

SAND HILL RIVER WATERSHED DISTRICT

August 12, 1997 Meeting Minutes

1. **Attendance:** Roger Hanson called the August 12, 1997 meeting to order at 7:00 a.m. at the District Office. Other managers present were Dan Wilkens, Jimmie Krogstad, Ervin Vigness, and Harold Vig. Others in attendance were Naomi Jagol-Administrative Assistant, JeffLeDoux-SHRWD Engineer, and Dan Narlock.
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 July 1, 1997 as mailed, Seconded by Vigness, 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. 7/1-7/15 (\$495.05), 7/16-7/31 (\$481.41) | \$976.46 |
| Roger Hanson— meetings & expenses | 137.27 |
| Harold Vig— meetings & expenses | 226.92 |
| Jimmie Krogstad—meetings & expenses | 57.09 |
| Ervin Vigness-meetings & expenses | 66.54 |
| Dan Wilkens— meetings & expenses | 723.09 |
| Al & Laura's—Supplies | 35.40 |
| American Linen Supply, Co. —Rental agreement | 41.27 |
| Anderson & Bailly-Project #12, Co. Ditches 98 & 148 appeal | 568.84 |
| Bear Park Township- JC & J Trucking, Inc., 5 loads of gravel | 420.00 |
| Fertile Bakery—Meeting expense | 45.00 |
| First State Bank of Fertile—Soc. Sec./Med. deposit | 438.04 |
| FirsTel—Long distance charges | 28.21 |
| Garden Valley Telephone Co.— August phone bill | 65.95 |
| Gladden Construction, Inc.— Project #13, Reis-Scandia | 4,653.00 |
| Houston Engineering, Inc.— Misc., Mtgs & Spec. Mtgs., Misc., Overall Plan, Proj. #11-Beltrami Diversion, Proj. #12-Co. Ditches 98 & 148, and Proj. #13-Reis/Scandia | 10,654.08 |
| Lyle Wilkens, Inc.«Project #12, Co. Ditches 98 & 148, earthwork | 25,010.79 |
| Mark II of Fosston, Inc. —Repair River Bank @ Wally Moe Farm | 2,851.50 |
| Otter Tail Power Co. -August billing | 87.39 |
| Polk County Auditor-Treasurer—Beaver Damage Control Program (June & July) | 250.50 |
| The International Coalition— Membership renewal | 250.00 |
| U.S. Postal Service- 1st Class Postage stamps | 160.00 |
| MONTHLY TOTAL | \$47,747.34 |

5. Project Reports:

- a.) Project #11. Beltrami Flood Control & Diversion: LeDoux stated that Northland Contracting plans on starting construction the week of August 25, 1997.

LeDoux indicated that he has sized the two field approach culverts in County Ditch #95 in regards to the Polk County #1 upgrade next year. He has recommended 2 - 48" pipes side by side in each of the field approaches. Hanson inquired if an arch pipe could be installed rather than the two culverts. LeDoux stated he would research to see if it was cost effective. One culvert seems to work much better than two in this type of situation.

Manager Wilkens had some questions on the damage calculations for this Project. There appeared to be a discrepancy in the temporary damages calculations. The report calls for \$75 per acre temporary damages for two years. The total dollar amount calculated only reflects one year of payments. Wilkens was instructed by the Board to recalculate the damage amount to reflect the two year amount. The City of Beltrami was designated to receive a damage amount in the viewer's report. However, upon further research, it was determined that this damage amount should be paid to Gary & Jennifer Gullekson.

Chairman Hanson asked LeDoux if Jim Page should also receive damage awards for both temporary and permanent easements with the recently requested change in plans, to place some of the spoil bank on his property. If this request is approved for the Page property, Dennis Tupper should be given the same option. The question was asked what the legal requirements are to accomplish this. LeDoux stated that he would research and report back to the Board.

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- b.) Project #13, Reis-Scandia Township Ditch: Hanson stated that he had been in contact with Harold Slager and he indicated that he would begin removing the trees next week with staking to follow so he can then start the earthwork.
- c.) Project #12. Co. Ditches 98 & 148: LeDoux stated that construction started on July 28th and approximately one mile has been completed thus far. LeDoux indicated that the contractor has requested to start working 24 hours a day. **Motion** to permit the contractor to work 24 hours a day by Manager Vigness, **Seconded** by Manager Vig. Manager Wilkens abstained. Motion **carried.**

Chairman Hanson stated that he had been contacted by a landowner within the Project and he had requested that straight alfalfa be seeded in the ditch so that it could be hayed. Discussion was held and it was noted that straight alfalfa is not a good erosion control measure since it is not permanent. LeDoux indicated that he would calculate specifications and report back to the Board.

Another landowner had contacted Chairman Hanson and questioned if the farmers would be paid damages for currently buried crops. Discussion was held and it was noted that the contract stated that farmers would be paid for two years of damages. Manager Vigness inquired when does the two year period begin. Manager Wilkens stated that the period begins the year in which construction is started. Due to the fact that some operators are renters and not owners, it was discussed paying damages to the renters. LeDoux contacted Lawrence Woodbury via telephone and Woodbury noted that there are no restrictions with regard to paying renters but suggested that perhaps the check for damages could include both the renter's and owner's names if the Board should decide to pay crop damages. To allow further investigation, this discussion was tabled until the next meeting.

LeDoux presented the first pay request from Lyle Wilkens, Inc., the contractor, for \$25,010.79 for the earthwork moved to date. Due to the increased work schedule, discussion was held regarding authorizing checks to be prepared on Houston Engineering's recommendation every two weeks rather than calling a special board meeting for approval. Motion to permit pay requests to be granted on Houston Engineering's recommendation every two weeks by Manager Vig, Seconded by Manager Vigness. Manager Wilkens abstained. Motion carried. LeDoux suggested that culverts could be paid for when delivered to the site and the payment would be the invoice amount. Motion to pay the invoice amount for culverts delivered to the site by Manager Krogstad, Seconded by Manager Vig. Manager Wilkens abstained. Motion carried.

Manager Wilkens updated the Board on the Vineland Township road and power line relocation. The criteria for a road with this level of travel requires a 24 foot top with a 3 to 1 side slope. In order to calculate the right-of-way requirements, the section corners needed to be established. Houston Engineering's survey crew has spent considerable time establishing the section corner on the north end. Currently, the power poles are 44 feet to the west of this section line. Presently, the power poles are very close to the edge of the road because when the road was constructed long ago, it appears to have been constructed approximately 14 feet to the west of the section center line. The power line that continues on north is at 88 feet west of the section corner. LeDoux stated that the road and power line would need to be moved west a minimum of 20 feet. Because of the high cost of moving this power line, a discussion was held on what the future needs may be. If for some reason, the road would need to be upgraded due to an increase in traffic, a 4 to 1 side slope would be required with a 28 foot top. Another possibility that would require a 4 to 1 side slope is if the side slopes became unstable. The 4 to 1 option would require an additional 26 feet of right-of-way. This would require the township to purchase a total of 57 feet of additional right-of-way. Wilkens stated that he will attend a meeting on August 13, 1997 with Vineland Township officials and a determination will be made as to what course of action to proceed with.

6. Upcoming Meetings and Other Business:

- a.) Union Lake Sarah Improvement Association: Manager Wilkens reviewed the four options that were discussed at the August 7, 1997 meeting. Once the best alternative has been agreed upon, a proposal will be presented to the DNR and COE for review.
- b.) Federal Emergency Management Agency: Representatives from FEMA and NRCS will be inspecting damages that occurred within the Sand Hill River Watershed District on August 20, 1997, beginning at 9:00 a.m.
- c.) Overall Plan: LeDoux passed out the final draft of the Revised Watershed Management Plan. The managers agreed to review the plan and discuss any recommendations at the next monthly meeting before giving the OK to send it on to BWSR for approval.
- d.) Garden Slough: LeDoux indicated that Norman County plans on an improvement for Norman County road #1, however, it is not in the budget until five years from now. This could be a possible detention site and if a 12 ft. dam were installed, the water might be brought back about two miles. The District will keep looking for possible detention sites.
- e.) Memorandum of Understanding Agreement: A meeting was held on July 11, 1997, at the Sand Hill River WD office for all member watershed districts in the RRWMB to discuss the questions and concerns of individual watershed districts relative to signing the MOU. Manager Wilkens handed out copies of the proposed MOU and asked the Board members to review and comment at the next monthly meeting so an agreement can be adopted.

- f.) Board of Water and Soil Resources: A tour will be held on August 27th ending with an issues forum and supper at the Tim Hvidsten farm west of Stephen. BWSR will be holding their August board meeting in Crookston on August 28th. Naomi indicated that she will forward meeting notices to the Board of Managers as a reminder.
- g.) Minnesota Pollution Control Agency: The MPCA is compiling a basin plan on water quality and a representative from watershed districts is needed. After Board discussion, the Managers appointed Harold Vig as their representative.

7. Permits:

- a.) Five permits came before the Board for review:
- 1997-10 Laurel Koehn - Clean existing ditch and construct new ditch in Hubbard township, Section 13. Board approved.
 - 1997-11 Laurel Koehn - Clean existing ditch in Hubbard township, Section 23. Board approved.
 - 1997-12 Laurel Koehn - Clean existing ditch in Hubbard township, Section 27. Board approved.
 - 1997-13 Joe Myrold - Install culvert in Hammond township, Section 33. Board approved.
 - 1997-14 Hammond Township - Install erosion control structure and culvert in Hammond township, Section 33. Board tabled pending more information.

8. Adjournment: The next regular meeting of the SHRWD will be 7:00 a.m. Tuesday, September 2, 1997. As there was no further business to come before the Board, the meeting was adjourned at 10:05 a.m.

Jimmie Krogstad, Secretary

Naomi L. Jagol, Administrative Assistant