

## SAND HILL RIVER WATERSHED DISTRICT

April 13, 1999 Meeting Minutes

1. **Attendance:** Chairman Hanson called the April 13, 1999 meeting to order at 7:00 a.m. at the District Office. Other managers present were Dan Wilkens, Harold Vig, and Jim Krogstad. Others in attendance were Naomi Jagol-Administrative Assistant, Jim Larsen-SHRWD Engineer, Maynard Pick-Representative, Congressman Collin Peterson's office, Leroy Morvig, Paul Swenson, Steve Ness, Gary Huberty-DNR, Rob Goral-DNR, Joyce Cieluch-MPCA, Philip Hamre, Nedra Hoberg-West Polk SWCD, Nate Dalager-HDR Engineering, Dale Knotek-Union Lake-Sarah Improvement District, Tom Rongen, Don Buckhout-DNR, Joe Yanta-USACE, and Rudy Applequist.
2. **Agenda Review:** No changes to the agenda were noted.
3. **Minutes:** Motion by Manager Krogstad to approve the minutes of the SHRWD regular Board meeting held on March 2, 1999 as mailed, Seconded by Manager Vig, Carried.
4. **Treasurer's Report:** Wilkens handed out and reviewed the Treasurer's report. Bills that had been submitted for payment were then reviewed. Manager Hanson inquired whether the funds received from the Data & Acquisition levy could be used for the preparation of ditch maps within the District. Manager Wilkens responded that the funds could be used for this purpose. Motion by Manager Vig to approve the Treasurer's report and pay the bills as presented, Seconded by Manager Krogstad, Carried.

Payment Made to—Memo	Amount
Naomi Jagol—sec. services & exp. 3/1-3/15 (\$1,222.77), 3/16-3/31 (\$1,016.94)	\$2,239.71
Roger Hanson—meetings & expenses	698.34
Jimmie Krogstad—meetings & expenses	391.20
Harold Vig—meetings & expenses	233.63
Dan Wilkens—meetings & expenses	1,030.94
Al & Laura's—Supplies	32.02
American Linen—Rental Agreement	13.95
Anderson & Bailly—Project #17-Polk County #41 Rebuild	1,455.00
AT&T—Long distance charges	87.33
Central Data Supply—Printer cartridges	356.12
City of Fertile—Utility bill	49.80
Culligan—Rental Agreement	11.72
East Polk SWCD—Envirothon donation	100.00
First State Insurance Agency—Commercial Property Insurance	615.00
First State Bank of Fertile—Soc. Sec./Med. Deposit	553.16
Garden Valley Telephone Co.—April phone bill	84.09
Houston Engineering, Inc.—Meetings & Special Meetings, Farmstead Ring Dikes, Project #17-Polk County #41 Rebuild, Mediation Presentation	7,504.01
ICS Agency, Inc.—Commercial Package Renewal	2,500.00
Mac's Café—Noon meal	101.22
Minnesota Association of Watershed Districts—Legislative Breakfast, Krogstad & Hanson	40.00
Otter Tail Power Co.—April billing	254.77
Tony Dorn, Inc.—Copier Maintenance	57.13
VISA Credit—Gateway 2000, C'mon Inn-Fargo, Kelly Inn, & Best Western	297.97
U.S. Postal Service—1 <sup>st</sup> Class Postage, 500 @ .33	165.00
<b>MONTHLY TOTAL</b>	<b>\$18,872.11</b>

## 5. Project Reports:

- a. Project #12, Co. Ditches 98 & 148: Jim Larsen distributed pictures of the project area to the Board for review.

Larsen added that he has been in contact with Lyle Wilkens, Inc. and indicated that a negotiated settlement is anticipated.

## 6. Upcoming Meetings and Other Business:

- a. Garden Slough Outlet: Leroy Morvig, Steve Ness, and Paul Swenson discussed the drainage problems with the outlet of the Garden Slough. Morvig stated that the township replaced the culvert a couple of years ago, however, the road continues to wash out each year. Jim Larsen suggested that possibly additional culverts could be installed since replacing the current culvert with a larger one is infeasible due to inadequate depth of the road. Manager Krogstad inquired on the distance from the road that continually washes out to the Sand Hill River. Morvig responded that the road would be at least 300 feet from the river. Manager Wilkens inquired whether the snowmelt from Ditch 17-2 could be contributing to the excess water. Manager Krogstad responded that the snowmelt from Ditch 17-2 would be only a small portion of contributing water, with the majority coming from the Garden Slough itself. Manager Wilkens inquired whether problems are experienced during summer rainfall events. Morvig responded that heavy rains cause problems during the summer months. Manager Hanson requested Jim Larsen to review the problem area and prepare a recommendation to the Board. Manager Krogstad suggested scheduling a meeting to review the problem area so that the landowners could be present. The Board agreed that a tour would be conducted following the conclusion of the Sand Hill River Flood Damage Reduction Project Team meeting which is scheduled to follow the regular board meeting.
- b. Vineland Township: Jeff Voeller, Vineland township officer, contacted the District office regarding a landowner that has infringed upon township right-of-way by filling in ditches and farming right alongside the road. Voeller stated that the township has pursued legal action against the landowner and a court date has been scheduled for May 18, 1999.
- c. Board of Water & Soil Resources (BWSR) Challenge Grant: Manager Wilkens explained that the District has forwarded a grant application to BWSR requesting \$100,000 to complete the ditch mapping for the District. Larsen noted that the funds would allow the ditch mapping that has been completed thus far to be finalized and transferred to computer. Wilkens added that once the mapping has been completed, it would allow for a basic Geographic Information System (GIS) table for the District to utilize.
- d. Polk County Hwy #41 Re-build: Manager Wilkens stated that the next informational meeting is scheduled for Monday, March 8<sup>th</sup>, Climax Community Center, at 9:00 a.m.
- e. 1999 MAWD Legislative Breakfast: Manager Hanson stated that he attended the 1999 legislative breakfast along with Manager Krogstad on March 12, 1999 at the Kelly Inn, St. Paul, MN. They noted that the breakfast was very worthwhile and many legislators from the rural areas were in attendance.

- f. Commercial Property Insurance: Manager Wilkens reviewed the renewal notice received from the First State Insurance Agency. Manager Hanson inquired on the amount of coverage for building and contents. The current policy insures the building for \$119,200 and contents at \$25,000. Manager Krogstad recommended increasing the coverage on the contents of the building due to the office improvements that have been made. Manager Wilkens noted that he would review the policy with Larry Erdahl and make any necessary changes.
- g. Red River Basin Board (RRBB) Drainage Task Force: Manager Wilkens, chairman, explained that the task force is charged with developing a basin-wide mapping system for all the ditches in the Red River basin.
- h. Comparative Worth Study: Wilkens stated that he reviewed Jagol's job description with Jack Schmalenberg, Polk County Coordinator, in order to conduct a comparative worth study as requested by the District's auditor. Due to the time constraints of this meeting, the board decided to postpone this discussion until a later date.

**7. Permits:**

- a.) Two permits came before the Board for review and were approved as follows:
  - 1999-01 PCHD – Install a culvert in Reis township, Section 12.
  - 1999-02 Lorrie Jerde – Replace existing culvert in Liberty/Garfield townships, Sections 12/7.

- 8. Adjournment:** The next regular meeting of the SHRWD will be 7:00 a.m. Tuesday, May 4, 1999. As there was no further business to come before the Board, the meeting was adjourned at 8:25 a.m.

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Jimmie Krogstad, Secretary

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Naomi L. Jagol, Administrative Assistant