

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD September 3, 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:** Cary Hernandez, MPCA; Butch Schmalz, landowner.

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

**MINUTES:**

A **motion** was made by Manager Wensloff to approve the July 31, 2014 special meeting minutes as read, seconded by Manager Magnusson. Motion carried unanimously. A **motion** was made by Manager Magnusson to approve the August 6, 2014 regular meeting minutes with changes, seconded by Manager Schmalz. Motion carried unanimously.

**RECEIPTS:**

<b>Receipts -- Memo</b>	<b>Balance</b>
Citizens State Bank -- Interest on checking	\$ 25.24
Northern Resources Cooperative -- meal reimbursement	\$ 111.57
State of Minnesota -- RRWMA project reimbursement	\$ 53,463.11
State of Minnesota -- Hay Creek project reimbursement	\$ 9,062.84
<b>TOTAL</b>	<b>\$ 62,662.76</b>

<b>Bills -- Memo</b>	<b>Amount</b>
City of Roseau -- utilities	\$ 220.44
CenturyLink -- phone bill	\$ 107.26
Sjoberg's Cable TV -- cable internet	\$ 47.13
Marco -- copier maintenance	\$ 44.89
Roseau Times-Region -- notice	\$ 126.00
Minnesota Energy -- natural gas bill	\$ 17.48
Postmaster -- stamps	\$ 147.00
HDR Engineering -- Project Engineering	\$ 18,711.93
Floyd Haugen -- meetings, mileage and expenses	\$ 91.67
LeRoy Carriere -- meetings, mileage and expenses	\$ 138.52
Cody Schmalz -- meetings, mileage and expenses	\$ 244.92
Aaron Magnusson -- meetings, mileage and expenses	\$ 108.03
Tony Wensloff -- meetings, mileage and expenses	\$ 157.56
Torin McCormack -- salary	\$ 3,555.76
Tracy Halstensgard -- salary	\$ 3,553.75
Brady Castle -- wages and mileage	\$ 1,046.41
Tracy Halstensgard -- mileage	\$ 110.88
Torin McCormack -- mileage	\$ 383.80
PERA -- employee and employer share	\$ 1,169.98
Internal Revenue Service -- 941 tax	\$ 2,708.97
Super One Foods -- food for meetings and supplies	\$ 172.29
Roseau Bakery -- rolls for meeting	\$ 23.39
Kittson County -- debris removal SD 51	\$ 810.00
Roso Cleaners -- rug rental	\$ 75.24
Cardmember Services --	\$ 86.50
Ace hardware -- ratchets for WD 3 traps	\$ 10.67
Halverson Sand and Gravel, Inc -- Norland Construction	\$ 16,876.00
Quality printing -- RRWMA final Engineer's report & annual report	\$ 401.85
Pemberton, Sorlie law firm -- investigation	\$ 6,660.13
Houston Engineering -- Beltrami PT	\$ 1,890.40
<b>TOTAL</b>	<b>\$ 59,698.85</b>

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

**Delegations:** Butch Schmalz met with the board to discuss the RRWMA project. Manager Schmalz recused himself from the board. Butch Schmalz stated that he has concerns with the 2500 cfs stated in the proposed operation plan. He also stated that he was against the operating plan as discussed at the committee meeting. There was discussion on issues with Canadian government efforts to address flooding. Engineer Dalager responded to Mr. Schmalz's concerns.

At 8:30 Chairman Carriere called for a motion to close the regular meeting and open the public hearing on the proposed 2015 budget. A **motion** was made by Manager Haugen to close the regular meeting and open the public hearing, seconded by Manager Wensloff. Motion carried unanimously. There were no written or verbal comments. A **motion** was made by Manager Wensloff, seconded by Manger Haugen to open the regular meeting.

The Board discussed the RRWMB / Construction levy. A **motion** was made by Manager Magnusson and seconded by Manager Wensloff to levy an ad valorem tax in the amount of .0004836 of the estimated market value in the RRWD in accordance with the provisions of Chapter 162, 1976 Session Laws and the provisions of the Joint Powers Agreement with the RRWMB. Motion carried unanimously.

The Board discussed the ditch levees. A **motion** was made by Manager Haugen and seconded by Manager Schmalz to levy the below stated amounts to each ditch system for the year 2015:

- \$ 12,000.00 levy on WD#3 Ditch System
- \$ 3,000.00 levy on Ditch #8
- \$ 1,500.00 levy on Ditch #16
- \$ 2,500.00 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 approved with all in favor.

The Board discussed the Administrative levy. A **motion** was made by Manager Haugen and seconded by Manager Magnusson 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.

Following discussion, a **motion** was made by Manager Magnusson seconded by Manager Haugen to approve the proposed 2015 budget. Motion carried unanimously.

**Administrative Budget:**

1.	Salaries and benefits	\$120,000.00
2.	Manager's per diem and expenses	\$ 12,000.00
3.	Dues and subscriptions	\$ 1,500.00
4.	Engineering	\$ 10,000.00
5.	Legal and accounting	\$ 15,000.00
6.	Real estate taxes	\$ 7,000.00
7.	Rent and Utilities	\$ 5,500.00
8.	Insurance	\$ 8,000.00
9.	Telephone and internet	\$ 2,250.00
10.	Office supplies, postage & printing	\$ 6,000.00
11.	Capital Outlay	\$ 15,000.00
12.	Stream gaging	\$ 15,000.00
13.	RRWD projects / maintenance	\$ 32,750.00
	Total	\$250,000.00

**Construction Budget:**

1. Red River Watershed Management Board	\$ 144,511.63
2. RRWD Construction Fund	\$ 144,511.62
Total	\$ 289,023.25

Discussion continued with Mr. Schmalz on his concerns.

Cary Hernandez met with the Board to discuss the WRAPS process and gave a presentation. The Board discussed being the local lead for the process. A **motion** was made by Manager Magnusson for the RRWD to be the lead agency for the WRAPS process, seconded by Manager Haugen. Motion carried unanimously. A **motion** was made by Manger Haugen to hire HDR Engineering as the consultant for the WRAPS process, seconded by Manager Wensloff. Motion carried unanimously. The RRWD will act as the civic engagement agent.

**PERMITS:**

Technician McCormack discussed permit #14-14 (Erik Dunham). Manager Wensloff made a **motion** to approve the permit with conditions, seconded by Manager Schmalz. Motion carried with Manager Magnusson opposed.

Technician McCormack discussed permit #14-22 (Orlin Diesen). Manager Wensloff made a **motion** to approve the permit with the condition that adjacent downstream landowner approves, seconded by Manager Magnusson. Motion carried unanimously.

Technician McCormack discussed permit #14-23 & 14-27 (Rick Sikorski). Manager Schmalz made a **motion** to approve the permits as submitted, seconded by Manager Haugen. After discussion, motion carried with Managers Schmalz and Haugen in favor, Manager Wensloff opposed and Manager Magnusson abstaining. Mr. Sikorski will work with technician McCormack to draw a more detailed plan for the ag dike. The option of installing a trap on the “Lins crossing” will be looked into further.

Technician McCormack discussed permit #14-21 (Bob Wetmore). Manager Magnusson made a **motion** to approve the permit for a 40” cmp, seconded by Manager Haugen. Motion carried unanimously.

Technician McCormack discussed permit #14-24 (Norfarm Seed Inc.). Manager Haugen made a **motion** to approve the permit with the plan as submitted, seconded by Manager Schmalz. Motion carried unanimously.

Technician McCormack discussed permit #14-25 (Ryan Lovold). Manager Haugen made a **motion** to approve the permit as submitted, seconded by Manager Magnusson. Motion carried unanimously.

Technician McCormack discussed permit #14-26 (James Madoll). Manager Wensloff made a **motion** to approve the permit as submitted, seconded by Manager Magnusson. Motion carried unanimously.

Technician McCormack discussed permit #14-28 (Isaac Erickson). Manager Magnusson made a **motion** to approve the permit with the condition that the condition of the culvert be approved by Technician McCormack, seconded by Manager Schmalz. Motion carried unanimously.

Technician McCormack discussed permit #14-29 (Kelly Christianson). Permit was tabled for review at next meeting.

Technician McCormack discussed permit #14-30 (Orlin Diesen). Manager Wensloff made a **motion** to approve the permit as submitted, seconded by Manager Schmalz. Motion carried unanimously.

Technician McCormack discussed addendum to permit #10-17 (Todd Grugel). Permit tabled for further review.

Technician McCormack discussed permit #13-31 phase 2 (Douglas Erickson). Manager Magnusson made a **motion** to approve points 3 & 6 of phase 2, seconded by Manager Wensloff. Motion carried unanimously. Mr. Erickson can address the board at the next meeting with questions or comments.

Manager Magnusson removed himself from the board. Manager Haugen made a **motion** to approve permit #14-31 (Magnusson Farms) as submitted, seconded by Manager Schmalz. Motion carried with Manager Magnusson abstaining.

Manager Haugen made a **motion** to approve permit #14-32 (Mitch Magnusson) as submitted, seconded by Manager Wensloff. Motion carried with Manager Magnusson abstaining.

Manager Magnusson rejoined the board.

### **PROGRAMS:**

Side Water inlets: Technician McCormack stated that the majority of construction was completed by Beito and Halverson is mobilizing.

### **PROJECT REPORT:**

Hay Creek/Norland: Technician McCormack updated the board on the mitigation plan for the COE moving forward. The manufacturer of the gate submitted options for repair. A **motion** was made by Manger Schmalz, seconded by Manager Haugen to hire a local welder to do the repair. Technician McCormack will contact Wahl and Solom about completing the work. Motion carried unanimously. A **motion** was made by Manager Wensloff, seconded by Manager Haugen, to purchase the Steam Johnny equipment. Motion carried unanimously.

Beltrami: A Project Team meeting has been held for September 18.

RRWMA: An RRIW meeting has been scheduled for Sept. 26 at 10:30a.m. If requested, Engineer Dalager is authorized to give a presentation at the meeting. The next Project Team meeting will be Sept. 18<sup>th</sup>. Discussion will be on COE Concurrence Point 2 and the O & M plan. There was discussion on project funding.

Lake Bottom: Project funding was discussed. The next Project Team meeting will be Sept. 18. Administrator Halstensgard updated the board on a discussion with a private landowner.

Duxby Levee: Technician McCormack stated the levee had been mowed for the second time and discussed Jan Farris's issues. Staff will send a letter to the landowner. Manager Haugen made a **motion** to authorize Technician McCormack to work with the DNR and COE on oxbow cleaning issue, seconded by Manager Magnusson. Motion carried unanimously.

CD #8: Technician McCormack informed the board of the discussion that took place at the landowner meeting. There was discussion on the suggestions by landowners and the legality of completing various work. Staff will work with consultants to move forward with BWSR grant application. Technician McCormack discussed the proposed repair work. Manager Haugen made a **motion** to go with the low quote and hire R & Q trucking to complete the work as planned, seconded by Manager Schmalz. Motion carried with Manager Wensloff abstaining. There was discussion on ditch plans.

#### RRWMB:

Chairman Carriere updated the board on the following items:

- Farm bill funding
- TRWD Klondike project
- FDRWD meeting
- March conference scheduled for March 25<sup>th</sup> and 26<sup>th</sup>, 2015
- Birding trail issue

#### ADMINISTRATIVE REPORT:

- Investments
- County AIS grant
- Administrative fund balance
- A **motion** was made by Manager Magnusson to authorize PERA life insurance deduction, seconded by Manger Wensloff. Motion carried unanimously.

#### TECHNICIAN REPORT:

- Spraying equipment -- a **motion** was made by Manger Haugen, seconded by Manger Wensloff to purchase the proposed spraying equipment. Motion carried unanimously.
- Douglas Erickson – board requests Mr. Erickson attend the next meeting.

#### NEW BUSINESS:

There was no new business for this meeting.

**OLD BUSINESS:**

There was no new business for this meeting.

**OTHER ITEMS:**

A **motion** was made by Manager Wensloff and seconded by Manager Haguen to approve the vouchers as read by Manager Magnusson. Motion carried unanimously.

After a **motion** by Manager Haugen and second by Manager Wensloff, the meeting was adjourned at 12:40 p.m.

Respectfully submitted,

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Cody Schmalz, Secretary

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Tracy Halstensgard, Administrator