

SAND HILL RIVER WATERSHED DISTRICT

October 1, 2013

1. **Attendance:** Chairman Stuart Christian called the October 1, 2013 meeting to order at 8:15 AM at the District Office. Other managers present were Bill Brekke and Phillip Swenson. Two staff members were present: Daniel Wilkens – Administrator and April Swenby – Administrative Assistant. Others in attendance were JR Dale – Landowner, Jerry Bents – Houston Engineering, Katie Engelmann and Gary Lee – East Polk SWCD, Jeff Langan – Houston Engineering, Bill Downs – Landowner, and Joyce Downs – Landowner.
2. **Approval of the Agenda:** A **Motion** was made by Manager Brekke to approve the agenda as presented, **Seconded** by Manager Swenson, **Carried**.
3. **Minutes:** A **Motion** was made by Manager Swenson to approve the minutes from September 3, 2013, **Seconded** by Manager Brekke, **Carried**.
4. **Treasurer's Report:** A **Motion** was made by Manager Brekke to approve the treasurer's report for September, **Seconded** by Manager Swenson, **Carried**.

The managers reviewed their expense reports and reported on activities for the month. A **Motion** was made by Manager Swenson to approve and pay bills, with the exception of the SWCD balances which are listed for informational purposes only, **Seconded** by Manager Brekke, **Carried**. For further reference, copies of the bills approved are attached hereto in the Treasurer's Report.

5. Engineer's Report

Reiner Contracting Dispute: The attorney representing Reiner Contracting has requested information from Houston Engineering.

Project # 24: Work on main outlet channel is almost complete. The debris screen needs to be lifted off the drop structure and the anchors removed. Jeff Langan is planning on raising the debris screen 18" to allow more water flow and still provide debris screening.

Climax Ring Dike: Homes are not yet moved off of their foundation. A one month extension was given to the people who have purchased the homes. According to the agreement, if the homes are not removed by the September 30th, extended one month to October 31, the homes immediately become the property of the district. The district will then need to decide what to do with the homes. The board agreed that additional extensions will not be granted. A certified letter will be sent to the homeowner highlighting the terms of the agreement. A hearing date has not been set yet for the project. The hearing is contingent upon funding approval. A date will be set at the November meeting.

Bear Park: A hydrograph will be presented that better reflects Bear Park in relation to Climax.

City of Nielsville: Jerry Bents presented the engineers report. The project entails a levy on three sides. State funding is based on a cap based on the median household income listed in the 2010 census data.

A **Motion** was made by Manager Swenson to accept the engineers report as presented and submit to the state for review, **Seconded** by Manager Brekke, **Carried**.

A **Motion** was made by Manager Swenson to approve the board acting as the viewers for the project, **Seconded** by Manager Brekke, **Carried**.

The report will be sent to the DNR and BWSR for comment. After the comment period, a hearing will be held with landowners. The final order to establish the project will be contingent upon state funding.

6. Dan's Monthly Report

Project Team: The project team is currently suspended.

RRWMB: The RRWMB met in Fertile. Meeting highlights were given to the managers.

RRBC Commission: The RRBC Commission met September 4 and 5 in Fargo.

Ditch assessments: It was recommended to the managers to leave the assessments the same as the previous year. A **Motion** was made by Manager Brekke to approve the 2014 ditch assessments as presented, **Seconded** by Manager Swenson, **Carried**.

Kevin Solie/John Swanson Jr: It was reported that John Swanson was doing extensive ditching north of Kevin Solie. Dan sent Swanson a letter requesting him to contact the watershed. Dan and John Swanson Jr. and John David Swanson met on September 30 on the site. Swanson's had cleaned the ditch and removed a shallow crossing they had put on several years ago that only held back water. They stated that the drainage area is only 4-5 acres and that they had not added any new area to the project. The water does not have an outlet at the current time. They also had Dan look at a project a ½ mile east of this project. This is one that Dan had looked at many years ago and some work was done at that time. Dan requested that the Swanson's arrange a meeting with their neighbors and the watershed and maybe a better solution can be found. They will get back to the watershed.

Futuristic Planning: Wilkens would like the board to start thinking about how they are going to handle the process of his retirement.

7. Other Business:

JR Dale: Steve Christensen made a complaint stating Dales were tile draining onto his property. Dan asked the Dales to attend the board meeting. JR Dale attended. Dale was reminded that any drainage over 5 acres requires a permit. Dale verified that the tiling had been done by his son who had inadvertently forgotten to apply for a permit. JR Dale stated that the tile that was installed did not work and that no water was draining from this tile line. JR stated that a permit will be applied for in the future for any other drainage work he or his boys undertake. JR also wanted the board to be aware of another potential problem near the county line on Norman County highway # 30 which is directly south of Polk County highway # 44. The water runs NW into the Sand Hill WD but is currently in the Wild Rice WD. The boundary needs to be revisited. Wilkens was confident that the Sand Hill and the Wild Rice WD will work together to find a solution. Lehman's have brought this area to the district's attention and Wilkens has toured the area. They plan on correcting this problem this fall.

East Polk SWCD: The Sand Hill board's efforts to work with sharing bookkeeping services with the EPSWCD does not appear to be going forward at the current time. The EPSWCD committee met with the current retired bookkeeper and she was unable to give a date that she would like to retire. The East Polk SWCD convention papers were distributed. The State Outstanding Cooperation Coordinator award will be awarded to the Sand Hill River Watershed District this year. Gary Lee has asked for the names of the Sand Hill Board attendees so he can make arrangements for rooms and registrations for the conference.

The Carlson grant application is almost complete. The total cost estimate is \$400,000 for Carlson. The Nature Center grant is being prepared by Katie and a new cost estimate was presented.

Gary Lee has not heard from the county about the airport drainage so he could apply for grant funds for the airport project.

Selection for the grants is scheduled for January.

Public Relations: The managers reviewed possible public relations items. No new information was brought before the board.

8. **Permits:** Several permits were brought before the board. A **Motion** by Manager Brekke to approve the following five permits, **Seconded** by Manager Swenson, **Carried**.

2013-26 – Mike Skaug –Reis Twp., Section Number 9, Install a dike at the railroad bridge

2013-27- Daniel Wilkens- Onstad Twp., Section 36, Install Tile to drain farmyard

2013-28 – City of Fosston – Rosebud Twp., Section 3, Construct Bike Path

2013-29 – Paul Engelstad – Liberty Twp. Section 5, Install tile in farm field

City of Fosston Permit: Manager Scott Balstad was not present, but recommended via phone conversation this morning with April Swenby that the permit be sent back labeled “incomplete”, requesting a culvert size and ask for more specifics as to where the water is being planned for routing. Because that information was already given to Dan at a meeting with Lee Cariveau on August 23rd in East Grand Forks, the managers felt that they had all the information needed and approved the permit.

9. **Adjournment:** The next regular meeting of the SHRWD will be at 8:00 AM on Monday, November 4, 2013. **Note the date change due to Election Day.** Swenby will note this in the newspaper and on the web-site. As there was no further business to come before the board, a **Motion** was made by Manager Brekke to adjourn the meeting at 10:21 A.M., **Seconded** by Manager Swenson, **Carried**.

April Swenby, Administrative Assistant

Bill Brekke, Secretary