

## SAND HILL RIVER WATERSHED DISTRICT

July 1, 2003 Meeting Minutes

- 1. Attendance:** Chairman Hanson called the July 1, 2003 meeting to order at 8:02 a.m. at the District Office. Other managers present were Stuart Christian, Gordon Sonstelie, and Harold Vig. Others in attendance were Daniel Wilkens-Administrator, April Swenby - Administrative Assistant, and Jim Larsen -Houston Engineering.
- 2. Approval of the Agenda:** A **Motion** was made by Manager Vig to approve the agenda, Seconded by Manager Christian, **Carried**.
- 3. Minutes:** **Motion** was made by Manager Christian to approve the minutes of the SHRWD regular board meeting conducted on May 6, 2003, **Seconded** by Manager Sonstelie, **Carried**.
- 4. Treasurer's Report:** Wilkens distributed the Treasurer's report. A **Motion** was made by Manager Sonstelie to approve the Treasurer's report as presented, **Seconded** by Manager Vig, **Carried**.

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

### 5. Engineer's Report:

**Sylvia Hovland Ring Dike:** Larsen reported that the contractor has re-seeded the Sylvia Hovland ring dike where needed. Larsen asked Wilkens if the contractor had contacted him yet regarding the status. Wilkens said he hadn't. Wilkens also added that he had visited the site and reported that the road additional gravel. Discussion was held as to who is responsible for costs in reference to leveling the road. Wilkens will speak with the contractor to determine who is responsible. Larsen also included that the telephone company still needed to be contacted.

**Polk County # 41 ditches:** Larsen reported that the surveying has been completed. Discussion still remains on the solution for the outlet. Further engineering will be completed this week. He requested Wilkens presence July 9 at the Houston Engineering office for a meeting to review the engineering.

**ROW Markers:** ROW markers are currently being installed. The prior rainfall has put the surveyors behind schedule. Hanson asked Wilkens to send a letter to the land owners stating their responsibilities' regarding the ROW markers.

**Outlet of Project # 12:** Larsen displayed a map of the area to the managers and presented the engineering criteria used in the original design. From a hydraulic view, Larsen determined that the present culverts meet design criteria; however, from a safety view, the crossing it at an angle and is too narrow. Should the township choose to correct this road hazard, Larsen recommends replacing the 6' and a 5' culvert with one 12' x 6' box culvert.

### 6. Dan's Monthly Report:

**Project Team:** The next meeting is scheduled for July 8, 2003 starting at 10:00 AM. Minutes have been sent out with responsibilities and duties.

**RRWMB:** The RRWMB met in Ada on June 17, 2003. The next meeting is scheduled for July 15, 2003. Minutes and handouts from the last meeting were given to the managers.

**RRBFDRWG:** The next meeting is scheduled for August 20, 2003 at Detroit Lakes.

**RRBC:** The RRBC meeting was held June 5 in Morris Manitoba. Highlights from the meeting were given to the managers.

**PC #41:** Woodburry and Larsen are working on information for a public meeting in late August.

**LID:** Manager Christian and Manager Sonsteliie expressed concern regarding the present lake level. Currently it is more than 1' above the ordinary high water mark. They asked Wilkens to contact the LID about initiating pumping.

**Sylvia Hovland Ring Dike:** Larsen and Wilkens toured the site after last months meeting. The road needs to be leveled with additional gravel added. The grass will need to be inspected later. Something needs to be done to enhance internal drainage to the south of the home. The county has cleaned the ditch out west so leveling has been taken care of. Wilkens also contact Sylvia Hovland and the Power Company prior to closing out contract.

**Union Lake Flood Control and Erosion Project:** Wilkens asked the managers if they would like to continue working to find a solution to this problem. Manager Sonsteliie suggested pursuing the problem through the West Polk SWCD. The other managers agreed.

**Beltrami Request for assistance on a ring dike: Nielsville Request for assistance on a ring dike:** Wilkens will contact Ed Fick.

**Farmstead ring dike:** No applicants at this time. RRWMB will be asking for our needs soon.

**Charlie Balstad request to re-establish ditch 133:** I have contacted Chad Konickson and Larry Kramka about scheduling a time to meet on site in the near future.

**Inspected Project # 12:** Jeff Voeller stated that Vineland Twp. will have the concrete removed. Landowners have expressed concern about silt buildup in several areas in the ditch system. After consultation with Jim Larsen, Wilkens contacted Paul Zavoral to clean spots in section 17 and 18 of Hammond Twp and section 16 of Vineland.

**Ditch # 93:** A 6' culvert was removed from ditch # 93 ½ mile west of Walter Johnson and moved west ½ mile and added to a 6' culvert last fall. The county is working with landowners in resolving the issues. After touring the site, Rich Sanders stated he did not think that leaving the culverts in place was going to be a problem.

**FDRWG:** Funding appears to be \$210,000. which will fund the project work teams and the updated plans at a reduced scale. FDRWG met on June 6, 2003 at the Northland Inn in Crookston. Next meeting is August 20 in Detroit Lakes.

**PC # 44:** Craig Engelstad would like several culverts closed and the ditch cleaned farther north. This is currently in progress.

**Sand Hill Ditch at Widrig's:** Have requested bids from 2 contractors. One of the contractors has submitted a bid.

**MAWD Summer Tour:** Wilkens, Sonsteli, and Hanson attended the MAWD summer tour. The managers reported a helpful and well organized tour about water quality.

**7. Other Business:**

**Copier update:** Hanson expressed concern regarding the new copier. He asked the managers to think about the options vs. the cost. He questioned whether the district needed a copier with the options this one provides.

**8. Permits:**

2003-16- Donavan Hames – Rosebud Twp. Section 3 – Install culvert and new crossing on East Highway # 1.

2003-17- Karl and Charles Balstad – Sletten Twp. Section 15 – install two crossings in SE ¼ on Polk County # 1.

2003-18- Larry Lenex – Rosebud Twp. Section 7 – upsize a 48 inch to a 60 inch culvert – TABLED until further discussion with the county can be made.

**9. Adjournment:** The next regular meeting of the SHRWD will be at 8 a.m. on Tuesday, August 5, 2003. As there was no further business to come before the board, a **Motion** was made by Manger Vig to adjourn the meeting at 10:09 a.m., **Seconded** by Manager Christian, **Carried**.

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Robert Brekke, Jr., Secretary

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April Swenby, Administrative Assistant