

SAND HILL RIVER WATERSHED DISTRICT

June 3, 1997 Meeting Minutes

1. **Attendance:** Roger Hanson called the June 3, 1997 meeting to order at 7:00 a.m. at the District Office. Managers present were Dan Wilkens, Jimmie Krogstad, and Harold Vig. Others in attendance were Naomi Jagol-Administrative Assistant, Lawrence Woodbury-SHRWD Engineer, Mark Deutschman-Houston Engineering, Rolland Gagner-President of Union Lake Sarah Improvement Association, and Jack Bailly-Union Lake.

2. **Agenda Review:** No changes to the agenda were noted.

3. **Minutes:** Motion by Vig to approve the minutes of the SHRWD regular Board meeting on May 6, 1997 as mailed, Seconded by Krogstad, 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 Vig, Carried

Payment Made to--Memo	Amount
Naomi Jagol-sec. services & exp. 5/1-5/15 (\$661.32), 5/16-5/31 (\$675.99)	\$1,337.31
Roger Hanson— meetings & expenses	223.03
Harold Vig—meetings & expenses	68.43
Jimmie Krogstad— meetings & expenses	57.09
Dan Wilkens—meetings & expenses	665.05
Al & Laura's—Supplies	82.27
American Linen Supply, Co.— Rental agreement	20.34
Coast to Coast—Supplies	46.40
Fertile Bakery —Meeting expense	6.00
The Fertile Journal— Meeting notices	2.88
First State Bank of Fertile— Soc. Sec./Med. deposit	425.02
Gaffaney's— Twelve Board Chairs	8,185.59
Garden Valley Telephone Co.— June phone bill	110.88
Grand Forks Glass & Paint— Contract Glass	1,340.00
Houston Engineering, Inc.— Misc. work, Mtgs & Spec. Mtgs., Misc. investigations, Overall Plan, Proj. #11-Beltrami Diversion, and Proj. #13-Reis/Scandia	9,443.86
L.C. Lindberg—Liberty-Onstad, fill and gravel	120.00
Mac's — Noon meal	49.07
Olson & Sons Excavating-- SH Ditch & Liberty-Onstad	235.00
Otter Tail Power Co. —June billing	123.25
U. S. Postal Service— 1 st Class Postage	160.00
MONTHLY TOTAL	\$22,701.47

5. Project Reports

- a.) Project #11. Beltrami Flood Control & Diversion: Woodbury reviewed and presented the contract documents with Northland Contracting and obtained the signatures of Hanson and Krogstad. Woodbury will give the notice to the contractor to proceed. Hanson asked about the crops that had been planted prior to the staking of the Project. Woodbury has been in contact with Northland Contracting and they have given a tentative starting schedule of late July or early August. Woodbury stated that they would quite likely start by constructing the outlet structure first and then proceed with the earth work. Woodbury will ask the contractor to wait until the crops are harvested before beginning if at all possible.
- b.) Project #12. Co. Ditches 98 & 148: The WD received a notice of appeal on May 15, 1997, which was the last day of the appeal period. The District has 20 days to respond to the appeal after which the Supreme Court will review the case to determine if they will allow it to be heard. Woodbury stated that the contracts are on hold until the District receives notification to proceed.
- c.) Regrade of County Road #48: Houston Engineering has completed the survey work going west from the intersection of Polk County #41 and #48 as requested by Polk County Highway Department. The north side is a shallow ditch and the south side is County Ditch #119. There is a lot of fall to the west in this half mile stretch. Presently, the County is waiting for this information to modify plans for drainage for this section of County Road #48. Less than 1/4 of a mile needs to be cleaned in County Ditch #119. Woodbury will relay this information to Rich Sanders of Polk County Highway Department and have him contact Blake Carlson-Polk County Ditch Engineer, and have him finalize the details.
- d.) Project #13. Reis-Scandia Township Ditch: The inlet pipes have all been installed. Hanson asked Woodbury to inspect the pipes on his way back to Fargo to ensure proper installation. Hanson inquired if gates need to be installed on these pipes. Woodbury stated that due to more than adequate fall, from field to ditch bottom, gates would serve no purpose.
- Wilkens asked about the Moos right-of-way costs. Woodbury stated that he will research and report back.
- e.) County Road #1 Upgrade/County Ditch #95: Minnesota Department of Natural Resources has issued a general permit #97-1142, Culverts and Bridges, Polk County. Currently, 15 bridges in Polk County are covered under this general permit. Permit #8, CSAH 1 Sand Hill River, is located 200 feet west of the substation on CSAH 1. The permit calls for extending two lines of 72" PCC box culverts by 12'. The culvert 200 feet directly upstream will be a 24" CMP. The question was asked why spend money on extending these large culverts rather than installing another 24" or 30" pipe. Woodbury stated that normally the highway department, in a road reconstruction, does not change pipe size. It was decided to have Wilkens contact Rich Sanders at the Polk County Highway Department and discuss this site.
- f.) Sand Hill Ditch: Approximately 3 miles west of Beltrami on the south side of the spoil bank on the Sand Hill River, a culvert became non-functional and backed-up water on approximately 20 acres this spring. The local landowner contacted Roger Hanson who then requested Tim Olson to remove the culvert with his backhoe to allow the field to drain. The District then ordered 110 feet of 18" CMP and it has been delivered to the Jim Todahl residence. Hanson will have this culvert installed as soon as possible.

6. Upcoming Meetings and Other Business:

- a.) 1997 Flood Damages: Wilkens stated that he had been in contact with Mark Fontaine, Polk County Emergency Services, and had the watershed district signed up for FEMA assistance. The damages that have been evidenced thus far include damage to the Bear Park Spillway, Liberty-Onstad outlet, and erosion damage to the Sand Hill Ditch and spoil banks caused by scouring and overflow.
- b.) Overall Plan: Mark Deutschman, Houston Engineering, presented to the Board an outline of key points he prepared regarding the SHRWD's Overall Plan. Mark discussed the concept of sustainability and noted the need to document the watershed district's holistic approach to water resource management. Mark stated the importance of knowing the goals and purposes of the agencies that the District is involved with so these were included in the plan. The possibility of drafting a letter to these particular agencies asking them to identify specific problems and solutions and incorporate them into the plan as means of enhancing project activity was discussed. The need to specialize the terminology in the plan in order to facilitate the objectives of the district was discussed. Mark asked the Board to review his outline and to note any recommendations they may have before he prepares a final draft. The Board discussed having a special meeting to review their recommendations and it was decided to hold a breakfast meeting on June 30, 1997 at 7:00 a.m.
- c.) Handouts: Wilkens reviewed several handouts. The first handout was a letter from Donald Ogaard to Colonel Wonsik of the COE regarding mediation of the EIS. This was an excellent letter to both the COE and the DNR.

A copy of the letter received from the Union Lake Sarah Improvement Association was distributed. They are requesting the watershed district to aid in finding solutions to the extremely high water in their two lakes. Rolland Gagner and Jack Bailey addressed the Board and discussed the severe problem they are dealing with and asked the Board for any assistance or resources they may have to address a solution. The Board discussed the wide array of problems and roadblocks that potentially could occur and concurred that the best possible course of action would be to arrange a meeting with all the parties that could potentially be involved. This meeting will be scheduled for June 12, 1997 at 9:00 a. m. in the district office.

A news release from the Red Lake WD was handed out that credited the Black River Dam "a RRWMB funded project" with saving the City of Crookston during the spring flood.

A brochure was reviewed regarding the MAWD Summer Tour. The tour will be hosted by the Lac Qui Parle-Yellow Bank and Yellow Medicine River Watershed Districts and will be held in Marshall, MN on June 20 & 21, 1997. No one from the SHRWD will be able to attend.

An outline of the Sand Hill River Watch Program was distributed. This outline explained the history, purpose, and goals of the program. The Sand Hill River Watch Program is an excellent educational tool by which the district can bring young people, teachers, and parents together in order to promote civic awareness of the district's goals and objectives. The program is a pilot project in the Red River Valley and is sponsored by the RRWMB. It is the intention of this project to foster interest in the program in order to establish similar projects within each watershed district in the Red River Valley.

d. Memorandum of Understanding Agreement: The agreement between the watershed districts and MnDOT was discussed at the May 20, 1997 RRWMB meeting in Barnesville. Jerry Bennett from the Wild Rice WD asked all RRWMB member districts to individually review the MOU. The RRWMB appointed Dan Wilkens to

arrange a meeting of all the watershed districts in early July to discuss questions and concerns prior to individual districts signing the MOU. It was decided that the watershed districts of the Red River Valle^ should present a united front regarding the MOU.

e.)Polk County Bridge #4418 in Section 12 of Reis Township on Maple Creek: Duane Steinbrink of West Polk NRCS called and asked if the District had any information as to the flowline for the above-mentioned bridge. He is working with local landowners on the engineering to improve Maple Creek in this particular area and would like any information we may have to assist him. Wilkens asked Woodbury if he would have any information regarding this bridge since the District was not able to locate any specifics. Woodbury indicated that the information should be obtainable from Polk County Highway Department as they are the owners of the bridge.

f.)Residential Flooding: Vicky and Steve Stortroen, who live southeast of Climax approximately 1 mile from the Red River sustained severe flood damage to their home during the spring flood. They had approximately 40" of water on their main floor. They had contacted the District to ask for any assistance we may be able to offer in helping them with a buy-out. Wilkens contacted Jerry Bennett from the Wild Rice WD to inquire about the possibility of a buy-out since the WRWD has been involved with numerous ones in the past. Jerry sent us the application forms which we forwarded to the Stortroen's and instructed them to complete and forward to Polk County Emergency Services.

g.)Local Water Planning Conference: On June 8-10, 1997 in Two Harbors, MN, water plan coordinators and water resource professionals will be meeting for a workshop. **Motion** to authorize any manager and/or staff that may wish to attend by Vig, **Seconded** by Krogstad, **Carried.**

7. Permits:

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

8. Adjournment: The next regular meeting of the SHRWD will be 7:00 a.m. Tuesday, July 1, 1997. As there was no further business to come before the Board, the meeting was adjourned by Chairman Hanson at 12:05 p.m.

Jimmie Krogstad, Secretary

Naomi L. Jagol, Administrative Assistant