

SAND HILL RIVER WATERSHED DISTRICT

August 3, 2004 Meeting Minutes

- 1. Attendance:** Chairman Hanson called the August 3, 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, Lawrence Woodbury -Houston Engineering, Tennis Balstad, Charles Balstad, and Dale Balstad.
- 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 Sonstelie to approve the minutes of the SHRWD regular board meeting conducted on July 6, 2004, **Seconded** by Manager Brekke, **Carried**.
- 4. Treasurer's Report:** Wilkens distributed the treasurer's report for the month of July. 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 Brekke, **Carried**. For further reference, copies of the bills approved are attached hereto in the Treasurer's Report.

5. Engineer's Report:

Beltrami Bank Sloughing – Woodbury has submitted information to MnDOT. The district will wait until we receive the signed cost share agreement. At that time we will advertise for bids.

6. Dan's Report:

Project Team: The project team met on July 13, 2004.

RRWMB: The RRWMB met on July 20, 2004

RRBFDRWG: The RRBFDWRWG met on June 9 in Crookston.

RRBC: The RRBC is scheduled to meet on August 5, 2004.

PROJECT 17: The Sand Hill River Watershed District Board conducted an informational meeting on July 16, 2004 in Climax. Wilkens prepared a draft of the meeting minutes for the Manager's review.

Fish Passage: The Sand Hill River Watershed District needs to evaluate the state funding issue. Congressman Peterson could not get specific language passed allowing the state funds to be spent on the project and count towards the local share of the Corps project at a later date. The project team will need to discuss options.

Union Lake Flood Control and Erosion Project: The Sand Hill River Watershed District is awaiting word from NRCS engineers regarding the Union Lake Flood Control and Erosion Project. It has been reported that the landowner of the upstream land is willing to put the land into CRP.

Jerde Erosion Control Project: Plans and specs have been finalized. The district is currently obtaining bids for construction. As soon as bidding is complete construction will start. The district attorney is developing option for easements.

Polk County # 1 rebuild: The project was let on June 4 with work to be completed by beet harvest. The district is working on installing the culverts in the Sand Hill River at 3 sites to allow proper drainage from this project.

PC # 44/Section 35 Onstad: Wilkens has obtained cost estimates and a preliminary design. The district needs to finalize landowner participation. Wilkens is currently working with individual landowners on the design and funding participation. After consensus on design and funding, bids will be obtained and construction started.

Sand Hill Ditch at Widrig's: Wilkens will contact the contractor for a start date.

Audit: The Sand Hill River Watershed District's audit has been completed. Audit reports were given to the managers.

Ditch ROW: Wilkens sent out a letter on July 1, 2004 to landowners regarding the ditch ROW. Wilkens will send out a personal notice to those infringing on the ROW after ditch inspection is complete.

Ditch Inspections: Wilkens will complete ditch inspection as soon as possible.

NWS Station at Beltrami: Mike Lukes wants to know if we want this station to continue as a forecast site or use it as a data point. The board decided that this site is not used as a forecast site locally.

Polk County # 14: Bids were opened for the culvert replacements on Polk County # 14. The project was awarded to Higher Ground.

7. Other Business:

District Map: Woodbury will obtain cost estimates for an updated district map in digital format for display in our office. This would replace the Quad map on our wall.

Budget Hearing and ditch levies: The managers reviewed the proposed budget and ditch levies. A **Motion** was made by Manager Christian to approve the budget and ditch levies as proposed and schedule a budget hearing for September 14th at 8 a.m., **Seconded** by Manager Sonsteli, **Carried**.

District office cleaning: The managers agreed to have Swenby hire someone to clean the office not to exceed \$15 per hour.

Interior upgrade: A **Motion** was made by Manager Sonsteli to hire Marilyn Ness to paint the interior of the building. **Seconded** by Manager Christian, **Carried**.

8. Permits: A **Motion** was made by Manager Sonsteli to approve the following permits, **Seconded** by Manager Christian, **Carried**.

2004-22 Lloyd Reitmeier Replace 3 culverts with same size pipe. Install one new crossing. Section 24 Hammond Twp.

2004-23 Install culvert in road to prevent overtopping. Section 28 Garden Township

2004-24 Replace culvert with same size Section 23 Garden Township

2004-25 Replace culvert with same size Section 26 Garden Township

2004-26 Construct a new ditch in Section 30 of Hubbard Township – Brekke Bros.

2004-27 Replace culvert with a 4 foot culvert between Section 21 and 22 in Sletten Township

9. Adjournment: The next regular meeting of the SHRWD will be at **8 a.m. on Tuesday, September 7, 2004**. As there was no further business to come before the board, a **Motion** was made by Manager Brekke to adjourn the meeting at 11 a.m., **Seconded** by Manager Vig, **Carried**.

Robert Brekke, Jr., Secretary

April Swenby, Administrative Assistant