

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD January 7<sup>th</sup>, 2003**

**ORDER:** Chairman Farrell Erickson called the meeting to order at 5:00p.m.

**MANAGERS PRESENT:** Farrell Erickson, Ray Moser, LeRoy Carriere and Allison Frislie

**STAFF PRESENT:** Administrator, Rob Sando; Secretary, Tracy Halstengard

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

**CONSULTING STAFF PRESENT:** Pat Moren and Omar Rood

**DELEGATIONS:** Bethany Bolles, EERC; Mayo Gregerson, landowner; Darrel Dahl, landowner.

**AGENDA:** **Motion** by Manager Moser and seconded by Manager Carriere to approve the agenda with the addition of Darrel Dahl under delegations and Duxby Levee and Darrell Lins Ring Dike under Old Business Carried-unanimous.

**MINUTES:** A **motion** was made by Manager Frislie and seconded by Manager Carriere to approve the December 3<sup>rd</sup> 2002 with the change in paragraph two of page three to read "Mayo Gregerson requested a feasibility study on lateral to Ditch 69": Carried- unanimous.

**RECEIPTS:**

<b>December Receipts -- Memo</b>	<b>Balance</b>
Citizens State Bank -- Interest on checking	\$ 72.77
Kittson County -- share of taxes	\$ 882.95
Beltrami County -- share of taxes	\$ 112.50
Lake of the Woods County -- share of taxes	\$ 49.77
Border State Bank -- interest on certificate of deposit	\$ 3,080.00
State of Minnesota -- real and agricultural credit	\$ 21,161.35
Red River Watershed Management Board -- Project Team reimbursement	\$ 6,450.44
Marshall County -- share of taxes	\$ 394.06
<b>TOTAL</b>	<b>\$ 32,203.84</b>

**BILLS:** Motion by Manager Carriere to pay the normal monthly bills, seconded by Manager Moser. Carried- Unanimous.

<b>December Bills -- Memo</b>	<b>Amount</b>
Bryan Erickson -- December rent	\$ 450.00
Cell 2000 -- cell phone charge	\$ 42.56
Century Tel -- phone bill	\$ 124.79
Ross True Value -- keys, extension cord	\$ 6.47
Sjoberg's Cable TV -- cable internet	\$ 40.65
Tony Torn -- typewriter, copier maintenance	\$ 413.29
Multi Office Products -- Printer cartridge, binders, paper, misc.	\$ 217.13
Quality Printing -- envelopes	\$ 54.32
Postmaster -- PO Box Fee	\$ 68.00
Reliable Office Supply -- monthly minder calendars	\$ 51.87
Ace Hardware -- chainsaws, misc	\$ 1,428.38
BRAC -- workers comp. insurance	\$ 254.00
Red River Basin Commission -- registration for land and water summit	\$ 250.00
Roseau Times Region -- advertising	\$ 229.50
Patrick D. Moren -- legal fees	\$ 812.50
JOR Engineering -- 11/24/02 to 12/28/02 -- General - \$2295.19, Ditches - \$1288.31, Overall Plan - \$1018.55, Flood Committee - \$263.00, Project Work Team - \$2080.50, Ring dikes \$14441.95.	\$ 21,387.50
Farrell Erickson -- meetings, mileage and expenses	\$ 679.36
LeRoy Carriere -- meetings, mileage and expenses	\$ 426.17
Allison Frislie -- meetings, mileage and expenses	\$ 89.22
Ray Moser -- meetings, mileage and expenses	\$ 63.93
Rob Sando -- expenses and mileage	\$ 1,456.63
Rob Sando -- salary, insurance	\$ 2,339.12
Tracy Halstensgard -- wages	\$ 971.99
RRWMB -- share of taxes	\$ 5,458.03
PERA -- employee and employer share (December 1st through 31st, 2002)	\$ 473.80
Citizens State Bank -- 941 tax	\$ 1,200.19

**DELEGATIONS:**

Bethany Bolles, Energy and Environmental Research Center, gave a presentation and presented the Board with handouts concerning a water storage research project. Ms. Bolles discussed modeling that may be done in watershed districts in the Red River Valley.

Mayo Gregerson attended the meeting to discuss issues on a ditch in Moose Township. Engineer Rood discussed the effects on wetlands and the benefited area of a lateral ditch to Ditch 69. Mr. Gregerson also discussed control traps.

Darrell Dahl met with the Board and asked questions concerning the agricultural land the Watershed District has available to lease. Mr. Dahl and the Board discussed the area of land advertised, and land payments. Mr. Dahl voiced concerns with the lease agreement being for only one year.

**ELECTION OF OFFICERS:** Pat Moren chaired the following election of officers: **Amotion** was made by Manager Carriere and seconded by Manager Moser to nominate Manager Erickson as Chairperson. **Thmotion** to cease nominations and cast a unanimous ballot for Manager Erickson was made by Manager Carriere and seconded by Manager Moser. Carried- unanimous. Pat Moren then turned the meeting back over to Chairperson Erickson.

A **motion** was made by Manager Carriere and seconded by Manager Frislie to nominate Manger Moser as Vice Chairperson. The **motion** to cease nominations and cast a unanimous ballot for Manager Moser was made by Manager Carriere and seconded by Manager Frislie. Carried unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Moser to nominate Manager Carriere as Secretary/Treasurer. The motion to cease nomination and cast a unanimous ballot for Manager Carriere was made by Manager Frislie and seconded by Manager Moser. Carried- unanimous.

A **motion** was made by Manager Moser and seconded by Manager Carriere to keep everything the same as in 2002 as stated below. Carried- unanimous.

1. Citizens State Bank and Border State Bank- official depositories.
2. JOR Engineering- engineering and consultant on fee basis
3. Farrell Erickson- delegate to the RRWMB and representative to the MPCA
4. Roseau Times-Region - official newspaper
5. Pat Moren - attorney on fee basis

A **motion** was made by Manager Moser and seconded by Manager Carriere to appoint Manager Frislie as the representative to the FSA office. Carried- unanimous. It was also noted that Administrator Sando would be taking over the Duxby Levee inspections.

A **motion** was made by Manager Moser and seconded by Manager Carriere to add Manager Voll to the Project Work Team. Carried- unanimous.

### **PERMITS:**

A **motion** was made by Manager Frislie and seconded by Manager Carriere to approve permit #03-01 (Brian Norman). Carried- unanimous

### **Engineer's Report:**

Engineer Rood stated that he had worked on the request of Mr. Gregerson. JOR Engineering has started work on the West Intercept. A more detailed report will be provided in March.

### **RRWMB Report:**

Manager Erickson commented on Don Ogaard's retirement.

### **Administrator's Report:**

Administrator Sando reported on the following issues:

- Meeting with the Red Lake Band
- Meeting with Senator Dayton
- Soils information is now available on the Internet at the NRCS website.
- Mark from JOR Engineering will be coming to the office on January 13<sup>th</sup> to install ArcView software.
- The river cleaning project through the National Emergency Grant. Polaris Industries and the City of Roseau have been very cooperative and supportive.
- Presented Board with letter concerning the Malung Stream Gage.
- Mitch Johnson received EWP money.

- Letter concerning changes in the Roseau River Trail Project
- Informed the Board of continued concerns about pig barns in the Canadian portion of the watershed.

### RRIW:

At the last RRIW meeting, the cost sharing for the overall planning was discussed. Oliver Nelson stated that he would get in contact with the Red Lake Band on concerns over tribal lands. Manager Erickson mentioned the Land and Water Summit that will be held January 15<sup>th</sup> through the 17<sup>th</sup> in Winnipeg.

### OLD BUSINESS:

There was discussion on the funding for the preliminary engineering for the West Intercept. The City of Roseau approved matching funds. The County sent a check in the amount of \$9667.00 to the RRWD. There was concern about the word "Loan" on the check. The Board instructed Administrator Sando to return the check to the Roseau County Auditor. A **motion** was made by Manager Carriere and seconded by Manager Frislie to increase funding from \$6700.00 to, but not to exceed, \$9667.00. Carried– unanimous.

Administrator Sando discussed the COE's request for a financial analysis and a letter of intent. **motion** to follow through with the execution of letter of intent and resolution was made by Manager Carriere and seconded by Manager Moser. Carried– unanimous.

There was discussion on the Overall Plan Dave Grafstrom was informed that rough draft copy would be needed by the end of January.

Manager Erickson showed the Board a letter from the COE that the Duxby Levee is in unsatisfactory condition. Administrator Sando will be responsible for inspection of the levee.

Darrell Lins requested reviewing his ringlike. There was also discussion on the rock riprap at the Lins Bridge. Administrator Sando will check the contract with Mr. Lins for his dike and ask him to attend the February meeting.

### NEW BUSINESS:

Administrator Sando noted the upcoming Land and Water Summit the will be taking place in January.

A **motion** was made by Manager Moser and seconded by Manager Carriere to sign and return the new FEMA contracts. Carried– unanimous.

A letter from Stan Wood concerning a culvert was presented to the Board. Manager Frislie will follow up with the County.

The meeting was recessed at 8:10 p.m. to be reconvened 8:30 a.m. Wednesday morning, January 8, 2003.

The meeting was reconvened at 8:30 a.m. on January 8. Board Managers present were Ferrell Erickson, Raymond Moser, LeRoy Carriere and Allison Frislie. The purpose of this meeting was to provide information to landowners near the Grimstead impoundment site. Chairman Erickson thanked everyone for attending and referred to a handout showing the potential Grimstead impoundment area. Administrator Sando talked about the possible sites and the Project Work Team ranking. Engineer Rood discussed the suitability of the sites as well as some site characteristics. Comments from landowners included questions on pool levels and length of time, affects of geese and ducks on a nearby turkey farm, compensation for land that can no longer be farmed (purchase of land verses flood easement), height of the dike, dam safety issues and the operation and maintenance of the project. Chairman Erickson again thanked everyone for attending and invited any suggestion of comments in the future. After a short recess, the 10:30 meeting with the landowners in Malung impoundment area opened. Chairman Erickson referred to the handout showing the Malung potential impoundment area. Engineer Rood discussed the purpose of impoundment and cost

effectiveness issues. Questions from landowners included landownership verse flood easements, backwater effects, land values and permanent pool levels.

The meeting was adjourned at 12:00 p.m.

Respectfully submitted,

---

LeRoy Carriere, Secretary/Treasurer

---

Tracy Halstensgard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD February 4<sup>th</sup>, 2003**

**ORDER:** Chairman Farrell Erickson called the meeting to order at 5:00p.m.

**MANAGERS PRESENT:** Farrell Erickson, Ray Moser and LeRoy Carriere

**STAFF PRESENT:** Administrator, Rob Sando; Secretary, Tracy Halstengard

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

**CONSULTING STAFF PRESENT:** Pat Moren and Omar Rood

**DELEGATIONS:**

**AGENDA:** **Motion** by Manager Moser and seconded by Manager Carriere to approve the agenda with the addition of bid opening for land lease and county engineering for impoundment areas under new business. Carried - unanimous.

**BID OPENING:** The bids were opened at 5:10 p.m. for lease of agricultural land in section seven of Enstrom Township. Sealed bids from Kelman Kvien and Daryle Dahl were submitted to the board. A representative for Mr. Dahl was in attendance and had the understanding that there would be an oral rebidding at the time of the bid opening. After discussion on the right to rebid orally, it was decided the Mr. Kvien would be called and asked to attend to the meeting. The meeting would continue until Mr. Kvien arrived and at that time the bidding would continue.

**MINUTES:** A **motion** was made by Manager Moser and seconded by Manager Carriere to approve the January 7<sup>th</sup>, 2003 minutes. Carried - unanimous.

**RECEIPTS:**

<b>January Receipts -- Memo</b>	<b>Balance</b>
Citizens State Bank -- Interest on checking	\$ 94.68
Kittson County -- share of taxes	\$ 23.30
Citizens State Bank -- Interest on certificate of deposit - 43276	\$ 1,161.81
Citizens State Bank -- Interest on certificate of deposit - 43275	\$ 580.90
Citizens State Bank -- Interest on certificate of deposit - 43274	\$ 580.90
State of Minnesota -- ring dike grant	\$ 8,002.75
Roseau County -- share of taxes	\$ 7,656.07
Marshall County -- share of taxes	\$ 416.28
Marshall County -- share of taxes	\$ 21.65
<b>TOTAL</b>	<b>\$ 18,538.34</b>

**BILLS:** Motion by Manager Carriere to pay the normal monthly bills, seconded by Manager Moser. Carried- Unanimous.

<b>January Bills -- Memo</b>	<b>Amount</b>
Bryan Erickson -- February rent	\$ 450.00
Cell 2000 -- cell phone charge	\$ 43.56
Century Tel -- phone bill	\$ 128.56
Ross True Value -- Weatherstripping, plunger etc.	\$ 19.97
Sjoberg's Cable TV -- cable internet	\$ 40.65
Tony Torn -- copier maintenance	\$ 9.85
Fleet supply - river cleaning supplies	\$ 159.54
Postmaster -- Stamps	\$ 185.00
Reliable Office Supply -- disks and cases	\$ 44.14
Ace Hardware -- chainsaws, misc	\$ 466.44
Steve Lee -- CAC expense	\$ 10.22
Wesley Pesek - CAC expense	\$ 21.90
Wayne Trangrud - CAC expense	\$ 14.60
Red River Basin Commission -- registration for land and water summit	\$ 250.00
Roseau Times Region -- advertising	\$ 8.50
Patrick D. Moren -- legal fees	\$ 937.50
JOR Engineering -- 12/29/02 through 1/25/03 -- General - \$2746.20, Ditches - \$892.00, Overall Plan - \$470.50, Stream Gaging - \$127.00, Project Work Team - \$3012.50	\$ 7,248.20
Farrell Erickson -- meetings, mileage and expenses	\$ 437.03
LeRoy Carriere -- meetings, mileage and expenses	\$ 50.80
LaVerne Voll -- meeting, mileage and expenses	\$ 127.86
Ray Moser -- meetings, mileage and expenses	\$ 63.93
Rob Sando -- expenses and mileage	\$ 1,051.50
Rob Sando -- salary, insurance	\$ 2,339.12
Tracy Halstensgard -- wages	\$ 993.66
Northwest Regional Development Commission - matching funding	\$ 5,000.00
MAWD -- 2003 Dues	\$ 1,210.04
MAWD -- conference registration	\$ 50.00
Area 1 Envirothon -- contribution	\$ 100.00
PERA -- employee and employer share (January 1st through 31st, 2002)	\$ 471.57
Citizens State Bank -- 941 tax	\$ 1,161.32
<b>TOTAL</b>	<b>\$ 23,095.46</b>

Mr. Kvien arrived at the meeting at 5:25 p.m. and the bids were discussed. After some oral rebidding, Chairman Erickson called for the final bid three times. Motion to accept the bid from Donald Beito on behalf of Daryle Dahl for \$35.00 per acre for one year plus the renter receives the land payment was made by Manager Carriere and seconded by Manager Moser. Carried- unanimous.

**DELEGATIONS:**

Dave Grafstrom met with the board to discuss the Natural Resource Enhancement (NRE) and Flood Damage Reduction (FDR) portions of the overall plan. Mr. Grafstrom referred to the handouts and asked that the Board Managers read through them and notify the office of any questions or changes that they would like to see made. Mr. Grafstrom requested that any suggestions be returned in one week. Engineer Rood suggested that all the board members read through the goals, and if all are in agreement with them, adopt them at the next board meeting.

### **PERMITS:**

There were no permits this month.

### **Engineer's Report:**

Engineer Rood reported on the engineering progress for the West Intercept and presented the Board with a handout. There was discussion on the upcoming meeting with Department of Natural Resources officials concerning impoundment areas.

### **RRWMB Report:**

Manager Erickson reported on comments made by Dick Nelson, Financial Coordinator for the RRWMB, on the issue of state funding.

Manager Erickson commented on the upcoming RRWMB conference. The date of the conference is March<sup>th</sup> 7 2003 in Crookston.

The possibility of the County Surveyor doing work in the impoundment areas in lieu of cash from the County was discussed. Manager Erickson stated that he would mention it to the County Commissioners at the next Roseau Area Flood Recovery Task Force meeting.

Manager Erickson discussed the Parnell impoundment in Red Lake Watershed District.

### **Administrator's Report:**

Administrator Sando reported on the following issues:

- Funding commitment from the RRWMB for Hay Creek
- Overall Planning Expenses
- Hay Creek ERR/EA report
- Wahlberg bank slipping
- Flood Mitigation Board- matching

### **RRIW:**

Manager Erickson and Administrator Sando were unable to attend the RRIW meeting so Mr. Haugen gave a report. Mr. Haugen reported that there was discussion on the cost sharing with the Municipalities. There will be a meeting next Wednesday to pay expenses. The next regular meeting is February 1<sup>st</sup> in Vita. There was discussion on the conference in Winnipeg.

### **OLD BUSINESS:**

A **motion** was made by Manager Moser and seconded by Manager Carriere to pay the \$5000.00 in matching funds to the North West Regional Development Commission for the Roseau Area Flood Recovery Task Force. Carried- unanimous

There was some discussion on the river cleaning project. Administrator Sando informed the Board that funding from the Workforce Center would run out on February 28<sup>th</sup>, 2003 and that would be the final day of work on the river. A **motion** was made by Manager Carriere and seconded by Manager Moser to spend up to an additional \$1000.00 on supplies. Carried- unanimous.

### **NEW BUSINESS:**

There was discussion on the usefulness of a multimedia projector for the RRWD. Price quotes were given to the board members. Secretary Halstengard was instructed to check into wireless capabilities.



Administrator Sando briefly discussed the following upcoming meetings: DNR commissioner; U of M; township officers.

The Envirothon committee sent a letter requesting a contribution of \$100.00 from the RRWD. **motion** was made by Manager Moser and seconded by Manager Carriere to contribute the \$100.00 to the Envirothon. Carried unanimous. Administrator will again be a presenter at this function.

The MAWD dues are due. Administrator explained how the amount owed is figured. **motion** was made by Manager Carriere and seconded by Manager Moser to pay the \$1210.04 in MAWD dues. Carried unanimous.

The meeting was adjourned at 7:15p.m.

Respectfully submitted,

---

LeRoy Carriere, Secretary/Treasurer

---

Tracy Halstengard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD March 4<sup>th</sup>, 2003**

**ORDER:** Chairman Farrell Erickson called the meeting to order at 5:00p.m.

**MANAGERS PRESENT:** Farrell Erickson, LeRoy Carriere and LaVerne Voll

**STAFF PRESENT:** Administrator, Rob Sando; Secretary, Tracy Halstengard

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

**CONSULTING STAFF PRESENT:** Pat Moren and Omar Rood

**DELEGATIONS:**

**AGENDA:** **Motion** by Manager Voll and seconded by Manager Carriere to approve the agenda with the addition of County Surveying under Old Business. Carried- unanimous.

**MINUTES:** A **motion** was made by Manager Carriere and seconded by Manager Voll to approve the February 4<sup>th</sup>, 2003 monthly board meeting minutes as mailed. Carried- unanimous.

**RECEIPTS:**

<b>February Receipts -- Memo</b>	<b>Balance</b>
Citizens State Bank -- Interest on checking	\$ 69.80
Lake of the Woods County -- share of taxes	\$ 10.08
State of Minnesota -- FEMA reimbursement	\$ 52,461.91
<b>TOTAL</b>	<b>\$ 52,541.79</b>

**BILLS:** Motion by Manager Voll to pay the bills, seconded by Manager Carriere. Carried- Unanimous.

<b>March Bills -- Memo</b>	<b>Amount</b>
Bryan Erickson -- March rent	\$ 450.00
Bryan Erickson -- additional rent	\$ 50.00
Cell 2000 -- cell phone charge	\$ 81.31
Century Tel -- phone bill	\$ 129.30
Ross True Value -- gas can	\$ 23.48
Sjoberg's Cable TV -- cable internet	\$ 40.65
Tony Torn -- copier maintenance	\$ 14.14
Multi Office Products -- Printer cartridge, notary stamp, misc.	\$ 103.86
Minnesota Viewers Association -- membership dues	\$ 125.00
Roseau County Highway Department -- spraying, culverts, traps	\$ 2,730.58
Reliable Office Supply -- mouse and disk holder	\$ 53.76
Ace Hardware -- Chains, outdoor equipment, misc	\$ 563.42
BRAC -- workers comp. insurance	\$ 10.00
Minnesota Association of Drainage Inspectors -- Annual Dues	\$ 75.00
Roseau Times Region -- advertising	\$ 4.25
Patrick D. Moren -- legal fees	\$ 625.00
JOR Engineering -- 1/26/03 to 2/22/03 -- General - \$1509.27, Ditches - \$542.40, Overall Plan - \$667.00, Project Work Team - \$4781.00, Stream gaging - \$658.00.	\$ 8,157.67
Farrell Erickson -- meetings, mileage and expenses	\$ 352.19
LeRoy Carriere -- meetings, mileage and expenses	\$ 101.58
LaVerne Voll -- meetings, mileage and expenses	\$ 63.76
Ray Moser -- meetings, mileage and expenses	\$ 63.76
Rob Sando -- expenses and mileage	\$ 1,114.83
Rob Sando -- salary, insurance	\$ 2,339.12
Tracy Halstensgard -- wages	\$ 1,013.00
Dan Fulton -- w-2's and 1099	\$ 60.00
Fleet Supply -- river cleaning expenses	\$ 400.96
West Group -- statute books	\$ 156.56
LeRoy Vistad -- debris removal	\$ 50.00
LaVern Vistad -- debris removal	\$ 50.00
O'Neil Foster -- Beaver control	\$ 120.00
PERA -- employee and employer share (February 1 through 28, 2003)	\$ 468.24
Citizens State Bank -- 941 tax	\$ 1,136.67
<b>TOTAL</b>	<b>\$ 20,728.09</b>

**DELEGATIONS:**

Don Buckhout addressed the board and discussed the state environmental review for the Hay Creek project. Mr. Buckhout discussed the need for a state environmental and the state environmental assessment worksheet (EAW) that is required for a project like Hay Creek. Mr. Buckhout has proposed using the Comp Engineers ERR/EA report as a reference. This would eliminate the need for much rewriting in the state report. Either the RRWD or the DNR could do the EAW; however, according to the procedures outlined Mr. Buckhout feels it is clearer that it should be the responsibility of the DNR. A motion was made by Manager Carriere and seconded by Manager Voll to allow the DNR to complete the EAW. Carried- unanimous. There was some discussion on structures (dams) in the state forest.

Administrator Sando discussed the petition in the Malung area concerning the pork feed lot in the area. The question of water quality was discussed as it pertains to the RRWD.

Dave Grafstrom asked that any comments on sections I and II and the FDR and NRE goals portions of the overall plan be returned to the office and secretary Halstensgard will forward them to him. Mr. Grafstrom stated that progress is being made on the NRE issues in the subwatershed portion of the overall plan.

Daryle Dahl discussed the land lease agreement. Manager Carriere, Manager Erickson and Mr. Dahl signed the lease agreement.

### **PERMITS:**

There was discussion on the permit request submitted by the City of Roseau. No action was taken at this time.

### **Engineer's Report:**

Engineer Rood stated that most of his work was on the West Intercept and he would discuss that later in the meeting.

### **RRWMB Report:**

The date for the March meeting has been moved to the 26<sup>th</sup>. The March Conference is scheduled for the 27<sup>th</sup> in Crookston.

### **Administrator's Report:**

Administrator Sando reported on the following issues:

- Duxby Levee FEMA disaster information
- River cleaning update
- Stan Wood letter about duck habitat
- FEMA information– A **motion** was made by Manager Voll and seconded by Manager Carriere to sign and return the FEMA request. Carried– unanimous.
- Beaver bounty – A **motion** was made by Manager Voll and seconded by Manager Carriere to pay O'Neil Foster \$120.00 for Beaver Bounty. Carried– unanimous.
- Pay periods for Administrator Sando and secretary Halstensgard A **motion** was made by Manager Carriere and seconded by Manager Voll to make the pay period for Administrator Sando and secretary Halstensgard the first of every month. Carried unanimous.

### **RRIW:**

Manager Erickson informed the board of the decisions made on funding for the overall plan. The next meeting date was changed to March 20<sup>th</sup> and 1 p.m. in Vita. At the next meeting a proposed logo for the RRIW will be presented.

Permit #03-02 was revisited. A **motion** to approve the permit was made by Manager Carriere and seconded by Manager Voll. Carried– unanimous.

### **OLD BUSINESS:**

After some discussion, a **motion** to purchase a multi-media projector and accessories for use with the laptop computer was made by Manager Voll and seconded by Manager Carriere. Carried unanimous.

There was discussion on funding for the RRIW. Manager Erickson referred to the possibility of receiving some grant money.

Engineer Rood gave an overview of the West Intercept and the different options. The advantages and disadvantages of the seven mile and two mile proposals along with the cost effectiveness of each were discussed. Engineer Rood explained the effect of the project on the adjacent farm land. There was discussion on funding through the CORP and the City of Roseau. Comments were heard from Mr. Bill Starren. There will be further discussion with the City and the County concerning a decision.

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD April 1<sup>st</sup>, 2003**

**ORDER:** Chairman Farrell Erickson called the meeting to order at 5:00p.m.

**MANAGERS PRESENT:** Farrell Erickson, LeRoy Carriere, Raymond Moser, Allison Frisli and LaVerne Voll

**STAFF PRESENT:** Administrator, Rob Sando; Secretary, Tracy Halstengard

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

**CONSULTING STAFF PRESENT:** Pat Moren and Omar Rood

**DELEGATIONS:** Dave Grafstrom

**AGENDA:** **Motion** by Manager Voll and seconded by Manager Moser to approve the agenda with the additions of Ring Dikes under Old Business and Per Diem expenses; flag purchase; news releases, and dam restorations on DNR land under New Business. Carried- unanimous.

**MINUTES:** A **motion** was made by Manager Carriere and seconded by Manager Voll to approve the March 4th, 2003 monthly board meeting minutes as mailed. Carried- unanimous.

**RECEIPTS:**

<b>March Receipts -- Memo</b>	<b>Balance</b>
Citizens State Bank -- Interest on checking	\$ 62.31
Marshall County -- share of taxes	\$ 13.38
Marshall County -- share of taxes	\$ 73.17
<b>TOTAL</b>	<b>\$ 148.86</b>

**BILLS:** Motion by Manager Carriere to pay all the monthly bills, seconded by Manager Moser. Carried- Unanimous.

<b>April Bills -- Memo</b>	<b>Amount</b>
Bryan Erickson -- April rent	\$ 450.00
Cell 2000 -- cell phone charge	\$ 44.70
Century Tel -- phone bill	\$ 128.23
Sjoberg's Cable TV -- cable internet	\$ 40.65
Tony Torn -- copier maintenance	\$ 7.26
Multi Office Products -- note paper, misc.	\$ 38.40
Rinke-Noonan -- registration	\$ 150.00
Roseau County Treasure -- first half property taxes	\$ 3,481.00
Border Agency -- business vehicle insurance	\$ 3,263.00
Graybow Communications -- multimedia projector, network cards	\$ 3,792.53
Roseau Times Region -- advertising	\$ 4.25
Patrick D. Moren -- legal fees	\$ 406.25
JOR Engineering -- 2/23/03 to 3/22/03 -- General - \$1,258.20, Ditches - \$665.00, Overall Plan - \$950.02, Project Work Team - \$9,192.30, Stream gaging - \$326.25.	\$ 12,391.77
Farrell Erickson -- meetings, mileage and expenses	\$ 593.56
LeRoy Carriere -- meetings, mileage and expenses	\$ 180.78
LaVerne Voll -- meetings, mileage and expenses	\$ 191.26
Allison Frislie -- meeting, mileage and expenses	\$ 166.38
Ray Moser -- meetings, mileage and expenses	\$ 63.75
Rob Sando -- expenses and mileage	\$ 1,610.60
Rob Sando -- salary, insurance	\$ 2,339.12
Tracy Halstensgard -- wages	\$ 976.02
PERA -- employee and employer share (February 1 through 28, 2003)	\$ 474.93
Citizens State Bank -- 941 tax	\$ 1,219.63
<b>TOTAL</b>	<b>\$ 32,014.07</b>

**DELEGATIONS:**

Dave Grafstrom discussed the sub watershed implementation plan and the FDR and NRE handouts. Mr. Grafstrom will be meeting with Brian Dwight and Henry VanOffelen. Any comments that the managers have on the draft copies should be returned to the office as soon as possible.

**PERMITS:**

After discussion on Branch A water and ownership of the road, **motion** was made by Manager Carriere and seconded by Manager Moser to table permit #03-03 (Gordon Sulland). Carried- unanimous. The board asked Administrator Sando to write a letter to Beltrami County concerning this problem.

After some discussion **motion** was made by Manager Voll and seconded by Manager Frislie to approve permit #03-04 (Jan Vistad) for a 24 inch culvert. Carried- unanimous.

**Engineer's Report:**

Engineer Rood stated that he would discuss what he has been working on later in the meeting as those items are on the agenda under Old Business.

### **RRWMB Report:**

Manager Erickson reported that there was a discussion on money due to the RRWMB from the Buffalo-Red Watershed District.

The RRWMB has made a loan to the Winter Shows and that loan was now repaid.

Dan Thul had reported to the RRWMB concerning TAC versus TSAC committees.

Buffalo-Red Watershed District had submitted a Step 1 on Whisky Creek.

### **Administrator's Report:**

Administrator Sando reported on the following issues:

- A picture of all the Board Managers will be taken after this board meeting for the Annual Report
- Attended the Legislative Breakfast in St. Paul and a Section 205 meeting with the Corp of Engineers.
- Hay Creek funding
- River Watch update by Roseau School student in Grand Forks. **A motion** was made by Manager Voll and seconded by Manager Carriere to have the students give their presentation to the Board. Carried unanimous

Manager Carriere discussed the March Conference in Crookston. Funding and continued involvement of the Technical Advisory Committees in the planning process were two of the topics discussed at the conference.

Manager Carriere also mentioned the presentation given by Roger Moe on environmental groups and the continued education of the public on water issues.

### **RRIW:**

Manager Erickson stated that the RRIW will be getting a logo and letterhead. It should be finished soon.

There was discussion on funding for the RRIW through a 50/50 matching fund grant with the MN DNR. **A motion** was made by Manager Carriere and seconded by Manager Moser to apply for grant money from the MN DNR with a \$5,000.00 match coming from the RRWD for the RRIW. Carried— unanimous.

### **OLD BUSINESS:**

Engineer Rood discussed the handout on the West Intercept. The proposed plan currently includes a 100 year flood channel and the restoration of Md Lake. Engineer Rood requested permission to do preliminary surveying in the area. **A motion** was made by Manager Voll and seconded by Manager Frislie to do preliminary elevation survey work. Carried— unanimous. There was some discussion on funding for the project.

Engineer Rood discussed the proposed Malung Impoundment area. Engineer Rood requested authorization from the board to continue working on this project and to have some preliminary elevation surveying done in that area. There was discussion on a dry dam versus a low flow augmentation plan. **A motion** to do the preliminary surveying was made by Manager Carriere and seconded by Manager Frislie. Carried unanimous.

The possibility of contacting landowners in the proposed Hay Creek project area about purchasing land was introduced by Administrator Sando. A discussion followed concerning the funding for the project and money already spent for land purchase. When concerns arise about funding being spent in a timely manner, those concerns will be directed to the Corp of Engineers. Administrator Sando will check on previously purchased land to see if it qualifies for reimbursement of State funds.

**A motion** was made by Manager Frislie and seconded by Manager Voll to contact Terry Kveen about the RRWD possibly purchasing land North West of Roseau in the old Roseau Lake bottom

**NEW BUSINESS:**

Manager Carriere proposed the RRWD write news releases for the newspaper on current watershed events. A **motion** was made by Manager Carriere and seconded by Manager Moser to have Secretary Halstensgard write the news releases and have Administrator Sando and Manager Carriere approve them. Carried – Unanimous.

Manager Carriere discussed the possibility of working with the DNR on a restoration/low flow augmentation on the Winner and Hanson Creek dams.

A **motion** was made by Manager Voll and seconded by Manager Moser to purchase a United States and Minnesota State flags. Carried – unanimous.

Administrator Sando will check on Per Diem amounts for the RRWD Managers and staff.

Manager Moser will attend the Wetland Drainage Conference in St. Cloud.

Ludwig Lund discussed concerns on the Hay Creek project.

The next overall planning meeting was scheduled for May 5<sup>th</sup>.

The meeting was adjourned at 7:35 p.m.

Respectfully submitted,

---

LeRoy Carriere, Secretary/Treasurer

---

Tracy Halstensgard, Secretary



**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD MAY 6<sup>th</sup>, 2003**

**ORDER:** Chairman Farrell Erickson called the meeting to order at 5:00p.m.

**MANAGERS PRESENT:** Farrell Erickson, LeRoy Carriere, Raymond Moser and Allison Frislie

**STAFF PRESENT:** Administrator, Rob Sando; Secretary, Tracy Halstengard

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

**CONSULTING STAFF PRESENT:** Pat Moren and Omar Rood

**DELEGATIONS:** Dave Grafstrom; Overall Plan and Darrin Smedsmo; River Watch.

**AGENDA:** **Motion** by Manager Carriere and seconded by Manager Frislie to approve the agenda with the additions of response to complaint on culvert in T 164N R44W under Old Business and MAWD summer tour under New Business. Carried- unanimous.

**MINUTES:** A **motion** was made by Manager Frislie and seconded by Manager Carriere to approve the April 1st, 2003 monthly board meeting minutes as mailed. Carried- unanimous.

**RECEIPTS:**

<b>April Receipts -- Memo</b>	<b>Balance</b>
Citizens State Bank -- Interest on checking	\$ 51.88
Berkley Risk Administrators -- refund	\$ 113.00
Citizens State Bank -- Interest on Certificate of Deposit #43275	\$ 433.81
Citizens State Bank -- Interest on Certificate of Deposit #43274	\$ 433.81
Citizens State Bank -- Interest on Certificate of Deposit #43276	\$ 867.62
<b>TOTAL</b>	<b>\$ 1,900.12</b>

**BILLS:** Motion by Manager Carriere to pay all the monthly bills, seconded by Manager Moser. Carried- Unanimous.

<b>May Bills -- Memo</b>	<b>Amount</b>
Bryan Erickson -- May rent	\$ 450.00
Cell 2000 -- cell phone charge	\$ 48.18
Century Tel -- phone bill	\$ 130.92
Sjoberg's Cable TV -- cable internet	\$ 40.65
Tony Torn -- copier maintenance	\$ 6.31
Multi Office Products -- paper and envelopes	\$ 41.52
Ken Santl -- CAC expense	\$ 10.44
Wayne Trangsrud -- CAC expense	\$ 14.40
Wesley Pesek -- CAC expense	\$ 21.60
North Dakota State University -- conference registration	\$ 75.00
Roseau Times Region -- advertising	\$ 4.25
Patrick D. Moren -- legal fees	\$ 593.75
JOR Engineering -- 3/23/03 to 4//03 -- General - \$450.52, Ditches - \$1264.50, Overall Plan \$324.02, Project Work Team - \$14,669.41, Stream gaging - \$84.00.	\$ 16,792.45
Farrell Erickson -- meetings, mileage and expenses	\$ 480.25
LeRoy Carriere -- meetings, mileage and expenses	\$ 139.37
Allison Frislie -- meeting, mileage and expenses	\$ 105.61
Ray Moser -- meetings, mileage and expenses	\$ 361.90
Rob Sando -- expenses and mileage	\$ 1,247.48
Rob Sando -- salary, insurance	\$ 2,339.12
Tracy Halstensgard -- wages	\$ 957.13
PERA -- employee and employer share (February 1 through 28, 2003)	\$ 472.13
Citizens State Bank -- 941 tax	\$ 1,184.30
<b>TOTAL</b>	<b>\$ 25,516.76</b>

**DELEGATIONS:**

Dave Grafstrom was unable to attend the meeting Chairman Erickson noted that the board members should review the Overall Plan draft and return any comments to the office by May 19. The RRWD has received an extension from the Board of Soil and Water Resource until December 31, 2003.

Darrin Smedsmo, coordinator of the Roseau River Watch Program, gave a presentation to the Board. The presentation showed comparisons on Hay Creek along with other testing stations. Mr. Smedsmo also explained which test the program currently runs and the times the tests are taken.

**PERMITS:**

A motion was made by Manager Moser and seconded by Manager Carriere to approve permit #03-05 (Mayo Gregerson) for an 18" culvert. Carried- unanimous.

A motion was made by Manager Frislie and seconded by Manager Moser to approve permit #006 for two new approaches with 18" culverts (Gary Olson). Carried- unanimous.

A motion was made by Manager Moser and seconded by Manager Carriere to approve permit #007 (Troy Pierce) for a crossing without a culvert. Carried- unanimous.

A motion was made by Manager Carriere and seconded by Manager Moser to approve permit #008 (Warren Olson) for a 30" culvert. Carried- unanimous.

### **Engineer's Report:**

Engineer Rood stated that he would discuss the West Intercept and Malung impoundment later in the meeting. Engineer Rood encouraged everyone to review the Overall Plan and return any comments.

### **RRWMB Report:**

Manager Erickson reported that the last meeting of the Red River Watershed Management Board was in Barnesville. A step 1 submittal was submitted by the Buffalo Red WD and approved by the RRWMB Board for the Whiskey Creek Project. The Bois de Sioux Watershed District updated the RRWMB on the North Ottawa project. The next meeting will be in Fertile on May 20<sup>th</sup>.

### **Administrator's Report:**

Administrator Sando reported on the following issues:

- Wetland drainage conference
- Conference in Willmar on erosion control
- Minnesota Viewers report meeting in Morton.
- Old newspaper article concerning ditching in Roseau County
- Gordon Sulland Permit – have not heard back from Beltrami County
- Maynard Braaten – ditch cleaning
- Letter concerning proposed watershed district boundaries.

Chairman Erickson commented on the cut in funding for the FDRWG. After July the work group will meet twice a year.

### **RRIW:**

Chairman Erickson and Administrator Sando did not attend the April meeting of the RRIW.

County Commissioner Orris Rasmussen discussed a potential problem with the river bank at the Mitchell Johnson residence.

### **OLD BUSINESS:**

Engineer Rood stated that the preliminary surveying was completed for the West Intercept. The route and the length of the Intercept were discussed. There was discussion on the benefits of a Mud Lake restoration project to be done in conjunction with the West Intercept. The possibility of the City of Roseau petitioning the Watershed District for the project was mentioned.

Preliminary surveying was done in the Malung Impoundment area. Local acceptance of the surveying varied and not all elevations were obtained. There was discussion on the dry pool version and NRE and FDR benefits. At the next project work team meeting, Palmville, Hanson Creek and Malung impoundments will be discussed.

Tom Raster, USACE, is working on final ERR/EA report for Hay Creek.

There was discussion on Ring Dike funding.

Secretary Halstengard will check on the IRS rate for per diems.

Manager Frisbie discussed the culvert that was installed without a permit in 164N, R44W. The landowner contacted Mark Foldesi who authorized the county to install the culvert. The board requested the County Commissioners not authorize culverts without getting a permit. Administrator Sando will contact Brian Ketring.

**NEW BUSINESS:**

Administrator Sando asked the board who they wished to have sign the Pledge Securities form for the bank. A **motion** was made by Manager Frislie and seconded by Manager Moser to have Manager Erickson, Manager Carriere and Administrator Sando sign documents. Carried unanimous.

The Red River Watershed Management Board is revising their governing documents. There was some discussion on the addition of a FDRWG section. The Board directed Administrator Sando to write a letter in support of the addition of a section on the Flood Damage Reduction Work Group.

The MAWD Summer Tour will be held June 19<sup>th</sup> through the 21<sup>st</sup>.

There was some discussion on the dike on Dr. Bryon VandeWege's property.

The meeting was adjourned at 8:15 p.m.

Respectfully submitted,

---

LeRoy Carriere, Secretary/Treasurer

---

Tracy Halstensgard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD June 3<sup>rd</sup>, 2003**

**ORDER:** Chairman Farrell Erickson called the meeting to order at 5:00p.m.

**MANAGERS PRESENT:** Farrell Erickson, LeRoy Carriere, Raymond Moser, LaVerne Voll and Allison Frislie

**STAFF PRESENT:** Administrator, Rob Sando; Secretary, Tracy Halstengard

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

**CONSULTING STAFF PRESENT:** Pat Moren and Omar Rood

**DELEGATIONS:**

**AGENDA:** **Motion** by Manager Carriere and seconded by Manager Frislie to approve the agenda with the additions under permits of 03-11 (City of Roseau) and 03-12 (Jadis Township) and additional impoundments, EAW and Duxby Levee under other items Carried- unanimous.

**MINUTES:** A **motion** was made by Manager Carriere and seconded by Manager Frislie to approve the May 6th, 2003 monthly board meeting minutes as mailed Carried- unanimous.

**RECEIPTS:**

<b>May Receipts -- Memo</b>	<b>Balance</b>
Citizens State Bank -- Interest on checking	\$ 34.55
USDA -- farm program payment	\$ 47.00
Daryle Dahl -- first half land rent	\$ 934.50
Roseau County -- share of taxes	\$ 175,578.54
<b>TOTAL</b>	<b>\$ 176,594.59</b>

**BILLS:** Motion by Manager Carriere to pay all the monthly bills, seconded by Manager Frislie. Carried- Unanimous.

<b>June Bills -- Memo</b>	<b>Amount</b>
Bryan Erickson -- May rent	\$ 450.00
Cell 2000 -- cell phone charge	\$ 43.13
Century Tel -- phone bill	\$ 126.51
Sjoberg's Cable TV -- cable internet	\$ 40.65
Tony Torn -- copier maintenance	\$ 19.18
Bonnies Floral -- plant	\$ 47.93
Border Agency -- Auto insurance	\$ 87.33
Deluxe Checks -- laser checks	\$ 89.37
Select Forms -- law poster set	\$ 100.28
R&Q Trucking -- ditch cleaning, ditch 16	\$ 7,637.50
Curtis Amundson -- CAC expense	\$ 7.92
Wayne Trangsrud -- CAC expense	\$ 14.40
Wesley Pesek -- CAC expense	\$ 21.60
True Value --	\$ 25.44
Roseau Times Region -- advertising	\$ 4.25
Patrick D. Moren -- legal fees	\$ 562.50
JOR Engineering -- 4/27/03 to 5/24/03 -- General - \$1,490.45, Ditches - \$894.00, Flood 200 - \$140.86, Overall Plan - \$695.00, Project Work Team - \$7,130.03, Stream gaging - \$77.00	\$ 10,427.34
Farrell Erickson -- meetings, mileage and expenses	\$ 423.00
LeRoy Carriere -- meetings, mileage and expenses	\$ 101.59
Allison Frislie -- meeting, mileage and expenses	\$ 88.66
Ray Moser -- meetings, mileage and expenses	\$ 105.94
Rob Sando -- expenses and mileage	\$ 351.72
Rob Sando -- salary, insurance	\$ 2,340.11
Tracy Halstensgard -- wages	\$ 1,017.78
PERA -- employee and employer share (February 1 through 28, 2003)	\$ 476.03
Citizens State Bank -- 941 tax	\$ 1,183.22
<b>TOTAL</b>	<b>\$ 25,793.38</b>

**DELEGATIONS:**

There were no delegations this month.

**PERMITS:**

A **motion** was made by Manager Moser and seconded by Manager Voll to approve permit #03-09 (Lyle Roseen) for an 18" culvert. Carried- unanimous.

A **motion** was made by Manager Moser and seconded by Manager Voll to approve permit #03-10 (Dennis Grugal) for a 72" X 36' culvert. Carried- unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Voll to approve permit #03-11 (City of Roseau) for a crossing without a culvert. Carried- unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to approve permit #03-12 (Jadis Township) to replace a 5' X 5' wooden bridge with a 72" CMP (30' long) as specified by FEMA. Carried- unanimous.

### Engineer's Report:

Engineer Rood discussed the apparent bank failure at Mitchell Johnson's. Engineer Rood had also discussed the size of a culvert in Grimstad Township with Craig Lee.

### RRWMB Report:

Manager Erickson reported that funding for the River Watch program, which is currently funded through the MPCA, may be cut. The River Watch program is a beneficial and cost saving monitoring program that involves high school students gathering the information. This monitoring is recognized by the MPCA. The RRWD board agreed to support the continuation of the River Watch program.

Manager Erickson also discussed the financial report. The next meeting will be June 27<sup>th</sup> in Ada.

### Administrator's Report:

Administrator Sando reported on the following issues:

- Administrator Sando was gone for a week in May due to a death in the family.
- Upcoming meeting with DNR commissioner.
- Discussing future financial needs with the Financial Coordinator for the RRWMB.
- Overall Planning meeting set for July 7<sup>th</sup>, all day to review the draft.
- RRIW Grant – authorization to sign. **motion** to authorize Administrator Sando to sign and return the agreement to the DNR was made by Manager Voll and seconded by Manager Carriere. Carried – unanimous.

### RRIW:

Manager Erickson stated that funding for the Overall Plan was discussed extensively at the last RRIW meeting. The next meeting will be July 12, 2003 at 2 p.m. in Vita.

### OLD BUSINESS:

The computer model and a preliminary design are being worked on for the West Intercept. Engineer Rood stated that a rough draft preliminary engineering report will be provided at the July meeting. There was some discussion on funding for the project. The City of Roseau has agreed to submit the petition for the project. Engineer Rood received a phone call from Mrs. Swanson concerning property owned along the West Intercept route.

Engineer Rood suggested packaging the Malung Impoundment, the Stafford Project, the Palmville Project and the Winner Dam Restoration for the next bonding session. Engineer Rood discussed the Hanson Creek model. A **motion** was made by Manager Voll and seconded by Manager Moser to package the Malung Impoundment, the Stafford Project, the Palmville Project and the Winner Dam Restoration for the next bonding session. Carried – unanimous.

Administrator Sand received a letter from a concerned land owner in one of the impoundment areas. The board requested Administrator Sando send a letter to the landowner requesting more information such as the legal description of the property.

Tom Raster, USACE, attended the PWT meeting June 2<sup>nd</sup>, and presented a revised timeline for the Hay Creek Project. There were also representative from the Turtle Mountain Tribe at that meeting. They discussed concerns about culturally sensitive properties in project areas. The final ERR/EA report is due out next week. Pat Moren commented on a letter from Marsha Maclauski. The draft EAW, which is being completed by MN DNR, is almost done.

Administrator Sando will contact Don Nolting concerning the proposed ring dike for Joe Loren.

After some discussion on per diem rates, **motion** was made by Manager Voll and seconded by Manager Frislie to adopt the IRS rate for per diems. Carried – unanimous.

A **motion** was made by Manager Voll and seconded by Manager Moser to table the vote on office space. Carried unanimous.

**NEW BUSINESS:**

The question of beaver control in county ditched verses watershed ditched was discussed. **motion** was made by Manager Voll and seconded by Manager Carriere to pay a bounty of \$15 per tail on beaver that are proved to be a nuisance in watershed ditches. Carried- unanimous.

Roseau County was fined by the MPCA. In lieu of payment, they are able to perform-kind work in the county. A **motion** was made by Manager Voll and seconded by Manager Carriere to coordinate with Brian Ketring at the County Highway Department about the possibility of County conducting in-kind services to the Watershed (as the result of an MPCA pending fine). Carried- unanimous.

After some discussion on the repair work that needs to be done to the Duxby Levee, **motion** was made by Manager Frislie and seconded by Manager Voll to hire a contractor who is able to complete the required work in our time frame with the proper equipment. Carried- unanimous.

The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

---

LeRoy Carriere, Secretary/Treasurer

---

Tracy Halstensgard, Secretary



**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD July 8th, 2003**

**ORDER:** Chairman Farrell Erickson called the meeting to order at 5:00p.m.

**MANAGERS PRESENT:** Farrell Erickson, LeRoy Carriere, Raymond Moser, LaVerne Voll and Allison Frislie arrived at 5:35 p.m

**STAFF PRESENT:** Administrator, Rob Sando; Secretary, Tracy Halstengard

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

**CONSULTING STAFF PRESENT:** Pat Moren and Omar Rood

**DELEGATIONS:** Jack Swanson, Connie Swanson, Joni Swanson, Dave Grafstrom.

**AGENDA:** **Motion** by Manager Voll and seconded by Manager Carriere to approve the agenda with the additions under delegations of Jack Swanson and family and Dave Grafstrom, State Ditch 51 and John Wahlberg dike under new business; and ditch 3 system under other items. Carried- unanimous.

**MINUTES:** A **motion** was made by Manager Voll and seconded by Manager Carriere to approve the June 3rd, 2003 monthly board meeting minutes with the addition of "rough draft" to the second sentence under old business to read "Engineer Rood stated that a rough draft preliminary engineering report will be provided at the July meeting. Carried- unanimous.

**RECEIPTS:**

<b>June Receipts -- Memo</b>	<b>Balance</b>
Citizens State Bank -- Interest on checking	\$ 43.19
Beltrami County -- share of taxes	\$ 204.60
Marshall County -- share of taxes	\$ 849.62
RRWMB -- project work team reimbursement	\$ 11,640.86
RRWMB -- FDRWG funding for West Intercept	\$ 77,000.00
Farm Service Agency -- farm program payment	\$ 4,733.00
Lake of the Woods County -- share of taxes	\$ 139.56
<b>TOTAL</b>	<b>\$ 94,610.83</b>

**BILLS:** **Motion** by Manager Carriere to pay all the monthly bills, seconded by Manager Moser. Carried- Unanimous.

<b>June Bills -- Memo</b>	<b>Amount</b>
Bryan Erickson -- May rent	\$ 450.00
Cell 2000 -- cell phone charge	\$ 43.13
Century Tel -- phone bill	\$ 133.88
Sjoberg's Cable TV -- cable internet	\$ 40.65
Tony Torn -- copier maintenance	\$ 23.96
Border Agency -- insurance	\$ 2,956.00
Border Agency -- Auto insurance	\$ 87.33
RRWMB -- share of taxes	\$ 35,371.31
Dave Grafstrom -- first half of overall plan writing payment	\$ 10,000.00
Wayne Trangsrud -- CAC expense	\$ 14.40
Wesley Pesek -- CAC expense	\$ 21.60
Roseau Times Region -- advertising	\$ 4.25
Patrick D. Moren -- legal fees	\$ 843.75
JOR Engineering -- 5/25/03 to 6/21/03 -- General - \$358.15, Ditches - \$1,172.00, Overall Plan - \$1,185.31, Project Work Team - \$10,500.37, Winner Dam - 850.00.	\$ 14,066.33
Farrell Erickson -- meetings, mileage and expenses	\$ 410.03
LeRoy Carriere -- meetings, mileage and expenses	\$ 85.34
Allison Frislie -- meeting, mileage and expenses	\$ 99.20
Ray Moser -- meetings, mileage and expenses	\$ 63.75
LaVerne Voll -- Meetings, mileage and expenses	\$ 102.54
Rob Sando -- expenses and mileage	\$ 1,003.83
Rob Sando -- salary, insurance	\$ 2,369.12
Tracy Halstensgard -- wages	\$ 1,053.90
PERA -- employee and employer share (June 1 through 30, 2003)	\$ 484.41
Citizens State Bank -- 941 tax	\$ 1,177.41
<b>TOTAL</b>	<b>\$ 70,906.12</b>

**DELEGATIONS:**

Jack Swanson, Connie Swanson and Joni Swanson came before the board to discuss concerns about the impact the West Intercept project will have on land they own in the project area. There was discussion on alternative plans that would impact their land less.

Dave Grafstrom updated the board on the overall plan process. **Motion** was made by Manager Carriere and seconded by Manager Voll to approve payment, upon receiving a bill from Mr. Grafstrom of half of the agreed upon amount as discussed. Carried- unanimous. There was some discussion on the timeline for the completion of the overall plan.

**PERMITS:**

A **motion** was made by Manager Carriere and seconded by Manager Voll to approve permit #03-13 (Donald Monsrud) for an 18" culvert. Carried- unanimous.

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve permit #03-14 (Colin Pearson) for a 5' culvert. Carried- unanimous.

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve permit #03-15 (Freeberg and Grund for Roseau County) for the Wannaska sewer project. Carried- unanimous.

After some discussion, **amotion** was made by Manager Voll and seconded by Manager Moser to approve permit #03-16 (Loren Ballard) to build a ring dike with appropriate ditching, position of culvert and the culvert size of at least 12". Carried– unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to approve permit #03-17 (Roseau County). Carried– unanimous.

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve permit #038 (Murray Melgaard). Carried– unanimous

### **Engineer's Report:**

Engineer Rood had nothing new to report on at this time.

### **RRWMB Report:**

Manager Erickson reported that Dick Nelson was named Watershed Man of the Year by the Association of National Watershed Districts. August 6<sup>th</sup> and 7<sup>th</sup> there will be a RRBC meeting in Roseau. An international tour has been planned. Plans will be finalized soon. The next RRWMB meeting will be July 1<sup>st</sup> in Thief River Falls.

### **Administrator's Report:**

Administrator Sando reported on the following issues:

- MAWD summer tour info
- SWCD tax levies and supervisor salaries
- Special district aid reduction
- Ring dike guidelines are evaluated on a case by case basis in most watershed districts
- 1045 letter concerning land in the Palmville area.
- NRCS ditch plugs
- Roseanne Lees ring dike FEMA application.

### **RRIW:**

Manager Erickson discussed the upcoming IJC meeting. After some discussion, the board delegated authority to Administrator Sando to research options concerning disbursement of the grant money from the state and the matching funds to make sure that it is in accordance with the guidelines.

### **OLD BUSINESS:**

Administrator Sando presented to the Board of Managers a petition from the City of Roseau, Minnesota, requesting initiation of a project designated "West Interceptor". The Managers found the petition to be a proper project and to be in conformance with the requirements of M.S. 103D.705. Watershed District Attorney Patrick D. Moren read to the Board of Managers the Minnesota Statute regarding project petitions. Engineer Rood of JOR Engineering discussed funding for the proposed project.

A motion was made by Manager Voll to table the petition. This motion died for a lack of a second.

Following considerable discussion the following motion was made by Manager Carriere, seconded by Manager Frislie and unanimously carried.

That the petition of the City of Roseau, Minnesota, to initiate the "West Interceptor" project is accepted and approved on the basis that, among other things, the proposed project promotes the public interest and welfare, is practicable and conforms with the Watershed Management Plan of the Roseau River District, and further that:

1. The project proceeding is named and identified as the "West Interceptor" project and numbered as project #2003-01.

2. That JOR Engineering is designated to make surveys, maps and report on the proposed project in accordance with M.S. 103D.711.

Administrator Sando discussed the budget. The 2004 budget hearing will be held during the September board meeting.

A **motion** was made by Manager Voll and seconded by Manager Mose to pursue a 12 month lease for the new office space located in the front portion of the Bryan Erickson building. Carried – unanimous.

There was discussion on the legal description for the Duxby Levee. Pat Moren suggested Administrator Sando try again at the courthouse to get the correct legal description.

Administrator Sando gave a brief update on the Hay Creek project.

An update on the Overall Plan expenses was given by Administrator Sando.

**NEW BUSINESS:**

There was some discussion on the Section 205 study for the City of Roseau. Engineer Rood stated that the concern with the study is the cost benefit ratio.

A fall ditch inspection on State Ditch 51 was discussed.

Administrator Sando updated the board on the dike failure on John Wahlberg's side.

Administrator Sando discussed the FEMA PW regarding the site D7 (sedimentation in the channel by Rosanne Lee's).

The meeting was adjourned at 8:10 p.m.

Respectfully submitted,

---

LeRoy Carriere, Secretary/Treasurer

---

Tracy Halstensgard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD August 5th, 2003**

**ORDER:** Chairman Farrell Erickson called the meeting to order at 5:00p.m.

**MANAGERS PRESENT:** Farrell Erickson, LeRoy Carriere, Raymond Moser, LaVerne Voll and Allison Frislie

**STAFF PRESENT:** Administrator, Rob Sando; Secretary, Tracy Halstengard

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

**CONSULTING STAFF PRESENT:** Pat Moren and Omar Rood

**DELEGATIONS:** Connie Swanson, Joni Swanson,

**AGENDA:** **Motion** by Manager Carriere and seconded by Manager Moser to approve the agenda with the additions under delegations of the Swanson family. Carried - unanimous.

**MINUTES:** A **motion** was made by Manager Voll and seconded by Manager Carriere to approve the July 8th, 2003 monthly board meeting minutes with the addition under bills of "LaVerne Voll - Managers expense \$102.54". Carried - unanimous.

**RECEIPTS:**

<b>July Receipts -- Memo</b>	<b>Balance</b>
Citizens State Bank -- Interest on checking	\$ 73.44
Kittson County -- share of taxes	\$ 1,820.94
Citizens State Bank -- Interest on Certificate of Deposit #43276	\$ 742.96
Citizens State Bank -- Interest on Certificate of Deposit #43275	\$ 371.48
Citizens State Bank -- Interest on Certificate of Deposit #43274	\$ 371.48
<b>TOTAL</b>	<b>\$ 3,380.30</b>

**BILLS:** Motion by Manager Carriere to pay all the monthly bills, seconded by Manager Moser. Carried- Unanimous.

<b>July Bills -- Memo</b>	<b>Amount</b>
Bryan Erickson -- August rent	\$ 450.00
Cell 2000 -- cell phone charge	\$ 43.13
Century Tel -- phone bill	\$ 133.91
Sjoberg's Cable TV -- cable internet	\$ 40.65
Tony Torn -- copier maintenance	\$ 11.03
Minnesota Revenue -- 2nd Quarter withholdings	\$ 567.00
Border Agency -- Auto insurance	\$ 87.34
Multi Office products -- office supplies	\$ 44.95
George Rinde -- beaver control	\$ 60.00
Liberty Flag and Speciality Co. -- flags for office	\$ 313.40
Joey Novacek -- Duxby Levee mowing	\$ 195.00
Wayne Trangsrud -- CAC expense	\$ 14.40
Wesley Pesek -- CAC expense	\$ 21.60
Roseau Times Region -- advertising	\$ 8.50
Patrick D. Moren -- legal fees	\$ 718.75
JOR Engineering -- 6/22/03 to 7/26/03 -- General - \$570.00, Ditches - \$1,077.14, Overall Plan - \$1,053.00, Project Work Team - \$11,195.46.	\$ 13,895.60
Farrell Erickson -- meetings, mileage and expenses	\$ 329.76
LeRoy Carriere -- meetings, mileage and expenses	\$ 92.53
Allison Frislie -- meeting, mileage and expenses	\$ 265.57
Ray Moser -- meetings, mileage and expenses	\$ 158.28
LaVerne Voll -- Meetings, mileage and expenses	\$ 119.54
Rob Sando -- expenses and mileage	\$ 754.15
Rob Sando -- salary, insurance	\$ 2,369.12
Tracy Halstensgard -- wages	\$ 1,045.74
PERA -- employee and employer share (July 1 through 31, 2003)	\$ 471.57
Citizens State Bank -- 941 tax	\$ 1,177.41
<b>TOTAL</b>	<b>\$ 23,388.93</b>

**DELEGATIONS:**

Members of the Swanson family are present and want to discuss the West Intercept later in the meeting when information on the project is presented.

**PERMITS:**

A **motion** was made by Manager Voll and seconded by Manager Carriere to table permit #03-19 (Christopher Johnson) pending more information Carried– unanimous.

A **motion** was made by Manager Moser and seconded by Manager Voll to approve permit #03-20 (Jerome Knutson) for a 138” culvert. Carried– unanimous.

A **motion** was made by Manager Moser and seconded by Manager Carriere to approve permit #03-21 (Melvin Ellefson) for an 18” culvert Carried– unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Voll to approve permit #03-22 (Christine Fish) for an 18” culvert. Carried– unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Moser to approve permit #03-23 (Bob Bergland) for a 48" culvert. Carried– unanimous.

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve permit #034 (Greg Halverson for Jadis Township) for an 18" culvert. Carried– unanimous.

A **motion** was made by Manager Moser and seconded by Manager Voll to approve permit #035 (Virginia Alten). Carried– unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Moser to approve permit #036 (Carter Diesen). Carried– unanimous.

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve permit #037 (Mitchell Johnson). Carried– unanimous.

### **Engineer's Report:**

Engineer Rood reported on a water passage pipe between Pool 1 and Pool 2 in the Roseau River Wildlife Management Area. Engineer Rood will be working with Stan Wood to determine what is causing a sink-hole above the pipe and what if anything can be done to fix it.

Engineer Rood presented a hand out on the flood water retention benefits of the Palmville Fen. He stated that a meeting with the DNR, to discuss this project, has been rescheduled for a later date.

Engineer Rood gave an update on the West Intercept project. Various options to try to avoid taking the Swanson land were presented. Richard Magnusson asked about the size of the ditch and voiced his concerns on the Mud Lake Restoration. Engineer Rood discussed the reasons the Mud Lake part of the project has been included to this point. There was extensive discussion on the options for the West Intercept with the Swanson Family.

### **RRWMB Report:**

Chairman Erickson commented on the meetings he attended last month and informed the board on activities concerning the Buffalo Red Watershed District. The next meeting is scheduled for August 19 in Warren.

### **Administrator's Report:**

Administrator Sando reported on the following issues:

- Tim Wysoski's request for a "dry hydrant" for the village of Wannaska.
- Fall inspection tour.
- Office space lease may be moved back to October due to road construction.
- Terry Kvien land
- 2002 Audit

### **RRIW:**

Chairman Erickson discussed the upcoming RRBC tour and meeting and the progress of the Canadian overall plan.

### **OLD BUSINESS:**

There was discussion on the FEMA repair work that is to take place this summer on the Duxby Levee. A legal description has been obtained along with the assessed value. The board directed Administrator Sando the contact Clair Kjersten to do the work.

**NEW BUSINESS:**

Administrator Sando discussed the proposed budget for 2004 as send out in a memo. **Motion** was made by Manager Voll and seconded by Manager Carriere to accept the proposed budget for 2004. Carried – unanimous.

A date for a public meeting on the West Intercept project will be set at the September Board meeting.

The board directed Administrator Sando to send a letter to Roseau County Commissioner Mark Foldesi on an after the fact permit for a culvert installed in an unorganized township.

Attorney Pat Moren briefly explained the resolution presented to the Board on the JOBZ program. After some discussion on the benefits of the program for the City of Roseau, **motion** was made by Manager Moser and seconded by Manager Frislie to adopt the resolution. The motion was carried by a three to two vote with Managers Voll and Carriere voting against.

The meeting was adjourned at 7:50 p.m.

Respectfully submitted,

---

LeRoy Carriere, Secretary/Treasurer

---

Tracy Halstengard, Secretary



**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD September 2, 2003**

**ORDER:** Chairman Farrell Erickson called the meeting to order at 5:00p.m.

**MANAGERS PRESENT:** Farrell Erickson, LeRoy Carriere, LaVerne Voll and Allison Frisbie.

**STAFF PRESENT:** Administrator, Rob Sando; Secretary, Tracy Halstengard

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

**CONSULTING STAFF PRESENT:** Pat Moren and Omar Rood

**DELEGATIONS:** Rick Sikorski

**AGENDA:** **Motion** by Manager Voll and seconded by Manager Carriere to approve the agenda as written. Carried - unanimous.

**MINUTES:** A **motion** was made by Manager Carriere and seconded by Manager Voll to approve the August 5th, 2003 meeting minutes as mailed. Carried - unanimous.

**RECEIPTS:**

<b>August Receipts -- Memo</b>	<b>Balance</b>
Citizens State Bank -- Interest on checking	\$ 51.18
State of Minnesota -- DR #1419	\$ 1,427.41
Roseau County -- Volstead lands	\$ 2.72
<b>TOTAL</b>	<b>\$ 1,481.31</b>

**BILLS:** Motion by Manager Carriere to pay all the monthly bills, seconded by Manager Frislie. Carried- Unanimous.

<b>August Bills -- Memo</b>	<b>Amount</b>
Bryan Erickson -- September rent	\$ 450.00
Cell 2000 -- cell phone charge	\$ 62.06
Century Tel -- phone bill	\$ 134.34
Sjoberg's Cable TV -- cable internet	\$ 40.65
Tony Torn -- copier maintenance	\$ 16.46
Minnesota Revenue -- 2nd Quarter withholdings	\$ 567.00
Personnel Concepts Limited -- Law Posters	\$ 5.95
Multi Office products -- paper, envelopes	\$ 78.01
Ross True Value -- office supplies	\$ 32.35
LaCaisse Populaire -- RRIW funding	\$ 10,000.00
Roseau Times Region -- advertising	\$ 55.25
Patrick D. Moren -- legal fees	\$ 656.25
JOR Engineering -- 7/27/03 to 8/23/03 -- General - \$1,200.44, Ditches - \$1,461.50, Overall Plan - \$2,619.21, Project Work Team - \$8,517.19.	\$ 13,798.34
Farrell Erickson -- meetings, mileage and expenses	\$ 446.10
LeRoy Carriere -- meetings, mileage and expenses	\$ 50.80
Allison Frislie -- meeting, mileage and expenses	\$ 99.19
Commodity Credit Corp. -- overpayment	\$ 8.00
LaVerne Voll -- Meetings, mileage and expenses	\$ 147.07
Rob Sando -- expenses and mileage	\$ 554.66
Rob Sando -- salary, insurance	\$ 2,369.12
Tracy Halstensgard -- wages	\$ 1,075.01
PERA -- employee and employer share (July 1 through 31, 2003)	\$ 482.74
Citizens State Bank -- 941 tax	\$ 1,160.62
<b>TOTAL</b>	<b>\$ 32,289.97</b>

**DELEGATIONS:**

Rick Sikorski discussed drainage issues in the 6972 and 95 ditch systems. There was extensive discussion on benefited areas and flood flows.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to open the public hearing at 6 p.m. on the RRWD's proposed budget for 2004.

As noted in the Roseau Times-Region, the Board of Managers held their annual public hearing on the District's proposed 2004 budget at 6 p.m. Following discussion **amotion** was made by Manager Frislie and seconded by Manager Carriere to approve the following budget for year 2004. Carried- Unanimous.

Administration Fund	135,000.00
Engineering Fund	28,000.00
Red River Watershed Management Board Fund	80,000.00
Palmville Project Fund	5,000.00
Duxby Levee Fund	1,000.00
Snagging and Sandbar Removal Fund	5,000.00
Norland Restoration Fund	15,000.00
Impoundment Investigation Fund	15,000.00
Benchmark Fund	1,000.00
Stream Gaging Fund	5,000.00
Roseau River Flood Plan Fund	5,000.00
Hay Creek Project	10,000.00
Overall Plan	<u>10,000.00</u>
	\$ 315,000.00

A **motion** was made by Manager Carriere and seconded by Manager Frislie to close the budget hearing at 6:15 p.m. Carried- unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Frislie 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. Carried- unanimous.

A **motion** was made by Manager Voll and seconded by Manager Carriere 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. Carried- unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Voll to levy the below ~~stated~~ amounts to each ditch system for the year 2004:

- \$4,000.00 levy on WD#3 Ditch System
- \$6,000.00 levy on Ditch #8
- \$1,000.00 levy on Ditch #16

A .75 percent assessment on redetermined benefits on ~~the~~ Ditch #51: approximate figures are as follows;

Roseau County	\$61,133.27
Kittson County	\$ 866.27
Marshall County	\$ 481.92
Beltrami County	\$ 674.74
Lake of the Woods County	\$ 486.45

Carried- unanimous.

#### **PERMITS:**

A **motion** was made by Manager Carriere and seconded by Manager Voll to approve permit #03-28 (James and Margaret Olson). Carried- unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Voll to deny permit #03-29 (Norm Berg). Carried- unanimous.

### **Engineer's Report:**

Engineer Rood introduced Mike Bakken, JOR Engineering, and stated that he would be unable to attend the October board meeting and that Mr. Bakken would be coming in his place. Engineer Rood handed out an information sheet on the West Intercept and discussed the option presented. Engineer Rood asked for a consensus from the board on how to proceed with the design. It was the consensus of the board that JOR pursue the design presented in the handout. (See attached information.) Engineer Rood recommended the board set a date in September for a public information meeting. A date of September 24, 2003 at 9 a.m. was set.

There was some discussion with County Commissioner Mark Foldesi on a culvert that was installed without a permit. Commissioner Foldesi will submit a request for a permit after the fact.

Some issues on local drainage in the Mud Lake portion of the West Intercept Project were discussed.

The options of purchasing fee title or right of way were discussed and Engineer Rood recommends pursuing Fee Title on lands in the project area.

### **RRWMB Report:**

Manager Erickson reported on the following items from the RRWMB meeting:

- Naomi Erickson is now the Administrator for the RRWMB
- Discussion on ring dike funding
- Star Value – TAC committee will complete a report for next month
- Tour of project in Red Lake Watershed District
- Attending a personnel meeting

### **Administrator's Report:**

Administrator Sando reported on the following issues:

- MAWD resolution – A **motion** was made by Manager Voll and seconded by Manager Carriere to sign and return the resolution to increase per diem amount. Carried unanimously.
- Letter from DNR
- Extension on Duxby Levee repair work – update from Pat Moren on land acquisition
- Ring dike information
- Hay Creek feasibility study money

### **RRIW:**

Chairman Erickson reported on the RRBC tour.

### **OLD BUSINESS:**

There is nothing new to report on the Overall Plan. Dave Grafstrom is working on the draft at this time.

Don Nolting has been in contact with landowners and is working on the plans and specs for the ring dikes. Surveying has been completed for the Joe Laurin ring dike.

### **NEW BUSINESS:**

Administrator Sando discussed an email from Tom Raster on changes to PCA (project cooperation agreement). There was some discussion on signing the PCA. A **motion** was made by Manager Carriere and seconded by Manager Frislie to accept the new version of the PCA and Administrator Sando is to write a letter to that effect. Carried – unanimous.

The boat access at Trangsrud Bridge was discussed.

Manager Erickson took the oath of office for his term from September 2003 to September 2006.

The meeting was adjourned at 8:30 p.m.

Respectfully submitted,

---

LeRoy Carriere, Secretary/Treasurer

---

Tracy Halstengard, Secretary

It was proposed that the county would do some surveying on homes in the proposed Malung impoundment area and some ring dikes.

**NEW BUSINESS:**

A **motion** was made by Manager Voll and seconded by Manager Carriere to pay Bryan Erickson, LeRoy Vistad and LaVerne Vistad \$50.00 for assistance with the river cleaning project. Carried Unanimous.

There was some discussion on governor Pawlenty's visit to Roseau.

The date and location of the March Red River Flood Damage Reduction Work Group conference was noted.

Administrator Sando and Manager Erickson will be meeting with the CORP on March 12, 2003 in St. Paul to discuss the Section 205 study.

The next meeting date was changed to April 1 due to a conflict in Engineer Roods schedule.

The meeting was adjourned at 7:30 p.m.

Respectfully submitted,

---

LeRoy Carriere, Secretary/Treasurer

---

Tracy Halstengard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD October 7, 2003**

**ORDER:** Chairman Farrell Erickson called the meeting to order at 5:00p.m.

**MANAGERS PRESENT:** Farrell Erickson, Raymond Moser, LeRoy Carriere, LaVerne Voll and Allison Frislie

**STAFF PRESENT:** Administrator, Rob Sando; Secretary, Tracy Halstengard

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

**CONSULTING STAFF PRESENT:** Pat Moren and Mike Bakken from JOR Engineering.

**DELEGATIONS:** Vern Rugland and Dave Grafstrom.

**AGENDA:** **Motion** by Manager Voll and seconded by Manager Carriere to approve the agenda as written. Carried - unanimous.

**MINUTES:** A **motion** was made by Manager Voll and seconded by Manager Carriere to approve the September 2nd, 2003 meeting minutes as mailed. Carried - unanimous.

**RECEIPTS:**

<b>September Receipts -- Memo</b>	<b>Balance</b>
Citizens State Bank -- Interest on checking	\$ 48.61
State of Minnesota -- Hay Creek feasibility study	\$ 11,929.89
Border State Bank -- interest on Certificate #200240	\$ 1,098.00
<b>TOTAL</b>	<b>\$ 13,076.50</b>

**BILLS:** Motion by Manager Carriere to pay all the monthly bills, seconded by Manager Frislie. Carried- Unanimous.

<b>September Bills -- Memo</b>	<b>Amount</b>
Bryan Erickson -- October rent	\$ 450.00
Cell 2000 -- cell phone charge	\$ 57.51
Century Tel -- phone bill	\$ 138.46
Sjoberg's Cable TV -- cable internet	\$ 40.66
Tony Torn -- copier maintenance	\$ 10.15
Postmaster -- priority mailing	\$ 8.60
Postmaster -- stamps	\$ 148.00
Reliable Office Supply -- supplies	\$ 88.76
Multi Office products -- paper, envelopes	\$ 86.33
Ross True Value -- office supplies	\$ 75.09
LaCaisse Populaire -- RRIW funding	\$ 10,000.00
Roseau Times Region -- advertising	\$ 17.00
Patrick D. Moren -- legal fees	\$ 968.75
JOR Engineering -- 8/24/03 to 9/27/03 -- General - \$2,020.20, Ditches - \$1,064.00, Overall Plan - \$721.21, Project Work Team - \$26,141.69.	\$ 29,947.10
Farrell Erickson -- meetings, mileage and expenses	\$ 350.85
LeRoy Carriere -- meetings, mileage and expenses	\$ 101.58
Allison Frislie -- meeting, mileage and expenses	\$ 99.19
Raymond Moser -- meeting, mileage and expenses	\$ 127.50
LaVerne Voll -- Meetings, mileage and expenses	\$ 63.75
Rob Sando -- expenses and mileage	\$ 210.36
Rob Sando -- salary, insurance	\$ 2,369.12
Tracy Halstensgard -- wages	\$ 1,251.93
PERA -- employee and employer share (July 1 through 31, 2003)	\$ 500.61
Citizens State Bank -- 941 tax	\$ 1,216.12
Coutts, Keaveny and Rinde -- 2002 audit report	\$ 2,750.00
<b>TOTAL</b>	<b>\$ 51,077.42</b>

**DELEGATIONS:**

Vern Rugland is here to discuss the West Intercept and the Mud Lake Restoration. He elected to wait to discuss this until later in the meeting when the preliminary engineering report is presented.

Dave Grafstrom was unable to attend the meeting to update thboard on the Overall Plan.

**PERMITS:**

A motion was made by Manager Frislie and seconded by Manager Voll to approve permit #03-31 (Myles Efta). Carried– unanimous.



### Engineer's Report:

Engineer Mike Bakken handed out copies of the Preliminary Engineering Report on the West Intercept Project. Vern Rugland voiced concerns about the Mud Lake Restoration portion of the project. There was discussion on the flood flows in the area. Richard Magnusson commented that he was also against the Mud Lake part of the project. Mr. Magnusson asked if a smaller holding area would be possible. After some discussion, a motion was made by Manager Carriere and seconded by Manager Frislie to accept the preliminary engineering report for the RRWD project #2003-1 (West Intercept). Carried- unanimous.

### RRWMB Report:

Manager Erickson reported on the following items from the RRWMB meeting:

- Ring dike money needs to be used by June 30, 2004 or be forfeited to other districts.
- Red Lake flood project – step 1 submittal and submitted preliminary engineering report.
- An estimated 40,000 acres in the Red River Valley has been enrolled in the CREP program.
- The next RRWMB meeting has been scheduled for October 21<sup>st</sup> in Ada.

### Administrator's Report:

Administrator Sando reported on the following issues:

- Lionel Thorbus Letter – Duxby levee update
- Ring Dike updates
- Lease Agreement – A motion was made by Manager Voll and seconded by Manager Carriere to accept the lease agreement as recommended by Attorney Moren with the addition of "limited use of garage space." Carried – unanimous.

### RRIW:

Chairman Erickson stated that the next meeting is scheduled for the 16<sup>th</sup> of October. A meeting with government officials in Winnipeg has been set for the 9<sup>th</sup> of October. Chairman Erickson discussed the issue of poor attendance from the American side. There was some discussion on how to get more representation at the meetings.

### OLD BUSINESS:

A motion was made by Manager Frislie and seconded by Manager Carriere to approve plans for ring dikes to be built on the Christopher Johnson and Joe Laurin home sites. Carried – Unanimous. The board directed Administrator Sando to let out bids to contractors and choose a contractor to begin construction as soon as possible.

Highlights from the public information meeting that was held on September 24, 2003 on the proposed West Intercept project were discussed.

Administrator Sando discussed the annual report and the audit report for 2002.

### NEW BUSINESS:

Installation of a boat landing at the Trangsd Bridge was discussed. No highway easements were ever recorded for the property where the landing is to be placed. The Roseau County Board of Commissioners felt that the RRWD should obtain the proper easement. The County Board would be willing to contribute \$2500.00 towards the landing. A motion was made by Manager Voll and seconded by Manager Carriere to proceed with the RRWD acquiring the land for the purpose of installing a boat landing. Carried Managers Carriere, Voll and Erickson voting for and Managers Frislie and Moser against.

A **motion** to move the November meeting date to Thursday November 6<sup>th</sup>, 2003 at 5:00 p.m. due to elections was made by Manager Carriere and seconded by Manager Moser. Carried Manager Voll, opposed, Managers Carriere, Moser, Frislie, for.

The meeting was adjourned at 7:05 p.m.

Respectfully submitted,

---

LeRoy Carriere, Secretary/Treasurer

---

Tracy Halstengard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD November 6, 2003**

**ORDER:** Chairman Farrell Erickson called the meeting to order at 5:00p.m.

**MANAGERS PRESENT:** Farrell Erickson, Raymond Moser, LeRoy Carriere and Allison Frislie.

**STAFF PRESENT:** Administrator, Rob Sando; Secretary, Tracy Halstengard

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

**CONSULTING STAFF PRESENT:** Pat Moren and Omar Rood.

**DELEGATIONS:** There were no delegations for this meeting

**AGENDA:** **Motion** by Manager Moser and seconded by Manager Carriere to approve the agenda with the addition of "boat landing" under Old Business Carried- unanimous.

**MINUTES:** A **motion** was made by Manager Carriere and seconded by Manager Moser to approve the October 7th, 2003 meeting minutes as mailed Carried- unanimous.

**RECEIPTS:**

<b>October Receipts -- Memo</b>	<b>Balance</b>
Citizens State Bank -- Interest on checking	\$ 56.10
Daryle Dahl -- second half land rent	\$ 934.50
Farm Service Agency -- wheat payment	\$ 139.00
Citizens State Bank -- interest on certificate of deposit #43276	\$ 742.96
Citizens State Bank -- interest on certificate of deposit #43275	\$ 371.48
Citizens State Bank -- interest on certificate of deposit #43274	\$ 371.48
Roseau County Treasurer -- second half taxes	\$ 86,784.44
State of Minnesota -- mv credit real and ag	\$ 19,932.50
<b>TOTAL</b>	<b>\$ 109,332.46</b>

**BILLS:** Motion by Manager Moser to pay all the monthly bills, seconded by Manager Carriere. Carried- Unanimous.

<b>October Bills -- Memo</b>	<b>Amount</b>
Bryan Erickson -- November rent	\$ 650.00
Cell 2000 -- cell phone charge	\$ 48.97
Century Tel -- phone bill	\$ 134.63
Sjoberg's Cable TV -- cable internet	\$ 40.66
Tony Torn -- copier maintenance	\$ 8.04
Reliable Office Supply -- supplies	\$ 90.80
Multi Office products -- paper, envelopes	\$ 4.86
Ross True Value -- office supplies	\$ 46.38
Roseau Times Region -- advertising	\$ 12.75
Patrick D. Moren -- legal fees	\$ 781.25
JOR Engineering -- 9/28/03 to 10/25/03 -- General - \$859.50, Ditches - \$931.00, Duxby Levee - \$60.75, Ring Dikes - \$2983.52, Project Work Team - \$5977.86.	\$ 10,812.63
Farrell Erickson -- meetings, mileage and expenses	\$ 214.62
LeRoy Carriere -- meetings, mileage and expenses	\$ 91.46
Allison Frislie -- meeting, mileage and expenses	\$ 99.19
Raymond Moser -- meeting, mileage and expenses	\$ 63.75
Rob Sando -- expenses and mileage	\$ 240.01
Rob Sando -- salary, insurance	\$ 2,369.12
Tracy Halstensgard -- wages	\$ 1,075.45
PERA -- employee and employer share (October 1 through 31, 2003)	\$ 487.20
Citizens State Bank -- 941 tax	\$ 1,143.50
State of Minnesota Revenue -- withholding tax	\$ 574.00
MPCA -- stormwater permit application, Joe Laurin ring dike	\$ 400.00
MPCA -- stormwater permit application, Chris Johnson ring dike	\$ 400.00
K.R. Thompson -- Roseau County atlas	\$ 79.88
Roseau County Highway Dept. -- Ditch 8 spraying, Duxby Levee grading	\$ 72.19
Roseau County Treasurer -- Second half property taxes	\$ 3,481.00
Johnston Fargo Culvert Inc -- culverts for ring dikes	\$ 2,594.51
RRWMB -- 2001 - 2003 stream gaging cost share	\$ 17,737.50
RRWMB -- share of taxes	\$ 25,024.80
MAWD -- annual meeting registration	\$ 300.00
<b>TOTAL</b>	<b>\$ 69,079.15</b>

**DELEGATIONS:**

There were no delegations at this meeting.

**PERMITS:**

A **motion** was made by Manager Frislie and seconded by Manager Carriere to approve after-the-fact permit #03-32 (Mark Foldes). Carried– unanimous.

A **motion** was made by Manager Moser and seconded by Manager Frislie to approve permit #0333 (Glen Buchta). Carried– unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Voll to approve permit #034 (Chris Kobberdahl). Carried– unanimous.

### **Engineer's Report:**

Engineer Omar Rood stated that the preliminary Engineering Report for the West Intercept has been sent to the Minnesota Board of Water and Soil Resources and the Minnesota Department of Natural Resources for review. Comments from those agencies should be in our office next month. Richard and Mitch Magnusson discussed their objections to the Mud Lake portion of the West Intercept project. There was extensive discussion of water retention in the Mud Lake area and the estimated value of land in that area. There was discussion on the flood frequency in that area. Engineer Rood suggested having a Project Work Team Meeting in December and including Richard and Mitch on the West Intercept portion on that meeting.

Engineer Rood discussed a handout on the Malung Impoundment project (See attached). JOR Engineering will have a Preliminary Engineering Report ready to present at the January 2004 meeting.

Engineer Rood discussed the handout on the Palmville Fen Restoration project. Engineer Rood suggested having a meeting with the landowners in the area.

A Project Work Team meeting was scheduled for December 1, 2003 starting at 1 p.m. to discuss the Palmville project, the Malung Impoundment, and the West Intercept.

### **RRWMB Report:**

Manager Erickson reported on the following items from the RRWMB meeting:

- The Riverwatch program has received funding from the state in the amount of \$100,000.00 and the RRWMB in the amount of \$50,000.00. The program uses high school students to monitor the conditions of various rivers and streams in the Red River Valley. This information is accepted by the Minnesota pollution control agency.
- The Basin commission hired April North.
- The CREP program was discussed.
- Problems with Badger Creek near Erskine MN were discussed.
- The next RRWMB meeting will be held here in Roseau on November 18, 2003 beginning at 9:30 a.m.

### **Administrator's Report:**

Administrator Sando reported on the following issues:

- There is a CREP meeting November 20, 2003 in Thief River Falls.
- Two Rivers Watershed District has requested a joint meeting to discuss drainage issues. Manager Frislie suggested Administrator Sando take some photos of the Ditch 69 system and the laterals.
- Updates on the construction of the ring dike at Chris Johnson's
- MAWD resolution
- Update on the purchase of the Lionel Thorbus land for the FEMA identified failed portion of Duxby Levee.

### **RRIW:**

Chairman Erickson stated that the RRIW board has decided to have five delegates from the Canadian side and five delegates from the United States side and the meeting location will rotate between the U.S. and Canada in the hope of increasing attendance at the meeting.

An agreement on Overall Plan funding from the Municipalities has been reached, however there have been problems securing Provincial funding.

The next RRIW meeting will be December 11, 2003 in Roseau at 2 p.m.

**OLD BUSINESS:**

There was discussion on the proposed boat landing near Trangsrud Bridge. The County has agree to take over ownership of the landing once constructed. Owners Lenore Haaland, Lori Huner and Lynette Haaland, with a life estate to Roseann Lee have requested \$400.00 for the land needed to construct the landing. A **motion** was made by Manager Moser and seconded by Manager Carriere authorizing Attorney Pat Moren to order an abstract for the land and for payment to be made to Rosanne Lee in the amount of \$400.00 for the purchase of the land. Carried unanimous.

**NEW BUSINESS:**

Administrator Sando discussed the upcoming MAWD conference to be held December<sup>th</sup>4 and 5<sup>th</sup> in Alexandria MN. Attending will be Managers Moser, Carriere and Erickson and Administrator Sando. Managers Moser and Carriere will be the voting delegates and Manager Erickson will be the alternate.

A change in the date for the regular board meeting was discussed due to the fact that Engineer Rood will be unavailable. No new meeting date was set.

Manager Frislie made a motion and the meeting was adjourned at 7:35 p.m.

Respectfully submitted,

---

LeRoy Carriere, Secretary/Treasurer

---

Tracy Halstengard, Secretary

**MINUTES OF THE JOINT ROSEAU RIVER AND TWO RIVERS WATERSHED DISTRICTS BOARD  
OF MANAGERS SPECIAL MEETING HELD NOVEMBER 25, 2003.**

Farrell Erickson called the special meeting to order at 6:00 p.m. at the Reed River Restaurant in Roseau, Minnesota. Roseau River Watershed District Board Members present were LaVerne Voll, Raymond Moser, Leroy Carriere and Farrell Erickson. Staff attending were Atty. Pat Moren, Administrator Rob Sand and Secretary Tracy Halstensgard. Two Rivers Watershed District Board Members present were Jim Kukowski, Dick Novacek, Don Craigmile, Lawrence Lind, Rodger Anderson and O'Neil Larson. Staff attending was Administrator Dan Money.

The purpose of the special meeting was to discuss water related issues between the two Watershed Districts and to update the members on pending projects.

**DISCUSSION ON DRAINAGE ISSUES IN THE DITCH 69 SYSTEM:**

After introductions, Mr. Erickson welcomed everyone to the meeting and passed out agendas. Administrator Money discussed a proposed dike two miles north of the Juneberry Road (see attached handout). This project was brought to their board by the Sikorski family who are local landowners. Mr. Erickson stated that the ditch dump on ditch 69 currently serves as a dike. Mr. Erickson asked if any specifications for this project have been investigated. Administrator Money stated that, to this point, this was just a suggestion that was brought to their board to help alleviate overland flooding in that area.

All members of both board agreed that it is very important to work together and to keep each other informed of projects being proposed in the districts.

Mr. LaVerne Voll spoke to landowner concern about dumping water from one ditch system into another ditch system.

Mr. Craigmile stated that there is landowner concern as to what the RRWD has planned for future flood control projects. Mr. Erickson spoke about some of the projects that were discussed after the flood of June 2002. Mr. Erickson also spoke about the Roseau River International Watershed and the effort to further water management efforts in the Canadian portion of the Roseau River Watershed.

Mr. Craigmile spoke about the 2002 flood and the damage that overland flooding caused to farmland and infrastructure in areas to the south and west of the RRWD. Mr. Craigmile also inquired as to what is being planned for flood protection for the west end of the RRWD.

There was a break for appetizers and to order meals.

Administrator Sando spoke about the Comprehensive Water Management Plan, the West Intercept and proposed impoundments including Palmville, Hay Creek and Malung.

Administrator Money discussed the Nereson impoundment stating that it had been redesigned and rebuilt after the 1997 flood with funding from FEMA. There was discussion on the Ross Impoundment.

A **motion** was made by LaVerne Voll and seconded by Raymond Moser to adjourn the meeting at 8:30. The meeting was adjourned.

Respectfully submitted,

---

LeRoy Carriere, Secretary/Treasurer

---

Tracy Halstensgard, Secretary

**MINUTES OF THE JOINT ROSEAU RIVER AND TWO RIVERS WATERSHED DISTRICTS BOARD  
OF MANAGERS SPECIAL MEETING HELD NOVEMBER 25, 2003.**

Farrell Erickson called the special meeting to order at 6:00 p.m. at the Reed River Restaurant in Roseau, Minnesota. Roseau River Watershed District Board Members present were LaVerne Voll, Raymond Moser, Leroy Carriere and Farrell Erickson. Staff attending were Atty. Pat Moren, Administrator Rob Sand and Secretary Tracy Halstengard. Two Rivers Watershed District Board Members present were Jim Kukowski, Dick Novacek, Don Craigmile, Lawrence Lind, Rodger Anderson and O'Neil Larson. Staff attending was Administrator Dan Money.

The purpose of the special meeting was to discuss water related issues between the two Watershed Districts and to update the members on pending projects.

**DISCUSSION ON DRAINAGE ISSUES IN THE DITCH 69 SYSTEM:**

After introductions, Mr. Erickson welcomed everyone to the meeting and passed out agendas. Administrator Money discussed a proposed dike two miles north of the Juneberry Road (see attached handout). This project was brought to their board by the Sikorski family who are local landowners. Mr. Erickson stated that the ditch dump on ditch 69 currently serves as a dike. Mr. Erickson asked if any specifications for this project have been investigated. Administrator Money stated that, to this point, this was just a suggestion that was brought to their board to help alleviate overland flooding in that area.

All members of both board agreed that it is very important to work together and to keep each other informed of projects being proposed in the districts.

Mr. LaVerne Voll spoke to landowner concern about dumping water from one ditch system into another ditch system.

Mr. Craigmile stated that there is landowner concern as to what the RRWD has planned for future flood control projects. Mr. Erickson spoke about some of the projects that were discussed after the flood of June 2002. Mr. Erickson also spoke about the Roseau River International Watershed and the effort to further water management efforts in the Canadian portion of the Roseau River Watershed.

Mr. Craigmile spoke about the 2002 flood and the damage that overland flooding caused to farmland and infrastructure in areas to the south and west of the RRWD. Mr. Craigmile also inquired as to what is being planned for flood protection for the west end of the RRWD.

There was a break for appetizers and to order meals.

Administrator Sando spoke about the Comprehensive Water Management Plan, the West Intercept and proposed impoundments including Palmville, Hay Creek and Malung.

Administrator Money discussed the Nereson impoundment stating that it had been redesigned and rebuilt after the 1997 flood with funding from FEMA. There was discussion on the Ross Impoundment.

A **motion** was made by LaVerne Voll and seconded by Raymond Moser to adjourn the meeting at 8:30. The meeting was adjourned.

Respectfully submitted,

---

LeRoy Carriere, Secretary/Treasurer

---

Tracy Halstengard, Secretary



**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD December 2, 2003**

**ORDER:** Chairman Farrell Erickson called the meeting to order at 5:00p.m.

**MANAGERS PRESENT:** Farrell Erickson, LaVerne Voll, Raymond Moser, LeRoy Carriere and Allison Frislie

**STAFF PRESENT:** Administrator, Rob Sando; Secretary, Tracy Halstengard

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

**CONSULTING STAFF PRESENT:** Pat Moren and Omar Rood.

**DELEGATIONS:** There were no delegations for this meeting

**AGENDA:** **Motion** by Manager Carriere and seconded by Manager Moser to approve the agenda. Carried- unanimous.

**MINUTES:** A **motion** was made by Manager Carriere and seconded by Manager Frislie to approve the November 6th, 2003 meeting minutes with corrections to the landowner names under Old Business. Carried- unanimous.

**RECEIPTS:**

<b>October Receipts -- Memo</b>	<b>Balance</b>
Citizens State Bank -- Interest on checking	\$ 46.92
Red River Watershed Management Board -- PW t reimbursement	\$ 4,214.13
Beltrami County -- share of taxes	\$ 1,058.68
United States treasury -- reimbursement of Federal Withholding	\$ 87.01
<b>TOTAL</b>	<b>\$ 5,406.74</b>

**BILLS:** Motion by Manager Carriere to pay all the monthly bills as they come in seconded by Manager Frislie. Carried - Unanimous.

<b>October Bills -- Memo</b>	<b>Amount</b>
Bryan Erickson -- November rent	\$ 650.00
Cell 2000 -- cell phone charge	\$ 43.22
Century Tel -- phone bill	\$ 134.97
Sjoberg's Cable TV -- cable internet	\$ 40.66
Tony Torn -- copier maintenance	\$ 6.48
Ross True Value -- office supplies	\$ 4.79
Roseau Times Region -- advertising	\$ 4.25
Patrick D. Moren -- legal fees	\$ 812.50
JOR Engineering -- 10/26/03 to 11/22/03 -- General - \$560.00, Ditches - \$1057.00, Ring Dikes - \$281.50, Impoundments - \$300.94, Overall Plan - \$1277.51, Project Work Team - \$14941.46.	\$ 18,418.41
Farrell Erickson -- meetings, mileage and expenses	\$ 372.36
LeRoy Carriere -- meetings, mileage and expenses	\$ 152.38
Allison Frislie -- meetings, mileage and expenses	\$ 188.39
LaVerne Voll -- meetings, mileage and expenses	\$ 127.50
Raymond Moser -- meetings, mileage and expenses	\$ 191.26
Rob Sando -- expenses and mileage	\$ 905.08
Rob Sando -- salary, insurance	\$ 2,369.11
Tracy Halstensgard -- wages	\$ 1,053.91
PERA -- employee and employer share (October 1 through 31, 2003)	\$ 481.62
Citizens State Bank -- 941 tax	\$ 1,167.36
Petrowski Telecommunications -- moving phone lines, computer networking	\$ 124.73
Don Lunke Construction -- partial payment on the Chris Johnson ring dike	\$ 19,620.00
<b>TOTAL</b>	<b>\$ 46,868.98</b>

**DELEGATIONS:**

There were no delegations at this meeting.

**PERMITS:**

A motion was made by Manager Carriere and seconded by Manager Moser to approve permit #03-35 (Phil Novak) for a 30" culvert. Carried - unanimous.

A motion was made by Manager Frislie and seconded by Manager Carriere to approve a one year extension for permit #02-04 (Stan Wood) for boat access ramps. Carried - unanimous.

**Engineer's Report:**

Engineer Omar Rood stated that comments on the Preliminary Engineering Report have been received from BWSR. Their office would like some additional information; however we could proceed with the project as written. The DNR was not finished with their comments at this time but the report that would be coming is favorable. Two water permits would be required from the DNR. Dan Thul stated that an Environmental Assessment Worksheet (EAW) would be needed for the project. Because of the size of the project, the DNR would be completing the EAW. A draft operating plan is needed to complete the EAW.

Engineer Rood discussed comments from the Project Work Team meeting held December 1, 2003. Greg Halverson stated his wishes for a compromise on the Mud Lake portion of the West Intercept Project.

There was extensive review and discussion on the purpose of the Mud Lake Restoration, the Mediation Agreement, and the benefits of the project.

There was discussion on what benefits there would be from a project in the old Roseau Lake area.

Engineer Rood discussed the work items necessary for construction of the Palmville Project.

Engineer Rood discussed the benefits and proposed operation of the Malung Impoundment. Engineer Rood also proposed repair and modification of control structures in the Roseau River Wildlife Management Area. Engineer Rood recommended replacing failing structures and including those costs with the Palmville and Malung Projects for the next Legislative Bonding session. Bob Eastman, local landowner with property in the proposed Malung Impoundment site, spoke to his concerns on the Malung Impoundment.

Neil Helming will be replacing Tom Raster as project manager for the Hay Creek Project. Mr. Helming hopes to organize a trip to view the project area. The latest timeline has construction slated for 2005. Additional soil borings will be taken in the area.

#### **RRWMB Report:**

Manager Erickson discussed the November meeting which took place at the RRWD office here in Roseau. The main topic of the meeting was the CREP Program. There are concerns about perpetual easement Administrator Sando discussed the details of the CREP Program. The next meeting is in Thief River Falls on December 16, 2003.

#### **Administrator's Report:**

Administrator Sando reported on the following issues:

- Meeting with Governor Pawlenty in Roseau on November 7, 2003.
- City of Roseau's 12.5 Mill request to the legislature for 2004 bonding.
- We have received a final draft of the ERR/EA report for the Hay Creek Project.
- Ring Dike construction and the letter from Don Nolting.

#### **RRIW:**

There was no meeting in November. The next RRIW meeting will be December 11, 2003 in Roseau at 2 p.m.

#### **OLD BUSINESS:**

After some discussion, a motion was made by Manager Voll and seconded by Manager Moser to extend Daryle Dahl's land lease one year. Carried— unanimous.

There was some discussion on the progress of the Overall Plan. All Overall Plan expenses must be received by December 31, 2003.

LeRoy Vistad discussed the various dikes along the river north of the City of Roseau. Mr. Vistad questioned why some of those dikes couldn't be lowered or removed. There was some discussion on when the watershed rules came into effect and that the dikes had been constructed before those rules were implemented.

The Board decided to keep the regular meeting date in January 2004 on the 6<sup>th</sup> at 5 p.m. Mike Bakken from JOR Engineering will attend.

#### **NEW BUSINESS:**

The contract from Consulting Unlimited, Jon Schauer, QuickBooks consultant, was presented to the Board. In the past, Mr. Schauer was under contract with the RRWMB to provide services to the individual districts with the expense being paid for by the RRWMB. The RRWMB discontinued that contract in October of this year. A motion to sign the contract with Consulting Unlimited as a consultant for QuickBooks was made by Manager Voll and seconded by Manager Carriere. Carried— Unanimous.

There was discussion on the beaver dams in State Ditch 51. Manager Frislie will check on contractors in that area who could remove the dams. **A motion** was made by Manager Voll and seconded by Manager Carriere to have the beaver dams on SD 51 and Cutoff 10 removed. Carried- Unanimous.

Comments were made on the joint meeting with the Two Rivers Watershed Board. **A motion** was made by Manager Moser and seconded by Manager Carriere to approve the minutes of that special meeting. Carried- Unanimous.

Manager Voll made a motion and the meeting was adjourned at 8:10 p.m.

Respectfully submitted,

---

LeRoy Carriere, Secretary/Treasurer

---

Tracy Halstensgard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS SPECIAL MEETING HELD DECEMBER 16, 2003**

Chairman Farrell Erickson called the special meeting to order at 10:00 a.m. in the Roseau River Watershed District Office. Board members present were LaVerne Voll, Raymond Moser, Leroy Carrier and Allison Frislie. Staff attending was Atty. Pat Moren, Administrator Rob Sand and Secretary Tracy Halstensgard.

The purpose of the special meeting was to appoint viewers for the West Intercept project.

Attorney Pat Moren stated that he had checked the statutes and has been and will continue to confer with Kurt Dieter who is a drainage attorney with the Rink Noonan law firm. The next step in the project process is to appoint appraisers. Engineer Omar Rod suggests having the land in the project area appraised up to County Road 16 (five miles).

Mike Bakken will be attending the January 6<sup>th</sup> meeting and will have rough drafts of two alternative options for the outlet into the river.

Administrator Sando referred to the list of appraisers. Three viewers need to be appointed for this project. There was some discussion and it was decided to select six names from the list provided for Administrator Sando to contact.

A **motion** was made by Manager Carriere and seconded by Manager Moser to have Administrator Sando appoint three individuals from the following list: Bernie Nelson, Paul Gillie, Darrell Borgen, Keith Cummins, John Carpenter and Elden Johnson. Administrator Sando will contact the individuals to find out who is available and able to complete the assigned work. Carried – unanimous.

There was some discussion on the pay for the viewers. A **motion** was made by Manager Voll and seconded by Manager Frislie to pay a maximum of \$45.00 per hour plus expenses. There was continued discussion. Carried - unanimous.

Attorney Moren addressed the difficulty in funding and the need to show expenditures.

The board authorized Rob to pay appraisers for initial meetings and the authority to write and sign oath of appraisers/viewers.

Pat discussed 103D statutes, drainage guidelines, petition process and contacting Kurt Dieter.

A **motion** was made by Manager Voll to adjourn the meeting at 10:35 a.m. The meeting was adjourned.

Respectfully submitted,

---

LeRoy Carrier, Secretary/Treasurer

---

Tracy Halstensgard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS SPECIAL MEETING HELD DECEMBER 16, 2003**

Chairman Farrell Erickson called the special meeting to order at 10:00 a.m. in the Roseau River Watershed District Office. Board members present were LaVerne Voll, Raymond Moser, Leroy Carrier and Allison Frislie. Staff attending was Atty. Pat Moren, Administrator Rob Sand and Secretary Tracy Halstensgard.

The purpose of the special meeting was to appoint viewers for the West Intercept project.

Attorney Pat Moren stated that he had checked the statutes and has been and will continue to confer with Kurt Dieter who is a drainage attorney with the Rink Noonan law firm. The next step in the project process is to appoint appraisers. Engineer Omar Rod suggests having the land in the project area appraised up to County Road 16 (five miles).

Mike Bakken will be attending the January 6<sup>th</sup> meeting and will have rough drafts of two alternative options for the outlet into the river.

Administrator Sando referred to the list of appraisers. Three viewers need to be appointed for this project. There was some discussion and it was decided to select six names from the list provided for Administrator Sando to contact.

A **motion** was made by Manager Carrier and seconded by Manager Moser to have Administrator Sando appoint three individuals from the following list: Bernie Nelson, Paul Gillie, Darrell Borgen, Keith Cummins, John Carpenter and Elden Johnson. Administrator Sando will contact the individuals to find out who is available and able to complete the assigned work. Carried – unanimous.

There was some discussion on the pay for the viewers. A **motion** was made by Manager Voll and seconded by Manager Frislie to pay a maximum of \$45.00 per hour plus expenses. There was continued discussion. Carried - unanimous.

Attorney Moren addressed the difficulty in funding and the need to show expenditures.

The board authorized Rob to pay appraisers for initial meetings and the authority to write and sign oath of appraisers/viewers.

Pat discussed 103D statutes, drainage guidelines, petition process and contacting Kurt Dieter.

A **motion** was made by Manager Voll to adjourn the meeting at 10:35 a.m. The meeting was adjourned.

Respectfully submitted,

---

LeRoy Carrier, Secretary/Treasurer

---

Tracy Halstensgard, Secretary