

# SAND HILL RIVER WATERSHED DISTRICT

August 7, 2001 Meeting Minutes

1. **Attendance:** Chairman Hanson called the August 7, 2001 meeting to order at 7:00 a.m. at the District Office. Other managers present were Bill Brekke, Gordon Sonstelie and Harold Vig. Others in attendance were Daniel Wilkens-Administrator, Jim Larsen-Houston Engineering, 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 conducted on July 10, 2001 as mailed, Seconded by Manager Brekke, Carried.
4. **Treasurer's Report:** Wilkens distributed the Treasurer's report. Motion by Manager Vig to approve the Treasurer's report as presented, Seconded by Manager Sonstelie, Carried.

Wilkens reviewed the bills to be approved. Motion by Manager Vig 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 Team Report: The PT is waiting for the engineering data on the fish passage issue and the feasibility of a holding site in the Maple Creek area. The project team did not meet during the month of July.
6. **Upcoming Meetings and Other Business:**
  - a. Jim Larsen's Report:
    1. Randy Hamre Ring Dike: Motion by Manager Brekke to approve Change Order No. 2 and authorize final payment, Seconded by Manager Sonstelie, Carried.
    2. Geographic Information Systems (GIS): The process of preparing the GIS database for the District continues to progress.
    3. Maple Creek: Wilkens and Muscha are coordinating to prepare the needed information for the project team.
  - b. Dan Wilkens' Report:
    1. RRBB: The RRBB met in Selkirk on the 2nd of August. A meeting synopsis and supporting documents were distributed to the board members.
    2. FEMA: The District is currently waiting to be contacted by the FEMA inspector. The Sand Hill Ditch erosion problem by Myron Widrig's, the culvert repair south of the substation, the erosion west of Highway No. 32, and the slough by the Highway No. 9 bridge are the areas that the District is seeking assistance from FEMA.
    3. Lake Improvement District (LID): The LID is still trying to work out the details to finalize the project with the contractor and the engineer.
    4. Ditch No. 90: Roger Diesen and Wayne Mager inspected the ditch on Friday, July 13, 2001. Wilkens reported that Diesen contacted him following the tour and noted that the last mile of the ditch would be surveyed and a design developed to maintain the .05% grade and stabilize the ditch bottom. The Polk County Highway Department (PCHD) also sent a letter to Vineland Township and discussed the possibility of the township requesting to upgrade the three remaining culverts in the township.

5. Ditch No. 122 bridge replacement: Darren Carlstrom, PCHD, calculated the drainage area for the proposed project and determined that 6.4 sq. miles of drainage would require a 60-inch culvert at a minimum. Carlstrom stated that the county would recommend a 71" by 47" arch for the bridge replacement by Jerdes' for Liberty Township.
6. Ditch No. 9: The District received a report of a ditch under construction west of the railroad tracks and south of Ditch No. 9. Robin Brekken discussed the area and after discussion the board approved a permit for the project.
7. Ray Baatz Permit: Wilkens reported that a letter was forwarded to Ray Baatz on July 24, 2001 asking that he complete the ditch as per permit conditions. Baatz contacted Wilkens and noted that he would attend the next board meeting, which he did not. The board requested that a letter be sent to the county attorney's office requesting assistance in remedying the situation.
8. Mark Hagen Lake Level: Wilkens explained that Chad Konickson, DNR Hydrologist, indicated that he would direct an OHW team to review the lake and make a determination as to the OHW mark. Once the OHW is established, a decision can be made on the outlet elevation.
9. Mark Morvig Lake Level: Wilkens stated that he has been trying to contact Chad Konickson, DNR Hydrologist, to schedule a meeting to look at the proposed project north of Tea Lake.
10. Helicopter Spraying: The Sand Hill Ditch and Project No. 5 - Ditch 17-2 have areas that need spraying for trees. The District will contact the helicopter spray service to see if these areas can be sprayed this fall.
11. Ditch Mowing: Project Nos. 11, 12, and 13 need to be mowed. Wilkens stated that he would contact an individual to mow these projects.
12. Budget Hearing: A date will be scheduled at the next monthly meeting.

7. **Permits:** Five permits came before the Board for review and were approved as follows
  - 2001-13 Marc Rue – Construct approach on west side of Section 4, Rosebud Twp.
  - 2001-14 Lorrie Jerde – Construct ditch in Section 12, Liberty Twp.
  - 2001-15 Mark Hagen – Construct driveway in Section 16, Rosebud Twp.
  - 2001-16 Hammond Twp – Install 24" culvert in NW corner of Section 31, Hammond Twp.
  - 2001-17 Robin Brekken – Clean ditch on west side of railroad tracks in Section 29, Russia Twp.
8. **Adjournment:** The next regular meeting of the SHRWD will be at 7:00 a.m. Tuesday, September 4, 2001. As there was no further business to come before the board, the meeting was adjourned at 9:05 a.m.

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Robert Brekke, Jr., Secretary

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Dan Wilkens, Administrator