

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD September 9, 2015**

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

**MANAGERS PRESENT:** Aaron Magnusson, LeRoy Carriere, Cody Schmalz, Tony Wensloff and Carter Diesen.

**STAFF PRESENT:** Administrator Halstensgard and Technician McCormack

**OTHERS PRESENT:** Refer to attendance sheet.

**DELEGATIONS PRESENT:** Butch Schmalz, landowner.

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

**MINUTES:**

A **motion** was made by Manager Diesen to approve the August 4, 2015 regular meeting minutes, seconded by Manager Wensloff. Motion carried unanimously.

**RECEIPTS:**

<b>Receipts -- Memo</b>	<b>Balance</b>
Interest -- Checking account	\$ 37.11
Red River Watershed Management Board -- PT reimbursement	\$ 18,899.38
roseau County -- Volstad Land share of taxes	\$ 281.10
<b>Total</b>	<b>\$ 19,217.59</b>

<b>Bills</b>	<b>Amount</b>
Tracy Halstensgard -- wages	\$ 4,191.80
Torin McCormack -- wages	\$ 4,386.80
Tracy Halstensgard -- mileage and reimbursement	\$ 599.73
Torin McCormack -- mileage and reimbursement	\$ 523.27
LeRoy Carriere -- per diem & expenses	\$ 260.05
Carter Diesen -- per diem & expenses	\$ 87.66
Aaron Magnusson -- per diem & expenses	\$ 223.89
Cody Schmalz -- per diem & expenses	\$ 247.78
Tony Wensloff -- per diem & expenses	\$ 171.31
Brady Castle -- wages, mileage & reimbursement	\$ 1,264.14
PERA -- employer / employee contribution	\$ 1,440.06
Internal Revenue Service -- withholding	\$ 3,694.07
Sjobergs TV -- internet access	\$ 48.69
Marco -- copier maintenance	\$ 51.62
Minnesota Energy -- natural gas bill	\$ 48.09
CenturyLink -- phone service	\$ 122.26
City of Roseau -- utilities	\$ 225.61
Houston Engineering -- Beltrami PTServices	\$ 1,508.85
HDR engineering -- invoices for 6/28/15 through 7/25/15	\$ 21,468.69
RRWMA - \$15,041.75; Lake Bottom - \$6,426.94	
dot.com connection -- website maintenance	\$ 30.00
Deluxe -- checks	\$ 219.33
SuperOne Foods -- food for meetings and supplies	\$ 118.01
Cardmember Service -- out of town meeting expenses	\$ 58.25
Roger Berg -- mowing Hay Creek corridor	\$ 3,772.00
Halverson Sand & Gravel -- CD 8 repair work	\$ 3,975.00
Scott's True Value -- supplies	\$ 85.04
North Pine Services -- CD 8 brushing & logging	\$ 5,012.25
Veteran's Memorial -- new flag	\$ 35.00
Subway -- meal for August PT meeting	\$ 78.02
Postmaster -- stamps	\$ 98.00
<b>Total</b>	<b>\$ 54,045.27</b>

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

**Delegations:** Mr. Schmalz will discuss his concerns with the board during the RRWMA discussion.

**PERMITS:**

Technician McCormack discussed permit #15-17 (Gary Slater) and the fact that Mr. Slater is not the legal landowner. There was discussion on the work Mr. Slater hopes to complete. A **motion** was made by Manager Wensloff to deny the permit, seconded by Manager Schmalz. An application can be completed by the legal landowner for the work proposed. Motion carried unanimously.

Technician McCormack discussed permit #15-18 (Mike Jorgenson). Manager Magnusson made a **motion** to deny the permit due to possible negative downstream affects, seconded by Manager Wensloff. Motion carried unanimously.

Technician McCormack discussed permit #15-19 (Jadis Township). Manager Diesen made a **motion** to approve the permit, seconded by Manager Schmalz. Motion carried unanimously.

### **PROJECT REPORT:**

Beltrami: Administrator Halstensgard discussed a meeting with NRCS officials concerning the RCPP funding. The Beltrami project was authorized to move forward to a cooperative agreement between the RRWD and NRCS for funding.

Lake Bottom: This project did not qualify for funding due to the size of the subwatershed. This was not unexpected going into the meeting with NRCS. Administrator Halstensgard updated the board on the funding request to the LSOHC and the hearing that Administrator Halstensgard, Engineer Dalager and Randy Prachar attended in St. Paul. There was discussion on the goals of the project and project components moving forward. Survey work has begun for the project.

CD #8: Technician McCormack Discussed the brushing and spraying that has been completed and suggested additional logging and brushing at upstream portion of the system. A **motion** was made by Manager Magnusson to have the ditch right of way cleared of brush and debris as discussed, seconded by Manager Diesen. Motion carried unanimously. Technician McCormack discussed the grant application for BWSR CWF.

At 9:00 Chairman Carriere called for a motion to close the regular meeting and open the public hearing on the proposed 2016 budget. A **motion** was made by Manager Magnusson to close the regular meeting, seconded by Manager Schmalz. Motion carried unanimously. A **motion** was made by Manager Magnusson to open the public hearing, seconded by Manager Schmalz. Motion carried unanimously. Administrator Halstensgard discussed the process involved in determining the administrative and construction/RRWMB levies. There were no written or verbal comments. A **motion** was made by Manager Wensloff, seconded by Manger Schmalz to close the public hearing. Motion carried unanimously. A **motion** was made by Manager Magnusson, seconded by Manger Wensloff to open the regular meeting. Motion carried unanimously.

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 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 Wensloff and seconded by Manager Diesen to levy the below stated amounts to each ditch system for the year 2016:

- \$ 8,000.00 levy on WD#3 Ditch System
- \$ 8,000.00 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 Magnusson and seconded by Manager Diesen 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 Wensloff seconded by Manager Magnusson to approve the proposed 2016 budget. Motion carried unanimously.

**Administrative Budget:**

1.	Salaries and benefits	\$120,000.00
2.	Manager's per diem and expenses	\$ 10,000.00
3.	Dues & conference registrations	\$ 2,500.00
4.	Engineering	\$ 10,000.00
5.	Legal & professional services	\$ 15,000.00
6.	Real estate taxes	\$ 10,000.00
7.	Rent and Utilities	\$ 6,000.00
8.	Insurance	\$ 9,000.00
9.	Telephone and internet	\$ 2,250.00
10.	Office supplies, postage & printing	\$ 6,000.00
11.	Capital Outlay	\$ 13,000.00
12.	Stream gaging	\$ 18,000.00
13.	RRWD projects / maintenance	\$ 28,250.00
	Total	\$250,000.00

**PROJECT REPORT (Cont.):** Administrator Halstengard read aloud an email summary received from Engineer Nate Dalager (see attached). The Board was provided the current copy of the draft Operation and Maintenance Plan. Manager Schmalz requested that the Project Team meeting date be changed from September 17<sup>th</sup> to sometime the following week. Administrator Halstengard stated she would check into changing the date. There will be a special board meeting prior to the PT meeting. Butch Schmalz met with the board to discuss the RRWMA project. Mr. Schmalz stated that he has concerns with the 2500 and 2000 cfs stages stated in the operation plan. There was discussion on issues with Canadian government efforts to address flooding. Chairman Carriere responded to Mr. Schmalz's concerns. There was additional

discussion on the timing of the flood storage. Administrator Halstensgard stated that landowners will have an opportunity to state their opinion about the project at the public hearing in either written or oral comment form. Other concerns that Mr. Schmalz presented to the board included; timing of snow melt (snow melting faster off of agricultural land), ice jams on the river affecting operation of the project, gravel veins and groundwater table. Mr. Larder stated that landowners in the area had presented a petition to the Board listing the concerns of the landowners. He also stated his concerns with the portion of the river in Canada. Chairman Carriere spoke about working with the Red River Basin Commission (RRBC). Administrator Halstensgard spoke about the RRBC conference dates and website. Mr. Schmalz spoke about not getting paid to attend meetings. He also stated the project should not be built until something was done in Canada. Chairman Carriere asked for further comments, hearing none, stated we would be moving on with today's agenda. Chairman Carriere welcomed additional comments at the public hearing. Manager Magnusson made a **motion** to schedule the public hearing for 9:00 a.m. for October 7<sup>th</sup>, seconded by Manager Schmalz. Motion carried unanimously.

### **RRWMB:**

Chairman Carriere updated the board on the following items:

- RRBC commission conference date
- MAWD conference

### **ADMINISTRATIVE REPORT:**

- BWSR Academy – the board authorize Administrator Halstensgard and Technician McCormack to attend the Academy
- Project Readiness form committee update
- Communications Committee meeting March Conference planning
- Update on City of Roseau stream gauge cost share

### **TECHNICIAN REPORT:**

- Hay Creek / Norland operation and haying/mowing/weed management update
- RRWMA mitigation
- PTMApp and Clean Water Fund applications
- Hay Creek wash out repair – Technician McCormack will have a plan and quotes for next meeting
- Access to Norland southwest outlet—The Board directed Technician McCormack to get input and what needs to be done to make the road passable.
- Palmville access road
- Request to survey lateral 3 of WD 3 – A **motion** was made by Manager Magnusson to have HDR complete a ditch profile, seconded by Manager Wensloff. Motion carried unanimously.
- CR 112 and Jorgenson ditch update
- Rick Solberg permit compliance

### **NEW BUSINESS:**

The board discussed the options to petition the County for repair on the Ditch 18 system. There is concern that the ditch is not functioning properly and interfering with the outlet ability of the

Norland project (southwest outlet). The Board authorized staff to move forward with investigating petition options.

There was discussion on setting the public hearings for work requested in Ditch 16 and CD 8. Staff will further review and select a hearing date.

There was a brief discussion on applying for RCPP funding for the Big Swamp sub-watershed.

**OLD BUSINESS:**

There was no new business for this meeting.

**OTHER ITEMS:**

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

After a **motion** by Manager Wensloff and second by Manager Schmalz, the meeting was adjourned at 11:10 a.m.

Respectfully submitted,

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Cody Schmalz, Secretary

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Tracy Halstensgard, Administrator

*E-Mail from Engineer Dalager*

As we discussed, I am providing clarification regarding the operational flow ranges for the RRWMA Pool 3 Outlet Project. In summary, there are two types of operational triggers, referred to commonly as Flood Damage Reduction (FDR) and Natural Resource Enhancement (NRE).

FDR

The original FDR trigger point in the early stages of Project development was 3,000 cfs (all flows measured at Caribou). Through additional field reconnaissance, study, and landowner input, I determined that we could reduce that trigger flow to 2,500 cfs and still have a measureable and meaningful effect on peak flow reductions on the Roseau River. Lowering the FDR trigger below 2,500 cfs would greatly reduce the FDR benefits of the Project and in my opinion would make the Project ineffective for the larger flood events.

NRE

The original NRE trigger point was 2,000 cfs. This trigger would relate to regular operation for fish and wildlife management purposes and would not have an FDR objective. Again, through additional field observations and landowner input, I concurred that 1,750 cfs could alleviate landowner concerns regarding areas along the river that may be affected by commonly occurring flows in this range. The DNR, however, does not agree and I understand their point as well. Given that 1,750 cfs occurs on a very regular basis, the DNR's management of the system would be severely affected such that the Project would have limited value for NRE if the trigger was 1,750 cfs. It would appear that 2,000 cfs is a minimum for NRE just like 2,500 cfs is a minimum trigger for FDR. As a compromise, the DNR has proposed an NRE trigger of 2,000 cfs with a maximum contribution from the Pool 3 west outlet of 300 cfs.

I must also emphasize that the situation in the Caribou area has historically been flood-prone and the proposed Project is not increasing flood stages or durations. The Project is not making water, just managing it differently with the intent of making the situation better from both an NRE and FDR perspective. The NRE levels in particular do not affect productive farmland, but rather fringes of pasture and low lands that are commonly flooded on an annual basis.

**Nate Dalager**, PE, CFM  
*Associate Vice President*

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