

## SAND HILL RIVER WATERSHED DISTRICT

October 7, 2003 Meeting Minutes

- 1. Attendance:** Chairman Hanson called the October 7, 2003 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, and Jim Larsen -Houston Engineering.
- 2. Approval of the Agenda:** A **Motion** was made by Manager Vig to approve the agenda, **Seconded** by Manager Brekke, **Carried**.
- 3. Minutes:** **Motion** was made by Manager Brekke to approve the minutes of the SHRWD regular board meeting conducted on September 2, 2003 with minor corrections, **Seconded** by Manager Vig, **Carried**.
- 4. Treasurer's Report:** Wilkens distributed the Treasurer's report. A **Motion** was made by Manager Brekke to approve the Treasurer's report as presented, **Seconded** by Manager Vig, **Carried**.

**Motion** was made 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. Engineer's Report:

**Sylvia Hovland Ring Dike:** All Seasons Contracting has completed the seeding, graveling, and internal drainage at the Sylvia Hovland Ring Dike. Dan and Jim surveyed the internal drainage and found one small area that was 1/10<sup>th</sup> of a foot lower than the outlet culvert. Dan contacted Sylvia with that information and she approved the district making the final payment to All Seasons Construction. Sylvia thanked the district for their assistance in procuring a ring dike for her farmstead.

**Polk County # 41:** Larson reported that the engineering is almost complete and he is ready for scheduling an informational meeting with the landowners. Several dates were discussed. **Motion** was made by Manager Christian to have Wilkens coordinate with our engineer and attorney, set a date for the informational meeting, and send out notices to those on our mailing list, **Seconded** by Manager Brekke, **Carried**. A meeting was held on September 12, 2003 between the watershed district board of managers and the Polk County commissioners to discuss the project. Also attending were the engineers representing the WD and PC and the WD attorney. A second meeting will be scheduled as soon as possible to continue the discussions. The project design and legal issues regarding viewing, transfer, and consolidation were discussed.

**ROW Markers:** Larsen said that installation of ROW markers on several of our ditch systems have been completed except for 4 markers. More markers will be ordered along with arrows to install where the ROW width changes.

**Laser Equipment:** Larson asked the board to consider acquiring a laser for the district. Currently Wilkens is using one borrowed from a local farmer.

### 6. Dan's Monthly Report:

**Project Team:** The next meeting is scheduled for October 14, 2003 beginning at 10:30 a.m.

**RRWMB:** The RRWMB met in TRF on September 16, 2003. The next meeting is scheduled for October 21, 2003 in Ada.

**RRBFDRWG:** A RRBFDWRWG meeting was held August 20, 2003 at Detroit Lakes. The next meeting is scheduled for October 29, 2003 at Crookston

**RRBC:** The RRBC meeting is scheduled for November 6, 2003 in GF.

**LID:** No report.

**Union Lake Flood Control and Erosion Project:** Gary Lee reported that funds are available to do land treatment if the landowner is willing. Gary is trying to locate the landowner. Gary would also like to develop measures that would reduce erosion in the channel that is not farmland related. Dan and Gary will develop this effort further.

**FDRWG:** Funding is set at \$210,000 for fiscal year 2004, which will fund the project work teams and the updated plans at a reduced scale. Reimbursement funding will now be done on a quarterly basis. The last meeting was held August 20, 2003 in Detroit Lakes. The next meeting is scheduled for October 29, 2003 at Crookston.

**PC # 44:** Craig Engelstad would like the ditch cleaned on the east side of PC # 44 in section 35 of Onstad... This was part of a project to divert water away from Maple Creek that was done several years ago but was not completed at that time. Craig was directed to contact Liberty Township and have them obtain cost estimates to bring to a future board meeting.

**Beltrami Ring Dike:** No funds are available this funding cycle. Larsen will complete an application.

**15 County Joint Powers Board Meeting:** The next meeting is scheduled for November 19, 2003 at Mahanomen.

**Other Business:**

**Bid Opening on the Sand Hill River erosion project in Section 28 of Liberty Twp.:** Bids were opened for the repair of the erosion on the north and south side of the ditch bank. Two bids were received. Christian Excavating in the amount of \$28,820.00 and DR Lawn Care in the amount of \$15,465.00. **Motion** was made by Manager Brekke to accept the low bid from DR Lawn Care. **Seconded** by Manager Vig, **Carried**. Stuart Christian abstained.

**Bid on Laptop:** Johnny Bohnenkamp offered \$100.00 for the old computer. **Motion** was made by Manager Brekke to accept the \$100.00 bid, **Seconded** by Manager Vig, **Carried**

**Culverts for Liberty Onstad Ditch ROW:** Wilkens has obtained two 18"X20' culverts to install in the SW corner of section 36 of Onstad Twp. The culverts are ½ price and are in like new condition. The culverts would provide access for maintenance vehicles to the ditch ROW. Currently mowing and spraying equipment has to backtrack quite a distance when doing ditch maintenance. **Motion** was made by Manager Brekke to reimburse Wilkens for the culverts, **Seconded** by Manager Vig, **Carried**.

**Beavers:** Greg Ranz reported he removed 2 beavers from Project # 5 (17-2). There are 2 beaver dams that need to be removed by Lyle Jacobson's. Wilkens will contact someone to remove them

**Budget Approval:** The budget hearing was held on September 15, 2003. No one came before the board with questions or concerns. **Motion** was made by Manager Brekke to adopt the proposed budget for 2004, **Seconded** by Manager Vig, **Carried**

**MAWD:** Harold, Stuart, Roger, Gordon, and Dan plan on attending the MAWD conference. Dan will make arrangements for registration and rooms as soon as the materials are sent out.

## 7. Permits:

- 2003-28 Justin Jerde- Liberty Twp. Section 12- Install culvert, driveway and ditch
- 2003-29 Liberty Onstad Ditch- Onstad Twp. Section 36- Install culverts to provide access for ditch ROW maintenance.
- 2003-30 Daniel Wilkens- Onstad Twp. Section 36- Install culverts, clean existing ditch, and build up road.
- 2003-31 Daniel Wilkens- Garfield Twp. Section 6- Install culverts, clean existing ditch, and build up road.
- 2003-32 Mary Larson- Hubbard Twp. Section 5- Clean existing ditches.
- 2003-33 City of Fertile- Garfield Twp. Section 19- Install culverts
- 2003-34 Harold Overland- Garfield Twp. Section 4- Construct crossing, driveway, and clean ditch.
- 2003-35 Matt Jagol- Liberty Twp. Section 5- Replace a wooden bridge with a culvert.
- 2003-36 John Vraa- Vineland Twp. Section 27- Clean ditches.
- 2003-37 John Vraa- Vineland Twp. Section 34- Clean ditches.
- 2003-38 John Vraa- Vineland Twp. Section 32- Clean ditches.
- 2003-39 John Vraa- Vineland Twp. Section 33- Clean ditches.
- 2003-40 John Vraa- Vineland Twp. Section 32- Clean ditches.
- 2003-41 Brekke Bros- Hubbard Twp. Section 19- Construct a ditch
- 2003-42 Hubbard Twp- Hubbard Twp. Section 22 and 15- Replace culvert.
- 2003-43 Hubbard Twp- Hubbard Twp. Section 20 and 16- Replace culvert.
- 2003-44 Marlene Caylor- Hubbard Twp. Section 8- Clean existing ditch.

**9. Adjournment:** The next regular meeting of the SHRWD will be at **8 a.m. on Monday, November 3, 2003.** As there was no further business to come before the board, a **Motion** was made by Manager Brekke to adjourn the meeting at 10:00 a.m., **Seconded** by Manager Vig, **Carried**.

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Robert Brekke, Jr., Secretary

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April Swenby, Administrative Assistant