

## SAND HILL RIVER WATERSHED DISTRICT

November 13, 2001 Meeting Minutes

1. **Attendance:** Chairman Hanson called the November 13, 2001 meeting to order at 8:00 a.m. at the District Office. Other managers present were Bill Brekke, Gordon Sonsteli, and Harold Vig. Others in attendance were Daniel Wilkens-Administrator, April Swenby-Administrative Assistant, Jim Larsen-Houston Engineering and Phillip Morck.
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 conducted on October 2, 2001 as mailed, **Seconded** by Manager Brekke, **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 Brekke to approve and pay bills, **Seconded** by Manager Sonsteli, **Carried**. For further reference, copies of the bills approved are attached hereto in the Treasurer's Report.

### 5. Other Business:

- a) **Phillip Morck:** Discussion was held on a crossing and culvert placed in a ditch in section 27 of Knute Township without a permit. This is causing water to backup into the field on Phillip's land because the culvert is too small. The board discussed possible solutions. It was decided that Dan would contact the landowner and explain the two possible options available. One is to remove the crossing entirely and put the area back to its original condition. The other is to apply for a permit for a crossing and culvert. If the landowner wants a crossing the district will have our engineer size the culvert based on the drainage area and issue a permit. If the landowner doesn't want to remove the crossing the district will then be forced to involve the county attorney.
- b) **Promotional Pocket Calendars:** For several years the district has mailed pocket calendars with the January meeting notice as a public service/promotional item. Wilkens explained that they have been well received and asked the board if they would like to do this again. Chairman Hanson called for a motion. None was received. Died for a lack of a motion.
- c) **Rivers Council Membership:** A **Motion** to renew the membership for \$25 was made by Manager Vig and **Seconded** by Manager Sonsteli, **Carried**.
- d) **Project # 8, Ogaard Impoundment:** The RRWMB is updating their project-funding list. This project has been at a step one level since the 80's. Current funding policy calls for a project being dropped from step one if it does not progress after 3 years. The RRWMB has asked us to discuss this project and let them know in writing whether this project should be taken off the list for now. Because this project is inactive at the present time a **Motion** to remove this project from the RRWMB list was made by Manager Brekke and **Seconded** by Manager Vig, **Carried**. If this project was to be activated at a later date it would have to reapply based on current policy.
- e) **Ray Baatz permit.** Wilkens distributed a letter sent to Roger Diesen, Polk County Highway Department from Ray Baatz giving the county permission to place the spoil on his property on the west side of the NW ¼ of section 10, Hubbard Township, running southerly from Polk County Highway # 51 to the natural draw. The slopes are a minimum of 3 to 1 on the township roadside and the field side with a bottom width of at least 6 feet as set by watershed district permit. The slope from PC # 51 to the crossing by the draw was set at 18". Ray would also like the spoil leveled as much as possible so the area could be farmed next year. The county has completed this project.

- f) Bid for stream bank stabilization: A bid from Ray Christian to rock riprap a 150-foot section of the Sand Hill River bank in section 28 of Liberty Township was discussed. It was decided that due to the costs and being so late in the season that the district will wait until next spring to look at this project again.
- g) Polk County Ditch Policy: Wilkens distributed copies of Polk County Ditch Policy that was adopted in February of 2001. One of the policies requires dikes or spoil banks to be 6" lower than roads.
- h) Dike on Ditch # 73: A landowner has recently started building up the spoil bank on the north side of ditch # 73 in section 12 of Scandia Township which will force water to go over the south side into a building site. Jurisdictional questions arose. The county has been notified, but their policy only deals with roads. They are looking at possible changes to their policy to include a permit requirement for any work done in ditch ROW to avoid conflicts such as these in the future. Jim Larson stated that even though it's a county ditch, the watershed still has jurisdiction through its rules and regulations. Section 5 (d) of our rules and regulations require a permit for building, altering, or removing a dike. Hanson suggested contacting the landowner and asking them to remove the dike that has been constructed and apply for a Watershed District Permit. In addition, the county will need to be notified as well.
- i) Dike on Ditch # 119: A dike has been constructed in the NW corner of section 30 Russia Township, which will force water over Polk County Highway # 41 during spring events. This dike falls under watershed jurisdiction. No permit was issued at the time of construction. **Motion** was made by Manager Vig to have Wilkens send a letter to Leroy Reitmeier instructing him to lower the dike 6" below the lowest point in the road in the immediate vicinity for a distance, as established by our engineer, that would not allow water to be forced to the north. Wilkens should also notify Leroy that the dike construction was a violation of our rules and regulations and that if not removed would require the violation be turned over to the County Attorney. **Seconded** by Brekke, **Carried**.
- j) Thank You Cards- Thank you cards were given to the board. One was from the family of Francis LaVoi, who was a long time board member. The Watershed sent a memorial. The other was from April Swenby for the flowers sent to April congratulating her on the birth of her daughter.

## 6. Dan's Monthly Report

**Project Team:** 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.

**RRBB:** The RRBB met in Grand Forks on November 1. October meeting handouts were distributed.

**LID:** The pump was shut off on the 21<sup>st</sup> of August at 2:00 PM. The lake had 3.25 tenths to go to be at the OHW. When the pump was shut off Lake Sarah was 20" higher. Union Lake is currently 2.5 inches above OHW and Sarah is 9.5 inches above OHW. The LID has completed the purchase of the mitigation acres.

**Ditch # 90:** The culvert in the NW corner of section 31 is installed.

**Ditch # 46:** The culvert in the SW corner of section 31 of Hammond has been installed.

**Ray Baatz Permit:** PC Highway Dept., after discussion at a county board meeting, agreed to complete the earthwork on the Ray Baatz ditch, which has been accomplished. A letter giving permission to place the spoil on Ray Baatz property was presented to the board.

**Sylvia Hovland:** In process of arranging a meeting with Houston staff, Sylvia, and Dan to develop a cost estimate.

**Ditch 17-2:** Ray Christian will start on Wednesday, November 14, 2001, cleaning the section from the Twp. road into the woods. Phillip Swenson cleaned between the County Line and the wetland recently.

**Bill Brekke's Erosion Site:** Board report.

**Phillip Morck/ Alton Erickson:** Crossing with culvert in SW ¼ of section 27 of Knute Twp. Board report.

**Dike in NW corner of Section 30, Russia Twp:** Met with Elliot Solhiem on November 5, 2001 at the site. Met with PC Highway Engineer and PC Ditch inspector. Called Leroy Reitmeier. Board Report.

**River Clean up:** Dennis Habeck is working on the Sand Hill River and other WD projects where needed.

**Insurance Quote:** Thompson Insurance. Wilkens will prepare an analysis.

**6. Permits:** 22 Permits came before the Board for review and were approved as follows

- 2001-24 Roger Hlubek– Install crossing in S ½ of SE 1/4 of Section 35 Woodside Twp.
- 2001-25 Roger Diesen– Replace 24” with 36” and a 30” with a 30” in west side of section 10 Rosebud Twp
- 2001-26 Void
- 2001-27 Clayton Engelstad- Install a grade stabilization structure and culvert in SW ¼ of section 34 Onstad Twp.
- 2001-28 Harlow Grove – Install drain tile in Section 29 Vineland Twp.
- 2001-29 Craig Engelstad- Install new crossing and 18” culvert with trap in section 1 of Reis Twp.
- 2001-30 Rodger Black\_ Clean ditch in section 31 of Winger Twp.
- 2001-31 Mark Morvig– Clean ditch in section 31 of Winger Twp.
- 2001-32 Don Ogaard- Clean ditch in section 31 of Winger Twp.
- 2001-33 Marlin Iverson- Install Culvert and Crossing in section 11 of Godfrey Twp.
- 2001-34 Brent and Brian Gullekson- Clean ditch in section 12 of Reis Twp.
- 2001-35 Ray Gullekson- Clean ditch in section 7 of Liberty Twp.
- 2001-36 City of Fertile- Install 2 crossings and replace culvert in Cherry St all with 18” culverts in section 21 of Garfield Twp.
- 2001-37 Rosebud Twp.- Replace 24” culvert in section 35 Rosebud Twp.
- 2001-38 Rosebud Twp.- Replace 30” culvert in section 26 Rosebud Twp.
- 2001-39 Rosebud Twp.- Replace 30” culvert in section 27 Rosebud Twp.
- 2001-40 Rosebud Twp.- Replace 24’ culvert in section 35 Rosebud Twp.
- 2001-41 Doug Chandler- Extension of permit # 2000-28
- 2001-42 DuWayne Engelstad- Construct a ditch and use dirt to build up road in SE ¼ of Hubbard Twp.
- 2001-43 Darin Engelstad- Install 24” culvert in SW corner of section 25 of Hubbard Twp.
- 2001-44 Roger Diesen- Replace 72” with 128”X83” culvert in NW corner of section 31 Hammond Twp.
- 2001-45 Eric Erickson- Install crossing and 24” culvert in section 27 of Knute Twp.

**8. Adjournment:** The next regular meeting of the SHRWD will be at 8:00 a.m. Tuesday, December 4, 2001. As there was no further business to come before the board, the meeting was adjourned at 10:28 a.m.