

SAND HILL RIVER WATERSHED DISTRICT

November 6, 2000 Meeting Minutes

1. **Attendance:** Chairman Hanson called the November 6, 2000 meeting to order at 8:00 a.m. at the District Office. Other managers present were Bill Brekke, Stuart Christian, and Harold Vig. Others in attendance were Daniel Wilkens-Administrator, Naomi Jagol-Administrative Assistant, Jim Larsen-Houston Engineering and Dennis Nikolayson-Red Lake Watershed District Manager.
2. **Agenda Review:** No additional items were added to the agenda.
3. **Minutes:** Motion by Manager Vig to approve the minutes of the SHRWD regular board meeting held on October 3, 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 Vig, 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. Randy Hamre Ring Dike: Larsen stated that the project is complete except for the dormant seeding which would be completed this month by the contractor. Wilkens added that he had been contacted by Manager Hanson to flag the township road which is a part of the ring dike where a combine had pulled off to the side to allow someone pass and had caused the side of the road to slip and make a rut. Larsen noted that the contractor could repair the damaged area when he does the dormant seeding.

Manager Hanson stated that the township had inquired about the specifications for the project since they assumed the ring dike would have a wider top than what was constructed. Larsen responded that he would review the specifications, but was certain that the current road was constructed as wide as the previous road.

Motion by Manager Brekke to submit a bill for reimbursement for the Randy Hamre Ring Dike for the work completed to date to the Red River Watershed Management Board, Seconded by Manager Vig, Carried.

6. Upcoming Meetings and Other Business:

- a. Project Team Report (Surveying): Larsen explained that the surveying crew had inspected the job and determined that the water was too high to survey the drop structures at this time. Larsen inquired whether these areas froze in the winter so they could be surveyed through the ice. Manager Hanson responded that he did not think that the area below the drop structures would freeze due to the current. Larsen noted that he would discuss the issue with the surveying crew to determine when the surveying could be conducted.
- b. Randy Hamre/Hydraulic Study: Larsen explained that he is currently analyzing the data to establish culvert sizes at various locations and would finalize the recommendations later this week. Larsen inquired whether the abandoned building site northeast of Hamre's buildings needed a crossing. Manager Hanson stated that he did not believe a crossing was needed as access is available by the spoil bank. Larsen added that upgrading the culverts, constructing 4 to 1 side slopes with 8-foot bottoms, and a .075% bottom slope are options being considered at this time.

- c. Pocket Calendars: **Motion** by Manager Brekke to purchase 100 pocket calendars to be mailed out with the January meeting notices, **Seconded** by Manager Christian, **Carried**.
- d. Stream Gages: Don Ogaard, Executive Director-RRWMB, forwarded a letter to the District requesting that the board review the current cost share agreement regarding the stream gages in the Sand Hill River WD. Wilkens explained that the District has two gages which are located in Climax and Beltrami. The Climax gage has been in existence for several years with funding currently shared by the U.S. Army Corps of Engineers (USACE), the Red River Watershed Management Board (RRWMB), and the District. The Beltrami gage was installed a couple of years ago and is operated by the National Weather Service as a flood warning station. Following discussion, the board agreed that the current cost share agreement should continue. **Motion** by Manager Brekke to continue the funding agreement with the RRWMB on stream gage cost share, **Seconded** by Manager Vig, **Carried**.
- e. Staff Evaluations: Wilkens explained that the performance reviews for the staff positions are scheduled to be conducted in December. He added that the evaluations would be conducted utilizing the personnel manual for reference.
- f. Norman County Road Rebuild: Larsen requested Wilkens to contact Mick Alm-Norman County Highway Department regarding a possible road upgrade (Norman County #7) in the Rindal/Garden Slough area.
- g. North Boundary Revision: Wilkens updated the board on the status of the north boundary revision. Wilkens stated that he has been working with Loren Sanderson-Red Lake WD. Wilkens noted that the area from Maple Lake to the Red River is nearly completed. Dennis Nikolayson inquired about the process that should occur to complete this project. Wilkens explained that after the two districts agree on a proposed boundary, the information would be presented to the Board of Water and Soil Resources (BWSR) who would conduct a public hearing and make the final determination.
- h. Minnesota Association of Watershed District's (MAWD) Annual Meeting: The MAWD Annual Meeting is scheduled for November 30-December 2, 2000 in Alexandria, MN. The entire board and staff were encouraged to attend.

7. Permits:

- a. Five permits came before the Board for review and were approved as follows:
 - 2000-41 Polk County Highway Department – Install culvert in Sletten township, Sections 23 & 24.
 - 2000-42 Knute Township – Install culvert in Section 31.
 - 2000-43 Robert Cournia – Install culvert in Russia township, Section 20.
 - 2000-44 Hubbard Township – Replace culvert in Sections 28 & 29. (Needs to be sized.)
 - 2000-45 City of Nielsville – Replace culvert in Hubbard township, Section 29. (Needs to be sized.)

8. **Adjournment**: The next regular meeting of the SHRWD will be 8:00 a.m. Tuesday, December 5, 2000. As there was no further business to come before the board, the meeting was adjourned at 10:00 a.m.