

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD January 4<sup>th</sup>, 2005**

**ORDER:** Vice-Chairman Ray Moser called the meeting to order at 5:00 p.m.

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

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

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

**CONSULTING STAFF PRESENT:** Pat Moren and Mike Bakken

**DELEGATIONS:** Naomi Erickson, Administrator of the Red River Watershed Management Board (RRWMB).

**AGENDA:** **Motion** by Manager Carriere and seconded by Manager Frislie to approve the agenda with the addition of beaver dams under new business. Carried - unanimous.

**MINUTES:** A **motion** was made by Manager Frislie and seconded by Manager Carriere to approve the December 7<sup>th</sup>, 2004 minutes as written. Carried - unanimous. A **motion** was made by Manager Carriere and seconded by Manager Frislie to approve the minutes of the special board meeting held December 22<sup>nd</sup>, 2004 as handed out. Carried – unanimous.

**ELECTION OF OFFICERS:** Pat Moren chaired the following election of officers: A **motion** was made by Manager Carriere and seconded by Manager Frislie to nominate Manager Erickson as Chairperson. The **motion** to cease nominations and cast a unanimous ballot for Manager Erickson was made by Manager Carriere and seconded by Manager Frislie. Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to nominate Manager 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 Moser and seconded by Manager Frislie. Carried – unanimous. Pat Moren then turned the meeting back over to Vice - Chairperson Moser.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to keep everything the same as in 2004 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. Roseau Times-Region – official newspaper
4. Pat Moren – attorney on fee basis

A **motion** was made by Manager Carriere and seconded by Manager Moser to appoint Manager Frislie as the representative to the FSA office. Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to continue having Manager Voll and Manager Carriere on the Project Work Team. Carried – unanimous.

**RECEIPTS:**

| <b>December Receipts -- Memo</b>                        | <b>Balance</b>      |
|---------------------------------------------------------|---------------------|
| Citizens State Bank -- Interest on checking             | \$ 89.30            |
| Lake of the Woods County -- share of taxes              | \$ 42.66            |
| Border State Bank -- interest on certificate of deposit | \$ 2,045.59         |
| State of Minnesota -- real and agricultural credit      | \$ 20,536.31        |
| Marshall County -- share of taxes                       | \$ 545.11           |
| <b>TOTAL</b>                                            | <b>\$ 23,258.97</b> |

**BILLS:** **Motion** by Manager Frislie to pay the normal monthly bills, seconded by Manager Carriere. Carried - Unanimous. A **motion** was made by Manager Carriere and seconded by Manager Frislie to pay closing costs for the West Interceptor Project as the occur. Carried – Unanimous.

| <b>December Bills -- Memo</b>                                              | <b>Amount</b>       |
|----------------------------------------------------------------------------|---------------------|
| MonTech Two -- January rent                                                | \$ 650.00           |
| Unicel -- cell phone charge                                                | \$ 89.32            |
| Century Tel -- phone bill                                                  | \$ 140.99           |
| Sjoberg's Cable TV -- cable internet                                       | \$ 40.67            |
| Tony Torn -- copier maintenance                                            | \$ 10.95            |
| Postmaster -- PO Box fee                                                   | \$ 68.00            |
| Roseau County Court Administrator -- certified copies for West Interceptor | \$ 20.00            |
| RTW Inc -- workers comp. insurance                                         | \$ 301.00           |
| Red River Basin Commission -- registration for land and water summit       |                     |
| Roseau Times Region -- advertising                                         | \$ 93.50            |
| Patrick D. Moren -- legal fees                                             | \$ 4,885.00         |
| JOR Engineering -- Engineering Expense                                     | \$ 14,272.00        |
| Farrell Erickson -- meetings, mileage and expenses                         | \$ 286.93           |
| LeRoy Carriere -- meetings, mileage and expenses                           | \$ 101.58           |
| Allison Frislie -- meetings, mileage and expenses                          | \$ 103.24           |
| LaVerne Voll -- meetings, mileage and expenses                             | \$ 65.37            |
| Ray Moser -- meetings, mileage and expenses                                | \$ 116.16           |
| Rob Sando -- expenses and mileage                                          | \$ 1,735.88         |
| Rob Sando -- salary, insurance                                             | \$ 2,634.27         |
| Tracy Halstensgard -- wages                                                | \$ 1,179.83         |
| MonTech Computers -- cable                                                 | \$ 9.32             |
| PERA -- employee and employer share (December 1st through 31st, 2004)      | \$ 532.40           |
| Citizens State Bank -- 941 tax                                             | \$ 1,271.45         |
| DBA Consulting Unlimited -- QuickBooks consulting                          | \$ 975.00           |
| TKDA -- Engineering expense for West Interceptor                           | \$ 4,982.45         |
| Minnesota Viewers Association -- 2005 dues                                 | \$ 125.00           |
| Roseau-LOW Title and Abstrace -- Closing Costs for West Interceptor        | \$ 982.60           |
| Frank's TV Radio Shack -- digital camera power pack                        | \$ 90.51            |
| Ross True Value -- office supplies                                         | \$ 6.29             |
| Wahl Bros. -- culvert repair in WD #                                       | \$ 195.00           |
| Multi-Office Products -- office supplies                                   | \$ 271.40           |
| Rinke - Noonan -- Legal service for West Interceptor                       | \$ 1,238.00         |
| MN DOT -- construction expense for West Interceptor                        | \$ 9,521.21         |
| Roseau Electric Co-op -- moving poles for West Interceptor                 | \$ 13,641.68        |
| R & Q Trucking -- work in Ditch 8 system                                   | \$ 162.50           |
| <b>TOTAL</b>                                                               | <b>\$ 60,799.50</b> |

### **DELEGATIONS:**

Naomi Erickson, Administrator for the RRWMB, gave a presentation to the board on the history and purpose of the RRWMB. Dan Thul, MN DNR / RRWMB, also discussed star values and the technical advisory committee.

### **PERMITS:**

A **motion** was made by Manager Carriere and seconded by Manager Frislie to approve permit #05-01 for Stephen Seglem with a maximum of an 18" culvert specified. Carried – Unanimous.

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

Engineer Bakken reported on the stream gage repairs that have been completed.

The permit for the West Interceptor from the CORP is still pending and Engineer Bakken stated that he is waiting for a TEP panel to be scheduled for the wet lands permit. There was discussion on the bituminous surfacing for the Highway 11 crossing. Attorney Moren suggested an assurity bond. The issued was tabled until a full board was present. A special meeting date was set for January 21<sup>st</sup> at 9 a.m.

### **RRWMB Report:**

Administrator Sando discussed a handout.

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

Administrator Sando reported on the following issues:

- Certificates of Deposits
- Managers "mail boxes"

### **RRIW:**

The next meeting is scheduled for January 20<sup>th</sup>.

### **OLD BUSINESS:**

There were no items to be discussed for Old Business.

### **NEW BUSINESS:**

There was discussion on Beaver Dam removal in the Watershed District. A **motion** was made by Manager Frislie and seconded by Manager Carriere to deny the request to pay for beaver dam removal at Chad Lofton's. Carried – unanimous.

Administrator Sando informed the board that an inspection of the Duxby Levee had been preformed and everything seemed to be satisfactory.

A **motion** to adjourn was made by Manager Frislie. The meeting was adjourned at 6:40 p.m.

Respectfully submitted,

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LeRoy Carriere, Secretary/Treasurer

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Tracy Halstensgard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS SPECIAL MEETING HELD JANUARY 21, 2005.**

Chairman Farrell Erickson called the special meeting to order at 9:00 a.m. in the Roseau River Watershed District Office. Board members present were LaVerne Voll, Raymond Moser, Farrell Erickson, Leroy Carriere and Allison Frislie. Staff attending was Atty. Pat Moren, Engineer Mike Bakken, Administrator Rob Sando and Secretary Tracy Halstensgard.

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve the agenda as handed out. Carried – unanimous.

Administrator Sando discussed the issue with the bituminous material for the Highway 11 crossing for the West Interceptor Project. A representative from MinDak (the company responsible for providing the material to the contractor) stated that for full payment his company would guarantee the material for five years. Kevin Davidson from Davidson Construction (the contractor) stated that they have full confidence in the road as it is. Attorney Pat Moren suggested a surety bond. Manager Frislie made a **motion** to pay for the material taking the deductions set forth by Mn Dot. The motion was seconded by Manager Moser. Carried – unanimous.

Administrator Sando discussed the requests for proposals. The RRWD received proposals from JOR Engineering, Pat Moren Law Office and Rinke-Noonan Law Office. A **motion** was made by Manager Voll and seconded by Manager Moser to accept these proposals for the West Interceptor Project. Carried – unanimous.

Attorney Pat Moren discussed the Federal Land Bank mineral rights for the Audrey Jensen land. A **motion** was made by Manager Carriere and seconded by Manager Moser to pay \$100.00 to release the mineral rights on that parcel of land. Carried – Manager Carriere, Moser and Erickson in favor and Managers Voll and Frislie against.

The regular board meeting date was set for 10:00 a.m. on Tuesday, February 8<sup>th</sup>, 2005.

There was discussion on the Hay Creek and Norland projects. Engineer Bakken provided the board with information on different options for the area along with the approximate costs of the different options. Administrator Sando called Dick Nelson, financial coordinator for the RRWMB, to discuss funding issues on conference call. Administrator Sando asked for direction for the board as to which option to pursue. Administrator Sando stated that he would be attending meetings in St. Paul the week of January 24<sup>th</sup> and wanted to know the feeling of the board as to continued CORP involvement in the Hay Creek project. Manager Frislie stated that the CORP has had funding problems in the past and he didn't feel that was going to be remedied and time soon. It was the feeling of the board at this time to continue pursuing the project at this time independent of the CORP.

Manager Frislie made a **motion** to adjourn the meeting. The meeting was adjourned at 10:20 a.m.

Respectfully submitted,

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LeRoy Carriere, Secretary/Treasurer

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Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD February 8<sup>th</sup>, 2005**

**ORDER:** Chairman Farrell Erickson called the meeting to order at 10:00 a.m..

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

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

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

**CONSULTING STAFF PRESENT:** Pat Moren and Mike Bakken

**DELEGATIONS:** Floyd Haugen – Concerns about culverts in WD #3

**AGENDA:** **Motion** by Manager Voll and seconded by Manager Carriere to approve the agenda with the removal of Reorganization of Board. Carried - unanimous.

**MINUTES:** A **motion** was made by Manager Carriere and seconded by Manager Moser to approve the January 4<sup>th</sup>, 2005 minutes as written. Carried - unanimous. A **motion** was made by Manager Moser and seconded by Manager Frislie to approve the minutes of the special board meeting held January 22<sup>st</sup>, 2005 as with the addition of Engineer Mike Bakken at staff attending; In the third paragraph “assurity bond” to “a surety bond” ; and fifth paragraph add Federal Land Bank before mineral rights in first sentence. Carried – unanimous.

**RECEIPTS:**

| <b>January Receipts -- Memo</b>                                   | <b>Balance</b>       |
|-------------------------------------------------------------------|----------------------|
| Citizens State Bank -- Interest on checking                       | \$ 38.62             |
| City of Roseau -- reimbursement of land purchase West Interceptor | \$ 285,844.11        |
| Citizens State Bank -- Interest on CD #43275                      | \$ 344.82            |
| Citizens State Bank -- Interest on CD #43276                      | \$ 693.10            |
| Marshall County -- share of taxes                                 | \$ 96.79             |
| Beltrami County -- share of taxes                                 | \$ 70.82             |
| Roseau County -- share of taxes                                   | \$ 13,186.11         |
| Ken Battles -- payment for timber                                 | \$ 2,677.20          |
| <b>TOTAL</b>                                                      | <b>\$ 302,951.57</b> |

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

| <b>January Bills -- Memo</b>                                              | <b>Amount</b>       |
|---------------------------------------------------------------------------|---------------------|
| MonTech Two -- February rent                                              | \$ 650.00           |
| Unicel -- cell phone charge                                               | \$ 89.74            |
| Century Tel -- phone bill                                                 | \$ 140.74           |
| Sjoberg's Cable TV -- cable internet                                      | \$ 40.67            |
| Tony Torn -- copier maintenance                                           | \$ 7.99             |
| Don Lunke Construction -- installation of flap gates in culverts in WD #3 | \$ 200.00           |
| Roseau Times Region -- advertising                                        | \$ 4.75             |
| Patrick D. Moren -- legal fees                                            | \$ 3,593.75         |
| JOR Engineering -- Engineering Expense                                    | \$ 10,145.41        |
| Farrell Erickson -- meetings, mileage and expenses                        | \$ 479.94           |
| LeRoy Carriere -- meetings, mileage and expenses                          | \$ 121.44           |
| Allison Frislie -- meetings, mileage and expenses                         | \$ 186.49           |
| LaVerne Voll -- meetings, mileage and expenses                            | \$ 130.75           |
| Ray Moser -- meetings, mileage and expenses                               | \$ 130.75           |
| Rob Sando -- expenses and mileage                                         | \$ 1,964.80         |
| Rob Sando -- salary, insurance                                            | \$ 2,634.27         |
| Tracy Halstensgard -- wages                                               | \$ 941.89           |
| Franks TV/Radio shack --                                                  | \$ 27.97            |
| PERA -- employee and employer share (January 1st through 31st, 2005)      | \$ 507.78           |
| Citizens State Bank -- 941 tax                                            | \$ 1,254.37         |
| DBA Consulting Unlimited -- QuickBooks consulting                         | \$ 37.50            |
| TKDA -- Engineering expense for West Interceptor                          | \$ 2,626.86         |
| Minnesota Revenue -- fourth quarter withholdings                          | \$ 554.00           |
| Internal Revenue Service -- fourth quarter withholdings                   | \$ 27.97            |
| Roseau-LOW Title and Abstrace -- Closing Costs for West Interceptor       | \$ 674.66           |
| Ross True Value -- office supplies                                        | \$ 20.97            |
| Deluxe Checks -- laser checks                                             | \$ 92.27            |
| Rinke - Noonan -- Legal service for West Interceptor                      | \$ 3,302.50         |
| MAWD -- 2005 dues                                                         | \$ 1,291.11         |
| Roseau County Highway Dept --                                             | \$ 241.46           |
| Roseau County Highway Dept -- partial payment                             | \$ 19,967.14        |
| Kittson County SWCD -- Area 1 Environthon                                 | \$ 100.00           |
| <b>TOTAL</b>                                                              | <b>\$ 52,189.94</b> |

### **DELEGATIONS:**

Floyd Haugen discussed inoperable culvert traps through county road 139 in the WD #3 system. After discussion the board agreed the culverts should be blocked for the spring water. Manager Moser stated that he had spoken to the sheriff and they stated that the Sheriff's department was unable to proceed at this time. Manager Frislie made a **motion** and Manager Moser seconded, to sandbag the culverts this spring, before the spring thaw, until the new traps can be installed. Carried – unanimous.

A **motion** was made by Manager Voll and seconded by Manager Moser to close the meeting at 10:30 a.m. for discussion on pending litigation. Carried - unanimous

The meeting was opened to the public at 12:00 p.m.

### **PERMITS:**

There were no permits for this meeting

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

Engineer Bakken reported on the progress being made on acquiring permits for the West Interceptor. Engineer Bakken also discussed the options for letting the bids for the West Interceptor Project. Engineer Bakken stated he would have the plans and specifications ready for bidding at the March board meeting.

There was some discussion on the Hay Creek Project. Administrator Sando discussed the issues with the funding for the project. Administrator Sando stated he would be scheduling a Project Work Team meeting to discuss the project.

### **RRWMB Report:**

Chairman Erickson informed Attorney Pat Moren of an upcoming Watershed attorney's conference. Chairman Erickson also discussed the Financial Coordinators report and the TEC Committee report.

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

Administrator Sando reported on the following issues:

- St. Paul meetings
- Ring dike reimbursement
- Land and water conference
- Overall Plan reimbursement

### **RRIW:**

Chairman Erickson discussed the Sprague diversion tour and the reorganization of the board.

### **OLD BUSINESS:**

There were no items to be discussed for Old Business.

### **NEW BUSINESS:**

A **motion** was made by Manager Carriere and seconded by Manager Voll to sign with Dahl, Hatton, Muir and Reese as the accountants for the 2004 audit. Carried – unanimous.

There was discussion on the additional costs for the Chris Johnson ring dike. A **motion** was made by Manager Frislie and seconded by Manager Moser to pay Lunke Construction \$2579.40. Motion carried with Manager Voll opposed.

A **motion** was made by Manager Moser and seconded by Manager Voll to change the meeting time to 9:00 a.m. on the first Tuesday after the first Monday of each month. Carried - unanimous

A **motion** to adjourn was made by Manager Frislie. The meeting was adjourned at 12:45 p.m.

Respectfully submitted,

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LeRoy Carriere, Secretary/Treasurer

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Tracy Halstensgard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD March 8<sup>th</sup>, 2005**

**ORDER:** Chairman Farrell Erickson called the meeting to order at 9:00 a.m..

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

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

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

**CONSULTING STAFF PRESENT:** Pat Moren and Mike Bakken

**DELEGATIONS:** Todd Peterson and Pat Novacek – City of Roseau; Don Nolting – ring dikes

**AGENDA:** **Motion** by Manager Voll and seconded by Manager Moser to approve the agenda with the addition of Don Nolting under delegations. Carried - unanimous.

**MINUTES:** A **motion** was made by Manager Carriere and seconded by Manager Moser to approve the February 8<sup>th</sup>, 2005 minutes as mailed. Carried - unanimous.

**RECEIPTS:**

| <b>February Receipts -- Memo</b>                   | <b>Balance</b>      |
|----------------------------------------------------|---------------------|
| Citizens State Bank -- Interest on checking        | \$ 54.08            |
| State of Minnesota -- planning grant reimbursement | \$ 10,140.00        |
| State of Minnesota -- grant reimbursement          | \$ 5,000.00         |
| JOR Engineering -- reimbursement for sign posts    | \$ 113.76           |
| Ken Battles -- payment for timber                  | \$ 2,043.22         |
| <b>TOTAL</b>                                       | <b>\$ 17,351.06</b> |



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

| <b>February Bills -- Memo</b>                                         | <b>Amount</b>       |
|-----------------------------------------------------------------------|---------------------|
| MonTech Two -- March rent                                             | \$ 650.00           |
| Unicel -- cell phone charge                                           | \$ 89.74            |
| Century Tel -- phone bill                                             | \$ 135.07           |
| Sjoberg's Cable TV -- cable internet                                  | \$ 40.67            |
| Tony Torn -- copier maintenance                                       | \$ 8.11             |
| Don Lunke Construction -- ring dike                                   | \$ 2,579.40         |
| Roseau Times Region -- advertising                                    | \$ 4.75             |
| Patrick D. Moren -- legal fees                                        | \$ 2,447.50         |
| JOR Engineering -- engineering expense                                | \$ 8,279.39         |
| Farrell Erickson -- meetings, mileage and expenses                    | \$ 434.26           |
| LeRoy Carriere -- meetings, mileage and expenses                      | \$ 50.79            |
| Allison Frislie -- meetings, mileage and expenses                     | \$ 93.24            |
| LaVerne Voll -- meetings, mileage and expenses                        | \$ 65.37            |
| Ray Moser -- meetings, mileage and expenses                           | \$ 65.37            |
| Rob Sando -- expenses and mileage                                     | \$ 828.98           |
| Rob Sando -- salary, insurance                                        | \$ 2,631.27         |
| Tracy Halstensgard -- wages                                           | \$ 852.56           |
| Roseau County Treasurer -- scanning ditch records                     | \$ 129.92           |
| PERA -- employee and employer share (February 1st through 28th, 2005) | \$ 493.97           |
| Citizens State Bank -- 941 tax                                        | \$ 1,170.72         |
| MonTech Computers -- picture mate paper                               | \$ 15.96            |
| TKDA -- Engineering expense for West Interceptor                      | \$ 2,855.19         |
| MADI -- registration for spring meeting                               | \$ 20.00            |
| Postmaster -- stamps                                                  | \$ 222.00           |
| Roseau-LOW Title and Abstrace -- Closing Costs for West Interceptor   | \$ 1,589.98         |
| Ross True Value -- office supplies                                    | \$ 16.86            |
| Agribank FCB -- land mineral rights for West Interceptor land         | \$ 100.00           |
| Rinke - Noonan -- Legal service for West Interceptor                  | \$ 6,034.25         |
| MAWD -- legislative breakfast registration                            | \$ 50.00            |
| Dan Fulton Accounting -- w-2's and 1099's                             | \$ 90.00            |
| MADI -- 2005 dues                                                     | \$ 75.00            |
| Red River Watershed Management Board -- share of taxes                | \$ 2,000.00         |
| Roseau County Recorder -- recording of mineral rights deed            | \$ 19.50            |
| <b>TOTAL</b>                                                          | <b>\$ 34,139.82</b> |

### **DELEGATIONS:**

Todd Peterson, Roseau City Coordinator, discussed the requirements that have to be met in order for the Federal Government to release the EDA funds. There was some discussion on timelines for bidding and starting construction on the project. A question was raised by a member of the audience on the maintenance costs and the benefited area.

Don Nolting presented the board with the cost for the extra work on the Chris Johnson ring dike. A **motion** was made by Manager Voll and seconded by Manager Carriere to pay the bill with the complete release of damages by Mr. Johnson. Carried – Manager Frislie opposed.

### **PERMITS:**

There were no permits for this meeting

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

Engineer Bakken reported on the progress being made on the preliminary plans. Engineer Bakken stated that there were some issues with the propose plans from TKDA for the railroad crossing, specifically the plan shows the outlet going south and the estimated cost of construction. A **motion** was made by Manager Voll and seconded by Manager Moser to authorize Engineer Bakken to talk to TKDA and the railroad to resolve these issues. There was discussion on the construction phases and the bidding process. Engineer Bakken stated that he would have final plans and be ready to let the bids by March 18, 2005.

### **RRWMB Report:**

Administrator Sando informed the board of issues discussed by the RRWMB:

- Accounting standards
- TAC study of tiling for flooding and FDR benefits
- RRWMB funding for repair of old projects

Chairman Erickson discussed the MPCA meeting he attended.

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

Administrator Sando reported on the following issues:

- West Interceptor land purchases.
- West Interceptor deposition rescheduled. A **motion** was made by Manager Carriere and seconded by Manager Frislie to direct Kurt Deter to make a motion to the court to charge the cost of the depositions having to be rescheduled to the party responsible for the delay.
- Installation of a staff gage on the railroad bridge in the City of Roseau.

### **RRIW:**

Chairman Erickson discussed the Sprague Creek tour and the planning meetings.

### **OLD BUSINESS:**

There were no items to be discussed for Old Business.

### **NEW BUSINESS:**

There was discussion on the PWT recommendations concerning the Hay Creek project. A **motion** was made by Manager Carriere and seconded by Manager Moser to authorize Administrator Sando to remove Hay Creek/ Norland from the WRDA bill. Carried – unanimous.

A **motion** was made by Manager Voll to adjourn the meeting. The meeting was adjourned at 11:05 a.m.

Respectfully submitted,

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LeRoy Carriere, Secretary/Treasurer

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Tracy Halstensgard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS SPECIAL MEETING HELD MARCH 14, 2005.**

Chairman Farrell Erickson called the special meeting to order at 8:00 a.m. in the Roseau River Watershed District Office. Board members present were LaVerne Voll, Raymond Moser, Farrell Erickson, and Allison Frislie. Staff attending was Atty. Pat Moren, Administrator Rob Sando and Secretary Tracy Halstensgard.

Administrator Sando discussed a conversation with Dick Nelson, RRWMB Financial Coordinator, concerning funding and proceeding with the Hay Creek project without US Army Corp of Engineer involvement. Manager Frislie made a **motion** to continue with Hay Creek / Norland as a stand alone project without COE involvement and to approve Administrator Sando and Manager Erickson to pay the RRWMB for land purchased. The motion was seconded by Manager Moser. Carried – unanimous.

Manager Voll discussed Hay Creek as a stand alone project and questioned using ag dike storage on Hay Creek. A **motion** was made by Manager Voll and seconded by Manager Moser to let the County continue with the Hay Creek stabilization work and to work with the county on easement and design. Carried – unanimous.

Manager Frislie made a **motion** to adjourn the meeting. The meeting was adjourned at 9:10 a.m.

Respectfully submitted,

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LeRoy Carriere, Secretary/Treasurer

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Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS SPECIAL MEETING HELD MARCH 14, 2005.**

Chairman Farrell Erickson called the special meeting to order at 8:00 a.m. in the Roseau River Watershed District Office. Board members present were LaVerne Voll, Raymond Moser, Farrell Erickson, and Allison Frislie. Staff attending was Atty. Pat Moren, Administrator Rob Sando and Secretary Tracy Halstensgard.

Administrator Sando discussed a conversation with Dick Nelson, RRWMB Financial Coordinator, concerning funding and proceeding with the Hay Creek project without US Army Corp of Engineer involvement. Manager Frislie made a **motion** to continue with Hay Creek / Norland as a stand alone project without COE involvement and to approve Administrator Sando and Manager Erickson to pay the RRWMB for land purchased. The motion was seconded by Manager Moser. Carried – unanimous.

Manager Voll discussed Hay Creek as a stand alone project and questioned using ag dike storage on Hay Creek. A **motion** was made by Manager Voll and seconded by Manager Moser to let the County continue with the Hay Creek stabilization work and to work with the county on easement and design. Carried – unanimous.

Manager Frislie made a **motion** to adjourn the meeting. The meeting was adjourned at 9:10 a.m.

Respectfully submitted,

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LeRoy Carriere, Secretary/Treasurer

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Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD March 29<sup>th</sup>, 2005**

**ORDER:** Chairman Farrell Erickson called the meeting to order at 9:50 a.m..

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

**STAFF PRESENT:** Administrator, Rob Sando.

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

**CONSULTING STAFF PRESENT:** Pat Moren and Mike Bakken

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

**MINUTES:** A **motion** was made by Manager Voll and seconded by Manager Carriere to approve the March 8<sup>th</sup>, 2005 minutes as mailed. Carried - unanimous.

**RECEIPTS:**

| <b>March Receipts -- Memo</b>               | <b>Balance</b>     |
|---------------------------------------------|--------------------|
| Citizens State Bank -- Interest on checking | \$ 67.15           |
| FSA -- farm program payment                 | \$ 3,751.00        |
| Joe Laurin -- landowners share of ring dike | \$ 2,939.50        |
| <b>TOTAL</b>                                | <b>\$ 6,757.65</b> |

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

| <b>March Bills -- Memo</b>                                          | <b>Amount</b>       |
|---------------------------------------------------------------------|---------------------|
| MonTech Two -- March rent                                           | \$ 650.00           |
| Unicel -- cell phone charge                                         | \$ 89.74            |
| Century Tel -- phone bill                                           | \$ 133.40           |
| Sjoberg's Cable TV -- cable internet                                | \$ 40.67            |
| Tony Torn -- copier maintenance                                     | \$ 21.64            |
| Don Lunke Construction -- ring dike                                 | \$ 2,579.40         |
| Roseau Times Region -- advertising                                  | \$ 27.63            |
| Patrick D. Moren -- legal fees                                      | \$ 1,562.50         |
| JOR Engineering -- engineering expense                              | \$ 34,220.93        |
| Farrell Erickson -- meetings, mileage and expenses                  | \$ 527.79           |
| LeRoy Carriere -- meetings, mileage and expenses                    | \$ 50.80            |
| LaVerne Voll -- meetings, mileage and expenses                      | \$ 197.74           |
| Ray Moser -- meetings, mileage and expenses                         | \$ 132.37           |
| Rob Sando -- expenses and mileage                                   | \$ 1,951.27         |
| Rob Sando -- salary, insurance                                      | \$ 2,631.27         |
| Tracy Halstensgard -- wages                                         | \$ 1,022.28         |
| MADI -- spring meeting registration                                 | \$ 10.00            |
| PERA -- employee and employer share (March 1st through 31st, 2005)  | \$ 519.79           |
| Citizens State Bank -- 941 tax                                      | \$ 1,259.42         |
| MonTech Computers -- antivirus software                             | \$ 42.59            |
| Pizza Ranch -- dinner for March 29th, 2005 Board meeting            | \$ 65.00            |
| TKDA -- Engineering expense for West Interceptor                    | \$ 313.72           |
| MADI -- registration for spring meeting                             | \$ 20.00            |
| Don Lunke Construction -- ring dike                                 | \$ 5,310.81         |
| Roseau-LOW Title and Abstrace -- Closing Costs for West Interceptor | \$ 1,104.79         |
| Multi Office Products -- office supplies                            | \$ 48.77            |
| Ross True Value -- supplies                                         | \$ 16.27            |
| Rinke - Noonan -- Legal service for West Interceptor                | \$ 5,262.50         |
| Pizza Ranch -- dinner for PWT April 4, 2005                         | \$ 97.45            |
| Franks TV -- copies of public hearing for west interceptor          | \$ 31.95            |
| DBA Consulting Unlimited -- quickbooks consulting                   | \$ 559.85           |
| Fleet Supply -- supplies for WD #3                                  | \$ 52.14            |
| <b>TOTAL</b>                                                        | <b>\$ 60,554.48</b> |

### **PERMITS:**

There was discussion on the proposed plans for the City of Roseau's planned bike trail. After some discussion A **motion** was made by Manager Voll and seconded by Manager Carriere to table the permit for the City of Roseau's bike trail application until Engineer Bakken can review the plans, Carried – unanimous.

A **motion** was made by Manager Voll and seconded by Manager Carriere to extend the Wayne Nelson permit form 2000. Carried – unanimous.

The RRWD Board of Managers also discussed the proposed Roseau county ditch cleanouts this upcoming summer.

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

Engineer Bakken reported on the meeting that was held with BWSR, COE, FWS and SWCD on wetlands and mitigation of wetlands for the West Interceptor project. He discussed the railroad crossing on CR #120, the Board of

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD May 3<sup>rd</sup>, 2005**

**ORDER:** Chairman Farrell Erickson called the meeting to order at 9:00 a.m..

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

**STAFF PRESENT:** Administrator, Rob Sando: Administrative Assistant, Tracy Halstensgard.

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

**CONSULTING STAFF PRESENT:** Pat Moren and Mike Bakken

**DELEGATIONS:** Earl Robinson: Elhue Castle and Torris Bakken, East Side Diversion.

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

**MINUTES:** A motion was made by Manager Carriere and seconded by Manager Moser to change the wording in a motion in the March 14, 2005 special board meeting minutes from "Norland" to "Hay Creek / Norland". Carried – unanimous. A **motion** was made by Manager Moser and seconded by Manager Carriere to approve the March 14, 2005 minutes with the above stated change. Carried – unanimous. A **motion** was made by Manager Voll and seconded by Manager Carriere to approve the March 29<sup>th</sup>, 2005 minutes as mailed. Carried - unanimous.

**RECEIPTS:**

| <b>April Receipts -- Memo</b>                                         | <b>Balance</b>      |
|-----------------------------------------------------------------------|---------------------|
| Citizens State Bank -- Interest on checking                           | \$ 83.11            |
| Border State Bank -- Interest on CD #200240                           | \$ 842.68           |
| Roseau Lake of the Woods Title Co. -- Excess funds from land purchase | \$ 963.00           |
| State of Minnesota -- ring dike reimbursement                         | \$ 14,362.59        |
| Citizens State Bank -- Interest on CD #43276                          | \$ 718.03           |
| Citizens State Bank -- Interest on CD #43275                          | \$ 357.22           |
| Citizens State Bank -- Interest on CD                                 | \$ 3.98             |
| <b>TOTAL</b>                                                          | <b>\$ 17,330.61</b> |

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

| <b>April Bills -- Memo</b>                                                | <b>Amount</b>       |
|---------------------------------------------------------------------------|---------------------|
| MonTech Two -- May rent                                                   | \$ 650.00           |
| Unicel -- cell phone charge                                               | \$ 89.82            |
| Century Tel -- phone bill                                                 |                     |
| Sjoberg's Cable TV -- cable internet                                      | \$ 40.67            |
| Tony Torn -- copier maintenance                                           | \$ 8.75             |
| Roseau Times Region -- advertising                                        | \$ 14.88            |
| Patrick D. Moren -- legal fees                                            | \$ 1,625.00         |
| JOR Engineering -- engineering expense                                    | \$ 31,428.59        |
| Farrell Erickson -- meetings, mileage and expenses                        | \$ 331.72           |
| LeRoy Carriere -- meetings, mileage and expenses                          | \$ 179.43           |
| LaVerne Voll -- meetings, mileage and expenses                            | \$ 146.13           |
| Ray Moser -- meetings, mileage and expenses                               | \$ 58.08            |
| Rob Sando -- expenses and mileage                                         | \$ 1,043.55         |
| Rob Sando -- salary, insurance                                            | \$ 2,631.26         |
| Tracy Halstensgard -- wages                                               | \$ 1,065.32         |
| Roseau Bakery -- gift basket                                              | \$ 26.99            |
| PERA -- employee and employer share                                       | \$ 526.40           |
| Citizens State Bank -- 941 tax                                            | \$ 1,263.26         |
| MonTech Computers -- Fax machine, air dusters                             | \$ 145.87           |
| Pizza Ranch -- dinner for                                                 | \$ 71.46            |
| Border Insurance Network -- insurance                                     | \$ 6,239.10         |
| Petrowski Telecommunications -- two-line phone installation and equipment | \$ 467.32           |
| Berkley Risk Administrators -- Workers Comp insurance                     | \$ 50.00            |
| Roseau-LOW Title and Abstrace -- Closing Costs for West Interceptor       | \$ 385.47           |
| Ross True Value -- supplies                                               | \$ 27.93            |
| Rinke - Noonan -- Legal service for West Interceptor                      | \$ 5,280.87         |
| Minnesota Revenue -- 1st quarter withholdings                             | \$ 613.00           |
| Roseau-LOW Title and Abstrace -- Closing Costs for West Interceptor       | \$ 603.78           |
| Roseau-LOW Title and Abstrace -- Land purchase for West Interceptor       | \$ 22,000.00        |
| Roseau County Treasurer -- 2005 property taxes                            | \$ 7,638.14         |
| <b>TOTAL</b>                                                              | <b>\$ 84,652.79</b> |

### **DELEGATIONS:**

Mr. Earl Robinson questioned the necessity of the continual surveying work being done in the area. Mr. Robinson was informed of the need for the surveying work especially in the case of specific project areas.

Mr. Elhue Castle and Mr. Torris Bakken, Spruce Township board members, spoke about concerns of citizen in the area of the East Side Diversion. Mr. Bakken stated that the Spruce Township Board supports upstream retention areas. A committee of Spruce Township officials has been formed and they would be attending meeting concerning the East Side Diversion.

### **PERMITS:**

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve permit # 2005-03 for an 18" culvert for Randy Kostrzewski. Carried – unanimous.

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve permit # 2005-04 for an 18" culvert for Ryan Klindtworth. Carried – unanimous.

A **motion** was made by Manager Voll and seconded by Manager Moser to approve permit # 2005-05 for an 18" culvert for Glade Blakesley. Carried – unanimous.



A **motion** was made by Manager Voll and seconded by Manager Moser to approve permit # 2005-06 for Norm Berg, after Engineer Bakken's review. Carried – unanimous.

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

Engineer Bakken stated that the Wetland Permit Application has been submitted and the construction plans have been completed. Engineer Bakken discussed the necessity of surveying benchmarks in the Watershed Districts and showed a map of the watershed and the current benchmarks. A **motion** was made by Manager Moser and seconded by Manager Carriere to proceed with adding the necessary benchmarks. Carried – unanimous.

Administrator Sando discussed the Hay Creek / Norland meeting. There was discussion on water flows in Norland.

#### **RRWMB Report:**

Chairman Erickson discussed a resolution from the RRWMB. A **motion** was made by Manager Moser and seconded by Manager Carriere to support the resolution. Carried – unanimous.

Chairman Erickson stated that the Tech committee is currently studying the value of tile drainage in a variety of terrains.

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

Administrator Sando reported on the following issues:

- Annual report
- West Interceptor deposition
- Drainage law
- PWT meeting recommendations – Hay Creek reimbursement
- Proposed land purchase in Norland area – A **motion** was made by Manager Voll and seconded by Manager Carriere to offer Arlo Paxton Trust \$375.00 per acre. Carried – unanimous.
- A **motion** was made by Manager Voll and seconded by Manager Moser to continue with the cost share agreement for the RRIW and to contribute \$5000.00 to be matched. Carried – unanimous.

#### **RRIW:**

Manager Voll informed the board of the upcoming tour of the RRWMA. The tour will take place on May 19 with lunch following the tour in Roseau. The June meeting will be held at our office.

#### **OLD BUSINESS:**

After some discussion a **motion** was made by Manager Carriere and seconded by Manager Voll to change the regular meeting time of the RRWD to 10 a.m. Carried – unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Moser to change the PWT meeting time to 5 p.m. Carried – unanimous.

#### **NEW BUSINESS:**

Administrator Sando briefly discussed the MAWD summer tour.

There was some discussion on pending FEMA repair work.

Manager Voll discussed bank sloughing in SD #51.

A **motion** was made by Manager Moser to adjourn the meeting. The meeting was adjourned at 12:15 p.m.

Respectfully submitted,

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LeRoy Carriere, Secretary/Treasurer

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Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS SPECIAL MEETING HELD MAY 24, 2005.**

Chairman Farrell Erickson called the special meeting to order at 10:00 a.m. in the Commissioners meeting room at the Roseau County Courthouse. Board members present were LaVerne Voll, Raymond Moser, Farrell Erickson, LeRoy Carriere and Allison Frislie. Staff attending was Atty. Pat Moren, Administrator Rob Sando and Secretary Tracy Halstensgard.

Commissioner Johnston opened the meeting by discussing the counties Hay Creek FEMA project. Manager Erickson discussed the changes to the Hay Creek/ Norland plan since the US Army Corp of Engineers is no longer involved. Roseau County Engineer Brian Ketrting stated that a meeting with all affected land owners in the ditch repair area has been scheduled for May 31, 2005 at the Highway Department office.

There was discussion on what options were being considered. Engineer Bakken stated that the current design has a total width of 650 feet with the road on the north side being 24 feet wide and a collector ditch on the south side of the setback levee. Manager Erickson asked where the road would be placed. Engineer Ketrting stated that was undecided.

Engineer Ketrting discussed the Project Work Team involvement in this project. In a coordinated effort, the Watershed District would purchase the land and the county would be dealing with the Watershed District as a land owner. Engineer Ketrting also discussed the time constraints due to the funding from FEMA.

Manager Voll asked who would be in control of the ditch if the Watershed District purchased the land. Engineer Ketrting stated that the County would still control the ditch.

Commissioner Foldesi questioned the issue of condemnation and other land owner issues. There was continued discussion on condemnation and issues with land that is enrolled in the CRP program.

Manager Voll discussed Hay Creek / Norland being done in phases. Phase one being the Norland Impoundment, phase two being set back levees on Hay Creek and agricultural diked storage.

There was discussion on the problem with water coming out of Hay Creek and 10 year flood protection for agricultural land.

A **motion** was made by Manager Voll and seconded by Manager Moser to have a meeting on May 31, 2005 at 1:30 at the County Highway Department office. Carried – unanimous.

The meeting was recessed to the Watershed District office at 11:00 a.m.

Manager Frislie made a **motion** to adjourn the meeting. The meeting was adjourned at 11:30 a.m.

Respectfully submitted,

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LeRoy Carriere, Secretary/Treasurer

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Tracy Halstensgard, Administrative Assistant

Managers discussed the crossing and no action was taken. He indicated that he has advertised in the Construction bulletin, the West Interceptor Project.

### **RRWMB Report:**

Manager Erickson discussed the upcoming March Conference in Crookston on the 31<sup>st</sup> of March. He also discussed the RRFDWRG meeting on the 30<sup>th</sup> of March. Discussion was held on the Hay Creek project and water quality standards at the state level.

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

Administrator Sando reported on the following issues:

- Letter form TRWD on recent joint meeting with Roseau County Board officials and TRWD officials.
- The recent meetings that he and Farrell attended: MADI – Willmar and Legislative breakfast in St. Paul.
- He discussed the Hay Creek project and funding associated with the project.
- Also discussed was the proposed fees for homesteads “toilet tax” (Clean Water Legacy) which would generate 80 million annually for projects.

The RRWD Board of Managers discussed the TRWD joint meeting with Roseau County and authorized Administrator Sando to draft a letter to the TRWD on the recent joint meeting as to why the RRWD was not in attendance.

### **RRIW:**

Chairman Erickson discussed the upcoming dates of meetings and tours, April 12<sup>th</sup> – RRWMA tour, and May 19<sup>th</sup> – meeting to be held in Roseau. Chairman Erickson discussed the funding for the RRIW indicating that the contributions from the U.S. have been over \$ 30,000.00 and \$ 7,000.00 from Canada.

### **OLD BUSINESS:**

There were no items to be discussed for Old Business.

### **NEW BUSINESS:**

There was discussion on the inspection report received from the COE on the Duxby Levee and work to be completed on the levee this summer.

The Board discussed the bill that had been presented to them for attorney fees for the Ardell Magnusson property acquisition for the West Interceptor project. A **motion** was made by Manager Voll and seconded by Manager Carriere not to pay the bill. Carried – unanimous.

The meeting was recessed at 11:20 a.m. The meeting reconvened at 12:30 p.m.

A **motion** was made by Manager Carrier and seconded by Manager Moser to close the public meeting for discussion of litigation issues. Carried – unanimous.

A **motion** was made by Manager Voll and seconded by Manager Moser to reopen the public meeting. Carried – unanimous.

A **motion** was made by Manager Voll to adjourn the meeting. The meeting was adjourned at 1:27 p.m.

Respectfully submitted,

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LeRoy Carriere, Secretary/Treasurer

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Rob Sando, Administrator

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS SPECIAL MEETING HELD MAY 31, 2005.**

Chairman Farrell Erickson called the special meeting to order at 1:30 p.m. at the Roseau County Highway Department. Board members present were LaVerne Voll, Raymond Moser and Farrell Erickson. Staff attending was Atty. Pat Moren, Administrator Rob Sando and Secretary Tracy Halstensgard.

Roseau County Engineer Brian Ketring welcomed everyone to the meeting and introduced Rob Sando, Mike Bakken and Alan Johnston. County Commissioner Johnston discussed the history of Hay Creek and the Corps of Engineer involvement. Commissioner Johnston asked for landowner input as to scope of work for repair for the Hay Creek project.

Engineer Ketring discussed the funding from FEMA. Engineer Ketring stated the currents situations and problems with the Hay Creek channel and presented the County's plan. The County's plan would just be to repair the ditch by removing sediment, slope back the bank and push back the spoil piles. Engineer Ketring stated that if the Watershed District purchased the land adjacent to Hay Creek, they would be the land owners and be giving permission to the County to do the repair work.

Administrator Sando spoke about the Hay Creek and Norland projects.

Kelman Kvien, a local landowner, asked if there were reasons that the corridor inside the setback levees is still at 500' (inside toe to inside toe) now that the COE is not involved.

Commissioner Johnston stated that the County intends to maintain control of the Ditch system.

A question was posed from the audience about widening and deepening the current ditch. Engineer Ketring and Commissioner Johnston spoke about the process of improving ditch systems. Engineer Ketring stated that the FEMA money could only be used for a very specific scope of work.

After an extensive question and answer session, the meeting was adjourned at 3:10 p.m.

Respectfully submitted,

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LeRoy Carriere, Secretary/Treasurer

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Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS SPECIAL MEETING HELD MAY 31, 2005.**

Chairman Farrell Erickson called the special meeting to order at 1:30 p.m. at the Roseau County Highway Department. Board members present were LaVerne Voll, Raymond Moser and Farrell Erickson. Staff attending was Atty. Pat Moren, Administrator Rob Sando and Secretary Tracy Halstensgard.

Roseau County Engineer Brian Ketring welcomed everyone to the meeting and introduced Rob Sando, Mike Bakken and Alan Johnston. County Commissioner Johnston discussed the history of Hay Creek and the Corps of Engineer involvement. Commissioner Johnston asked for landowner input as to scope of work for repair for the Hay Creek project.

Engineer Ketring discussed the funding from FEMA. Engineer Ketring stated the currents situations and problems with the Hay Creek channel and presented the County's plan. The County's plan would just be to repair the ditch by removing sediment, slope back the bank and push back the spoil piles. Engineer Ketring stated that if the Watershed District purchased the land adjacent to Hay Creek, they would be the land owners and be giving permission to the County to do the repair work.

Administrator Sando spoke about the Hay Creek and Norland projects.

Kelman Kvien, a local landowner, asked if there were reasons that the corridor inside the setback levees is still at 500' (inside toe to inside toe) now that the COE is not involved.

Commissioner Johnston stated that the County intends to maintain control of the Ditch system.

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After an extensive question and answer session, the meeting was adjourned at 3:10 p.m.

Respectfully submitted,

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LeRoy Carriere, Secretary/Treasurer

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Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD JUNE 7<sup>th</sup>, 2005**

**ORDER:** Chairman Farrell Erickson called the meeting to order at 10:00 a.m.

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

**STAFF PRESENT:** Administrator, Rob Sando: Administrative Assistant, Tracy Halstensgard.

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

**CONSULTING STAFF PRESENT:** Pat Moren and Mike Bakken

**DELEGATIONS:** Tony Brateng, culvert issue in Jadis Township: Donald Strandlund, landowner in Hay Creek area.

**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 Voll to approve the May 3rd, 2005 minutes as mailed. Carried - unanimous. A **motion** was made by Manager Voll and seconded by Manager Carriere to approve the May 24<sup>th</sup>, 2005 special meeting minutes as handed out. Carried – unanimous.

**RECEIPTS:**

| <b>May Receipts -- Memo</b>                                      | <b>Balance</b>       |
|------------------------------------------------------------------|----------------------|
| Citizens State Bank -- Interest on checking                      | \$ 83.11             |
| Daryle Dahl -- first half land rent                              | \$ 934.50            |
| City of Roseau -- payment for 4th quarter 2004, West Interceptor | \$ 53,565.86         |
| City of Roseau -- payment for 1st quarter 2005, West Interceptor | \$ 95,972.27         |
| Marshall County -- share of taxes                                | \$ 757.78            |
| <b>TOTAL</b>                                                     | <b>\$ 151,313.52</b> |

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

| <b>May Bills -- Memo</b>                                              | <b>Amount</b>       |
|-----------------------------------------------------------------------|---------------------|
| MonTech Two -- June rent                                              | \$ 650.00           |
| Unicel -- cell phone charge                                           | \$ 94.23            |
| Century Tel -- phone bill                                             | \$ 137.64           |
| Sjoberg's Cable TV -- cable internet                                  | \$ 40.67            |
| Tony Torn -- copier maintenance                                       | \$ 8.79             |
| Roseau Times Region -- advertising                                    |                     |
| Patrick D. Moren -- legal fees                                        | \$ 1,593.75         |
| JOR Engineering -- engineering expense                                | \$ 20,205.61        |
| Farrell Erickson -- meetings, mileage and expenses                    | \$ 618.17           |
| Allison Frislie -- meeting, mileage and expenses                      | \$ 186.48           |
| LeRoy Carriere -- meetings, mileage and expenses                      | \$ 152.38           |
| LaVerne Voll -- meetings, mileage and expenses                        | \$ 165.54           |
| Ray Moser -- meetings, mileage and expenses                           | \$ 278.91           |
| Rob Sando -- expenses and mileage                                     | \$ 548.98           |
| Rob Sando -- salary, insurance                                        | \$ 2,631.26         |
| Tracy Halstensgard -- wages                                           | \$ 1,122.33         |
| MAWD -- summer tour registration                                      | \$ 107.00           |
| PERA -- employee and employer share                                   | \$ 534.82           |
| Citizens State Bank -- 941 tax                                        | \$ 1,375.88         |
| MonTech Computers -- ink cartridges                                   | \$ 159.72           |
| Pizza Ranch -- dinner for PWT                                         | \$ 45.48            |
| Border Insurance Network -- insurance                                 | \$ 1,558.20         |
| Roseau Diner -- lunch for RRIW tour                                   | \$ 358.63           |
| Subway -- June PWT meal                                               | \$ 76.68            |
| Auto Owners Insurance -- business vehicle insurance                   | \$ 239.00           |
| Ross True Value -- supplies                                           | \$ 19.98            |
| Rinke - Noonan -- Legal service for West Interceptor                  | \$ 1,784.25         |
| Frank's TV and Repair -- copy of vcr tape of West Interceptor hearing | \$ 10.65            |
| Bryan Erickson -- vehicle rental RRIW tour                            | \$ 90.00            |
| Multi Office Products -- office supplies                              | \$ 24.14            |
| Wally's supermarket -- supplies                                       | \$ 63.10            |
| <b>TOTAL</b>                                                          | <b>\$ 34,882.27</b> |

#### **DELEGATIONS:**

Tony Brateng addressed the board with an issue with a culvert in Jadis Township that was not allowing a field he is farming to drain. There was discussion on the history of the culvert and Administrator Sando presented the board with some documentation as to past issues with the culvert. Mr. Brateng also stated that there is a large round hay bale in Ditch #8. The board directed Administrator Sando to have the bale removed.

Donald Strandlund discussed a high-flow outlet for Hay Creek across land that he owns. Administrator Sando discussed using Hay Creek funding for a ring dike for Mr. Strandlund. There was extensive discussion on ring dike and outlet options.

#### **PERMITS:**

A **motion** was made by Manager Voll and seconded by Manager Moser to approve permit # 2005-07 for Warren Stoe. Carried – unanimous.



A **motion** was made by Manager Voll and seconded by Manager Carriere to table permit # 2005-13 for tile drainage for Curtis Amundson for further review. After discussion, Manager Voll withdrew the motion. A **motion** was made by Manager Voll and seconded by Manager Carriere to approve the permit upon Mr. Amundson obtaining written easement from landowner for outlet. Motion failed. A **motion** was made by Manager Moser and seconded by Manager Frislie to table the permit until more information on the outlet is obtained. Carried – unanimous.

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

Engineer Bakken discussed a recent TEP panel meeting. He stated that the COE is not accepting the wetlands determination. A **motion** was made by Manager Carriere and seconded by Manager Moser for Administrator Sando to contact State and Federal Legislators and apprise them of the concerns and difficulties with the COE, as soon as possible. Carried – unanimous. There was some discussion on access to the state land in section 33.

Roseau County Engineer Brian Ketring discussed extension of working days on the Highway 11 crossing. Due to the change order for the West Interceptor, there were additional costs of \$15,000.00. A **motion** was made by Manager Voll and seconded by Manager Carriere to pay the additional cost of \$15,000.00. Carried – unanimous.

Engineer Bakken gave an update on the PWT meeting. Project Work Team members signed off on the Hay Creek project with the understanding that the minimum inside levee width would be 400'. Engineer Bakken stated that the PWT asked to look into some other options for the Malung and Palmville sites. A **motion** was made by Manager Moser and seconded by Manager Voll to send a letter to Gretchen Mehmel, concerning the recent installation of culverts in Beltrami Island State Forest. Carried – unanimous.

### **RRWMB Report:**

Chairman Erickson discussed a special meeting concerning Middle River/Snake River Board of Managers. The TEC committee is studying the effects of tile drainage in different areas. They are considering different models for hilly land verses flat land.

A presentation was given to the board about investing money into retirement funds. Manager Voll stated that there are local people who are able to provide those services.

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

Administrator Sando reported on the following issues:

- Benchmarks in RRWMA
- East Side Diversion meeting
- FDRWG meeting
- Manager Moser discussed the landowner meeting for the Hay Creek / Norland project at the County Highway Department. Manager Moser suggested writing a letter to the landowners or having another meeting.
- PWT meeting scheduled for July 6 at 5 p.m. to discuss impoundments in the Beltrami Island State Forest.
- Depositions for the West Interceptor
- Engineering firms
- Per diem increase

### **RRIW:**

The next meeting for the RRIW will be June 9, 2005 in our office. There was a quick review of the tour of the RRWMA.

### **OLD BUSINESS:**

After some discussion, a **motion** was made by Manager Carriere and seconded by Manager Moser to pursue purchase of land in the Norland Impoundment area for the amount of \$388 per acre, entering into a purchase agreement with 5% earnest money and closing to take place after October 1, 2005. Motion carried with Manager Voll opposed.

Manager Moser spoke about culvert issues in County Ditch 23.

**NEW BUSINESS:**

There was discussion on sloughing in WD #3. A **motion** was made by Manager Voll and seconded by Manager Moser to authorize JOR Engineering to work with Deter Township and develop a preliminary engineering report for the proposed project in WD #3. Carried – unanimous.

Chairman Erickson discussed having a meeting with the advisory committee.

A conference call occurred with Steve Eggers, COE, to discuss issues with the wetlands determination for the West Interceptor project. Administrator Sando and Engineer Bakken were directed to compile a list of issues to present to the State and Federal Legislators.

A **motion** was made by Manager Voll to adjourn the meeting. The meeting was adjourned at 2:10 p.m.

Respectfully submitted,

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LeRoy Carriere, Secretary/Treasurer

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Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD JULY 5<sup>th</sup>, 2005**

**ORDER:** Chairman Farrell Erickson called the meeting to order at 10:00 a.m.

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

**STAFF PRESENT:** Administrator, Rob Sando: Administrative Assistant, Tracy Halstensgard.

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

**CONSULTING STAFF PRESENT:** Pat Moren and Mike Bakken

**DELEGATIONS:** Douglas Erickson; Orvis Olson, Section 21 Spruce Township; LaVern Skoglund.

**AGENDA:** **Motion** by Manager Voll and seconded by Manager Moser to approve the agenda with the additions of LaVern Skoglund as a delegate; Ditch 3 repair under old business; and Lake of the Woods Watershed under New Business. Carried - unanimous.

**MINUTES:** A **motion** was made by Manager Carriere and seconded by Manager Moser to approve the June 7<sup>th</sup>, 2005 minutes as read. Carried - unanimous. A **motion** was made by Manager Carriere and seconded by Manager Frislie to approve the May 31<sup>st</sup>, 2005 special meeting minutes as mailed. Carried – unanimous.

**RECEIPTS:**

| <b>June Receipts -- Memo</b>                          | <b>Balance</b>       |
|-------------------------------------------------------|----------------------|
| Citizens State Bank -- Interest on checking           | \$ 197.41            |
| Roseau County -- share of taxes                       | \$ 188,668.13        |
| Marshall County -- share of taxes                     | \$ 142.23            |
| Beltrami County -- share of taxes                     | \$ 233.23            |
| State of Minnesota -- emergency disaster aid DR# 1333 | \$ 720.00            |
| <b>TOTAL</b>                                          | <b>\$ 189,961.00</b> |

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

| <b>June Bills -- Memo</b>                                                    | <b>Amount</b>       |
|------------------------------------------------------------------------------|---------------------|
| MonTech Two -- July rent                                                     | \$ 650.00           |
| Unicel -- cell phone charge                                                  | \$ 89.82            |
| Century Tel -- phone bill                                                    | \$ 137.53           |
| Sjoberg's Cable TV -- cable internet                                         | \$ 40.67            |
| Tony Torn -- copier maintenance                                              | \$ 12.83            |
| Roseau Times Region -- advertising                                           | \$ 10.63            |
| Patrick D. Moren -- legal fees                                               | \$ 2,031.25         |
| JOR Engineering -- engineering expense                                       | \$ 21,896.68        |
| Farrell Erickson -- meetings, mileage and expenses                           | \$ 324.85           |
| Allison Frislie -- meeting, mileage and expenses                             | \$ 93.25            |
| LeRoy Carriere -- meetings, mileage and expenses                             | \$ 56.79            |
| LaVerne Voll -- meetings, mileage and expenses                               | \$ 295.10           |
| Ray Moser -- meetings, mileage and expenses                                  | \$ 65.37            |
| Rob Sando -- expenses and mileage                                            | \$ 2,080.50         |
| Rob Sando -- salary, insurance                                               | \$ 2,631.26         |
| Tracy Halstensgard -- wages                                                  | \$ 1,134.13         |
| Roseau Electric Co-op --                                                     | \$ 115.98           |
| PERA -- employee and employer share                                          | \$ 536.60           |
| Citizens State Bank -- 941 tax                                               | \$ 1,287.91         |
| MonTech Computers -- ink cartridges                                          | \$ 38.33            |
| Postmaster -- stamps                                                         | \$ 185.00           |
| Applied Ecological Survey -- plant community assessment for West Interceptor | \$ 2,125.00         |
| Rinke - Noonan -- Legal service for West Interceptor                         | \$ 5,280.87         |
| Multi Office Products -- office supplies                                     | \$ 88.38            |
| Wally's supermarket -- supplies                                              | \$ 43.26            |
| <b>TOTAL</b>                                                                 | <b>\$ 41,251.99</b> |

### **DELEGATIONS:**

Orvis Olson discussed drainage issues in Sections 20 & 21 of Spruce Township. Mr. Olson stated that there has been a problem with drainage in the road ditch going past the Roseau Municipal Airport. Chairman Erickson stated that it is the township's responsibility to repair the road and clean the ditch. The Watershed can check the elevation on the culverts in the ditch.

Douglas Erickson spoke to the board about a drainage problem in Jadis Township. Mr. Erickson showed the board pictures that were taken after a township road was cut in order to drain standing water on the West side of the road. There was extensive discussion on original design of the ditch, who is responsible for the damage caused by the cutting of the road and the possibility of installing a second culvert and its location.

LaVern Skoglund spoke about a culvert issue in Stafford Township.

### **PERMITS:**

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve permits # 05-10 and #05-11 for Roseau County upon approval of JOR Engineering. Carried – unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Moser to approve permit # 05-12 for Roseau County. Carried – unanimous.

A **motion** was made by Manager Voll and seconded by Manager Moser to approve permit # 05-13 for tile drainage for Curtis Amundson. Carried – unanimous.

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD AUGUST 2<sup>nd</sup>, 2005**

**ORDER:** Chairman Farrell Erickson called the meeting to order at 10:00 a.m.

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

**STAFF PRESENT:** Administrator, Rob Sando: Administrative Assistant, Tracy Halstensgard.

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

**CONSULTING STAFF PRESENT:** Pat Moren and Mike Bakken

**DELEGATIONS:** Tom Johnson and David Dahlgren of Stafford Township; Kurt Deter, West Interceptor litigation.

**AGENDA:** **Motion** by Manager Carriere and seconded by Manager Moser to approve the agenda with the additions of Raymond Moser under permits; Spraying update and LuVerne Skoglund under old business; and WD #3 lateral 2 under Other Items. Carried - unanimous.

**MINUTES:** A **motion** was made by Manager Carriere and seconded by Manager Moser to approve the July 5<sup>th</sup>, 2005 minutes as mailed. Carried – unanimous

**RECEIPTS:**

| <b>July Receipts -- Memo</b>                 | <b>Balance</b>     |
|----------------------------------------------|--------------------|
| Citizens State Bank -- Interest on checking  | \$ 221.69          |
| RRWMB -- PWT reimbursement                   | \$ 2,291.52        |
| Lake of the Woods County -- share of taxes   | \$ 159.78          |
| Kittson County -- share of taxes             | \$ 1,472.53        |
| Citizens State Bank -- Interest on CD #43276 | \$ 742.96          |
| Citizens State Bank -- Interest on CD #43275 | \$ 371.87          |
| <b>TOTAL</b>                                 | <b>\$ 5,260.35</b> |

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

| <b>July Bills -- Memo</b>                                                    | <b>Amount</b>        |
|------------------------------------------------------------------------------|----------------------|
| MonTech Two -- August rent                                                   | \$ 650.00            |
| Unicel -- cell phone charge                                                  | \$ 90.09             |
| Century Tel -- phone bill                                                    | \$ 137.27            |
| Sjoberg's Cable TV -- cable internet                                         | \$ 40.67             |
| Tony Torn -- copier maintenance                                              | \$ 8.62              |
| Roseau Times Region -- advertising                                           | \$ 4.25              |
| Patrick D. Moren -- legal fees                                               | \$ 1,593.75          |
| JOR Engineering -- engineering expense                                       | \$ 17,234.84         |
| Farrell Erickson -- meetings, mileage and expenses                           | \$ 289.11            |
| Allison Frislie -- meeting, mileage and expenses                             | \$ 223.42            |
| LeRoy Carriere -- meetings, mileage and expenses                             | \$ 75.27             |
| LaVerne Voll -- meetings, mileage and expenses                               | \$ 426.09            |
| Ray Moser -- meetings, mileage and expenses                                  | \$ 196.37            |
| Rob Sando -- expenses and mileage                                            | \$ 975.63            |
| Rob Sando -- salary, insurance                                               | \$ 2,631.27          |
| Tracy Halstensgard -- wages                                                  | \$ 1,060.40          |
| Roseau Electric Co-op --                                                     | \$ 36.66             |
| PERA -- employee and employer share                                          | \$ 525.78            |
| Citizens State Bank -- 941 tax                                               | \$ 1,318.93          |
| MonTech Computers -- memory flash drives                                     | \$ 553.80            |
| DbA Consulting -- QuickBooks consultation                                    | \$ 900.00            |
| Applied Ecological Survey -- plant community assessment for West Interceptor | \$ 1,270.00          |
| Rinke - Noonan -- Legal service for West Interceptor                         | \$ 5,521.23          |
| Red River Watershed Management Board -- Share of taxes                       | \$ 44,389.87         |
| Minnesota Revenue -- 2nd quarter withholdings                                | \$ 634.00            |
| Assurance First Title Company -- Arlo Paxton land purchase                   | \$ 23,280.00         |
| Roseau-Lake of the Woods Title and Abstract Co -- land purchase for WI       | \$ 4,196.28          |
| <b>TOTAL</b>                                                                 | <b>\$ 108,263.60</b> |

### **DELEGATIONS:**

Mr. Tom Johnson spoke to the board about drainage issues in Stafford Township. The board directed Rob to send a letter to the state MN DOT concerning maintenance of the state off-take Ditch. Mr. David Dahlgren suggested surveying the ditch. Mr. Johnson and Mr. Dahlgren also spoke about drainage issues in sections 10, 11 & 12. Manager Voll stated that he would follow up with a culvert issue in SW portion of Section 11. Concerns were also raised about water running off the ridge by the Bethel Church of Stafford and damaging the cemetery and road. There was some discussion on Ditch 8 drainage.

### **PERMITS:**

A **motion** was made by Manager Voll and seconded by Manager Frislie to approve permits # 05-14 for Norm Berg with stipulations. Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to approve permit # 05-15 for Raymond Moser to install a 12" x 40' culvert for field access with a trap on the north end. Carried – Manager Moser abstained.

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

Engineer Bakken reviewed a handout on a cost estimate for repair work in WD #3. After some discussion and review of statute, a **motion** was made by Manager Voll and seconded by Manager Frislie to get construction quotes from Claire Kjersten and Graff Construction for the repair work. Carried – unanimous. Administrator Sando asked if there was a possibility of the Township sharing the cost of the road repair.

Engineer Bakken discussed the wetlands determination for the West Interceptor project.

### **RRWMB Report:**

Administrator Sando reported on the following issues from the Red Board meeting:

- Tax levee rate
- Upcoming tour in Warren on August 16.
- Felton Ditch Step 1 submittal
- River monitoring - Wayne Goekin
- Ring Dike

After some discussion and input from Dick Nelson, RRWMB financial coordinator, a **motion** was made by Manager Frislie and seconded by Manager Voll to adopt a ring dike policy requiring 50% of the landowner cost and a signed contract with the landowner before their request will be submitted to the state for funding. Carried – unanimous. A **motion** was made by Manager Carriere and seconded by Manager Moser to proceed with Deb Strandlund ring dike. Carried - unanimous

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

Administrator Sando reported on the following issues:

- MPCA turbidity meeting
- Local water plan hearing
- State ditch 72 meeting with Two Rivers Watershed District

### **RRIW:**

Chairman Erickson discussed a meeting with Dan Thul, DNR waters, to discuss drainage north of Pools 2 & 3 in RRWMA. Chairman Erickson also informed the board that the Canadian delegates to the RRIW board are reorganizing.

### **OLD BUSINESS:**

There was brief discussion concerning overland flooding near LuVerne Skoglund's land. It was decided that it was an issue for the township and county.

Manager Voll gave an update on ditch spraying in the watershed.

### **NEW BUSINESS:**

After discussion on a resolution from Roseau County in support for flood mitigation projects a **motion** was made by Manager Carriere and seconded by Manager Moser to support the resolutions with the addition of the letter "s" to the word "project" in the resolution. Carried – Unanimous

Administrator Sando received a telephone call offering land owned by Randy Erickson for sale for the estimated market value. The land is located in the Norland area of the Hay Creek / Norland project area. A **motion** was made by Manager Frislie and seconded by Manager Carriere to purchase, for the estimated market value, land owned by Randy Erickson. Carried – unanimous.

A **motion** was made by Manager Moser and seconded by manager Carriere to increase managers per diems from \$55.00 to \$75.00. Carried – unanimous

Administrator Sando handed out information for the 2006 budget. The 2006 budget hearing will be September 6, 2005 at 10:30. Ditch levies will also be set at the next meeting.

A **motion** was made by Manager Frislie to adjourn the meeting. The meeting was adjourned at 1:15.

Respectfully submitted,

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LeRoy Carriere, Secretary/Treasurer

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Tracy Halstensgard, Administrative Assistant



**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD September 6<sup>th</sup>, 2005**

**ORDER:** Chairman Farrell Erickson called the meeting to order at 10:00 a.m.

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

**STAFF PRESENT:** Administrator, Rob Sando: Administrative Assistant, Tracy Halstensgard.

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

**CONSULTING STAFF PRESENT:** Pat Moren and Mike Bakken

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

**AGENDA:** **Motion** by Manager Carriere and seconded by Manager Voll to approve the agenda with the additions of Moose Township road raise, Culvert installation in Malung Township and SD51 Ditch inspection under New Business. Carried - unanimous.

**MINUTES:** A **motion** was made by Manager Carriere and seconded by Manager Moser to approve the August 2<sup>nd</sup> 2005 minutes with a change to the motion for Permit # 05-15 stated that Manager Moser abstained. Carried – unanimous

**RECEIPTS:**

| <b>August Receipts -- Memo</b>                                    | <b>Balance</b>      |
|-------------------------------------------------------------------|---------------------|
| Citizens State Bank -- Interest on checking                       | \$ 211.59           |
| USDA -- farm program payment                                      | \$ 1,820.00         |
| City of Roseau -- 2nd quarter 2005 West Interceptor reimbursement | \$ 75,923.17        |
| <b>TOTAL</b>                                                      | <b>\$ 77,954.76</b> |

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

| <b>August Bills -- Memo</b>                                                  | <b>Amount</b>       |
|------------------------------------------------------------------------------|---------------------|
| MonTech Two -- September rent                                                | \$ 650.00           |
| Unicel -- cell phone charge                                                  | \$ 90.09            |
| Century Tel -- phone bill                                                    | \$ 135.84           |
| Sjoberg's Cable TV -- cable internet                                         | \$ 40.67            |
| Tony Torn -- copier maintenance                                              | \$ 3.98             |
| Roseau Times Region -- notices, budget hearing                               | \$ 63.75            |
| Patrick D. Moren -- legal fees                                               | \$ 2,093.75         |
| JOR Engineering -- engineering expense                                       | \$ 11,369.23        |
| Farrell Erickson -- meetings, mileage and expenses                           | \$ 272.11           |
| Allison Frislie -- meeting, mileage and expenses                             | \$ 111.72           |
| LeRoy Carriere -- meetings, mileage and expenses                             | \$ 138.52           |
| LaVerne Voll -- meetings, mileage and expenses                               | \$ 350.76           |
| Ray Moser -- meetings, mileage and expenses                                  | \$ 83.84            |
| Rob Sando -- expenses and mileage                                            | \$ 826.05           |
| Rob Sando -- salary, insurance                                               | \$ 2,631.27         |
| Tracy Halstensgard -- wages                                                  | \$ 1,171.49         |
| Tracy Halstensgard -- reimbursement for mailing expense and office supplies  | \$ 29.55            |
| Roseau Electric Co-op --                                                     | \$ 36.66            |
| PERA -- employee and employer share                                          | \$ 541.99           |
| Citizens State Bank -- 941 tax                                               | \$ 1,333.35         |
| Ross True Value -- cleaning supplies                                         | \$ 28.34            |
| Roseau County Recorder -- recording of Randy Erickson land for Hay Creek     | \$ 19.50            |
| Applied Ecological Survey -- plant community assessment for West Interceptor | \$ 206.40           |
| Rinke - Noonan -- Legal service for West Interceptor                         | \$ 12,115.83        |
| Roseau County Highway Dept -- Construction expense for West Interceptor      | \$ 13,834.10        |
| Border Insurance Network -- insurance                                        | \$ 187.00           |
| Wally's Supermarket -- Food for meetings                                     | \$ 20.61            |
| Roseau-Lake of the Woods Title and Abstract Co -- land purchase for WI       | \$ 250.00           |
| Claire Kjersten -- repair and maintenance on Duxby Levee                     | \$ 1,300.00         |
| R & Q Trucking -- rock for boat landing                                      | \$ 408.86           |
| <b>TOTAL</b>                                                                 | <b>\$ 50,345.26</b> |

A **motion** was made by Manager Voll and seconded by Manager Moser to sign the agreement with the county concerning installation of the culverts for the West Interceptor under Highway 11. Carried – unanimous.

#### **DELEGATIONS:**

Roseau County Engineer Brian Ketring was here to discuss several issues with the Board. The issue of a new culvert in Malung Township was discussed. Engineer Ketring stated that the original permit was issued to Roger Welin and the culvert had be relocated from its originally proposed site.

Engineer Ketring discussed the FEMA project in Ditch #20 stating that only 1800 feet of the ditch were eligible for repair under the FEMA funding.

After some discussion of drainage issues near County Road 112 near State Ditch #51, Engineer Ketring stated that the County plans on replacing the culvert but at this time they are unsure of the size. The County is currently looking at the possibility of purchasing a used six foot culvert. A **motion** was made by Manager Voll and seconded by Manager Carriere to approve the County's permit, when it is submitted, for the installation of the culvert upon Administrator Sando's approval. Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to levy an ad valor em 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 Frislie and seconded by Manager Carriere to levy an ad valor em 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 Carriere and seconded by Manager Moser to open the public hearing at 10:30 a.m. on the RRWD's proposed budget for 2006.

As noted in the Roseau Times-Region, the Board of Managers held their annual public hearing on the District's proposed 2006 budget at 10:30 a.m. Following discussion a **motion** was made by Manager Carriere and seconded by Manager Frislie to approve the following budget for year 2006. Carried – Unanimous.

#### **Administrative Budget:**

|              |                                         |                     |
|--------------|-----------------------------------------|---------------------|
| 1.           | Managers Per Diem & Expenses            | \$ 14,500.00        |
| 2.           | Staff                                   | \$ 63,250.00        |
| 3.           | Engineering                             | \$ 30,000.00        |
| 4.           | Payroll Expense                         | \$ 8,700.00         |
| 5.           | Employee Insurance                      | \$ 4,500.00         |
| 6.           | Mileage                                 | \$ 9,000.00         |
| 7.           | Conferences & Meetings                  | \$ 6,500.00         |
| 8.           | Rent                                    | \$ 7,800.00         |
| 9.           | Capital Outlay                          | \$ 2,500.00         |
| 10.          | Office Expenses (phone, supplies, etc.) | \$ 3,750.00         |
| 11.          | Insurance                               | \$ 4,000.00         |
| 12.          | Professional and Legal                  | \$ 10,000.00        |
| 13.          | Real Estate Tax                         | \$ 7,500.00         |
| 14.          | Association Dues                        | \$ 2,000.00         |
| <b>Total</b> |                                         | <b>\$174,000.00</b> |

#### **Construction Budget**

|              |                                                   |                     |
|--------------|---------------------------------------------------|---------------------|
| 1.           | Red River Watershed Management Board              | \$ 87,000.00        |
| 2.           | Roseau River Watershed District Construction Fund | <u>\$ 87,000.00</u> |
| <b>Total</b> |                                                   | <b>\$174,000.00</b> |

A **motion** was made by Manager Voll and seconded by Manager Frislie to close the budget hearing at 10:45 a.m. Carried – unanimous. A **motion** was made by Manager Frislie and seconded by Manager Carriere to reopen the regular board meeting. Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to levy the below stated amounts to each ditch system for the year 2005:

\$4,000.00 levy on WD#3 Ditch System  
 \$10,000.00 levy on Ditch #8  
 \$1,000.00 levy on Ditch #16

A .75 percent assessment on redetermined benefits on State 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.

Mayo Gregerson discussed drainage issues near land he owns. There was extensive discussion on drainage and petitioning for improvements.

Administrator Sando updated the Board on the ditch repair by Robert Lee's property. There was discussion on the options concerning widening the road and moving the ditch. The Lee family presented the Board with photos showing the water that was on their property. Chairman Erickson discussed legal issues with ag diking. A **motion** was made by Manager Frislie and seconded by Manager Voll to repair culverts located between sections 29 and 30 of Dieter Township in Lateral 1 of WD 3. Carried – unanimous. A **motion** was made by Manager Frislie and seconded by Manager Moser to move forward with ditch repair in Lateral 1 of WD 3 between sections 31 and 32 of Dieter Township and also to obtain the legal description and purchasing of the shed for the afore mentioned repair. Carried – unanimous. A **motion** was made by Manager Frislie and seconded by Manager Moser to offer Mr. Lee \$1000.00 to purchase the land necessary for the repair, \$1000.00 for the building (with the understanding that the Lee's have 30 days from the date of purchase to remove the building) and \$500.00 for the temporary construction easement. Carried – with Manager Voll opposed.

#### **PERMITS:**

There were no permit applications for this meeting.

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

Engineer gave an updates on the restoration plan and the wetland determination for the West Interceptor. They have also reapplied to the SWCD for their permit. Administrator Sando discussed a telephone call with BWSR and they encouraged him to send in the application with the changes with a rebuttal letter.

#### **RRWMB Report:**

Chairman Erickson gave a report on the tour of the Warren flood control projects including a city bypass and holding areas. Chairman Erickson stated it may be beneficial for a delegations from Spruce and Jadis Townships, the County Commissioners and the Watershed Board to tour the area.

Chairman Erickson stated that board members will be receiving minutes from the RRWMB board meetings in the mail.

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

Administrator Sando reported on the following issues:

- Two Rivers Watershed District meeting on Ditch #69
- Duxby Levee inspection
- Ring dike update
- Gretchen Mehmel letter

#### **RRIW:**

The next meeting date is September 8, 2005 at 11:00 a.m. in Vita.

#### **OLD BUSINESS:**

There was some discussion on land the Watershed owns in the Hay Creek / Norland project area. The Board discussed the assessment and possible spraying of the tillable land. Attorney Moren gave an update on the Arlo Paxton land purchase and the possible Randy Erickson land purchase.

After some discussion, a **motion** was made by Manager Voll and seconded by Manager Frislie to remove and replace the centerline culverts between sections 17 and 18 in Ross Township in Lateral 1 of WD #3 (See attached map) and directed Administrator Sando to send a letter to the Ross Township board concerning the removal of the culvert that was not identified in the construction plans for Lateral 1 of WD 3. Carried – unanimous.

**NEW BUSINESS:**

There was a brief discussion on a culvert installation in Malung Township.

There was discussion on a township road being raised in Moose Township. It was thought, by the Board, to be a Township Board issue.

Chairman Erickson addressed the need for an inspection of State Ditch 51. Administrator Sando was directed to set up a tour some time in October.

A **motion** was made by Manager Voll to adjourn the meeting. The meeting was adjourned at 1:00 p.m..

Respectfully submitted,

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LeRoy Carriere, Secretary/Treasurer

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Tracy Halstensgard, Administrative Assistant

A **motion** was made by Manager Voll and seconded by Manager Moser to approve permit #05-14 as an extension for a previous permit for Leland Melby. Carried – unanimous.

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

Engineer Bakken discussed the wetlands determination for the West Interceptor. Engineer Bakken will be submitting a revised report and noting that it is under protest. Engineer Bakken hopes to have the rebuttal to the COE on Friday, when it will begin a 30 day review process by the COE.

#### **RRWMB Report:**

Chairman Erickson discussed the meeting in Bemidji. After the meeting Administrator Sando and Chairman Erickson attended a meeting with BWSR to discuss CREP.

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

Administrator Sando reported on the following issues:

- No PWT meeting
- East Side Diversion meeting with the COE in St. Paul
- MAWD tour in Thirty Lakes Watershed
- FDRWG approval of 75/25 percent cost sharing for the Hay Creek / Norland project
- Purchase agreement for land in the Norland area
- West Interceptor memo
- Malung Township resolution

#### **RRIW:**

The next meeting for the RRIW will be July 14, 2005 in Vita. There was discussion on diverting water from pool 2 to pool 3 in the RRWMA. A meeting has been scheduled to discuss this issue with Dan Thul, MN DNR waters.

#### **OLD BUSINESS:**

There was discussion on repair work in WD #3. Engineer Bakken stated that surveying work still needed to be completed before plans could be drawn. Manager Voll asked if JOR Engineering can complete this project in a timely manner. Engineer Bakken stated that they could get it done as soon as possible. Manager Voll reiterated that point that this project needs to be done as soon as possible because the condition of the road is causing safety issues.

#### **NEW BUSINESS:**

Manager Voll discussed ditch spraying in laterals of WD #16. Manager Moser and Manager Voll will meet and map out ditches that need spraying.

Manager Voll discussed issues with Lake of the Woods Watershed and the possibility of joining together for common interests. Manager Erickson stated that may not be practical since we have different outlets.

A **motion** was made by Manager Voll to adjourn the meeting. The meeting was adjourned at 12:45 p.m.

Respectfully submitted,

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LeRoy Carriere, Secretary/Treasurer

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Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD October 4<sup>th</sup>, 2005**

**ORDER:** Chairman Farrell Erickson called the meeting to order at 10:00 a.m.

Managers Carriere and Miller were sworn into office.

**MANAGERS PRESENT:** Farrell Erickson, LaVerne Voll, Allison Frislie, Todd Miller and LeRoy Carriere.

**STAFF PRESENT:** Administrator, Rob Sando: Administrative Assistant, Tracy Halstensgard.

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

**CONSULTING STAFF PRESENT:** Pat Moren and Mike Bakken

**DELEGATIONS:** The delegations on the agenda were as follows: Moose Township; Leana and Nick Kowaliuk; Ed Streiff; Dick Nelson; and Brian Ketrang.

**AGENDA:** **Motion** by Manager Voll and seconded by Manager Carriere to approve the agenda with the additions of Brian Ketrang under delegations and permit # 05-21 (David Vatnsdal) under permits. Carried - unanimous.

**MINUTES:** A **motion** was made by Manager Voll and seconded by Manager Frislie to approve the August 2<sup>nd</sup> 2005 minutes as mailed. Carried – unanimous

**RECEIPTS:**

| <b>September Receipts -- Memo</b>                        | <b>Balance</b>      |
|----------------------------------------------------------|---------------------|
| Citizens State Bank -- Interest on checking              | \$ 313.02           |
| Roseau County Treasurer -- Volstead lands                | \$ 36.31            |
| Red River Watershed Management Board -- PW reimbursement | \$ 15,822.18        |
| <b>TOTAL</b>                                             | <b>\$ 16,171.51</b> |

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

| <b>September Bills -- Memo</b>                                               | <b>Amount</b>       |
|------------------------------------------------------------------------------|---------------------|
| MonTech Two -- October rent                                                  | \$ 650.00           |
| Unicel -- cell phone charge                                                  | \$ 90.09            |
| Century Tel -- phone bill                                                    | \$ 135.84           |
| Sjoberg's Cable TV -- cable internet                                         | \$ 40.67            |
| Tony Torn -- copier maintenance                                              | \$ 8.76             |
| Roseau Times Region -- notices                                               | \$ 10.50            |
| Patrick D. Moren -- legal fees                                               | \$ 1,406.25         |
| JOR Engineering -- engineering expense                                       | \$ 13,027.47        |
| Farrell Erickson -- meetings, mileage and expenses                           | \$ 289.62           |
| Allison Frislie -- meeting, mileage and expenses                             | \$ 118.92           |
| LeRoy Carriere -- meetings, mileage and expenses                             | \$ 75.26            |
| LaVerne Voll -- meetings, mileage and expenses                               | \$ 357.25           |
| Todd Miller -- meetings, mileage and expenses                                | \$ 94.66            |
| Rob Sando -- expenses and mileage                                            | \$ 4,191.04         |
| Rob Sando -- salary, insurance                                               | \$ 2,631.28         |
| Tracy Halstensgard -- wages                                                  | \$ 1,154.77         |
| Montech Computers -- ink                                                     | \$ 68.14            |
| Roseau Electric Co-op --                                                     | \$ 38.66            |
| PERA -- employee and employer share                                          | \$ 539.60           |
| Citizens State Bank -- 941 tax                                               | \$ 1,316.41         |
| Ross True Value -- cleaning supplies                                         | \$ 19.98            |
| Bonnies Floral -- plant                                                      | \$ 29.82            |
| Applied Ecological Survey -- plant community assessment for West Interceptor | \$ 357.50           |
| Rinke - Noonan -- Legal service for West Interceptor                         | \$ 3,300.75         |
| Deluxe Business Forms -- checks                                              | \$ 118.89           |
| Dahl, Hatton, Muir & Reese -- 2004 audit                                     | \$ 3,807.00         |
| Wally's Supermarket -- Food for meetings                                     | \$ 54.73            |
| Roseau-Lake of the Woods Title and Abstract Co --                            | \$ 182.00           |
| Claire Kjersten -- repair and maintenance on Duxby Levee                     | \$ 510.00           |
| Fleet Supply                                                                 | \$ 11.10            |
| Roseau Data Run -- plaque for Ray Moser                                      | \$ 26.63            |
| <b>TOTAL</b>                                                                 | <b>\$ 34,663.59</b> |

## **DELEGATIONS:**

A delegation from the Moose Township board addressed the issue of a road having been raised stopping a natural overflow of flood water. Administrator Sando updated everyone of the situation and handed out copies of the permit that had been issued for the raising of the road. After some discussion on possible solutions, including installation of culverts, it was determined that there was a need for more research to gather information and a survey needs to be done of the road. At that time, a meeting with the Township board and the Watershed Board will be called.

Leana Kowaliuk presented the board with photos and other information concerning the building of a road on a township line on property that Ms. Kowaliuk's family owns. Ms. Kowaliuk stated that the road is holding water back on their property. Manager Frislie requested himself from further involvement because of a conflict of interest. The board felt that the building of a road was a township issue. Ms. Kowaliuk stated that she was planning on addressing the township board at their next regular meeting and requested to be put on the RRWD's agenda for the November meeting. Possible dates for the November meeting were discussed and a **motion** was made by Manager Carriere and seconded by Manager Miller to set the next regular meeting date for November 1, 2005 at 10:00 a.m. Carried – unanimous.

Ed Streiff discussed a culvert that was installed between sections 35 & 36 of Spruce Township under the county road. Mr. Streiff showed photos of flooding in that area to the board. Administrator Sando could not find a permit on record for the culvert. Ray Vatnsdal spoke to the reason for the culvert installation. A **motion** was made by



Manager Carriere and seconded by Manager Miller to have the culvert removed by the County. Motion carried with Manager Frislie opposed. Roseau County Engineer Brian Ketring stated that the County Board is aware of the problem and had passed a motion to put up a berm along a portion of the section of land that is adversely affected. Engineer Ketring would discuss removing the culvert as an alternative with the County Board.

Engineer Ketring and Adolph Dahlquist addressed the board with drainage concerns in the County Ditch 21 area in Mickinock Township. Engineer Ketring inquired as to whether or not the Watershed Board would consider checking the drainage area and the culvert sizing. Engineer Ketring stated that, at this time, the county does not have the resources to investigate. A **motion** was made by Manager Frislie and seconded by Manager Carriere to have JOR Engineering research the drainage area and evaluate the culverts in County Ditch 21 in Mickinock Township. Carried – unanimous

A **motion** was made by Manager Voll and seconded by Manager Carriere to pay the bill from Claire Kjersten for mowing Duxby Levee. Carried – unanimous.

### **PERMITS:**

A **motion** was made by Manager Frislie and seconded by Manager Carriere to table permits 05-17 (Rachel Erickson) and 05-21 (David Vatnsdal) for further review. Carried – unanimous.

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve permit 05-18 (Mayo Gregerson) as submitted. Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to approve permit 05-19 (John Howard) as submitted. Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Voll to approve permit 05-20 (Stafford Township) as submitted. Carried – unanimous.

After some discussion concerning culverts under State Highway 89 south of Roseau, the Board directed Administrator Sando to contact MN DOT and invite Mr. Larson to the next board meeting.

Dick Nelson, RRWMB Financial Advisor, spoke to the Board about funding for projects that the Watershed District has ongoing. Mr. Nelson discussed setting timelines for projects, delegating responsibilities and duties and reporting to the Red River Watershed Management Board on the progress of the projects. He stated that the Roseau River Watershed District is the busiest district in the Red River Valley as far as projects in process. Mr. Nelson suggested the Board look at four key areas concerning the various projects; the Board itself and what it feels confident in proposing for projects; administration and staffing; engineering; and legal. Mr. Nelson suggested forming a project committee for each project. The Board set a special meeting date for Wednesday, October 12, 2005 at 10:00 a.m. to discuss the issues that Mr. Nelson suggested. A **motion** was made by Manager Frislie and seconded by Manager Carriere to authorize Administrator Sando to hire an engineer for the ring dike that was proposed for Dennis Strandlund's land. Carried – unanimous.

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

Engineer Bakken gave the following update:

- Possibility of obtaining information from the COE concerning Hay Creek / Norland, specifically soil borings and wetlands determination. Administrator Sando will look into it.
- Obtaining soil borings in the proposed Malung impoundment area. A **motion** was made by Manager Frislie and seconded by Manager Carriere to move ahead with soil borings in the proposed Malung impoundment area. Carried – unanimous
- The Palmville Fen Restoration
- The COE has published the permit application information for the West Interceptor Project. Engineer Bakken has been working with Fish and Wildlife on the restoration plan for The West Interceptor.
- Engineer Charlie Anderson has been working with the MN DNR on the pool three outlet in the RRWMA.
- After some discussion a **motion** was made by Manager Carriere and seconded by Manager Frislie to invest money for entering the necessary information into the new program JOR has for computer modeling. Carried – Manager Voll opposed.

### **RRWMB Report:**

Chairman Erickson stated that the minutes of the RRWMB meeting should start being mailed out to the RRWD Managers directly.

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

Administrator Sando reported on the following issues:

- 2004 Audit report
- Upcoming tour of the City of Warren flood mitigation projects on October 14, 2005.
- MAWD resolutions
- Winner Dam letter
- Scott Habstritt – Norland land
- Arlo Paxton land purchase, CRP contract
- LuVerne Skoglund culvert issue – culvert was determined to be a Stafford Township issue.

### **RRIW:**

Chairman Erickson stated that the Canadian Board is still working on their Overall Plan.

### **OLD BUSINESS:**

There was discussion on ditch cleaning in WD #3 including cost estimates and culvert size.

### **NEW BUSINESS:**

The items under New Business on the agenda were discussed earlier in the meeting.

A **motion** was made by Manager Voll to adjourn the meeting. The meeting was adjourned at 2:05 p.m..

Respectfully submitted,

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LeRoy Carriere, Secretary/Treasurer

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Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS SPECIAL MEETING HELD OCTOBER 12, 2005.**

Chairman Farrell Erickson called the special meeting to order at 10:00 a.m. at the Roseau River Watershed District office. Board members present were Allison Frislie, LaVerne Voll, LeRoy Carriere, Todd Miller and Farrell Erickson. Staff attending was Atty. Pat Moren, Administrator Rob Sando and Secretary Tracy Halstensgard.

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve the agenda for the meeting. Carried – unanimous.

Chairman Erickson gave a brief overview of the current standings concerning projects in the Watershed District. Administrator Sando discussed ring dike funding with the board. A request was made by the board for a special meeting with representatives from JOR Engineering, specifically Omar Rood, Charlie Anderson and Mike Bakken, to discuss the engineering workload involved in the districts projects along with the daily engineering activities.

After extensive discussion on timelines for projects, the board decided on the following timeline.

**1. West Interceptor**

- Permits.....Jan. 2006
- Wetland Restoration Plan.....December 2005
- Advertise for bids.....March 2006
- Construction.....May 2006

**2. Hay Creek/Norland**

- PWT process/plans & specs./step 1 submittal.....Winter 2005/06
- Finish plans/specs.....Feb. 2006
- Permits.....ASAP/finished by March 2006
- Land purchase.....ongoing/hay creek corridor winter 2005/06
- Hay creek corridor construction.....May 2006
- Norland impoundment construction.....2006/ fall / outlet
- Norland dike construction.....Spring/Summer 2007

**3. Palmville**

- Finish PWT Process.....Fall/Winter 2005
- Step 1 submittal.....Winter/Spring 2005/06
- Plans and Specs.....Spring/Summer 2006
- Permits.....Fall 2006
- Construction.....2007

**4. Malung Impoundment**

- PWT Process.....ongoing
- Preliminary Engineering.....Winter 2005/Spring 2006
- Permits.....2006/07
- Construction.....2008

**5. RRWMA**

- Repair of existing structure.....2006

**Ring dike** (HDR engineering)

- Preliminary engineering .....2005/06
- Construction..... Summer 2006

There was discussion on setting a date for a meeting with the landowners in the Hay Creek / Norland project area.

A **motion** was made by Manager Voll and seconded by Manager Carriere to adopt a timeline the rough draft version of the Red River Watershed Management Board *Project Schedule and Reporting Procedures for Flood Damage Reduction Projects* (see attached copy) with adaptations made on a per project basis. Carried – unanimous.

A **motion** was made by Manager Voll and seconded by Manager Frislie to schedule a special meeting with JOR Engineering for Monday October 17, 2005 at 10:00 a.m. carried - unanimous

Manager Frislie made a motion to adjourn the meeting. The meeting was adjourned at 12:53 p.m.

Respectfully submitted,

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LeRoy Carriere, Secretary/Treasurer

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Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS SPECIAL MEETING HELD OCTOBER 17, 2005.**

Chairman Farrell Erickson called the special meeting to order at 10:00 a.m. at the Roseau River Watershed District office. Board members present were Allison Frislie, LeRoy Carriere, Todd Miller and Farrell Erickson. Manager Voll arrived at 10:30 a.m. Staff attending was Atty. Pat Moren, Administrator Rob Sando and Secretary Tracy Halstensgard and representatives from JOR Engineering Charlie Anderson, Omar Rood and Mike Bakken.

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve the agenda for the meeting. Carried – unanimous.

Chairman Erickson discussed funding issues with uncompleted projects. Administrator Sando handed out a ranking and timeline for RRWD projects (see attachment). The projects being discussed include; The West Interceptor, Hay Creek/Norland, Palmville Fen Restoration, Malung Impoundment, ring dikes, and the RRWMA repair and outlet work. Engineer Rood felt that the timelines set by the board were very optimistic. There was extensive discussion on the Hay Creek / Norland project including COE plans and specs, funding and completing the project in two phases and working with the County on the Hay Creek portion. There was also some discussion on permitting issues for the Hay Creek / Norland project.

Engineer Rood stated that he would like to be the engineer to work on the Palmville Fen Restoration project. However, he stated that he would not be able to adhere to the timeline set forth by the board. Engineer Rood will return a timeline to the board to review.

Engineer Anderson talked about having additional help available to work on projects when needed, specifically working with different engineering firms.

There was some discussion on the questions of building an impoundment as an improvement to a drainage system.

Engineer Anderson updated the board on the work being proposed for the RRWMA.

Manager Frislie made a motion to adjourn the meeting. The meeting was adjourned at 12:05 p.m.

Respectfully submitted,

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LeRoy Carriere, Secretary/Treasurer

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Tracy Halstensgard, Administrative Assistant

# RRWD PROJECTS

## RANKINGS AND TIMELINES

### 1. West Interceptor

- Permits.....Jan. 2006
- Wetland Restoration Plan.....December 2005
- Advertise for bids.....March 2006
- Construction.....May 2006

### 2. Hay Creek/Norland

- PWT process/plans & specs./step 1 submittal.....Winter 2005/06
- Finish plans/specs.....Feb. 2006
- Permits.....ASAP/finished by March 2006
- Land purchase.....ongoing/Hay Creek corridor winter 2005/06
- Haycreek corridor construction.....May 2006
- Norland impoundment construction.....2006/ fall / outlet
- Norland dike construction.....Spring/Summer 2007

### 3. Palmville

- Finish PWT Process.....Fall/Winter 2005
- Step 1 submittal.....Winter/Spring 2005/06
- Plans and Specs.....Spring/Summer 2006
- Permits.....Fall 2006
- Construction.....2007

### 4. Malung Impoundment

- PWT Process.....ongoing
- Preliminary Engineering.....Winter 2005/Spring 2006
- Permits.....2006/07
- Construction.....2008

### 5. RRWMA

- Repair of existing structure.....2006

#### Ring dike (HDR engineering)

- Preliminary engineering .....2005/06
- Construction.....Summer 2006

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD November 1<sup>st</sup>, 2005**

**ORDER:** Chairman Farrell Erickson called the meeting to order at 10:00 a.m.

**MANAGERS PRESENT:** Farrell Erickson, LaVerne Voll, Allison Frislie, Todd Miller and LeRoy Carriere.

**STAFF PRESENT:** Administrator, Rob Sando: Administrative Assistant, Tracy Halstensgard.

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

**CONSULTING STAFF PRESENT:** Pat Moren and Mike Bakken

**DELEGATIONS:** The delegations on the agenda were as follows: Leana Kowaliuk; Allison Frislie, Caribou Township.

**AGENDA:** **Motion** by Manager Carriere and seconded by Manager Voll to approve the agenda with the additions of Allison Frislie under delegations and permit # 05-23 (Leana Kowaliuk) and #05-24 (Magnusson Farms) under permits. Carried - unanimous.

**MINUTES:** A **motion** was made by Manager Voll and seconded by Manager Carriere to approve the October 4, 2005 regular meeting minutes as mailed. Carried – unanimous. A **motion** was made by Manager Carriere and seconded by Manager Frislie to approve the October 12, 2005 special meeting minutes as mailed. Carried – unanimous. A **motion** was made by Manager Carriere and seconded by Manager Miller to approve the October 17, 2005 special meeting minutes as mailed. Carried – unanimous.

**RECEIPTS:**

| <b>October Receipts -- Memo</b>              | <b>Balance</b>     |
|----------------------------------------------|--------------------|
| Citizens State Bank -- Interest on checking  | \$ 249.47          |
| Border State Bank -- interest on CD #200240  | \$ 1,393.81        |
| USDA -- farm program payment                 | \$ 3,903.00        |
| Citizens State Bank -- Interest on CD #43276 | \$ 867.62          |
| Citizens State Bank -- Interest on CD #43275 | \$ 433.81          |
| <b>TOTAL</b>                                 | <b>\$ 6,847.71</b> |

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

| October Bills -- Memo                                                        | Amount              |
|------------------------------------------------------------------------------|---------------------|
| MonTech Two -- November rent                                                 | \$ 650.00           |
| Unicel -- cell phone charge                                                  | \$ 90.09            |
| Century Tel -- phone bill                                                    | \$ 130.62           |
| Sjoberg's Cable TV -- cable internet                                         | \$ 40.67            |
| Tony Torn -- copier maintenance                                              | \$ 7.57             |
| Roseau Times Region -- notices                                               | \$ 5.25             |
| Patrick D. Moren -- legal fees                                               | \$ 2,968.75         |
| JOR Engineering -- engineering expense                                       | \$ 12,066.39        |
| Farrell Erickson -- meetings, mileage and expenses                           | \$ 654.45           |
| Allison Frislie -- meeting, mileage and expenses                             | \$ 356.73           |
| LeRoy Carriere -- meetings, mileage and expenses                             | \$ 225.79           |
| LaVerne Voll -- meetings, mileage and expenses                               | \$ 471.85           |
| Todd Miller -- meetings, mileage and expenses                                | \$ 354.65           |
| Rob Sando -- expenses and mileage                                            | \$ 515.55           |
| Rob Sando -- salary, insurance                                               | \$ 2,631.27         |
| Tracy Halstensgard -- wages                                                  | \$ 1,207.86         |
| Postmaster -- stamps                                                         | \$ 222.00           |
| Roseau Electric Co-op --                                                     | \$ 36.66            |
| PERA -- employee and employer share                                          | \$ 547.39           |
| Citizens State Bank -- 941 tax                                               | \$ 1,472.66         |
| Minnesota Revenue -- 3rd quarter withholding                                 | \$ 646.00           |
| MAWD -- annual meeting registration                                          | \$ 300.00           |
| Applied Ecological Survey -- plant community assessment for West Interceptor | \$ 143.80           |
| Rinke - Noonan -- Legal service for West Interceptor                         | \$ 4,634.75         |
| Frank's TV/ Radio Shack -- cell phone antenna                                | \$ 42.60            |
| Roseau County Highway Dept -- ditch spraying, culvert                        | \$ 1,203.37         |
| Wally's Supermarket -- Food for meetings                                     | \$ 134.37           |
| Roseau-Lake of the Woods Title and Abstract Co --                            | \$ 418.00           |
| Fleet Supply                                                                 | \$ 7.19             |
| <b>TOTAL</b>                                                                 | <b>\$ 32,186.28</b> |

### **DELEGATIONS:**

Manager Frislie spoke to the board as a representative for Caribou Township Board. Mr. Frislie spoke about discussions that had taken place at the Township Board meeting and stated that the township had taken no action at this time. Mr. Frislie gave a brief history of the drainage in the area.

Ms. Lena Kowaliuk addressed the board concerning road easements, drainage and legal right-of-ways. There was extensive discussion on permit #05-23 for Mrs. Kowaliuk. A **motion** was made by Manager Carriere and seconded by Manager Miller to table this permit until clarification on the objective of the permit can be obtained. Motion carried with Manager Frislie abstaining. It was the general consensus of the board that this was more over a Township issue.

### **PERMITS:**

A **motion** was made by Manager Frislie and seconded by Manager Voll to approve permits 05-17 (Rachel Erickson) and 05-21 (David Vatsndal) with Engineer Bakken supplying the appropriate elevations in accordance with RRWD rules, specifically 6.4 (c). Motion carried with Manager Erickson abstaining.

Delegates from the Moose Township Board were here to discuss the issue of the road raise. Engineer Bakken stated that according to the survey the road had been raised 1 ½ feet and that the permit from the Watershed Board did not specify a height, however it did state that the road may be cut if deemed necessary by the board during high water events. Richard Foss addressed the board with flooding concerns. Jim Christianson, Moose Township board



member, stated that work done on the road was with FEMA funding and to FEMA specifications. The possibility of installing a culvert, and where the culvert could be located, were discussed. Kurt Hukee gave a history of the drainage and stated that he was against placing the culvert in the draw south of the intersection and stated that he felt that the culvert should be installed in the ditch at the intersection (south side of east-west road). There was discussion on the petition process. The issue would be taken under advisement by the Township Board.

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve permit 05-22 (Palmer Pederson) for an 18" culvert without the installation of a flap gate. Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Voll to approve permit 05-24 (Magnusson Farms) as submitted. Carried – unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Miller to include a disclaimer, concerning requirements from other permitting agencies, on the permit application form. Carried – unanimous.

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

Engineer Bakken gave the following update:

- West Interceptor:
  - The COE public comment period is over, however, we have not heard on a date for permit approval from their office.
  - Land purchase that is still in litigation. Without wetland restoration acres, the Economic Development Agency probably will not provide funding.
  - A reapplication was submitted to the SWCD office.
  - Application for an extension for the DNR permit (outlet).
- County ditch 21 culvert sizing
- JD stream gage installation
- Draft RRWMA plan
- Chris Johnson ring dike update
- Brian Ketrang, County Engineer, was here to discuss the Hay Creek/Norland project. There was some discussion on the need for a project work team meeting. Engineer Ketrang discussed incorporating the County and Watershed plans into one project.

### **RRWMB Report:**

Chairman Erickson briefly discussed watershed district web sites. Administrative Assistant Halstensgard will look into options concerning developing a web page. Chairman Erickson informed the board that Dick Nelson, RRWMB Financial Coordinator, was diagnosed with cancer and would be receiving treatment. Chairman Erickson also gave a brief report on a MPCA meeting he attended.

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

Administrator Sando stated that items he intended for discussion had covered already in the meeting.

### **RRIW:**

Administrator Sando discussed the meeting that was held in the RRWD office. Administrator Sando and Administrative Assistant Halstensgard had given an impromptu presentation and answered questions for the RRIW board.

**OLD BUSINESS:**

The board received a letter from Robert Lee's Attorney, Alan Fish, and after some discussion on the letter and the meeting with Mr. Lee and the September Board meeting, a **motion** was made by Manager Carriere and seconded by Manager Frislie to drop the current project in lateral 1 of WD 3 and to repair the ditch to original construction. Carried – unanimous. Administrator Sando will send a letter to Mr. Lee notifying him of this change.

There was a brief discussion on ditch cleaning near land owned by Steve Lee.

**NEW BUSINESS:**

A **motion** was made by Manager Frislie and seconded by Manager Voll to raise the managers' hourly rate to \$22.00 per hour, not to exceed the set per diem of \$75.00 per day. Carried – unanimous.

The MAWD annual meeting was discussed. Managers Carriere, Miller and Erickson along with Administrator Sando plan to attend. A **motion** was made by Manager Voll and seconded by Manager Frislie to nominate Managers Carriere and Miller as voting delegates with Managers Erickson as an alternate. Carried – Unanimous.

A **motion** was made by Manager Voll to adjourn the meeting. The meeting was adjourned at 1:45 p.m..

Respectfully submitted,

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LeRoy Carriere, Secretary/Treasurer

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Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD December 6<sup>th</sup>, 2005**

**ORDER:** Chairman Farrell Erickson called the meeting to order at 10:00 a.m.

**MANAGERS PRESENT:** Farrell Erickson, LaVerne Voll, Allison Frislie, Todd Miller and LeRoy Carriere.

**STAFF PRESENT:** Administrator, Rob Sando: Administrative Assistant, Tracy Halstensgard.

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

**CONSULTING STAFF PRESENT:** Pat Moren and Mike Bakken

**DELEGATIONS:** The delegations on the agenda were as follows: Robert Lee; Wayne Olafson; and Leana Kowaliuk;

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

**MINUTES:** A **motion** was made by Manager Voll and seconded by Manager Frislie to approve the November 1, 2005 regular meeting minutes with the following changes under the Engineer's report: change mitigation to wetland restoration and add the word probably after Economic Development Agency. Carried – unanimous.

**RECEIPTS:**

| <b>November Receipts -- Memo</b>                          | <b>Balance</b>       |
|-----------------------------------------------------------|----------------------|
| Citizens State Bank -- Interest on checking               | \$ 285.80            |
| Daryle Dahl -- second half land rent                      | \$ 934.50            |
| State of Minnesota -- MVC real & Ag credit                | \$ 16,581.22         |
| State of Minnesota -- MVC real & Ag credit                | \$ 4,612.59          |
| Roseau County Treasurer -- share of property taxes        | \$ 102,466.12        |
| Red River Watershed Management Board -- PWT reimbursement | \$ 3,034.18          |
| Marshall County Treasurer -- share of property taxes      | \$ 809.45            |
| Kittson County Treasurer -- share of property taxes       | \$ 1,194.56          |
| <b>TOTAL</b>                                              | <b>\$ 129,918.42</b> |

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

| <b>November Bills -- Memo</b>                                                | <b>Amount</b>       |
|------------------------------------------------------------------------------|---------------------|
| MonTech Two -- December rent                                                 | \$ 650.00           |
| Unicel -- cell phone charge                                                  | \$ 90.09            |
| Century Tel -- phone bill                                                    | \$ 131.83           |
| Sjoberg's Cable TV -- cable internet                                         | \$ 40.67            |
| Tony Torn -- copier maintenance                                              | \$ 10.34            |
| Roseau Times Region -- notices                                               | \$ 5.25             |
| Patrick D. Moren -- legal fees                                               | \$ 2,062.50         |
| JOR Engineering -- engineering expense                                       | \$ 16,270.63        |
| Farrell Erickson -- meetings, mileage and expenses                           | \$ 577.19           |
| Allison Frislie -- meeting, mileage and expenses                             | \$ 118.92           |
| LeRoy Carriere -- meetings, mileage and expenses                             | \$ 594.62           |
| LaVerne Voll -- meetings, mileage and expenses                               | \$ 279.26           |
| Todd Miller -- meetings, mileage and expenses                                | \$ 676.84           |
| Rob Sando -- expenses and mileage                                            | \$ 1,746.11         |
| Rob Sando -- salary, insurance                                               | \$ 2,631.27         |
| Tracy Halstensgard -- wages                                                  | \$ 1,233.43         |
| MonTech Computers -- software, memory                                        | \$ 340.76           |
| Roseau Electric Co-op --                                                     | \$ 36.66            |
| PERA -- employee and employer share                                          | \$ 561.02           |
| Citizens State Bank -- 941 tax                                               | \$ 1,430.81         |
| Graff Construction -- work in WD 3                                           | \$ 1,750.00         |
| Crown Appraisals -- West Interceptor Appraisers                              | \$ 5,000.00         |
| Applied Ecological Survey -- plant community assessment for West Interceptor | \$ 455.00           |
| Rinke - Noonan -- Legal service for West Interceptor                         | \$ 725.50           |
| Mitch Magnusson -- clearing debris in SD 51                                  | \$ 5,000.00         |
| Multi Office products -- paper and calendars                                 | \$ 70.78            |
| Wally's Supermarket -- Food for meetings                                     | \$ 18.22            |
| Roseau-Lake of the Woods Title and Abstract Co --                            | \$ 9,452.32         |
| Subway -- PWT lunch                                                          | \$ 23.96            |
| <b>TOTAL</b>                                                                 | <b>\$ 51,983.98</b> |

#### **DELEGATIONS:**

Robert Lee addressed the Board with concerns on the ditch repair in Lateral 1 of WD 3. Mr. Lee stated that he had not seen the plans that were drawn up for the repair. The Board requested that Administrator Sando contact Dieter Township and request a representative attend the January Board Meeting. There was some discussion on the letter that was received from Mr. Lee's attorney. Mr. Lee discussed the culverts and traps in the original plans and the board informed him of the procedure for removal of traps.

Wayne Olafson addressed the Board about the culvert that was removed between sections 35 & 36 of Spruce Township. There was extensive discussion on water flows in the area and the options available, including cleaning of ditches, installing a culvert at own expense, and petitioning for improvement to a drainage system by extending the lateral. There was discussion on the benefited area for that ditch system.

Manager Frislie requested himself from the following discussion due to conflict of interest. Leana Kowaliuk presented the Board with letters and pictures concerning a culvert installation in Caribou Township. There was extensive discussion on elevations and waterflows in that area. Chairman Erickson felt that the board should go out and view the area in question. Also discussed were the Caribou Church and the Grunig Ditch.

### **PERMITS:**

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve permit 05-26 (Michael Duray) for a 24" culvert. Carried – unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Miller to Table permit 05-27 (Richard Foss). Carried – unanimous.

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

Engineer Nate Dalager, HDR Engineering, gave the Board an update on the progress of the ring dike for Dennis Strandland. Engineer Dalager handed out the Preliminary Engineering Design and stated that they are hoping to let the bids in February or March. Mr. Strandland was present at the board meeting and stated that he had some concerns about trees on his property line and was going out to the site to look over that issue with Engineer Dalager. Engineer Dalager handed out the preliminary cost estimate for the dike. Roseau County Engineer Brian Ketring stated that a permit would be required from the County for the access. There was some discussion on the necessity of pumping out of flood/ rain water from inside the dike. Administrator Sando discussed the cost sharing and the ring dike agreement.

Engineer Bakken gave an update on the progress of the COE permit for the West Interceptor and stated that he had been working on finishing the Wetland Restoration Plan.

### **RRWMB Report:**

Chairman Erickson gave the board an update on Dick Nelson's condition. Mr. Nelson is the RRWMB financial coordinator was diagnosed with cancer and is be receiving treatment. The next meeting is scheduled for December 20, 2005

Engineer Bakken brought up attendance at the TAC committee meeting and asked the board if they feel it is necessary to have representation on that committee.

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

Administrator Sando discussed the following items:

- WACA permit – Brian Dwight
- Malung Impoundment soil borings
- RRWMA pool levels
- Beaver removal money – Co-op agreement. A **motion** was made by Manager Frislie and seconded by Manager Voll to pass the resolution in support of the agreement. Carried – Unanimous.
- Ag land lease with Daryle Dahl. A **motion** was made by Manager Frislie and seconded by Manager Miller to extend agreement for 1 year. Carried – Unanimous.

### **RRIW:**

The next meeting is scheduled for December 15, 2005 in Vita.

### **OLD BUSINESS:**

There was discussion on a letter from Stafford Township concerning a drainage issue. Manager Voll stated that after viewing the area and talking to landowners, his recommendation is an 18" culvert. Engineer Bakken will review the drainage area and make a recommendation to the board.

**NEW BUSINESS:**

A **motion** was made by Manager Carriere and seconded by Manager Frislie to increase Administrator Sando's salary by 8 1/2 % and combine salary and insurance stipend. Carried – Manager Voll opposed.

A **motion** was made by Manager Carriere and seconded by Manager Frislie to increase Administrative Assistant Halstensgard's wage to \$13.00 per hour, increase hours to 32 to 40 per week with two weeks vacation. Carried – unanimous.

A **motion** was made by Manager Voll to adjourn the meeting. The meeting was adjourned at 1:17 p.m..

Respectfully submitted,

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LeRoy Carriere, Secretary/Treasurer

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Tracy Halstensgard, Administrative Assistant