

## SAND HILL RIVER WATERSHED DISTRICT

December 7, 2004 Meeting Minutes

- 1. Attendance:** Chairman Hanson called the December 7, 2004 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, April Swenby – Administrative Assistant, Lawrence Woodbury -Houston Engineering, Joyce Downs –landowner.
- 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 November 3, 2004, **Seconded** by Manager Vig, **Carried**.
- 4. Treasurer's Report:** Wilkens distributed the treasurer's report for the month of November. A **Motion** was made by Manager Brekke to accept the treasurer's report as presented, **Seconded** by Manager Vig, **Carried**.

**Motion** was made by Manager Brekke 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:

**Project # 17** – Woodbury reported on a meeting held with the Polk County Highway Department, Roger Hanson, and Daniel Wilkens. Minor revisions to the PC Highway plan relating to the bottom elevations due to the gas line were done. There had been several proposals over time which resulted in different sets of drawings. Because of the project's size it was estimated that the road rebuild portion of the project would take the entire 2005 construction period to complete. It was decided that the project along PC # 41 would be bid separately and that the PC Engineer would oversee the construction of the PC # 41 portion. The project along highway # 9 would be bid separately from the road rebuild with the Watershed District Engineer overseeing that portion with construction in 2006. Depending on how the process progresses, the petition from ditch # 46 could possibly be combined with the project along Highway # 9 into one bid package for the 2006 season.

The viewers have begun their work. Woodbury felt the viewing process should flow smoothly as the technician and the viewers have worked together on prior projects. Assuming that the viewers are ready, they would like to schedule a hearing in late January. The viewers are scheduled to meet December 4 to work on establishing the boundaries of project # 17 and the other ditch systems.

**Ditch # 122** – No new engineering was reported. Downs asked the board why the tile project was not considered going south by Christian's property. Chairman Hanson explained that it was a very deep cut with many underground lines involved which made that option very costly.

Downs asked the managers what the watershed's plans were for the coulee on the south side of PC # 1. Wilkens explained that if the board decides to further pursue this as a project, more engineering would need to be done to decide the best way to route the water. If there is not an adequate outlet, it wouldn't be done. Wilkens also explained that the managers would establish a beginning point and an ending point for the project. He stated that prior board policy has been to begin at the river which would then place the coulee in the project area so any problems in that area could be addressed.

## 6. Dan's Report:

**Project Team:** The project team meeting was scheduled to meet on December 14 at 10:30 AM. The meeting was cancelled because several key players were not able to attend.

**RRWMB:** The RRWMB met on December 21 at the Sand Hill River Watershed District office.

**RRBFDRWG:** The RRBFDWRWG met on November 17, 2004 in Crookston. The next meeting is scheduled for January 11, 2005

**RRBC:** The RRBC met on November 4, 2004 in Grand Forks. The next meeting is the conference in Moorhead on January 12-14. Chairman Hanson will attend along with Manager Vig, Manager Sonstelie, and Administrator Wilkens.

**PC # 44/Section 35 Onstad:** Wilkens has obtained preliminary cost estimates and a preliminary design. The district needs to finalize landowner participation, obtain cost share agreements, and obtaining bids.

## 7. Other Business:

**Sand Hill River Watershed 3<sup>rd</sup> Annual Christmas Party** – The Sand Hill River Watershed District's 3<sup>rd</sup> Annual Christmas party was held on December 29 at 6 p.m. at the Northland Lodge in Crookston. Roger and Shirley Hanson, Gordon and Shirley Sonstelie, and Dan and Pam Wilkens attended.

**Ray Baatz - A Motion** was made by Manager Vig authorizing Manager Brekke to contact Ray Baatz to verify if the ditch cleaning was completed as agreed. **Seconded** by Manager Christian, **Carried**. Brekke will contact Wilkens to verify if further action needs to be taken. Brekke contacted Wilkens later in the day and stated that the corn had not been combined yet.

**District Basement** - The managers inspected the basement and suggested hiring Stuhaug Sanitation to dispose of the unwanted items in the basement.

8. **Permits:** No Permits were brought before the board.

9. **Adjournment:** The next regular meeting of the SHRWD will be at **8 a.m. on Tuesday, January 4, 2005**. As there was no further business to come before the board, a **Motion** was made by Manager Christian to adjourn the meeting, **Seconded** by Manager Brekke, **Carried**.

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Robert Brekke, Jr., Secretary

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April Swenby, Administrative Assistant