

SAND HILL RIVER WATERSHED DISTRICT

March 4, 1997 Meeting Minutes

1. **Attendance:** Due to a winter blizzard, a quorum could not be attained until 3:30 p.m. Roger Hanson called the March 4, 1997 meeting to order at 3:30 p.m. at the District Office. Managers present were Dan Wilkens and Jimmie Krogstad. Others in attendance were Jim Todahl-SHAC Chairman, and Naomi Jagol-Administrative Assistant.
2. **Agenda Review:** No changes to the agenda were noted.
3. **Minutes:** Motion by Krogstad to approve the minutes of the February 4, 1997 SHRWD regular Board meeting as mailed, Seconded by Wilkens, Carried.
4. **Treasurer's Report:** Wilkens handed out and reviewed the Treasurer's report. Bills that had been submitted for payment were then reviewed. Motion to approve the Treasurer's report and pay the bills as presented by Krogstad, Seconded by Hanson, Carried.

Payment Made to--Memo	Amount
Naomi Jagol-sec. services & exp. 2/1-2/15 (\$501.52), 2/16-2/28 (\$537.72)	\$1,039.24
Roger Hanson—meetings & expenses	421.35
Jimmie Krogstad— meetings & expenses	114.18
Dan Wilkens— meetings & expenses	343.59
Al & Laura's— Supplies	50.19
American Linen Supply, Co. —Rental agreement	20.34
Coast to Coast— Supplies	13.93
Fertile Bakery— Meeting expense	13.50
The Fertile Journal—Meeting notices	2.88
First State Bank of Fertile— Soc. Sec./Med. deposit	332.66
Garden Valley Telephone Co.— March phone bill	165.68
Laser Systems—Rebuild Toner Cartridges for Printer	57.24
Mac's— SHAC supper and Noon meal	131.64
MASWCD-Boot Camp for Conservation Boards, 4/7 & 4/8	180.00
MAWD-Legislative Breakfast on 3/13 & 3/14 (\$45.00) and Dues (\$880.05)	925.05
Nordheim Electric— Remove electrical boxes connected to center island	58.54
Otter Tail Power Co. —March billing	310.37
MONTHLY TOTAL	\$4,180.38

5. Project Reports:

- a.) Project #12. Co. Ditches 98 & 148: The Board discussed the upcoming appeal on March 5, 1997, in St. Paul. It was decided that Roger Hanson, Dan Wilkens, and Naomi Jagol would attend.
- b.) Project #11. Beltrami Flood Control & Diversion: The Board reviewed an updated draft of the minutes of the rescheduled public hearing held on January 7, 1997 at the Beltrami Mall Cafe. Motion by Krogstad to accept the corrected minutes, Seconded by Wilkens, Carried. Woodbury informed the Board via speaker phone that he will be bringing the plans and specs to the April Board meeting for review.

c.)Project #13. Reis-Scandia Township Ditch: The Board reviewed an updated draft of the minutes of the rescheduled public hearing held on January 7, 1997 at the Beltrami Mall Cafe. **Motion** by Wilkens to accept the corrected minutes, **Seconded** by Krogstad, **Carried.** Woodbury informed the Board that he will obtain copies of the right-of-way maps from the county. Hanson stated that he had been contacted by the First American Insurance Agency in regard to the ditch bond for this Project. The ditch bond needs to be renewed on 4/26/97. The Board ordered this Project to move forward at the January 7, 1997, public hearing and as no appeal was filed within the following 30 days, the bond is no longer necessary. Wilkens was instructed to draft a letter to release the bond.

6. Upcoming Meetings and Other Business:

- a.)Boundary Change: The Board discussed that when the water flows this spring, an inspection should be made to ensure the proposed boundary changes are as accurate as possible. It was decided that all board managers will help with this inspection. Lawrence Woodbury notified the Board via speaker phone that copies of the proposed boundary changes had been sent to the respective townships accompanied by a request to contact the watershed district prior to the April board meeting with any recommendations they might have.
- b.)MAWD Legislative Breakfast: The Legislative Breakfast and Day at the Capitol is scheduled for Friday, March 14, 1997 at the Kelly Inn in St. Paul. The Schedule of Events will include a Legislative Briefing at the Kelly Inn from 7:00 - 9:00 p.m. on Thursday, March 13, 1997, and a Legislative Breakfast at the Kelly Inn at 7:30 a.m. on Friday, March 14, 1997. **Motion** by Wilkens to authorize Hanson, Wilkens, and Krogstad to attend, **Seconded** by Krogstad, **Carried**
- c.)Boot Camp for Conservation Boards: This training session is sponsored by the Minnesota Association of Watershed Districts; Minnesota Association of Soil and Water Conservation Districts; and the Board of Water and Soil Resources and is designed to enhance Board effectiveness with SWCD, WD, and WMO Board members. Chairman Hanson felt this would be a beneficial, educational seminar. **Motion** by Krogstad to authorize Hanson, Wilkens, and Naomi Jagol to attend, **Seconded** by Wilkens, **Carried.**
- d.)Building Maintenance Projects: Two bids were received for a desk in the district office. One for \$85.00 and the other for \$100.00. The bid of \$100.00 was accepted and Naomi was instructed to notify the high bidder. The district also received a bid of \$50.00 for a table in the district office. This bid of \$50.00 was also accepted,
- e.)Liberty-Onstad Township Ditch/Gate Management Agreement: Dan Wilkens of the SHRWD and Nate Dalager, Regional Hydrologist/DNR met with Kevin and Diane Berhow on 2/26/97 to review the original DNR permit as to operation of the gate. After discussion, Kevin agreed to be the gate operator. Dan instructed Kevin to make sure the gate is operational prior to spring runoff and noted that he will be compensated for time spent. The Berhow's inquired about the prior history of this project and Dan agreed to research the watershed and planning and zoning minutes and report back his findings.
- f.)SHAC Meeting: Jim Todahl, Chairman of the Sand Hill Advisory Committee, stopped in the District Office on 3/4/97 to thank the Board for the excellent job they did of hosting the Advisory Committee meeting on 2/27/97. Jim specifically commended Dan Wilkens for the extra effort he gave in planning, organizing, and conducting the meeting. Jim noted that Dan did an exceptional job of explaining the topics of discussion in identifiable terms and inspired the SHAC with a motivational, positive outlook on the operations of the District in general.

- g.) Ditch Maps: Wilkens explained that there are two or three ditch systems that need to be looked at in more detail. A meeting will be scheduled with the Polk County Auditor's office and Jerry Bennett of the Wild Rice Watershed District who has been working on this project to date. Once these details have been worked out, Houston Engineering can proceed with preparing the maps. Copies of these maps will be located at the SHRWD office and also at the Polk County Auditor's office.
- h.) County/Township Road Exchange: Wilkens noted that Robin Brekken and Leroy Reitmeier were appointed to investigate this project and that they should be contacted to discuss their findings to date and decide the next course of action.
- i.) SHRWD Overall Plan: Lawrence Woodbury informed the Board via speaker phone that Houston Engineering is currently in the process of getting an outline approved by BWSR. Mark Deutschman is the engineer in charge and he will try to have a draft prepared for the April Board meeting. Woodbury urged the Managers to revisit the goals and policies of the watershed district to ensure that these are included in the Overall Plan.
- j.) County Road #204 Culvert Replacement: It was brought to the attention of Manager Krogstad that approximately 4 miles east of Highway #59 on County #204, a large culvert is scheduled for replacement. It appears that replacing the current culvert with one of the same size would be unnecessary. The watershed district has been requested to review this location in concert with Lawrence Woodbury, SHRWD Engineer and Roger Diesen, County Engineer to determine if a smaller size culvert would suffice thereby realizing a substantial cost savings.

7. Permits:

- a.) No permits came before the Board this month for review.

8. Adjournment: The next regular meeting of the SHRWD will be 8:00 a.m. Wednesday, April 9, 1997. As there was no further business to come before the Board, the meeting was adjourned by Chairman Hanson at 5:05 p.m.

Jimmie Krogstad, Secretary

Naomi L. Jagol, Administrative Assistant