

SAND HILL RIVER WATERSHED DISTRICT

November 12, 1996 Meeting Minutes

1. **Attendance:** Roger Hanson called the November 12, 1996 meeting to order at 8:00 a.m. at the District Office. Managers present were Harold Vig, Dan Wilkens, and Jimmie Krogstad. Others in attendance were Naomi Jagol-SHRWD Administrative Assistant, Lawrence Woodbury-SHRWD Engineer, Jim Todahl, Clayton Engelstad, Craig Engelstad, Paul Engelstad, Eric Engelstad, Alden Jallo, Roland Gullekson, Oliver Moen, Charlie Gustafson, Eugene Wilkenson, Dale (Bumpy) Erickson, and Vernon Floan.
2. **Agenda Review:** No changes to the agenda were noted.
3. **Minutes:** Motion by Vig to approve the minutes of the October 1, 1996 SHRWD regular Board meeting as mailed, Seconded by Krogstad. Carried.
4. **Treasurer's Report:** Wilkens handed out and reviewed the Treasurer's report. Bills that had been submitted for payment were then reviewed. Motion to approve the Treasurer's report and pay the bills as presented by Krogstad, Seconded by Vig, Carried.

Payment Made to Memo	Amount
Naomi Jagol—secretarial services & expenses	\$492.90
Roger Hanson— meetings & expenses	294.08
Jimmie Krogstad— meetings & expenses	73.73
Harold Vig— meetings & expenses	66.29
Dan Wilkens— meetings & expenses	214.49
Al & Laura's— Supplies	62.88
Anderson & Bailly— Services rendered for Project #12, 98 & 148	526.27
Coast to Coast—Supplies	31.02
Fertile Bakery —Meeting expense	21.00
The Fertile Journal— Meeting notices	171.54
First State Bank of Fertile—Soc. Sec./Med. deposit	394.00
Fred Pryor Seminars— Microsoft Office Training	79.00
Garden Valley Telephone Co.— November phone bill	121.83
Grand Forks Glass & Paint— Furnish and install new windows	13,643.55
Houston Engineering—Services rendered for Misc. work, Sand Hill Ditch, Boundary changes, Mtgs & Special Mtgs, Proj. #11, Proj. #12, and Proj. #13	7,892.96
Otter Tail Power Co. —November billing	168.72
The International Coalition— Conference Food Package, 1996 Annual Summit	40.00
Tony Dorn, Inc. —Copier Supplies	135.00
Linda Widrig— Assistance during window replacement	400.00
MONTHLY TOTAL	\$24,829.26

5. Project Reports:

- a.) Highway #44 Diversion Project: Approximately 20 citizens, which included the Liberty and Onstad township boards, approached the Board for a funding request. Jim Todahl, of the Liberty township board, read the minutes of the past several meetings they held. Todahl stated that funds were obtained from FEMA of \$8,000

to repair the wash-out in Liberty township. Todahl stated the need for a diversion from Maple Creek to Kittleson Creek before the wash-out can be repaired. Todahl had approached Roger Diesen, County Engineer, for guidance and to inquire about possible county funding. Diesen inspected the proposed diversion site and determined that the county would provide only one culvert at Highway #51. In further negotiations, the Liberty and Onstad boards agreed that each would fund the installation of one culvert at the township roads. Todahl indicated that in order for this project to be successfully implemented, an additional four culverts would be needed. A request was made by Jim Todahl on behalf of the Liberty and Onstad township boards for the SHRWD to fund the installation of four culverts at an estimated cost of \$3,472 and an additional \$8,000 for dirt work, for total project costs not to exceed \$15,000. Hanson inquired of Todahl if all affected landowners were consenting. Todahl responded that all landowners were in attendance except for Rick Wilkenson who had indicated earlier that he was in favor of the project. The question of future maintenance responsibility was discussed. Hanson inquired that if the Board decided to fund the project, could these funds be disbursed to the townships who would then be responsible to administer them. Todahl could not foresee a problem with this concept, however, he noted that if future maintenance is needed for erosion repair or riprapping at the outlet, he did not want the township to bear responsibility. Hanson asked Woodbury his opinion regarding this project. Woodbury stated that the townships have indicated that they have received technical assistance from the county and also SCS. Woodbury also noted that since this is a county road, future maintenance responsibility would be with the county. The supervisors of Liberty township consented to administer the funds obtained from the SHRWD in the manner discussed. Woodbury confirmed that as outlined in 103D if bids for the project construction are under \$20,000, the District does not have to advertise bids. The Board suggested an hourly contractor be hired so that work could be started yet this fall. **Motion** to fund the project for actual costs up to but not exceeding \$15,000 with the District not assuming or denying any future responsibility by Krogstad, **Seconded** by Vig, **Carried**.

b.)**Project #11-Beltrami Flood Control & Diversion:** A public hearing will be held concerning this Project on November 12, 1996 at the Beltrami Mall Cafe at 2:30 p.m.

c.)**Project #13-Reis-Scandia Township Ditch:** Hanson stated that he had been negotiating with the county for funding regarding field inlet culverts as part of the road improvement project. This funding was not approved. Woodbury stated that a requirement of 40-50 feet of culvert would be needed to drop water from the field to an outlet within one foot from the bottom of the ditch. Hanson had estimated it would take approximately 13 such drop culverts. Right-of-way stakes are also needed for approximately 1 3/4 miles in the Project. These items will need to be funded by the Project.

A public hearing will be held on November 12, 1996 at the Beltrami Mall Cafe at 4:00 p.m. concerning this Project.

d.)**Project #12. 98 & 148:** On October 25, 1996 the District received notification that Judge Anderson determined that the plaintiffs' petition did meet the statutory requirements for dismissal. This decision is, however, appealable. **Motion** to appeal Judge Anderson's decision to the Court of Appeals by Wilkens, **Seconded** by Vig, **Carried**.

6. Upcoming Meetings and Other Business:

a.)**County Ditch #65 Outlet:** Eric Engelstad approached the Board concerning cleaning the outlet. The question of this outlet being a legal drainage ditch was discussed. The entire 9 mile length of County Ditch #65 is presently undergoing cleaning. County Ditch #65 ends at a township road on the south side of Section 29 in

Godfrey township and continues on in a natural waterway. At the present time, approximately two feet of water backs up in this ditch because the natural coulee will not allow adequate drainage. Wilkens stated that the last time this ditch was cleaned, the natural coulee was cleaned far enough downstream to allow the ditch to drain adequately. Wilkens checked the protected waters maps and found this area was not included in the protected waters classification. It would appear that this area may be cleaned with permission from the landowner.

- b.) Liberty-Onstad Township Ditch Gate Management Agreement: Naomi Jagol was instructed to research the DNR permit for this project. The policy as described in the permit was found to include the exact gate operations. It states the gate will be closed when the elevation is 6.26 feet above the bottom of the culvert at Muret Berhow's and will be reopened as soon as the water falls below this elevation. A copy of this policy will be forwarded to Kevin Berhow. As per the policy, the Board will by resolution name the individual who will be responsible for raising or lowering this control gate.

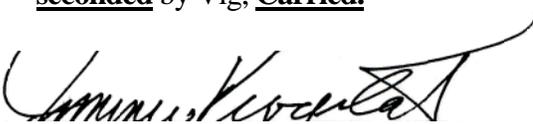
Whereas the Board of Managers of the Sand Hill River Watershed District is required to comply with the DNR permit specifying the predetermined operation of the said gate. Whereas the Board of Managers is required by resolution to name the individual responsible for raising or lowering the gate. Therefore, be it resolved that the Board hereby appoints Kevin Berhow to carry out the gate operation policy. This resolution will stand effective until either party by written notice cancels the appointment.

- c.) Building Maintenance Projects: The window replacement project has been completed. The District is currently awaiting the installation of new vertical blinds. Samples of new office chairs were obtained, however, it was decided to inspect additional samples similar to the ones in the office.
- d.) The International Coalition's 14th Annual Red River Basin Land and Water International Summit Conference: This conference is scheduled for November 13-15 at the Hotel Fort Garry in Winnipeg, MB. Roger Hanson will be the SHRWD representative.
- e.) Minnesota Association of Watershed Districts Annual Meeting: The 1996 Annual Meeting & Trade Show will be held December 5-7, 1996 at the Radisson Arrowwood in Alexandria. **Motion** to approve expenses for any Manager or staff that may wish to attend by Krogstad, **Seconded** by Vig, **Carried**.

7. Permits:

- a.) Two permits that came before the Board for review were approved as follows:
- 1996-50 Eric Engelstad - Install a culvert in Liberty township, Section 2.
 - 1996-51 Joe Myrold - Install a culvert in Hammond township, Section 30.

8. **Adjournment**: The next regular meeting of the SHRWD will be 8:00 a.m. Tuesday, December 3, 1996. As there was no further business to come before the Board, **Motion** by Krogstad to adjourn the meeting, **seconded** by Vig, **Carried**.


Jimmie Krogstad, Secretary


Naomi L. Jagol, Administrative Assistant