by Manager Voll and seconded by Manager Carriere to check into Michelle Mekash's problem and attempt to turn it in to FEMA.

#### **RRWMB Report:**

Manager Erickson reported that one of the main issues discussed at the last RRWMB meeting was the withdrawing of the Buffalo-Red Watershed District by a vote of 32. The tax levy stayed the same for this year. The Tech Committee reviewed the Star Value and lowered it from 18 to 16. This change will increase the possibility of getting funding. Manager Erickson attended the JIC conference with Maynard Pick.

#### **Administrator's Report:**

Administrator Sando reported on the following issues:

- Thank you letter from National Weather Service
- MPCA testing equipment
- Purchasing GIS software- a **motion** was made by Manager Carriere and seconded by Manager Frislie to pay for GIS time and training. Carried unanimous.
- Flood money spent so far
- Attended the District Administrators meeting. The main topics of discussion were Buffalo-Red and pending projects.
- The new copier is now in our office. There was discussion on payment options for the copier. **motion** was made by Manager Carriere and seconded by Manager Frislie to purchase the copier. Carried unanimous.
- Problem with laptop - printer compatibility.
- Alan Halvorson dike- a letter will be sent to Alan Halvorson to remove the dike with a copy sent to the county attorney.

#### **RRIW:**

Manager Erickson informed the board that at the last meeting there was discussion on the possibility of holding water in the RM of Piney. Different areas that may be suitable for impoundment were discussed. The RRIW board discussed the Vita meeting location and the possibility of reimbursing the owners of the building for the use of the facilities. Manager Erickson informed the board that the next meeting for the RRIW would be August 8<sup>th</sup> 2002, in Vita at 2 p.m.

**OLD BUSINESS:**

The interest earned on the Hay Creek money needs to be returned to the MN DNR. The request will be made ~~get~~ the money back for the flood recovery effort.

Manager Voll made **amotion** to rescind a previous motion to replace the culverts and traps in Moose Township due to further investigation, seconded by Manager Carriere. Carried– unanimous.

**NEW BUSINESS:**

There have been four requests for Ring Dikes so far. The Ring dike funding for 2002 is gone. Gracia Nelson stated money may become available for 2003.

The budget hearing was set for September 3<sup>rd</sup>, 2002 at 6 p.m. in the RRWD office. **Amotion** was made by Manager Voll and seconded by Manager Carriere to keep the budget the same as last year. Carriedunanimous.

A **motion** was made by Manager Carriere and seconded by Manager Frislie to sign and send in the Section 205 Resolution. Carried– unanimous.

The PWT members will be attending the next flood committee meeting scheduled for August 14<sup>th</sup> 2002. Administrator Sando will be contacting Dennis Smedsmo and Mitch Johnson about transportation.

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

The meeting was adjourned at 7:52 p.m.

Respectfully submitted,

---

LeRoy Carriere, Secretary/Treasurer

---

Tracy Halstensgard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD September 3rd, 2002**

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

**MANAGERS PRESENT:** Farrell Erickson, LeRoy Carriere and LaVerne Voll. Allison Frie arrived at 5:15.

**STAFF PRESENT:** Administrator, Rob Sando; Secretary, Tracy Halstengard

**OTHERS PRESENT:** Refer to attendance sheet.

**CONSULTING STAFF PRESENT:** Pat Moren and Omar Rood

**DELEGATIONS:** Bob Bergland and Mitch Johnson, flood mitigation committee.

**AGENDA:** **Motion** by Manager Carriere and seconded by Manager Voll to approve the agenda as handed out. Carried - unanimous.

**MINUTES:** A **motion** was made by Manager Voll and seconded by Manager Carriere to approve the August 6th, 2002 regular monthly board meeting minutes as mailed. Carried unanimous.

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve the minutes from the August 6<sup>th</sup> 2002 Joint Meeting with the County Commissioners with changes to the last sentence of the second paragraph and the addition of a sentence to the last paragraph. Carried unanimous.

**RECEIPTS:**

<b>August Receipts -- Memo</b>	<b>Balance</b>
Citizens State Bank -- Interest on checking	\$ 124.94
USDA -- FSAKCMOCDSP	\$ 6,856.00
Wikstrom Telecom -- refund on overpayment	\$ 15.30
<b>TOTAL</b>	<b>\$ 6,996.24</b>

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

<b>August Bills -- Memo</b>	<b>Amount</b>
Bryan Erickson -- September rent	\$ 450.00
Cell 2000 -- cell phone charge	\$ 57.17
Century Tel -- phone bill	\$ 127.09
MN DNR Waters -- return of interest	\$ 28,711.86
Ross True Value -- vacuum cleaner	\$ 101.68
Sjoberg's Cable TV -- installation of cable internet and purchase of modem	\$ 40.60
Ace Hardware -- misc. office supplies	\$ 92.43
Multi Office Products -- bookshelves, chairmats and misc.	\$ 752.36
Tony Dorn Inc -- new copier	\$ 5,790.00
Roseau Times Region -- advertising	\$ 55.25
Patrick D. Moren -- legal fees	\$ 781.25
JOR Engineering -- 7/28/02 to 8/24/02 -- General - \$1066.35, SD#51 - \$721.50, Overall Pla - \$1001.76, Flood Fight - \$342.50, Flood Committee - \$20,685.57, PWT - \$424.00.	\$ 24,241.68
Farrell Erickson -- meetings, mileage and expenses	\$ 204.94
LaVerne Voll -- meetings, mileage and expenses	\$ 127.86
LeRoy Carriere -- meetings, mileage and expenses	\$ 50.79
Allison Frislie -- meetings, mileage and expenses	\$ 83.64
Rob Sando -- expenses and mileage	\$ 197.75
Rob Sando -- salary, insurance	\$ 2,266.86
Tracy Halstensgard -- wages	\$ 943.49
Steve Lee -- CAC expense	\$ 10.22
PERA -- employee and employer share (August 1st through 31st, 2002)	\$ 453.74
Citizens State Bank -- 941 tax	\$ 1,080.02
<b>TOTAL</b>	<b>\$ 66,620.68</b>

**DELEGATIONS:**

Bob Bergland talked about the history and future of flood reduction in and around Roseau. The motivation of the Flood Mitigation Committee is to help assure this extent of damage is never again. Their main purpose is to coordinate efforts of different agencies and to promote political support and local support. Mitch Johnson, Polaris Industries, talked about the Polaris Board of Directors and their responsibility to the stockholders. Their concern is where Polaris will invest in the future. Polaris will be hiring professional people and they want to show things are moving forward and to show confidence. Mr. Bergland stated that the Watershed Comprehensive Plan is about a 20 year plan and the City of Roseau's plan is more short term.

A **motion** was made by Manager Carriere and seconded by Manager Frislie to open the public hearing at 6 p.m. on the RRWD's proposed budget for 2003. 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 6:00 p.m. Following discussion **amotion** was made by Manager Carriere and seconded by Manager Frislie to approve the following budget for year 2003. 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 Frislie to close the budget hearing at 6:10 p.m. Carried - unanimous.

**PERMITS:**

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve permit #02-21 (Leland Melby). Carried - unanimous.

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve permit #02-27 (Tracy Halstensgard). Carried – unanimous.

**Engineer's Report:**

Engineer Rood Discussed the various components of the Comprehensive Water Management Plan that he developed for the RRWD.

**RRWMB Report:**

Manager Erickson reported that funding of the Buffalo Red Watershed District was discussed. Also discussed was the possibility of funding for ring dikes from BWSR.

**Administrator's Report:**

Administrator Sando reported on the following issues:

- The remodeling of the office.
- EWP meeting with John Anderson on bank restoration
- John Wahlberg reported some bank slumping and the possibility of FEMA money
- Well capping on Watershed land.
- County Commissioners have not yet appointed a new Watershed Manager. They are screening the applicants.
- Discussed hanging the maps on the wall.
- Work Force Center funding for flood displaced employees and the possibility of hiring someone to do culvert inventories.
- Work on viewing ditches.

**RRIW:**

Manager Voll informed the board that the Canadian government is considering building an impoundment off of the Roseau River just across the border. Also discussed was the money to be forwarded from the RRWD for the administration of the RRIW.

**OLD BUSINESS:**

There was discussion on the requests for ring dikes and the funding for them. Administrator Sando informed the board of a concern raised about the Marjorie Prezekwas dike.

A **motion** was made by Manager Carriere and seconded by Manager Frislie to levy the below stated amounts to each ditch system for the year 2003:

- \$ 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 Voll and seconded by Manager Carriere 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 62, 1976 Session Laws and the provisions of the Joint Powers Agreement with the RRWD and 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) sheets for the above stated motions.

**NEW BUSINESS:**

The board advised Administrator Sando to pursue expansion of office space for the purpose of displaying the contour maps.

A Project Work Team meeting was scheduled for October 8, 2002 at 9 a.m. and an Overall Planning meeting for 1 p.m.

The meeting was adjourned at 8:10 p.m.

Respectfully submitted,

---

LeRoy Carriere, Secretary/Treasurer

---

Tracy Halstensgard, Secretary



**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD October 8th, 2002**

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

**MANAGERS PRESENT:** Farrell Erickson, LeRoy Carriere and Allison FrislieLaVerne Voll arrived at 5:15.

**STAFF PRESENT:** Administrator, Rob Sando; Secretary, Tracy Halstengard

**OTHERS PRESENT:** Refer to attendance sheet.

**CONSULTING STAFF PRESENT:** Pat Moren and Omar Rood

**DELEGATIONS:** Dave Grafstrom, Overall Plan writer

**AGENDA:** **Motion** by Manager Carriere and seconded by Manager Frislie to approve the agenda as handed out. Carried - unanimous.

**MINUTES:** A **motion** was made by Manager Carriere and seconded by Manager Frislie to approve the September 6th, 2002 regular monthly board meeting minutes as mailed. Carried unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Frislie to approve the minutes of the emergency meeting as handed out. Carried - unanimous.

**RECEIPTS:**

<b>September Receipts -- Memo</b>	<b>Balance</b>
Citizens State Bank -- Interest on checking	\$ 59.75
Minnesota Workers' Comp -- Assigned Risk Plan litigation	\$ 111.78
Border State Bank -- Interest on Certificate of Deposit #200240	\$ 1,494.08
<b>TOTAL</b>	<b>\$ 1,665.61</b>

**BILLS:** Motion by Manager Frislie to pay the following bills, seconded by Manager Carriere. Carried- Unanimous.

<b>September Bills -- Memo</b>	<b>Amount</b>
Bryan Erickson -- October rent	\$ 450.00
Border Agency -- insurancy	\$ 164.00
Cell 2000 -- cell phone charge	\$ 42.70
Century Tel -- phone bill	\$ 134.10
Ross True Value -- vacuum cleaner	\$ 18.64
Sjoberg's Cable TV -- cable internet	\$ 40.65
Multi Office Products -- bookshelves, chairmats and misc.	\$ 285.90
Reliable Office Supplies -- misc. office supplies	\$ 55.58
Tony Dorn Inc -- copier maintenance	\$ 29.98
Roseau Times Region -- advertising	\$ 4.25
Patrick D. Moren -- legal fees	\$ 1,031.25
JOR Engineering -- 8/28/02 to 9/21/02 -- General - \$668.30, SD#51 - \$832.00, Overall Plan \$1408.55, Flood Committee - \$7091.08, Hay Creek - \$103.00.	\$ 10,102.93
Farrell Erickson -- meetings, mileage and expenses	\$ 701.40
LaVerne Voll -- meetings, mileage and expenses	\$ 115.44
LeRoy Carriere -- meetings, mileage and expenses	\$ 117.27
Allison Frislie -- meetings, mileage and expenses	\$ 83.64
Rob Sando -- expenses and mileage	\$ 782.25
Rob Sando -- salary, insurance	\$ 2,266.86
Tracy Halstensgard -- wages	\$ 919.71
Steve Lee -- CAC expense	\$ 10.22
Wesley Pesek -- CAC expense	\$ 21.90
Wayne Trangsrud -- CAC expense	\$ 14.60
Independent School District 682 -- use of school bus	\$ 40.26
Deluxe Well Drilling -- well capping	\$ 430.00
Rowekamp Associates Inc. -- ArcView software	\$ 1,034.12
RRIW --	\$ 5,000.00
Coutts, Keaveny and Rinde PC -- 2001 audit	\$ 2,840.00
RRWMB -- share of taxes	\$ 452.00
F & R Floral -- Flowers for Marlys Ogaard funeral	\$ 53.25
PERA -- employee and employer share (September 1st through 31st, 2002)	\$ 453.74
Citizens State Bank -- 941 tax	\$ 1,154.94
<b>TOTAL</b>	<b>\$ 28,851.58</b>

**DELEGATIONS:**

Dave Grafstrom discussed the NRE goals portion of the Overall Plan. Mr. Grafstrom distributed a draft of the NRE section that is being reviewed by the Overall Planning Committee.

**PERMITS:**

A **motion** was made by Manager Carriere and seconded by Manager Voll to approve permit #02-28 (Dale Przekwas) for a squashed 18" x 30' or a 24" x 30' culvert Carried- unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Voll to approve permit #02-29 (Darwin Sandin). Carried- unanimous.

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve permit #020 (Don Corneliussen). Carried- unanimous.

There was discussion on a request from MN DOT to put in a ~~new~~ approach without a culvert on the North side of Highway 11, West of Roseau. **Amotion** was made by Manager Frislie and seconded Manager Voll to notify MN DOT a culvert is not needed for the new crossing. Carried- unanimous.

**Engineer's Report:**

Engineer Rood discussed the meeting in St. Paul with Barr Engineering. Engineer Rood showed the board the Mulligan Lake contour map that was just finished. **Amotion** was made by Manager Voll and seconded by Manager Carriere to proceed with construction of the next maps; Thief Lake SE, Wannaska SW, Skime and Mulligan Lake SW.

**RRWMB Report:**

Manager Erickson reported that the Buffalo-Red Watershed District has officially withdrawn and are now out of the RRWMB.

There will be a RRBC conference in Winnipeg on January 15, 16 and 17<sup>th</sup>.

The funding for the gauging station at Malung may be eliminated. Questions as to the State of Minnesota's cost sharing portion were discussed. Manager Erickson will follow up.

Donald Ogaard will be retiring after the first of the year. Dick Nelson will be taking some of the responsibility. The next meeting is October 22<sup>nd</sup> in Warren.

**Administrator's Report:**

Administrator Sando reported on the following issues:

- The Roseau Flood Mitigation Coordinating Board meeting on Monday morning. Discussed the communication between the City, County and Watershed.
- Engineer Anderson, Engineer Rood and a FEMA representative will be flying over the river to do a damage assessment. Administrator Sando is hoping to get an extension on the FEMA sit in SD #51.
- The PWT met and ranked the impoundment sites. **Amotion** was made by Manager Carriere and seconded by Manager Voll to accept the four impoundment sites and West Storm Ditch prioritized by the PWT and proceed with the investigation of the most critical. Carried- unanimous.

**RRIW:**

Manager Erickson reported that the engineering firm doing the Canadian watershed planning is UMO Engineering out of Winnipeg.

Representatives from the RRIW met in Winnipeg to discuss funding with government officials.

The next meeting is Thursday, October 10<sup>th</sup>, 2002 in Vita at 2:00 p.m.

The Board revisited permits in order to review a permit submitted by Kelman Kvien. **Amotion** was made by Manager Frislie and seconded by Manager Voll to approve permit #0231 (Kelman Kvien). Carried- unanimous

**OLD BUSINESS:**

There was discussion on the Hay Creek Project and the need for the County to turn over the ditches. A ~~mail~~ letter from Tom Raster was discussed.

Administrator Sando discussed a letter sent to Brian Dwight, BWSR, to request funds from the Overall Plan Budget.

There was some discussion on the fly over of SD #51, the Wahlberg Dike and getting ESP money for sloughing.

The lease agreement drawn up by Bryan Erickson for the office and additional space was presented to the Board. The terms of the lease were discussed and it was decided that Pat Moren would draw up a new lease agreement.

There was discussion on the culverts and traps in WD #3 under County Road 139. The county will put in culverts but does not want to install traps. A ~~motion~~ motion was made by Manager Voll, seconded by Manager Frislie to have the County install traps on the East side of culverts at the expense of the ~~W~~Watershed. Carried– unanimous.

There was no permit submitted to the Watershed office for a culvert for Dennis Komplien. Administrator Sando was instructed to call Greg Halverson for more information.

**NEW BUSINESS:**

A ~~motion~~ motion was made by Manager Voll and seconded by Manager Carriere to move the November meeting date to October 29<sup>th</sup>, 2002 at 5 p.m. Carried– unanimous.

Dick Nelson has been hired by the Regional Development Commission as a financial coordinator. Mr. Nelson will be working with the Roseau Flood Mitigation Coordinating Board to coordinate funding efforts.

The MAWD conference has been scheduled for December 5<sup>th</sup>, 6<sup>th</sup>, and 7<sup>th</sup>. Managers Carriere and Erickson and Administrator Sando will be attending.

Manager Carriere took the oath of office.

Administrator Sando will research the workforce program that pays for people who have been laid off from their jobs because of the flood to be temporarily employed in flood recovery efforts.

The 2001 Audit report was presented to the board. After some discussion, the board will be looking into the accounting firm in Hallock for next years audit

There was discussion on permits in the Two Rivers Watershed District and on the boundary between the two watersheds.

The meeting was adjourned at 7:47 p.m.

Respectfully submitted,

---

LeRoy Carriere, Secretary/Treasurer

---

Tracy Halstensgard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD October 29th, 2002**

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

**MANAGERS PRESENT:** Farrell Erickson, LeRoy Carriere and Allison Frislie

**STAFF PRESENT:** Administrator, Rob Sando; Secretary, Tracy Halstensgard

**OTHERS PRESENT:** Refer to attendance sheet.

**CONSULTING STAFF PRESENT:** Pat Moren and Omar Rood

**DELEGATIONS:** Floyd Haugen, Moose Township; Warren Stoe, Lins Bridge; Greg Halverson, Jodi Township.

**AGENDA:** **Motion** by Manager Frislie and seconded by Manager Carriere to approve the agenda as handed out. Carried - unanimous.

**MINUTES:** A **motion** was made by Manager Carriere and seconded by Manager Frislie to approve the October 8th, 2002 regular monthly board meeting minutes as mailed. Carried unanimous.

**RECEIPTS:**

<b>October Receipts -- Memo</b>	<b>Balance</b>
Citizens State Bank -- Interest on checking	\$ 39.28
Roseau Soil and Water Conservation District -- Well sealing	\$ 215.00
<b>TOTAL</b>	<b>\$ 254.28</b>

**BILLS:** Motion by Manager Carriere to pay the normal monthly bills, seconded by Manager Frislie. Carried- Unanimous.

<b>October Bills -- Memo</b>	<b>Amount</b>
Bryan Erickson -- November rent	\$ 450.00
Cell 2000 -- cell phone charge	\$ 50.27
Century Tel -- phone bill	\$ 134.48
Ross True Value -- paper towels	\$ 9.99
Sjoberg's Cable TV -- cable internet	\$ 40.65
Multi Office Products -- .	
Reliable Office Supplies -- misc. office supplies	
Tony Dorn Inc -- Copier maintenance	\$ 11.98
Roseau Times Region -- advertising	\$ 4.25
Patrick D. Moren -- legal fees	\$ 906.25
JOR Engineering -- 9/22/02 to 10/19/02 -- General - \$487.00, SD#51 - \$3700.50, Overall Plan - \$542.00, Flood Committee - \$5060.63, Project Work Team - \$851.00.	\$ 10,641.13
Farrell Erickson -- meetings, mileage and expenses	\$ 311.91
LaVerne Voll -- meetings, mileage and expenses	
LeRoy Carriere -- meetings, mileage and expenses	\$ 101.58
Allison Frislie -- meetings, mileage and expenses	
Rob Sando -- expenses and mileage	\$ 359.52
Rob Sando -- salary, insurance	\$ 2,266.86
Tracy Halstensgard -- wages	\$ 1,063.17
Roseau County Highway Dept -- inspection and spraying	\$ 745.34
Wesley Pesek -- CAC expense	\$ 21.90
Wayne Trangsrud -- CAC expense	\$ 14.60
Roseau County -- second half property taxes	\$ 3,417.00
Postmaster -- stamps	\$ 208.00
MAWD -- annual meeting registration	\$ 180.00
PERA -- employee and employer share (October 1st through 31st, 2002)	\$ 472.87
Citizens State Bank -- 941 tax	\$ 1,118.42
<b>TOTAL</b>	<b>\$ 22,530.17</b>

**DELEGATIONS:**

Floyd Haugen voiced concerns about the traps on culverts in County Road 139. Administrator Sando will follow up.

Warren Stoe discussed concerns about rock that was dumped on the bank on the Northeast side of Lins Bridge. Landowners are concerned that the amount of rock will restrict the flow of the river.

Administrator Sando gave a quick overview of the Overall Plan progress. Dave Grafstrom was unable to attend the meeting.

Greg Halverson talked about a road cut on a minimum maintenance road in Jadis Township. Manager Erickson commented that as long as the level of the road was brought to the ground level (as field on each side) and not lower, the Watershed did not have a problem with the cutting of the road. The option of installing a culvert was discussed and it was stated that if the Township elected to proceed with a culvert they need to apply for a permit from the RRWD.

**PERMITS:**

A **motion** was made by ManagerCarriere and seconded by ManagerFrislie to approve permit #02-32 (Warren Stoe). Carried- unanimous.

A **motion** was made by ManagerFrislie and seconded by ManagerCarriere to deny permit #02-33 (Bryon VandeWege) on lack of information (i.e. Dimensions of earthwork and impact to city of Roseau). Carried—unanimous.

The board revisited permit #02-31 (Kelman Kvien) to include the provision that the culvert be blocked during high water, **motion** made by Manager Carriere seconded by Manager Frislie. Carriedunanimous

**Engineer's Report:**

Engineer Rood discussed the estimating of the 100 year flood plain for the city of Roseau. Different factors will be considered when modeling for the new flood plain, including channel size, dikes, a diversion and impoundments. The changes will take some time to complete.

Engineer Rood also discussed the meeting of the Project Work Team and the discussion on the impoundment sites. The DNR stated they had concerns with two of the four that were chosen as high priority.

**RRWMB Report:**

Manager Erickson discussed the possibility of expanded usage of the CREP program in the Red River Valley. Wild Rice Watershed District signed a resolution supporting the use of the CREP program.

The HR committee received letters of concern about the posting of the executive director position. The committee is working on a job description.

The next meeting is set for November 20<sup>th</sup> in Wheaton.

**Administrator's Report:**

Administrator Sando reported on the following issues:

- The construction of a ring dike without a permit.
- November 26<sup>th</sup> joint meeting with County Commissioners to discuss the ditches in the Hay Creek project area.
- The County Commissioners have yet to appoint a new board member.
- Discussion with FEMA on concerns about pre-flood condition versus original design.
- Impoundment sites.

**RRIW:**

Manager Erickson reported on a meeting with the Canadian Ministry on budget issues. The Canadian government is looking into routing Sprague Creek into the Reed River. The Canadian Rural Municipalities recently held elections. This may cause some disruption in the board if new members are appointed.

There will be no meeting in November.

**OLD BUSINESS:**

There was discussion on the upcoming MAWD annual meeting. **Motion** was made by Manager Frislie and Seconded by Manager Carriere to approve Manager Erickson and Manager Carriere as delegates with Manager Voll as an alternate. Carried- unanimous. **Motion** was made by Manager Carriere and seconded by Manager Frislie to approve the delegates as proxy for the MAWD annual meeting. Carried unanimous.

After some discussion, **amotion** was made by Manager Carriere and seconded by Manager Frislie to approve the lease with changes to description of office space and the buyout amount. Carriedunanimous.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to advertise for separate bids for the hay and crop parcels of the Olafson land on a one year basis. Carriedunanimous.

Manager Frislie discussed cuts in the spoil on Cutoff 10. There was discussion on putting culverts with traps. Manager Frislie will follow up.

**NEW BUSINESS:**

Administrator Sando and Manager Erickson will meet with the Flood Damage Reduction Work Group to discuss engineering money available for the West intercept ditch.

There was discussion on a letter about grant money and a request for funding from the RRWD in the amount of \$5000.00.

The funding from FEMA was discussed and their reasons for excluding parts of SD #51.

A personnel review was planned for December with Manager Frislie and Manager Carriere on the personnel committee. They will decide on a time for a meeting with Administrator Sando.

A letter from Stan Wood RRWMA was presented to the board. The letter was a request to deviate from the plan on the draw down of the pool levels. **Motion** was made by Manager Frislie and seconded by Manager Carriere to agree with the change in the operating plan for this year. Carriedunanimous.

After some discussion on a letter from Edward Fick, FDR Hydrologist, **motion** was made by Manager Carriere and seconded by Manager Frislie to accept the agreement from the State concerning grant money for ring dikes. There was discussion on failure of existing dikes and a list of people who want to build ring dikes. The Board directed Administrator Sando to start with the new requests and have Don Knolting review the sites and do some preliminary work.

Manager Carriere voiced concern on washout on Branch A. Questions were raised on improving spoil to dikes and repairing the damage. Administrator Sando will follow up.

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

Respectfully submitted,

---

LeRoy Carriere, Secretary/Treasurer

---

Tracy Halstensgard, Secretary



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 6 p.m.

Respectfully submitted,

---

LeRoy Carriere, Secretary/Treasurer

---

Tracy Halstensgard, Secretary