

## SAND HILL RIVER WATERSHED DISTRICT

### Minutes-June 7, 1994 Regular Meeting

- 1. Attendance:** Dan Wilkens, Treasurer, called the June 7, 1994 meeting to order at 8:00 a.m. District Managers present were Ray Baatz, Roger Hanson, Jimmie Krogstad, and Harold Vig. Roland Gullekson, Troy Gullekson, Wayne Goeken-SHRWD Executive Secretary and Jeff LeDoux-SHRWD Consulting Engineer were also in attendance.
- 2. Oath of Office:** Wilkens reviewed a handout of policies and procedures of the Sand Hill River Watershed District and administered the oath of office to new board members Jimmie Krogstad and Harold Vig. Wilkens also reviewed the District's association with the Red River Water Management Board and other items of interest to the new Board members.
- 3. Board Reorganization:** Wilkens turned the meeting over to Troy Gullekson for board reorganization and election of officers. Gullekson called for nominations for President. Wilkens made a motion to nominate Roger Hanson as President. Baatz seconded the motion. Discussion followed regarding the role and responsibilities of the President and the other board members. T. Gullekson called for further nominations twice. Wilkens made a motion that nominations cease and a unanimous ballot be cast for Hanson for President. Vig seconded the motion which carried unanimously. Hanson took over as President of the meeting and called for nominations for Vice President. Wilkens made a motion to nominate Ray Baatz as Vice President. Krogstad seconded the motion. Hanson called for further nominations twice. Wilkens made a motion that nominations cease and a unanimous ballot be cast for Baatz for Vice President. Krogstad seconded the motion which carried unanimously. Hanson called for nominations for Secretary. Baatz made a motion to nominate Jimmie Krogstad for Secretary. Vig seconded the motion. Hanson called for further nominations twice. Baatz made a motion that nominations cease and a unanimous ballot be cast for Krogstad for Secretary. Vig seconded the motion which carried unanimously. Hanson called for nominations for Treasurer. Baatz made a motion to nominate Wilkens for Treasurer. Vig seconded the motion. Hanson called for further nominations twice. Krogstad made a motion that nominations cease and a unanimous ballot be cast for Wilkens for Treasurer. Baatz seconded the motion which carried unanimously.

The Fertile Journal was designated as the official newspaper of the SHRWD. The following financial institutions were designated as official depositories for SHRWD funds: First State Bank of Fertile, Climax Credit Union, Crookston National Bank, LaSalle National Bank, Edward D. Jones, TVA Bond E., and TVA Bond G. The attorney for the District is Lowell P. Bottrell, Firm of Crockett & Anderson, 112 Roberts St., Fargo, ND. Mileage for District business is reimbursable at the rate of \$0.275 per mile. Mangers per diem is set at \$25 per hour with a maximum daily total of \$50 as prescribed by State law.

- 4. Minutes:** Motion by Wilkens and second by Krogstad to adopt the minutes of the May 10, 1994 Sand Hill River Watershed District Board meeting as mailed. Motion carried unanimously.
- 5. Treasurer's Report:** Wilkens handed out and reviewed the SHRWD's financial reports for May, 1994. The past month's checking account transactions, investment portfolio and current fund balances were reviewed. Motion by Vig and seconded by Baatz to accept the May, 1994 Treasurer's Report and authorize payment of the current month's bills as presented below. Motion carried unanimously.

First State Bank of Fertile-SS/Med  
Lois M. Plante—custodial

\$ 167.10  
13.85

Wayne Goeken-secretarial	323.23
Raymond Baatz-meetings & expenses	144.60
Roger Hanson-meetings & expenses	93.19
Jimmie Krogstad-meetings & expenses	51.68
Harold Vig-meetings & expenses	58.83
Daniel Wilkens-meetings & expenses	457.66
Skinner Roofing-roofing repairs to office building	890.00
Coast to Coast-cleaning supplies	5.96
Fertile Bakery-rolls-meetings	7.00
Pierson's Hartz-janitorial & meeting supplies	7.87
U.S. Postal Service-4 rolls stamps	116.00
Mac's Cafe—meals-meeting	<u>23.00</u>
<b>Monthly Total</b>	<b>\$2,359.97</b>

## 6. Project Reports

- a.) **Beltrami Diversion Project:** LeDoux, Hanson and Wilkens had met with Dan Thul of the MN DNR Division of Waters at the project site to discuss the project. It was noted that the DNR considers the existing remaining channel as "protected waters" and have indicated that they will probably want to maintain a flow through this area. LeDoux handed out and reviewed the Preliminary Engineer's Report for the proposed Beltrami Diversion. Discussion followed regarding low flow-whether a 12 inch or 18 inch pipe would best meet the needs of the project and also if operation of a gate should be considered. Hanson noted that the report should further emphasize the flooding that occurs in Beltrami—primarily on the east side as the railroad tracks protect the west side. It was agreed that to move the project to the next step, LeDoux will incorporate feedback from the above discussion into the preliminary engineer's report and submit it to the DNR along with a permit application to work in protected waters.
- b.) **Ditch 17-2:** LeDoux and Wilkens went to inspect this ditch, but due to crops being in, it was decided to wait until fall to do the ditch inspection.
- c.) **Sand Hill Ditch:** It was noted that the end of the Sand Hill River Ditch ENE of Nielsville needs cleaning which would be desirable to be done this fall. Baatz will visit with Dan Letnes of East Grand Forks, who owns the adjoining property regarding getting permission to cross this land to do ditch maintenance including earthwork, clearing trees, and riprapping the river as needed. An easement should be acquired to provide for present and future maintenance.
- d.) A situation was discussed involving erosion being caused by the Sand Hill River in Section 23 of Reis township. The channel is becoming wider and deeper with the worst erosion approximately 1.5 miles below the last drop structure. The township road is also being damaged. It was noted that the option of putting in two more drop structures should be explored with the Army Corps of Engineers. It was further noted that the Corps generally won't consider working on an existing project. One option would be to abandon the project and start a new one at this point. Otherwise, maybe this situation would be treated as an emergency with immediate measures taken to protect the Ditch's integrity.

## 7. Upcoming Meetings and Other Business

- a) The Red Lake Watershed District received a \$50,000 grant from the State of Minnesota to do a pilot project relating to beaver control. A meeting will be held June 9, 1994 at 11:30 a.m. at the Red Lake Watershed District office in Thief River Falls with another meeting on June 14 with Polk County Township officials to review how the program will work. District Managers were encouraged to attend these meetings if possible.

- b) River Watch: Roland Gullekson presented information to the Board regarding a project called River Watch that is being proposed to cover the Sand Hill River Watershed District. The project would be an extension of a River Watch program that is now in place involving the upper reaches of the Mississippi River. High school science classes are involved in sampling and analysis of macroinvertebrate and chemical conditions of the river in their home areas. The Mississippi Headwaters Board has been coordinating the project which was funded by Blandin for a five year period. They are looking to expand the project statewide. The proposal is to do the project in the Sand Hill River Watershed District due to its manageable size and involve the four schools within the District in the monitoring program. Both chemical and macroinvertebrate analysis are proposed to be done for a two year period using EPA approved methods. There is a special interest in doing macroinvertebrate monitoring as this appears to be the trend for future monitoring activity. The MPCA is setting up macroinvertebrate reference sites throughout the Red River Valley this summer. By establishing a local monitoring program, it would allow a better perspective on the condition of the river rather than basing the river's condition on the results of a select sample or two taken by the MPCA. Students from the participating schools will share their results with each other and also report the results to the SHRWD Board and to the Polk County Water Planning Task Force. A grant application is being prepared to the Board of Water and Soil Resources for a Challenge Grant to help defray project expenses.
- c) On behalf of the Sand Hill River Watershed District Hanson thanked Roland Gullekson for his many years of hard work and excellent service for the District. Gullekson will continue to serve as the alternate to the Red River Water Management Board until a new member is appointed.
- d) Hanson noted that Oran Underdahl from the Fosston area had called him requesting assistance with a ditch crossing. It was agreed that Underdahl should approach the County for possible assistance with this crossing as it appears it involves a county ditch.
- e) Information was distributed regarding the summer MAWD tour which will be in the Ortonville area on June 24-25. Any Manager who is available and interested was authorized to attend the tour.
- f) Wilkens noted that the Joint Powers Agreement for the Red River Water Management Board is being updated including a new section adding the Bois de Sioux Watershed District. This agreement needs to be re-signed soon. Wilkens made a motion to authorize re-signing of the RRWMB Joint Powers Agreement by the SHRWD. Motion seconded by Baatz and carried unanimously.
- g) Wilkens and Goeken commented that they felt there would be sufficient clerical and computer entry work to be done at the SHRWD this summer to hire Danyelle Gregor part time. Motion by Wilkens and seconded by Krogstad to hire Gregor as needed up to 20 hours per week through August with compensation of \$4.50 per hour. Motion carried unanimously.
- h) Wilkens reviewed computer upgrade options for the SHRWD noting that program upgrades and selected new programs that would be more compatible with each other and would provide for more efficient operations of the District. However, to best accommodate these programs, a larger capacity computer would be needed. We have a 100 MG harddrive which is 90% used currently. The new programs need 50 MG just for operating. Wilkens has consulted with computer consultant David Searles and based on his recommendation decided that the Microsoft Office Professional Program would best suit the District's needs This program combination costs around \$400. It was also noted that these programs need a 486 computer to operate efficiently. The District currently has a 386. Wilkens also noted he had visited with the Agassiz ELC regarding their purchase of the District's current 386 system for \$1,500 which they would consider. After reviewing many options Wilkens asked the Board to consider the following proposal. Sell the existing system to the Agassiz Environmental Learning Center for \$1,500 which would work well for their needs and defray expenses of a larger system for the SHRWD. That the SHRWD purchase a Gateway 486 DX2 -66 with 540 MG hard drive for approximately \$3,300. This combination comes with the Microsoft Package included. This proposal results in the following. \$3,300 minus \$400 for the program leaves \$2900. Subtracting another \$1500 for the sale of the old system leaves \$1400 net cost.. This proposal would upgrade our system by 5.5 times on the hard drive and approximately 8 times faster

operating system. Motion by Baatz and seconded by Krogstad to authorize purchase of the Microsoft Office Professional program package which includes Word 3.0, Excel 5.0, Powerpoint 4.0, E-mail, and Access database and the Gateway computer hardware as noted above to efficiently handle this program package contingent on the Agassiz ELC purchasing the existing SHRWD computer system (not including the laserprinter). Motion carried unanimously.

- i) Walter Nolte asked about the status of the rip rap projects to be done in the vicinity of the Fertile Sand Hills Golf Course as the Golf Assn. wants to seed the area by the end of July. Wilkens will be in touch with the contractors and help push the project along.

**8. Permits:** Four permits came before the Board for review and were approved as follows:

1994-5 Troy Gullekson Liberty Twp, Sec. 28. Route township ditch water across the road to eliminate water which is backing up into the yard area of the farm,

1994-6 Walter Nolte Liberty Twp, SW 1/4, Sec. 17. Clean drain ditch between Sec. 16 & 17 as it has become partially filled with wind erosion and trash

1994-7 Garden Valley Telephone Co. Garden Twp. Replace telephone cable due to existing damage.

1994-8 Carl Moland SE 1/4, Sec. 19, Onstad Twp. Construct a shallow ditch approximately 300 yards long to empty into the road ditch of Co. Rd. 41 to correct drainage problems created when Co. Rd. 41 was redone several years ago.

-The SHRWD Board had no comment to the MN DNR regarding an application from the Polk County Highway Department to work in protected waters involving a bridge replacement in Sections 27/34 of Liberty Township

-The SHRWD Board had no comment to the MN DOT regarding a draft Project Memorandum for a bridge replacement project over the Sand Hill River on U.S. Trunk Highway 75 within the corporate limits of Climax.

**9. Adjournment:** The next regular meeting of the SHRWD will be 8:00 a.m. July 12, 1994 at the Sand Hill River Watershed District Office. As there was no further business to come before the Board, tion by Krogstad and seconded by Vig to adjourn. Motion carried unanimously.



Jimmie Krogstad, Secretary



Wayne R. Goeken, Exec. Secretary