

SAND HILL RIVER WATERSHED DISTRICT

April 7, 1998 Meeting Minutes

1. Attendance: Chairman Hanson called the April 7, 1998 meeting to order at 8:00 a.m. at the District Office. Other managers present were Dan Wilkens, Ervin Vigness, Harold Vig, and Jim Krogstad. Others in attendance were Naomi Jagol-Administrative Assistant, Jim Larsen-SHRWD Engineer, Tim Olson, Allen Torpet, and Rudy Applequist.

Sand Hill Advisory Committee (SHAC) Members present: Scott Tollefson, David Johnstad, Rory Hamre, Roger Ulseth, Don Bakken, Steve Taylor, Allan Stromstad, and Roland Gullekson.

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

3. Minutes: Motion by Vigness to approve the minutes of the SHRWD regular Board meeting held on March 3, 1998 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 by Vig to approve the Treasurer's report and pay the bills as presented, Seconded by Krogstad, Carried.

Payment Made to--Memo	Amount
Naomi Jagol--sec. services & exp. 3/1-3/15 (\$669.03), 3/16-3/31 (\$921.13)	\$1,590.16
Roger Hanson--meetings & expenses	362.49
Jimmie Krogstad--meetings & expenses	114.58
Harold Vig--meetings & expenses	68.99
Ervin Vigness--meetings & expenses	67.04
Dan Wilkens--meetings & expenses	1,300.68
Al & Laura's--Supplies	18.12
American Linen--Rental agreement	13.10
Bear Park Township--Beaver control	270.00
City of Fertile--Utility bill	49.80
Coast to Coast--Supplies	13.08
Dahl, Hatton, Muir & Reese Ltd.—Balance due on Audit	2,885.95
Fertile Bakery--Meeting expense	13.20
First State Bank of Fertile--Soc. Sec./Med. deposit	428.86
Garden Valley Telephone Co.--April phone bill	128.75
Houston Engineering, Inc.--Project #11-Beltrami Flood Control & Diversion(Polk County #1 permit), Data & Acquisition, Overall Plan, Project #11-Beltrami Flood Control & Diversion, Project #12-Cty Ditches 98 & 148, and Data & Acquisition	2,859.56
Laser Systems--Rebuild two toner cartridges for printer	86.92
Mac's Cafe--Meeting expense (Noon meal & SHAC breakfast)	79.20
Otter Tail Power Co.--April billing	242.81
Polk County Auditor-Treasurer--Beaver Damage Control Program	22.50
MONTHLY TOTAL	\$10,615.79

5. Project Reports:

- a. Project #12, Co. Ditches 98 & 148: Manager Hanson brought a letter before the board he had received from a renter within Project #12 regarding the payment of crop damages. The board researched former minutes and found that this issue had been discussed at three prior board meetings and upon conferring with the watershed attorney, it was determined that the temporary damages paid, based on the viewers report, cover crop damages. The Board requested Naomi Jagol to draft a letter to the renter stating that the board stands by its original position taken at the October 1997 meeting. If the renter feels they are due crop damages, their recourse should be directed to the landlord. Jim Larson, Houston Engineering, stated that as soon as weather permits, the project will be toured by interested individuals to determine items remaining to be completed.
- b. Polk County # 1: Jim Larsen recommended approving the permit for reconstruction of Polk County # 1. Manager Wilkens plans on touring the project with Darren Carlstrom, Polk County Highway Engineer, to ensure all areas of concern are addressed.
- c. Polk County # 51: Jim Larsen recommended approving the permit for reconstruction of Polk County # 51.
- d. Permit review:

Harold Gast Permit: The Board discussed Harold Gast's permit to install a culvert in Section 23 of Reis Township and the possibility for cost sharing with the District. The culvert would drain into the Sand Hill Ditch. West Polk SWCD designed the project and determined a 36" size requirement and approximately a \$5,000 cost estimate which they would fund 75%. Harold requested assistance from the District with the 25% share remaining. The Board has assisted with funding SWCD cost share on projects in the past but these have been primarily where a culvert or cut in the spoil bank on the Sand Hill Ditch project already existed. The Board requested Harold to research the culvert size and get a better-cost estimate for the project and they would review the permit again.

Vineland Township permits: Vineland Township is planning to build up several roads in their township this summer and requested permits for these projects. The board approved the permits.

Elliot Solheim permit: Elliott Solheim requested a permit to construct, clean, and install culverts in Section 29 of Russia Township. The board approved the permit.

- e. Sand Hill Ditch Bank: Roger Hanson discussed filling in the spoil bank on Ray Olson's property west of Beltrami. This was approved last year and Hanson stated that Harold Slager plans to start on this project shortly. This is a cut left in the spoil bank when the Corps of Engineers originally dug the Sand Hill Ditch with the idea being that, if water broke out east of Beltrami, it could find its way back into the river west of Beltrami. Frequently water breaks out of this cut, flows across farmland and goes back into the river downstream at Project #13's outlet. This causes erosion and damage to crops in the area.
- f. Reis Township: Rory Hamre, township clerk, approached Roger Hanson about assisting in the cost of removing sediment in the Texas crossing west of Beltrami. After discussion it was determined that it was the responsibility of the township to repair the damage and that the district would not cost share at this time.
- g. Project #11, Beltrami Flood Control & Diversion: The Board discussed placing a sign at the substation near Beltrami to distinguish this project as sponsored by the Sand Hill River Watershed District. Several advisory

committee members supported this idea as being a good way of identifying watershed sponsored projects and promoting public relations.

6. Upcoming Meetings and Other Business:

- a.) Overall Plan: The ad hoc committee of BWSR is scheduled to review the District's Overall Plan on Monday, April 20, 1998, in Detroit Lakes. Upon receiving approval, the plan will be referred on to the full BWSR board for final approval.
- b.) Sand Hill Advisory Committee (SHAC): Prior to the regular board meeting, the SHAC discussed several items before joining the Board for the regular meeting. A copy of those minutes is attached hereto.

Manager Hanson thanked the Advisory Committee for their attendance. In the absence of Jim Todahl, Sand Hill Advisory Committee Chairman, Manager Hanson turned the meeting over to Scott Tollefson, acting Chairman. Tollefson stated the advisory committee's main topic of discussion included the concept of turning over the ditches in the Sand Hill River Watershed District to the district for maintenance. Tollefson noted that after discussion, a motion was made stating that the SHAC will continue promoting the concept of turning the county ditches over to the Sand Hill River Watershed District. Manager Hanson inquired as to how the advisory committee planned to continue this process. After discussion it was determined that a petition would be prepared and circulated by the SHAC for presentation to the County Board. The petition would be prepared in accordance with Watershed Law 103D.625 subd. 1 which states:

103D.625. Drainage systems within watershed district

Subdivision 1. Watershed district assumption of drainage system. (a) The managers shall take over a joint county or county drainage system within the watershed district and the right to repair and maintain the drainage system if directed by a joint county drainage authority or a county board. The transfer may be initiated by:

- (1) the joint county drainage authority or county board;
- (2) a petition from a person interested in the drainage system; or
- (3) the managers.

(b) The transfer may not be made until the joint county drainage authority or county board has held a hearing on the transfer. Notice of the proposed transfer with the time and place of hearing must be given by two weeks' published notice in a legal newspaper of general circulation in the area where the transfer is to occur. All interested persons may appear and be heard.

(c) After the hearing, the joint county drainage authority or county board shall order the watershed district to take over the joint county or county drainage system, unless it appears that the takeover would not serve the purpose of this chapter and would not be for the public welfare or be in the public interest.

Manager Vig suggested the District prepare a news release regarding this issue as a way to solicit interest and comments from the public prior to the hearing.

- c.) Red River Watershed Management Board (RRWMB): Manager Wilkens reported on the March Conference held on March 19-20, 1998 at the Best Western in Thief River Falls. Wilkens stated that over 75 people who included watershed district managers from the Red River Valley, consultants, and local governmental and state agency officials from the Valley attended the conference. Professional presentations were given that addressed a broad range of environmental issues. The RRWMB's Technical Advisory Committee (TAC) composed of engineers from the member districts, made a hands-on demonstration of the technical issues involved and information available for decision making from concept to contract. Historic information was presented in a manner that was understandable for a new manager and useable by experienced decision-makers. The main

theme of the entire program was structured to invite, solicit and enhance interagency cooperation in the management of our natural resources.

d.)Sand Hill River Watershed District's Overall Plan meeting with the DNR: Meeting minutes are attached.

e.)River Watch Program: Manager Wilkens stated that Wayne Goeken has scheduled a River Watch Forum today at UMC and encouraged the managers to attend.

f.)National Weather Service: Manager Wilkens and Manager Krogstad met on Monday, April 6, 1998, with Wendy Pearson of the National Weather Service regarding the installation of a flood warning gage in Beltrami. Pearson explained that a grant was approved by the State of Minnesota, FEMA, and the DNR to improve flood-forecasting techniques. The stations proposed to be installed are satellite oriented and equipped with phone capabilities if a jurisdiction would desire to hook up for their own data and warning system. The weather service would upload data every four hours from the satellite. Pearson stated that Beltrami was chosen as an installation site based on rating curves. The unit will be installed by USGS south of Beltrami at the bridge on highway #9.

g.)Natural Resources Fair Booth: Steve Taylor, President of the Fertile Conservation Club, discussed the possibility of the watershed district participating in the fair booth sponsored by several natural resources groups including the U.S. Fish & Wildlife Service, the Department of Natural Resources, and the Conservation Club. Taylor noted that the District could participate by providing materials, videos, and/or funding assistance. Manager Wilkens inquired about the cost of securing the space. Taylor responded that the cost would be in total approximately \$500.00. After discussion, the Board agreed to support the fair booth by sharing in the expenses and providing materials. Taylor noted that he would inform the Board with more details once they become available.

h.)Union Lake/Lake Sarah: Manager Wilkens read a letter of notification regarding a public hearing on May 5, 1998, at 2:00 p.m. at the Commissioner's Room, Polk County Court House. The Union Lake-Sarah landowners are petitioning for the establishment of a Lake Improvement District. An Improvement District would give the lakeshore owners an organizational structure to address their needs. Roland Gagner asked for a letter of support for this endeavor. The Board instructed Naomi Jagol to send a letter of support to the Polk County Commissioners.

7. Permits:

a.) Four permits came before the Board for review:

- 1998-02 Elliott & Michelle Solheim – Clean existing ditch and construct new ditch in Russia township, Section 29. Board approved.
- 1998-03 Vineland township – Build up township road in Section 34. Board approved.
- 1998-04 Vineland township – Build up township road and install small ditch on west side of road in Section 20. Board approved.
- 1998-05 Harold Gast – Install new culvert in Reis township, Section 23. Pending additional information.

8. Adjournment: The next regular meeting of the SHRWD will be 7:00 a.m. Tuesday, May 12, 1998. As there was no further business to come before the Board, the meeting was adjourned at 12:00 p.m.