

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD DECEMBER 1, 2015**

ORDER: Chairman LeRoy Carriere called the meeting to order at 8:00 a.m. and led the Pledge of Allegiance.

MANAGERS PRESENT: LeRoy Carriere, Tony Wensloff, Jason Braaten, Carter Diesen and Cody Schmalz.

STAFF PRESENT: Administrator Halstengard and Technician McCormack

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Nate Dalager HDR Engineering

DELEGATIONS PRESENT: Fugleberg, landowner.

AGENDA: A **motion** was made by Manager Wensloff, seconded by Manager Schmalz to approve the agenda with additions. Motion carried unanimously.

MINUTES: A **motion** was made by Manager Braaten and seconded by Manager Wensloff to approve the November 5, 2015 regular meeting minutes with changes. Motion carried unanimously.

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 31.87
State of Minnesota -- Market Value Credit	\$ 8,898.73
Roseau County -- Share of taxes	\$ 142,753.46
Marshall County -- share of taxes	\$ 1,854.13
Total	\$ 153,538.19

Bills	Amount
Tracy Halstensgard -- wages	\$ 4,191.80
Torin McCormack -- wages	\$ 4,386.80
Tracy Halstensgard -- mileage and reimbursement	\$ 182.86
Torin McCormack -- mileage and reimbursement	\$ 40.25
LeRoy Carriere -- per diem & expenses	\$ 183.70
Carter Diesen -- per diem & expenses	\$ 156.92
Jason Braaten -- per diem & expenses	\$ 163.83
Cody Schmalz -- per diem & expenses	\$ 123.89
Tony Wensloff -- per diem & expenses	\$ 214.04
PERA -- employer / employee contribution	\$ 1,440.06
Internal Revenue Service -- withholding	\$ 3,463.84
MN State withholding -- Payroll tax withheld	\$ 555.00
Sjobergs TV -- internet access	\$ 48.69
Marco -- copier maintenance	\$ 51.62
Minnesota Energy -- natural gas bill	\$ 103.56
CenturyLink -- phone service	\$ 104.60
City of Roseau -- utilities	\$ 225.64
HDR engineering -- invoices for 9/27/15 through 10/31/15	\$ 40,766.36
RRWMA - \$1947.13; Lake Bottom - \$33,914.23; WRAPS - \$4,905.00	
Red River Watershed Management Board -- share of taxes	\$ 37,228.35
Cardmember Services -- meeting expenses	\$ 145.78
Roseau Times Region -- notice	\$ 45.20
Northwest Concrete Products, Inc -- Ditch 8 brushing	\$ 4,820.00
Halvertson Sand & Gravel -- Ditch 8 repair & Norland access road	\$ 19,215.28
Total	\$ 117,858.07

BILLS: A **motion** was made by Manager Wensloff to pay the normal monthly bills as discussed, seconded by Manager Diesen. Motion carried unanimously.

PERMITS:

Technician McCormack discussed Permit #15-34 (Mark and Steven Haugen). A **motion** was made by Manager Schmalz, seconded by Manager Wensloff to approve the permit application. Motion carried unanimously.

The Board discussed Permit #15-35 (Eric Dunham). Technician McCormack discussed the permit application and Manager Wensloff discussed ditch cleaning in the area. Manager Wensloff made a **motion** to approve the permit, seconded by Manager Schmalz. Motion carried unanimously. There was discussion on the policy for after-the-fact permit fee and regulatory factors.

The Board discussed Permit #15-29 (Mark Wierschke). Manager Wensloff made a **motion** to deny the permit based on the finding presented at the public hearing held 9:00 am November 24, 2015, seconded by Manager Braaten. Motion carried unanimously.

DELEGATION: Thomas Fugleberg met with the board to discuss cleaning that the renter, Harold Howdahl Jr., did in the Ditch 16 system. The issue is with the extent of cleaning Mr. Howdahl completed. Technician McCormack discussed the procedure for cleaning in a legal drainage system. Chairman Carriere suggested hosting a drainage meeting to provide information to landowners. Work will continue on public educations concerning drainage law and these issues will be worked into the Whitney Lake Subwatershed Plan.

PROJECTS:

RRWMA: The board was undated on the Joint Powers Agreement, permitting, bid letting timeline and wetland mitigation plan. A meeting with landowners will be scheduled for the second week in January. Landowners had expressed interest in options available to approve drainage conditions in the area. Manager Schmalz will work with staff on the details.

Lake Bottom: A Step 1 submittal will be presented to the RRWMB at the December meeting. This is the first step in the RRWMB funding process. As part of the process, the December meeting will be at our office and a tour of the area is planned. A Project Team meeting will be held in January. There was discussion on the LSOHF request.

CD 8: Technician McCormack updated the board on the erosion repair.

Beltrami: RCPP documents were signed and sent to NRCS.

Whitney Lake Sub-watershed: The Red River Retention Authority (RRRA) has scheduled a meeting for Dec. 2, 2015 to review the application for Regional Conservation Partnership Program (RCPP) funding.

RRWMB:

- Public relations consultant
- Economist – project cost / benefit factor

ADMINISTRATIVE REPORT:

- Proposed 2016 property taxes
- Legislation regarding watershed districts earning income from the use of project land for the maintenance of that project.

TECHNICAL REPORT:

- Lake township culvert issue
- Meeting with the County concerning actions pertaining to the WD#3 – Ditch 69 hydrologic report. Technician McCormack, Administrator Halstensgard and Manager Braaten will attend the meeting when scheduled.
- Culvert inventory report update
- Weed Management grant update
- Site Prioritization grant update

OLD BUSINESS: Manager Schmalz spoke about putting a gage on the Pine Creek Diversion to monitor the water coming in to the RRWMA from Canada. Technician McCormack spoke about gathering data.

Technician McCormack updated the board on his discussion with Dave Grafstrom concerning the drainage issue near the Norland Impoundment as well as the field survey he completed.

NEW BUSINESS: There were no items for New Business at this meeting.

A **motion** was made by Manager Wensloff, seconded by Manager Braaten to close the public meeting pursuant to Minn. Stat. § 13D.05, subd. 3(a). Motion carried unanimously

A **motion** was made by Manager Wensloff, seconded by Manager Braaten to open the public meeting. Motion carried unanimously.

A **motion** was made by Manager Wensloff, seconded by Manager Schmalz to increase staff salaries by 3%, insurance stipend will remain the same and mileage will be reimbursed at the IRS rate for 2016. Motion carried unanimously

A **motion** was made by Manager Diesen, seconded by Manager Braaten to approve the Managers' and staff expense vouchers. Motion carried unanimously.

A joint meeting with the SWCD was discussed. Press releases will be submitted to the Greenbush Tribune as well as the Roseau Times-Region.

After a **motion** by Manager Schmalz and second by Manager Diesen, the meeting was adjourned at 11:05 a.m.

Respectfully submitted,

Cody Schmalz, Secretary

Tracy Halstengard, Administrator