

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD January 6th, 2004**

ORDER: Chairman Farrell Erickson called the meeting to order at 5:02 p.m.

MANAGERS PRESENT: Farrell Erickson, LaVerne Voll, Ray Moser, 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 Mike Bakken

DELEGATIONS: Jeff Pelowski, Mayor, City of Roseau; Todd Peterson, City Planner for Roseau; John Wynne, Wynne Consulting.

AGENDA: **Motion** by Manager Carriere and seconded by Manager Moser to approve the agenda as written. Carried - unanimous.

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Frislie to approve the December 2nd, 2003 minutes as written. Carried - unanimous. A **motion** was made by Manager Voll and seconded by Manager Moser to approve the minutes of the special board meeting held December 16th, 2003 as mailed. Carried – unanimous.

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 Voll and seconded by Manager Carriere. Carried – unanimous. Pat Moren then turned the meeting back over to Chairperson Erickson.

A **motion** was made by Manager Carriere 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 Carriere 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 nomination and cast a unanimous ballot for Manager Carriere was made by Manager Voll and seconded by Manager Moser. Carried – unanimous.

A **motion** was made by Manager Moser and seconded by Manager Carriere to keep everything the same as in 2003 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. Roseau Times-Region – official newspaper
4. Pat Moren – attorney on fee basis

A **motion** was made by Manager Moser and seconded by Manager Carriere to appoint Manager Frislie as the representative to the FSA office. Carried – unanimous.

A **motion** was made by Manager Moser and seconded by Manager Frislie to continue having Manager Voll and Manager Carriere on the Project Work Team. Carried – unanimous.

RECEIPTS:

December Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 50.38
Kittson County -- share of taxes	\$ 962.23
Beltrami County -- share of taxes	\$ 82.20
Lake of the Woods County -- share of taxes	\$ 105.83
Border State Bank -- interest on certificate of deposit	\$ 2,430.00
State of Minnesota -- real and agricultural credit	\$ 20,815.50
State of Minnesota -- disaster credit	\$ 2,664.00
Marshall County -- share of taxes	\$ 417.44
Roseau County -- Share of taxes	\$ 63,401.45
TOTAL	\$ 90,929.03

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

December Bills -- Memo	Amount
Bryan Erickson -- January rent	\$ 650.00
Cell 2000 -- cell phone charge	\$ 44.62
Century Tel -- phone bill	\$ 138.29
Sjoberg's Cable TV -- cable internet	\$ 40.66
Tony Torn -- copier maintenance	\$ 17.07
Postmaster -- stamps	\$ 185.00
Reliable Office Supply -- CD mailers, envelopes	\$ 60.75
BRAC -- workers comp. insurance	\$ 291.00
Red River Basin Commission -- registration for land and water summit	\$ 280.00
Roseau Times Region -- advertising	\$ 4.25
Patrick D. Moren -- legal fees	\$ 1,968.75
JOR Engineering -- 11/23/03 to 12/27/03 -- General - \$799.61, SD #51 - \$1217.00, Overall Plan - \$5218.75, Project Work Team - \$15913.55, Chris Johnson ring dike - \$333.60.	\$ 23,482.51
Farrell Erickson -- meetings, mileage and expenses	\$ 772.32
LeRoy Carriere -- meetings, mileage and expenses	\$ 441.28
Allison Frislie -- meetings, mileage and expenses	\$ 188.38
LaVerne Voll -- meetings, mileage and expenses	\$ 127.50
Ray Moser -- meetings, mileage and expenses	\$ 497.80
Rob Sando -- expenses and mileage	\$ 1,473.84
Rob Sando -- salary, insurance	\$ 2,380.11
Tracy Halstengard -- wages	\$ 1,128.91
RRWMB -- share of taxes	\$ 5,458.03
PERA -- employee and employer share (December 1st through 31st, 2003)	\$ 491.10
Citizens State Bank -- 941 tax	\$ 1,265.44
Keith Cummins -- viewers wage and expense	\$ 120.96
Elden Johnson -- viewers wage and expense	\$ 136.80
A. Darrell Borgen -- viewers wage and expense	\$ 100.80
Roseau-Lake of the Woods Title and Abstrace -- Abstract for boat landing	\$ 250.00
Graff Construction -- gravel for Duxby Levee	\$ 90.00
Ross True Value -- office supplies	\$ 10.98
TOTAL	\$ 42,097.15

DELEGATIONS:

Roseau City Mayor Jeff Pelowski spoke of concerns about the progress being made on the West Intercept Project. There are some concerns on the Federal portion of the funding for the project. A grant application has been sent to EDA in Chicago for review. John Wynne of Wynne Consulting, wrote the grant application for the City of Roseau. Mr. Wynne stated that there are two areas of concern from the EDA. One concern is the possible change in the scope of work that was originally stated in the preliminary engineering report. The other concern are environmental impacts. Mr. Wynne has received a list of questions from the EDA and needs to respond as soon as possible.

Mike Bakken, JOR Engineering, referred to cost estimate handouts for the two alternatives designs for the West Intercept Project.

Board Chairmant Farrell Erickson spoke of local landowner concerns on increasing wetlands and the spread of the West Nile Virus.

The question of an adjusted time line was proposed to the board. Mr. Bakken spoke of the different proposals for the Mud Lake portion of the project and the cost estimates. There was extensive discussion on the different variations and on landowner concerns.

PERMITS:

There were no permits presented at this meeting.

Engineer's Report:

Engineer Mike Bakken stated that the information that he had presented earlier in the meeting was the report that he had for the board.

RRWMB Report:

Manager Erickson and Administrator Sando did not attend the RRWMB meeting this month.

Administrator's Report:

Administrator Sando reported on the following issues:

- Chris Johnson Ring Dike
- County Road 120 – \$1.3 million was the low bid.
- Viewers for the West Intercept.
- Overall Plan update – Mr. Grafstrom's bill was received. A **motion** was made by Manager Frislie and seconded by Manager Carriere to direct Administrator Sando to pay Mr. Grafstrom as the State of Minnesota will allow.

RRIW:

Chairman Erickson reported that the Canadian delegates could not attend the last scheduled meeting. Mitch Magnusson was elected to be an alternate on the RRIW board. Orris Rasmussen will be an alternate for Mark Foldesi. The delegates from the U.S. side will be: Farrell Erickson, LaVerne Voll, Floyd Haugen, Greg Halverson and Mark Foldesi.

OLD BUSINESS:

Administrator Sando gave an update on the Hay Creek Project. The new project leader from the CORP, Neil Helming, has viewed the Hay Creek site and discussed some proposed changes with Administrator Sando.

NEW BUSINESS:

Administrator Sando discussed the upcoming MAWD Legislative Breakfast on February 12, 2003.

A **motion** was made by Manager Carriere and seconded by Manager Frislie to increase secretary Halstensgard's wage by \$0.30 per hour, increase vacation time by three days with a maximum of three weeks and secretary Halstensgard will receive a new office chair. Carried – unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Frislie to increase Administrator Sando's salary by 5%. Administrator Sando's insurance allocation will remain the same. Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to work with the accounting firm of Dahl, Hatton, Muir and Reese for the 2003 financial review upon receiving a favorable quote. Carried – unanimous.

The board directed Administrator Sando to investigate different cell phone packages and add an additional line and purchase an additional phone for Chairman Erickson to use.

A special meeting date for continued discussion on the West Intercept was set for January 23rd. Secretary Halstensgard will contact Engineer Rood to see if he is available on that date.

A **motion** to adjourn was made by Manager Voll and seconded by Manager Moser. The meeting was adjourned at 6:50 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS SPECIAL MEETING HELD JANUARY 12, 2004**

Chairman Farrell Erickson called the special meeting to order at 10:00 a.m. in the Roseau River Watershed District Office. Board members present were LaVerne Voll, Raymond Moser, Leroy Carriere and Allison Frislie. Staff attending was Atty. Pat Moren, Engineer Omar Rood, Administrator Rob Sando and Secretary Tracy Halstensgard.

The purpose of the special meeting was to discuss alternatives for the Mud Lake portion of the West Intercept project.

Engineer Rood discussed present features of Roseau Lake and Mud Lake areas. Engineer Rood presented the following options to the board:

- Joining the West Intercept directly to the river.
- Purchasing Section 33 of Jadis Addition for upland/wetland habitat.
- Mud Lake restoration as proposed in the preliminary engineering report.

Engineer Rood informed the board of the advantages and disadvantages of each option. There was discussion on the impacts from each of the different options.

John Wynne, Wynne Consulting Inc., spoke to the application process and the concerns about environmental issues from EDA. Mr. Wynne answered questions on funding concerns.

There was discussion on future maintenance cost and the assessment of benefits.

A **motion** was made by Manager Frislie and seconded by Manager Voll to proceed with the plan for the West Intercept to join directly to the river. Motion failed with Managers Voll and Frislie voting for and Managers Carriere, Moser and Erickson voting against.

A **motion** was made by Manager Moser and seconded by Manager Carriere to proceed with the West Intercept joining directly to the river and acquiring land in Section 33 of Jadis Addition to be maintained as for upland wildlife benefits. Motion passed with Managers Carriere, Moser and Erickson voting for and Managers Voll and Frislie opposed.

Darryll Borgen presented the board with the viewers' report. There was some discussion on the report. A **motion** was made by Manager Voll and seconded by Manager Carriere for the viewers to proceed with the full project area. Carried – unanimous.

JOR Engineering will provide an amended preliminary engineering report noting the changes adopted at this meeting.

A **motion** was made by Manager Voll to adjourn the meeting at 12:00 p.m. Meeting was adjourned.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD February 3rd, 2004**

ORDER: Vice-Chairman Ray Moser called the meeting to order at 5:00 p.m.

MANAGERS PRESENT: Ray Moser, 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 Mike Bakken

DELEGATIONS: Kelman Kvien, Project Work Team

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

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Frislie to approve the January 6, 2004 minutes as written. Carried - unanimous. A **motion** was made by Manager Carriere and seconded by Manager Frislie to approve the minutes of the special board meeting held January 12, 2004 as mailed. Carried – unanimous.

RECEIPTS:

January Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 63.90
Kittson County -- share of taxes	\$ 6.81
Citizens State Bank -- Interest on CD # 43276	\$ 742.96
Citizens State Bank -- Interest on CD # 43274	\$ 371.48
Citizens State Bank -- Interest on CD # 43275	\$ 371.48
TOTAL	\$ 1,556.63

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

January Bills -- Memo	Amount
Bryan Erickson -- February rent	\$ 650.00
Cell 2000 -- cell phone charge	\$ 90.77
Century Tel -- phone bill	\$ 140.27
Sjoberg's Cable TV -- cable internet	\$ 12.31
Tony Torn -- copier maintenance	\$ 6.90
Reliable Office Supply -- CD mailers, envelopes	\$ 200.53
Postmaster -- postage	\$ 26.52
Multi-Office products -- office supplies	\$ 58.53
Roseau Times Region -- advertising	\$ 4.25
Patrick D. Moren -- legal fees	\$ 1,937.50
JOR Engineering -- 12/28/03 to 1/24/04 -- General - \$941.50, SD #51 - \$493.00, Overall Plan - \$3138.50, Palmville -- \$233.20, Malung -- \$831.50, West Intercept -- \$9841.40	\$ 15,479.10
Farrell Erickson -- meetings, mileage and expenses	\$ 450.46
LeRoy Carriere -- meetings, mileage and expenses	\$ 101.58
Allison Frislie -- meetings, mileage and expenses	\$ 191.08
LaVerne Voll -- meetings, mileage and expenses	\$ 128.59
Ray Moser -- meetings, mileage and expenses	\$ 128.59
Rob Sando -- expenses and mileage	\$ 1,819.72
Rob Sando -- salary, insurance	\$ 2,584.11
Tracy Halstensgard -- wages	\$ 1,074.87
PERA -- employee and employer share (January 1st through 31st, 2004)519.12)	\$ 491.10
Citizens State Bank -- 941 tax	\$ 1,274.60
MAWD -- 2004 Dues	\$ 1,264.59
Rinke-Noonan -- Legal Fees (West Intercept)	\$ 320.00
ICS Agency -- business auto insurance	\$ 64.00
Kittson County SWCD -- envirothon	\$ 100.00
TOTAL	\$ 28,599.97

DELEGATIONS:

Kelman Kvien spoke about the Project Work Team meeting held February 2, 2004. Project Work Team members would like a meeting with the board to discuss changes made to the West Intercept Project.

PERMITS:

There were no permits presented at this meeting.

Engineer's Report:

Engineer Mike Bakken gave a presentation on the revised West Intercept report including the proposed route, wetlands, costs and culverts. Administrator Sando discussed a letter from Ardell Magnusson. There was discussion on the timing of the water going into the river from the West Intercept.

A **motion** was made by Manager Carriere and seconded by Manager Frislie to hold a joint PWT and board meeting on February 19th, 2004. Carried – unanimous.

Attorney Moren presented the board with a notice of pendency for the West Intercept project. Said notice was entitled:

NOTICE TO THE PUBLIC OF THE PENDENCY OF A PROCEEDING BY THE ROSEAU RIVER WATERSHED DISTRICT TO ACQUIRE OWNERSHIP OF REAL PROPERTY IN CONJUNCTION WITH ROSEAU RIVER WATERSHED DISTRICT PROJECT #2003-01 (DESIGNATED AS "WEST INTERCEPTOR PROJECT")

A **motion** was made by Manager Carriere and seconded by Manager Frislie to have Attorney Moren file said pendency as stated above with the Roseau County Recorders Office pursuant to MN Statute 103D.741 Subd. 3. Carried – unanimous.

RRWMB Report:

Administrator Sando stated that the regular meeting of the RRWMB was held during the conference in Moorhead. The next meeting will be February 17th, 2004.

Administrator's Report:

Administrator Sando reported on the following issues:

- CORP progress on the Hay Creek project – the Corp has requested a right of entry to obtain soil borings. A **motion** was made by Manager Frislie and seconded by Manager Carriere to submit the right of entry to the Corp. Carried – unanimous.
- Discussion on change of alignment for Hay Creek
- Bruce Baumgartner land
- Overall Plan update
- Legislative Breakfast

RRIW:

Floyd Haugen reported on the last RRIW meeting. There was discussion on funding for the Canadian portion. The meeting was will represented by both the US and Canadian sides.

OLD BUSINESS:

There were no items discussed under Old Business.

NEW BUSINESS:

There was discussion on the expenses to John Wahlberg for reshaping the bank of the river next to his property. A **motion** was made by Manager Frislie and seconded by Manager Carriere to table this issue until the entire board was present. Carried – unanimous.

The March meeting time was moved to 4 p.m. and must be finished by 7 p.m. due to the caucuses taking place in the state.

A **motion** was made by Manager Carriere to adjourn. The meeting was adjourned at 6:35 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS SPECIAL MEETING HELD FEBRUARY 19, 2004**

Chairman Farrell Erickson called the special meeting to order at 5:00 P.m. in the Roseau River Watershed District Office. Board members present were Farrell Erickson, LaVerne Voll, Raymond Moser, Leroy Carriere and Allison Frislie. Staff attending was Atty. Pat Moren, Engineer Omar Rood, Administrator Rob Sando and Secretary Tracy Halstensgard.

The purpose of the special meeting was to meet with the Project Work Team to discuss changes to the West Intercept Project.

Engineer Rood discussed the changes to the Preliminary Engineering Report for the West Intercept Project. There was some discussion on wetland's that would be impacted by the project. Jeff Koschak, USACE, called and was conferenced in for the meeting.

Stan Wood, RRWMA, talked about the future impacts to the Roseau Lake due to this project. Mr. Wood also read from a memo from Mike Larson, DNR Fisheries, as to the concerns Mr. Larson has about the project. Mr. Larson's concerns included; moving flooding downstream, a prairie restoration that is already in CRP, minimal NRE benefits from the project and erosion and sedimentation control problems.

Jack Fredericks, MPCA, commented on the downstream impacts from the project and the further utilization of Section 33 for NRE benefits.

Engineer Rood discussed the effects the project will have on areas downstream and the current function of the Roseau Lake. Engineer Rood also discussed the concerns voiced by local landowners and the reasons for the changes to the project.

There was discussion on ways to enhance water quality. Engineer Rood discussed controlling sedimentation by installing drop culverts with grass buffer strips.

There was some discussion on the perceived breakdown of the process with the Project Work Team and the RRWD Board of Managers. Roseau Mayor Jeff Pelowski spoke of concerns about time and funding.

There was further discussion on issues of water quality, ways to further utilize Section 33 for NRE benefits, wetland impacts and funding. Mayor Pelowski asked about the timeline for letting bids and getting permits for the project and if the two can overlap. Engineer Rood stated that there could be some overlapping. Engineer Rood stated that he felt that those things could be done some time in May.

John Anderson, NRCS, spoke to various circumstances with wetlands and wetland mitigation.

There was extensive discussion on the previously stated issues with the project.

Chairman Erickson addressed the board and asked for a motion on the Preliminary Engineering Report dated February 3, 2004. A **motion** was made by Manager Carriere and seconded by Manager Moser to accept the Preliminary Engineering Report on the West Intercept dated February 3, 2004. After some discussion, the motion carried with managers Carriere, Moser, Voll voting in favor and manager Frislie opposed.

A **motion** to adjourn was made by Manager Frislie and seconded by Manager Moser. The meeting was adjourned at 7:10 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD March 2nd, 2004**

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

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

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

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren, Omar Rood and Mike Bakken

DELEGATIONS: Floyd Haugen

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

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Moser to approve the February 2, 2004 minutes as written. Carried - unanimous. A **motion** was made by Manager Carriere and seconded by Manager Voll to approve the minutes of the special board meeting held February 19, 2004 as mailed. Carried – unanimous.

RECEIPTS:

February Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 43.71
Roseau County -- share of taxes	\$ 9,653.07
Marshall County -- Share of taxes	\$ 161.27
TOTAL	\$ 9,858.05

BILLS: Motion by Manager Voll to pay the normal monthly bills, seconded by Manager Moser. Carried - Unanimous.

February Bills -- Memo	Amount
Bryan Erickson -- March rent	\$ 650.00
Cell 2000 -- cell phone charge	\$ 90.68
Century Tel -- phone bill	\$ 137.98
Sjoberg's Cable TV -- cable internet	\$ 40.66
Tony Torn -- copier maintenance	\$ 8.35
Dan Fulton -- W2's & 1099's	\$ 81.25
Ross True Value -- office supplies	\$ 82.03
Multi-Office products -- office supplies	\$ 93.97
Roseau Times Region -- advertising	\$ 10.00
Patrick D. Moren -- legal fees	\$ 1,531.25
JOR Engineering -- 1/25/04 to 2-21-04 -- General - \$943.75, SD #51 - \$848.25, PWT -- \$19380.93	\$ 21,172.93
Farrell Erickson -- meetings, mileage and expenses	\$ 862.30
LeRoy Carriere -- meetings, mileage and expenses	\$ 101.58
Allison Frislie -- meetings, mileage and expenses	\$ 291.63
LaVerne Voll -- meetings, mileage and expenses	\$ 128.58
Ray Moser -- meetings, mileage and expenses	\$ 128.58
Rob Sando -- expenses and mileage	\$ 2,328.35
Rob Sando -- salary, insurance	\$ 2,482.60
Tracy Halstensgard -- wages	\$ 1,016.97
PERA -- employee and employer share (January 1st through 31st, 2004)	\$ 492.78
Citizens State Bank -- 941 tax	\$ 1,268.40
Minnesota Viewers Association -- 2004 Dues	\$ 125.00
Rinke-Noonan -- Legal Fees (West Intercept)	\$ 162.50
Roseau County Highway Department -- Cost of Spray	\$ 101.04
Minnesota Association of Drainage Inspectors -- annual dues	\$ 75.00
John Wahlberg -- SD 51 repair	\$ 1,300.00
A. Darrell Borgen -- viewers wages and expenses	\$ 2,433.83
Elden Johnson -- viewers wages and expenses	\$ 2,947.47
Keith Cummins -- viewers wages and expenses	\$ 2,780.12
Roseann Lee -- land purchase	\$ 400.00
TOTAL	\$ 43,325.83

DELEGATIONS:

Floyd Haugen spoke of his concerns on the taxation on State Ditch #51. Mr. Haugen also voiced concerns on who will be paying for maintenance for the West Intercept project. Engineer Rood discussed the benefited area and the possibility of redetermination of that benefited area.

PERMITS:

Permit # 02-21 for Leland Melby was discussed for extension. A **motion** was made by Manager Voll and seconded by Manager Frislie to grant an extension for the permit for one year. Carried – unanimous.

Engineer's Report:

Engineer Rood discussed the Project Work Team meeting and the possibility of proceeding with the Hay Creek project without the Army Corp of Engineers involvement. Engineer Rood will check into this alternative further. There was some discussion on various agency involvement on the West Intercept project. Engineer Rood discussed the timing of the improvement of County Road 120 and the crossing under State Highway 11 for the West Intercept.

Engineer Rood stated that he hoped the timing of the projects could coincide so that the highway would only have to be excavated once.

Attorney Moren presented the board with a copy of a letter that John Wynne had requested Mr. Moren write concerning the West Intercept.

Administrator Sando discussed a conversation he had with Stan Wood, RRWMA, concerning property involved in the West Intercept project.

Engineer Rood discussed the need for a revised viewers report.

Manager Frislie requested a report from Rob on Section 33 for Jadis Addition concerning land usage and other information.

RRWMB Report:

Chairman Erickson reported on the last RRWMB board meeting. There was discussion on the USGS stream flow monitoring and funding. Chairman Erickson also spoke about the mediation process and the FDRWG agency participation.

Administrator's Report:

Administrator Sando reported on the following issues:

- Ardell Magnusson letter
- St. Paul trip and Legislative Breakfast
 - CORP feasibility study
 - Testifying at hearing for RRWMA and Palmville Fen restoration
- Two Rivers Watershed District – joint meeting
- Dennis Komplen – concerns on a lateral to ditch 8

RRIW:

There was no RRIW meeting.

OLD BUSINESS:

Chairman Erickson and Administrator Sando discussed the progress of the Overall Plan with Dave Grafstrom. The plan is close to completion and should be out for review shortly.

There was discussion on the request by John Wahlberg to share cost on reshaping the riverbank next to his property. There was discussion on it being a personal dike and road. A **motion** was made by Manager Voll and seconded by Manager Frislie to reimburse Mr. Wahlberg 50% of the cost of the repair and reshaping. Motion carried with Managers Voll, Frislie and Erickson voting in favor; Manager Moser and Carriere opposed.

NEW BUSINESS:

Due to changes in alignment and deposition of spoil, adjustments need to be made to the viewers report before it is accepted by the board. A **motion** was made by Manager Frislie and seconded by Manager Carriere to have Attorney Moren proceed with acquiring abstracts for parcels of land needed for the West Intercept, starting with the parcels in the south portion. Carried - unanimous

A **motion** was made by Manager Voll and seconded by Manager Carriere to pay the viewers for work completed to this point. Carried - unanimous

Engineer Rood discussed the resolutions for flood damage reduction grant submittals for the Palmville Fen Restoration, the Malung Impoundment project and the upgrade project at the Roseau River Wildlife Management Area. After some discussion, a **motion** was made by Manager Frislie and seconded by Manager Moser to submit the grant application for the Palmville Fen Restoration Project. Carried – unanimous. A **motion** was made by

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD April 6th, 2004**

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

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

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

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren, Omar Rood and Mike Bakken

DELEGATIONS: Floyd Haugen

AGENDA: **Motion** by Manager Carriere and seconded by Manager Voll to approve the agenda with the additions of permit #04-05 (Mike Grahn) and county ditches 6 & 9 under new business. Carried - unanimous.

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Moser to approve the March 2, 2004 minutes with a change to the motion to approve the resolution for the RRWMA grant application, Manager Voll voted against the resolution. Carried - unanimous.

RECEIPTS:

March Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 40.11
USDA -- farm program payment	\$ 3,826.00
US Treasury -- refund	\$ 48.97
Border State Bank -- interest on CD#200240	\$ 1,098.00
TOTAL	\$ 5,013.08

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

March Bills -- Memo	Amount
Bryan Erickson -- April rent	\$ 650.00
Cell 2000 -- cell phone charge	\$ 85.36
Century Tel -- phone bill	\$ 137.33
Sjoberg's Cable TV -- cable internet	\$ 40.66
Tony Torn -- copier maintenance	\$ 5.09
Multi-Office products -- office supplies	\$ 101.06
Roseau Times Region -- advertising	\$ 4.25
Patrick D. Moren -- legal fees	\$ 812.50
JOR Engineering -- 2/22/04 to 3-27-04 -- General -- \$389.00, Ditches -- \$1522.50, Overall Plan -- \$1037.50, PWT -- \$21642.84	\$ 24,591.81
Farrell Erickson -- meetings, mileage and expenses	\$ 640.72
LeRoy Carriere -- meetings, mileage and expenses	\$ 101.58
Allison Frislie -- meetings, mileage and expenses	\$ 100.54
LaVerne Voll -- meetings, mileage and expenses	\$ 128.58
Ray Moser -- meetings, mileage and expenses	\$ 133.56
Rob Sando -- expenses and mileage	\$ 1,391.95
Rob Sando -- salary, insurance	\$ 2,482.60
Tracy Halstensgard -- wages	\$ 1,163.86
PERA -- employee and employer share (March 1st through 31st, 2004)	\$ 507.70
Citizens State Bank -- 941 tax	\$ 1,248.04
Rinke-Noonan -- Legal Fees (West Intercept)	\$ 160.50
Roseau County Treasurer -- first half property taxes	\$ 3,564.00
Jon Schauer -- QuickBooks consultant	\$ 37.50
MonTech Computes -- computer maintenance	\$ 87.59
Reliable office supply -- fax, printer ink, misc.	\$ 370.78
Roseau aviation -- aerial flood survey	\$ 75.00
Deluxe business checks -- checks	\$ 89.24
Postmaster -- stamps	\$ 208.00
TOTAL	\$ 38,919.80

DELEGATIONS:

Floyd Haugen was not in attendance. Manager Erickson spoke about repair and cleaning on the Roseau River in the West end of the watershed district.

PERMITS:

A **motion** was made by Manager Frislie and seconded by Manager Carriere to approve permit #04-02 for Roseau County. Carried – unanimous.

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve permit #04-03 for Roseau County, concerning County Road 120, subject to the condition that no north-south culvert be installed and a request that the alignment of the ditch coincide with the West Intercept channel. Carried – unanimous.

A **motion** was made by Manager Moser and seconded by Manager Carriere to approve permit #04-04 (Kraig Lee) for an 18-24 inch culvert. Carried – unanimous.

A **motion** was made by Manager Voll and seconded by Manager Moser to approve permit #04-05 (Michael Grahm). Carried – unanimous.

Engineer's Report:

Engineer Rood spoke to Layton Oslund and Mr. Oslund agreed to participate in the Project Work Team concerning the Palmville Project.

Engineer Rood discussed letters received from BWSR and the DNR concerning the West Intercept outlet adequacy. The public hearing for the West Intercept was discussed. May 27, 2004 was suggested as a date for the hearing. There was some discussion on the process and the steps necessary to move forward with the project. There was discussion on a revised viewers report. Engineer Rood recommended that the RRWD hire Pribula Engineering to survey the West Intercept route. A **motion** was made by Manager Carriere and seconded by Manager Frislie to hire Pribula Engineering legal surveying on West Intercept Project. Carried – unanimous.

There was discussion on the wetland notification form. Administrator Sando and Mike Bakken will do a determination and submit CJNF to respective agencies.

RRWMB Report:

Chairman Erickson reported on the last RRWMB board meeting. The US Army Corp of Engineers has received funding to begin the Plans and Specifications phase of the Hay Creek Project.

Dan Thul, MN DNR waters, discussed tiling practices in the Red River Valley. Engineer Rood discussed the effects of tiling.

Administrator's Report:

Administrator Sando reported on the following issues:

- PWT discussion – Hay Creek issues (parking, depredation and fall draw-down)
- Stream gaging
- Duxby Levee work, still waiting to hear from Lionel Thorbus
- Overall Plan
- Roseau Flood Study open house
- City of Roseau Building – designated floodway
- Sec. 33 CRP and crop history

RRIW:

Chairman Erickson discussed the new logo for the RRIW and the Overall Plan process and the Sprague Creek project. The next meeting is scheduled for May 13, 2004.

OLD BUSINESS:

There was discussion on the Draft Overall Plan. Manager Moser stated some concerns and questions with statements in the Plan.

There was discussion on a letter received from Two Rivers Watershed District. The idea for having another joint meeting was discussed.

NEW BUSINESS:

Manager Voll spoke about landowner concerns in the County Ditch 6 and 9 areas. The board requested Administrator Sando attend the next County Board meeting to relay the concerns that were brought to this board.

A **motion** was made by Manager Voll to adjourn. The meeting was adjourned at 7:45 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD May 4th, 2004**

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

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

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

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren, Omar Rood and Mike Bakken

DELEGATIONS: Dale Smedsmo and Earl Anderson concerning land in the West Interceptor Project area.

AGENDA: **Motion** by Manager Voll and seconded by Manager Carriere to approve the agenda with the additions of reading of staff gages under new business and letter from Basin Board and Roseann Lee ring dike under old business. Carried - unanimous.

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Moser to approve the April 6th, 2004 minutes as mailed. Carried - unanimous.

RECEIPTS:

April Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 43.58
Citizens State Bank -- Interest on CD# 43274	\$ 346.55
Citizens State Bank -- Interest on CD# 43275	\$ 346.55
Citizens State Bank -- Interest on CD# 43276	\$ 693.10
TOTAL	\$ 1,429.78

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

April Bills -- Memo	Amount
Bryan Erickson -- May rent	\$ 650.00
Cell 2000 -- cell phone charge	\$ 85.35
Century Tel -- phone bill	\$ 137.51
Sjoberg's Cable TV -- cable internet	\$ 40.66
Tony Torn -- copier maintenance	\$ 5.83
Multi-Office products -- office supplies, shelving	\$ 334.62
Roseau Times Region -- advertising	\$ 4.25
Patrick D. Moren -- legal fees	\$ 2,490.40
JOR Engineering -- 3/28/04 to 4/24/04 -- General -- \$942.00, Ditches -- \$1545.00, Overall Plan -- \$654.00, Palmville project -- \$427.50, West Interceptor -- \$21,728.01	\$ 25,296.51
Farrell Erickson -- meetings, mileage and expenses	\$ 580.00
LeRoy Carriere -- meetings, mileage and expenses	\$ 122.36
Allison Frislie -- meetings, mileage and expenses	\$ 100.54
LaVerne Voll -- meetings, mileage and expenses	\$ 237.66
Ray Moser -- meetings, mileage and expenses	\$ 108.15
Rob Sando -- expenses and mileage	\$ 1,661.09
Rob Sando -- salary, insurance	\$ 2,482.60
Tracy Halstensgard -- wages	\$ 1,269.49
PERA -- employee and employer share (March 1st through 31st, 2004)	\$ 529.52
Citizens State Bank -- 941 tax	\$ 1,290.02
Miller County Sheriff's Department -- legal servicing of notices for the West Interceptor	\$ 70.00
ICS Insurance Agency -- insurance	\$ 7,858.20
Jon Schauer -- QuickBooks consultant	\$ 37.50
MonTech Computes -- computer maintenance, new cd burner	\$ 172.74
Citizens State Bank -- rent on safety deposit box	\$ 23.00
Roseau - LOW Title and Abstract Co. -- abstracts for the West Interceptor	\$ 4,854.00
RRWMB -- stream gage cost shareing	\$ 9,450.00
Postmaster -- postage for West Interceptor public hearing notices	\$ 55.61
Coast True Value -- tarp for Roseann Lee ring dike	\$ 3.18
Minnesota Revenue -- first quarter withholdings	\$ 556.00
TOTAL	\$ 60,506.79

DELEGATIONS:

Dale Smedsmo and Earl Anderson spoke to the board about land they own in Jadis Township that is in the route of the proposed West Interceptor project. There was discussion on purchase of the entire parcel of land and an ordinance in the township about the minimum acreage of land that may be sold. There was some discussion on the alternatives.

Lloyd Fugleberg asked about seeding land in the West Intercept area.

Mitch Magnusson discussed log jams in the Roseau River. There was discussion on Workers' Comp. Insurance requirements. The idea of a yearly cleaning was discussed.

PERMITS:

There were no permits presented at this meeting.

Engineer's Report:

Engineer Rood had nothing new to report on other than the West Interceptor which will be discussed later in the meeting.

RRWMB Report:

Chairman Erickson reported on the last RRWMB board meeting. Ring Dike funding was discussed as the last meeting. There has been some downsizing in the DNR. Don Buckhout has been moved to Bemidji to work with the FDRWG. The next meeting is May 18, at 9:30 in TRF.

Administrator's Report:

Administrator Sando reported on the following issues:

- ST. Paul meeting on Hay Creek
- City Building and Feasibility study
- FDR meeting and Overall Plan Presentation
- Letter received from Freeburg and Grund Engineering concerning the proposed sight for the City Building. There was discussion on the changes in the 100 flood plane maps.

RRIW:

The next meeting is scheduled for May 13, 2004.

OLD BUSINESS:

Engineer Rood spoke about the wet lands determination in the West Interceptor project area.

There was discussion on the revised Viewer's Report. Attorney Pat Moren reviewed the statute. The Viewer's Report for the West Interceptor Project will be considered filed as of May 4, 2004. A **motion** was made by Manager Carriere and seconded by Manager Moser finding that the Viewers Report for Roseau River Watershed District Project #2003-01, the West Interceptor Project, was made in conformity with Minnesota State statute 103D and the estimate benefits are greater than the damages. Following a discussion on per acre values, CRP contracts, and land lease options. The motion was carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to pass a resolution to approve the Viewers Report for Roseau River Watershed District Project #2003-01, the West Interceptor Project. Carried – Unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Moser to accept the April 30, 2004 preliminary engineering report for the West Interceptor Project. Carried – Unanimous.

A **motion** was made by Manager Voll and seconded by Manager Moser to set the date for the public hearing for the Roseau River Watershed District Project #2003-04, the West Interceptor Project, for June 3, 2004 at 5 p.m. at the Roseau River Watershed District office located at 119 2nd St. SW, Roseau. Carried – Unanimous.

NEW BUSINESS:

Manager Moser discussed staff gage reading. A **motion** was made by Manager Moser and seconded by Manager Carriere to direct JOR Engineering to provide the office with a map of the gages and information on levels and predictions. Carried – Unanimous.

There was some discussion on the letter from the Basin Commission requesting funding in the amount of \$200.00 for a study. A **motion** was made by Manager Voll and seconded by Manager Carriere not to pay the requested amount. Carried – Unanimous.

Manager Voll discussed Roseann Lee's ring dike. A **motion** was made by Manager Voll and seconded by Manager Carriere that a letter be sent to Ms. Lee stating that it is their responsibility to tarp and sandbag and maintain the culvert in their ring dike. Carried – Unanimous.

A **motion** was made by Manager Voll to adjourn. The meeting was adjourned at 7:20 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD June 8th, 2004**

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

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

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

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Mike Bakken.

DELEGATIONS: Jim Hughes; Roseau County Highway Engineer Brian Ketrang; Raymond Moser;

AGENDA: **Motion** by Manager Voll and seconded by Manager Carriere to approve the agenda with the additions of Greg Braaten for a Lateral to SD #51, Mitch Magnusson debris cleaning on SD #51 and Merlin Nelson under Delegations. Carried - unanimous.

MINUTES: A **motion** was made by Manager Frislie and seconded by Manager Moser to approve the May 4th, 2004 minutes with the removal of Mike Bakken's name under Consulting Staff Present and adding Appraiser to Viewers report under Old Business. Carried - unanimous. A **motion** was made by Manager Carriere and seconded by Manager Voll to approve the minutes of the Special Meeting held June 3rd 2004 as handed out. Carried – unanimous.

RECEIPTS:

May Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 28.73
Daryle Dahl -- land rent	\$ 934.50
Berkley Risk Administrators -- refund on workers' comp insurance	\$ 88.00
Marshall County -- share of ditch taxes	\$ 156.93
TOTAL	\$ 1,208.16

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

May Bills -- Memo	Amount
Bryan Erickson -- June rent	\$ 650.00
Cell 2000 -- cell phone charge	\$ 85.35
Century Tel -- phone bill	\$ 142.60
Sjoberg's Cable TV -- cable internet	\$ 40.66
Tony Torn -- copier maintenance	\$ 19.95
Multi-Office products -- office supplies, shelving	\$ 31.91
Roseau Times Region -- advertising, public hearing notices for West Interceptor	\$ 2,193.00
Patrick D. Moren -- legal fees	\$ 6,774.75
JOR Engineering -- 4/25/04 to 5/22/04 -- General -- \$397.04, Ditches -- \$1604.91, PWT -- \$33712.40, Gaging -- \$13457.48	\$ 49,171.83
Farrell Erickson -- meetings, mileage and expenses	\$ 1,397.81
LeRoy Carriere -- meetings, mileage and expenses	\$ 193.35
Allison Frislie -- meetings, mileage and expenses	\$ 201.09
LaVerne Voll -- meetings, mileage and expenses	\$ 411.61
Ray Moser -- meetings, mileage and expenses	\$ 191.72
Rob Sando -- expenses and mileage	\$ 1,581.83
Rob Sando -- salary, insurance	\$ 2,482.60
Tracy Halstensgard -- wages	\$ 1,180.24
PERA -- employee and employer share (March 1st through 31st, 2004)	\$ 513.45
Citizens State Bank -- 941 tax	\$ 1,400.91
Waukesha County Sheriff's Dept. -- legal servicing of notices for West Interceptor	\$ 103.00
Auto Owners Insurance Agency -- fire insurance	\$ 238.00
Quality printing -- envelopes	\$ 63.90
FedEx -- shipping legal notices to be served	\$ 132.49
Greenbush Tribune -- publication of notice of public hearing for West Interceptor	\$ 1,767.00
Roseau - LOW Title and Abstract Co. -- abstracts for the West Interceptor	\$ 5,075.00
Emerald Investigations -- service of notices of public hearing for West Interceptor	\$ 2,014.68
MAWD -- summer tour registration	\$ 100.00
RinkeNoonan -- Legal services for West Interceptor	\$ 350.00
Roseau County Sheriff Dept. -- service of notices of public hearing for West Interceptor	\$ 1,230.50
Keith Cummins -- Viewers expense for West Interceptor	\$ 886.14
Darrell Borgen -- Viewers expense for West Interceptor	\$ 483.75
TOTAL	\$ 81,109.12

DELEGATIONS:

Roseau County Engineer Brian Ketring discussed flooding in Section 1 of Jadis. Mr. Ketring stated that the drainage for that section is not adequate. There was some discussion on flows. Greg Halverson discussed the trap on the culvert on the South side of County Road 28. The water that accumulates in that section comes out of the river. Jadis Township was managing the trap. A **motion** was made by Manager Voll and seconded by Manager Frislie to conduct a study of the area at the request of the County and Townships. Carried – Unanimous. Greg Halverson asked an additional crossing be addressed.

Raymond Moser discussed the culvert sizing in Ditch #23. Mr Moser discussed overland flooding and showed photo of flooding and erosion. A **motion** was made by Manager Frislie and seconded by Manager Voll to have JOR Engineering investigate the culvert sizing in the area and report back to the board. Carried – Managers Voll, Carriere and Frislie voting for and Manager Moser abstained.

Greg Braaten discussed the possibility of creating a lateral to State Ditch #51. There was discussion on the petition process.

Merlin Nelson discussed the culverts west of town along Highway 11. There was discussion on the drainage areas. The Board directed Administrator Sando to contact MN DOT and act on as a complaint.

Mitch Magnusson showed photos of a log jam at the Mickelson Bridge. Mr. Magnusson asked about cleaning the log jam out of State Ditch #51. Administrator Sando will research the history on debris removal. A **motion** was made by Manager Voll and seconded by Manager Moser to have Mr. Magnusson clean the log jam out of SD#51 at the Mickelson Bridge on an annual basis, not to exceed \$5000.00 per year. Carried – unanimous.

Manager Voll discussed the replacement of dams in Beltrami Island State Forest. Manager Voll stated that it was his understanding that the DNR has no intention of replacing blown out or damaged dams. Manager Voll mentioned the possibility of restricting flows out of the State Forest. There was discussion on flows in and out of the RRWMA and the lake bottom.

PERMITS:

Permit #04-06 for Mike Baumgartner was approved on a **motion** by Manager Frislie and seconded by Manager Carriere. Carried – unanimous.

Engineer's Report:

Engineer Bakken will be presenting his reports later in the meeting.

RRWMB Report:

Chairman Erickson reported on the last RRWMB board meeting. The funding report from the legislature was discussed. Not meeting is scheduled for June.

Administrator's Report:

Administrator Sando reported on the following issues:

- Stream gaging
- Ring Dike requests and funding
- Hay Creek meeting
- City Feasibility Study

RRIW:

Chairman Erickson noted that there will be a ceremony to mark the beginning of the RRIW Overall Plan process and asked that anyone who is able attend on June 17th at the arena in Vita.

OLD BUSINESS:

Administrator Sando informed the board of the situation with the ring dikes. Don Lunke and Don Nolting plan on going to view Chris Johnson's ring dike and as soon as weather permits construction will continue. Administrator Sando discussed the need to show an expenditure of funds. A **motion** was made by Manager Voll and seconded by Manager Carriere to direct Rob to talk to the DNR about acceptable ways to use the funds. Carried – Unanimous.

There was discussion on the culvert installed by Bill Brinkman. The Board is standing by the permit that it originally approved.

Administrator Sando mentioned having a meeting with the County Commissioners concerning the ditches in the Hay Creek project area. The Corps has accelerated the plans and wants to move forward with the project.

A **motion** was made by Manager Carriere and seconded by Manager Moser to approve doing the Highway 11 crossing as a change order to the County Road 120 project if this can be accomplished legally. Carried – unanimous.

The protected water permit application for the outlet structure for the West Interceptor was presented to the board. A **motion** was made by Manager Frislie and seconded by Manager Voll to pay the fee and submit the application. Carried – Unanimous.

The board was presented with the contract for the rail road bridge engineering firm. After some discussion and review, a **motion** was made by Manager Carriere and seconded by Manager Voll to approve the contract contingent upon favorable legal review. Carried – unanimous.

Administrator Sando asked to another legal opinion should be obtained concerning the public hearing. The Board decided another opinion was not necessary.

There was some discussion on the purchasing of land for the West Interceptor. A **motion** was made by Manager Frislie and seconded by Manager Carriere to offer the landowners the amount stated in the Appraiser/viewer report and if that amount is not agreeable, proceed with eminent domain proceedings. Carried – Unanimous.

NEW BUSINESS:

There was discussion on a joint meeting with the Two Rivers Board with discussion on overland flows and benefited areas. A **motion** was made to set a meeting date when Engineer Rood will be able to attend and there is a three day notice. Carried – unanimous.

Administrator Sando discussed the Duxby Levee repairs.

A **motion** was made by Manager Frislie and seconded by Manager Voll to schedule a special meeting for June 23, 2004. Carried – unanimous.

A **motion** was made by Manager Voll to adjourn. The meeting was adjourned at 8:03 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Secretary

MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS SPECIAL MEETING FOR THE PURPOSE OF A PUBLIC HEARING ON THE
WEST INTERCEPTOR PROJECT #2003-01, HELD JUNE 3, 2004

The meeting was opened by Chairman Farrell Erickson at 5 p.m. on Thursday, June 3, 2004. Following the opening of the meeting a motion was made by Manager Voll and seconded by Manager Carriere to open the public hearing on the West Interceptor Project #2003-01 in the Roseau River Watershed District Office. Carried – unanimous.

Board members present were LaVerne Voll, Farrell Erickson, Raymond Moser, Leroy Carriere and Allison Frislie. Staff attending was Engineers Omar Rood and Mike Bakken, Attorney Pat Moren, Administrator Rob Sando and Secretary Tracy Halstensgard.

Chairman Farrell Erickson welcomed the public, gave instruction on procedure for the hearing and introduced Engineer Omar Rood. Engineer Rood gave a presentation on the West Interceptor Project. Darrell Borgen briefly discussed the Appraiser/Viewers report. Chairman Erickson called for comments and questions from the public. Various persons expressed support for the project and some persons indicated certain reservations. Prior to closing of the public hearing Chairman Erickson asked three times for additional comments or questions. A motion to close the public hearing was made by Manager Carriere and seconded by Manager Moser. Carried – unanimous. Attorney Pat Moren then advised the Board of Managers that he had prepared a proposed Findings and Order in the event the Board of Managers determined to proceed with the project. He further informed the Board of Managers that the Board had the opportunity to accept the Findings and Order as presented or make whatever additions or deletions the Board believed to be appropriate. Thereupon a motion was made by Manager Moser and seconded by Manager Carriere to approve and accept the West Interceptor Project #2003-01 and to approve the Findings and Order as presented by Attorney Pat Moren. Carried – unanimous.

After some discussion, a motion to adjourn was made by Manager Voll, seconded by Manager Moser and carried. The meeting was adjourned at 6:10 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer
Assistant

Tracy Halstensgard, Administrative

manager Frislie and seconded by Manager Carriere to present a Step 1 submittal for the Palmville Fen Restoration Project to the Red River Watershed Management Board. Carried – Unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Moser to submit the grant application for the Roseau River Wildlife Management Area Upgrade Project. Carried – Managers Frislie, Moser, Carriere voting for and Manager Voll voting against.

A **motion** was made by Manager Carriere and seconded by Manager Moser to submit the grant application for the Malung Impoundment Project. Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to submit a request to the Red River Watershed Management Board for 50% of the remaining cost of the Malung Impoundment Project. Carried – Unanimous.

A **motion** was made by Manager Moser to adjourn. The meeting was adjourned at 6:16 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS SPECIAL MEETING HELD JUNE 23, 2004**

Chairman Farrell Erickson called the special meeting to order at 5:00 p.m. in the Roseau River Watershed District Office. Board members present were LaVerne Voll, Raymond Moser, Leroy Carriere and Allison Frislie. Staff attending was Atty. Pat Moren, Engineer Mike Bakken, Administrator Rob Sando and Secretary Tracy Halstensgard.

Engineer Bakken discussed alternatives to alleviate flooding in Section 1 of Jadis Township.

Administrator Sando discussed Ring Dike Funding. MN DNR grant will expire on June 30, 2004 and any unallocated money will be forfeited after that date.

There was discussion on a joint meeting with the Two Rivers Watershed District Board of Managers. Administrator Sando will contact Two River Administrator and discuss meeting dates. There was some discussion on the contents of the International Joint Commission (IJC) report relevant to the joint meeting between the two boards.

An update on the Overall Plan was given. Dave Grafstrom is making some final changes and the Agency review will begin June 25, 2004.

Chairman Erickson turned the meeting over to Vice-Chairman Moser and requised himself from the upcoming discussion. There was discussion concerning an ongoing investigation in Section 10 of Moose Township concerning a trapped culvert. Jeff Nelson is the investigating officer. The information Mr. Nelson obtains will be turned over to Michelle Moren, Roseau County Attorney. There was discussion on ditch system boundaries and redetermination of benefits. Attorney Pat Moren discussed the difference between a Civil and Criminal investigation. The meeting was turned back over to Chairman Erickson.

Engineer Bakken discussed the wetlands determination process, protected waters permit and the MN DOT permit required for the Highway 11 crossing for the West Interceptor Project. Roseau County Engineer Brian Ketrang stated that adding the West Interceptor Highway 11 crossing as a change order to the County Road #120 project should not pose any problems.

There was also discussion on filling in the existing road ditch along sections 10, 15, 22 and 27 of Jadis Township in the West Interceptor Project area. The Board also discussed the cost of maintaining the existing road ditches along the previously stated sections. A **motion** was made by Manager Carriere and seconded by Manager Moser to fill in the road ditches along the West Interceptor route to County Road 16. Carried – unanimous.

There was discussion on the proposed crossing in Section 4 of Jadis Township. A **motion** was made by Manager Frislie and seconded by Manager Voll to include an approach with a culvert in the design of the West Intercept. After some discussion on costs, the motion was tabled until the July 6, 2004 meeting.

Engineer Bakken informed the board that a permit for the outlet structure has been filed with the MN DNR division of waters.

Administrator Sando discussed the following issues concerning the Hay Creek project.

- Meeting with County Commissioners concerning ditches in the project area.
- Corps request of proof of funds available for the project.
- Meeting with Kurt Deter, Roseau County Ditch Attorney.

The Board directed Administrator Sando to schedule a joint meeting with the Watershed and County Boards to discuss the Hay Creek Project. The board also directed Administrator Sando to send the Corp the information they have requested concerning the funding for the project.

A **motion** was made by Manager Voll to adjourn the meeting at 6:35 p.m. Meeting was adjourned.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD July 6th, 2004**

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

MANAGERS PRESENT: Farrell Erickson, Ray Moser, LeRoy Carriere and LaVerne Voll.

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

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Mike Bakken.

DELEGATIONS: Mitch Magnusson; Raymond Moser; Robert Lee and Darrell Norstebon; Dale Smedsmo; and Audrey Jenson.

AGENDA: **Motion** by Manager Voll and seconded by Manager Carriere to approve the agenda with the additions of Dale Smedsmo and Audrey Jenson under Delegations. Carried – unanimous.

MINUTES: **Motion** by Manager Moser and seconded by Manager Voll to approve the June 8th 2004 minutes as mailed. Carried - unanimous. A **motion** was made by Manager Carriere and seconded by Manager Voll to approve the minutes of the special meeting held June 23rd, 2004 as handed out. Carried – unanimous.

RECEIPTS:

June Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 29.40
Roseau County -- Share of Taxes	\$ 183,745.15
Beltrami County -- Share of Taxes	\$ 217.78
City of Roseau -- reimbursement for May 7, 2004 West Intercept billing	\$ 89,513.72
Lake of the Woods County -- share of taxes	\$ 136.71
TOTAL	\$ 273,642.76

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

June Bills -- Memo	Amount
Bryan Erickson -- July rent	\$ 650.00
Cell 2000 -- cell phone charge	\$ 85.35
Century Tel -- phone bill	\$ 138.96
Sjoberg's Cable TV -- cable internet	\$ 40.66
Tony Torn -- copier maintenance	\$ 16.51
MN DNR -- Public waters permit for West Interceptor	\$ 500.00
Roseau Times Region -- Publication of meeting notice	\$ 12.75
Patrick D. Moren -- legal fees	\$ 2,312.50
JOR Engineering -- 5/23/04 to 6/26/04 -- General -- \$3348.25, Ditches -- \$2018.54, Ring Dikes -- 3245.63, Overall Plan -- 606.38, PWT -- \$24291.51, Gaging -- \$1594.07	\$ 35,104.41
Farrell Erickson -- meetings, mileage and expenses	\$ 375.96
LeRoy Carriere -- meetings, mileage and expenses	\$ 101.58
LaVerne Voll -- meetings, mileage and expenses	\$ 263.92
Ray Moser -- meetings, mileage and expenses	\$ 346.27
Rob Sando -- expenses and mileage	\$ 1,409.38
Rob Sando -- salary, insurance	\$ 2,482.60
Tracy Halstensgard -- wages	\$ 1,209.42
PERA -- employee and employer share (March 1st through 31st, 2004)	\$ 514.41
Citizens State Bank -- 941 tax	\$ 1,269.41
Ross True Value -- Office supplies	\$ 35.96
RRWMB -- Share of Taxes	\$ 37,887.92
RinkeNoonan -- Legal services for West Interceptor	\$ 1,207.50
TOTAL	\$ 85,965.47

Administrator Sando discussed bills received from R & Q Trucking for removal of beaver dams. A **motion** was made by Manager Voll to pay the bill for the CD #8 removal, seconded by Manager Carriere. Carried – unanimous.

DELEGATIONS:

Mitch Magnusson discussed the contract for the debris removal. Attorney Moren discussed the particulars of the contract. A **motion** was made by Manager Voll and seconded by Manager Carriere to approve said contract and authorize Chairman Erickson to sign said contract. Carried – unanimous.

Manager Moser discussed the issue with the size of the culvert in the approach to his home. Engineer Bakken stated that due to the size of the drainage area, approximately 15 square miles, the culvert should be larger. There was discussion on culvert sizing in the laterals of Ditch 23. It was suggested that the Project Work Team should be involved in a possible culvert sizing project in that area.

Robert Lee discussed flooding concern in Lateral 1 of WD #3. Mr. Lee showed the board photos of high water in the area. There was discussion on flows. Chairman Erickson suggested a ditch inspection in order to better understand issues in this area as well as others in the Watershed District.

Dale Smedsmo addressed the board with information concerning land he and others own in the West Interceptor Project Area. There was discussion on the proposed amount in the Viewers report.

Audrey Jenson discussed concerns with the design of the West Interceptor project. Engineer Bakken explained some specific details to Mrs. Jenson.

PERMITS:

A **motion** was made by Manager Carriere and seconded by Manager Voll to table Permit #04-07 for Bruce Foss upon approval of a size for the culvert. Carried – unanimous.

A **motion** was made by Manager Voll and seconded by Manager Moser to extend permit #03-15 for the Wannaska Sewer Project for one year. Carried – unanimous.

The permit for the City of Roseau Industrial Park was given to Engineer Bakken to review.

Administrator Sando discussed an approach for Alvin Osse. It was the decision of the board that no culvert was required at that location and no permit was issued.

Engineer's Report:

Engineer Bakken discussed the meeting for the Wetland review scheduled for July 13, 2004 at 1 p.m. A **motion** was made by Manager Voll and seconded by Manager Carriere to schedule a special meeting for July 13, 2004 at 3 p.m. in our office. Carried - unanimous.

Engineer Bakken discussed the following issues with the board:

- Mn Dot Permit
- DNR letter acknowledging receipt of permit application
- Outlet plans
- Culvert crossing in Section 4 of Jadis Addition. The estimated cost of a CMP for that crossing is \$37,000.00. After some discussion, a **motion** was made by Manager Voll and seconded by Manager Carriere to use the CMP for the crossing with the location to be determined. Carried – unanimous.
- The board directed Chairman Erickson to be the Contracting officer for the board.

RRWMB Report:

There was no meeting scheduled for June. The next scheduled meeting will be July 20, 2004 in Fertile at 9 a.m.

Administrator's Report:

Administrator Sando reported on the following issues:

- MAWD summer tour
- Meeting with Kurt Deter
- Overall Plan review

RRIW:

Floyd Haugen attended the signing of the Overall Plan for the Canadian portion of the Watershed. Mr. Haugen stated that all four municipalities were represented at the signing. The next meeting is scheduled for July 15, 2004 at 2 p.m. in our office.

OLD BUSINESS:

There was some discussion on the Joe Laurin ring dike contract. It was agreed that a change order for an extension be signed.

Administrator Sando discussed funding for the Hay Creek project.

A date for a joint meeting with the Two Rivers Watershed District Board of Managers was discussed.

Administrator Sando discussed concerns about funding for land purchases for the West Interceptor Project. Administrator Sando will set up a date and time to meet with City officials to discuss the process for land purchase.

NEW BUSINESS:

The board will call a special meeting for July 13, 2004 at 3 p.m. in our office.

Manager Voll discussed the possible repair of portions of the Duxby Levee. JOR Engineering will survey the dike.

A **motion** was made by Manager Voll to adjourn. The meeting was adjourned at 7:05 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS SPECIAL MEETING HELD JULY 13, 2004**

Chairman Farrell Erickson called the special meeting to order at 3:00 p.m. in the Roseau River Watershed District Office. Board members present were LaVerne Voll, Raymond Moser, and Leroy Carriere. Staff attending was Atty. Pat Moren, Engineer Mike Bakken, Administrator Rob Sando and Secretary Tracy Halstensgard. Also present was Kurt Deter as Assistant Legal Council on the West Interceptor Project.

A **motion** was made by Manager Carriere and seconded by Manager Voll to approve the agenda as handed out. Carried – unanimous.

Chairman Erickson turned the meeting over to Vice-Chairman Moser and requested himself from the upcoming discussion. Manager Moser discussed the ongoing problems in the WD # 3 and JD #69 area with Attorney Kurt Deter. Mr. Deter informed the board of the statues and process involved in redetermining benefits. There was discussion on who the drainage authority in the area is. Mr. Deter stated that the landowners should take their concerns to the County Board since they are the drainage authority for the Ditch 69 system. The meeting was turned back over to Chairman Erickson.

A **motion** was made by Manager Carriere and seconded by Manager Moser to approve the permit for the West Interceptor Project #2003-01. Carried – unanimous.

Attorney Kurt Deter presented the board with a handout on the process involved in building a project. There was some discussion on the handout and where the West Interceptor project is in the process.

There was some discussion on whether it is appropriate to move forward with the Highway 11 crossing for the West Interceptor as a change order to the County's construction of County Road 120. Mr. Deter stated that as long as no one down stream is adversely affected in the interim, there should not be a problem with doing the crossing in conjunction with the road project.

There was some discussion on a hearing date for approving the Viewers Report with the exact land descriptions.

Roseau County Engineer Brian Ketring discussed land being acquired and the value of easements.

Administrator Sando discussed the following issues:

- Ring Dike for Richard Kaufman
- MN Dot crossing
- Meeting for Railroad crossing for West Interceptor.
- Total Engineering Costs for the West Interceptor to date.
- Wetlands meeting
- Process on land purchase

Administrator Sando presented the board with the construction drawings from the Corp for the Hay Creek project. The preliminary draft is out for technical review.

Administrator Sando informed the board that someone has requested permission to log some timber off land owned by the Watershed in the Hay Creek area. Administrator Sando informed the board that the Corp does not have a problem with the trees being logged. The board requested a written proposal from the contractor.

Attorney Deter spoke to the process of ditch ownership in project areas. There was mention of a meeting with the County to discuss this issue.

Manager Voll made a motion to adjourn at 4:40. Motion withdrawn.

There was some discussion on permits and timelines for the West Interceptor Project. A **motion** was made by Manager Voll and seconded by Manager Carriere to proceed with the Highway 11 crossing and authorize Chairmen Erickson to sign the supplemental contract. Carried – unanimous.

A **motion** was made by Manager Voll to adjourn the meeting at 4:45 p.m. Meeting was adjourned.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD August 3, 2004**

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

MANAGERS PRESENT: Farrell Erickson, Ray Moser, LeRoy Carriere and LaVerne Voll.

STAFF PRESENT: Administrator, Rob Sando.

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Mike Bakken.

DELEGATIONS: Richard Cauffman.

AGENDA: **Motion** by Manager Voll and seconded by Manager Moser to approve the agenda with the additions of Richard Cauffman under Delegations, Trangsrud Bridge, and Howard Currence property and Duxby Levee added under new business. Carried – unanimous.

MINUTES: **Motion** by Manager Carriere and seconded by Manager Moser to approve the July 6th, 2004 minutes as mailed. Carried - unanimous. A **motion** was made by Manager Voll and seconded by Manager Carriere to approve the minutes of the special meeting held July 13th, 2004 with the correction of “Ditch 69” instead of “Ditch 61”. Carried – unanimous.

RECEIPTS:

July Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 44.90
Roseau County -- West Interceptor	\$ 25,000.00
Kittson County -- Share of Taxes	\$ 983.35
City of Roseau -- reimbursement for December 17, 2003 West Intercept billi	\$ 81,400.82
Marshall County -- Share of taxes	\$ 723.09
Lake of the Woods County -- share of taxes	\$ 20.13
TOTAL	\$ 108,172.29

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

July Bills -- Memo	Amount
Bryan Erickson -- July rent	\$ 650.00
Cell 2000 -- cell phone charge	\$ 85.38
Century Tel -- phone bill	\$ 133.55
Sjoberg's Cable TV -- cable internet	\$ 40.66
Tony Torn -- copier maintenance	\$ 6.31
Postmaster -- stamps	\$ 185.00
Roseau Times Region -- Publication of meeting notice	\$ 8.50
Patrick D. Moren -- legal fees	\$ 1,343.75
JOR Engineering -- 6/27/04 to 7/24/04 -- General -- \$1,522.75, Ditches -- \$1,123.25, Overall Plan -- 301.00, PWT -- \$14,996.84, Duxby Levee -- \$204.50	\$ 18,148.34
Farrell Erickson -- meetings, mileage and expenses	\$ 341.17
LeRoy Carriere -- meetings, mileage and expenses	\$ 101.58
LaVerne Voll -- meetings, mileage and expenses	\$ 178.97
Ray Moser -- meetings, mileage and expenses	\$ 128.59
Allison Frislie -- meetings, mileage and expenses	\$ 169.08
Rob Sando -- expenses and mileage	\$ 1,612.35
Rob Sando -- salary, insurance	\$ 2,482.60
Tracy Halstensgard -- wages	\$ 1,140.74
PERA -- employee and employer share (July 1st through 31st, 2004)	\$ 511.72
Citizens State Bank -- 941 tax	\$ 1,269.41
Multi Office Products -- Office supplies	\$ 16.29
Minnesota Dept. of Revenue -- 2nd quarter withholdings (payroll)	\$ 578.00
RRWMB -- Share of Taxes	\$ 37,620.45
Eldon Johnson -- expense for viewer on West Interceptor	\$ 1,049.25
TOTAL	\$ 67,801.69

DELEGATIONS:

Richard Caufman – discussed the problems he feels could possibly occur from the construction of the West Interceptor. He stated that Jadis Township is building up the road next to his farm and asked the Board of Managers the possibility of receiving excavated dirt from the ditch for a ring dike around his homestead. The Board of Managers discussed with Mr. Caufman the total number of yards needed and commented that they would work with him on the matter.

PERMITS:

A **motion** was made by Manager Frislie and seconded by Manager Carriere to deny Permit #04-07 for Bruce Foss with the recommendation to clean the ditch. Carried – unanimous.

A **motion** was made by Manager Voll and seconded by Manager Frislie to approve permit #04-08, Roseau County Highway Dept. (CD #11, culvert replacement). Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Moser to approve permit #04-09, Stephen Dahl, road crossing installation (36" culvert) in Lateral #1 of CD #8. Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Voll to approve permit #04-10, Dariel Moser. (installation of road approach into field, 12" culvert). Carried – Manager Moser abstained.

Engineer's Report:

Engineer Bakken discussed the Duxby levee by Roseanne Lee property. He stated that there is some settling that has occurred on the levee, by Roseanne Lee site. He also discussed the West Interceptor project and will discuss the project later in the meeting.

A **motion** was made by Manager Frislie and seconded by Manager Voll to bring the levee by the Roseanne Lee property back to specifications. Carried – unanimous.

RRWMB Report:

Manager Erickson discussed the meeting that took place in Fertile. He stated that there seems to be a breakdown in agency participation in the mediation process. The RRWMB Board also discussed projects in the RRV.

Administrator's Report:

Administrator Sando reported on the following issues:

- COE Feasibility Meeting in St Paul on the City of Roseau
- MADI Meeting In Willmar
- Meeting in Crookston with JOR and railroad on their crossing along the West Interceptor
- COE meeting in St. Paul on Hay Creek Project
- The 2005 budget was discussed and a proposed budget was handed out
- Auditor review with the RRWD books
- Discussed the meeting that took place with the Viewers before the Board meeting tonight.

A **motion** was made Manager Frislie and seconded by Manager Carriere to advertise the proposed budget that Administrator Sando had presented at the meeting. Carried – unanimous.

RRIW:

Met on the 15th of July in our office. Next meeting will be in Vassar, MB on the 9th of September with a tour of the area. There has been a plan writer hired for the Canadian portion of the watershed. There was discussion on 3D maps for the Sprague area in Canada. JOR estimated that it would take about 2 maps for the area.

OLD BUSINESS:

Administrator Sando discussed funding for the Hay Creek project and the recent meeting that he and Manager Erickson attended in St. Paul. He indicated that costs associated with the project are being refigured and that costs will probably increase, plan design revisions, etc. After discussion that board directed Administrator Sando to continue with the current designed plan and to inform the COE of the Boards decision on this.

Administrator Sando discussed a meeting with the Roseau County Board of Commissioners on the Hay Creek Project. After some discussion Administrator Sando said he would meet with the Board of Commissioners and arrange date when the two boards could meet.

The Board of Managers discussed the logging proposal from Mr. Ken Battles on a poplar area in section 19 of Norland. After some discussion the board directed Administrator Sando to inform Mr. Battles that they want to review the possibilities of other loggers and their possible proposals.

Engineer Bakken discussed with the board the proposal from Davidson Construction for the installation of the box culverts under highway#11. The engineers estimate was \$ 260,000.00 and Davidson Construction proposal was around \$200,000.00. The RRWD Board of Managers indicated that from the July 13, 2004 meeting that they had given the go ahead for the crossing.

A **motion** was made by Manager Carriere and seconded by Manager Frislie to hire MN DOT for inspection of the construction of the crossing in highway #11. Carried – unanimous.

NEW BUSINESS:

Manager Erickson discussed the viewers meeting that took place earlier in the afternoon with the viewers, engineer and Attorney Deter. He discussed some of the concerns that the viewers had with the CRP land that is located in the project area. The Board discussed the CRP lands and the possibilities of what to do with the properties. The Board directed Administrator Sando to inform the viewers that the Board of Managers will review all options that they have on those properties.

A **motion** was made by Manager Voll and seconded by Manager Carriere to have Claire Kjersten repair the area in Pohlitz township on the Duxby levee as indicated by DR 1288 PW 242 and to fix the area on the Duxby Levee by Roseanne Lee as discussed earlier in the Board Meeting. Carried – unanimous.

A **motion** was made Manager Frislief and seconded by Manager Carriere to approve the amended resolution of the JOBZ reclassification by the City of Roseau. Carried – unanimous.

A **motion** was made by Manager Voll and seconded by Manager Moser to enter into a public water access cooperative agreement with the MN DNR Trails and Waterways for the river access by the Trangsrud Bridge. Carried – unanimous.

Greg Halvorson representing Jadis Township inquired about the water problem in section 1 of Jadis and the trapped culvert located in CR 28. The Board discussed this with Greg.

Manager Moser stated that nothing new to report on the investigation in section 10 of Moose Township.

Engineer Bakken discussed the proposed storm water retention pond on the west side of Roseau near the old tennis courts and former outdoor swimming pool area.

Manager Erickson discussed the water problem north of the Trangsrud Bridge at the intersections of CR #112 and 113. He read excerpts from the Roseau County Board of Commissioners meeting minutes from June 2004.

A **motion** was made by Manager Frislief to adjourn. The meeting was adjourned at 7:20 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Rob Sando, RRWD Administrator

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT &
TWO RIVER WATERSHED DISTRICT BOARD OF MANAGERS
SPECIAL MEETING HELD August 10, 2004 in Roseau, MN at the Roseau
River Watershed Office.**

Chairman Farrell Erickson called the special meeting to order at 5:00 p.m. in the Roseau River Watershed District (RRWD) Office. RRWD Board members present were: Allison Frislie, Raymond Moser, and Leroy Carriere. Two Rivers Watershed District (TRWD) Board Members present were: Jim Kukowski, Richard Novacek, John Younggren, Lawrence Lind, and O'Neil Larson. Staff attending was RRWD Atty. Pat Moren, TRWD Engineer Blake Carlson, RRWD Engineer Mike Bakken, TRWD Administrator Dan Money and RRWD Administrator Rob Sando.

A **motion** was made by RRWD Manager Carriere and seconded by RRWD Manager Moser to approve the agenda as handed out. Carried – unanimous.

Manager Erickson then asked Engineer Bakken to discuss the West Interceptor project. Engineer Bakken then discussed the project and the problem that the City of Roseau and Polaris have with the water coming from the west side of the city. He discussed the project and the designed flows of the ditch.

The managers from the Two Rivers Watershed discussed concerns that have been brought to their attention. They indicated that that is the reason why a letter was drafted and sent to the RRWD Board of Managers.

Engineer Bakken, Administrator Sando and the RRWD Board of Managers then discussed other project that the RRWD is currently involved with. They discussed the Hay Creek Project, Malung and Palmville Projects, along with the funding associated with each project and other possible impoundment sites upstream from the City Of Roseau. They also discussed low water concerns in dry years, the Roseau River Wildlife Management Area, the Roseau Lake Bottom and possible operating plans for the Lake Bottom.

The Two Rivers delegation brought up several questions and concerns on the West Intercept and the City of Roseau. The RRWD Board of Managers explained the position of the City and feasibility study that the city is currently involved with the COE and answered questions on the West Interceptor. There was discussion on the City of Roseau and the different flooding events that have occurred, the feasibility of the different proposed projects, the topography of the RRWD and the different flood flows that have been recorded from the USGS gages.

There was discussion on the overflows between the TRWD and the RRWD. There were discussions on the flows in Ditch 72 in the TRWD and the affect that the West Interceptor would have on any downstream flooding issues between the RRWD and TRWD. The RRWD Board of Managers discussed the West Interceptor and explained that the West Interceptor would not increase the downstream flows but would only involve timing issues. The two boards also discussed the amount of water entering the RRWD from Canada and the Roseau River International Watershed Board (RRIW) that has been formed between the RRWD and representatives from Canada.

The TRWD discussed the Juneberry Ridge project that had been pursued in the 1980's and the history of the project. The TRWD also discussed the possibility of still pursuing the project but with different intentions from the original plan. They also discussed the Ross #7 project and the work they are currently progressing with on the project.

The two boards discussed the problems plaguing the two watersheds and working together to arrive at a common solution. They decided to delegate 2 board members from each watershed that would meet periodically to discuss issues between the 2 watersheds. At the next September meeting of both watersheds, representatives will be selected for the committee and possible meeting dates will be discussed.

A RRWD resident brought to the attention of the boards he was having in sections 34 & 35 of Moose Township. The TRWD board discussed with the resident the situation and possible remedies to the problem.

There was also representatives form Ross Township who had numerous questions on the Ross #7 project. The TRWD Board of Managers and Engineer Carlson discussed the project and answered questions about the project from the representatives.

A motion was made by TRWD Manager Kukowski and seconded by RRWD Manager Frislie to adjourn the meeting. The meeting was adjourned at 7:35 p.m.

Rob Sando, RRWD Administrator

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS SPECIAL MEETING HELD AUGUST 25, 2004**

Chairman Farrell Erickson called the special meeting to order at 8:30 a.m. in the Roseau River Watershed District Office. Board members present were LaVerne Voll, Allison Frislie, Raymond Moser, and Leroy Carriere. Staff attending was Atty. Pat Moren, Engineer Mike Bakken, Administrator Rob Sando and Secretary Tracy Halstensgard. Also present was Kurt Deter as Assistant Legal Council on the West Interceptor Project.

Attorney Kurt Deter discussed the revised viewers report. Attorney Deter focused on the discrepancies between fee title acres and permanent damage acres. Engineer Bakken explained the difference between the two columns and spoke to the reason for including the easement acres in the viewers report under the fee title column.

A **motion** was made by Manager Frislie and seconded by Manager Voll to revise the report to exclude the column labeled Fee Title and to list only the land that is required to be purchased for the project (Permanent Damaged Acres); and include the two parcels on land for the crossing under County Road 16. After some discussion the motion was carried unanimously.

A **motion** was made by Manager Carriere and seconded by Manager Moser to accept the report with the afore mentioned changes. Carried – unanimous.

Attorney Deter discussed the status of the permits required for the project. Administrator Sando gave a brief update on the progress being made to acquire the permits from the various agencies.

Attorney Deter discussed what would be needed for the upcoming public hearing on the Appraiser/Viewers report. A possible date for a public hearing was discussed.

A **motion** was made by Manager Voll and seconded by Manager Carriere to adjourn the meeting at 9:45 a.m. Meeting was adjourned.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS SPECIAL MEETING HELD AUGUST 25, 2004**

Chairman Farrell Erickson called the special meeting to order at 8:30 a.m. in the Roseau River Watershed District Office. Board members present were LaVerne Voll, Allison Frislie, Raymond Moser, and Leroy Carriere. Staff attending was Atty. Pat Moren, Engineer Mike Bakken, Administrator Rob Sando and Secretary Tracy Halstensgard. Also present was Kurt Deter as Assistant Legal Council on the West Interceptor Project.

Attorney Kurt Deter discussed the revised viewers report. Attorney Deter focused on the discrepancies between fee title acres and permanent damage acres. Engineer Bakken explained the difference between the two columns and spoke to the reason for including the easement acres in the viewers report under the fee title column.

A **motion** was made by Manager Frislie and seconded by Manager Voll to revise the report to exclude the column labeled Fee Title and to list only the land that is required to be purchased for the project (Permanent Damaged Acres); and include the two parcels on land for the crossing under County Road 16. After some discussion the motion was carried unanimously.

A **motion** was made by Manager Carriere and seconded by Manager Moser to accept the report with the afore mentioned changes. Carried – unanimous.

Attorney Deter discussed the status of the permits required for the project. Administrator Sando gave a brief update on the progress being made to acquire the permits from the various agencies.

Attorney Deter discussed what would be needed for the upcoming public hearing on the Appraiser/Viewers report. A possible date for a public hearing was discussed.

A **motion** was made by Manager Voll and seconded by Manager Carriere to adjourn the meeting at 9:45 a.m. Meeting was adjourned.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD September 7, 2004**

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

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

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

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Mike Bakken.

DELEGATIONS: Accountant Mark Hatton; Floyd Haugen; Kent Dahlquist

AGENDA: **Motion** by Manager Carriere and seconded by Manager Moser to approve the agenda with the additions of permit #04-14 and Lake Township under New Business. Carried – unanimous.

MINUTES: **Motion** by Manager Voll and seconded by Manager Moser to approve the August 3rd, 2004 minutes with correction to the motion to approve permit #04-10. The motion should state “Carried, Manager Moser abstaining.” Carried - unanimous. A **motion** was made by Manager Carriere and seconded by Manager Moser to approve the minutes of the special meeting held August 10th, 2004 as mailed. Carried – unanimous. A **motion** was made by Manager Voll and seconded by Manager Carriere to approve the minutes of the special meeting held August 25th, 2004 as mailed. Carried – unanimous.

RECEIPTS:

August Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 53.52
Citizens State Bank -- Interest on certificate of deposits	\$ 1,386.20
City of Roseau -- reimbursement for December 17, 2003 West Intercept bill	\$ 62,115.15
TOTAL	\$ 63,554.87

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

August Bills -- Memo	Amount
Bryan Erickson -- September rent	\$ 650.00
Unicel -- cell phone charge	\$ 85.38
Century Tel -- phone bill	\$ 134.57
Sjoberg's Cable TV -- cable internet	\$ 40.67
Tony Torn -- copier maintenance	\$ 28.29
Rinke-Noonan -- legal services for West Interceptor	\$ 5,436.50
Roseau Times Region -- Publication of meeting notice	\$ 73.76
Patrick D. Moren -- legal fees	\$ 1,781.25
JOR Engineering -- 7/25/04 to 8/28/04 -- General -- \$1,522.75, Ditches -- \$1,123.25, Overall Plan -- 301.00, PWT -- \$14,996.84, Duxby Levee -- \$204.50	\$ 15,859.57
Farrell Erickson -- meetings, mileage and expenses	\$ 357.30
LeRoy Carriere -- meetings, mileage and expenses	\$ 152.38
LaVerne Voll -- meetings, mileage and expenses	\$ 253.80
Ray Moser -- meetings, mileage and expenses	\$ 192.87
Allison Frislie -- meetings, mileage and expenses	\$ 323.63
Rob Sando -- expenses and mileage	\$ 392.73
Rob Sando -- salary, insurance	\$ 2,482.60
Tracy Halstensgard -- wages	\$ 823.10
PERA -- employee and employer share (August 1st through 31st, 2004)	\$ 463.51
Citizens State Bank -- 941 tax	\$ 1,158.19
Multi Office Products -- Office supplies	\$ 16.29
Minnesota Dept. of Revenue -- 2nd quarter withholdings (payroll)	\$ 578.00
RRWMB -- Share of Taxes	\$ 37,620.45
Eldon Johnson -- expense for viewer on West Interceptor	\$ 1,049.25
Montech Computers -- screen & flash sticks	\$ 283.27
USDA - Farm Service -- aerial photos	\$ 9.00
TKDA -- railroad engineering for West Interceptor	\$ 1,249.98
Ross True Value -- cleaning supplies	\$ 34.55
Franks TV -- projector repair and maintenance	\$ 80.00
Roseau County Recorder -- recording easement for Lionel Thorbus land	\$ 39.00
TOTAL	\$ 71,649.89

DELEGATIONS:

Accountant Mark Hatton presented the Board with a draft copy of the 2003 Audit Report. Mr. Hatton reviewed the report with the board and stated that there were no problems found. Mr. Hatton suggested setting up different funds for projects in QuickBooks in order to more easily identify the balances and expenditures. Mr. Jon Schauer was suggested as a QuickBooks consultant to do the set-up of the expanded funds.

Mr. Floyd Haugen questioned the board on the investigation in the CD #3 area. The meeting was turned over to Manager Moser. Manager Moser stated that he had not received any information from the Sheriff's Department. There was extensive discussion on the damage to the culverts and traps and there was discussion on the ditch plan.

Kent Dahlquist discussed with the board recent 24" culverts that had been installed in Section 11 of Golden Valley Township in the county ditch. Administrator Sando informed the board that the 24" culverts will be removed and a 36" culvert will be installed in place of the two removed culverts. The replacement will be done this fall.

PERMITS:

A **motion** was made by Manager Voll and seconded by Manager Moser to approve Permit #04-12 for Richard Neisius. Carried – unanimous.

A **motion** was made by Manager Moser and seconded by Manager Carriere to approve permit #04-13 for Kevin Ness. Carried – unanimous.

A **motion** was made by Manager Voll and seconded by Manager Frislie to approve permit #04-14, Grimstad Township for a 24” center line pine under a township road. Carried – unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Moser to approve an extension for the RRWMA. Carried – unanimous.

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 2005.

As noted in the Roseau Times-Region, the Board of Managers held their annual public hearing on the District’s proposed 2005 budget at 6 p.m. Following discussion a **motion** was made by Manager Carriere and seconded by Manager Moser to approve the following budget for year 2005. Carried – Unanimous.

Administrative Budget:

1.	Managers Per Diem & Expenses	\$ 13,200.00
2.	Staff	\$ 57,500.00
3.	Engineering	\$ 30,000.00
4.	Payroll Expense	\$ 8,300.00
5.	Employee Insurance	\$ 4,200.00
6.	Mileage	\$ 7,500.00
7.	Conferences & Meetings	\$ 6,000.00
8.	Capital Outlay	\$ 2,500.00
9.	Office Expenses (phone, supplies, etc.)	\$ 3,500.00
10.	Insurance	\$ 3,000.00
11.	Professional and Legal	\$ 8,000.00
12.	Real Estate Tax	\$ 6,500.00
13.	Association Dues	\$ 2,000.00
Total		\$160,000.00

Construction Budget

1.	Red River Watershed Management Board	\$ 80,000.00
2.	Roseau River Watershed District Construction Fund	\$ 80,000.00
Total		\$160,000.00

A **motion** was made by Manager Frislie and seconded by Manager Carriere to close the budget hearing at 6:15 p.m. Carried – unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Frislie to levy an ad valor em 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 Voll and seconded by Manager Carriere to levy an ad valor em tax of .00048 (not et 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 fund expenses and for the construction and maintenance of projects of common benefit to the RRWD. Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Voll to levy the below stated amounts to each ditch system for the year 2005:

\$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.

Engineer Nate Dallager, HDR Engineering, gave a presentation to the Board. Mr. Dallager asked that their firm be considered for contract work with the Watershed. Mr. Dallager stated that they would be available for any needed engineering work in the future.

Engineer's Report:

Engineer Bakken stated that Engineer Rood will be in Japan until March.

Highway 11 has been closed one mile west of Roseau for the County Road 120 project and to install the culverts under the highway for the West Interceptor Project. The work should be completed within three weeks.

Engineer Bakken asked the Board if they would like to convene a Project Work Team to look into culvert sizing in the County Ditch 23 system. A **motion** was made by Manager Carriere and seconded by Manager Voll to convene a Project Work Team to consider a culvert sizing program in County Ditch 23 and the laterals of that ditch. Carried – unanimous.

Mr. Bob Bergland spoke about the legislative session. Mr. Bergland stated that the chance of having a special session this year is slim. However, there is a good chance of having a bonding bill before the legislature the first part of the next session even though next year is not a bonding year.

RRWMB Report:

Manager Erickson informed the board that the Bois De Sioux Watershed District will be having a ground breaking for their North Ottawa Project on September 20, 2004. Manager Erickson also discussed some upcoming meetings including the a drainage research forum, SWCD meeting and a Red River Basin Institute Impaired Waters meeting.

Manager Erickson informed the board of a new data process policy implemented by the Red River Watershed Management Board.

The next meeting will be September 21, 2004 at the Dakota Magic Casino.

Administrator's Report:

Administrator Sando reported on the following issues:

- Ken Battles – Logging in Hay Creek area
- MAWD resolution
- Duxby Levee update. A **motion** was made by Manager Frislie and seconded by Manager Voll authorizing payment in the amount of \$321.00 to Lionel Thorbus for land easement for the Duxby Levee. Carried – unanimous.
- Overall Plan update – Final hard and CD copies were made available by JOR Engineering.
- Trangsrud Bridge access
- DNR will not review drainage laws
- Hay Creek – The PCA has not been signed off on by the Federal Government.

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS SPECIAL MEETING HELD SEPTEMBER 20, 2004**

Chairman Farrell Erickson called the special meeting to order at 8:00 a.m. in the Roseau River Watershed District Office. Board members present were LaVerne Voll, Allison Frislie, Raymond Moser, and Leroy Carriere. Staff attending was Atty. Pat Moren, Engineer Mike Bakken, Administrator Rob Sando and Secretary Tracy Halstensgard. Also present was Kurt Deter as Assistant Legal Council on the West Interceptor Project.

Attorney Kurt Deter discussed the Minnesota Statutes concerning projects such as the West Interceptor. The West Interceptor project will be proceeding under Statute MS 1030.705. Mr. Deter stated that there are three purposes for the public hearing scheduled for September 20, 2004. The first is to notify the landowners with the exact legal description. The second is to establish the project and start the 30 day appeal period. The third reason is for the board to authorize the plans and specs for bids.

The Board members along with Engineer Bakken left the office for an inspection tour of the RRWD ditches.

The meeting reconvened at 11:40 a.m. at Brandt's restaurant. There was some discussion on culverts in WD 3. Manager Voll directed Rob to get more information on internal culvert traps that are manufactured in Stephen, Mn.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to direct Ross Township to replace a culvert in Lateral 1 of Ditch 3 with an 18" CMP. Carried – unanimous.

Engineer Bakken and Administrator Sando will go out and look at Ditch 18 repair and reshaping.

There was discussion on the slumping of the back in river near the Highway 310 bridge. Engineer Bakken recommended moving the dike near the bank.

Manager Moser made a **motion** to adjourn at 12:31. Motion seconded by Manager Carriere. The meeting was adjourned.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Secretary

- A **motion** was made by Manager Carriere and seconded by Manager Voll to hire Jon Schauer, QuickBooks consultant, to set up separate funds for projects and to make any changes necessary following the audit report. Carried – unanimous.
- Pocket calendars imprinted with the RRWD information.
- Polaris has offered to provide personnel for stream gaging.

RRIW:

The next meeting will be held on September 23, 2004.

OLD BUSINESS:

There was discussion on the West Interceptor Project. The updated viewers report was discussed. A **motion** was made by Manager Frislie and seconded by Manager Carriere to set the date for the next public hearing for October 20, 2004 at 10:00 a.m. Carried – unanimous.

Engineer Bakken and Administrator Sando are working on the wet lands permits for the West Interceptor Project.

A **motion** was made by Manager Moser and seconded by Manager Carriere to set a special meeting on September 20, 2004 at 8 a.m. at the RRWD office. The purpose of this meeting will be for a ditch inspection. A van should be rented for the day. Carried – unanimous.

Manager Carriere discussed a washout in the ditch dump in Branch A. There was discussion on repair.

NEW BUSINESS:

Sloughing near the Highway 310 bridge was discussed.

A **motion** was made by Manager Moser and seconded by Manager Voll to appoint Managers Frislie and Carriere to the joint committee with the Two Rivers Watershed District Board of Managers. Carried – Unanimous.

OTHER ITEMS:

Wayne Trangsrud discussed a culvert under County Road 112. The RRWD board has not received any additional information from the County concerning the road or culvert.

A **motion** was made by Manager Carriere and seconded by Manager Voll to set the next meeting date for October 5, 2004 at 10:00 a.m. Carried – unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Moser to set the November meeting date for October 26th, 2004 at 5:00 p.m. due to elections. Carried – unanimous.

A **motion** was made by Manager Voll to adjourn. The meeting was adjourned at 8:10 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Rob Sando, RRWD Administrator

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD October 5, 2004**

ORDER: Chairman Farrell Erickson called the meeting to order at 10:00 a.m.

MANAGERS PRESENT: Farrell Erickson, LeRoy Carriere and LaVerne Voll.

STAFF PRESENT: Administrator, Rob Sando.

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Mike Bakken.

DELEGATIONS: There were no delegations for this meeting.

AGENDA: **Motion** by Manager Voll and seconded by Manager Carriere to approve the agenda with the additions of Duxby Levee and Ditch Inspection under old business. Carried – unanimous.

MINUTES: **Motion** by Manager Carriere and seconded by Manager Voll to approve the September 7th, 2004 minutes as mailed. Carried - unanimous. A **motion** was made by Manager Voll and seconded by Manager Carriere to approve the minutes of the special meeting held September 20th, 2004 with the correction of “moving” instead of “removal” in the seventh paragraph. Carried – unanimous.

RECEIPTS:

September Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 73.57
Roseau County -- Volstead lands	\$ 212.95
TOTAL	\$ 286.52

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

September Bills -- Memo	Amount
Bryan Erickson -- October rent	\$ 650.00
Unicel -- cell phone charge	\$ 85.38
Century Tel -- phone bill	\$ 134.23
Sjoberg's Cable TV -- cable internet	\$ 40.67
Tony Torn -- copier maintenance	
Postmaster -- mailing for West Interceptor	\$ 406.43
Roseau Times Region -- Publication of meeting notices	\$ 91.38
Patrick D. Moren -- legal fees	\$ 2,968.75
JOR Engineering -- 8/29/04 to 9/25/04 -- General -- \$1,139.75, Ditches -- \$1,340.50, Overall Plan -- \$908.50, PWT -- \$9,735.66, Duxby Levee -- \$1,836.62,	\$ 14,971.03
Farrell Erickson -- meetings, mileage and expenses	\$ 367.96
LeRoy Carriere -- meetings, mileage and expenses	\$ 165.64
LaVerne Voll -- meetings, mileage and expenses	\$ 186.13
Ray Moser -- meetings, mileage and expenses	\$ 192.88
Hammerback Products -- interior culvert traps	\$ 695.25
Rob Sando -- expenses and mileage	\$ 474.99
Rob Sando -- salary, insurance	\$ 2,482.60
Tracy Halstensgard -- wages	\$ 1,212.22
PERA -- employee and employer share (July 1st through 31st, 2004)	\$ 520.33
Citizens State Bank -- 941 tax	\$ 1,238.96
Multi Office Products -- Office supplies	\$ 84.63
Roseau County Recorder -- Les Penance for West Interceptor	\$ 19.50
Ace Hardware -- laser pointer and fencing supplies	\$ 29.79
Dahl, Hatton, Muir & Reese -- 2003 audit report	\$ 3,250.40
Brandt's Restaurant -- Lunch for board meeting	\$ 65.59
Ross True Value -- office cleaning supplies	\$ 39.71
Bryan Erickson -- Van rental	\$ 49.00
MonTech Computers -- business cards and USB drive	\$ 90.50
Lionel Thorbus -- Duxby easement	\$ 321.00
TKDA -- Engineering for Rail Road Crossing for West Interceptor	\$ 4,997.25
Border Insurance Network -- Insurance policy renewal	\$ 187.00
TOTAL	\$ 30,334.74

DELEGATIONS:

There were no delegations for this meeting.

PERMITS:

A **motion** was made by Manager Carriere and seconded by Manager Voll to approve Permit #04-15 for Dean Wensloff. Carried – unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Voll to approve permit #04-16, Tom and Lisa Dickson for an 18” culvert. Carried – unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Voll to approve permit #04-17, Spruce Township for a 12” culvert. Carried – unanimous.

Engineer's Report:

Engineer Bakken gave a PowerPoint presentation on the wetlands in the West Interceptor Project. Engineer Bakken also discussed the proposed culvert sizing project in the County Ditch #23 system.

RRWMB Report:

There was no report this month

Administrator's Report:

Administrator Sando reported on the following issues:

- Administrator Sando and Engineer Bakken will be flying to Chicago to meet with the EDA to discuss the West Interceptor Project.
- Rosanne Lee's ring dike was discussed. DW Mechanical will be doing some brush removal this fall on portions of the dike and Mrs. Lee's driveway. Clair Kjersten is ready to do the work for the repairs to the Duxby Levee.
- Letter from Bob Bergland.
- Ring dike update
- Noise barrier during daytime meetings. A **motion** was made by Manager Voll and seconded by Manager Carriere to purchase a wall/noise barrier. Carried – unanimous.

RRIW:

Manager Voll discussed the Overall Plan. There was discussion on the usefulness of the 3-D contour maps and the benefit of having the maps for the Sprague Creek area in our office. A **motion** was made by Manager Voll and seconded by Manager Carriere to purchase the 3D contour maps from West of Piney to the Lake of the Woods. Carried – unanimous.

OLD BUSINESS:

Attorney Moren asked for a motion to file the Les Penance for the additional lands involved in the West Interceptor Project. The **motion** to file the Les Penance was made by Manager Carriere and seconded by Manager Voll. Carried – unanimous.

There was some discussion on the length of the ditch South of Highway 11. Pumping the water out of the West Interceptor culverts under Highway 11 was discussed.

Administrator Sando informed the board of the cost to purchase internal culvert traps. A **motion** was made by manager Carriere and seconded by Manager Voll to purchase the necessary traps for the ditch #3 area. Carried – unanimous.

There was discussion on beaver dams in the river south of Roseau. A **motion** was made by Manager Voll and seconded by Manager Carriere to hire Gary Lane to blow the dams. Carried – unanimous.

NEW BUSINESS:

The November meeting date was changed to November 3rd, 2004 at 5 p.m. due to the elections and the possibility of meeting with the CORP on the Hay Creek Project.

A **motion** was made by Manager Voll to adjourn. The meeting was adjourned at 11:05 a.m.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD November 3, 2004**

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

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

STAFF PRESENT: Administrator, Rob Sando.

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Mike Bakken.

DELEGATIONS: Attorney Kurt Deter, Scott Habstritt, Engineer Omar Rood.

AGENDA: A **Motion** by Manager Moser and seconded by Manager Carriere to approve the agenda with the additions of Omar Rood and Scott Habstritt under delegations. Carried – unanimous.

MINUTES: **Motion** by Manager Voll and seconded by Manager Carriere to approve the October 5th, 2004 minutes as mailed. Carried - unanimous.

RECEIPTS:

October Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 53.34
Border State Bank -- Interest on cd #200240	\$ 847.32
Citizens State Bank -- Interest on cd #43276	\$ 693.10
Citizens State Bank -- Interest on cd #43275	\$ 345.79
Citizens State Bank -- Interest on cd #43274	\$ 346.55
Daryle Dahl -- 2nd half land rent	\$ 934.50
State of Minnesota -- Market value credit real and credit ag	\$ 19,733.39
TOTAL	\$ 22,953.99

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

October Bills -- Memo	Amount
Bryan Erickson -- November rent	\$ 650.00
Unicel -- cell phone charge	\$ 110.29
Century Tel -- phone bill	
Sjoberg's Cable TV -- cable internet	\$ 40.67
Tony Torn -- copier maintenance	\$ 35.11
Roseau Times Region -- Publication of meeting notices	\$ 4.25
Patrick D. Moren -- legal fees	\$ 1,781.25
JOR Engineering --	\$ 18,315.38
Farrell Erickson -- meetings, mileage and expenses	\$ 353.96
LeRoy Carriere -- meetings, mileage and expenses	\$ 121.44
LaVerne Voll -- meetings, mileage and expenses	\$ 259.75
Ray Moser -- meetings, mileage and expenses	\$ 130.09
Allison Frislie -- meetings, mileage and expenses	\$ 275.63
Rob Sando -- expenses and mileage	\$ 3,117.23
Rob Sando -- salary, insurance	\$ 2,482.60
Tracy Halstensgard -- wages	\$ 870.68
PERA -- employee and employer share (July 1st through 31st, 2004)	\$ 470.97
Citizens State Bank -- 941 tax	\$ 1,167.14
Multi Office Products -- Office supplies	\$ 170.34
Fleet supply -- fencing supplies for West Interceptor	\$ 353.99
Personnel Concepts -- compliance posters	\$ 39.95
DbA Consulting Unlimited -- QuickBooks consulting	\$ 900.00
Mitch Magnusson -- log jam removal	\$ 5,980.00
Ross True Value -- office cleaning supplies	\$ 23.98
Don Lunke Construction -- final payment for Joe Laurin ring dike	\$ 14,132.00
MonTech Computers -- computer maintenance	\$ 67.50
Dave Grafstrom -- final payment for overall plan	\$ 5,000.00
TKDA -- Engineering for Rail Road Crossing for West Interceptor	\$ 5,700.99
Rinke Noonan -- legal service for West Interceptor project	\$ 2,603.00
Reese Rental -- repair Duxby Levee	\$ 3,550.00
A. Darrell Borgen -- viewers expense, West Interceptor Project	\$ 1,383.75
Elden Johnson -- viewers expense, West Interceptor Project	\$ 1,395.00
TOTAL	\$ 71,486.94

DELEGATIONS:

Attorney Kurt Deter reviewed the Findings of Fact and Order for the West Interceptor project. Mr. Deter asked if the Board had any questions. Mr. Deter discussed the different appeals that could be filed by landowners. Manager Frislie discussed concerns about acquiring land. There was some discussion on different options if the value of the land is appealed. A **motion** was made by Manager Carriere and seconded by Manager Moser to authorized the signing of the Findings of Fact and Order with the change to page 3, 5th paragraph to state "the Minnesota Commissioner of Natural Resources,". Carried – unanimous. There was some discussion on concerns from landowners. There was discussion on the Ditch 69 & 3 systems. There was extensive discussion on the drainage law for drainage and protection. Mr. Deter informed the board of the background of the court ruling in a case between the MN DNR and the Lac Qu Pearl Watershed District.

Scott Habstritt was here on behalf of Ken Battles concerning the wood cutting on the land the Watershed District owns in Norland. A **motion** was made by Manager Frislie and seconded by Manager Carriere to accept the offer of \$24.00 per cord made by Mr. Battles. Carried – unanimous.

Engineer Rood discussed the reason for his extended absence and apologized to the Board.

PERMITS:

A **motion** was made by Manager Frislie and seconded by Manager Voll to approve Permit #04-17 for Roger Sandstrom upon approval by the Roseau County Engineer. Carried – unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Voll to approve permit #04-18, Roseau County for the replacement of a 36" culvert for crossing. Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Voll to approve permit #04-19, Roseau County for repair and maintenance of the ditch to the original design capacity. Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Moser to approve permit for Lee Wicklander to temporarily modify an existing culvert at his cabin site in Elkwood Township, Sect. 15 in cooperation with the EERC (Energy and Environmental Research Center) as a flood mitigation concept. Carried – unanimous.

Engineer's Report:

Engineer Bakken discussed the options for the Hay Creek/Norland area. There was discussion on scheduling a PWT meeting to discuss options.

Engineer Bakken commented on the condition of many of the stream gages. A **motion** was made by manager Carriere and seconded by Manager Voll to send a crew to maintain and make any necessary repairs to the gages. Carried – unanimous.

Engineer Bakken updated the board on the permit process for the West Interceptor. Administrator Sando and Engineer Bakken discussed their trip to Chicago to meet with the EDA concerning the West Interceptor. There was discussion on the testing of the asphalt on Highway 11 over the West Interceptor Culverts. The asphalt failed MN DOT required tests. A **motion** was made by Manager Voll and seconded by Manager Carriere to withhold payment for the bituminous material and wait for the final results from the County. Carried – unanimous. A **motion** was made by Manager Frislie and seconded by Manager Voll to pay the bill for the inspection of the resurfacing, MN DOT invoice #PA0000105054. Carried – unanimous.

RRWMB Report:

Chairman Erickson informed the board that there will be ring dike money available and there is the possibility of two more ring dikes being built in our watershed district. Chairman Erickson will be asking the RRWMB for funding for those two ring dikes.

Administrator's Report:

Administrator Sando reported on the following issues:

- Meeting with city official from Austin, Minnesota.
- ADA meeting

RRIW:

There have been conflicts with meeting dates for the RRIW meeting.

OLD BUSINESS:

A meeting date for the personnel committee was set for December 7th, at 4:45 in our office.

Cleaning in the Ditch 8 system was discussed.

A **motion** was made by Manager Voll and seconded by Manager Carriere to repair traps in the ditch 3 system and repair a frayed cable on the Duxby levee. Carried – unanimous.

Administrator Sando informed the Board that the Branch A washout will be repaired next year by Beltrami County Ditch Authority.

NEW BUSINESS:

Managers Carriere and Moser will attend the MAWD Conference along with Administrator Sando in Alexandria MN on December 2nd – 4th. A **motion** was made by Manager Frislie and seconded by Manager Voll to appoint Managers Carriere and Moser as voting delegates with Manager Voll as an alternate. Carried – unanimous.

There was some discussion on the road slope along county road 129.

A **motion** was made by Manager Voll to adjourn. The meeting was adjourned at 7:54 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD December 7, 2004**

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

MANAGERS PRESENT: Farrell Erickson, Raymond Moser, LeRoy Carriere and Allison Frislie. LaVerne Voll arrived at 6 p.m.

STAFF PRESENT: Administrator, Rob Sando; Administrative Assistant, Tracy Halstensgard.

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Mike Bakken.

DELEGATIONS: Attorney Kurt Deter,

AGENDA: A **Motion** by Manager Carriere and seconded by Manager Moser to approve the agenda with the additions of Ditch Policy under New Business. Carried – unanimous.

MINUTES: **Motion** by Manager Carriere and seconded by Manager Moser to approve the November 3rd, 2004 minutes as mailed. Carried – unanimous. A **motion** was made by Manager Carriere and seconded by Manager Moser to approve the October 20th, 2004 special meeting minutes as handed out. Carried - unanimous.

RECEIPTS:

November Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 49.45
Roseau County -- Share of taxes	\$ 101,767.34
City of Roseau -- reimbursed expenses for West Interceptor	\$ 66,475.79
Roseau County -- Share of taxes	\$ 51,094.85
Kittson County -- Share of taxes	\$ 1,515.23
Beltrami County -- Share of taxes	\$ 545.55
TOTAL	\$ 221,448.21

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

November Bills -- Memo	Amount
Bryan Erickson -- November rent	\$ 650.00
Unicel -- cell phone charge	\$ 153.51
Century Tel -- phone bill	\$ 138.63
Sjoberg's Cable TV -- cable internet	\$ 40.67
Tony Torn -- copier maintenance	\$ 19.65
Postmaster -- stamps	\$ 185.00
Roseau Times Region -- Publication of meeting notices	\$ 4.25
Patrick D. Moren -- legal fees	\$ 1,312.50
JOR Engineering --	\$ 10,013.18
Farrell Erickson -- meetings, mileage and expenses	\$ 375.34
LeRoy Carriere -- meetings, mileage and expenses	\$ 472.92
LaVerne Voll -- meetings, mileage and expenses	\$ 210.13
Ray Moser -- meetings, mileage and expenses	\$ 454.17
Allison Frislie -- meetings, mileage and expenses	\$ 84.54
Rob Sando -- expenses and mileage	\$ 482.43
Rob Sando -- salary, insurance	\$ 2,482.61
Tracy Halstensgard -- wages	\$ 1,115.99
PERA -- employee and employer share (July 1st through 31st, 2004)	\$ 508.85
Citizens State Bank -- 941 tax	\$ 1,264.48
Multi Office Products -- Office supplies	\$ 99.20
MAWD -- dues	\$ 50.00
MN DOT -- West Interceptor expense	\$ 845.15
Claire Kjersten -- work on Duxby Levee	\$ 4,485.00
Joey N Novacek -- Duxby Levee mowing	\$ 195.00
Roseau County Treasurer -- second half property taxes	\$ 3,991.68
MonTech Computers -- Flat panel monitor	\$ 275.84
MAWD -- conference registration	\$ 225.00
TKDA -- Engineering for Rail Road Crossing for West Interceptor	\$ 1,273.56
Rinke Noonan -- legal service for West Interceptor project	\$ 2,650.25
Red River Basin Commission -- registration for land and water summit	\$ 280.00
Keith Cummins -- viewers expense, West Interceptor Project	\$ 1,447.50
Roseau - LOW Title and Abstract Co. -- abstracting for West Interceptor	\$ 2,465.00
RRWMB -- share of taxes	\$ 33,510.65
TOTAL	\$ 71,762.68

DELEGATIONS:

Roseau County Commissioner Mark Foldesi inquired as to the status of the Hay Creek project. Chairman Erickson gave an update. There was some discussion on MN DNR permits. There was discussion on the WD 3 and County Road 139 concerns.

John and Irene Wynne of Wynne consulting discussed funding for West Interceptor. Funding for the project will be coming from the State through the DNR, the EDA (Economic Development Agency), the SBA (Small Business Administration) and local funds. The EDA money has been approved; however the EDA requires all contracts to be in place before they will release the funds. The SBA requires an environmental review that is still in progress at this time. The money for the land acquisition will be primarily State funds.

Mrs. Wynne spoke about the funding from the State and the process for paying landowners. Bookkeeping requirements for keeping track of the different funds was discussed. Going through the Roseau – LOW Title & Abstract company was discussed. A **motion** was made by Manager Carriere and seconded by Manager Voll to proceed with the purchase of the land, excluding the land in litigation; including Attorney Moren obtaining the deeds, the Title Company doing the closing and drawing on the state funding to acquire the lands. Carried – unanimous.

Federal funds require advertising for the Engineering and Legal services required for the project. A **motion** was made by Manager Frislie and seconded by Manager Voll to advertise for procurements for the Engineering and Legal services for the West Interceptor project. Carried – unanimous.

PERMITS:

A **motion** was made by Manager Voll and seconded by Manager Moser to approve Permit #04-21 for Robert Eastman. Carried – unanimous.

Engineer's Report:

Engineer Bakken stated that a TEP review is being scheduled for the wetlands in the West Interceptor Project area.

Engineer Bakken discussed the options for the Hay Creek/Norland area. The cost of proceeding with the Hay Creek portion of the project would be approximately 2.3 million. The cost of proceeding with the Norland portion of the project would be approximately 4.2 million. Engineer Bakken stated that these estimates are taking into consideration that the CORP could come back in at a later date when funding is available.

RRWMB Report:

Chairman Erickson informed the board that the Buffalo-Red Watershed District has requested a meeting with the RRWMB. The FDRWG is suggesting that Watershed boards send letters to their legislative representatives about their satisfaction with the CORP and the progress they make on projects.

Administrator's Report:

Administrator Sando reported on the following issues:

- Stan Wood letter
- Overall Planning spending report
- Daryle Dahl land lease. A **motion** was made by Manager Frislie and seconded by Manager Carriere to extend Mr. Dahl's lease to 12-31-05.
- Watershed leadership program
- Joe Laurin Ring dike
- County Ditch 8 survey

RRIW:

The next meeting will be December 9th, at 11 a.m. in Vita.

OLD BUSINESS:

A **motion** was made by Manager Carriere and seconded by Manager Frislie to increase Administrator Sando's wage by 6% and insurance contribution by 15%. Carried – unanimous. A **motion** was made by Manager Carriere and seconded by Manager Frislie to increase the Administrative Assistants wage by \$.50 per hour and increase the vacation days to 10 per year. Carried – unanimous.

Administrator Sando gave a brief update on the ditch 3 culverts. One trap was able to be installed, the other two were unable to be installed due to high water and damage to the culverts.

Administrator Sando informed the board that Chris Johnson's ring dike will be completed next spring. Construction was delayed this year due to wet and unfavorable weather conditions.

Manager Carriere discussed the MAWD conference. There was some discussion on a drainage system policy.

NEW BUSINESS:

Administrator Sando approached the board about adding a new two-line phone system. Larry Petrowski, Petrowski Telecommunications, was contacted to install the system. The cost of installing such a system would be approximately \$500.00. A **motion** was made by Manager Voll and seconded by Manager Carriere to proceed with the installation of a two-line phone system. Carried – unanimous.

There was some discussion on the CORPS 905B study for the City of Roseau.

A **motion** was made by Manager Voll and seconded by Manager Frislie to close the public meeting for discussion of litigation issues. Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Voll to reopen the public meeting. Carried – unanimous.

There was some discussion about a crossing installed by Danny Comstock. Administrator Sando will contact Mr. Comstock with the concerns.

A **motion** was made by Manager Frislie to adjourn the meeting. The meeting was adjourned at 7:35 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS SPECIAL MEETING HELD DECEMBER 22, 2004**

Chairman Farrell Erickson called the special meeting to order at 5:00 p.m. in the Roseau River Watershed District Office. Board members present were LaVerne Voll, Raymond Moser, and Leroy Carriere. Staff attending was Atty. Pat Moren, Engineer Mike Bakken by teleconference, Administrator Rob Sando and Administrative Assistant Tracy Halstensgard.

Administrator Sando discussed the contract for the Highway 11 crossing and the possibility of failure of the bituminous material in the surfacing. There was discussion on who is responsible for resurfacing if failure occurs. Mike Bakken discussed the options for partial payment or requesting the contractor to remove and replace the surfacing material.

A **motion** was made by Manager Voll and seconded by Manager Moser to withhold payment on the bituminous material and request the work be redone next construction season. Carried – unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Moser to approve the change order #1 to Supplemental Agreement #1. Carried – unanimous.

A **motion** was made by Manager Moser and seconded by Manager Carriere to pay the amount of \$181321.79 as partial payment for the Highway 11 crossing. Carried – unanimous.

Manager Voll made a **motion** to adjourn at 5:45 p.m. Motion seconded by Manager Carriere. The meeting was adjourned.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Secretary