

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD JULY 6, 2022**

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

**MANAGERS PRESENT:** Jason Braaten, LaVerne Voll, Tony Wensloff, and Carter Diesen.

**STAFF PRESENT:** Administrator Halstensgard, Watershed Specialist McCormack, and Watershed Assistant Bergstrom.

**OTHERS PRESENT:** Roger Falk, Roseau County Commissioner; Landowners Matt Magnusson and Jim Johnson; Tracer Bower, RJ Zavoral & Sons.

**CONSULTING STAFF PRESENT:** Nate Dalager and Jake Huwe, HDR Engineering and Michelle Moren, Attorney.

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

**CONSENT AGENDA:** A **motion** to approve the Consent Agenda was made by Manager Voll and seconded by Manager Braaten. The motion carried unanimously. Adoption of the Consent Agenda included approving the June 1, 2022 regular meeting minutes, the Treasurer's Report, permit applications #22-07 and #22-09, and manager and employee expense vouchers.

**PERMITS:**

Specialist McCormack discussed permit application #22-06 (Kasey Solberg). After discussion Manager Voll made a **motion**, seconded by Manager Braaten to approve the permit with the condition that no trap be installed. The motion carried unanimously.

Manager Wensloff recused himself from the board as he is the renter for the land in permit #22-08. Specialist McCormack reviewed permit application #22-08 (Clair Erickson). A motion was made by Manager Braaten, seconded by Chairman Diesen, to approve permit #22-08. The motion carried with Manager Voll opposed. Manager Wensloff rejoined the board.

**PROJECT UPDATES:**

Manager Braaten recused himself from the CD 16 Improvement discussion. Engineer Huwe updated the board on the progress of construction. Tracer Bower discussed the issues with meeting the original contract deadline. A **motion** was made by Manager Wensloff, seconded by Manager Voll to extend the contract deadline dates to September 16, 2022 for substantial completion and October 16, 2022 for final completion. Motion carried unanimously. A **motion** was made by Manager Wensloff, seconded by Manager Voll, to approve request #1-3 for payment. Motion carried unanimously.

**NEW BUSINESS:**

Administrator Halstensgard discussed the status of the District's charge rates for equipment and presented a draft resolution to the Board. After discussion a **motion** was made by Manager Braaten, seconded by Manager Wensloff, to adopt the resolution as amended. There was discussion on purchasing a new Ranger in the coming months. Motion carried unanimously.

### **OLD BUSINESS:**

Administrator Halstensgard shared the plan sheet for the Lins' culvert replacement. A **motion** was made by Manager Wensloff, seconded by Manager Voll, to send the plan out to local contractors for quotes, for the land use committee and staff to review the quotes received, and authorize the land use committee to accept the quote of the lowest responsible contractor. Motion carried unanimously.

Matt Magnusson addressed the board with questions about the requests from landowners south of the river in the Roseau Lake area (culverts, drainage, and diking). Mr. Magnusson also asked about clarification on whether or not this work would be part of the Roseau Lake Rehabilitation Project. Chairman Diesen stated that when the board chose to move forward with the alternative north of the river (Alternative 1), any work that proceeded on the south side would be outside of the scope of the project. There was discussion on the landowner's request and the continued effort on the part of landowners to oppose the project. Administrator Halstensgard stated the fact that there has been no board action on proceeding with developing those requests or an approved funding source for that work. There was extensive discussion on the effects of the project on lands on the south side of the river as well as the requests of the landowners, mainly culverts being replaced with new culverts and traps on the south side of the cutoff. Mr. Magnusson discussed his ideas for drawing down the project to benefit the land to the south. The Board directed staff to work with Engineer Dalager and Attorney Moren on legal options to address the landowner request. Engineer Dalager stated that he analyzed what would have happened this year if the project would have been in place and his modeling shows the river would have dropped to elevation 1028' in approximately two days.

### **REPORTS:**

**RRWMB:** Manager Braaten referred to the update in the packet. He also stated that the Oak Crest Coulee project was presented to the board and referred to the Water Quality and Monitoring Committee. NRCS has opportunities for ring dike funding. However, the timeline for when construction would have to happen makes it impossible to utilize.

**WATERSHED SPECIALIST:** Specialist McCormack reviewed his written update.

**ADMINISTRATOR:** Administrator Halstensgard discussed the increase in the insurance premium. A **motion** made by Manager Wensloff, seconded by Manager Voll, to pay the annual insurance premium. Motion carried unanimously.

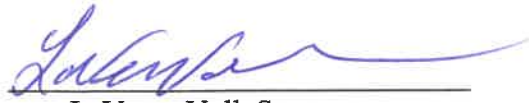
Manager Braaten abstained from the following discussion. Administrator Halstensgard informed the Board that the \$900,000.00 certificate of deposit is up for renewal. There was a brief discussion about utilizing these funds to cover construction costs for CD 16 until the County reimburses those expenses. A **motion** was made by Manager Voll, seconded by Manager Wensloff to transfer the funds to the checking account. Motion carried with Manager Braaten abstaining. Manager Braaten rejoined the Board.

**CLOSED MEETING TO DISCUSS LAND ACQUISITION:** Administrator Halstensgard read aloud the legal descriptions as listed in the closed meeting resolution. A **motion** was made by Manager Wensloff to adopt the resolution to close the meeting, seconded by Manager Braaten. The motion passed unanimously and the meeting was closed.

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

The next meeting will be August 3, 2022 at 8:00 a.m. After a **motion** by Manager Braaten and second by Manager Wensloff, the meeting was adjourned at 10:03 a.m.

Respectfully submitted,



LaVerne Voll, Secretary



Tracy Halstensgard, Administrator

July 2022 Bills & Receipts

Checkbook Balance as of June 28, 2022	\$349,887.40
<b>Receipts:</b>	
Roseau County -- share of taxes	\$ 349,239.92
Institute of Justice - data request	\$ 647.48
State of Minnesota -- Whitney Lake reimbursement (FHM grant)	\$ 23,748.76
Roseau SWCD -- 1W1P reimbursement	\$ 4,229.10
Edward Castle -- earnest money	\$ 500.00
Citizens State Bank -- interest 6-20-22	\$ 20.34
Total:	\$ 378,385.60
<b>Bills:</b>	
Tracy Halstengard -- Salary and Insurance	\$ 5,627.59
Torin McCormack -- Salary and Insurance	\$ 5,695.59
Tracy Bergstrom -- wages	\$ 656.03
Jason Braaten -- per diem & mileage	\$ 129.18
Carter Diesen -- per diem & mileage	\$ 135.44
Tracy Halstengard -- mileage	\$ 228.27
Torin McCormack -- mileage & expenses	\$ 387.50
LaVerne Voll -- per diem & mileage	\$ 137.94
Tony Wensloff -- per diem & mileage	\$ 115.43
Internal Revenue Service -- Withholding	\$ 3,726.97
Minnesota Department of Revenue -- Withholding	\$ 662.00
PERA -- Employer / Employee Contribution	\$ 1,854.74
Cardmember Services -- web service fees, meeting expenses, supplies	\$ 467.18
City Of Roseau -- utilities	\$ 195.44
Marco -- Copier agreement & service	\$ 166.15
Patrick Moren Law Office -- Legal Fees	\$ 3,400.00
TechWorks -- internet security	\$ 450.00
Roseau Electric Co-op -- Int/phone --	\$ 156.99
Northern Resources Cooperative -- gas for vehicle	\$ 542.43
At your Service LawnCare	\$ 301.51
Verizon Wireless -- Trimble	\$ 40.01
Smith Partners -- Roseau Lake & WD #4 legal consultation	\$ 398.40
Quality Printing -- Roseau Lake Mitigation Plans (5 copies)	\$ 993.22
Minnesota Energy Resources -- natural gas utility	\$ 75.21
Houston Engineering -- Inv #59893 River Restoration project	\$ 47,826.50
Blooming Valley Services	\$ 637.50
J&L Construction - Door installation & repair	\$ 3,368.00
RRWMB -- share of taxes through 6-30-22	\$ 74,284.71
League of MN Cities -- Insurance	\$ 5,794.00
RJ Zavoral & Sons, Inc -- Payment request 1-3	\$ 244,655.05
HDR -- Inv #s 1200435405, 1200436863, 1200436866	\$ 7,030.56
HDR -- Inv #s 1200435682, 1200435681	\$ 9,366.62
Total:	\$ 419,506.16

The following resolution was adopted by the board of manager at the July 6, 2022 meeting on a motion made by Manager Braaken, seconded by Manager Wensloff. The motion carried with four managers in favor and one Absent. opposed.

### RESOLUTION DEFINING DISTRICT EQUIPMENT CHARGE RATES

**Whereas;** the Roseau River Watershed District board of managers has purchased various pieces of equipment for the purpose of advancing the development and implementation of projects in keeping with the District's mission; and

**Whereas;** said equipment includes the following:

- 2009 Polaris Ranger UTV
- Trimble Survey Equipment
- 2009 Argo UTV
- DJI Mavic Pro Drone; and

**Whereas;** no formal charge rate documentation could be found in the District's records; and

**Whereas;** there has been no increase to the charge rates since the equipment was purchased; now

**Therefore, be it resolved that;** the Roseau River Watershed District board of managers finds the charge rate for said equipment to be as follows for expenses incurred through July 1, 2022:

- 2009 Polaris Ranger UTV -- \$25/hour
- Trimble Survey Equipment -- \$30/hour
- 2009 Argo UTV -- \$25/hour
- DJI Mavic Pro Drone -- \$30/hour; and

**Be it further resolved that;** due to increased costs associated with owning said equipment, the Roseau River Watershed District board of managers finds the charge rate to be as follows for expenses incurred after July 1, 2022:

- 2009 Polaris Ranger UTV -- \$ 50 /hour
- Trimble Survey Equipment -- \$ 50 /hour
- 2009 Argo UTV -- \$ 75 /hour
- DJI Mavic Pro Drone -- \$ 50 /hour;

ROSEAU RIVER WATERSHED DISTRICT

  
Carter Diesen, Chair

ATTEST:

  
LaVerne Voll, Secretary

Dated: July 6<sup>th</sup>, 2021

## RESOLUTION CLOSING BOARD MEETING

WHEREAS, the Minnesota Open Meeting Law, Minn. Stat. § 13D.05, subd. 3(c) (3) states that:

“A public body may close a meeting:

To develop or consider offers or counteroffers for the purchase or sale of real or personal property.

Before holding a closed meeting under this paragraph, the public body must identify on the record the particular real or personal property that is the subject of the closed meeting. The proceedings of a meeting closed under this paragraph must be tape recorded at the expense of the public body. The recording must be preserved for eight years after the date of the meeting and made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the governing body has abandoned the purchase or sale. The real or personal property that is the subject of the closed meeting must be specifically identified on the tape. A list of members and all other persons present at the closed meeting must be made available to the public after the closed meeting. If an action is brought claiming that public business other than discussions allowed under this paragraph was transacted at a closed meeting held under this paragraph during the time when the tape is not available to the public, Section 13D.03, subdivision 3, applies.

An agreement reached that is based on an offer considered at a closed meeting is contingent on approval of the public body at an open meeting. The actual purchase or sale must be approved at an open meeting after the notice period required by statute or the governing body’s internal procedures, and the purchase price or sale price is public data.”

WHEREAS, the Roseau River Watershed District will be developing or considering offers or counteroffers for the purchase of the following described real property:

Roseau Lake - Lands under consideration include portions of Sections 12-14, 23, 24, and 26, Dieter Township (T163N, R41W), Roseau County and Sections 7, 21-22, and 28-30, Unorganized Township (T163N, R40W), Roseau County (see attached map), and; portions of Ne, E1/2 W1/2, W1/2 SE; Section 33 Township 163 Range 40

On July 6, 2022 during the regular board meeting commencing at 8:00 a.m., at the Roseau River Watershed District Board office located at 714 6<sup>th</sup> Street SW, Roseau, Minnesota, 56751; and

BE IT RESOLVED by the Roseau River Watershed District Board as follows:

1. The Roseau River Watershed District Board hereby closes this meeting pursuant to Minn. Stat. § 13D.05, subd. 3(c)(3) to develop or consider offers or counteroffers for purchase of the above described real property;

2. That any agreement reached based upon an offer considered at this meeting shall be contingent upon approval of the Roseau River Watershed District Board at an open meeting and the actual purchase or sale must be approved at an open meeting after the notice period required by statute or the Roseau River Watershed District Board's internal procedures and the purchase price or sale price as public data.

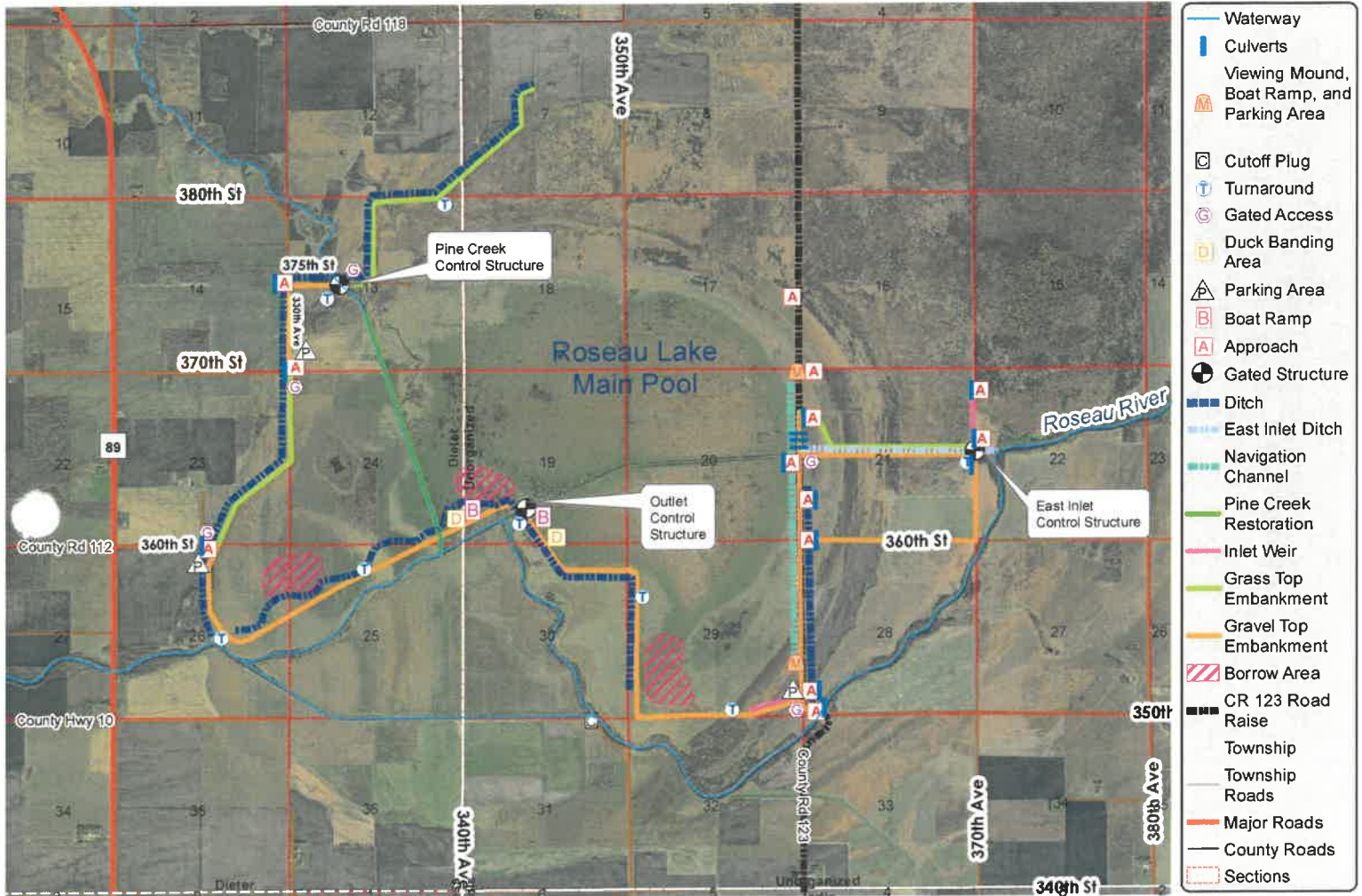
Dated this 6<sup>th</sup> day of July, 2022.



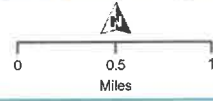
Chairman



Secretary



**ALTERNATIVE 1 PROJECT FEATURES**  
**JANUARY 20, 2022**



**ROSEAU LAKE REHABILITATION PROJECT**

PATH: Y:\PROJECT\RRWD GENERAL\LAKE BOTTOM\MAP\_DOC\MX\DESIGN MAPS\ALTERNATIVES\ALT 1 JAN 2022\_MXD - USER: KBERG DATE: 1/26/2022