

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD January 3rd, 2008**

ORDER: Chairman LaVerne Voll called the meeting to order at 10:00 a.m.

MANAGERS PRESENT: Steve Lee, LeRoy Carriere, Laverne Voll and Todd Miller.

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: A **motion** was made by Manager Carriere and seconded by Manager Lee to approve the agenda with the addition of Floyd Morey complaint under New Business Carried- unanimous.

ELECTION OF OFFICERS: Pat Moren chaired the following election of officers: A **motion** was made by Manager Carriere and seconded by Manager Miller to nominate Manager LaVerne Voll as Chairperson. The **motion** to cease nominations and cast a unanimous ballot for Manager Voll was made by Manager Carriere and seconded by Manager Miller. Carried- unanimous.

Attorney Moren called for nominations for a Vice Chairperson. A **motion** was made by Manager Voll and seconded by Manager Carriere to nominate Manager Todd Miller as Vice-Chairperson. The **motion** to cease nominations and cast a unanimous ballot for Manager Miller was made by Manager Voll and seconded by Manager Carriere. Carried- unanimous.

Attorney Moren called for nominations for Secretary. A **motion** was made by Manager Miller and seconded by Manager Lee to nominate Manager LeRoy Carriere as Secretary. The **motion** to cease nomination and cast a unanimous ballot for Manager Carriere was made by Manager Miller and seconded by Manager Voll. Carried- unanimous.

Attorney Moren called for nominations for Treasurer. A **motion** was made by Manager Miller and seconded by Manager Voll to nominate Manager Steve Lee as the Treasurer. The **motion** to cease nomination and cast a unanimous ballot for Manager Lee was made by Manager Carriere and seconded by Manager Voll. Carried- unanimous.

Attorney Moren turned the meeting back over to Chairman Voll.

A **motion** was made by Manager Carriere and seconded by Manager Lee to keep Citizens State Bank and Border State Bank as official depositories. Carried- unanimous.

A **motion** was made by Manager Lee and seconded by Manager Carriere to keep Roseau Times-Region as official newspaper. Carried- unanimous.

A **motion** was made by Manager Lee and seconded by Manager Carriere to keep Attorney Pat Moren as primary Legal council on fee basis and contract with other firms on fee basis as deemed necessary by the board. Carried- unanimous.

A **motion** was made by Manager Lee and seconded by Manager Carriere to keep Managers Carriere and Frislie as the Personnel Committee. Carried- unanimous.

A **motion** was made by Manager Voll and seconded by Manager Miller to appoint Manager Lee as the representative to the FSA office. Carried- unanimous.

A **motion** was made by Manager Voll and seconded by Manager Carriere to have Manager Carriere and Manager Lee as delegates on the Project Team. Carried- unanimous.

A **motion** was made by Manager Miller and seconded by Manager Carriere to have Manager Lee and Manager Voll as delegates on the Roseau River International Watershed Board. Carried unanimous.

A **motion** was made by Manager Voll and seconded by Manager Carriere to have Manager Lee as the delegate to the Red River Watershed Management Board with Manager Miller as a first alternate. Carried- Unanimous. A **motion** was made by Manager Miller and seconded by Manager Lee to appoint Administrator Sando as the second alternate. Carried- unanimous.

A **motion** was made by Manager Miller and seconded by Manager Lee to have no primary engineering firm and contract with a firm on an as needed basis. Carried Unanimous

MINUTES: A **motion** was made by Manager Lee and seconded by Manager Voll to approve the December 4th, 2007 minutes as mailed. Carried- unanimous. A **motion** was made by Manager Carriere and seconded by Manager Lee to approve the December 11, 2007 special meeting minutes as mailed. Carried Unanimous.

RECEIPTS:

Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 523.82
Habstritt Farms Inc. -- reimbursement landowners share of ring dike	\$ 3,280.59
RRWMB -- reimbursement Habstritt ring dike	\$ 13,436.18
Roseau County -- share of taxes	\$ 71,849.29
State of Minnesota -- market value credit (real, ag & mobile home)	\$ 22,508.38
Marshall County -- share of taxes	\$ 143.19
TOTAL	\$ 111,741.45

Bills -- Memo	Amount
MonTech Two -- January rent	\$ 650.00
Unicel -- cell phone charge	\$ 57.00
Century Tel -- phone bill	\$ 107.62
Sjoberg's Cable TV -- cable internet	\$ 40.67
Tony Torn -- copier maintenance	\$ 5.84
Postmaster -- PO Box fee	\$ 68.00
Postmaster -- mailings	\$ 10.00
RTW Inc -- workers comp. insurance	\$ 351.00
Red River Basin Commission -- registration for land and water summit	\$ 175.00
Roseau Times Region -- advertising	\$ 115.50
Patrick D. Moren -- legal fees	\$ 1,562.50
JOR Engineering -- Engineering Expense (previously tabled)	\$ 1,956.60
JOR Engineering -- Engineering Expense	\$ 2,753.70
HDR Engineering -- Hay Creek \$17,621.87; Palmville \$2,269.82	\$ 19,891.69
Steve Lee -- meetings, mileage and expenses	\$ 250.21
LeRoy Carriere -- meetings, mileage and expenses	\$ 207.79
Allison Frislie -- meetings, mileage and expenses	
Todd Miller -- meetings, mileage and expenses	\$ 443.21
LaVerne Voll -- meetings, mileage and expenses	\$ 441.25
Rob Sando -- expenses and mileage	\$ 402.99
Rob Sando -- salary, insurance	\$ 2,996.51
Tracy Halstengard -- wages	\$ 1,806.87
MonTech Computers -- Service	\$ 60.00
PERA -- employee and employer share	\$ 803.62
Citizens State Bank -- 941 tax	\$ 1,678.23
Multi Office Products -- postage scale, office supplies	\$ 176.50
Red River Watershed Management Board -- share of taxes	\$ 51,113.14
Reliable Office Supply -- supplies	\$ 64.40
Rinke - Noonan -- Legal service for West Interceptor	\$ 195.00
R & Q Trucking -- ditch 8 cleaning	\$ 8,672.00
R & Q Trucking -- culvert lowering	\$ 800.00
Claire Kjersten -- mowing duxby levee	\$ 600.00
Pizza Ranch -- PT meeting meal	\$ 43.64
Minnesota Dept. of Revenue -- 4th quarter withholdings	\$ 752.00
Red River Watershed Management Board -- stream gage cost share	\$ 10,950.00
TOTAL	\$ 110,202.48

BILLS: A **motion** was made by Manager Carriere to pay the normal monthly bills, seconded by Manager Lee. Carried- Unanimous.

The following were project expenses: **amotion** was made by Manager Carriere and seconded by Manager Lee to pay JOR Engineering \$247.50 for the West Interceptor project, motion carried unanimously. **amotion** was made by Manager Lee and seconded by Manager Carriere to pay HDR Engineering \$17,621.87 for the Hay Creek / Norland project, motion carried unanimously. **amotion** was made by Manager Miller and seconded by Manager Carriere to pay HDR Engineering \$2,269.82 for the Palmville Project, motion carried unanimously. **amotion** was made by Manager Voll and seconded by Manager Miller to pay Rinke- Noonan Law Office \$195.00 for the Palmville Project, motion carried unanimously. **amotion** was made by Manager Lee and seconded by Manager Carriere to pay JOR Engineering \$1,601.85 for the RRWMA Project, motion carried unanimously.

PERMITS:

There were no permits for this meeting

Engineer's Report:

Engineer Bakken provided the board with as built plans for the West Interceptor. There was discussion on the remaining work to be completed on the project.

RRWMB Report:

Manager Lee gave a report on the last RRWMB meeting held in Fertile Minnesota

Administrator's Report:

Administrator Sando reported on the following issues:

- RRWMB meeting
- RRIW
- Funding for State Grants
- RRWMA

RRIW:

There was no RRIW meeting this month.

PROJECT TEAM:

RRWMA: January 18, 30 & 31 were discussed as possible Project Team meeting dates.

Hay Creek/Norland: There was discussion on the land acquisition, the public hearing on Januaryth and possible outlets for the project.

Malung Project: There was discussion on setting a Project Team meeting date and the On Channel Storage option.

Palmville Project: The following items were discussed:

1. COE permit
 - a. Invasive Vegetation Plan
2. BWSR – WCA permit
3. Gravel Lease– A **motion** was made by Manager Lee and seconded by Manager Miller that upon obtaining the lease agreement from the State of Minnesota, Administrator Sando is to review the agreement, consult the county on the prices and upon his approval, sign the agreement. Motion carried unanimously.
 - b. SHPO review
4. Written Operating Plan

It was the consent of the board for T.S. Holte to begin construction on the Palmville Fen Restoration Project.

OLD BUSINESS:

Administrator Sando and Attorney Moren will work on setting a public hearing to establish a maintenance fund for the West Interceptor Project.

A **motion** was made by Manager Miller and seconded by Manager Lee to approve Darryl Dahl's land lease for one year. Carried– unanimous.

NEW BUSINESS:

A **motion** was made by Manager Lee and seconded by Manager Carriere to approve the cost share payment for the USGS gages in the amount of \$10,950.00 to the Red River Watershed Management Board. Carried unanimous.

A **motion** was made by Manager Voll and seconded by Manager Lee for Administrator Sando to write a letter addressing the issues raised by Mr. Floyd Morey's complaint. Carried unanimous.

A **motion** to continue the meeting until Tuesday January 8, 2008 at 10:00 a.m. was made by Manager Miller and seconded by Manager Lee. The meeting was recessed at 11:55 a.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT
BOARD OF MANAGERS
HAY CREEK SETBACK LEVEES AND NORLAND IMPOUNDMENT PROJECT
PUBLIC HEARING HELD JANUARY 8, 2008**

Chairman LaVerne Voll called the meeting to order at 10:00 P.M. in the Roseau River Watershed District office. Board members present were LaVerne Voll, Steve Lee, Todd Miller and Allison Frislie. Staff attending was Attorney Patrick D. Moren, Engineer Nate Dalager of HDR Engineering, Inc., Administrator Rob Sando and Administrative Assistant Tracy Halstensgard. Refer to attendance sheet for others present.

Chairman Voll discussed a letter received from Gladen Construction requesting payment of the majority of the retainage for the West Interceptor project. Chairman Voll suggested waiting until spring, after an inspection can be made, to pay the retainage. A **motion** was made by Manager Lee and seconded by Manager Miller to continue to withhold payment until inspection can be done in the spring. Carried Unanimous.

After some discussion on the upcoming RRIW board meeting, a **motion** was made by Manager Frislie and seconded by Manager Lee to have Administrator Sando obtain banking records for the RRIW account. Carried unanimously.

There was some discussion on the Palmville Project. Engineer Dalager gave an update on the permit status and the start of construction.

Dave Grafstrom spoke about the wetland restoration report for the West Interceptor Project.

Manager Frislie asked why the meeting was rescheduled for the third of January. There was discussion on the continuation of the meeting for the purpose of the public hearing and the events that required the extra meeting on the third. After researching the statutes, it was determined that any manager could call a meeting with 8 days notice.

Engineer Dalager gave an overview of each of the projects.

Malung: Completing preliminary engineering Spring 2008. Complete Step 1 submittal for the RRWMB.

Palmville: Construction in 2008. Permitting is eminent. Monitoring Plan and Operating Plans are to be developed and approved (Project Team). Project is currently entirely funded.

Hay Creek / Norland: Final public hearing today. Approve order to establish project. Final Engineering and land acquisition in 2008. Funding is in place for land acquisition. Step 2 submittal for RRWMB. There was discussion on funding for the project.

A **motion** was made by Manager Miller and seconded by Manager Carriere to open the public hearing. Carried –unanimous. Chairman Voll turned the meeting over to Engineer Nate Dalager. Engineer Dalager gave a presentation (see attached) on the Hay Creek Setback Levees and Norland Impoundment Project.

Dave Grafstrom stated that he would like to see some kind of work done upstream to help alleviate flooding at the headwater of the Hay Creek system. Engineer Dalager stated that issue would be addressed as a separate project. Mr. Grafstrom stated he felt it was something that should be addressed in conjunction with the project not something done post construction.

Following the conclusion of the presentation by Engineer Nate Dalager and discussion by the Board of Managers, Manager Lee made a **motion** to close the public hearing seconded by Manager Carriere, which was passed unanimously. Manager Manager Lee made a **motion** which was seconded by Manager Carriere to approve the *Findings Of Fact* and *Order Establishing Project* which was read aloud to the board by Attorney Moren. There was some discussion on the process for addressing concerns and comments from landowners and agencies. Motion passed unanimously.

There was discussion on the purchase of property along the Hay Creek corridor. The Land Purchase Committee will meet next week to start the process for the acquisition of lands necessary for the Hay Creek / Norland Project. A **Motion** was made by Manager Carriere and seconded by Manager Miller to proceed with the alternative including the connection channel to be constructed on the half mile line with the beginning of the channel starting downstream of the railroad bridge. Motion passed unanimously.

Upon a **motion** made by Manager Lee and seconded by Manager Carriere, the meeting was adjourned

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD February 5th, 2008**

ORDER: Chairman Laverne Voll called the meeting to order at 10:00 a.m.

MANAGERS PRESENT: Steve Lee, LeRoy Carriere, Laverne Voll and Allison Frislie.

STAFF PRESENT: Administrator, Rob Sando; Administrative Assistant, Tracy Halstengard

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren

DELEGATIONS: There were no delegations for this meeting.

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

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Lee to approve the January 3rd, 2008 minutes as mailed. Carried - unanimous. A **motion** was made by Manager Lee and seconded by Manager Carriere to approve the January 8th, 2008 public hearing minutes as mailed. Carried - unanimous.

RECEIPTS:

BILLS: A **motion** was made by Manager Lee and seconded by Manager Carriere to pay the normal monthly bills. Carried- Unanimous.

Bills -- Memo	Amount
MonTech Two -- February rent	\$ 650.00
Unicel -- cell phone charge	\$ 56.86
Century Tel -- phone bill	\$ 103.29
Sjoberg's Cable TV -- cable internet	\$ 40.67
Tony Torn -- copier maintenance	\$ 10.47
MAWD -- 2007 dues	\$ 1,739.98
Multi Office Products -- office supplies	\$ 11.17
HDR Engineering, Inc -- project engineering	\$ 4,100.19
Patrick D. Moren -- legal fees	\$ 2,875.00
JOR Engineering -- Engineering Expense	\$ 1,107.05
Steve Lee -- meetings, mileage and expenses	\$ 615.81
LeRoy Carriere -- meetings, mileage and expenses	\$ 138.52
Allison Frislie -- meetings, mileage and expenses	\$ 120.71
LaVerne Voll -- meetings, mileage and expenses	\$ 289.60
Rob Sando -- expenses and mileage	\$ 566.19
Rob Sando -- salary, insurance	\$ 2,996.49
Tracy Halstensgard -- wages	\$ 1,850.69
Minnesota Department of Revenue -- 4th quarter taxes	\$ 752.00
PERA -- employee and employer share	\$ 811.12
Citizens State Bank -- 941 tax	\$ 1,635.03
DBA Consulting Unlimited -- QuickBooks consulting	\$ 1,118.45
Red River Watershed Management Board -- stream gaging cost share	\$ 10,950.00
Reliable Office Supply -- chair	\$ 118.72
Wally's supermarket -- food for meetings	\$ 163.01
Roseau County Highway Department -- culvert for Ditch 8 repair	\$ 1,488.74
Roseau Bakery -- rolls for meeting	\$ 14.98
Rosesau Ben Franklin -- office supplies	\$ 9.55
TOTAL	\$ 34,334.29

RRWMB Report:

Manager Lee gave an update on project funding for Bois De Sioux and Wild Rice Watershed District. Mark Meister will be doing a public relations survey in Roseau for the RRWMB. The next RRWMB meeting is February 19th, in St. Paul.

Administrator's Report:

Administrator Sando reported on the following issues:

- RRBC meeting update
- RRIW funding update
- 2006 Annual Report
- West Intercept funding – issue of the paving of the industrial park crossing. The City has requested that the Watershed District pay half of the costs for paving. There will be further investigation into the issue.

RRIW:

The next meeting of the RRIW will be at the Pizza Ranch in Roseau on February 21, 2008 at 11:00 am.

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD March 4th, 2008**

ORDER: Chairman Laverne Voll called the meeting to order at 10:00 a.m.

MANAGERS PRESENT: Steve Lee, LeRoy Carriere, Laverne Voll, Todd Miller and Allison Frislie.

STAFF PRESENT: Administrator, Rob Sando; Administrative Assistant, Tracy Halstengard

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren

DELEGATIONS: There were no delegations for this meeting.

AGENDA: **Motion** by Manager Carriere and seconded by Manager Lee to approve the agenda with the addition of Joint Powers meeting under New Business. Carried- unanimous.

MINUTES: A **motion** was made by Manager Lee and seconded by Manager Carriere to approve the February 5th, 2008 minutes as mailed. Carried – unanimous. A **motion** was made by Manager Lee and seconded by Manager Carriere to approve the February 25th, 2008 Project Team Meeting minutes as mailed. Carried–unanimous

RECEIPTS:

BILLS: A **motion** was made by ManagerFrislie and seconded by ManagerCarriere to pay the normal monthly bills. Carried- Unanimous. A **motion** was made by Manager Lee and seconded by Manager Frislie to pay the previously tabled JOR Engineering bill in the amount of \$138.75. Carried Unanimous. A **motion** was made by Manager Lee and seconded by Manager Carriere to pay the HDR Engineering bill for the Hay Creek / Norland Project in the amount of \$15,174.74. Carried- Unanimous. A **motion** was made by Manager Carriere and seconded by Manager Lee to pay the HDR Engineering bill for the Palmville Project in the amount of \$2,897.40. Carried- Unanimous. A **motion** was made by Manager Lee and seconded by Manager Miller to pay the HDR Engineering bill for the Malung Project in the amount of \$15,398.91. CarriedUnanimous.

Bills -- Memo	Amount
MonTech Two -- rent	\$ 650.00
Unicel -- cell phone charge	\$ 56.86
Century Tel -- phone bill	\$ 112.90
Sjoberg's Cable TV -- cable internet	\$ 40.67
Tony Torn -- copier maintenance	\$ 17.12
MAWD -- legislative breakfast registration	\$ 105.00
Minnesota Viewers Association -- 2008 dues	\$ 125.00
Multi Office Products -- office supplies	\$ 37.66
HDR Engineering, Inc -- project engineering	\$ 33,471.05
Roseau Times Region -- advertising	\$ 5.25
Patrick D. Moren -- legal fees	\$ 4,831.25
JOR Engineering -- Engineering Expense	\$ 138.75
Steve Lee -- meetings, mileage and expenses	\$ 466.19
LeRoy Carriere -- meetings, mileage and expenses	\$ 138.53
Allison Frislie -- meetings, mileage and expenses	\$ 120.72
LaVerne Voll -- meetings, mileage and expenses	\$ 87.44
Todd Miller -- meetings, mileage and expenses	\$ 258.29
Rob Sando -- expenses and mileage	\$ 536.77
Rob Sando -- salary, insurance	\$ 2,996.51
Tracy Halstensgard -- wages	\$ 1,773.16
MonTech Computers -- supplies	\$ 14.88
PERA -- employee and employer share	\$ 792.37
Citizens State Bank -- 941 tax	\$ 1,609.56
DBA Consulting Unlimited -- QuickBooks consulting	\$ 900.00
Roseau County Recorder -- recording fee West Interceptor	\$ 92.00
Reliable Office Supply -- labels	\$ 31.92
Wally's supermarket -- food for meetings	\$ 82.74
Roseau - Lake of the Woods Title & Abstract -- Hay Creek land purchase	\$ 260,599.36
Subway -- meal for project team meeting	\$ 51.01
Deluxe Business Forms -- checks	\$ 131.37
Bottom's Up -- meal for project team meeting	\$ 35.00
Roseau - Lake of the Woods Title & Abstract -- Hay Creek abstracts	\$ 2,645.00
Roseau - Lake of the Woods Title & Abstract -- Hay Creek closing costs	\$ 1,835.63
Red River Basin Commission -- hotel	\$ 294.21
Rinke Noonan -- legal	\$ 195.65
Scott's True Value -- office supplies	\$ 51.04
Dan Fulton Accounting -- W2's & 1099's	\$ 90.00
Postmaster -- stamps	\$ 205.00
TS Holte Construction -- PE 1, Palmville project	\$ 24,519.50
TOTAL	\$ 340,145.36

PERMITS:

A **motion** was made by Manager Frislie and seconded by Manager Miller to table permit # 081 (Voss Bros.) for the installation of a culvert. Carried– unanimous.

RRWMB Report:

Manager Lee and Administrator Sando gave an update on the meeting in St. Paul.

Administrator's Report:

Administrator Sando reported on the following issues:

- FEMA update on SD 51
- Annual Report – A **motion** was made by Manager Frislie and seconded by Manager Carriere to accept the 2006 Annual Report. Carried– Unanimous
- Mark Meister public input meetings.
- MAWD conference
- RRWMB March Conference– March 20th

RRIW:

There was no meeting in February.

PROJECT TEAM:

RRWMA: Administrator Sando gave an update on the meeting that took place on February 29, 2008. The DNR is still reviewing the project. Engineer Anderson provided the several options to the DNR. Manager Miller informed the board about some of the questions that the DNR had and the responses to those questions. A **motion** was made by Manager Miller and seconded by Manager Carriere to continue to support Alternative 1b. Carried– unanimous.

Hay Creek/Norland: Administrator Sando spoke about the process of land purchase along the Hay Creek corridor. There was discussion on landowners being named as operators on the land in order for the landowners to continue to get CRP payments. Engineer Dalager requested the board make a decision on whether or not to pursue the West Cell option for the project. There was discussion on obtaining additional soil borings. It was the consensus of the board to obtain the land only for the purpose of a borrow area if it is determined that is economically feasible. **motion** was made by Manager Lee and seconded by Manager Miller to obtain quotes and proceed with the best one for the additional soil borings. Carried– unanimous. There was discussion on the environmental reviews and assessments for the project. Engineer Dalager will be obtaining a legal survey for the impoundment portion of the project. There was discussion on the funding for the project.

Malung Project: Engineer Dalager stated that the Preliminary Engineer's Report is nearly ready and he recommends setting a project establishment hearing. After that is done, the project will be on hold until funding is obtained. Administrator Sando reviewed funding options for the project. Engineer Dalager will submit the report to BWSR and DNR for comment. Once we have received comments, a hearing date will be set.

Palmville Project: Administrator Sando handed out Pay Estimate 1 for TS Holte in the amount of \$24,519.50. A **motion** was made by Manager Carriere and seconded by Manager Miller to pay Pay Estimate #1 for TS Holte. Carried– unanimous. Engineer Dalager discussed the Operations and Monitoring Plans. Engineer Dalager suggested an executive committee made up of member of the Watershed District, the county and the DNR. to handle immediate, short term operations of the project.

Lee Ring Dike: Engineer Ron Adrian, Houston Engineering, gave an update on the progress of the project.

OLD BUSINESS: Attorney Moren notified the board that the notifications of les penance for the West Interceptor Project should be discharged. A **motion** was made by Manager Frislie and seconded by Manager Miller to directed Attorney Moren to file the appropriate discharge of Les Penance. Carried unanimous.

There was some discussion on the Industrial Park pavingsue in accordance with the West Interceptor project

NEW BUSINESS:

Chairman Voll stated that Roseau County Commissioner Jack Swanson asked if the Watershed District could change there meeting date so that meetings would not coincide with the County Board meetings. Attorney Moren will review the legality of changing the date of the meeting. The April meeting will stay as is and be reviewed at that time.

Commissioner Swanson requested forming a committee of Watershed District managers (Two Rivers and Roseau River) and County Commissioners (Roseau and Kittson) to meet a few times a year.

There was discussion on issues in the Ditch 69 and WD #3 systems. A public hearing has been set by the County for March 24th, 2008 at 4 p.m. The County has requested payment for half of the cost of a hydraulic study. Chairman Voll called for a motion to pay half the cost for the study. After called for a motion three times, no motion was made.

After reviewing the manager's vouchers, a **motion** was made by Manager Carriere and seconded by Manager Miller to approve payment of the manager vouchers. Carriere- unanimous.

A **motion** to adjourn was made by Manager Lee seconded by Manager Miller. The meeting was adjourned at 12:15 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstengard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD April 8th, 2008**

ORDER: Chairman Laverne Voll called the meeting to order at 8:55 a.m. at the Roseau County Commissioners Meeting Room.

MANAGERS PRESENT: Steve Lee, LeRoy Carriere, Laverne Voll and Todd Miller.

STAFF PRESENT: Administrator, Rob Sando; Administrative Assistant Tracy Halstengard

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren

The meeting convened at the Roseau County Courthouse in the Commissioners meeting room. Discussion started with bill from Rinke Noonan Law Firm for work completed on a reply to the MN DNR Con-Con land issue. The RRWD Board had originally committed to split the legal fees with the County. The estimate given by Jerry Von Korf, Attorney for Rinke- Noonan was \$5,000.00. The County Commissioners requested the RRWD Board pay \$2,500.00 to Rinke - Noonan Law Firm. A motion was made by Manager Miller and seconded by Manager Carriere to pay Rinke- Noonan Law Firm \$2,500.00. It was noted by Manager Miller that the RRWD also paid Attorney fees to Pat Moren concerning this issue. Motion carried unanimously.

The two Boards discussed the SD 69 & WD 3 Hydrologic Report and the bills associated with that report. Chairman Voll stated that the board would discuss the bills further at the Watershed Office later in the meeting. There was discussion on possible solutions to the problems with the two systems. Manager Lee stated that there have been many changes to the systems over time. There was discussion on cleaning and maintaining of Township ditches. Roseau County Engineer Brian Ketring discussed the possibility of WD 3 paying an outlet fee into the 69 system. The hydrologic report stated that the 69 system can adequately handle the water from WD 3, however the conveyance between the two systems is inadequate. Chairman Voll discussed funding for improving the conveyance.

DELEGATIONS: There were no delegations for this meeting.

AGENDA: Motion by Manager Lee and seconded by Manager Carriere to approve the agenda with the addition of record modernization meeting under New Business Carried- unanimous.

MINUTES: A motion was made by Manager Lee and seconded by Manager Carriere to approve the March 4th, 2008 minutes as mailed. Carried- unanimous

RECEIPTS:

BILLS: A **motion** was made by Manager LeRoy and seconded by Manager Miller to pay the normal monthly bills. Carried- Unanimous. A **motion** was made by Manager Miller and seconded by Manager Lee to pay the 2008 property taxes. Carried- unanimous. A **motion** was made by Manager Lee and seconded by Manager Carriere to pay project expenses for Hay Creek / Norland in the amounts of \$15,003.66 to HDR Engineering and \$2,895.07 to Roseau – Lake of the Woods Title & Abstract. Carried- unanimous. A **motion** was made by Manager Carriere and seconded by Manager Lee to approve payment for expenses for the Palmville Project to HDR Engineering in the amount of \$4,332.36. Carried- unanimous. A **motion** was made by Manager Lee and seconded by Manager Miller to approve payment for expenses for the Malung Project to HDR Engineering in the amount of \$14,762.18. Carried- Unanimous.

Bills -- Memo	Amount
MonTech Two -- rent	\$ 650.00
Unicel -- cell phone charge	\$ 56.86
Century Tel -- phone bill	\$ 103.18
Sjoberg's Cable TV -- cable internet	\$ 40.67
Tony Torn -- copier maintenance	\$ 12.05
Houston Engineering, Inc -- ring dike	\$ 2,974.50
HDR Engineering, Inc -- project engineering	\$ 34,098.20
Roseau Times Region -- advertising	\$ 8.25
Patrick D. Moren -- legal fees	\$ 2,906.25
JOR Engineering -- Engineering Expense	\$ 891.10
Steve Lee -- meetings, mileage and expenses	\$ 261.31
LeRoy Carriere -- meetings, mileage and expenses	\$ 69.26
Todd Miller -- meetings, mileage and expenses	\$ 925.10
LaVerne Voll -- meetings, mileage and expenses	\$ 449.84
Rob Sando -- expenses and mileage	\$ 1,917.56
Rob Sando -- salary, insurance	\$ 2,996.50
Tracy Halstensgard -- wages	\$ 1,662.01
MonTech Computers -- chill pad	\$ 69.20
PERA -- employee and employer share	\$ 778.31
Citizens State Bank -- 941 tax	\$ 1,592.82
Department of Natural Resources -- land lease Palmville project	\$ 6,210.00
Border Insurance Network -- insurance	\$ 8,705.00
Roseau County Treasurer -- 2008 property taxes	\$ 19,298.13
Wally's supermarket -- food for meetings	\$ 25.07
RRWMB -- share of taxes	\$ 1,957.02
Roseau LOW Title and Abstract -- Hay Creek closings	\$ 2,895.07
TS Holte Construction -- Palmville construction	\$ 7,142.10
US Treasury -- payroll taxes	\$ 34.40
MN Dept. of Revenue -- payroll taxes	\$ 709.00
Reel 2 Reel 2 CD -- copying WD 3 hearing to CD	\$ 42.00
Roseau County Recorder -- recording fee	\$ 46.00
Roseau County -- WD 3 (SD 69) Houston Engineering bill	\$ 4,227.67
Roseau County Highway Dept -- WD 3 (SD69) surveying bill	\$ 2,641.78
TOTAL	\$ 106,396.21

Several landowners in the Hay Creek area (see attendance sheet) spoke to the board about concerns with the project and the purchase of their land. The landowners met separately with Engineer Dalager to discuss their questions.

PERMITS:

Permit # 08-01 (Voss Bros.) for the installation of a culvert remained tabled.

Permit #07-13 (Harriet Naslund) remained tabled.

RRWMB Report:

Manager Lee and Administrator Sando gave an update on the March Conference in Crookston.

Administrator's Report:

Administrator Sando reported on the following issues:

- Watershed Survey report
- Project Catalog and legislative update
- A motion was made by Manager Lee and seconded by Manager Miller to implement research and recovery costs at a rate of \$25.00 per hour, .25 per copy and \$500 per CD
- A **motion** was made by Manager Miller and seconded by Manager Carriere to pay the Watershed portion of the Houston Engineering bill in the amount of \$4,227.67. Carried with Manager Voll opposed.
- There was discussion on the Board's opinion on the WD 3 – JD 69 system. The board agreed to wait until after the public hearing to make a decision.
- Chris Johnson litigation– Pat Moren gave an update.

RRIW:

There was no meeting in March.

PROJECT TEAM:

RRWMA: Administrator Sando gave an update on the project. We are still waiting for a response from the DNR.

Hay Creek/Norland: Engineer Dalager gave an update on the project. There was discussion with landowners on issues with the project. Steve Lee spoke about the purpose of the project and what the Watershed District is trying to accomplish. There was discussion on funding and the road on the north side of Hay Creek. Engineer Dalager will meet with Ludvig Lund, Pete Grafstrom and Mike Dahl to discuss their issues.

Malung Project: Engineer Dalager stated that the Preliminary Engineer's Report is essentially complete. There was discussion on the issue of how to proceed with the project. It was suggested that a Project Team meeting be scheduled for April.

Palmville Project: Engineer Dalager submitted a Pay Estimate for construction work completed. A **motion** was made by Chairman Voll and seconded by Manager Miller to approve installing a culvert in cooperation with the county. Carried– unanimous. A **motion** was made by Manager Lee and seconded by Manager Miller to approve Pay Estimate in the amount of Carried– unanimous. Engineer Dalager advised the board of a concern of a local landowner. DNR gravel lease has been approved. COE permit was approved. The monitoring program will begin shortly with automated monitoring equipment being ordered and installed.

OLD BUSINESS:

There was discussion on the status of the WI Industrial Park paving issue and finalizing the project. Attorney Moren referenced the statute addressing the maintenance funds. Administrator Sando stated that according to the viewers report, the City of Roseau is the sole beneficiary of the project.

A **motion** was made by Manager Lee and seconded by Manager Carriere to move the regular meeting date to the first Wednesday of the month at 8:00 a.m.

NEW BUSINESS:

Chairman Voll and Manager Miller gave an update on the meeting with Two Rivers WD and the County.

Manager Miller gave an update on issues discussed at the drainage conference.

RRKT (Roseau River WD, Roseau County, Kittson County, Two Rivers WD) Advisory Committee will meet May 5th at the Greenbush Community Center.

After reviewing the manager's vouchers, a **motion** was made by Manager Carriere and seconded by Manager Miller to approve the manager vouchers. Carriere– unanimous.

A **motion** to adjourn was made by Manager Lee seconded by Manager Miller. The meeting was adjourned at 1:20 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD May 7th, 2008**

ORDER: Chairman Laverne Voll called the meeting to order at 8:00 a.m. at the Roseau River Watershed District Office

MANAGERS PRESENT: Steve Lee, LeRoy Carriere, Allison Frislie, Laverne Voll and Todd Miller.

STAFF PRESENT: Administrator, Rob Sando; Administrative Assistant, Tracy Halstengard

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren

DELEGATIONS: Joe Laurin, Richard Foss (WD #3) & Genevive Michal (Hay Creek)

AGENDA: **Motion** by Manager Lee and seconded by Manager Carriere to approve the agenda with the additions of beaver bounty and legal expenses under New Business. Carried- unanimous.

MINUTES: A **motion** was made by Manager Lee and seconded by Manager Carriere to approve the April 8th, 2008 minutes as with the addition of "Carried- Unanimous" at the last sentence under bills Carried- unanimous

DELEGATIONS: Joe Laurin spoke about the County Hearing and the results of the hearing. Mr. Laurin stated if the county follows through with the decision at the meeting, he will be appealing the decision. There was discussion with Mayo Gregerson on an alternative that would provide a compromise for all parties. Mr. Laurin discussed the possibility of improving the conveyance between WD 3 and SD 69. Manager Lee asked about a meeting between all parties to discuss the main issues and try to agree on a solution. There was discussion on the process for petitioning and bonding for a project. A **motion** was made by Manager Lee and seconded by Manager Carriere to table this issue for further review and research other options. Carried- unanimous. A **motion** was made to set a date for a public informational meeting to trap the culvert by Manager Frislie and seconded by Manager Lee. Carried- unanimous. The public informational meeting will be set for June 4th at 8:30 a.m.

Genevive Michal addressed the board with concerns about selling her land to the watershed for the Hay Creek project. Manager Lee spoke about the option of sloping the dike gradually on the field side and allowing Ms. Michal to pasture the land close to the edge of the ditch. Engineer Dalager addressed the engineering concerns and stated that pasturing should not adversely affect the design of the ditch and stated that an agreement could be done as a limited easement. Kelman Kvien asked if the agreement could be reviewed so that he could farm the land up to the dike. After discussion, the Michals agreed to review the issues including fencing and cost for damages for one season loss of pasture for one week and will meet with Manager Lee.

Richard Foss and Jon Johnson stated to the board that they were opposed to the permit that Douglas Erickson submitted to the board. After discussion, a **motion** was made by Manager Miller and seconded by Manager Carriere to table the Permit # 08-02 until Douglas Erickson provides elevations, engineering design and landowner impacts for the dike. Carried- unanimous.

RECEIPTS:

BILLS: A **motion** was made by ManagerCarriere and seconded by ManagerLee to pay the normal monthly bills. Carried- Unanimous. Administrator Sando and Administrative Assistant Halstengard gave an update to the board concerning current grant funding.

A **motion** was made by ManagerCarriere and seconded by ManagerMiller to pay project expenses for Hay Creek / Norland in the amounts of \$1,711.74 to HDR Engineering Carried – unanimous. A **motion** was made by Manager Lee and seconded by ManagerMiller to approve payment for expenses for the Palmville Project to HDR Engineering in the amount of \$,888.51. A **motion** was made by Manager Lee and seconded by Manager Carriere to approve payment for expenses for the Palmville Project to Rickly Hydrological Co. for \$3,530.99 and Ben Meadows for \$6,072.75 for monitoring equipment after review by HDR Engineering Carried – unanimous. A **motion** was made by ManagerLee and seconded by ManagerCarriere to approve payment for expenses for the Malung Project to HDR Engineering in the amount of \$,364.05. A **motion** was made by Manager Lee and seconded by Manager Miller to approve Pay Estimate #3 to TS Holte in the amount of \$337.00. Carried – unanimous.

Bills -- Memo	Amount
MonTech Two -- rent	\$ 650.00
Unicel -- cell phone charge	\$ 57.06
Century Tel -- phone bill	\$ 107.67
Sjoberg's Cable TV -- cable internet	\$ 40.67
Tony Torn -- copier maintenance	\$ 38.31
Pizza Ranch -- lunch for PT meeting	\$ 85.00
Adam Stoe -- Beaver bounty SD51	\$ 60.00
Multi Office Products -- office supplies	\$ 38.33
HDR Engineering, Inc -- project engineering	\$ 26,964.30
Roseau Times Region -- advertising	\$ 5.25
Patrick D. Moren -- legal fees	\$ 2,628.75
Todd Miller -- meetings, mileage and expenses	\$ 704.87
Steve Lee -- meetings, mileage and expenses	\$ 1,098.38
LeRoy Carriere -- meetings, mileage and expenses	\$ 115.44
Allison Frislie -- meetings, mileage and expenses	\$ 197.18
LaVerne Voll -- meetings, mileage and expenses	\$ 374.01
Rob Sando -- expenses and mileage	\$ 320.38
Rob Sando -- salary, insurance	\$ 2,996.50
Tracy Halstengard -- wages	\$ 1,952.74
MonTech Computers -- memory stick and ink	\$ 155.45
PERA -- employee and employer share	\$ 828.93
Citizens State Bank -- 941 tax	\$ 1,862.08
Scott's True Value -- office supplies	\$ 45.13
MAWD -- summer tour registration	\$ 115.00
Border Insurance Network -- insurance	\$ 1,655.00
Wally's supermarket -- food for meetings	\$ 50.48
Reel 2 Reel 2 CD -- copy WD 3 hearing	\$ 5.00
Ben Meadows -- Palmville monitoring equipment	\$ 6,072.75
Rickly Hydrological -- Palmville monitoring equipment	\$ 3,530.99
TOTAL	\$ 52,755.65

PERMITS:

A **motion** to approve Permit #07-13 (Harriet Naslund) was made by Manager Carriere and seconded by Manager Frislie. Carried– unanimous.

RRWMB Report:

Manager Lee and Administrator Sandogave an update on the April meeting in Fertile Funding was discussed at the meeting, however no commitments were made. The COE gave a presentation on IDAR. Mark Miester was hired by the RRWMB as a public relations liaison.

Administrator's Report:

Administrator Sando reported on the following issues:

- Regular office updates

RRIW:

Chairman Voll gave an update on the meeting held in Roseau. Chairman Voll stated that the funding issue has been addressed. The U.S. portion remains in the account; however the Canadian portion is low on funding. Meetings will be held quarterly instead of monthly.

PROJECT TEAM:

RRWMA: Administrator Sando gave an update on the project. We are still waiting for a response from the DNR. A letter from Paul Telander is expected next week.

Hay Creek/Norland: Engineer Dalager gave an update on the project. There was discussion about trading or selling land the watershed district owns and the possibility of altering the route of the connection channel. There was discussion on eminent domain of property along the Hay Creek Corridor and the Connection Channel. Manager Lee recommends keeping the original channel design and proceed with eminent domain. A motion was made by Manager Lee and seconded by Manager Carriere to accept the resolution submitted by Attorney Moren (see attached) and authorize Chairman Voll and Administrator Sando to sign said resolution. Carried unanimously.

Malung Project: Engineer Dalager gave an update on the Project Team meeting. The Project Team is currently reviewing the OnChannel and OffChannel Options.

Palmville Project: Engineer Dalager discussed the installation of monitoring equipment and the draft monitoring plan. There was discussion at the Project Team meeting about adjusting the steps during extreme conditions. It was the feeling of the board that terminology should be included in the operating plan to state those specific conditions and the appropriate action to take concerning the control structures

OLD BUSINESS:

Administrator Sando gave an update on a FEMA repair to D 51 east of HWY 310.

The West Interceptor maintenance fund was discussed. Administrator Sando gave an estimate of the yearly costs to maintain the West Interceptor. It was the feeling of the board that the maintenance fund should levee \$12,500.00 per year for maintenance. Manager Miller requested Administrator Sando send a copy of the Viewers Report and a letter from the Watershed District to Mayor Jeff Pelowski.

Administrator Sando updated the board on Gladen Construction's final work to be completed on the West Interceptor.

NEW BUSINESS:

A motion was made by Manager Lee and seconded by Manager Miller to pay Adam Stoe \$60.00 in beaver bounty for beaver trapped in SD 51. Carried- Unanimous.

Manager Miller asked about the legal issues concerning the Chris Johnson litigation. Administrator Sando and Attorney Moren updated the board.

After reviewing the vouchers, **amotion** was made by Manager Frislie and seconded by Manager Carriere to approve the vouchers and pay the amounts stated. Carri~~e~~– unanimous.

A **motion** was made by Manager Frislie to adjourn the meeting, seconded by Manager Lee. The meeting adjourned at 12:00 p.m.
Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD June 4th, 2008**

ORDER: Chairman Laverne Voll called the meeting to order at 8:00 a.m. at the Roseau River Watershed District Office.

MANAGERS PRESENT: Steve Lee, LeRoy Carrière, Laverne Voll and Todd Miller. Allison Frislie arrived at 8:15 a.m.

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

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren, Attorney.

DELEGATIONS: Douglas Erickson and Leon Olson.

AGENDA: **Motion** by Manager Carrière and seconded by Manager Miller to approve the agenda as handed out. Motion carried unanimously.

MINUTES: A **motion** was made by Manager Miller and seconded by Manager Lee to approve the May 7th, 2008 minutes as with changes as discussed. Motion carried unanimously.

RECEIPTS:

BILLS: A **motion** was made by Manager Carrière and seconded by Manager Lee to pay the normal monthly bills. Motion carried unanimously.

A **motion** was made by Manager Lee and seconded by Manager Carrière to pay project expenses to Houston Engineering in the amount of \$700.50. Motion carried unanimously.

Bills -- Memo	Amount
MonTech Two -- rent	\$ 650.00
Unicel -- cell phone charge	\$ 57.06
Century Tel -- phone bill	\$ 102.65
Sjoberg's Cable TV -- cable internet	\$ 40.67
Tony Torn -- copier maintenance	\$ 11.42
Roseau County Recorder -- recording fee	\$ 92.00
Genevive Michal -- crop and fence loss - Hay Creek project	\$ 1,998.00
HDR Engineering, Inc -- project engineering	\$ 31,170.69
Roseau Times Region -- notice publication	\$ 18.38
Patrick D. Moren -- legal fees	\$ 2,906.25
Todd Miller -- meetings, mileage and expenses	\$ 169.78
Steve Lee -- meetings, mileage and expenses	\$ 355.77
LeRoy Carriere -- meetings, mileage and expenses	\$ 75.26
Allison Frislie -- meetings, mileage and expenses	\$ 120.72
LaVerne Voll -- meetings, mileage and expenses	\$ 523.38
Rob Sando -- expenses and mileage	\$ 712.73
Rob Sando -- salary, insurance	\$ 2,996.50
Tracy Halstensgard -- wages	\$ 1,710.30
MonTech Computers -- Norton and ink	\$ 101.15
PERA -- employee and employer share	\$ 786.75
Citizens State Bank -- 941 tax	\$ 1,613.97
Houston Engineering -- ring dike	\$ 700.50
Roseau - LOW Title & Abstract -- closing costs - Hay Creek	\$ 1,599.40
Auto Owners Insurance -- insurance	\$ 416.69
Doug's supermarket -- food for meetings	\$ 41.30
Ben Meadows -- Palmville monitoring equipment	\$ 295.98
Ben Meadows -- Palmville monitoring equipment	\$ 6,072.75
Reliable Office Supply -- office supplies	\$ 66.26
RTW Inc. -- Workers' comp insurance	\$ 166.00
Braun Intertec -- soil borings - Hay Creek project	\$ 10,079.00
Roseau County Court Administrator -- Hay Creek project	\$ 250.00
TS Holte Construction -- PE #4 Palmville project	\$ 7,901.82
TOTAL	\$ 73,803.13

PERMITS:

A **motion** to approve Permit #08-03 (Gary Slater) was made by Manager Carriere and seconded by Manager Lee. Motion carried unanimously

A **motion** to approve Permit #08-04 & 08-05 (Roseau County Highway Dept.) was made by Manager Miller and seconded by Manager Lee. Motion carried unanimously.

A **motion** to approve Permit #08-06 (William Erickson) was made by Manager Carriere and seconded by Manager Lee. Motion carried unanimously

A **motion** to approve Permit #08-07 (Bruce Weleski) was made by Manager Carriere and seconded by Manager Lee. Motion carried unanimously

A **motion** to approve Permit #08-08 (MN DOT) was made by Manager Miller and seconded by Manager Carriere. Motion carried unanimously

RRWMB Report:

Manager Miller and Administrator Sando gave an update on the May meeting in Fertile. A resolution passed for BWSR to get involved in the Middle Snake-Tamarack River Watershed to help resolve their internal issues. Ring Dike requests need to be submitted as soon as possible as funding has been reduced. Ron Harnack gave an update on the state funding and the need to phase project work. The RRWMB will pay for watershed districts to submit their information for the DynaCal web-site. DynaCal is a website that would contain calendars, minutes etc. for all the watershed districts associated with the RRWMB. Wild Rice WD submitted a Step One Submittal for Project 42. A decision was deferred until the June meeting.

Public Hearing: At 8:30 Chairman Voll opened the public information meeting. Administrator Sando, gave a brief summary current condition concerning the culvert between Sect. 10 & 11 of Moose Township. Chairman Voll asked if anyone had any comments. Farrell Erickson asked if the Watershed has any plans on what to do in the area. There was discussion and reading from historical documents including the engineers report, a response letter from the DNR and a response letter from the Water Board (currently BWSR). Several landowners spoke with their concerns and suggestions including moving the culvert two miles north, cleaning the road ditch to the west and raising the culvert to hold back a portion of the water. There was extensive discussion on options available to help alleviate a portion of the flooding for local landowners. Engineer Dalager stated that if the County and the Watershed decide petition for an improvement, there are substantial costs associated with such a project. There was discussion on the legal issues with doing maintenance outside the scope of the WD 3 system and whether the original project was completed or not. There was discussion on the Watershed and the County working together to determine completion of the project and the proper legal course to pursue. Engineer Dalager stated that if the right of way was never established and obtained by the Watershed District for the conveyance channel, the Watershed District should be wary of spending money to do any work in that ditch. Manager Miller disagreed with Mr. Dalager's statement. A **motion** was made by Manager Frislie and seconded by Manager Lee to close the public hearing. Darryl Dahl suggested installing an elbow on the east end of the culvert, set at a certain level to hold some water back and yet allow drainage after that elevation. Brett Haugen stated that he felt the culvert should be trapped completely until more information could be obtained. Motion to close the public informational meeting carried unanimously. A **motion** was made by Manager Frislie and seconded by Manager Carriere that the culvert be trapped contingent upon the County Board also passing a motion to trap the culvert. Motion Failed with Manager Frislie and Manager Carriere in favor and Managers Lee, Voll and Miller opposed. A **motion** was made by Manager Lee to keep the culvert open seconded by Manager Miller. Motion approved with Managers Miller, Voll and Lee in favor and Managers Carriere and Frislie opposed. A **motion** was made by Manager Miller to install an elbow on the culvert with the inlet height being the same as the top of the culvert, seconded by Manager Carriere. The elbow would be in place until the outlet issue can be resolved. Motion carried unanimously. A **motion** was made by Manager Carriere to establish a committee with the Watershed, County, Township and landowners (Joe Laurin, Brett Haugen & Mayo Gregerson) to find and suitable and legal solution to this drainage issue in WD 3, seconded by Manager Miller. Motion carried unanimously.

DELEGATIONS: Douglas Erickson talked to the Board concerning a permit he had submitted for an ag dike in Sections 16 and 21 of Ross Township. Manager Miller stated that, in his opinion, due to increased costs and the Watershed District not having a staff engineer, the landowner should be required to provide some survey and elevation information to the District. Administrator Sando showed the Board the permit of this dike that was approved in 2002. There was discussion on the effects of the ag dike. A **motion** was made by Manager Miller and seconded by Manager Carriere to deny the permit until the area landowners can propose and return to the board with a suitable plan. Motion carried unanimously.

Darryl Dahl, Roseau County Highway Dept., discussed the cleaning and repair work being done in CD 7. There was discussion on land the Watershed owns and the need for an additional 2 rods along the ditch. The consensus of the Board was that the County should do what is necessary to repair the ditch the best possible way and to work with the individuals farming the land as an agreement about the additional work area.

Chairman Voll discussed the West Interceptor final payment and the work completed. A **motion** was made by Manager Miller and seconded by Manager Lee to pay Gladen Construction final payment of \$58,108.54 and to close out the project. Motion carried unanimously.

RRIW: There was no meeting in May.

PROJECT TEAM:

RRWMA: Administrator Sando gave an update on the letter from Paul Telander. A meeting is being scheduled in Bemidji with the DNR and the Watershed.

Hay Creek/Norland: Engineer Dalager gave an update on the project. There was discussion on the bills for the project. A motion was made by Manager Lee and seconded by Manager Carriere to pay the bills for the Hay Creek / Norland Project as listed: Braun Intertee \$10,079.00, HDR Engineering - \$21,714.49 – Roseau-LOW Title & Abstract– final closing costs. Motion carried unanimously

Malung Project: Chairman Voll asked Engineer Dalager about costs incurred and funding issues. Engineer Dalager gave an update on the Project Team meeting. The Project Team is currently reviewing the On-Channel and OffChannel Options. Engineer Dalager stated that he had gotten feed back from Dan Thul. A **motion** was made by Manager Carriere and seconded by Manager Miller to pay the HDR bill for \$3,191.70. Motion carried unanimously. Engineer Dalager requested scheduling a PT meeting in July.

Palmville Project: Engineer Dalager discussed the issue of the increased costs associated with a change in the borrow area. Engineer Dalager and Administrator Sando will contact Norm Flagstad about the borrow area on land he owns to reduce costs. TS Holte has requested an additional mobilization fee due to unforeseen requirements that necessitated an additional mobilization. Fuel costs have increased substantially and Engineer Dalager stated that MN DOT rules state that any increase above 20% is compensated to the contractor. A **motion** was made by Chairman Voll to seconded by Manager Miller to table the issue of the borrow area. Motion carried unanimously A **motion** was made by Manager Miller and seconded by Manager Lee to pay half of the mobilization fee now and half at the completion of the project. Motion carried unanimously A **motion** was made by Manager Miller and seconded by Manager Carriere to pay the increase in fuel costs one time because it is based on projected usage, upon finding out if he has prepaid any fuel. Motion carried unanimously A **motion** was made by Manger Lee and seconded by Manager Carriere to pay the bills for the Palmville Project including: HDR \$6,264.70 and Ben Meadows - \$295.98. Motion carried unanimously

Administrator's Report:

Administrator Sando reported on the following issues:

- MAWD dues
- ADA meeting update
- Maintenance fund balances
- Annual ditch viewing– spraying report

OLD BUSINESS:

The West Interceptor maintenance fund was discussed. Administrator Sando gave the Board a copy of the letter sent to Mayor Jeff Pelowski discussing a maintenance fund for the project. Mayor Pelowski will be meeting with the Board in July.

NEW BUSINESS:

Attorney Moren asked about the remaining issues with land purchase along the Hay Creek / Norland corridor.

Manager Frislie gave an update on the Nature Conservancy land issue.

After reviewing the vouchers, **amotion** was made by Manager Carriere and seconded by Manager Miller to approve the vouchers and pay the amounts stated. Motion carried unanimously

A **motion** was made by Manager Miller to adjourn the meeting, seconded by Manager Frislie. The meeting adjourned at 12:35 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

PROJECT TEAM:

RRWMA: February 29th, 2008 was set as the date for a meeting with Engineer Anderson, Paul Telander and Dennis Simon to discuss the direction of the project and the preferred alternative. Manager Lee plans on attending the meeting.

Hay Creek/Norland: Administrator Sando spoke about the legislative breakfast and updating the legislature on the current projects and funding requests. Engineer Dalager will be producing a poster for the meeting depicting RRWD projects. Administrator Sando updated the board on the Hay Creek land purchase progress. A **motion** was made by Manager Lee and seconded by Manager Carriere to make the payment to Roseau Title & Abstract for the land purchase as needed. Carried– unanimous. Manager Lee discussed the CRP payments on land to be purchased. There was extensive discussion on leasing the land back to the landowner so that they could continue to collect their CRP payments. Engineer Dalager discussed the township road on the north side of the ditch being moved for the project. There was discussion on who would be responsible for the road. The township would need an easement for the road from the Watershed District. Manager Lee requested that Engineer Dalager meet with individual landowners to discuss issues for each parcel (ie. culverts & traps, collector ditch, etc.).

Engineer Dalager gave the board a handout describing the land needed for the connection channel. Engineer Dalager recommended acquiring the 125' of to the west of the center of the section. A **motion** was made by Manager Lee and seconded by Manager Carriere to keep the connection channel on the west side of the half mile line. Carried– unanimous.

Malung Project: There will be a Project Team meeting on February 25th, 2008.

Palmville Project: T.S. Holte has begun construction on the Palmville Fen Restoration Project. Engineer Dalager discussed the borrow areas for the project. Administrator Sando will talk to Norm Flagstad stating that the project will no longer need to access borrow from his land.

OLD BUSINESS: There was no Old Business for the meeting.

NEW BUSINESS:

MAWD Legislative Breakfast is March 13, 2008 at Kelly Inn in St. Paul. The evening before is the briefing where the Watershed Districts poster will be presented.

A **motion** was made by Manager Lee and seconded by Manager Carriere to accept the proposal from Drees, Risky & Vallager, Ltd. to prepare the 2007 audit. Carried– unanimous.

A **Motion** was made by Manager Frislie and seconded by Manager Carriere to purchase the updated version of QuickBooks and to have DbA Consulting install it. Carried– unanimous.

After reviewing the manager's vouchers, a **motion** was made by Manager Lee and seconded by Manager Carriere to approve the manager vouchers. Carriere– unanimous.

Manager Frislie stated that a County Commissioner from Kittson County may be attending a meeting to discuss issues related to work done in Kittson County near the Canadian Board.

A **motion** to adjourn was made by Manager Lee seconded by Manager Carriere. The meeting was adjourned at 12:30 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD July 2nd, 2008**

ORDER: Chairman Laverne Voll called the meeting to order at 8:00 a.m. at the Roseau River Watershed District Office.

MANAGERS PRESENT: Steve Lee, LeRoy Carrière, Allison Frislie, Laverne Voll

STAFF PRESENT: Administrator, Rob Sando; Administrative Assistant Tracy Halstengard

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren, Attorney.

DELEGATIONS: City of Roseau Mayor, Jeff Pelowski.

AGENDA: **Motion** by Manager Carrière and seconded by Manager Lee to approve the agenda as handed out. Motion carried unanimously.

MINUTES: A **motion** was made by Manager Carrière and seconded by Manager Lee to approve the June 4th, 2008 minutes as mailed. Motion carried unanimously.

RECEIPTS:

BILLS: A **motion** was made by Manager Lee and seconded by Manager Carrière to pay the normal monthly bills. Motion carried unanimously.

Bills -- Memo	Amount
MonTech Two -- rent	\$ 650.00
Unicel -- cell phone charge	\$ 57.06
Century Tel -- phone bill	\$ 103.36
Sjoberg's Cable TV -- cable internet	\$ 40.67
Tony Torn -- copier maintenance	\$ 9.78
Roseau County Recorder -- recording fee	\$ 46.00
HDR Engineering, Inc -- project engineering	\$ 39,826.10
Patrick D. Moren -- legal fees	\$ 781.25
Steve Lee -- meetings, mileage and expenses	\$ 85.64
LeRoy Carriere -- meetings, mileage and expenses	\$ 69.26
Allison Frislie -- meetings, mileage and expenses	\$ 127.91
LaVerne Voll -- meetings, mileage and expenses	\$ 509.49
Rob Sando -- expenses and mileage	\$ 1,085.56
Rob Sando -- salary, insurance	\$ 2,996.50
Tracy Halstensgard -- wages	\$ 1,754.11
RRWMB -- share of taxes	\$ 50,576.12
PERA -- employee and employer share	\$ 794.26
Internal Revenue Service -- 941 tax withholding	\$ 1,574.60
Houston Engineering -- ring dike	\$ 22.50
Frank's TV & Radio Shack -- DVC tapes	\$ 26.61
JOR Engineering -- RRWMA project	\$ 65.00
Doug's supermarket -- food for meetings	\$ 36.39
The Greenbush Tribune -- notice publication	\$ 42.00
Multi Office Products -- office supplies	\$ 38.33
Scott's True Value -- office supplies	\$ 47.89
Postmaster -- stamps	\$ 168.00
Braun Intertec -- soil borings - Hay Creek project	\$ 2,210.00
Roseau County Court Administrator -- Hay Creek project	\$ 250.00
Gladen Construction -- WI final payment	\$ 58,108.54
TOTAL	\$ 162,102.93

PERMITS:

A **motion** to approve Permit #08-09 (Verland Brateng) was made by Manager Carriere and seconded by Manager Lee. Motion carried unanimously

A **motion** to approve Permit #08-10 (Roseau County Highway Dept.) was made by Manager Lee and seconded by Manager Carriere. Motion carried unanimously

A **motion** to approve Permit #08-11 (Roseau County Highway Dept.) was made by Manager Lee and seconded by Manager Carriere. Motion carried unanimously.

Jack Swanson met with the board to discuss the possibility of leasing the old law enforcement center for office space. The board recessed to go and view the property. At 9:10 the board reconvened at the office.

DELEGATIONS: Jeff Pelowski, Roseau Mayor, addressed the board concerning the West Interceptor maintenance fund. It was discussed that the City of Roseau would be billed and it would be up to the City Council to decide how to collect those funds versus a levied amount per parcel. Mr. Pelowski stated that he has an issue with the annual costs associated with the wetlands. Mr. Pelowski asked about working with the Watershed District on working with the actual costs instead of paying a set amount in advance of work being done. Manager Frislie stated that it may be in the best interest of the Watershed District to assess a levied amount to landowners in the benefited

area to avoid negotiating each expense. A **motion** was made by Manager Frislie and seconded by Manager Lee to assess a budgeted levee amount of \$12,500.00 for maintenance and operation of the West Interceptor. Motion carried unanimously.

The Board discussed the proposed office space located at the former law enforcement center Jack Swanson, Roseau County Commissioner, suggested that the county and the watershed appoint a committee to discuss options. Chairman Voll and Manager Miller were nominated to be on that committee. Mr. Swanson will contact Administrator Sando after the County Board meeting next Tuesday.

PROJECT TEAM:

RRWMA: Administrator Sando gave an update on the meeting with the DNR in Bemidji. The environmental review will likely take a year to complete. The Board received a letter from Dan Thul concerning the amending and extension of the current grant agreement. A **motion** was made by Manager Carriere and seconded by Manager Frislie to pay the bills for the RRWMA Project. Motion carried unanimously.

Hay Creek/Norland: Engineer Dalager gave an update on the land purchase process. Attorney Moren stated that the only landowners remaining are Erickson and Lund. A **motion** was made by Manager Frislie and seconded by Manager Lee to proceed with purchase of the Erickson land and pay the attorney fee in the amount \$3,110.25. Motion carried unanimously. HDR is working on the Environmental Assessment and the permitting process. A **motion** was made by Manager Carriere and seconded by Manager Lee to pay the stated bills for the Hay Creek / Norland project. Motion carried unanimously.

Malung Project: Engineer Dalager discussed the application of the Project Excelsior Grant. The July project team meeting in July will determine whether the project will be on or off channel. A **motion** was made by Manager Lee and seconded by Manager Carriere to pay the bills for the Malung Project. Motion carried unanimously.

Palmville Project: Engineer Dalager gave an update on the construction of the project. The project is proceeding on schedule. A **motion** was made by Manager Lee and seconded by Manager Carriere to pay the bills for the Palmville Project. Motion carried unanimously.

The Project Team meeting will be tentatively scheduled for July 16, 2008.

Paul Wannarka, Red River Basin Coordinator, introduced himself to the board. Mr. Wannarka replaced Don Buckhout in this position.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to pay the bills for the Steve Lee Ring Dike. Motion carried unanimously.

RRWMB Report:

Manager Lee and Administrator Sando gave an update on the June board meeting and tour.

Administrator's Report:

Administrator Sando reported on the following issues:

- RRWMA work to be completed
- FDRWG meeting
- DynaCal calendar
- Malung Government Dam repair. A **motion** was made by Manager Lee and seconded by Manager Carriere to have Administrator Sando obtain an estimate to repair the dam. The motion carried unanimously.
- 310 bridge repair
- John Douglas complaint
- Chris Johnson ring dike
- Con Con land advisory committee
- Certificate of Deposits- Administrator Sando will invest an additional \$300,000.00 in CD's with maturity

- dates to be staggered withintwo months
- Mayo Gregerson letter- A **motion** was made by Manager Lee and seconded by Manager Carriere to suspend installation of an elbow **a** the culvert in question due to pending litigation. After some discussion, the motion was withdrawn.
- DNR land value appreciation
- Mitch Magnusson harvesting reed canary on the WI wetland restoration

OLD BUSINESS:

There was no old business for this meeting.

NEW BUSINESS:

A **motion** was made by Manager Lee and seconded by Manager Carriere to allow Dean Byfuglien **ta**y the West Interceptor from Highway 11 to the river and Bill Erickson from Highway 11 south to the end of the project, requesting the parties doing the haying do any additional mowing required to adequately maintain the ground cover. The Motion carriedunanimously.

Mitch Magnusson requested additional cleaøut on SD 51. The request was tabled until the water goes down.

Chairman Voll gave an update on a proposed construction of a township road in Lake Township (North of Lake Town Hall).

After reviewing the vouchers, **amotion** was made by ManagerLee and seconded by ManagerFrislie to approve the vouchers and pay the amounts stated.Motion carried unanimously

A **motion** was made by ManagerLee to adjourn the meeting, seconded by ManageFrislie. The meeting adjourned at 11:25 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard,Administrative Assistant

RRWD Special Meeting Notes

Project Team

July 16, 2008

The meeting was called to order at 9:30 a.m. Managers Carriere, Lee and Miller were in attendance. Refer to attendance sheet for others present.

HAY CREEK

An update on the land acquisition was given to the project team. Engineer Nate Dalager stated that Pribula Engineering had completed a legal survey of the impoundment site. Engineer Dalager also stated that it had been a challenging survey to complete.

No State grant money is available in 2008 for construction of this project. A letter from Kent Lokkenskmo, MN DNR Director of Waters, was handed out to the project team. The letter stated the DNR's position that appreciation of land purchased for a project would not be considered toward the Watershed Districts cost share for the project, only the amount the land was purchased for would be applicable for cost share.

Phasing of the project was discussed. The following phases were suggested: 1) Hay Creek Corridor (2.4 mil); 2) Norland Impoundment (5.6 mil); 3) Connection Channel (.9 mil).

Project permitting was discussed. The Watershed District will complete the EAW (Environmental Assessment Worksheet) using previous EA and EAW whenever possible. HDR Engineering has completed a wetland delineation. Engineer Dalager showed a slide of the delineated wetlands. Nearly all of Norland is some type of wetland. There was extensive discussion on the impacts, mitigation and explaining procedures of the State and Federal Agencies.

Engineer Dalager gave an update on the soil boring report. He stated that there was some clay identified, but that it was not plentiful.

PALMVILLE

Engineer Dalager gave the group an update on the construction progress. There was discussion on the ditch tax and culvert issues. The recently installed 24" culvert directly West of Mickinock Creek outlet pipe through ditch grade (see attached map) was discussed at length. A **motion** was made by Manager Miller and seconded by Manager Lee to remove the above stated culvert. Motion carried unanimously. Brian Dwight, BWSR, recommended that they check with DNR Hydrologist before removing above stated culvert. Engineer Dalager will follow up with Dan Thul.

According to Randy Pracher, DNR Area Wildlife Manager, 6 to 8 culverts going through the berm (north – south pipes) need to be evaluated. It appears some of the culverts are too low or too high.

Engineer Dalager showed photos of the construction progress.

Randy Pracher voiced concerns about construction taking place in the peat areas along the ditch grade. Mr. Pracher would like construction to be delayed until after September 15 to minimize damage. A meeting to discuss the culverts and the north – south lateral was planned with Mr. Pracher, Brian Ketring, Engineer Dalager and a Watershed District representative.

Engineer Dalager discussed the monitoring plan. A map was handed out showing where monitoring sites are located. Mr. Pracher discussed the vegetative monitoring plan. He stated that one site was completed and there were 2 sites left to be completed this fall. Jim Cornyea and Danni Halverson were not in attendance to discuss the water monitoring.

The Operation and Maintenance Plan was discussed. There was considerable discussion on a static versus adjustable approach to operation of the control structures.

There was discussion on FDR versus NRE benefits and how they relate to monitoring. A subcommittee was formed to discuss the operation plan. The subcommittee was made up of Brian Ketring, Dan Thul, Nate Dalager, Randy Pracher, Todd Miller, Rob Sando and Layton Oslund.

MALUNG

After a brief review, the group discussed the on and off channel storage options. Phil Talmage, MN DNR Area Fisheries Supervisor, discussed the DNR's position on off-channel storage. Mr. Talmage stated that they could not support on channel storage.

There was discussion on a new design combining the on and off channel options for the project.

The meeting adjourned at 2:00 p.m.

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD August 6, 2008**

ORDER: Chairman Laverne Voll called the meeting to order at 8:00 a.m. at the Roseau River Watershed District Office.

MANAGERS PRESENT: Steve Lee, LeRoy Carrière, Allison Frislie, Laverne Voll and Todd Miller

STAFF PRESENT: Administrator, Rob Sando; Administrative Assistant, Tracy Halstengard

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren, Attorney.

DELEGATIONS: City of Roseau Mayor, Jeff Pelowski.

AGENDA: **Motion** by Manager Carrière and seconded by Manager Miller to approve the agenda with the addition of WD 3 under Old Business. Motion carried unanimously.

MINUTES: A **motion** was made by Manager Frislie and seconded by Manager Lee to approve the July 2nd, 2008 with the change of "Manager Miller" to "Manager Frislie" under Project Team, Hay Creek second motion. Motion carried unanimously. A **motion** was made by Manager Carrière and seconded by Manager Lee to approve the July 16th, 2008 special meeting minutes as mailed. Motion carried unanimously.

RECEIPTS:

BILLS: A **motion** was made by Manager Lee and seconded by Manager Carrière to pay the normal monthly bills. Motion carried unanimously. A **motion** was made by Manager Carrière and seconded by Manager Lee to pay the Project expenses for Hay Creek / Norland as listed: Pribula Engineering, \$19,960.00 Roseau –LOW Title & abstract, \$7,152.62 – HDR Engineering, \$27,968.53. Motion carried unanimously. A **motion** was made by Manager Frislie and seconded by Manager Carrière to pay the Project expenses for the Palmville Project as listed: HDR Engineering, \$9,859.48 – TS Holte Construction, \$93,025.95. Motion carried unanimously. A **motion** was made by Manager Miller and seconded by Manager Lee to pay the Project expenses for the Malung Impoundment as listed: HDR Engineering, \$404.65. Motion carried unanimously. A **motion** was made by Manager Frislie and seconded by Manager Carrière to pay the Project expenses for the Steve Lee Ring Dike in the amount of \$892.00 to Houston Engineering. Motion carried unanimously. A **motion** was made by Manager Frislie and seconded by Manager Miller to pay the Project expenses for the RRWMA Project in the amount of \$1,457.95 to JOR Engineering. Motion carried unanimously.

MonTech Two -- rent	\$ 650.00
Unicel -- cell phone charge	\$ 57.07
Century Tel -- phone bill	\$ 104.80
Sjoberg's Cable TV -- cable internet	\$ 40.67
Roseau - Times Region -- notices	\$ 10.50
Tony Torn -- copier maintenance	\$ 11.36
Roseau County Court Administrator -- filing fee	\$ 20.00
HDR Engineering, Inc -- project engineering	\$ 38,232.66
Patrick D. Moren -- legal fees	\$ 2,687.50
Steve Lee -- meetings, mileage and expenses	\$ 171.28
LeRoy Carriere -- meetings, mileage and expenses	\$ 138.53
Allison Frislie -- meetings, mileage and expenses	\$ 127.91
LaVerne Voll -- meetings, mileage and expenses	\$ 514.91
Todd Miller -- meetings, mileage and expenses	\$ 1,144.57
Rob Sando -- expenses and mileage	\$ 479.81
Rob Sando -- salary, insurance	\$ 2,996.50
Tracy Halstensgard -- wages	\$ 1,914.40
MonTech Computers -- ink and adaptor	\$ 104.34
PERA -- employee and employer share	
Internal Revenue Service -- 941 tax withholding	
Houston Engineering -- ring dike	\$ 892.00
Pizza Ranch -- lunch for PT meeting	\$ 85.01
JOR Engineering -- RRWMA project	\$ 1,457.95
Doug's supermarket -- food for meetings	\$ 102.13
R & Q Trucking -- installation of riser on culvert	\$ 247.50
Multi Office Products -- office supplies	\$ 13.47
Scott's True Value -- office supplies	\$ 5.29
Roseau - LOW title & Abstract -- Hay Creek land purchase	\$ 6,248.00
Roseau - LOW title & Abstract -- closing costs on Hay Creek land purchase	\$ 904.62
TS Holte -- PE #5 for Palmville	\$ 93,025.95
Pribula Engineering, Inc -- legal survey for Hay Creek	\$ 19,960.00
Dave Grafstrom -- field monitoring WI	\$ 4,780.00
Drees, Risky & Vallager -- 2007 Audit	\$ 5,140.00
Brouse, Woodke & Meyer, PLLP -- Haycreek	\$ 3,110.25
TOTAL	\$ 185,378.98

PERMITS:

A **motion** to approve Permit #08-12 (Donald Kofstad) was made by Manager Carriere and seconded by Manager Miller. Motion carried unanimously

A **motion** to approve Permit #08-13 (Mike Loken) was made by Manager Carriere and seconded by Manager Miller. Motion carried unanimously

DELEGATIONS: There were no delegations for this meeting.

RRWMB Report:

Manager Lee and Administrator Sando gave an update on the July and tour.

Administrator's Report:

Administrator Sando reported on the following issues:

- Ditch inspection reports– the board directed Administrator Sando to take care of spraying of ditches for cattail and reedcanary.
- Thistle control in Norland area– A **motion** was made by Manager Lee, seconded by Manger Carriere to spray the thistle with Milestone in an acceptable amount of acreage to control spreading. Motion carried unanimously.
- Lateral 3 WD 3 culvert issues–
- RRWMA wetland project– no permit required from the Watershed District.

RRIW:

No meeting was held last month. Chairman Voll discussed issues with the joint board.

PROJECT TEAM:

RRWMA: There was no report for this project.

Hay Creek/Norland: Engineer Dalager gave an update on the project including the wetland delineation, environmental review, plans and specs, geotechnical survey, permitting and project timelines. Engineer Dalager handed out a cost estimate for the project and discussed an increase in the engineering estimate. Administrator Sando and Administrative Assistant Halstensgard were directed by the board to pursue funding for the project.

Malung Project: Engineer Dalager updated the board on the project team meeting. We are still waiting for a response from the DNR concerning the on or off channel options. There was discussion on the benefits of the project.

Palmyville Project: Engineer Dalager gave an update on the construction of the project and showed photos for the construction. There was a meeting to discuss the Operation and Maintenance plan which is near completion. There was discussion on the Counties request to do some brush removal in the main ditch.

The Project Team meeting will be tentatively scheduled for July 16, 2008.

OLD BUSINESS:

A **motion** was made by Manager Lee and seconded by Manager Frislie to have Dave Grafstrom do the West Interceptor monitoring report again this year. Motion carried unanimously.

Discussion was had regarding the possibility of changing the principal place of business of the Roseau River Watershed District from its present location at 119 Second Street Southwest, Roseau, Minnesota, 56751, to the location of the former Roseau County Law Enforcement Center (Sheriff's Office) at 108 Third Avenue South, Roseau, Minnesota, 56751. County Commissioner Jack Swanson discussed the lease option for the former Law Enforcement Center. Manager Miller requested that the County be responsible for the labor and the Watershed would be responsible for the material for the removal of interior walls and any interior construction costs. Commissioner Swanson felt that the County Board would be willing to work with the Watershed on the costs. Chairman Voll suggested a written document stating each party's responsibilities and terms of the contract. The subcommittee, Attorney Moren and Commissioner Swanson will meet on August 8, 2008 to get details in writing. At this time Attorney Patrick D. Moren read verbatim to the Board of Managers the contents of M.S. §103D.321 entitled "principal place of business", Subd. 2 entitled "change of principal place of business". Thereupon a motion was made by Manager Frislie and seconded by Manager Carriere to pass the following resolution:

RESOLVED, that the Roseau River Watershed District Board of Managers set a date, time and location for a hearing on the proposed change of the principal place of business of the Roseau River Watershed District and otherwise comply with the statutory requirements of M.S. §103D.321. This motion and resolution was passed

unanimously by the Board of Managers. This public hearing shall be held on Wednesday, October 1, 2008, at 8:30 a.m. at the office of the Roseau River Watershed District, 119 Second Street Southwest, Roseau, Minnesota, 56751.

Administrator Sando gave an update on the Malung Dam stabilization issue. Engineer Dalager suggested 30 yards of class 4 rock along with concrete grouting for a estimated total of \$5,000.00. USGS would be willing to cost share up to \$2,000. The board directed Administrator Sando to contact contractors and get estimates.

Manager Lee suggested that the mowing of the West Interceptor be done by the end of August and that Administrator Sando contact Vern Rugland to do the mowing.

Manager Miller made a **motion**, seconded by Manager Lee for the Watershed to petition the County to install a culvert at **location** in lateral 3 of WD 3. Motion carried unanimously.

NEW BUSINESS:

A **motion** was made by Manager Frislie and seconded by Manager Carriere to accept the proposed 2009 budget and set the budget hearing for September 3, 2008 and publish the notice accordingly. Motion carried unanimously.

Administrator Sando discussed the 2007 Audit Report.

There was discussion on a meeting with landowners petitioning the Watershed District for ditching west of the lake bottom. Manager Lee recommended starting a Project Team to investigate the feasibility of a project. Engineer Dalager and Manager Lee will gather information and present it at the next board meeting.

After reviewing the vouchers, **amotion** was made by Manager Frislie and seconded by Manager Carriere to approve the vouchers and pay the amounts stated. Motion carried unanimously

A **motion** was made by Manager Frislie to adjourn the meeting, seconded by Manager Miller. The meeting adjourned at 11:15 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD September 3, 2008**

ORDER: Chairman Laverne Voll called the meeting to order at 8:00 a.m.

MANAGERS PRESENT: Steve Lee, LeRoy Carriere, Laverne Voll, and Todd Miller.

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

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Attorney Pat Moren

AGENDA: **Motion** by Manager Carriere and seconded by Manager Lee to approve the agenda with the addition of . Carried- unanimous.

MINUTES: A **motion** was made by Manager Lee and seconded by Manager Carriere to approve the August 6th, 2007 regular meeting minutes as mailed. Carried– unanimous.

DELEGATIONS: Roseau County Commissioner Jack Swanson.

RECEIPTS:

BILLS: A **motion** was made by Manager Lee and seconded by Manager Carriere to pay the normal monthly bills. Carried– unanimous. After reviewing the managers vouchers, Manager Miller made a motion to pay the managers vouchers as read, seconded by Manager Carriere. Motion carried unanimously.

Bills -- Memo	Amount
MonTech Two -- Rent	\$ 650.00
Sjobergs Cable TV -- internet access	\$ 40.67
CenturyTel -- phone service	\$ 115.58
Tracy Halstensgard -- wages	\$ 1,764.07
Rob Sando -- salary	\$ 2,996.51
Unicel -- cell phone service	\$ 57.07
Tony Dorn, Inc -- copier maintenance	\$ 7.94
Postmaster -- postage	\$ 17.05
Roseau Times-Region -- notices	\$ 228.38
Patrick D. Moren -- legal fees	\$ 1,437.50
Reliable Office Supply -- office supplies	\$ 49.86
Steve Lee -- meetings, mileage and expenses	\$ 85.65
LeRoy Carriere -- meetings, mileage and expenses	\$ 69.26
Allison Frislie -- meetings, mileage and expenses	\$ 127.91
Todd Miller -- meetings, mileage and expenses	\$ 318.93
LaVerne Voll -- meetings, mileage and expenses	\$ 461.29
Rob Sando -- expenses and mileage	
Doug's Supermarket -- meeting expense	\$ 61.70
Dbc Consulting Unlimited -- Quickbooks consulting	\$ 900.00
Slater Spraying -- weed control Hay Creek / Norland	\$ 2,319.35
PERA -- employee and employer share	\$ 796.13
Internal Revenue Service -- 941 tax	\$ 1,601.85
Border State Bank -- Certificate of Deposit	\$ 200,000.00
HDR Engineering -- project engineering expenses	\$ 76,911.26
Border Insurance Network -- insurance	\$ 550.00
Warren Sheath -- publication of notice	\$ 25.00
The Tribune -- publication of notice	\$ 105.00
Bemidji Pioneer -- publication of notice	\$ 60.12
Kittson County Enterprise -- publication of notice	\$ 26.10
TOTAL	\$ 291,784.18

DELEGATIONS:

Roseau County Commissioner Jack Swanson presented a draft lease agreement for office space. Attorney Moren will discuss various issues with the County Attorney including a legal description, attached drawing of leased space and security deposit. The lease will be discussed at the next meeting during the public hearing.

A **motion** was made by Manager Carriere and seconded by Manager Miller to close the regular meeting and open the public hearing at 8:30 a.m. on the RRWD's proposed budget for 2009. Motion carried unanimously.

A **motion** was made by Manager Miller and seconded by Manager Carriere to close the budget hearing at 8:35 a.m. and reopen the regular board meeting. Carried unanimously.

As noted in the Roseau Times-Region, the Board of Managers held their annual public hearing on the District's

proposed 2008 budget at 8:30 a.m. Following discussion, a **motion** was made by Manager Miller and seconded by Manager Carriere to approve the following budget for year 2009. Carried– Unanimous.

Administrative Budget:

1. Managers per Diem & expense	\$ 17,500.00
2. Staff	\$ 81,000.00
3. Engineering	\$ 10,000.00
4. Payroll Expense	\$ 14,000.00
5. Mileage Reimbursement	\$ 14,000.00
6. Conferences & Meetings	\$ 5,500.00
7. Rent	\$ 8,500.00
8. Capital Outlay	\$ 12,000.00
9. Office Expense	\$ 9,000.00
10. Insurance	\$ 15,000.00
11. Professional & Legal	\$ 15,000.00
12. Association Dues	\$ 2,500.00
13. Real Estate Tax	\$ 25,000.00

Total	\$ 229,000.00

Construction Budget:

1. Red River Watershed Management Board	\$ 115,500.00
2. Roseau River Watershed District Construction Fund	\$ 115,500.00

Total	\$ 231,000.00

PERMITS:

A **motion** was made by Manager Lee and seconded by Manager Carriere to approve permit # 08-14 (Robert Przekwas). Motion carried unanimously.

Project Report:

Hay Creek/Norland: Administrator Sando gave an update on the funding portion of the project. Engineer Dalager gave an update on the project including the OE permit. Engineer Dalager handed out a map showing wetlands in the Norland Impoundment area. The engineering bill was tabled until later in the meeting.

Palmville Project: Engineer Dalager gave an update on the meeting to discuss the Operation and Maintenance plan which is near completion. The final punch list was given to the contractor, TS Holte, and he will be working on those shortly. Engineer Dalager discussed extending the contract due to the additional work and timely seeding of the project. A **motion** was made by Manager Frislie to extend the contract to June 1, 2009, seconded by Manager Lee. Motion Carried unanimously. There was discussion on future monitoring of the project. A **motion** was made by Manager Lee to pay the HDR Engineering bill in the amount of \$9,994.45, seconded by Manager Carriere. Motion carried unanimously.

Malung Project: Engineer Dalager updated the board on the project. We are still waiting for a response from the DNR concerning the on or off channel options. A **motion** was made by Manager Lee to pay the HDR Engineering bill in the amount of \$1,051.18, seconded by Manager Carriere. Motion carried unanimously.

RRWMA: Administrator Sando gave an update to the board and presented the board with a note from Engineer Anderson. Manager Lee will discuss these issues with Engineer Anderson at the next RRWMB meeting.

Steve Lee Ring Dike: Manager Lee reported on the COE discussion on permitting.

RRWMB Report:

Administrator Sando and Manager Lee gave the board an update on the last RRWMB meeting.

Commissioner Swanson updated the board on the proposed Lanning Bill and that the County is opposed to the bill as it stands.

ADMINISTRATOR'S REPORT:

Administrator Sando reported on the following issues:

- 2007 Annual Report – A **motion** was made by Manager Carriere and seconded by Manager Lee to approve the 2007 Annual Report as submitted. Motion carried unanimously.

RRIW:

There has been no contact concerning the RRIW meetings.

OLD BUSINESS:

Administrator Sando discussed the West Interceptor monitoring. There was discussion on the budget and levy amount for the West Interceptor and the City of Roseau's request to reduce the amount for monitoring and insurance.

A **motion** was made by Manager Frislie and seconded by Manager Voll to levy an ad valorem tax in the amount of .0004836 of the estimated market value in the RRWD in accordance with the provisions of Chapter 162.916 Session Laws and the provisions of the Joint Powers Agreement with the RRWMB. Motion carried unanimously.

A **motion** was made by Manager Miller and seconded by Chairman Lee to levy an ad valorem tax of .00048 (not to exceed \$250,000.00) pursuant to M.S.A. Section 112.61 Subdivision 3, of real estate and personal property in the RRWD for the general fund expenses and for the construction and maintenance of projects of common benefit to the RRWD. Motion carried unanimously.

A **motion** was made by Manager Lee and seconded by Manager Carriere to levy the below stated amounts to each ditch system for the year 2009:

- \$ 8,000.00 levy on WD#3 Ditch System
- \$10,000.00 levy on Ditch #8
- \$ 1,000.00 levy on Ditch #16
- \$12,500.00 levy on West Interceptor

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

Roseau County	\$88,177.69
Kittson County	\$ 1,155.02
Marshall County	\$ 641.92
Beltrami County	\$ 899.65
Lake of the Woods County	\$ 648.60

Motion with Managers Miller, Frislie, Lee and Carriere in favor and Manager Voll opposed

Administrator Sando gave the board an update on the remodeling of the office space at the former LEC building and presented the board with estimates for flooring and counter installation. Manager Lee made **motion** that was seconded by Manager Carriere to authorize the subcommittee (Managers Miller and Voll) to make decisions concerning the installation of flooring and other interior cosmetic work at the appropriate time. Motion carried unanimously.

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD October 1, 2008**

ORDER: Chairman Laverne Voll called the meeting to order at 8:00 a.m. at the Roseau River Watershed District Office

MANAGERS PRESENT: Steve Lee, LeRoy Carrière, Allison Frislie, Laverne Voll and Todd Miller

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

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren, Attorney.

DELEGATIONS: Houston Engineering

AGENDA: **Motion** by Manager Miller and seconded by Manager Carrière to approve the agenda with the additions of Houston Engineer under delegations; West Interceptor tax levee under Old Business; and Beltrami Project team and Challenge Grant under New Business. Motion carried unanimously

MINUTES: A **motion** was made by Manager Frislie and seconded by Manager Lee to approve the September 3rd, 2008 with the change that Chairman Voll opposed payment of the HDR Engineering bill for the Hay Creek / Norland Project Motion carried unanimously

RECEIPTS:

BILLS: A **motion** was made by Manager Lee and seconded by Manager Carrière to pay the normal monthly bills. Motion carried unanimously

After reviewing the vouchers, a **motion** was made by Manager Lee and seconded by Manager Miller to approve the vouchers and pay the amounts stated. Motion carried unanimously.

Bills -- Memo	Amount
MonTech Two -- rent	\$ 650.00
Unicel -- cell phone charge	\$ 57.07
Century Tel -- phone bill	\$ 114.52
Sjoberg's Cable TV -- cable internet	\$ 40.67
Tony Torn -- copier maintenance	\$ 25.57
HDR Engineering, Inc -- project engineering	\$ 25,487.88
Patrick D. Moren -- legal fees	\$ 1,968.75
Steve Lee -- meetings, mileage and expenses	\$ 256.92
LeRoy Carriere -- meetings, mileage and expenses	\$ 69.26
Allison Frislie -- meetings, mileage and expenses	\$ 127.92
LaVerne Voll -- meetings, mileage and expenses	\$ 520.87
Todd Miller -- meetings, mileage and expenses	\$ 260.91
Rob Sando -- expenses and mileage	\$ 480.29
Rob Sando -- salary, insurance	\$ 2,996.50
Tracy Halstensgard -- wages	\$ 1,926.35
Tracy Halstensgard -- wages	\$ 576.86
MonTech Computers -- monitor, binding, paper	\$ 350.52
PERA -- employee and employer share	\$ 824.26
Internal Revenue Service -- 941 tax withholding	\$ 1,689.79
Houston Engineering -- ring dike	\$ 10,041.47
Dahl, Hatton, Muir & Reese -- 2007 audit info	\$ 144.00
The Baudette Region -- legal notice	\$ 29.40
Doug's supermarket -- food for meetings	\$ 33.24
Ace Hardware -- office remodeling expense	\$ 617.80
Scott's True Value -- office supplies	\$ 24.68
TS Holte -- PE #5 for Palmville	\$ 26,948.37
TOTAL	\$ 76,263.87

PERMITS:

There were no permits for this meeting

DELEGATIONS: Engineer Ron Adrian, Houston Engineering, addressed the board concerning the Steve Lee ring dike. There was discussion on the costs, wetland issues and time constraints with the grant deadline. It was the consensus of the board to move forward with the wetland delineation. A **motion** was made by Manager Frislie and seconded by Manager Carriere to pay the Houston Engineering bill for the ring dike. Motion carried unanimously

A **motion** was made by Manager Frislie and seconded by Manager Carriere to open the public hearing at 8:30 a.m. Attorney Moren asked if there were any written or oral comments on the moving of principal place of business. There were none. Chairman Voll asked if there were any persons present that would like to comment on the matter. There were none. A **motion** was made by Manager Miller and seconded by Manager Carriere to close the public hearing. Motion carried unanimously. A **motion** was made by Manager Miller and seconded by Manager Lee to approve the resolution to move the RRWD principal place of business as read by Attorney Moren (see attached). Motion carried unanimously. Administrator Sando will talk to Sue Lisell

concerning the snow removal on the parking lot.

Jeff Langen, Houston Engineering, gave an update on their engineering business. There was discussion on the process of digitizing ditch maps.

PROJECT TEAM:

RRWMA: There was no report for this project.

Hay Creek/Norland: Engineer Dalager gave an update on the project including the meetings with landowners and coordination with the County on the ditches. Permitting and the EAW were also discussed and will continue to be worked on throughout the winter. Engineer Dalager and Administrator Sando will be meeting with the COE during the week of October 20. A **motion** was made by Manager Lee and seconded by Manager Carriere to pay the HDR bill for Hay Creek / Norland. Motion carried unanimously.

Palmville Project: It was commented by Engineer Dalager and Chairman Voll that the project looks very good. Engineer Dalager gave an update on the completion of construction for the project and reviewed the pay estimate. There was discussion on taking a tour of the project area. A **motion** was made by Manager Lee and seconded by Manager Carriere to pay T.S. Holte Construction \$26,948.37 for Pay Estimate #6. Motion carried unanimously. A **motion** was made by Manager Carriere and seconded by Manager Lee to pay the HDR Engineering bill for Palmville in the amount of \$3,218.64. Motion carried unanimously.

Malung Project: Engineer Dalager updated the board on the project. We are still waiting for a response from the DNR concerning the on channel options for frequency and duration. A **motion** was made by Manager Miller and seconded by Manager Lee to pay the HDR Engineering bill for \$629. Motion carried unanimously.

There was discussion on starting Project Teams for the Lake Bottom and Beltrami Projects. A **motion** was made by Manager Lee and seconded by Manager Frislie to hire HDR Engineering for the Lake Bottom Project and the Beltrami Projects. Motion carried unanimously.

RRWMB Report:

Administrator Sando gave an update on the September meeting. The next RRWMB meeting will be October 21st in Warren.

Administrator's Report:

Administrator Sando reported on the following issues:

- State Ditch 51 repair (310 bridge)

RRIW: No meeting was held last month. There is a meeting today at 1 p.m. at the Pizza Ranch

OLD BUSINESS:

The board was updated on the remodeling progress at the new office space. A **motion** was made by Manager Lee and seconded by Manager Miller to approve the lease agreement and direct Chairman Voll to sign it. Motion carried unanimously.

Administrator Sando updated the board on the viewers for the WD 3 benefitted area. Administrator Sando will

contact Engineer Daager for names and numbers of local viewers.

A committee of Manager Lee, Manager Miller, Manager Carriere and Administrator Sando was formed to meet with the city to discuss the West Interceptor Tax Levee and associated costs.

NEW BUSINESS:

Administrator Sando informed the board of the possibility of obtaining a Challenge Grant. **Motion** was made by Manger Miller and seconded by Manager Lee to move forward with the Challenge grant. Motion carried unanimously.

Managers Miller and Carriere took the ~~at~~h of office.

The meeting was recessed at 10:55 a.m. to attend the RRIW meeting this afternoon.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**EXTRACT OF MINUTES OF THE BOARD OF MANAGERS OF THE
ROSEAU RIVER WATERSHED DISTRICT FROM THE PUBLIC HEARING
HELD IN THE CITY OF ROSEAU ON WEDNESDAY, OCTOBER 1, 2008,
8:30 A.M.**

Following the closing of a public hearing held on Wednesday, October 1, 2008 at the office of the Roseau River Watershed District, 119 Second Street Southwest, Roseau, Minnesota 56751, a motion was made by Manager Miller, seconded by Manager Lee and unanimously carried that the following Resolution and Order be passed by the Board of Managers:

RESOLUTION AND ORDER

WHEREAS, at the regular meeting of the Board of Managers held on Wednesday, August 6, 2008, upon Motion duly made, seconded and unanimously carried by the Board of Managers, it was resolved that the Roseau River Watershed District Board of Managers set a date, time and location for a public hearing on the proposed change of the principal place of business of the Roseau River Watershed District and otherwise comply with the Statutory requirements of M.S. § 103D.321; and

WHEREAS, the Board of Managers determined that the public hearing would be held on Wednesday, October 1, 2008, at the office of the Roseau River Watershed District, 119 Second Street Southwest, Roseau, Minnesota 56751; and

WHEREAS, a public hearing was duly held by the Board of Managers of the Roseau River Watershed District pursuant to the Notice requirements of M.S. § 103D.321 at 8:30 a.m. on Wednesday, October 1, 2008, at the location above described; and

WHEREAS, following said public hearing the Board of Managers of the Roseau River Watershed District found that it was in the best interest of the Watershed District that the location of the principal place of business of the Roseau River Watershed District be moved from its present location at 119 Second Street Southwest, Roseau, Minnesota 56751, to the location of the former Roseau County Law Enforcement Center (Sheriff's Office) at 108 Third Avenue Southwest, Roseau, Minnesota 56751; and

WHEREAS, the Board of Managers has determined that all published Notice requirements, and all mailed Notice requirements mandated by Minnesota Statutes have been properly complied with.

ORDER

NOW THEREFORE IT IS RESOLVED, that the Board of Managers of the Roseau River Watershed District hereby **ORDERS** that the location of the principal place of business of the Roseau River Watershed be changed from its current location at 119 Second Street Southwest, Roseau, Minnesota 56751, to the location of the former Roseau County Law Enforcement Center (Sheriff's Office) at 108 Third Avenue Southwest, Roseau, Minnesota 56751, and that this change of the location of the principal place of business of the Roseau River Watershed shall be effective when a certified copy of this Board of Managers Order, in accordance with M.S. § 103D.321, is filed with the Secretary of State of the State of Minnesota and with the Minnesota Board of Water and Soil Resources

Dated this 1st day of October, 2008.

Roseau River Watershed District

By: Laverne Voll
Its Chairman of the Board of Managers

ATTEST:

By: Rob Sando
Its Administrator

Manager Miller discussed the redetermination of benefits of Lateral 1 of the WD 3 system. The board directed Administrator Sando to contact local viewers to obtain cost estimates for the addition of the specified land to the benefited area. Administrator Sando reviewed information previously received from Engineer Charlie Anderson and Attorney Curt Deter.

NEW BUSINESS:

The Board discussed the proposed petition to the Roseau County Commissioners for the installation of a culvert between sections 34 & 35 of Pohlitz Township. A **motion** was made by Manager Miller and seconded by Manager Carriere to approve the proposed petition and authorize Chairman Voll to sign the petition. Motion carried unanimously.

Chairman Voll discussed a proposed construction of a road in Lake Township.

Chairman Voll discussed the haying of land in Norland by Sam Grafstrom.

A **motion** was made by Manager Lee and seconded by Manager Frislie to pay the HDR Engineering bill for the Hay Creek /Norland project in the amount of \$65,865.63. Motion carried with Chairman Voll opposed.

Engineer Dalager gave a presentation to the Board on the proposed Lake Bottom project. There was discussion on starting a project team for this project. It was the consensus of the board to start a project team for this project.

A **motion** to adjourn was made by Manager Lee, seconded by Manager Voll. The meeting was adjourned at 11:15 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstengard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF MANAGERS
SPECIAL MEETING
October 7, 2008**

Chairman Laverne Voll called the meeting to order at the Roseau County Courthouse Commissioners Meeting Room. Following are the County Board Minutes from that meeting.

PROCEEDINGS OF THE COUNTY DITCH NO. 69 PUBLIC HEARING

October 7, 2008

The Board of Commissioners of Roseau County, Minnesota, acting as the Ditch Authority on State Ditch No. 69, met in the courthouse in the City of Roseau, Minnesota on Tuesday, October 7, 2008. Commissioners present were Orris Rasmussen, Mark Foldesi, Jack Swanson, Russell Walker and Alan Johnston. Roseau River Watershed District (RRWD) Managers present were Todd Miller, Steve Lee, and LaVern Voll. Others present include RRWD Administrator Rob Sando, RRWD Attorney Pat Morenand the following citizens: Floyd Haugen, Farrell Erickson, Wayne Transgrud, Mayo Gregerson, Brach Svoboda, and Brian Transgrud. Also present for the meeting was County Highway Engineer Brian Ketring.

The Public Hearing was called to order at 9:00 a.m. by County Board Chair Jack Swanson.

Chair Swanson reviewed the intent of the public hearing related to a petition from the Roseau River Watershed to install a 24" culvert in the East/West configuration through Roseau County Road #139 south of the intersection of County Road #10 for the purpose of accessing County Ditch #69.

The Board reviewed and discussed correspondence received from Ditch Attorney Kurt Deter of Rinke-Noonan. Mr. Deter advised that the petition before the Board is for an improvement to Watershed District #3 and that the request for petition would first be made to the Watershed District and handled as an improvement to Watershed District No. 3. In compliance with MN statute 103E.40, the Watershed District would need to hold a public hearing on the proposed improvement project and determine such things as the adequacy of outlet, potential damages as a result of the improvement, necessary easements and an outlet fee. Mr. Deter further advised that the County's role would be to decide whether or not to grant an outlet into Ditch No. 69. Mr. Deter noted that the actual determination of the installation of the culvert and funding the project would fall under an improvement project for the Watershed District.

RRWD Administrator Rob Sando stated that he agreed with the synopsis provided by attorney Kurt Deter.

Chair Swanson asked for clarification on what the county needed to do. Commissioner Johnston noted that the Board would need a hydrology report similar to the one completed for the Joe Laurin petition.

RRWD Administrator Rob Sando asked if the Board was willing to hear public comment.

Chair Swanson noted that he felt it was more appropriate for the RRWD to take public comment at their improvement hearing.

The Board discussed whether it was appropriate to continue with the Public Hearing given that the legal procedures had not been followed.

RRWD Chair LaVern Voll stated they, the Watershed, had held a public hearing some time ago and made a decision at that time to petition the Roseau County Board for the 24 inch culvert.

Roseau River Watershed Attorney, Pat Moren stated that the Watershed District held an informational meeting not a public hearing on the proposed improvement and recommended that the Watershed officially notice and hold the appropriate public improvement hearing before proceeding further.

Former RRWD Manager Ferrell Erickson stated that the RRWD has the right to petition for a project but that there is a process to follow and consequences for not following the legal process. Mr. Erickson informed the Board that he believed County Ditch No. 69 would be adequate to handle the additional water from WD No. 3 if it were cleaned. Mr. Erickson noted that the county has an obligation to clean ditches.

RRWD Manager Todd Miller stated that he believed the RRWD had followed the correct process noting that this matter has been ongoing for over 30 years and that it is time for the two Boards to work together without outside expertise and take the initiative themselves and get something done.

Chair Swanson suggested that two county board members, two watershed managers and the two attorneys, Kurt Deter and Pat Moren, meet and determine the appropriate course of action.

Engineer Ketring advised the Board that he that did not think Mr. Deter had the correct facts. Mr. Ketring stated that he believed the RRWD had gone through the appropriate procedures and complied with the statute regarding this improvement project and that the Board had the authority to act on the petition before them. Mr. Ketring advised the Board that it is their responsibility to hear testimony for and against the project now and if they do not have the information they need to act, to request that the

RRWD provide it.

RRWD Chair Voll stated that we are just going around and around in circles and need to act. RRWD Manager Miller stated that all the Board needs to do is approve the petition and install a culvert through the road.

RRWD Attorney Pat Moren advised that the Watershed must follow statute and notice and hold an improvement hearing.

RRWD Chair Voll stated that the hydrology report is done. Commissioner Johnston then requested a copy. Chair Voll stated that the county already had it. Commissioner Johnston stated the RRWD was supposed to provide the county with a hydrology report for the location in question.

Coordinator Klein noted that a hydrology report was done, but it was for the culvert two miles south as part of the Joe Laurin petition.

Commissioner Foldesi asked if another complete study would need to be done or if we could use the information we have as the 69 system is the 69 system as it should be the same or nearly the same. Does someone have to pay for another complete study?

Voll stated that two miles north there is nothing but a big slough, so there is no negative impact it could possibly have.

Mr. Erickson stated that he did not think the County had to do any further study just need to look at two culverts instead of one.

Chair Swanson stated that he agreed that this water concern has been ongoing for over 30 years, but that in the scheme of things, he would prefer that the process be done legally according to statute so that whatever the resolution is, that it was done the way it was suppose to be done.

Commissioner Johnston asked if the RRWD study on this improvement project indicated that the ditch would be able to handle the water.

RRWD Manager Todd Miller stated that the county's study indicates that the system can handle it.

Commissioner Johnston noted that the previous study was done at a different location for a

different culvert. Commissioner Johnston stated that the RRWD needs to bring the county a study that indicates installing this culvert will not be a problem.

Commissioner Foldesi responded to Mr. Erickson's concern regarding cleaning County Ditch No. 69 and requested that Engineer Ketring explain why the cleaning project stalled.

Engineer Ketring stated that the county was out doing repair on the 69 system but due to the DNR they have had to stop. Ketring noted that if we take the sediment out and slope the ditch it is a much cheaper repair than trying to shape an existing slope at its current elevation. In doing so, we were working with the DNR and everything was going good and then a local manager decided he did not like us working out in this area and raised enough questions that it shut down the project. It was determined it is not an improvement rather a right of way issue. We have had several meetings with DNR to resolve it. The reason we have not been able to push any further is because we have many other systems that we are trying to work on and need to work with the DNR on and that is why it is at a standstill. We have authorization to repair that whole 69 system. We are just getting through the bureaucracy now.

Commissioner Foldesi stated that we do need to get out and get rid of the beaver dams.

Commissioner Rasmussen stated that it appears that the RRWD needs to have a public hearing, but that the Board will still need to act on the petition and if they do not go forward with the public hearing today, the project will have lost all forward motion. Commissioner Rasmussen said that he agreed with RRWD Manager Todd Miller and wondered if the Board could approve the petition pending the RRWD holding a public hearing.

Commissioner Johnston stated that he did not think that was a good idea. He noted that the Board had denied the previous petition and ordered the culvert to be capped and the RRWD did not act on that. So we spent a lot of money and have gotten nowhere. Johnston stated that we need to have the information in order to make a decision. This culvert may be just about the same but that does not mean we do not have to follow the correct process. We as the ditch authority are going to do it right.

RRWD asked if Johnston had seen an original design of WD No. 3. Commissioner Johnston stated that it does not matter. RRWD Manager Todd Miller stated that the county is one who originally petitioned for the WD 3 System.

Engineer Ketring again noted that the RRWD did hold a public hearing. It is before the Board because they have enough people who want the culvert. He said they have done the study, spent a lot of money and now they want the culvert. He said that there was a hydraulic study done. Now they are

coming to the Board to ask for permission to put in a 24" culvert. He told the Board that as a ditch authority they want to hear from the locals and maybe they do not have a problem with it and it was an insignificant increase. That way the watershed does not have to go back and spend a lot of money and re-engineer. We can sit at this meeting today and follow the process and simply request more information.

Coordinator Klein asked for the date that the public hearing had been held on this improvement project.

Engineer Ketring asked why the county cared whether or not the RRWD had followed statute. Ketring noted that all the Board needs to do is make a decision. Ketring stated that the county does not want to bog this down with anything else. Ketring added it is cut and dried for the Board; yes or no. If yes, is there enough information to make the decision and is the public on the 69 system for or against the system. Ketring advised that the Board not get bogged down with whether the RRWD held a public hearing or not.

Char Swanson noted that he is hearing the RRWD attorney say otherwise.

Pat Moren stated that his understanding is that it was an informational meeting. RRWD Administrator confirmed that.

Engineer Ketring stated that this petition is what came out of the denial of the Joe Laurin petition. At that time, the Board agreed to sit down with the RRWD and look at other options. Ketring noted that this petition before the Board is part of what came out of those meetings.

Commissioner Johnston asked what the ruling was on the Joe Laurin crossing. Engineer Ketring stated that the Engineer determined that Ditch 69 could handle the water but that the conveyance could not. Engineer Ketring added that there would be damages so the County Board denied the petition.

Commissioner Johnston stated that the Board does not have enough information to make a decision on the petition before them at this time.

Attorney Pat Moren suggested that since the interested constituents are present, and the Board has the ability to access Kurt Deter by phone, that the Board hears their testimony.

Chair Swanson asked again if there was validity in hearing testimony. Commissioner Swanson noted that he had been at the informational meeting that is being referred to and that there was no agreement. He said he did not see how it would be productive in any way to hear the same testimony

again today.

Commissioner Foldesi stated that the new location of the culvert puts a different twist on things and stated that he would like to hear what the public has to say about this new location.

It was agreed to proceed with the public hearing and to hear testimony.

Commissioner Walker stated that all we are going to be out is our time and suggested that we listen to the public.

Coordinator Klein asked for clarification as to whether this petition is an extension of the Joe Laurin petition that was denied by the Board or whether it is a new petition. Coordinator Klein noted that Kurt Deter sees the petition as a separate petition and as such has advised the Board to treat it like any improvement petition that comes before it.

Engineer Ketring stated that Mr. Deter is mudding the water. He stated the RRWD has a procedure for improving a ditch. Ketring stated it is not up to the county board to determine whether or not the RRWD is following procedure. He said the county is not liable. Ketring stated ~~th~~ RRWD is coming to the Board for approval on a culvert. Ketring stated that historically procedures have not been followed. Ketring said this is a public hearing adding that if we go across the county line every culvert that is put in is through a public hearing and they don't spend \$10,000 to engineer it. He said the Board can ask for more information. Ketring stated that the petition is from the Joe Laurin matter but not necessarily from the Joe Laurin petition, adding that that situation was not going that way it should have gone either.

Chair Swanson called for written or oral comment. Coordinator Klein advised the Board that an email correspondence had been received from Marlin Lindland, a landowner located east of the proposed outlet area, expressing opposition to the petition.

Chair Swanson opened the meeting to comment from the public in the audience.

Mayo Gregerson stated that this was one of the ideas that he recommended to the RRWD Board. Ketring stated that we need to clarify which culvert we are referring to. Mayo Gregerson stated he understands which culvert is being discussed. Gregerson noted that the purpose of the WD 3 is to empty water into the Roseau River and that what is being looked at is for excessively high water over flow where we need a culvert to protect the land.

Ferrell Erickson stated that he is in favor of this culvert if it is set at an elevation that is good for both sides. He stated it has been surveyed in the past and the elevations look just fine. He said that ditch system is a \$50 an acre improvement and it is not enough of a ditch to handle the added drainage that has come in since it was built. Erickson added that WD 3 is not a cure all ditch. He said Ditch 69 is only a 10 year event ditch and it will flow over in a water event. He suggested people need to get a big picture perspective instead of just from their own individual needs.

RRWD Manager Steve Lee stated that the RRWD meeting was noticed as a Public Hearing/Informational Hearing. He added that we are here to talk about this one culvert and not the ditch systems.

RRWD Manager Todd Miller stated that the WD 3 design was marginal to begin with. He said that the ditch is going to flood one out of five years and that there were west pipes in the system when it was built which is probably why the Joe Laurin culvert was left in. He said there has to be some relief to the west and that it is all spelled out in the public hearing documents. Miller added that since he has been on the RRWD there has been a lot of discussion and money spent on this matter with no resolution.

Chair Swanson asked who is opposed to the proposed culvert.

Wayne Transgrud stated that answer would depend on how much water we are talking about.

The group discussed the flow of water in this area noting that any time the Roseau River backs up the water flows south down the ditch to this corner.

A concern was expressed that if a 24" pipe is put in that Ditch 69 west needs to be cleaned and that there need to be laterals running west south of this proposed culvert so that the water isn't backing up.

Chair Swanson asked the Board if they have any more clarity after hearing testimony.

Commissioner Rasmussen stated we are making a mountain out of a mole hill. He asked Engineer Ketring to correct him if he was wrong, but a 24 inch culvert is only going to drain 40 or 80 acres, 160 acres. He said that 24 inch culvert isn't going have any big impact. He does agree that the 69 system needs to be maintained and that it can handle a lot of water when it is working properly. He added that if the ditch is not being maintained properly that the buck stops at the Board table and it needs to be taken care of. Whatever we do here, is not going to make a difference to any one present as long as the 69 system is working. Commissioner Rasmussen stated that this has been handled very inefficiently.

Mayo Gregerson stated that the only reference he has seen in the WD 3 documents is a recommendation from the State that during high water times that the water be diverted to the west at the corner in question to the Duxby Dike.

RRWD Manager Todd Miller stated that there is a hand sketch in the WD 3 design of a culvert at the Joe Laurin corner to provide relief.

Mayo Gregerson stated that the RRWD has an order from the County Board to remove the culvert and they still have not acted on it.

RRWD Manager Todd Miller stated that is because that is what the RRWD decided to do.

Mayo Gregerson asked why the RRWD is acting in direct violation of an order.

RRWD Manger Todd Miller stated that he thought Mayo Gregerson was confused.

Mayo Gregerson stated that every attorney he has spoke to says that the watershed is in violation and that it was determined by the county that they wanted the watershed to block the culvert.

RRWD Todd Miller stated that the culvert was in the original plan.

Mayo Gregerson stated that it does not matter because the county determined that the conveyance was not adequate to handle the water and they ordered the culvert to be closed. Mayo Gregerson stated that his attorney is going to find out. He said as a result of the informational meeting held by the RRWD that he has gotten an attorney to sort out this matter. He noted that he has property damage and crop damage.

Commissioner Rasmussen stated that discussion on the Joe Lauren culvert is not the purpose of this meeting.

Chair Swanson asked again if there is anyone opposed to putting in the culvert at the location suggested in the petition.

Floyd Haugen stated that he is not opposed to the proposed culvert but that they need to do some improvements in the WD 3 because they are not getting the water to move adequately in this ditch system. He said you can't have crossing sitting up 178 inches higher than in another place and that those

types of things need to be taken care of and also the two culverts in No 10 need to be replaced or relayed.

Chair Swanson reviewed Minn. Statute 103E.401, Subd 4.

Pat Moren stated that it is the Board's responsibility to follow the directives in this statute.

Engineer Ketring stated that the Board determines the capacity as to whether or not it can handle the water, listens to the public as to whether they think the system can handle the water, and follow the statute with the requirements.

Swanson asked for clarification regarding determining the outlet fee.

Foldesi stated that he and a couple of members of the watershed talked about leaving the culvert in at the Joe Laurin corner, on the condition that the ditch moving the water be improved and that the agreement was that until that is done to put a weir on it.

Chair Swanson asked for any further comment.

Mayo Gregerson stated that he has been an instigator in this whole deal and that he feels compelled to state why. He said that ever since the WD 3 system was put in that he has watched his and his neighbors land – and he has noticed that there are many years where landowners east, south and north are faming while his fields are covered with water. Mr. Gregerson added that this is why he has tried to get the Joe Laurin culvert closed. Gregerson stated that he is not asking for all the flooding to be controlled but he is asking for equal footing. Gregerson stated that this is why he is so frustrated with the RRWD for putting in a weir on it and why he has consulted an attorney. Mayo Gregerson stated that he has had 2 million dollars in crop losses as a result of this culvert.

RRWD Manager Steve Lee said that the weir is temporary until they get the problem fixed. Lee added that they put in the weir in an attempt to save Mayo Gregerson's crop this year. Lee stated that he checked water five days in a row and that water was not any higher on one side than another but agreed that we need to get the conveyance cleaned out.

Chair Swanson called for a motion to close the public hearing. A motion was made by Commissioner Johnston, seconded by Commissioner Walker and carried unanimously to close the SD No. 69 Petition Public Hearing.

Chairman Voll recessed the RRWD Special meeting until 7:30 a.m. October 8, 2008.

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF MANAGERS
SPECIAL MEETING CONTINUATION
October 8, 2008**

Chairman Laverne Voll called the meeting to order at 7:30 a.m. at the Roseau River Watershed District Office. Attending the meeting were: Laverne Voll, Attorney Moren, LeRoy Carriere, Engineer Brian Ketring, Steve Lee, County Commissioner Jack Swanson, Todd Miller, County Commissioner Mark Foldesi and Administrator Sando.

Roseau County Engineer Brian Ketring discussed a phone call with Attorney Kurt Deter concerning the installation of a culvert two miles north of the original culvert between Sections 10 & 11 of Moose Township. A conference call was initiated with Attorney Deter. Commissioner Swanson asked what legal steps the Watershed District should take to proceed with the installation of the culvert. The County should hold a public hearing to determine whether or not to allow WD#3 to outlet into Ditch 69. One concern is whether or not Ditch 69 is suitable to handle the water from DW#3. According to a report completed by Engineer Jerry Benz Ditch 69 has the capacity to handle the additional water. Notice needs to be sent to all landowners in the Ditch 69 system along with publication of notice. An outlet fee also needs to be established.

There was discussion on the removal of the 'Joe Laurin' culvert. Attorney Deter stated that he had received a letter from an attorney for Mayo Gregerson requesting the removal of the culvert as directed by the County Board at their public hearing.

The Watershed District needs to provide the information and engineering that the Ditch 69 system has the capacity to handle the water that would be added to the system. At that point, the County would be responsible for either approving or denying the request to allow the addition of water and charging an appropriate outlet fee.

There was discussion on who would petition for improving the conveyance and allowing the culvert at the 'Joe Laurin' corner. The proper statute to follow was also discussed. The conference call with Attorney Deter ended at 8:25 a.m.

Commissioner Swanson suggested that the Watershed District trap or block the existing 'Joe Laurin' culvert, Engineer Ketring and Administrator Sando will contact Engineer Benz and determine if Ditch 69 has the capacity to handle the WD3 water and the County will hold a public hearing with proper notice.

A **motion** was made by Manager Voll and seconded by Manager Carriere to close the culvert in accordance with the County Board's order. Motion carried with Managers Voll, Carriere and Miller in favor and Manager Lee opposed. Chairman Voll suggested hiring Jerry Solom to weld a plate on the culvert.

There was discussion on what the petition should include and who should submit the petition to the County. There was a question on who could legally petition. After a phone call to Attorney Deter, it was his recommendation that the landowners, not the Watershed District, petition for the outlet.

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD November 5, 2008**

ORDER: Chairman Laverne Voll called the meeting to order at 8:00 a.m. at the Roseau River Watershed District Office

MANAGERS PRESENT: Steve Lee, LeRoy Carriere, Allison Frislie, Laverne Voll and Todd Miller

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

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren, Attorney.

DELEGATIONS: Houston Engineering

AGENDA: **Motion** by Manager Miller and seconded by Manager Carriere to approve the agenda with the additions West Interceptor maintenance fund and Challenge Grant under Old Business, Kittson County under New Business. Motion carried unanimously.

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Miller to approve the October 1st, 2008 meeting minutes as mailed. Motion carried unanimously. The October 7th, 2008 special meeting minutes were held for approval until the December meeting. Motion carried unanimously.

RECEIPTS:

BILLS: A **motion** was made by Manager Lee and seconded by Manager Carriere to pay the normal monthly bills. Motion carried unanimously.

Bills -- Memo	Amount
City of Roseau -- utilities	\$ 247.91
Unicel -- cell phone charge	\$ 62.44
Century Tel -- phone bill	\$ 159.72
Sjoberg's Cable TV -- cable internet	\$ 45.67
Tony Torn -- copier maintenance	\$ 6.57
HDR Engineering, Inc -- project engineering	\$ 33,444.01
Patrick D. Moren -- legal fees	\$ 2,968.75
Steve Lee -- meetings, mileage and expenses	\$ 342.57
LeRoy Carriere -- meetings, mileage and expenses	\$ 138.53
Allison Frislie -- meetings, mileage and expenses	\$ 127.91
LaVerne Voll -- meetings, mileage and expenses	\$ 783.97
Todd Miller -- meetings, mileage and expenses	\$ 784.64
Rob Sando -- expenses and mileage	\$ 477.33
Rob Sando -- salary	\$ 2,996.50
Tracy Halstensgard -- wages	\$ 1,980.12
PERA -- employee and employer share	\$ 833.63
Internal Revenue Service -- 941 tax withholding	\$ 1,801.97
Houston Engineering -- ring dike	\$ 2,972.00
Geroy's Building Center -- remodeling expenses	\$ 122.47
Minnesota Department of Revenue -- 3rd quarter withholdings	\$ 712.00
Doug's supermarket -- food for meetings	\$ 102.05
Ace Hardware -- office remodeling expense	\$ 381.30
Scott's True Value -- office supplies	\$ 33.33
TS Holte -- PE #7 for Palmville	\$ 5,172.75
Roseau - LOW Title & Abstract -- land purchase	\$ 3,047.00
Linda Hedlung -- rolls for meeting	\$ 15.00
MAWD -- annual meeting registration	\$ 400.00
Kittson County -- cost share of maintenance to SD 51	\$ 2,613.75
Multi Office Products -- office supplies	\$ 320.52
Vern Rugland -- Mowing West Interceptor and Hay Creek	\$ 1,225.00
Claire Kjersten -- mowing Duxby Levee	\$ 1,050.00
Roseau Times- Region -- Legal notice	\$ 21.00
Roseau County Recorder -- recording fee	\$ 46.00
Roseau County Court Administrator -- Hay Creek / Norland fee	\$ 250.00
The Baudette Region -- legal notice	\$ 29.40
H & J Displays -- Counter	\$ 798.75
RRWMB -- Share of Taxes	\$ 37,806.75
Roseau - LOW Title & Abstract -- closing costs	\$ 512.68
JOR Engineering -- RRWMA project	\$ 130.00
Roseau County Highway Dept.-- spraying Ditch 8 & culvert for WD 3	\$ 884.78
Solom Machine Shop -- Welding trap for WD 3	\$ 205.00
MonTech Computers -- supplies	\$ 126.04
Lund Furniture & Carpet -- flooring	\$ 4,633.00
Postmaster -- postage & stamps	\$ 128.19
TOTAL	\$ 110,941.00

PROJECT UPDATE:

RRWMA: There was no report for this project.

Hay Creek/Norland: Engineer Dalager gave an update on the project including the meetings with landowners and coordination with the County on the ditches. Permitting and the EAW were also discussed and will continue to be worked on throughout the winter. Engineer Dalager and Administrator Sando will be meeting with the COE during the week of October 20. A **motion** was made by Manager Carriere and seconded by Manager Lee to pay the HDR Engineering and Roseau Lake of the Woods Title & Abstract bills for the Hay Creek / Norland project. Motion carried unanimously.

Palmville Project: Engineer Dalager handed out graphs from the monitoring of the project this summer. Chairman Voll asked if the additional work requested had been completed. Manager Miller stated that he had viewed the project and that it looked good. There was discussion on contacting the County to have the access road put on the blade schedule. Engineer Dalager gave an **update** on the completion of construction for the project stating that the only work to be completed was brushing on the north south lateral to be completed this winter. A **motion** was made by Manager Carriere and seconded by Manager Miller to pay T.S. Holte Construction \$5,172.75 for Pay Estimate #7. Motion carried unanimously. A **motion** was made by Manager Miller and seconded by Manager Carriere to pay the HDR Engineering bill for Palmville in the amount of \$2,940.82. Motion carried unanimously.

Malung Project: Engineer Dalager updated the board on response from the DNR concerning the on channel options for frequency and duration.

Steve Lee Ring Dike: Jeff Langen addressed the board and presented a memo with the status of the project. A **motion** was made by Manager Miller and seconded by Manager Carriere to pay the Houston Engineering bill in the amount of \$2,972.00. Motion carried with Manager Lee abstaining.

RRWMA: A **motion** was made by Manager Frislie seconded by Manager Miller to pay the JOR Engineering bill in the amount of \$130.00. Motion carried unanimously.

DELEGATIONS: Janine, from the Red River Basin Commission, gave a presentation to the board presenting them with information and an Activity Report. A **motion** was made by Manager Lee and seconded by Manager Miller to adopt the Red River Basin Resolution and authorize Chairman Voll to sign the resolution. Motion carried unanimously.

Joe Laurin addressed the board with concerns about the trapped weir on the culvert between sections 22 & 23 of Moose Township. He presented the board with several handouts. Mr. Laurin listed items that he felt needed follow-up. They were as follows:

1. Is WD 3 closed?
2. Who were the viewers? Mistakes/oversight made?
3. Transcripts– County owns culvert – County trapped it before– 24” culvert in drawing for keeping ditch dry
4. Option to help all– culvert at Duxby?– conveyance clean (township).

Mr. Laurin stated that he felt a reasonable compromise would be the installation of a culvert two miles north. The board discussed the county survey handouts. A **motion** was made by Manager Miller to get quotes to clean the ditch to grade from Joe Laurin’s corner to County Road 10 to fix any culverts that are not to grade, and for Administrator Sando to move forward with the work this fall, motion seconded by Manager Lee. Motion carried unanimously. It was the feeling of the board that the Watershed District has fulfilled the requests of the County concerning the closing of the culvert.

PERMITS:

A **motion** was made to approve permit # 0815 (Dan Johnston) was made by Manager Carriere and seconded by Manager Lee. Motion Carried unanimously.

A **motion** was made to approve permit # 0816 (Jan Farris) was made by Manager Lee and seconded by Manager Carriere. Motion Carried unanimously.

RRWMB Report:

Administrator Sando gave a brief update on the October meeting. The next RRWMB meeting will be November 18th in Fertile.

Administrator's Report:

Administrator Sando reported on the following issues:

- Beltrami and Lake Bottom Project Teams- Nate will discuss later in the meeting.
- Curtis Pontow declined the ring dike offer at this time
- Challenge Grant– eligible for \$15,000 total working with the county
- MAWD attendance Managers Miller, Lee and Carriere as well as Administrator Sando will be attending. A **motion** was made by Manager Lee and seconded by Manager Voll for Managers Miller and Carriere to be the official delegate with Manager Lee being the alternate. Motion carried unanimously.
- Ron Harnack has requested funding needs for the upcoming projects.

RRIW: Chairman Voll gave an update on the last meeting.

NEW BUSINESS:

The board reviewed bills from Kittson County \$5,227.50 for work completed and is requesting the RRWD pay half. After discussion on the work completed, a **motion** was made by Manager Frislie to pay one half of the bill for a total \$2613.75, seconded by Manager Carriere. Motion carried unanimously.

ENGINEER:

Malung Project: Engineer Dalager updated the board on response from the DNR stating that their preferred option would be a combination of On-Channel and Off-Channel design. Items to be completed for the project include the Preliminary Engineers Report, project Hearing and RRWMB Step One submittal. There was discussion on funding. Engineer Dalager stated that the local costs for the above items would be approximately \$10,000 to \$15,000. It was the feeling of the board that any additional funding would be at the 7525 funding match. Engineer Dalager suggested having a Project Team meeting when a response is received from the DNR. Manager Lee suggested having a meeting the same day as the meeting for the Beltrami and Lake Bottom projects.

Hay Creek/Norland: Engineer Dalager discussed the items to be completed for this project including Final Design, Permitting and Environmental Review. The next Project Team meeting would most likely be held in the spring. This was agreed to by the Board. Attorney Pat Moren updated the board on the acquisition of the Erickson Land.

Palmville Project: Engineer Dalager discussed items to be completed including Monitoring and Operation and Maintenance Plan. The next Project Team meeting would most likely be held in the spring. This was agreed to by the Board. There was discussion with Roseau County Engineer Brian Ketring concerning the slope of the ditch in the area Norm Flagstad's property. Engineer Ketring stated that the slopes were too steep and requested that they be corrected or the Watershed District

accepts the responsibility for future maintenance. Engineer Dalager stated that geotextile fabric has been laid and seeded with new growth establishing. It was the feeling of the board that this issue would be addressed in the spring.

Beltrami Culvert Sizing Engineer Dalager discussed the funding request being submitted by Ron Harnack, RRWMB. It was the feeling of the Board that this would be handled at the local level to begin with.

Lake Bottom Project: A concept has been developed as a starting point. A project team will be scheduled for this project and Malung in December.

OLD BUSINESS:

A committee of Manager Lee, Manager Miller, Manager Carriere and Administrator Sandmet with the city to discuss the West Interceptor Tax Levee and associated costs. Manager Miller discussed turning the required insurance responsibility over to the City. The City of Roseau feels they can obtain the insurance at a cheaper cost under their policy. The terms of assessment were discussed. It was discussed by the Board that the initial amount of \$12,500 could be lowered to \$ 8,700 leveed through the Auditors office to the City of Roseau as a whole. The City of Roseau would decide how to divide the costs among property owners. Expenses incurred by the Watershed District to this point will be compiled and this item will be discussed at the December meeting.

After reviewing the vouchers, a **motion** was made by Manager Lee and seconded by Manager Frislie to approve the vouchers. Motion carried unanimously

A **motion** to adjourn was made by Manager Carriere and seconded by Manager Lee. The meeting was adjourned at 10:55 a.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD December 3, 2008**

ORDER: Chairman Laverne Voll called the meeting to order at 8:00 a.m. at the Roseau River Watershed District Office.

MANAGERS PRESENT: Steve Lee, LeRoy Carriere, Allison Frislie, Laverne Voll and Todd Miller

STAFF PRESENT: Administrator, Rob Sando; Administrative Assistant, Tracy Halstengard

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren, Attorney.

DELEGATIONS: Houston Engineering

AGENDA: **Motion** by Manager Miller and seconded by Manager Lee to approve the agenda with the addition of Houston Engineer under delegations; West Interceptor tax levee under Old Business; and Beltrami Project team and Challenge Grant under New Business. Motion carried unanimously

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Lee to approve the November 5th, 2008 as mailed Motion carried unanimously. A **motion** was made by Manager Voll and seconded by Manager Carriere to approve the October 7th, 2008 special meeting minutes as mailed. Motion carried unanimously.

RECEIPTS:

BILLS: A **motion** was made by Manager Carriere and seconded by Manager Frislie to pay the normal monthly bills. Motion carried unanimously

After reviewing the vouchers, a **motion** was made by Manager Carriere and seconded by Manager Lee to approve the vouchers and pay the amounts stated. Motion carried unanimously.

Bills -- Memo	Amount
City of Roseau -- utilities	\$ 373.41
Unicel -- cell phone charge	\$ 57.07
Century Tel -- phone bill	\$ 99.41
Sjoberg's Cable TV -- cable internet	\$ 40.67
Roseau - Times Region -- notices	\$ 94.50
Tony Torn -- copier maintenance	\$ 13.22
Roseau County Court Administrator -- filing fee	\$ 250.00
HDR Engineering, Inc -- project engineering	\$ 31,079.16
Patrick D. Moren -- legal fees	\$ 2,113.75
Steve Lee -- meetings, mileage and expenses	\$ 137.82
LeRoy Carriere -- meetings, mileage and expenses	\$ 69.26
Allison Frislie -- meetings, mileage and expenses	\$ 127.91
LaVerne Voll -- meetings, mileage and expenses	\$ 369.48
Todd Miller -- meetings, mileage and expenses	\$ 98.51
Rob Sando -- expenses and mileage	\$ 377.93
Rob Sando -- salary, insurance	\$ 2,996.50
Tracy Halstensgard -- wages	\$ 1,764.06
MonTech Computers -- ink	\$ 80.92
PERA -- employee and employer share	\$ 796.13
Internal Revenue Service -- 941 tax withholding	\$ 1,576.99
Roseau County Sheriff -- process service	\$ 30.00
Minnesota Energy -- natural gas	\$ 17.76
Ace Hardware -- supplies	\$ 26.91
Doug's supermarket -- food for meetings	\$ 22.98
Roseau - LOW Title & Abstract -- Lund closing	\$ 434.15
Multi Office Products -- office supplies	\$ 15.82
Scott's True Value -- office supplies	\$ 4.29
Red River Waterhshed Management Board -- stream gage cost share	\$ 11,272.50
Postmaster -- PO Box fee	\$ 70.00
TS Holte -- PE #5 for Palmville	\$ 8,839.46
Roseau County Recorder -- recording fee	\$ 46.00
Geroy's Building Center -- office supplies	\$ 51.72
Roseau County Recorder -- recording fee	\$ 138.00
Roseau County Court Administrator -- filing fee	\$ 20.00
TOTAL	\$ 63,506.29

PROJECT TEAM:

RRWMA: Manager Miller reported that Paul Telander will be working on the EAW soon.

Hay Creek/Norland: Administrator Sando presented the board with a list of landowner questions. Engineer Dalager suggested that the board take some time to review the list and discuss it with Administrator Sando in the next two weeks. Engineer Dalager gave the board a cost breakdown for the projects, including past, current and future expenses.

Malung Project: Engineer Dalager updated the board on the proposed alternatives being presented at the Project Team meeting this afternoon. There was discussion on funding.

Palmville Project: Engineer Dalager presented the board with a pay estimate for one half of the mobilization fee and the Engineer's Certificate of Substantial Completion. Chairman Voll requested that Engineer Dalager obtain the County Engineer's approval for the project. A motion was made by Manager Lee and seconded by Manager Miller to approve payment upon approval for the project by the County Engineer. Manager Frislie stated that the Watershed Board should have the final say for payment without going through the County Board or Engineer. After discussion the motion was amended to pay Pay Estimate 8 for the mobilization and retainage without approval of the County. Motion carried unanimously. There was discussion on submitting a letter to Pat Lynch concerning additional brushing on the project. The Board was in favor of submitting the letter concerning the allocation of remaining funds.

A motion was made by Manager Carriere and seconded by Manager Lee to approved payment for project billing. Motion carried unanimously.

PERMITS:

There were no permits for this meeting

DELEGATIONS: Daniel Haack, Fourtown-Grygla Sportsman's Club, met with the board to discuss installing a crossing for trail access. Mr. Haack met with Engineer Dalager to discuss options.

RRWMB Report:

Manager Miller updated the board on the meeting in Fertile at the Sand Hill Watershed District office. There was discussion on Watershed Board managers being elected or appointment. Commissioner Swanson asked for their views on watershed funding being funneled through the County and managers being elected verses appointed. The feeling of this board was to maintain the status quo. A pilot project for culvert sizing was proposed by the Basin Commission; however the project would be required to take place on agricultural land.

Administrator's Report:

Administrator Sando reported on the following issues:

- WD 3 ditch cleaning
- WI culvert trap blocking– Administrator Sando will report to the Sheriff's Department.
- Warren Hagen complaint
- Chris Johnson litigation update

RRIW: No meeting was held last month.

OLD BUSINESS:

On the West Interceptor maintenance fund there was discussion on whether or not the responsibility for insurance (portion of the West Interceptor under the Railroad) was to be turned over to the City of Roseau. After some discussion, the Board directed Administrator Sando to contact the landowners of the triangle portions of land in Section 15 of Jadis Township to see if they are interested in purchasing the land back. If they are not interested in purchasing the land, the board will pursue selling the land with an auction.

NEW BUSINESS:

Manager Carriere discussed the personnel committee reviews. **Amotion** was made by Manager Carriere and seconded by Manager Frislie to increase Administrator Sando's salary by 1.5 %. Motion carried unanimously. A **motion** was made by Manager Carriere and seconded by Manager Frislie to increase Administrative Assistant Halstensgard's wage to \$15.50 per hour. Motion carried unanimously.

Engineer Dalager and Mr. Haack addressed the board with the proposal that they arrived at. **motion** was made by Manager Frislie and seconded by Manager Carriere to approve permit #08-17 to install a culvert. Motion carried unanimously.

The meeting was recessed at 10:25 a.m. until 12:30 for the Project Team Meeting.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

Commissioner Swanson and Engineer Ketring left the meeting at 8:45 a.m.

There was extensive discussion on various options to resolve the issues in the area. No final course of action was reached or decided upon.

A **motion** was made by Manager Miler to adjourn the meeting. The meeting was adjourned at 9:25 a.m. Meeting Adjourned.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant