

SAND HILL MVER WATERSHED DISTRICT
Minutes-September 6, 1994 Regular Meeting

- L. Attendance:** Roger Hanson, called the September 6, 1994 meeting to order at 7:00 a.m. District Managers present were Jimmie Krogstad, Harold Vig, and Dan Wilkens. Others present were: James J. Lunden, George W. Meyer, Scott Baatz, Russell Simmons, Elmer Hasty, Russell Sander, Chuck Wilder, Esther Weber, Gilbert Weber, Verner Arveson, Lowell C. Enerson, Bruce Hanson, Rudy Applequist, Philip Swenson, Walter Nolte, Terry Wolfe, Roland Gullekson, Wayne Goeken-SHRWD Executive Secretary and Lawrence Woodbury-SHRWD Consulting Engineer.
- 2. Agenda Review:** Harold Vig asked that discussion of cleaning portions of the east end of the Sand Hill River be added to the agenda. No other changes were noted..
- 3. Minutes:** Motion by Vig and second by Krogstad to adopt the minutes of the August 2, 1994 Sand Hill River Watershed District Board meeting as mailed. Motion carried unanimously.
- 4. Treasurer's Report:** Wilkens handed out and reviewed the SHRWD's financial reports for July and August of 1994. The past month's checking account transactions, investment portfolio and current fund balances were reviewed. Wilkens also suggested that the SHRWD approve a mileage rate that would float to what is allowable by I.R.S. which is presently 29 cents per mile. Motion by Krogstad and second by Vig to accept the June and July 1994 Treasurer's Reports as presented, to adopt a mileage rate for the SHRWD that would be the same as the I.R.S. allowable rate and adjust as the I.R.S. rate changes, and authorize payment of the current month's bills as presented below. Motion carried unanimously.

First State Bank of Fertile-Soc Sec/Med Deposit	\$ 172.28
M. Plante-custodial	18.47
Wayne Goeken-secretarial	323.23
Danyelle Gregor-annual reports clerical work	66.72
Roland Gullekson-installing kitchen cabinets & sale of counter top	204.26
Roger Hanson-meetings & expenses	94.18
Jimmie Krogstad-meetings & expenses	51.98
Harold Vig-meetings & expenses	60.68
Mascom-fax receipt	2.00
Dahl, Hatton, Muir & Reese Ltd-audit	2,333.75
Roger's Plumbing & Heating-install water & sewer to sink and install fuel barrel	609.63
First State Insurance Agency-Position Schedule Bond	239.00
Midland Atlas Co.-Norman Co. Atlas	80.00
H. Slager Construction-Plug Kittleson Creek Overflow	70.00
Otter Tail Power Co.-Heat & Lights	94.47
Garden Valley Telephone Co.-phone	132.43
Hartz-Janitorial Supplies	14.85
Variety Plus-office supplies	3.48
Fertile Bakery—rolls-meetings	7.00
Mac's Cafe—meals-meeting	38.00
Dan Wilkens-meetings & expenses	746.97
Monthly Total	\$5,363.38

5. Project Reports

- a.) Ditch #45: The situation of flooding in the area of Polk County Ditch 45 (Sections 16, 17, 20 and 21 of Russia Township) had been brought to the attention of Board Managers Hanson and Wilkens who then visited the area and some of the landowners this past month. It was felt that calling all the affected landowners to the September SHRWD Board meeting to discuss possible solutions would be best. It was noted that the heavy rains this summer especially highlighted the lack of adequate drainage in this area. The ditch systems in place are not doing the job of getting water off the land.
- b.) Wilkens showed the group the immediate area in question and adjoining ditch systems on several color coded maps which illustrated the benefited areas for each ditch system. It was noted that some of the areas that probably should be included as benefited areas to a particular ditch are not included as such due to some possible trade-offs when the ditch system was first put in place whereby for example benefits were exchanged for right of way access. Parcels are assigned to ditch systems in 40 acre units according to where the majority of that parcel's land drains to, thus if 21 or more acres from a 40 acre unit is drained by a particular ditch, then that entire 40 acre parcel is assigned to that ditch.
- c.) SHRWD Consulting Engineer Lawrence Woodbury reviewed improvement options for addressing the ditch problem. The first level would be cleaning and maintenance. This would involve landowners putting a request into the Polk County Ditch Engineer to authorize cleaning of the ditch—primarily removal of silt buildup. This would help basic drainage but would not address water backing up from major rain events or large spring melts if the ditch system itself is inadequately sized to handle the drainage area.
- d.) The next option level would involve either "major repair" or "improvement." As a major repair, landowners would petition the Polk County Board of Commissioners to do major repair work which could include cleaning the ditch to the original ditch line. No changes in the original ditch line could be done, nor can the ditch alignment or structures be changed. However, the backslope can be changed to increase the ditch capacity. This would not change the assessment or benefit area.
- e.) The "improvement" route would allow latitude to change the ditch hydraulics to meet the drainage area's needs as determined by engineering analysis. The ditch could be made deeper and/or wider with changes also allowed in the ditch alignment, backslope and structures. To initiate such a project would require that an improvement project petition signed by owners of 26% of the impacted land be presented to the watershed district.
- f.) Impact on downstream landowners was discussed. If this was done as a major repair the downstream landowners probably wouldn't have much recourse. If done as an improvement project, the improved drainage would very likely affect downstream landowners in the drainage areas of Polk County Ditches 93 and 6. These ditches will likely need improvements made to their ditches as well to handle the increased flows. It was noted that although these are three separate ditches, they basically work together and comprise one drainage unit. Thus, in the long run, it would be most efficient for engineering analysis to take into account the needs of the entire drainage area as improvements are planned. Successful examples of this type of joint project planning were cited. If a major improvement project was undertaken, the new ditch system would become a legal ditch of the SHRWD with future maintenance handled by the SHRWD.
- g.) It was proposed that the SHRWD schedule an information meeting for this fall after harvest to explain these ditch systems, assessment areas and project options. Landowners from all three ditch systems will be invited to review the needs and options for the entire area. If there is interest to proceed, the projects could be consolidated and petitioned accordingly.
- h.) The area in question is partly along the boundary of the Red Lake Watershed District and the SHRWD. It was noted that this boundary was originally determined by a judge back in the 1940s, but it could

be reviewed and possibly modified as the above work proceeds.

- i.) Russia Twp. presented a request for replacement of a trap on the existing culvert as the existing one has rusted out. It was noted that as this is a County Ditch this request would need to be directed to Polk County Ditch Engineer Blake Carlson.
- j.) Beltrami Diversion: Woodbury reported that the Army Corps of Engineers response to the SHRWD's Beltrami Diversion project proposal and based on DNR information is that they will require a permit for the improvement as proposed. It was discussed whether a CORP permit would be needed on the basis that the riprap that is going in around the culvert shouldn't be considered as fill. However, it was agreed that if applied for, the CORP would likely issue a permit for this project, thus it will be applied for in order to move ahead. Woodbury was directed to proceed with application to the CORP for the necessary permit.

Woodbury presented a draft letter to be sent to all landowners affected by this project which notes the project purpose and scope and indicates that further information will be forthcoming. With minor modifications the Board directed that the letter be sent out to the affected landowners.

- k.) Hanson reviewed options of installing a culvert which would help relieve flooding in Sections 19 and 20 of Reis Township just west of Beltrami. The proposed culvert would cut through the Sand Hill Ditch bank and would be about 100' long by 3' in diameter. This would not fix the drainage situation in this area but would help relieve some flooding. Water now flows along the township road which is not officially a ditch—the ditch is considered incidental to the road. Five landowners are affected by this situation. The SHRWD will arrange an informational meeting with local landowners this fall to discuss what options they have and how to proceed.
- l.) Harold Vig noted that work is needed in the upper end of the Sand Hill River as the river channel is plugged and contributing County ditches in the area are backing up. The upstream County Ditch has been cleaned but the water still isn't moving out thus it appears that the problem is blockage in the river channel itself. If this is a situation of beaver dams being the problem they can be removed, but additional excavation or dirt work would not be allowed without further reviewing the situation and proceeding with proper plans. This is in the area of the MN DNR's Castor Wildlife Management Area. DNR Area Wildlife Manager Terry Wolfe agreed with the above assessment, i.e. beaver dam removal would be acceptable, but additional work would need to have additional plans laid out.

There is some question regarding exactly where the Sand Hill River officially starts as some indicate it is at the township road and some indicating that it starts about 300 yards west of the road. The river upstream of this area to the Sand Hill Lake is a Polk County Ditch. In this regard the County should perhaps pay for any work done here as it is providing for the outlet of their ditch. However, this is a type of project that serves the common good in the watershed. Motion by Vig and seconded by Wilkens to authorize removal of beaver dams in the river channel in the vicinity of the Castor Wildlife Management Area. Motion carried unanimously. Wilkens will contact Harold Olson regarding blowing of these dams. Krogstad noted that downstream in the Rindal area the river channel used to be 12'-15' deep 40 years ago, but now is generally 3' or less due to silting in. It is taking on more of a slough characteristic without a defined channel.

- m.) Melvin Slough: Options for holding more water in the Melvin Slough area were reviewed including diverting water from Ditch #65, diking 1/2 mile south of Melvin Slough and diking the SW corner of Section 33 of Onstad Twp. MN DNR Area Wildlife Manager Terry Wolfe noted that each option has pros and cons with each affecting nearby landowners in different ways with no option providing mutual benefits for all. These options may be further explored or expanded on in the future if or when conditions change, but for now these project proposals will be filed.
- n.) Liberty Township Overland Flooding: Flooding problems in Section 16 of Liberty Twp were reviewed

with Wolfe. Water is not staying in the diked portion of the channel, but is flooding overland to the west. Landowners in the area are not seeking to have any more drainage from this area, but would like to fortify the dike and clean the channel to maintain drainage as was designed. This is in the area where the channelization of the Sand Hill River Kittleston Creek Diversion begins. It was noted that CORPS easements for the channelized portion of the Sand Hill River Kittleston Creek Diversion extend up to Polk County #1 and may not extend north of the road. DNR's Liberty Wildlife Management Area extends north of the road. The original records will need to be reviewed to find out the right of way provisions and also see if this area is treated as an extension of County Ditch #95. Wolfe indicated that it would be O.K. to fix the diking up to the unimproved section of the river channel and perhaps up to 200' upstream of this point. Wilkens and Wolfe will go out to the area for a site inspection as soon as possible.

- o.) Abelgaard Logging indicated an interest in harvesting trees from an area along the improved channel which would involve the west 1/2 of Section 28 and all of Section 29 of Liberty Township. It was noted that cottonwoods along the east end of this stretch catch snow and cause problems and in the future the trees along the channel will also be a problem. Motion by Wilkens and seconded by Krogstad to authorize Abelgaard Logging to proceed with harvesting trees from our right of way in the 1.5 mile stretch noted above. Motion carried unanimously.
- p.) Wilkens reported on a ditch petition being circulated covering County Ditch #148 and #98. This is in the NW corner of the SHRWD. The ditch has been cleaned several times in recent years but is still not working properly. The proposed petition is being reviewed by the SHRWD's attorney and by consulting engineer to ensure that the project description is correct and the petition is properly drawn up so the landowners have it right the first time. The District's Engineer recommended that the project carry a \$20,000 bond.

6. Upcoming Meetings and Other Business:

- a.) Several Minnesota Association of Watershed District items were reviewed. A questionnaire regarding the need for MAWD to have a full time administrator was discussed. Wilkens and Hanson will fill out the survey to include comments from the Board.
- b.) The MAWD summer tour for 1995 is tentatively being planned to cover projects in the Wild Rice Watershed District and the Sand Hill River Watershed District. Jimmy Krogstad and Harold Vig volunteered to work with representatives from the Wild Rice WD to plan this event.
- c.) Wilkens reviewed options which Garden Valley Telephone Co. has proposed for upgrading the phone system in the SHRWD offices including getting an extra line coming in which can be used for computer modem and/or fax transmissions. Motion by Vig and seconded by Krogstad to proceed with putting this system in place. Motion carried unanimously.
- d.) SHRWD Budget: Wilkens noted that the annual budget hearing needs to be held. Legal notice needs to be published two successive weeks prior to the hearing date. Wilkens reviewed the budget categories and amounts. He noted that the Red River Water Management Board is keeping the levy the same as in the past, this being 75% of the maximum allowable rate. Regarding the SHRWD annual budget it was recommended that an amount be included to cover building maintenance and repair for the SHRWD office building. Wilkens reviewed the fund balances in the various accounts. It was agreed that \$3,737.15 be assessed for Ditch 17-2 and \$16,330.44 be assessed for the SH Ditch Fund to provide for maintenance of these systems. Motion by Krogstad and seconded by Vig to leave the SHRWD levy the same as last year at the 75% rate and to adjust the budget to reflect the above. Motion carried unanimously. Wilkens and Goeken were directed to sent proper notices out for publication with the budget hearing scheduled for September 22, 1994 at 8:00 a.m. at the SHRWD office.

7. Permits:

Seven permits that came before the Board for review were approved as follows.

-1994-14 Brekke Bros. Inc. N 1/2 NW 1/4 Sec 20, Hubbard Twp. Clean ditch as part of normal

cleaning due to ditch having filled in.

- 1994-15 Brekke Bros. Inc. SW 1/4 Sec 17, Hubbard Twp. Clean ditch as part of normal cleaning
- 1994-16 Polk County Highway Dept. for Woodside Twp. Woodside Twp. Install a 15" culvert at lake home entrance on CSAH 42 approximately 3,960' south of CSAH 41 due to water build up at the south side of this entrance.
- 1994-17 Halstad Telephone Co. Sec 19, Scandia Twp. Bury a copper phone cable across Ditch #57.
- 1994-18 Mike Skaug SW 1/4, Sec 2, Reis Twp. Cut a new field drainage ditch to the county road as the natural drainage to the north is filled in causing ponding in the SW 1/4.
- 1994-19 Mike Skaug NW 1/4, Sec 12, Reis Twp. Extend field ditch straight west to the road ditch as the old existing ditch is on an angle to the NW and fills in easily.
- 1994-20 Marvin Skaug Sec 10, Reis Twp. Cut a new field drainage ditch to the road ditch, straighten and clean the existing ditch and clean the road ditch in the ME 1/4 of Sec. 10 and clean and lengthen the existing field ditch and clean the road ditch in the SW 1/4 of Sec. 10 to correct poor drainage.

8. Adjournment: The next regular meeting of the SHRWD will be at 7:00 a.m. October 4, 1994 at the SHRWD office. As there was no further business to come before the Board, motion by Vig and seconded by Krogstad to adjourn. Motion carried unanimously.



Jimmie Krogstad, Secretary



Wayne R. Goeken, Exec. Secretary