

## SAND HILL RIVER WATERSHED DISTRICT

### Minutes-January 4, 1994 Regular Meeting

- 1. Attendance:** Roland Gullekson, President, called the January 4, 1994 meeting to order at 9:00 am. District Managers present were Ray Baatz, Roger Hanson, Francis LaVoi and Dan Wilkens. Wayne Goeken-SHRWD Executive Secretary; and Lawrence Woodbury-SHRWD Consulting Engineer were also in attendance.
- 2. Minutes:** Motion by LaVoi and second by Baatz to adopt the minutes of the December 7, 1993 Sand Hill River Watershed District Board meeting as mailed with the following correction: on page 3, 7.b.) should read, "Gullekson noted that the Planning Committee for the RRWMB's spring meeting will be held December 15 in Thief River Falls to plan the spring RRWMB program." Motion carried unanimously.
- 3. Treasurer's Report:** Wilkens handed out and reviewed the SHRWD's financial reports covering the month of December, 1993. The past month's checking account transactions, investment portfolio and current fund balances were reviewed. Billings from Houston Engineering were discussed and approved. Wilkens reported on the status of the SHRWD financial audit. Motion by LaVoi and second by Baatz to retain the services of Dahl, Hatton, Muir, and Reese, Ltd. who are now doing the SHRWD financial audit to continue to bring the SHRWD up to date to meet its audit requirements. Motion carried unanimously. Membership in the Freshwater Foundation was discussed with a membership at the \$100 level agreed upon. Motion by Hanson and second by LaVoi to accept the Treasurer's Report and authorize payment of the current month's bills as presented below. Motion carried unanimously.

First State Bank of Fertile-Soc.Sec./Medicare	\$ 606.58
Lois M. Plante—custodial	35.79
Wayne Goeken—secretarial	323.23
Raymond Baatz-meetings & expenses	59.93
Roland Gullekson-meetings & expenses	377.02
Roger Hanson-meetings & expenses	143.48
Francis LaVoi-meetings & expenses	62.68
Daniel Wilkens-meetings & expenses	195.58
Red River Water Mgmt Bd-levy	7,058.79
Braun Intertec Corp-soil borings for West Mill Project	2,200.00
Houston Engineering, Inc.—General & West Mill Project	2,068.00
Fertile Bakery-rolls-meeting	6.30
City of Fertile-water & sewer	43.45
Coast to Coast—janitorial supplies	7.99
Mac's Cafe—meals-meeting	30.00
Hartz Store—janitorial supplies	17.61
Fertile Journal—meeting notice publication	<u>2.77</u>
<b>Monthly Total</b>	<b>\$13,239.20</b>

#### 4. Project Reports

- a.) Maple Creek/Melvin Slough Project:** Woodbury presented a final project report summarizing the investigation and results. The project as currently proposed would not meet the original petitioners nor provide the flood control benefits needed for the SHRWD to be involved. Other options were discussed including a dry dam option and putting the water on DNR land. Motion by Hanson and second by Baatz to accept Woodbury's report on the Melvin Slough project and that Woodbury should develop an alternate proposal to present to the MN DNR regarding building a dry dam in the southwest corner of Section 33 of Onstad township. Motion carried unanimously.
- b.) City of Fertile West Mill Project:** Woodbury presented final bills related to the West Mill Project which was

discussed at last month's SHRWD Board meeting. Expenses for investigation of this project totaled approximately \$5,500.

- c.) **Polk County Ditch No. 9:** Hanson reported that he visited with Blake Carlson of the Polk County Highway Department regarding concerns of landowners in the vicinity of Polk County Ditch No. 9 near Highway #9 that the newly installed culverts for a railroad bridge just downstream from Highway #9 will not handle the runoff which will lead to flooding of their lands. Carlson noted that there is a 35 mile drainage basin coming into this area and that the culverts at this bridge crossing are designed to handle the runoff from this drainage area. He felt that the ditch itself may be undersized in this area. At this time the situation will be monitored and no action will be taken. If problems do occur with water backing up, remedial actions will be considered. A letter dated September 16, 1993 from Carlson to Alfred Olson—a landowner in the affected area, which summarized the items noted above has been put on file.
- d.) **Drainage ditch options east of Beltrami** were discussed. Hanson noted that there is a great deal of local interest in doing the project with most of the work likely to be done by landowners who have indicated they would donate their time and equipment to do the earthwork needed for the project. Various items related to this potential project were discussed including if this would need to be treated as a legal ditch, who would own it and be responsible for maintenance costs, etc. It was decided to bring this possible project up for discussion at the Advisory Committee meeting on January 29th.
- e.) **Beavers:** Options for cost-sharing with townships on beaver control were discussed. Cost-share arrangements that are currently in place between neighboring watersheds and townships will be investigated. This is another topic that the Advisory Committee should be involved with. Gullekson noted that he had been in touch with Tim Olson and directed him to clear beaver dams related to Ditch 17-2.
5. **SHRWD Advisory Committee Reactivation:** MN Statutes regarding composition of a watershed district advisory committee and the SHRWD current committee membership were reviewed. As two new members of the Board will be coming on line this year, it was felt that this would be a good time to reactivate the SHRWD Advisory Committee to advise the Board on land and water stewardship issues affecting the District. A list of potential candidates to serve on the advisory committee were identified who will be invited to a meeting to discuss the role of the Advisory Committee and reactivation of the Committee. The meeting date was set for Saturday January 29, 1994 at 11:30 at Mac's Cafe

#### **6. Other Activities and Business:**

- a.) RRWMB Spring Meeting: The proposed agenda and programs for the RRWMB Spring Meeting were discussed. Beth Carlson has asked to be on the agenda to be able to talk about wetlands conservation planning. It was discussed that there could be a session going through the Watershed District Manager's Handbook but it was decided that this would for the most part be a waste of time as the managers that need to review it would probably not be the ones attending anyway and that this topic could perhaps best be handled by BWSR staff going to individual Watershed Board meetings to review it. It was noted that BWSR is also discussing the need for Watershed District's Overall Plans to be more proactive and useable and thus guidelines for developing these Overall Plans may be revised soon.
- b.) Gullekson reported on the Polk County Comprehensive Local Water Planning Committee meeting held in Fertile on December 17, 1993.
- c.) Goeken reported that the East Polk Soil and Water Conservation District is doing their school visits and poster program again this year with the theme being "Watersheds." They have asked the SHRWD to participate in the school visits to present information about the SHRWD. Motion by Baatz and second by LaVoi to authorize Goeken to represent the SHRWD at these school presentations. Motion carried unanimously.

- d.) BWSR is coordinating Board training meetings on "Power and Leadership" at Bemidji on March 1. Motion by Wilkens and second by LaVoi to authorize SHRWD Board and staff to attend if possible. Motion carried unanimously. Board and staff will check their schedules.
- e.) Gullekson reported that he had requested and received \$1,500 from the Red River Water Management Board for expenses related to booth space for the Red River Valley Winter Shows which will be February 18-22. The Agassiz ELC is coordinating this joint education effort.
- f.) Wilkens will contact-Gary- Letnes regarding the option of securing an easement for stream maintenance just west AM the bridge at the outlet of the Sand Hill Ditch as it enters into the old channel.
- g.) Wilkens reported that a letter had been received by Farm Credit Services requesting a quit claim deed or an affidavit for the Jan McWilliams property. The SHRWD will either send a letter to FCS or ask FCS to draft up an affidavit if a letter is not sufficient for their needs.
- h.) Woodbury noted that he will become more involved with other duties at Houston Engineering and will be reducing his involvement with the Sand Hill River Watershed District. Jeff LeDoux of Houston Engineering will become the main contact with the SHRWD Board. Woodbury will still work with the SHRWD on its Overall Plan and will be available for specific projects, but LeDoux will be taking over most of the District's engineering needs and will attend the SHRWD monthly meetings.
- i.) Wilkens noted that the tree clearing contract with Dennis Habeck is up for renewal. Motion by Wilkens, seconded by LaVoi to authorize Chairman Gullekson to sign the contract for another year. *f* Motion carried unanimously. Habeck will be directed to start at the outlet of the Sand Hill River at the Red River and work upstream as far as conditions permit. Habeck will also notify the SHRWD Board of any areas with severe erosion or log jams that need to be addressed this summer. The Board felt that Habeck had done an excellent job last year and was very cost-effective.
8. **Permits:** No permits came before the Board for review.
9. **Adjournment:** Due to scheduling conflicts in February with the regular meeting date of the first Tuesday of the month, the next regular meeting of the SHRWD was set for Tuesday, February 8 at 9 a.ra The March meeting will tentatively be delayed one week also to March 8. As there was no further business to come before the Board, motion by Hanson and seconded by Wilkens to adjourn. Motion carried unanimously.

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Roger Hanson, Secretary

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Wayne R. Goeken, Exec. Secretary