

## SAND HILL RIVER WATERSHED DISTRICT

August 11, 1998 Meeting Minutes

1. **Attendance:** Chairman Hanson called the August 11, 1998 meeting to order at 7:00 a.m. at the District Office. Other managers present were Dan Wilkens, Ervin Vigness, and Harold Vig. 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 Manager Vig to approve the minutes of the SHRWD regular Board meeting held on July 7, 1998 as mailed, Seconded by Manager 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 by Manager Vig to approve the Treasurer's report and pay the bills as presented, Seconded by Manager Wilkens, Carried.

Payment Made to—Memo	Amount
Naomi Jagol--sec. services & exp. 7/1-7/15 (\$903.34), 7/16-7/31 (\$1,051.13)	\$1,954.47
Roger Hanson--meetings & expenses	180.86
Harold Vig--meetings & expenses	277.20
Ervin Vigness--meetings & expenses	134.08
Dan Wilkens--meetings & expenses	530.67
Al & Laura's--Supplies	39.96
American Linen--Rental agreement	13.42
Crookston Daily Times--Bids for ditch mowing, 7/13, 15, & 17	16.73
Culligan--Rental Agreement	11.00
First State Bank of Fertile--Soc. Sec./Med. deposit	551.26
Fertile Bakery--Meeting expense	32.00
The Fertile Journal--Bids for ditch mowing	5.00
Garden Valley Telephone Co.--August phone bill	102.04
Houston Engineering, Inc.--Meetings & Special Meetings, Overall Plan, and Project #12-Co. Ditches 98 & 148	748.12
Lyle Wilkens, Inc.--Project #12-Co. Ditches 98 & 148, Pay Request No. 12 (Final)	23,410.46
Lyle Wilkens, Inc.--Project #13-Reis-Scandia, 5.6 acres seeding material	700.00
Minnesota Association of Drainage Inspectors--Membership dues	150.00
Norman County Index--Bids for ditch mowing	4.00
Otter Tail Power Co.--August billing	94.88
The International Coalition--Membership dues	250.00
Tony Dorn, Inc.--Maintenance and toner	298.73
Triangle Transportation--1998 Summer Tour, Eastern half of District, 1 – 47 pass. bus	378.00
<b>MONTHLY TOTAL</b>	<b>\$29,882.88</b>

### 5. Project Reports:

- a. Project #12, Co. Ditches 98 & 148: Jim Larsen stated that the contractor has completed leveling the road and re-shaping culverts that had washed out. He commended the contractor on doing an excellent job of construction. He added that spraying for weeds is needed. The roadside part of the ditch is the township's responsibility, while the field-side part of the ditch is the responsibility of the District.

Jim Larsen presented the final pay request no. 12, which included change order no. 5 and recommended Board approval to complete and finalize the contract. The change order adjusted quantities for the spoil bank and modifying the intersections of township roads. **Motion** to approve change order no. 5 by Manager Vigness, **Seconded** by Manager Vig, **Carried**. **Motion** by Manager Vig to authorize the Final Pay Request No. 12 for \$23,410.46, **Seconded** by Manager Vigness, **Carried**.

Larsen added that the right-of-way markers will be installed next week.

- b. Project #13, Reis-Scandia Township Ditch: Manager Hanson reported that the grass seeding was completed last week. He inquired whether any responses had been received by the District regarding the advertisements for ditch mowing. Manager Wilkens responded that none had been received. After board discussion, the Board requested Manager Hanson and Manager Wilkens to further pursue obtaining an individual to mow Project #13 and Project #12.

## 6. Upcoming Meetings and Other Business:

- a.) Hubbard Township/FEMA: Manager Vigness reported that he had discussed the culvert replacement in Section 23 with the landowner, Stanley Roningen. He explained that upon inspection, he noted that the culvert does not need replacement since only the end had collapsed. After discussion, the Board directed Vigness to hire a backhoe to repair the damage.
- b.) Polk County Ditch Petition: Manager Vig inquired on the status of the petitions. Manager Wilkens responded that no response has been received from the County regarding the petitions, but added that Jim Todahl, Chairman of the Sand Hill Advisory Committee (SHAC), will coordinate with Commissioner Bakken as he proceeds with the petition process.
- c.) SHRWD 1998 Summer Tour: Manager Wilkens stated that the District conducted a bus tour on July 28, 1998. The tour was hosted by the Sand Hill Advisory Committee and featured the eastern half of the District. Over 30 people which included watershed district managers, consultants, city, county, and township officials, along with several citizens that reside within the District attended the tour. The tour concluded with a roast pork supper at the nature center in the Fertile Sand Hills.
- d.) Laptop Computer Purchase: Manager Wilkens distributed a time allocation of Naomi Jagol's hours for the previous two months. He explained that due to the increased workload associated with Naomi assisting the Red River Watershed Management Board and the Red River Basin Board, it is necessary to make her job more efficient. Her workload is averaging approximately 60 hours per week allocated as follows: Sand Hill (29%), RRWMB (49%), and RRBB (22%). Wilkens recommended the District purchasing a laptop computer for Naomi in order to expedite the process of taking and preparing minutes for the various boards. Wilkens noted that he has been researching laptop computers in order to determine what models would offer the desired features at the most reasonable price. **Motion** by Manager Vig to authorize Naomi Jagol to purchase a laptop computer sufficient to adequately perform her duties, **Seconded** by Manager Vigness, **Carried**.
- e.) Drainage Task Force: Manager Wilkens reported that meetings have been conducted in St. Cloud with a committee established to address the proposed changes to the drainage law. The proposed changes would make it virtually impossible to continue operations as a water management authority. He added that Ron Harnack, Executive Director of the Board of Water and Soil Resources, is proposing a round table discussion in order to bring all affected parties together to discuss their concerns.

- f.) Vesledahl Wetland Proposal: The proposed MnDOT mitigation site located in the Winger area was discussed. Approximately 2,000 acres are proposed to be purchased for highway mitigation with an estimated 700 acres returned to wetlands at a cost of \$2,000,000. A public informational meeting is scheduled for August 12, 1998 in Winger to address citizens concerns relative to a decreased tax base and access to drainage systems in the area. Manager Vig volunteered to represent the District at the meeting.
- g.) Union Lake-Sarah: A tour is scheduled for Friday, August 14, 1998 of potential outlets to alleviate the high water situation. Individuals from the DNR, Board of Water & Soil Resources (BWSR), the District, and local concerned citizens are encouraged to attend.
- h.) 1999 Budget: Manager Wilkens stated that the District needs to certify the levy for 1999 by September 15, 1998. He added that a budget hearing will be conducted prior to that date once the budget is finalized.
- i.) Red River Watershed Management Board (RRWMB): Manager Wilkens reported that at the last monthly meeting, the RRWMB approved to increase the rate of remuneration from 1.3 to 2.5 times the base salary rate to the Sand Hill River WD for Naomi's services to the Board.
- j.) Minnesota State Water Planners Annual Conference: Manager Wilkens reported that the 1998 State Water Planners Conference was conducted on July 21-23, 1998, at the University of Minnesota, Crookston, MN. He stated that Don Ogaard gave a presentation including slides emphasizing the RRWMB and highlighting various issues outlined in the McCombs/Knutson Report. Dan Thul and Dan Money participated in a panel discussion following the slide presentation to answer questions from the audience. A bus tour, sponsored by the RRWMB, was also conducted. The tour began in Crookston and traveled through East Grand Forks, Alvarado, Oslo, Warren, and Thief River Falls viewing various flooded areas and several water control structures. The conference concluded with a forum consisting of Don Ogaard, Gerald Van Amburg, and Dexter Perkins debating the issue of, "To Drain or Not To Drain, Is that really the Question. The conference was well attended and included several informative workshop sessions.

## 7. Permits:

- a.) Six permits came before the Board and were approved as follows:
- 1998-21 Larry C. Walters – Clean existing ditch in Onstad township, Section 31.
  - 1998-22 Craig Engelstad – Construct new ditch in Reis township, Section 22.
  - 1998-23 Roger Hanson – Clean existing ditch and construct new ditch in Scandia township, Section 13.
  - 1998-24 Daniel Wilkens – Clean existing ditches in Godfrey and Garfield townships, Sections 31 and 6 respectively.
  - 1998-25 Polk County Ditch Authority – Proposed construction to repair side slope sloughing on existing culverts in Scandia township, Section 15.
  - 1998-26 Polk County Ditch Authority – Request for installation of culvert for field crossing in Russia township, Sections 29.

**8. Adjournment:** The next regular meeting of the SHRWD will be 7:00 a.m. Tuesday, September 1, 1998. As there was no further business to come before the Board, the meeting was adjourned at 9:10 a.m.

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Jimmie Krogstad, Secretary

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Naomi L. Jagol, Administrative Assistant