

SAND HILL RIVER WATERSHED DISTRICT

September 5, 2000 Meeting Minutes

1. **Attendance:** Chairman Hanson called the September 5, 2000 meeting to order at 7:00 a.m. at the District Office. Other managers present were Bill Brekke, Jr., Stuart Christian, and Gordon Sonsteli. Others in attendance were Naomi Jagol-Administrative Assistant, Jim Larsen-Houston Engineering, Inc, Charles Gustafson, and Robin Brekken.
2. **Agenda Review:** No additional items were added to the agenda.
3. **Minutes:** **Motion** by Manager Brekke to approve the minutes of the SHRWD regular Board meeting held on August 1, 2000 as mailed, **Seconded** by Manager Christian, **Carried**.
4. **Treasurer's Report:** Wilkens distributed the Treasurer's report. **Motion** by Manager Brekke to approve the Treasurer's report as presented, **Seconded** by Manager Sonsteli, **Carried**.

Wilkens reviewed the bills to be approved. **Motion** by Manager Christian to approve and pay bills, **Seconded** by Manager Brekke, **Carried**. For further reference, copies of the bills approved are attached hereto in the Treasurer's Report.

5. Project Reports:

- a. Project #03, Liberty Onstad Ditch: Wilkens explained that a bill was received from Ray Christian regarding leveling of the spoil bank along with the installation of a crossing to provide access to the water control structure on the ditch. Christian originally estimated the work to cost at a maximum \$1,800.00 with the work to be done on an hourly basis. Wilkens stated that further discussions were necessary with Christian to obtain a breakdown of the bill prior to authorizing the bill for payment.

6. Upcoming Meetings and Other Business:

- a. Ditch Maintenance: Wilkens explained that a tour was conducted with Bill Hadler-Polk County Weed Inspector of the ditches in the District on August 30, 2000. Hadler's crew had sprayed cattails on the following ditches:

Project #03-Liberty Onstad: The south two-thirds was sprayed. The north one-third remains to be completed. The trees were too large to spray, therefore, the brush cutters will be contacted to remove the trees this fall.

Project #05-Ditch 17-2: The entire ditch bottom was sprayed by helicopter. Hadler indicated that he was unable to spray the trees at the outlet due to soybeans in the area. Paul Swenson had requested that the ditch be cleaned from the county line north to the first pond and at the beginning of the outlet as it starts into the woods. The District has contacted Ray Christian to conduct the cleaning and he indicated it could be done yet this fall. Phillip Swenson notified the District of a beaver dam 1/2 mile south of the county line. The District contacted Tim Olson to remove the dam, and Greg Ranz to trap the beaver.

Project #11-Beltrami Diversion: The approaches were spot sprayed. The ditch bottoms were mowed earlier by the county so they could not be sprayed. The north/south portion by Beltrami also needs to be sprayed.

Project #12-County Ditches 98 & 148: The ditch was sprayed with a skip on the east 1/2 of the north/south one and three-fourths mile. Small trees are growing in the ditch bottom and need to be sprayed next year.

Project #13-Reis-Scandia: The north/south portion was sprayed. Additional work is needed by the sub-station and the east/west portion needs to be sprayed also.

Sand Hill Ditch: No brush spraying was done since the boom could not reach. Hadler suggested that a helicopter be used to spray the brush along the banks. The trees have started growing from a mile west of Beltrami to the easterly end of the project.

- b. Onstad Township: Wilkens stated that on August 29, 2000 the following individuals met on site to discuss the options available for raising the road: Terry Sorenson-MnDOT, Dave Dalager-MnDOT, Charles Gustafson-Onstad Township, Vernon Floan-Onstad Township, and Dan Wilkens-SHRWD. Following discussion, it was agreed that MnDOT would provide the equipment and cut down the road approximately 8 inches for a distance of 75 feet. Wilkens offered to provide the rock for MnDOT from a nearby field that he owns for the riprap on the spillway.
- c. Sidewalk Notice: The Board of Managers reviewed estimates from two local contractors to remove the old sidewalk and replace it with a new sidewalk and curb. Motion by Manager Christian to accept the low bid and replace the sidewalk. The motion died for lack of a second.
- d. Ring Dike: Larsen distributed copies of the bids that were opened on August 25, 2000. Two options were considered which included Option A that requires a dike west of the township road and Option B that requires a dike on top of the township road. Larsen explained that Hamre selected Option B to be constructed.

Motion by Manager Sonstelie to award the bid to Strom Construction using Option B in the amount of \$40,737.00, subject to obtaining a permit from Scandia Township to raise the road, **Seconded** by Manager Brekke, **Carried**.

Larsen reviewed the notice of award and the notice to proceed with the Board and obtained Manager Hanson's signature.

- e. Randy Hamre/Hydraulic Study: Larsen explained that preliminary surveying has been completed. Following the meeting, maps would be reviewed of the proposed problem area.
- f. Union Lake / Sarah: Wilkens stated that the contractor is scheduled to finish up the remaining items to be completed today. Christian added that the lake level should be near the OHW by November 1st.
- g. Administrator's and Administrative Assistant's Monthly Reports: Wilkens and Jagol distributed and reviewed monthly activity reports prepared for the month of August.
- h. Landowner Dispute: Wilkens reviewed a letter to distribute to the affected parties in Onstad Township. Following discussion, the board approved the letter for distribution.
- i. Deferred Compensation: Jagol distributed information regarding a new deferred compensation plan offered by Donahue Fund Source. Wilkens explained that the previous company that the District had been utilizing

for a deferred compensation plan had restructured and eliminated several of their representatives. Charles Canning, the previous deferred compensation representative, had approached the District with the newly offered deferred compensation plan. Upon review, the employees determined that the new plan would be more beneficial than the previous plan.

Motion by Manager Sonstelie to authorize the new deferred compensation plan, **Seconded** by Manager Christian, **Carried**. Manager Hanson completed the resolution to be adopted by the District in order to change to the new deferred compensation plan.

- j. Ditch Levys: Wilkens explained that the annual ditch levys should be determined at the next monthly meeting.
- k. Project Team Meeting: The next project team meeting is scheduled for September 12, 2000 at 10:00 a.m.
- l. Red Lake Watershed District Resolution: The Board of Managers approved a permit and resolution regarding an area of land that affects both the Sand Hill River Watershed District and the Red Lake Watershed District.
- m. 2001 Budget Hearing: Manager Hanson recessed the regular board meeting and convened the 2001 Budget hearing scheduled for 8:00 a.m. Manager Wilkens distributed copies of the budget prepared for the year 2001 and explained how the figures were obtained. **Motion** by Manager Christian to approve the budget as advertised, **Seconded** by Manager Sonstelie, **Carried**. Manager Hanson adjourned the 2001 Budget hearing at 8:45 a.m. and reconvened the regular board meeting.

7. Permits:

- a. Six permits came before the Board for review and were approved as follows:
 - 2000-32 Robin Brekken – Clean existing ditch in Hammond township, Section 13.
 - 2000-33 Robin Brekken – Replace existing pipes with the same diameter pipes in Russia township, Sections 29, 31, & 32.
 - 2000-34 Liberty Township – Raise road level in Sections 16 & 17.
 - 2000-35 Gilmur Eia – Install culvert in Scandia township, Section 15.
 - 2000-36 Woodside Township – Replace existing culverts in Godfrey township, Sections 25 & 36, and Woodside township, Sections 30 & 31.
 - 2000-37 Onstad Township – Repair road in Section 36.

- 8. **Adjournment**: The next regular meeting of the SHRWD will be 7:00 a.m. Tuesday, October 3, 2000. As there was no further business to come before the Board, the meeting was adjourned at 9:00 a.m.

Robert Brekke, Jr., Secretary

Naomi L. Jagol, Administrative Assistant