

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD May 7, 2014**

ORDER: Chairman LeRoy Carriere called the meeting to order at 8:00 A.m.

MANAGERS PRESENT: Aaron Magnusson, LeRoy Carriere, Cody Schmalz, Tony Wensloff and Floyd Haugen.

STAFF PRESENT: Administrator Halstensgard and Technician McCormack

OTHERS PRESENT: Refer to attendance sheet.

DELEGATIONS PRESENT: Hannah Bahnmler, intern applicant; Brady Castle, intern applicant and Dana Werner, Army Corp of Engineers.

AGENDA: A **motion** was made by Manager Magnusson and seconded by Manager Schmalz to approve the agenda. Carried - unanimous.

MINUTES: A **motion** was made by Manager Magnusson to approve the April 2, 2014 regular meeting minutes with changes, seconded by Manager Wensloff. Motion carried unanimously.

RECEIPTS:

Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 25.12
BWSR -- FY14 competitive grant	\$ 4,613.00
City of Warroad -- discharge fee	\$ 1,800.00
TOTAL	\$ 6,438.12

Bills -- Memo	Amount
City of Roseau -- utilities	\$ 263.00
CenturyLink -- phone bill	\$ 101.14
Sjoberg's Cable TV -- cable internet	\$ 47.13
Marco -- copier maintenance	\$ 42.00
Roseau Times-Region -- notice	\$ 136.50
Minnesota Energy -- natural gas bill	\$ 62.74
HDR Engineering -- Project Engineering	\$ 29,544.19
LeRoy Carriere -- meetings, mileage and expenses	\$ 375.57
Cody Schmalz -- meetings, mileage and expenses	\$ 244.92
Aaron Magnusson -- meetings, mileage and expenses	\$ 394.47
Tony Wensloff -- meetings, mileage and expenses	\$ 236.35
Torin McCormack -- wages	\$ 3,555.74
Tracy Halstensgard -- wages	\$ 3,553.75
Tracy Halstensgard -- mileage and expenses	\$ 369.82
Torin McCormack -- mileage and expenses	\$ 670.27
PERA -- employee and employer share	\$ 1,169.98
Internal Revenue Service -- 941 tax	\$ 2,644.60
Doug's Supermarket -- food for meetings and supplies	\$ 112.78
Cardmember services -- march conference	\$ 492.34
Roso Cleaners -- rugs rental	\$ 56.43
Jon Schauer -- QuickBooks consulting	\$ 100.00
Multi - Office Products -- dividers and pencils	\$ 15.87
Scott's True Value -- supplies	\$ 34.06
Northland Trading Post -- advertisements	\$ 145.60
Roseau County -- 2014 taxes	\$ 6,184.00
TOTAL	\$ 50,553.25

BILLS: A **motion** was made by Manager Wensloff to pay the normal monthly bills, seconded by Manager Schmalz. Motion carried unanimous.

DELEGATIONS:

Dana Werner, US Army Corp of Engineers, met with the board to discuss the inspection of the Duxby Levee. Mr. Werner stated that more maintenance needs to be done, specifically ruts on the dike. An inspection of the culverts through the levee needs to be completed. Mr. Werner also suggested that a survey be completed of the entire levee. Mr. Werner discussed the issue Jan Farris has raised with drainage on the river side of the levee adjacent to property she owns. The District has two years to get the levee back to a minimally acceptable standard.

PERMITS:

Technician McCormack discussed permit #14-05 (Sarah Foss). The Board viewed photos of high water level from various years. Manager Haugen questioned the location of the telephone pedestal. There was discussion on the size of the culvert in their driveway and to the west and long term solutions. A **motion** was made by Manager Wensloff, seconded by Manager Schmalz to approve the permit with the condition that the applicant notifies the district before placing a block on the culvert. Motion carried with Manager Haugen abstaining.

Hannah Bahnmillier met with the Board on the internship position. The board discussed the position with Miss Bahnmillier and her qualifications.

Tecnician McCormack discussed permit #14-06 (Magnusson Farms). Manager Magnusson removed himself from the board for the discussion. Manager Haugen made a **motion** to approve the permit as submitted, seconded by Manager Wensloff. Motion carried with Manager Magnusson abstaining. Manager Magnusson joined the board.

Tecnician McCormack discussed an amendment to permit #14-07 (Carter Diesen). A **motion** was made by Manager Schmalz, seconded by Manager Magnusson to approve the permit amendment. Motion carried unanimously.

Brady Castle met with the Board on the internship position. The Board discussed the position with Mr. Castle.

PROGRAMS:

Side Water inlets: Administrator Halstengard stated that there was approximately \$30,140.00 remaining for construction. Technician McCormack discussed the contracts with landowners and the plans for each site. A **motion** was made by Manager Schmalz, seconded by Manager Wensloff to authorized the Districts representative to sign the contracts contingent upon landowner compliance. Motion carried with Manager Haugen abstaining. Technician McCormack spoke about contacting contractors and obtaining quotes. A **motion** was made by Manager Magnusson to authorize District staff to obtain quotes and hire contractors, seconded by Manager Schmalz. Motion carried unanimous. Manager Haugen questioned the length of the pipe on one of the sites. Engineer Dalager will answer the question after reviewing the plan.

Technician McCormack discussed the GPS equipment and setup for the Culvert Inventory.

PROJECT REPORT:

Hay Creek/Norland: Technician McCormack discussed the current condition of the impoundment and a sighting of a White Ibis. The Board discussed the access roads. Administrator Halstengard discussed meeting with Grafstrom's to address their concerns. Engineer Dalager presented some possible solutions to the Board. After Engineer Dalager puts some ideas together a meeting will be scheduled with the Grafstroms.

Engineer Dalager stated that with the side water inlet design, the length of the pipe was standard design for access.

Beltrami: There will be a site visit on Monday. Administrator Halstengard discussed preliminary engineering funding.

RRWMA: Technician McCormick discussed the necessity of BWSR involvement in the permitting process. Engineer Dalager stated the goal is to have the Final Engineer's Report finalized in May; suggested public information meetings; and EAW comments.

Permitting should be able to commence in June. Randy Prachar will be initiating drafting of an operation and maintenance plan and joint powers agreement.

Lake Bottom: The Board reviewed the information presented on land purchase. There was discussion on having an appraisal done and the value of the land. A **motion** was made by Manager Magnusson to authorize the five year option to purchase the land from Robert Byfuglien for the amount of \$9,000.00 as outlined in the agreement drafted by Attorney Moren, seconded by Manager Schmalz. Manager Haugen stated his reasons for opposition to the land purchase. Motion carried with Manager Haugen opposed.

RRWMB:

Chairman Carriere updated the board on the following items:

- Rules meeting held May 2nd in Moorhead
- Farm bill and state bonding
- Obstacles to building projects presentation by Chuck Fritz

ADMINISTRATIVE REPORT:

- BWSR BBR submittal
- Manager Schmalz made a **motion** seconded by Manager Wensloff to authorize Nick Robertson's contract for the West Intercept channel mowing and haying for a term of three years. There was discussion on the term of the contract and options for the Hay Creek levee area. Motion carried unanimously.
- Trapping pocket gophers on West Intercept.
- The Board reviewed the letter from Kurt Deter concerning EPA proposed rule on waters of the US. A **motion** was made by Manager Schmalz to authorize Rinke Noonan to draft comments in response to the EPA proposed rule as outlined in the letter dated April 23, 2014, seconded by Manager Haugen. Motion carried unanimously.
- Workers' Comp issue – will follow up at next meeting.
- Administrator Halstensgard will be providing an update of District activities at the next County Commissioners meeting
- Property taxes. Manager Magnusson made a **motion** to pay the property taxes owed, seconded by Manager Wensloff. Motion carried unanimously.
- Sect. 33 of Jadis. A **motion** was made by Manager Wensloff to put the three parcels in Sect. 33 in Jadis Township back on the tax rolls, seconded by Manager Schmalz. Motion carried with Manager Magnusson abstaining from the discussion and vote. There was discussion on the management / operation of the West Intercept Restoration site.
- The board elected to defer decision on the PILT payment until the project state grant agreement is closed out.

NEW BUSINESS:

Manager Haugen stated his issues with trapped culvert tampering between sections 10 & 11 of Moose Township, and between sections 23 and 24. Technician McCormack will view and report back to the board on the issues in the area.

TECHNICIAN REPORT:

- Cables on WD #3 Lat. 2 traps were cut.

- Applicator license – SWCD weed management grant
- Various complaint issues
- Personnel review will be scheduled for the June meeting.

Manager Wensloff reported on a highway department meeting he attended where they discussed the engineer’s report on SD 69 and WD 3. There was some discussion on managers abstaining from voting on items that directly affect them.

A **motion** was made by Manager Haugen, seconded by Manager Schmalz to supplement pocket gopher bounty by \$1 for gophers trapped on District property. Motion carried unanimously.

Technician McCormack discussed the replacement of a culvert in the Arpin ditch by the County. RCHD submitted a permit application (permit #14-08). A **motion** was made to approve permit 14-08 by Manager Schmalz, seconded by Manager Haugen. Motion carried unanimously.

OLD BUSINESS:

Chairman Carriere asked if the board wished to discuss the amount owed to the District by Floyd Haugen for the disqualified side water inlet. Attorney Moren stated this should be looked at as any other bill owed to the district and outlined options. Attorney Moren made it clear that this was not a personnel matter it is strictly about a bill and if Mr. Haugen wished to address the board, he would be doing so as any other citizen. It was the consensus of the board to have a representative from the board to discuss the issue with Mr. Haugen. Manager Wensloff will meet with Mr. Haugen to discuss this further. Mr. Haugen elected to not discuss the issue.

OTHER ITEMS:

Administrator Halstensgard discussed the contract for managing the West Intercept Restoration Area stating questions Mitch Magnusson had with the draft. (Manager Aaron Magnusson removed himself from the discussion) Mr. Magnusson’s questions include defining “maintenance,” workers’ comp insurance and crop share for hay. Administrator Halstensgard will follow up on the contract questions with Mr. Magnusson.

After discussion, the board decided to further review the by-laws, policies and rules and at the June meeting, adopt the by-laws and policies and set a hearing date to adopt the rules.

Manager Haugen left the meeting at 12:03 p.m.

The Board changed the June meeting to 8 a.m. June 11th due to the Red River Basin Commission tour.

After discussion on the two candidates that interviewed with the board, Attorney Moren suggested utilizing a point system to choose which applicant to hire. The Board assigned points to various criteria for each applicant. Based on that outcome, a **motion** was made by Manager Wensloff, seconded by Manager Schamlz to offer the internship position to Brady Castle. Motion carried unanimously.

After reviewing the managers' vouchers, a **motion** was made by Manager Magnusson seconded by Manager Schmalz to approve the managers' and staff expense vouchers as submitted. Motion carried unanimously.

After a **motion** by Manager Wensloff and second by Manager Schmalz, the meeting was adjourned at 12:41 p.m.

Respectfully submitted,

Cody Schmalz, Secretary

Tracy Halstengard, Administrator