

## SAND HILL RIVER WATERSHED DISTRICT

January 5, 1999 Meeting Minutes

1. **Attendance:** Chairman Hanson called the January 5, 1999 meeting to order at 8:00 a.m. at the District Office. Other managers present were Dan Wilkens, Harold Vig, Jim Krogstad, and Ervin Vigness. Others in attendance were Naomi Jagol-Administrative Assistant, Jim Larsen-SHRWD Engineer, Jim Todahl-SH Advisory Committee Chairman, Roger Ulseth-Hammond Township, and Robin Brekken-Hammond Township.
2. **Agenda Review:** No changes to the agenda were noted.
3. **Minutes:** Motion by Manager Vig to approve the minutes of the SHRWD regular Board meeting held on December 1, 1998 as mailed, Seconded by Manager 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 by Manager Krogstad to approve the Treasurer's report and pay the bills as presented, Seconded by Manager Vig, Carried.

| Payment Made to—Memo   | Amount             |
|--|--------------------|
| Naomi Jagol—sec. services & exp. 12/1-12/15 (\$1,118.28), 12/16-12/31 (\$683.43)   | \$1,801.71         |
| Roger Hanson—meetings & expenses   | 565.19             |
| Jimmie Krogstad—meetings & expenses  | 509.92             |
| Harold Vig—meetings & expenses   | 621.47             |
| Dan Wilkens—meetings & expenses  | 1,263.28           |
| Ervin Vigness—meetings & expenses  | 520.64             |
| Al & Laura's—Supplies  | 48.23              |
| American Linen—Rental Agreement  | 13.95              |
| City of Fertile—Utility bill   | 49.80              |
| Culligan—Rental Agreement  | 11.72              |
| Fertile Bakery—Meeting expense   | 13.20              |
| The Fertile Journal—Meeting notice   | 2.88               |
| First State Bank of Fertile—Soc. Sec./Med. Deposit   | 471.72             |
| Gaffaney's—Office furniture and accessories purchase   | 4,948.41           |
| Garden Valley Telephone Co.—January phone bill   | 171.15             |
| Dennis Habeck—River clean-up (\$1,536.00), Liberty-Onstad (\$920.00), & Sand Hill Ditch (\$1,024.00)   | 3,480.00           |
| Hammond Township—Gravel and blading, Project #12-County Ditches 98 & 148   | 2,529.50           |
| Houston Engineering, Inc.—Meetings & Special Meetings, Project #11-Beltrami Diversion, Project #12-County Ditches 98 & 148, Farmstead Ring Dikes, and Ogaard Impoundment | 1,776.50           |
| Mac's Café—Noon meal (11/2/98 & 1/05/99)   | 65.47              |
| Mike Munter Construction—Sand Hill Ditch, repair culvert @ Stanley Ronnigan's  | 162.50             |
| Olson & Sons Excavating—Sand Hill Ditch, repair sloughing at Glenn Gullekson's   | 30.00              |
| Otter Tail Power Co.—January billing   | 315.21             |
| Polk County Auditor-Treasurer—Beaver damage control program  | 18.00              |
| Red River Watershed Management Board—Tax Levy Reimbursement  | 6,509.60           |
| Sand Hill River Watch Program—1999 Funding Request   | 3,000.00           |
| Tony Dorn, Inc.—Maintenance & toner (\$32.74 + \$78.60)  | 111.34             |
| Ulseth Farms, Inc.—Project #12-County Ditches 98 & 148 construction  | 3,660.00           |
| U.S. Postal Service—1 <sup>st</sup> Class Postage  | 165.00             |
| VISA Credit—Purchased font for Sand Hill Logo design   | 26.99              |
| <b>MONTHLY TOTAL</b>   | <b>\$33,173.38</b> |

## 5. Project Reports:

- a. Project #12, Co. Ditches 98 & 148: Roger Ulseth and Robin Brekken, representing Hammond Township, presented a bill to the District for \$2,529.50 for expenses incurred by the township relative to the construction of Project #12. Ulseth explained that the expenses incurred were for blading and graveling that occurred following the replacement of culverts through the road that were not included in the original design specifications. **Motion** by Manager Krogstad to reimburse Hammond Township for \$2,529.50, **Seconded** by Manager Vig, **Carried**.

Roger Ulseth presented a bill to the District for expenses incurred for construction in Section 17 of Hammond Township. Ulseth explained that he discussed the proposed earthwork with Manager Hanson prior to construction and an hourly rate of \$60.00 per hour was agreed on by the two parties. **Motion** by Manager Vig to authorize payment of \$3,660.00 to Roger Ulseth for 61 hours of earth work incurred filling and leveling the spoil bank in Section 17 of Hammond Township, **Seconded** by Manager Krogstad, **Carried**.

Manager Wilkens stated that due to the lengthy lawsuit associated with the construction of Project #12, the estimated time to complete the project, increased dramatically. He added that Project #12 was the first project of its kind constructed within the District, and many valuable lessons were learned that could be applied to future projects. He commended Houston Engineering as a very reputable firm in this industry and noted his appreciation for their participation in Project #12.

Jim Larsen added that several right of way markers need to be installed and will be done so in the spring.

- b. Project #11, Beltrami Flood Control & Diversion: Jim Larsen stated that additional right of way markers were installed.

## 6. Upcoming Meetings and Other Business:

- a. Ditch #122: Manager Hanson inquired whether any contact had been made with the landowner that had questions concerning the proposed project. Manager Wilkens responded that he would contact the landowner in February following the completion of the year-end tax information preparation and audit.
- b. Polk County Hwy #41 re-build: Manager Hanson inquired whether any landowners had contacted the district office regarding the upcoming road re-build of Polk County Hwy #41 in the year 2000. Manager Wilkens responded that Don Andringa had inquired on the status of the project. Wilkens suggested scheduling an informational meeting with the Polk County Highway Department (PCHD) in February to discuss the project. Wilkens added that in the past, the PCHD and the area landowners in concert with the watershed district have worked cooperatively with projects such as this and, in doing so, the public has experienced substantial cost savings for road and ditch improvements by working together.
- c. Maple Creek: Manager Wilkens discussed investigating potential water retention sites. Brekken inquired whether a series of holding structures would be considered or just one. Manager Wilkens responded that all options should be considered.

- d. Red River Basin Flood Damage Reduction Mediation: Jim Larsen stated that a request was received by Don Ogaard, Executive Director-Red River Watershed Management Board (RRWMB), relative to the number of acres of land that would be flooded within the Sand Hill River Watershed District (SHRWD) during a 10-year, 24-hour summer storm event.

Manager Wilkens (watershed district representative on the Red River Basin Flood Damage Reduction Work Group panel) explained that the mediation participants had agreed on a goal of providing 10-year, 24-hour summer storm protection for farm land in the Red River basin. He added that Project #12 is the only project within the Sand Hill River WD that offers this level of protection.

Larsen stated that an approximation was very difficult to determine given the available data on the District. However, an estimate of 56,000 acres of land was determined that would be flooded in a 10-year, 24-hour summer storm event. Manager Vig inquired what percentage of the District would the acreage determination relate to. Larsen responded that 56,000 acres would involve approximately 20% of the District. The figure was needed to establish the size of the problem and the funding required to solve the flooding problem.

- e. Minnesota Association of Watershed Districts (MAWD) Conference: Manager Hanson reported that all board managers and staff were in attendance at the MAWD Annual Conference conducted on December 3-5, 1998 in Alexandria, MN. He added that several informative sessions were offered this year which included:
- Innovations in Water Management: Storm Water Infiltration Techniques
  - Watershed Management in the 90's: Board and Staff Roles in WD Management
  - Seeking Signs of Success: Tools for Improving Effectiveness of Your Watershed

Manager Krogstad inquired about the increased workload experienced in the District office this past year. Manager Wilkens explained that in addition to his active participation on the Sand Hill River Watershed District (SHRWD) board of managers and current treasurer, he is also treasurer of the Red River Watershed Management Board (RRWMB), and is an alternate member on the Red River Basin Board (RRBB) representing watershed districts in the valley. Wilkens stated that essentially all of the administrative and financial record keeping associated with the aforementioned boards is conducted in the SHRWD office. Wilkens stated that Naomi Jagol does the administrative work for the SHRWD, the RRWMB, and the RRBB and has also been the recording secretary for the entire mediation process. Wilkens noted that in addition to the regular duties associated with the three organizations, he is also the chair of several committees and a significant amount of time was expended during the previous year regarding the Red River Basin Flood Damage Reduction Mediation process. Wilkens stated that the mediation group met approximately every two weeks since May of 1998 for 2-day meetings.

- f. Vesledahl Wetland Proposal: Manager Krogstad stated that he was contacted by Steve Vesledahl regarding the possibility of turning over a private ditch system to the watershed district for maintenance. Krogstad stated that the ditch is presently in good condition but if the land is turned over to DNR after MnDOT purchases the property, this could be a concern to adjacent landowners.

Manager Wilkens stated that the affected area landowners could petition for an improvement project which would make a private ditch, a legal ditch. Manager Hanson added that making the current system into a legal ditch would ensure future maintenance.

Manager Vig inquired whether the adjacent landowners are interested in making this a legal ditch. Manager Wilkens explained that once the District receives a petition, viewers would be designated to determine the

benefiting area and the amount of right of way that would need to be acquired. After board discussion, the board determined a meeting should be scheduled with the affected landowners to explain the options available.

- g. Red River Joint Water Resources Board/RRWMB Annual Meeting: Manager Wilkens stated that the Annual Meeting of the Red River Joint Water Resources Board and the RRWMB is scheduled for Wednesday, January 13, 1999, at the Doublewood Inn, Fargo, ND.
- h. Red River Mediation Agreement Information Meeting: Manager Wilkens stated that an informational meeting is scheduled for January 27, 1999, Northland Inn, Crookston, MN to present the mediation agreement developed by the Red River Basin Flood Damage Reduction Work Group to the public.
- i. 1999 Annual Drainage and Wetland Conference: The 12<sup>th</sup> annual conference is scheduled for Thursday, February 4, 1999, at the St. Cloud Civic Center, St Cloud, MN. The conference will include the following:
  - Training in Minnesota Drainage Law, Step by Step Process Under Minnesota Statutes 103E
  - Information and Training Concerning Environmental Issues facing Minnesota Drainage.
  - Practical Information to Guide Local Government, Agriculture and Development Decisions Concerning Drainage and Wetlands.

**7. Permits:**

a.) One permit came before the Board and was approved as follows:

-1998-51 MnDOT – Winger bridge replacement, Winger township, Section 26.

**8. Adjournment:** The next regular meeting of the SHRWD will be 8:00 a.m. Tuesday, February 2, 1999. As there was no further business to come before the Board, the meeting was adjourned at 11:30 a.m.

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Jimmie Krogstad, Secretary

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Naomi L. Jagol, Administrative Assistant