

## SAND HILL RIVER WATERSHED DISTRICT

November 4, 1997 Meeting Minutes

1. **Attendance:** Roger Hanson called the November 4, 1997 meeting to order at 8:00 a.m. at the District Office. Other managers present were Dan Wilkens, Harold Vig, and Ervin Vigness. Others in attendance were Naomi Jagol-Administrative Assistant, Jim Larsen-SHRWD Engineer, and Rudy Applequist.
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 October 7, 1997 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 Vigness, Seconded by Vig, Carried.

Payment Made to--Memo	Amount
NaomUagol^sec. services & exp. 10/1-10/15 (\$458.51), 10/16-10/31 (\$577.46)	\$1,035.97
Roger Hanson— meetings & expenses	152.38
Harold Vig— meetings & expenses	68.43
Ervin Vigness— meetings & expenses	66.54
Dan Wilkens— meetings & expenses	1,128.04
Al & Laura's—Supplies	41.20
Anderson and Bailly— Project #11, Beltrami Flood Control & Diversion, Title search	263.10
Christian Excavating & Cat Work, FEMA— Sediment removal on Liberty/Onstad, Kevin Berhow Crossing	3,200.00
Fertile Bakery— Meeting expense	18.75
First State Bank of Fertile-Soc. Sec./Med. deposit	372.42
FirsTel— Long distance charges	22.44
Garden Valley Telephone Co.— November phone bill	56.96
Johnston Fargo Culvert, Inc.-Sand Hill Ditch, FEMA	88.40
Lyle Wilkens, Inc.-Project #12, Co. Ditches 98 & 148, Change Order No. 3 (\$18,172.70), Pay Request #6 (\$53,832.75)	72,005.45
Mac's Cafe—Meeting expense	38.35
MAWD— Annual Meeting Registrations	300.00
MN Department of Revenue— State withholding	30.26
Northland Contracting, Inc. —Pay Request #3	22,412.20
Otter Tail Power Co.— November billing	163.30
Strander Abstract, Inc.— Partial title search for Tupper & Page	130.00
The International Coalition— Annual Conference registration	250.00
U.S. Postal Service— 1st class postage	160.00
<b>MONTHLY TOTAL</b>	<b>\$102,004.19</b>

### 5. Project Reports:

- a.) Project #11. Beltrami Flood Control & Diversion; Jim Larsen stated that the contractor has completed his work and moved off the site. One 24" culvert remains to be installed on the south side of the ditch and Manager Wilkens has contacted Tim Olson to do the work. Larsen noted that the riprap is in place and that

dormant seeding has been completed. Pay request no. 3 was submitted to the Board in the amount of \$22,412.24. Change order no. 1 was presented to the Board which involves a net increase of \$16,126.28 that includes adding 10% more dirt, a 36" and a 24" culvert with flap gates, tying culverts, and installing an additional field entrance. **Motion** to authorize change order no. 1 by Manager Wilkens, **Seconded** by Manager Vig, **Carried.**

- b. **Project #12. Co. Ditches 98 & 148:** Jim Larsen stated that excavation work was completed on Ditch 148 on Friday, October 31, 1997. The contractor is working his way back installing culverts and cleaning up as needed. Change order no. 3 was presented to the Board in the amount of \$18,172.70. This change was due to the fact that culverts scheduled to be reused did not meet specifications and new culverts were purchased. **Motion** to authorize change order no. 3 by Manager Vig, **Seconded** by Manager Vigness, **Carried.**

Manager Wilkens updated the Board on the status of Vineland township acquiring the right-of-way needed for road and power line relocation. The Vineland township board has been in contact with the landowners involved and the township attorney to address this issue.

The need to approve the appraisers and viewer's report was discussed. At the final hearing, three landowners requested that their parcels be reviewed. Ray Baatz and Dan Wilkens were appointed by the Board to inspect the properties and make recommendations. The committee completed their task, however, due to the nature of the Project being delayed through litigation, the recommendations were never acted upon. After reviewing the committee's recommendations, the Board concurred. **Motion** to accept the recommendations as presented and amend the appraisers and viewer's report by Manager Vig, **Seconded** by Manager Vigness, **Carried.**

**Project #13. Reis-Scandia Township Ditch:** Jim Larsen stated that the right-of-way markers have been installed. The Board discussed the option of allowing individuals to hay along the ditch. After discussion, the Board decided it would be beneficial with regard to ditch maintenance to allow individuals to hay along the ditch, but that adjacent landowners should be given the first option to do so over other individuals. The Board noted that the District will confer with other watershed districts to discuss the procedures necessary and will establish a policy regarding haying on ditch right-of-way by next spring.

The trees on the east side of the ditch were discussed. Approximately 300 12-14" trees were left along the ditch. Due to the nature of the expense involved in having a backhoe remove the trees, the Board determined a logger should be contacted to obtain an estimate. Manager Vig volunteered to contact loggers in his area.

## **6. Upcoming Meetings and Other Business:**

- a.) **Boundary Change/Rudy Applequist:** Applequist inquired as to the progress thus far regarding updating the north/south boundary between the Sand Hill River Watershed District and the Red Lake Watershed District. Manager Wilkens indicated that engineers have prepared a revised boundary line using topographic maps. Manager Wilkens suggested that the Board contact landowners this winter along the proposed new boundary to obtain their input. Once these changes are agreed upon, a hearing will be scheduled by the Board of Water and Soil Resources to allow for public input. Manager Wilkens stated that this project will be considered a priority item of the District, with work to begin this winter and finalize in the spring.
- b.) **MAWD Annual Meeting:** The 1997 Annual Meeting and Trade Show will be held December 4-6, 1997 at the Radisson Arrowwood in Alexandria. All Board Managers and staff plan to attend.

- c.) The International Coalition: The 15th Annual Red River Basin Land and Water International Summit Conference is scheduled for November 19-21, 1997 at the Ramada Inn in Grand Forks, ND. Motion to authorize any Board Managers or staff who may wish to attend by Manager Wilkens, Seconded by Manager Vig, Carried.
- d.) Office Maintenance: Vern Anderson has begun replacing carpet in the District office. He is approximately 90% complete with only the file vaults and stairway remaining to be carpeted. Dan informed the Board that the floor preparation involved a great deal more time than was originally estimated. This portion of the bill was not part of the bid but rather based upon time and materials. Vern informed Dan that this portion of the bill is \$1,200.00.
- e.) Ring Dike Funding Request: Allan Stromstad contacted Roger Hanson about establishing a ring dike around his farmstead. The Board asked Manager Wilkens to contact Dave Johnson, DNR-St Paul, at 612-296-4800, who is in charge of the ring dike program, and request Mr. Stromstad's name be added to the list of ring dike requests. Presently, the State is funding 50% of the cost, RRWMB 25%, with the remaining 25% split in an equal amount between the watershed district and the local landowner.
- f.) Gordy Gudvangen; Mr. Gudvangen contacted Manager Wilkens about a ditch cleaning on Betty Berhow's property. He was interested in cleaning the ditch and inquired whether he could outlet this ditch to the north. Manager Wilkens informed him that this ditch was a private ditch constructed by Jim Todahl and Clayton Engelstad.
- g.) Bear Park: Roy Van Den Einde stopped in the District office and informed Manager Wilkens of a beaver dam east of the county line. Manager Wilkens contacted Harold Olson about removing the dam.
- h.) Red River Watershed Management Board: Manager Wilkens updated the Board on the mediation process between the RRWMB and the DNR currently in progress. Collaborative Decisions Resource (CDR), a firm from Colorado, has been hired to conduct the first phase of mediation and will interview approximately 12 representatives each from the DNR, RRWMB, and environmental groups to ultimately decide what the issues are and whether the issues involved can be resolved through mediation.
- i.) Red River Basin Board: The next meeting will be held on November 6, 1997 at the Ramada Inn in Grand Forks, ND. Manager Wilkens invited any interested Board members to attend.

7. Permits:

- a.) Four permits that came before the Board for review were approved as follows:
- 1997-21 Lyle Abrams Farms, Inc. - Construct new ditch in Hammond township, Section 18.
  - 1997-22 Woodside Township - Install a culvert in Sections 31 & 32.
  - 1997-23 DuWayne Engelstad - Construct new ditch in Scandia township, Section 30.
  - 1997-24 Vineland Township - Rebuild road in Section 27.

8. Adjournment: The next regular meeting of the SHRWD will be 8:00 a.m. Tuesday, December 2, 1997. As there was no further business to come before the Board, the meeting was adjourned at 10:30 a.m.