

SAND HILL RIVER WATERSHED DISTRICT

September 2, 1997 Meeting Minutes

- 1. Attendance:** Roger Hanson called the September 2, 1997 meeting to order at 7:00 a.m. at the District Office. Other managers present were Dan Wilkens, Jimmie Krogstad, and Ervin Vigness. Others in attendance were Naomi Jagol-Administrative Assistant, Jim Larsen-SHRWD Engineer, Roland Gullekson, and Alfred Olson.
- 2. Agenda Review:** No changes to the agenda were noted.
- 3. Minutes:** **Motion** by Vigness to approve the minutes of the SHRWD regular Board meeting on August 12, 1997 as mailed, **Seconded** by Wilkens, **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 Vigness, **Seconded** by Krogstad, **Carried**

Payment Made to—Memo	Amount
Naomi Jagol-sec. services & exp. 8/1-8/15 (\$424.07), 8/16-8/31 (\$580.45)	\$1,004.52
Roger Hanson— meetings & expenses	257.93
Jimmie Krogstad—meetings & expenses	57.09
Ervin Vigness-meetings & expenses	66.54
Dan Wilkens-meetings & expenses	983.47
Al & Laura's— Supplies	86.72
American Linen Supply, Co.--Rental agreement	20.93
Vern Anderson— Down payment on carpet & installation	1,000.00
Fertile Journal-Meeting notice	2.88
First State Bank of Fertile— Soc. Sec./Med. deposit	444.16
First State Insurance Agency-Position Schedule Bond	239.00
FirsTel— Long distance charges	52.85
Garden Valley Telephone Co. -September phone bill	72.98
Lyle Wilkens, Inc.-Project #12, Co. Ditches 98 & 148, earthwork	66,246.00
Mahnomen Pioneer-Public Hearing Notice	22.50
Minnesota Department of Revenue-State withholding	180.00
Otter Tail Power Co. -September billing	74.75
Polk County Auditor-Treasurer-Beaver Damage Control Program	168.50
Red River Watershed Management Board-Tax Levy Reimbursement	22,674.27
MONTHLY TOTAL	\$93,655.09

5. Project Reports:

- a.) Project #11. Beltrami Flood Control & Diversion: Jim Larsen, Houston Engineering, Inc., informed the Board that construction is scheduled to begin on September 8, 1997. Hanson reported that Jim Page, Jr. had indicated that he would like a field culvert installed. Wilkens stated that field culverts are installed at the landowner's request during construction. Hanson had talked to Jim Page, Jr., and he would like part of the

spoil bank placed on his side of the ditch. This would require both a permanent and temporary easement. Wilkens asked Hanson if Tupper would also like some of the spoil placed on his side of the ditch. Hanson said that he would contact Tupper and report back his findings. Wilkens asked how much right-of-way would be required. After reviewing the engineer's plans and specifications, it was determined that one rod permanent easement and 33 feet temporary easement would be required. Wilkens needs to contact the Board's attorney and have the necessary documentation prepared. It was also decided to use the same values as the viewers determined which are \$975.00 per acre permanent easement and \$75.00 per acre for two years temporary easement. Larsen reported that Houston Engineering has sent information to the Polk County Highway Department regarding Polk County Highway #1 as to ditch grades and has made recommendations for pipe sizes as per request. Dan requested that Houston Engineering prepare a Step III funding request to the Red River Watershed Management Board so that funds can be obtained prior to construction.

- b.)Bear Park Detention Site: On August 25, 1997, Wilkens stated that Houston Engineering, Inc. had faxed the watershed office the location and elevation of the benchmark for the Bear Park Detention Site. It's elevation is at 1,167.25 and the emergency spillway elevation is 1,161.50. The benchmark is located in the northwest corner of Section #12 T-146-N, R-43-W. The emergency spillway elevation needs to be checked and it's elevation brought back to pre-flood condition.
- c.)Project #13. Reis-Scandia Township Ditch: Hanson reported that Harold Slager was to begin construction on the remaining north/south portion immediately. Hanson also stated that the right-of-way along this project needs to be mowed. Several possible candidates for mowing were discussed and Hanson stated that he would contact one of them to see if this could be accomplished soon.
- d.)Project #12. Co. Ditches 98 & 148: The Board discussed how the watershed was going to handle crop damages. After discussion, it was decided to table this decision until the next Board meeting to allow more time to evaluate the options.

6. Upcoming Meetings and Other Business:

- a.)Sand Hill Ditch: Hanson stated that he was in contact with Gilmur Eia, who farms the Ray Olson land approximately 3 miles west of Beltrami which joins the Sand Hill Ditch. When the Sand Hill Ditch was originally dug in 1954, the Engineers, at that time, did not know how much water would be coming through the Old Sand Hill River Channel so they left a low spot in the spoil bank on the Ray Olson property to allow water to return to the improved channel. As it turned out, this never materialized and currently, water flows out of the channel into the field. Gilmur Eia is requesting that the District install a 24" culvert at this location for drainage and fill in the spoil bank to alleviate this flooding problem. **Motion** to approve this request by Manager Vigness, **Seconded** by Manager Wilkens, **Carried.** Hanson stated that he would contact Harold Slager to engage his services.

Hanson also had a request from Gilmur Eia to install a larger culvert between Sections 16 & 17 in Scandia township. Presently, there is an 18" culvert at this location which is not in disrepair. After Board discussion, it was decided not to change culvert sizes from the original corps design.

b.)Roland Gullekson:

1. Polk County Comprehensive Water Plan: Roland stated that the Polk County Commissioners have reorganized the structure of the members from an advisory capacity to appointing 5 voting members plus advisory committee members at large. Currently, compensation includes \$20.00 per meeting and .20 per mile. Roland stressed the importance of this Board, in that it involves issues affecting all residents of Polk County, especially the watershed districts. To serve on this Board, most members have to take time off of their job. The above compensation, in reality is more of a gesture as it does not compensate for lost wages and expenses. Roland asked the Board to consider subsidizing the per diem amount so that members could afford to attend and contribute the time necessary to do a quality job. After Board discussion, it was decided that this request should be handled by Polk County and they would discuss Roland's concerns with the commissioners at their earliest convenience.
2. Agassiz Environmental Learning Center: Roland stated that he is currently working on the necessary documentation to obtain the funding needed to build the Residential Environmental Learning Center (RELC). One of the State's concerns is that after the funding is secured to build the RELC, that additional operating money will not be requested from the State. The current budget shows that approximately \$150,000 will be needed each year, for five consecutive years until program development and marketing plans bring the RELC to a profitable status. Roland is presently soliciting pledges for the operating costs, since only if the state funding is secured will these pledges actually materialize. Due to the supportive nature of the watershed district in donating start up funds and office space, Roland chose to approach the watershed district and request \$5,000 a year for five years for operating funds to help cover the initial shortfalls. Board discussion followed. Vigness stated the importance of educating young people and demonstrating a logical viewpoint for environmental education. Krogstad inquired whether it was in the best interest of the entire watershed district to fund³ this request, or primarily a benefit to the Fertile area. The RELC primarily will serve 4th, 5th, and 6th grade students of the Red River Valley and the entire State of Minnesota. Wilkens stated that education is definitely a part of the watershed district's overall goals. Hanson noted that five years ago, the Board made a strong effort to become more involved in education and informing the public and made a decision that one way to do this would be to support the environmental learning center. **Motion** to fund this request by Manager Krogstad, **Seconded** by Manager Vigness, **Carried.**

c.)Garden Slough: Larsen stated that he had been in contact with the Norman County Highway Engineer and they would be happy to cooperate with the watershed district on this project. The District needs to continue pursuing this and any additional flood control projects.

d.)Federal Emergency Management Agency: Wilkens stated that a representative from FEMA, Dave Hayes, was here on August 20, 1997 to inspect the damages that had occurred during the spring flood event this year. Mr. Hayes approved repair of Liberty-Onstad Ditch, Kittleson Creek Diversion, Bear Park Detention Site, and stream bank erosion at Wally Moe's and the Sand Hill River Channel. Mr. Hayes also did the paperwork on the Sand Hill River Project for possible future mitigation funding. This is the area where severe bank erosion is taking place. Mr. Hayes was very helpful and informative. It was a pleasure working with him.

e.)BWSR: Wilkens attended the BWSR tour on August 27, 1997 and the BWSR board meeting on August 28, 1997. The tour started in Crookston at 8:00 a.m. and went north of Hallock and returned to Crookston at 7:00 p.m. The BWSR board attended along with watershed and soil conservation representatives from the entire state. Some legislators were also in attendance. It was an excellent tour put on primarily by the Middle River-Snake River Watershed District. The following day was the BWSR board meeting with Wilkens and Vig in-> attendance. It was an excellent opportunity to show the BWSR board our area and watch their board meetin^a-in action.

f.) Maple Creek (Alfred Olson): Alfred Olson came before the Board to request assistance to repair a washout located just out of the ditch right-of-way where Maple Creek enters County Ditch #9. The water broke out in this location this spring due to the County Ditch being full of snow and eroded an area over 100 feet long, 30-40 feet wide, and 3-4 feet deep. Alfred stated that he had checked with NRCS and the Polk County Ditch Authority and no assistance is available at this time to repair the damage area in question. Wilkens stated that FEMA had just completed their inspection last week and that he would check to see if this repair could be included in the District's request.

Alfred stated that his driveway washes out every spring and asked if a permit is needed to create a dike approximately 40 rods from the road, east of his farmsite where the water breaks out from Maple Creek. The Board instructed Alfred that a permit is required from the District for dike construction. Before a permit could be issued, adjacent landowners would need to be contacted and give their consent. Alfred stated that he will contact Elliot Solheim to discuss this matter.

- g.) Memorandum of Understanding Agreement: Wilkens handed out the MOU agreement with a few suggested changes to the document. The Board discussed the questions and suggested revisions that surfaced after reviewing the document. Wilkens was instructed to discuss these recommendations with MnDOT and determine if an agreement can be reached.
- h.) Overall Plan: The Board reviewed suggested revisions to the Overall Plan. These changes were noted by Jim Larsen, Houston Engineering, Inc., and he stated he would forward these recommendations to Mark Deutschman who is in charge of this project. **Motion** to accept the Overall Plan as amended by Manager Krogstad, **Seconded** by Manager Vigness, **Carried** The Overall Plan will now be forwarded to appropriate entities for review and comment prior to bringing the plan before the BWSR Board for final approval.
- i.) RRWMB Litigation: The RRWMB at their regular monthly meeting on August 19, 1997 passed a motion to request that the member Watershed Districts consider passing a resolution authorizing the expenditure of funds for legal litigation. See attached letter for details.

The Sand Hill River Watershed District considered the authorization of funding of litigation, for the resolution of permitting issues by member watershed districts, by the Red River Watershed Management Board, at their regular monthly meeting held at Fertile, MN on September 2, 1997.

On a **motion** by Manager Wilkens, **seconded** by Manager Krogstad and on a vote of 4 for and 0 against, the motion was **passed** to authorize the Red River Watershed Management Board to proceed with funding litigation, when it is requested by a member district, and it is deemed in the best interest of the affected Watershed District and potentially, any/or all of the member Watershed Districts.

- j.) 1998 Proposed Administrative Budget: Wilkens distributed a proposed budget for 1998. Discussion was held regarding a new item in the budget, the establishment of a Survey & Data Acquisition Fund. In recent years, the District has been called upon to assist the public in many areas which have no method of funding. In the past, the funds for these requests have come from the administrative fund. To meet the long term goals of the watershed district, the Board felt that the administrative fund could no longer support these endeavors and decided to establish a Survey & Data Acquisition Fund, Minnesota Statute 103D.905 subd. 8 to pay for making necessary surveys and acquiring data. After Board review, **motion** to accept the budget and schedule the budget hearing for September 15, 1997 at 8:00 a.m. by Manager Vigness, **seconded** by Manager Krogstad, **Carried**.
- k.) Ditch Levies: The Board reviewed the ditch accounts. After discussion it was decided that the ditch accounts should have a positive balance in them to take care of necessary repairs when they occur. In the past these accounts have had a minimal balance and when funds were needed, the account immediately went in the red. The watershed district would then levy an amount to bring the account in the black. With the severe spring we had this year and the damage that occurred it was decided that the above method needs to be changed. After

Board discussion, it was decided as a matter of policy that the goal is to raise the ditch fund balances gradually up to the 20% of benefits level. When this goal is achieved, the District will then maintain them at this level s when repairs are needed the funds are on hand. Each ditch account was reviewed and a **motion** to set the levy for the Sand Hill Ditch at \$15,000, Ditch 17-2 at \$5,000, and the Liberty-Onstad ditch at \$7,500 was made by Manager Vigness, **Seconded** by Manager Krogstad, **Carried.**

7. Permits:

a.) No permits came before the Board this month for review.

8. Adjournment: The next regular meeting of the SHRWD will be 8:00 a.m. Tuesday, October 7, 1997. As there was no further business to come before the Board, the meeting was adjourned at 10:35 a.m.

Jimmie Krogstad, Secretary

Naomi L. Jagol, Administrative Assistant