

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD MAY 1, 2019**

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

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

STAFF PRESENT: Administrator Halstensgard, Specialist McCormack, and Assistant Bergstrom

OTHERS PRESENT: Roger Falk, Roseau County Commissioner

CONSULTING STAFF: Michelle Moren, Attorney; Randy Knott, HDR

DELEGATIONS PRESENT: None

AGENDA: A **motion** was made by Wensloff and seconded by Manager Diesen to approve the agenda. The motion carried unanimously.

CONSENT AGENDA:

A **motion** to approve the Consent Agenda was made by Manager Carriere and seconded by Manager Wensloff. The motion carried unanimously. Adoption of the Consent Agenda included approving the April 3, 2019 minutes, permits #19-06 (Blawat Farms) and #19-07 (K. Solberg), the Treasurer's Report, and manager and employee expense vouchers.

PROJECTS:

Beltrami:

Administrator Halstensgard presented plan for Beltrami Island State Forest RCCP CD23 and Laterals Abandonment Analysis. There continues to be funds available through the RCCP process, however a deadline extension needs to be requested. NRCS also needs to verify that the proposed analysis falls within the criteria set forth in the original scope of the planning process. Specialist McCormack has presented information to Roseau County regarding working within their ditch systems. Manager Wensloff made a **motion** to proceed with the proposed CD23 and Laterals Abandonment Analysis using RCCP funds, dependent upon NRCS determination and fund availability. Manager Carriere seconded the motion which passed unanimously.

River Trail (Ross Site):

Ross Township would like a boat landing at the townhall sight. Mr. Lee currently owns the land and would prefer to sell the parcel. In the past, SD51 funds had been used to purchase land at the Trangrud site. Purchase of the parcel would not take land out of production and is less than an acre. A legal description will need to be obtained along with an updated title. Administrator Halstensgard will work on obtaining specific information and report back to the board.

Party at the Park is planned for June 26, 2019. The board discussed making a financial contribution. The board directed Administrator Halstensgard to move forward with a \$500 contribution.

Roseau Lake:

Administrator Halstengard presented a proposal submitted by HDR for a Purpose and Scope of work for the next phase of the Roseau Lake Rehabilitation project, which has advanced past the preliminary engineering phase. The scope of services includes: project management, finalizing layout of selected alternative, hydraulic analysis, operation plan support, final design analysis, permitting and environmental review, final plans and specs, and an engineer's report update. Manager Carriere made a **motion** to accept HDRs proposal. The motion was seconded by Manager Diesen and passed unanimously.

Administrator Halstengard asked the board if they would like to consider an allocation of SD51 funds to construction funds based upon the percentage of direct benefit to SD51. The board has done this in the past on other projects. Administrator Halstengard was directed to ask HDR for a percentage of benefit and to bring those numbers to the board at a future meeting.

DELEGATIONS:

Roseau County Commissioner, Roger Falk, expressed concern about lack of water flowing around the Norland Impoundment exterior ditches. Commissioner Falk and Administrator Halstengard have visited the area. Landowners in the area have not approached the watershed regarding specific land use changes and drainage. The board discussed land use adjacent to the Norland Impoundment.

NEW BUSINESS:

There was no new business discussed.

OLD BUSINESS:

Engineer Knott presented a plan to the board for the proposed parking lot. Specifications will be sent out to local contractors.

The board was presented with a quote for shop equipment. Manager Wensloff made a **motion** to order the equipment for the proposed amount of \$2993.04. Manager Diesen seconded the motion which passed unanimously.

PERMITS:

Mitch Magnusson submitted permit application #19-05 on behalf of Terry Kveen as a resubmittal of permit numbered #11-13, regarding the installation of an access off of CR123 to access acreage between the Pontow dike and the West Intercept Mitigation Site. Manager Wensloff made a **motion** to approve permit #19-05. Manager Diesen seconded the motion which passed unanimously.

REPORTS:

Specialist McCormack indicated to the board that the watershed will begin dewatering Norland in the near future as per the gage height in Pembina.

P. Kveen is still interested in doing the seeding and spraying near Grahn's. He is also interested in pursuing a comprehensive grazing plan. Specialist McCormack will work with him according to ACOE specifications.

Jordan Foss contacted the office regarding the installation of gates on the Duxby Levee in section 26 of Pohlitz Township to deter people from traveling on non agricultural land he leases. Previous gating on the Duxby Levee has been done according to ACOE specifications. The board discussed the possibility of restoring the crown on the levee if it were to be gated. Specialist McCormack will draft a letter stating the RRWD Board's approval and conditions.

Mitigation sites for the Whitney Lake Project are in the process of being identified and explored.

Halvorson Sand & Gravel cleared a blocked culvert in the CD8 system. The wheat straw blocking the culvert may have resulted in road damage and needed to be removed. The Mekash site willow stakes didn't take, but other vegetation did. There are minor rodent issues onsite, however no water related issues were observed. The spillway near the outlet of CD8 will need a touch up and the drop structure is in good condition.

Work continues on the development of a rubberized trap for the West Intercept.

Water in the RRWMA pool is dropping. The outlet channel is vegging up and looks good thus far.

Administrator Halstengard discussed the RRIW meeting that was held in the RRWD office. Managers Schmalz and Carriere attended the meeting. There was discussion about some of the programs offered in Canada, specifically land use and cattle waterers. The RRIW will be discussing the possibility of a summer tour in Canada.

Administrator Halstengard and Specialist McCormack presented the possibility of developing a program for turf establishment following ditch cleaning to help deter erosion and maintain the integrity of the ditch. Following discussion, the board suggested outreach to contractors performing the work.

Manager Carriere brought up RRIW Board membership. Administrator Halstengard asked the board for suggestions for potential members.

Chairman Braaten reported that the RRWMB approved the final payment for the RRWMA project and approved a funding advance of \$135,000 for engineering assistance on the Whitney Lake Project. Some of the Red Board members had the opportunity to gain an aerial perspective of Red River Valley flooding.

Administrator Halstengard asked Chairman Braaten to sign the SAM Registration renewal which is required for project funding.

OTHER BUSINESS:

The next RRWD Board meeting will take place on June 5, 2019 at 8:00 am.

Manager Wensloff made a **motion** to adjourn at 9:45 a.m. The motion was seconded by Manager Diesen, and passed unanimously.

Respectfully submitted,

Cody Schmalz, Secretary

Tracy Halstengard, Administrator

RRWD
May 2019 Bills and Receipts

Updated 05.30.19

RRWD Checkbook Balance as of April 30, 2019	\$122,027.51
RRIW Checkbook Balance as of April 30, 2019	\$4,656.94
Great Northern Transmission Line -- Additional easement payment	\$1,040.00
Citizens State Bank Interest --	\$30.81
Total:	\$1,070.81
Bills:	
Tracy Halstensgard -- Salary and Insurance	\$4,740.84
Tracy Halstensgard -- Mileage	\$194.88
Torin McCormack -- Salary and Insurance	\$5,170.84
Torin McCormack -- Mileage / Personal Equipment	\$499.30
Tracy Bergstrom -- Wages and Insurance	\$3,037.41
Tracy Bergstrom -- Mileage	\$78.11
Jason Braaten -- Per Diem and Expenses	\$164.04
LeRoy Carriere -- Per Diem and Expenses	\$618.41
Carter Diesen -- Per Diem and Expenses	\$263.47
Cody Schmalz -- Per Diem and Expenses	\$248.73
Tony Wensloff -- Per Diem and Expenses	\$157.09
Internal Revenue Service -- Withholding (PD in April)	\$4,459.08
Minnesota Department of Revenue -- Withholding (PD in April)	\$877.00
PERA -- Employer / Employee Contribution (PD in April)	\$2,047.92
ACE -- shop supplies	\$59.37
Cardmember Services -- Freefind, March Conference, River Watch	\$1,069.12
City Of Roseau --	\$226.25
Marco -- Copier Maintenance	\$83.46
Minnesota Energy -- Natural Gas	\$109.41
Multi Office Products -- Replacement phone	\$179.86
Northern Resources Cooperative -- gas	\$259.67
North Pine Services -- Inv. 2328, 2401	\$172.90
Patrick Moren Law Office -- Legal Fees	\$1,837.50
Patrick Moren Law Office -- Court Filing Fee	\$295.00
Sjoberg Cable -- Int/phone --	\$177.86
Super One Foods --	\$62.57
Alive Outdoors -- chainsaw maintenance	\$61.86
Global Industrial -- Shop storage/equipment	\$2,993.04
Halverson Sand & Gravel -- Ditch & debris removal	\$473.00
HDR -- 02.03.19 to 03.02.19 -- RL TO#1 -- Final Engineers	\$44,976.18
HDR -- 03.03.19 to 03.30.19 -- RL TO#1 -- Final Engineers	\$17,619.67
HDR -- 12.30.18 to 03.02.19 -- WD3, Duxby, Lee SWI	\$1,124.60