

SAND HILL RIVER WATERSHED DISTRICT

April 6, 2004 Meeting Minutes

1. **Attendance:** Chairman Hanson called the April 6, 2004 meeting to order at 8:00 a.m. at the District Office. Other managers present were Bill Brekke, Stuart Christian, Gordon Sonstelie, and Harold Vig. Others in attendance were Daniel Wilkens-Administrator, April Swenby – Administrative Assistant, and Lawrence Woodbury-Houston Engineering.
2. **Approval of the Agenda:** A **Motion** was made by Manager Christian to approve the agenda, **Seconded** by Manager Vig, **Carried**.
3. **Minutes:** **Motion** was made by Manager Christian to approve the minutes of the SHRWD regular board meeting conducted on March 2, 2004, **Seconded** by Manager Brekke, **Carried**.
4. **Treasurer's Report:** Wilkens distributed the treasurer's report. A **Motion** was made by Manager Vig to accept the treasurer's report as presented, **Seconded** by Manager Sonstelie, **Carried**

Motion was made by Manager Sonstelie 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:

Union Lake Erosion Control: Wilkens updated Woodbury on the history of this project and why it was first presented to the Sand Hill River Watershed District. He explained that Jim Larsen brought forth two solutions to prevent erosion into Union Lake. After analysis from the project team, they requested Larsen to develop a third alternative which would combine both of his alternatives using the upper dam in alternative II and the lower dam in alternative I. Woodbury brought the boundary maps requested by the project team and distributed to Wilkens to present to the project team at the next meeting.

Beltrami Bank Sloughing –Woodbury brought bidding documents and plans. He said that specs are also available at the Houston Engineering office. Woodbury asked if the highway department has been approached. Chairman Hanson said that was the Sand Hill River Watershed District's next step now that the preliminary engineering is completed. Wilkens said we are trying to get this project constructed this season. Wilkens will have more information about the highway department's position for the next meeting. We will then advertise for bids and go to construction.

Project # 17 – Viewers are still unidentified at this point. Wilkens explained that Ray Suave has declined the offer to take on the project, however, Roger Beiswinger and Rueben Rydeen may still be interested and may search for another person with Sauvé's qualifications to accompany them in viewing this project. Chairman Hanson reported hearing negative feedback from a few landowners affected by this project. He was told some of the landowners feel the road rebuilding project is being postponed because of the watershed's involvement. That may or may not be true. Without the watershed/improvement project the road may have been rebuilt but the ditch and culverts would not have been improved. The board felt that the landowners understood that this is a chance in a life time to make a dramatic improvement in this area and that this opportunity could not be passed by. Wilkens was disappointed to hear of the misunderstandings and will try to contact those landowners to explain the reason for the delay in the project and to remind them of the benefits the watershed has and will continue to provide. Woodbury informed the board that the gas pipeline continues to remain an issue. He said that a probe has been completed to establish the depth of the pipeline. The cost estimate to lower the pipeline is now estimated at \$225,000 to \$275,000. Negotiations still need to be agreed on between the county, the watershed and the gas pipeline company as to whose responsibility it is to pay the costs for lowering the pipeline. Wilkens asked Woodbury about lowering the

box culverts through highway 9 by two feet. Wilkens thought that Jim Larsen had estimated \$17,000 for extending the box culverts. Wilkens asked if that included lowering the culverts also. Woodbury was unsure and would research that issue.

Woodbury informed the board that the DNR commissioner needs to issue a permit for this project because portions of the ditch project are protected waters. When our plans are finalized, the DNR will be contacted. Wilkens said he was given a letter by Dan Thul about this issue. Woodbury said the DNR is interested in fish passage, water quality, future maintenance and adequacy of the outlet.

6. Dan's Report:

Project Team: The next Project Team meeting is scheduled for April 13, 2004 beginning at 10:30 AM. The minutes of the last meeting was distributed to the managers.

Advisory Committee: The advisory committee will meet on April 12, 2004. Stuart Christian's term is up. The advisory committee will discuss the manager appointment and other issues.

RRWMB: The RRWMB met on March 16, 2004. The next meeting is April 20, 2004 at Ada. The meeting materials were given to the managers.

RRBFDRWG: The RRBFDRWG met on January 7, 2004 in Detroit Lakes. The next meeting is April 22 at the Holiday Inn in Detroit Lakes.

RRBC: The RRBC met March 4, 2004. The next meeting is May 6, 2004. Meeting synopsis was given to the managers.

Project 17: The Sand Hill River Watershed District is in the process of appointing viewers.

Fish Passage: Awaiting Corps funding for the Planning and Design Analysis phase. A letter from Tom Raster was given to the managers explaining that the MVD has approved the Sand Hill River 1135 PRP.

Union Lake Flood Control and Erosion Project: Larsen is developing plans and costs estimates. He is preparing an Alternative 3 as requested by the project team.

Jerde Erosion Control Project: Plans and specs should be completed soon.

Beltrami Slough by Highway # 9: Jim Larsen has a plan prepared.

Polk County # 1 rebuild: Wilkens met with the Polk County Highway Department and went over the plans. Currently we are coordinating Hamre and Lively concerns and incorporating them in those plans. Wilkens met with Chairman Hanson and Manager Brekke several times and toured the project area looking at cross culverts.

Polk County # 46: The improvement and lateral petition was delivered to the Sand Hill River Watershed District on Monday April 5, 2004 to be presented to the board at their April 6, 2004 meeting. A **Motion** was made by Manager Brekke to accept the improvement and lateral petition for ditch # 46, and send it to Sand Hill River Watershed District attorney to research petition adequacy, **Seconded** by Manager Sonsteli, **Carried**. A **Motion** was made by Manager Vig authorizing Houston Engineering to begin preparing a preliminary engineers report if the petition is deemed adequate by the attorney and the appropriate bond is on file, **Seconded** by Manager Brekke, **Carried**

7. Other Business:

District Insurance: Wilkens will check with Naomi and Mark Hatton for more information.

Viewers: Chairman Hanson asked the board if they would be interested in promoting training new people with a possible interest in becoming viewers. He suggested Jim Paige from the Beltrami area. Hanson also suggested asking the county if they would be interested in sponsoring individuals interested in viewing as their services could be shared between the Sand Hill River Watershed District and the County. A **Motion** was made by Manager Brekke offering Jim Paige \$55 per day and expenses to attend the MN Viewers Association trainings to see if he would be interested in becoming a viewer, **Seconded** by Manager Christian, **Carried**.

Engineer change: Chairman Hanson asked Lawrence Woodbury what Houston Engineering is considering in the recent transfer of Jim Larsen to the Bismarck office. Woodbury said that Larsen's expertise is needed in the Bismarck office. For a short period of time Larsen and Woodbury will share the duties required by the district. Woodbury will assume Larsen's workload as soon as possible. The board congratulated Jim Larsen on his new position and thanked him for the fine job he did for the district during his tenure. It was a pleasure working with him. The district welcomed Lawrence Woodbury back to the district as he was the district engineer several years ago.

Culverts entering the Sand Hill River: Discussion was held on the culverts entering the Sand Hill River on the west side of section 19 of Reis Twp. and the two culverts on the north side of section 23 of Scandia Twp. The district has been assisting landowners in concert with Polk County Highway Department Highway # 1 project in routing water in this area to alleviate flooding, route water in grassed ditches designed for water passage, provide drainage for farmland, and eliminate water flowing across farmland. Through this process water has arrived at the three culverts which in turn need to be resized and possibly lowered. The board discussed the districts role in funding the culverts and installation in this area. Due to the fact that the general area benefits from this project and not the individual landowner in these locations it was felt that the ditch should fund these improvements. The board wanted more information as to the costs of these culverts for the next meeting. Tabled this until next month when more information is available.

8. Permits: A **Motion** was made by Manager Christian approving the following permits based on the engineers approval, **Seconded** by Manager Sonstelie, **Carried**.

- 2004-02 Polk County Highway Department Section 28 and 29 of Vineland Twp. Replace a bridge with 2 lines of 10 X 10 Box Culvert
- 2004-03 Polk County Highway Department Section 16/21 of Sletten Twp. Replace a bridge with 2 lines of 10 X 8 Box Culvert
- 2004-04 Polk County Highway Department The reconstruction of Polk County # 1

9. Adjournment: The next regular meeting of the SHRWD will be at **8 a.m. on Tuesday, May 4, 2004**. As there was no further business to come before the board, a **Motion** was made by Manager Brekke to adjourn the meeting at 10:35 a.m., **Seconded** by Manager Christian, **Carried**.

Robert Brekke, Jr., Secretary

April Swenby, Administrative Assistant