

SAND HILL RIVER WATERSHED DISTRICT

September 6, 2005 Meeting Minutes

- 1. Attendance:** Chairman Roger Hanson called the September 6, 2005 meeting to order at 8:10 a.m. (preceding the budget hearing) at the District Office. Other managers present were Bill Brekke, Stuart Christian, Gordon Sonsteli and Harold Vig. Others in attendance were Daniel Wilkens-Administrator, April Swenby – Administrative Assistant, Lawrence Woodbury-Houston Engineering, Tom Groshens – DNR, Ray Baatz, Rand Spokely and Joyce Downs.
- 2. Budget Hearing:** The budget hearing began at 8 a.m. A **Motion** was made by Manager Brekke to approve the budget as follows, **Seconded** by Manager Vig, **Carried**.

	<u>Jan - Dec 06</u>
REIMBURSED EXPENSE	20,000.00
INTEREST INCOME	22,000.00
TAX LEVY INCOME	<u>75,200.00</u>
	117,200.00
FURNITURE-EQUIP	1,000.00
DUES-MEMBERSHIP	1,300.00
EDUCATION	3,200.00
COMPUTER EXPENSE	4,000.00
PAYROLL TAXES	5,400.00
MANAGER EXPENSE	8,000.00
BUILDING	
MAINTENANCE/OCCUPANCY	8,000.00
OFFICE OPERATIONS	9,000.00
PROF SERVICES	20,000.00
PAYROLL EXPENSES	<u>57,300.00</u>
	<u>117,200.00</u>

- 3. Approval of the Agenda:** A **Motion** was made by Manager Vig to approve the agenda, **Seconded** by Manager Vig, **Carried**.
- 4. Minutes:** **Motion** was made by Manager Christian to approve the minutes of the SHRWD regular board meeting conducted on August 2, 2005, **Seconded** by Manager Vig, **Carried**.
- 5. Treasurer's Report:** Wilkens distributed the treasurer's report for the month of August. A **Motion** was made by Manager Brekke to accept the treasurer's report as presented, **Seconded** by Manager Vig, **Carried**.

Motion was made by Manager Brekke to approve and pay bills, **Seconded** by Manager Sonsteli, **Carried**. For further reference, copies of the bills approved are attached hereto in the Treasurer's Report.

6. Engineer's Report:

Ditch # 46: The survey crew has not begun the survey. They plan to survey when project #17 is staking to save costs. Woodbury assured the managers that the survey crew would complete the surveying this fall, followed with meetings this winter, with the final hearing towards spring.

Beltrami Slough: The contractor has not starting and the deadline is September 30, 2005. Houston Engineering will continue to remind the contractor of the deadline. Woodbury discussed the Sand Hill River Watershed District's options regarding liquidated damages if the deadline is not met.

Highway # 75: Woodbury brought forth the survey information as requested at the previous meeting. Woodbury will set the grade and size the culverts as per request. Brekke will assist Woodbury to determine the amount of land draining into this system. Brekke will remind the landowners that a permit from the state highway department will also be needed.

Project # 17: Kern and Tabery are expect to be on site on September 15, 2005

Modeling: Woodbury told the Managers that Brian Dwight – BWSR, has requested a work plan and budget that includes the modeling and updating of the Sand Hill River Watershed District's overall plan in order for the modeling to be started. Woodbury will converse with Dwight to determine what information he needs to develop the work plan. Woodbury informed the board that the entire work plan and budget must be approved before they can start on the modeling process. He is currently working on Dwight's request.

Fish Passage: Woodbury informed the board that plans and specs for the Texas Crossing and the West Mill Site have been completed and presented to the project team. He is awaiting input from Luther Aadlund, DNR Fisheries. Groshens will speak with Aadlund to remind him that Woodbury is awaiting a response. Woodbury reported that Dan Thul suggested an Environmental Assessment Worksheet, EAW, of this area may be needed; however, Woodbury was hopeful that the USACOE has already done an EAW as part of their process which should be sufficient for the state. Don Buckhout is checking with the USACOE to determine what has been done and if it will be sufficient for what the state EAW requires. Manager Hanson expressed frustration with the process and questioned why the EAW requirement had not been brought to the district's attention until now. He felt that the USACOE had already done the EAW and that the district and project team were working on doing portions of that approved project.

A **Motion** was made by Manager Vig authorizing Houston Engineering to assist Wilkens in preparing the State EAW if required, **Seconded** by Manager Sonstelie, **Carried**.

Project # 19 – Union Lake Detention: A site visit was made last month with the landowners in the area. A project budget and work plan has been submitted to BWSR and Penny Doty of the West Polk SWCD. Wilkens will contact Dwight to determine when the funds will be available.

7. Dan's Monthly Report:

Project Team: The project team will meet on September 13, 2005.

RRWMB: The RRWMB met on August 16, 2005 in Warren. Previous meeting packets were distributed to the managers.

RBFDROWG: The RBFDROWG will meet in Crookston on September 7, 2005.

RRBC: The RRBC met in Grand Forks on September 1, 2005.

PROJECT 17: The Polk County Auditor asked if the board still agreed to have a 10 year bond repayment on the project. The board discussed the question. It was discussed at several meetings and the final hearing and that is

what everyone agreed on. The board of managers agreed that the county auditor should proceed with the 10 year bond repayment as per the discussion at the final hearing.

LID: The LID annual meeting was held on August 12th at St. Mikes Park at 7:30 PM. Wilkens will meet with Larry Kramka and the LID Board on September 9, 2005 to develop options for the interconnect and the pipe inlet.

Jerde Erosion Control Project: The project is complete except for ROW markers. Markers need to be measured and installed. Wilkens suggested having Houston Engineering survey crew measure and stake the boundaries of the project. The board agreed that this needs to be done. The Sand Hill River Watershed District attorney is developing an option for easements.

Sletten/Winger Town Line: Information has been gathered from the local landowner and the Township officials as to current culvert sizes and land area drained. The information has been given to Woodbury and size recommendations have been developed. They will be applying for a permit today.

Floyd and Dale Balstad: Floyd and Dale Balstad are concerned that the culvert is too high northwest of their buildings.

Section 15, Hubbard Twp.: Earthwork has been done according to specs.

Ditch # 133. Wilkens will meet with Larry Kramka and Charles Balstad on September 9, 2005 to discuss any ramifications that may occur if a petition for a new ditch is presented to the watershed board.

Ditch Spraying: Chairman Hanson reported that the ditches were sprayed last week.

8. Other Business:

Tom Groshens: Tom Groshens – DNR Fisheries reported that his crew has monitored 6 sites. He reported that there is a small amount of fish upstream of the drop structures. The water levels have been low in the river. The wetland areas on the east end of the district contain very tolerant species. There is little oxygen East of Rindahl in the swampy areas. They found the largest mud minnow ever found in Minnesota at 5.5 inches. They were very proud of their find.

CREP Report – The Managers reviewed the target CREP areas developed by a committee of the project team. They are as follows.

- Maple Creek (most likely riparian signups) from Melvin Slough to CD 9
- Garden Slough project from the Sand Hill River (riparian, wetland restoration, FDR signups)
- Drainage northeast of Rindahl (wetland restoration, riparian signups, FDR)
- Drainage to Union/Lake Sarah (riparian, wetland restoration signups)
- Section 17 of Sletten (most likely FDR signups)

A **Motion** was made by Manager Sonsteli approving these target CREP areas, **Seconded** by Manager Vig, **Carried.**

Ray Baatz – Randy Spokely: Ray Baatz and Randy brought a permit before the board for section 10 in Hubbard Twp. and discussed their options. They applied for a crossing in a natural waterway. Wilkens explained that the north/south culvert in PC # 51 and the crossing going west on the south side were both 27”X43”. The water that needs to be taken into account for the crossing is what comes from the east. The crossing and the section corner to

the east both are 30" concrete culverts. The crossing that they want to put in the natural coulee would need to handle the 30" culvert and the extra land draining into this area downstream of the 30" culvert. The board after discussion stated that an arched 48" is the size recommended at this site.

9. Permits: The following permits were approved:

- 2005-35 – Ray Baatz – Section 10 of Hubbard Twp. – Install a new culvert
- 2005-36 - Ray Baatz – Section 15 of Hubbard Twp. – Install a new culvert
- 2005-37 - Ray Baatz – Section 10 of Hubbard Twp. – Install a new culvert
- 2005-38 - Anderson-Tronnes Farms, Inc., Section 5 of Hubbard Twp. – Clean existing ditch
- 2005-39 - Woodside Twp. – Section 35 of Woodside Twp. – Install an 18" x 30' culvert
- 2005-40 - Rick and Chad Oberg – Section 27 of Scandia Twp. – Clean existing ditch
- 2005-41 - Rick and Chad Oberg – Section 26 of Scandia Twp. – Clean existing ditch
- 2005-42 - Rick and Chad Oberg – Section 23 of Scandia Twp. – Clean existing ditch
- 2005-43 - Winger Township – Section 24 of Winger Twp. – Replace a 24" culvert with a 36" culvert
- 2005-44 - Sletten Township – Section 19 of Sletten/Winger Twp. Line – Clean existing ditch and install culvert
- 2005-45 - Darin Engelstad – Section 27 of Hubbard Twp. – Clean existing ditches
- 2005-46 - Herman and Gail Sondreal – Section 4 of Hubbard Twp. – Clean existing ditches
- 2005-47 - James Bowling – Section 15 of Vineland Twp. – Install a 24" culvert
- 2005-48 - Matt Lenz – Section 26 of Russia Twp. – Install two culverts into ditch 80 and one to drain field
- 2005-49 - Harlow Grove – Section 30 of Vineland Twp. – Clean existing ditch
- 2005-50 - Brekke Bros, Inc. – Section 19 of Hubbard Twp. – Clean existing ditch
- 2005-51 - Spokely Bros – Section 18 of Hubbard Twp. – Clean existing ditch
- 2005-52 - Brekke Bros, Inc., American Crystal Sugar, and DuWayne Engelstad – Section 17-20 of Hubbard Twp.
– Clean existing ditch and replace and realign culverts
- 2005-53 - Lyle Abrams Farms, Inc. – Section 8 of Hubbard Twp. – clean existing ditch

10. Adjournment: The next regular meeting of the SHRWD will be at **8 a.m. on Tuesday, October 4, 2005.** As there was no further business to come before the board, a **Motion** was made by Manager Christian to adjourn the meeting at 9:50 a.m., Seconded by Manager Brekke, **Carried.**

Robert Brekke, Jr., Secretary

April Swenby, Administrative Assistant