

SAND HILL RIVER WATERSHED DISTRICT
Minutes-January 3, 1995 Meeting Minutes

1. **Attendance:** Roger Hanson, called the January 3, 1995 meeting to order at 8:00 a.m. District Managers present were Ray Baatz, Roger Hanson, Jimmie Krogstad, Harold Vig, and Dan Wilkens. Leo Kalinoski-Mayor of Winger, Ronnie Locken-Winger Maintenance Dept. Director, SHRWD Consulting Engineer Lawrence Woodbury, and SHRWD Executive Secretary Wayne Goeken were also in attendance.
2. **Agenda Review:** No changes to the agenda were made.
3. **Minutes:** On page 2, 5.b.—spelling of "Lens" should be "Lenz." With this change, motion by Wilkens to accept the minutes of the December 6, 1994 SHRWD Board meeting as mailed. Krogstad seconded the motion which carried unanimously.
4. **Treasurer's Report:**
 - a.) Wilkens handed out and reviewed the SHRWD's financial reports for December, 1994. The past month's checking account transactions, investment portfolio and current fund balances were reviewed. Motion by Krogstad and seconded by Vig to accept the December 1994 Treasurer's report as presented and authorize payment of the current month's bills as presented below. Motion carried unanimously.

Payment made to memo	Amount
Christian Excavating—replace 85' culvert-Scandia Twp & remove fuel tank at SH	\$ 1,616.00
Ray Christian Farms— haul in 70 yds rock for river stabilization project-Site #4	1,400.00
Fertile-Beltrami School— bus for tour of District	87.00
David Jacobson—driver for District bus tour	35.00
Red River Water Management Board— tax levy	16,752.09
Lois M. Plante— janitorial services	18.47
Wayne Goeken— secretarial services	461.75
Ray Baatz— meetings & expenses	121.35
Roger Hanson— meetings & expenses	265.73
Jimmie Krogstad— meetings & expenses	103.95
Harold Vig— meetings & expenses	182.03
Daniel Wilkens— meetings & expenses	545.28
Fertile Journal— meeting notice	2.77
Polk County—beaver control(14 1.00) & copies for ditch mapping(15. 00)	156.00
Freshwater Foundation—membership dues	250.00
Dennis Habeck— brush cutting	1,440.00
City of Fertile-utility bill	43.45
East Polk SWCD— Envirothon sponsor contribution	50.00
Pioneer Drug—film purchase	4.63
Garden Valley Telephone Co.~phone bill & fax line	139.95
Otter Tail Power Co.-general(52.82) & heat(180.12)	232.94
Fertile Bakery— meeting expenses	19.50
Mac's Cafe—noon meal	40.00
First State Bank of Fertile-Soc. Sec./Med. deposit	326.24
MONTHLY TOTAL	\$24,294.13

- b.) On motion by Wilkens and second by Baatz the following items were recommended for adoption. The Fertile Journal is designated as the official newspaper of the SHRWD. The following financial institutions are designated as official depositories for SHRWD funds: First State Bank of Fertile, Agassiz Federal Credit Union, Crookston National Bank, LaSalle National Bank, Edward D. Jones, and TVA Bond G. The attorney for the District is Lowell P. Bottrell, Firm of Crockett & Anderson, Fargo, ND. Mileage for District business is reimbursable at the current IRS approved rate. Mangers per diem is set at \$25 per hour with a maximum daily total of \$50 as prescribed by State law. Motion passed unanimously.
- c.) Motion by Wilkens and second by Vig to hire Dahl, Hatton, Muir & Reese Ltd. accounting firm to do the SHRWD's 1994 audit. Motion carried unanimously.
- d.) Motion by Wilkens and second by Baatz to establish a \$500 line of credit with FRS. Motion carried unanimously.

5. Project Reports:

- a.) Leo Kalinoski, Mayor of Winger and Ronnie Locken, Head of the Winger Maintenance Department requested advice from the Board regarding high water through Winger. Water now comes from the west and spreads out in the area of Bursheim's as it goes through town toward Messelts and by Betty Anderson's place. It was noted that there are some beaver dams present. Kalinoski asked whether options of diverting the water around town or blocking the water could be considered. Wilkens reviewed the protected waters map which included this area. No County ditches are in place in this area. It was noted that the SHRWD could give a permit but Winger would need a permit from the MN DNR if they were to work in areas of protected waters. The work that can be done in protected waters without a permit includes cutting trees off at ground level, but not disturbing the roots. Beaver dams can also be removed in protected waters. SHRWD managers will visit the Winger site and then make further recommendations.
- b.) Project #12: 98/148. Woodbury noted that surveying for this project has been completed with preliminary engineering and cost estimates now being prepared. This information will first be reviewed with the Board and then at a meeting with the landowners associated with this project. According to Watershed law only one public hearing is required. It was proposed that a two step process be used which would involve an initial informational meeting which would allow the preliminary report to be reviewed and local input gathered to incorporate into the final engineering report. Viewers would also be appointed at this first meeting. The final engineering report and viewers report would then be presented at a public hearing where comments would be recorded. The District's attorney will be consulted regarding this process. It was also suggested that coordination occur with the Red Lake River Watershed District's project immediately to the north of this area by possibly using the same viewers to view the entire area.

It was noted that the cash bonds need to be in place up front on projects such as this to cover expenses if the projects would not proceed past the development of the engineering report. The bond on Project 98/148 is being prepared.

- c.) West Beltrami Project. Woodbury noted that the petition and bond have not been done as yet. Options are being considered to include the project west of Beltrami with the proposed Beltrami Diversion Project. Another option considered would be to do the Beltrami Diversion Project by unanimous resolution of the SHRWD Board with the project west of Beltrami standing alone as a petitioned project of the landowners. Woodbury reviewed MN Watershed Laws related to these matters.

Wilkens and Hanson reviewed their visit with the Beltrami City Council in January. At the Council meeting, the Council supported the projects as they would provide flood control benefits to Beltrami.

At this time, the SHRWD will meet with the original petitioners and their attorney to review current watershed law as it applies to this situation and decide whether to keep the existing petition as is, amend it by adding additional project areas and landowners, or draft a new petition incorporating both project areas.

- d.) Woodbury handed out and reviewed a draft summary of procedures for working on legal drainage systems including a summary of the petition process. The Board felt this was a good summary and requested that a section be added regarding bonding for projects and the financial responsibilities of the landowners if the petitioned project does not proceed.

6. Other Business

- a.) Hanson noted that he had received phone calls after the last Board meeting regarding a situation in Section 16 of Russia Township where a culvert with a trap had been removed. Wilkens has reviewed the situation with the Red Lake River Watershed District as this location is within the RLRWD's boundaries. It affects the Sand Hill River WD because without the trap being in place, water from the RLRWD comes into County Ditch 45 in the Sand Hill District. It was noted that the County had approved putting a trap on the culvert in this location. A variety of local management "tools" have been used in the past including wiring the trap open, freezing it shut, plugging the culvert with sandbags and now total removal and disappearance of the culvert and trap. The RLRWD will be contacted to request that they take action in this matter as it is in their watershed.
- b.) Wilkens commented on the December 13 tour of the SHRWD projects that are currently under consideration. 30 landowners and agency representatives went on the tour and got a much better appreciation and understanding of interrelationships between different parts of the watershed. Many compliments were extended to the SHRWD for hosting the tour and to Dan Wilkens for organizing it.
- c.) Wilkens reported that he got a follow-up call after the tour on December 19th from Paul Stolen, MN DNR asking for a quick mini-tour of the Maple Creek and Beltrami Diversion projects to address fisheries issues related to these projects. Wilkens took Stolen and Paul Glander, MN DNR Fisheries on a quick tour. Stolen asked that a letter be written to MN DNR explaining what is proposed to be done by these projects and the DNR can then respond to this communication.
- d.) Jimmie Krogstad reported that Harold Olson had an operation so he was unable to blow the dams as planned in the Bear Park area. Marvin Olson is now trapping beaver in this area. He will trap as many as possible and then they will blow the dams.
- e.) Harold Vig commented that the meeting on December 14th at the Fertile Sand Hills Nature Center regarding the River Watch program was informative and well done with the participating schools showing good interest. Vig noted that some concern had been raised that the Sand Hill River Watch program would be used to search for polluters to the river. It was explained that the intent of the program is to establish baseline data on the general health of the river including macroinvertebrate analysis and also to generate citizen awareness and involvement in watershed issues. The data that is collected is public data and will be shared between the four participating schools and with the SHRWD Board and Polk County Comprehensive Water Planning Task Force. If an area of pollution would be detected, these local groups will then try to remedy any problems at the local level.
- f.) Hanson reviewed the mail with brief comments as follows:
 - 1. County Comprehensive Water Plans are being updated in the three counties that are part of the SHRWD—Mahnomon, Norman & Polk. A survey was received from the Polk County CWP Task Force regarding water and natural resource issues. This will be filled out and sent in.
 - 2. The Freshwater Foundation is seeking membership renewal. Motion by Krogstad and second by Baatz to renew membership in the Freshwater Foundation at the \$250 level. Motion carried unanimously.

- 3. East Polk County Natural Resource Conservation Service (formerly SWCD) requested a donation to help defray expenses for putting on the county Envirothon competition. High school teams go through several stations and answer questions about natural resource management. Winners go on to State competition. Motion by Krogstad and second by Vig to approve \$50 be provided to this project. Motion carried unanimously.

7. Permits.

a.) Polk County Highway Dept. asked for a profile related to Co.Rd. 204 southeast of Winger in the northeast corner of Section 32, Sletten Twp. b.) Two permits that came before the Board for review were approved as follows:

- 1995-1 Polk County Highway Dept. T148N, R39W, R40W-Rosebud Twp Reconstruction of CSAH 27 to correct geometric and structural deficiencies.
- 1995-2 Polk County Highway Dept. T147N, R45W~Liberty Twp Reconstruction of CSAH 44 to correct geometric and structural deficiencies.

8. Sand Hill River Watershed District Policies/By-laws. It was noted that the SHRWD Board of Managers will make an initial review and draft of policies, by-laws and the Overall Plan with the SHRWD Advisory Committee and other interested parties then being brought into the process for review and comment. The District's Rules and By-laws can be changed as needed with the Overall Plan being more of a long-term guide for projects and activities of the District. It was noted that the Board of Water and Soil Resources guidelines for Watershed District's Overall Plans are now in place. Motion by Krogstad and second by Baatz to authorize Houston Engineering to coordinate development of the SHRWD Overall Plan. Motion carried unanimously. It was agreed to have a meeting of the Board and Woodbury on January 17th at 9 a.m. at the SHRWD office to begin review of the District's Rules and By-laws.

9. Next Meeting and Adjournment. Due to scheduling conflicts the next regular meeting of the SHRWD will be February 14, 1995—one week later than the normal meeting date. The meeting will be at the SHRWD office at 8:00 a.m. As there was no further business to come before the Board, motion by Vig and second by Krogstad to adjourn. Motion carried unanimously.



Jimmie Krogstad, Secretary

Wayne R. Goeken, Exec. Secretary