

SAND HILL RIVER WATERSHED DISTRICT

July 6, 2004 Meeting Minutes

- 1. Attendance:** Chairman Hanson called the July 6, 2004 meeting to order at 8:00 a.m. at the District Office. Other managers present were Bill Brekke, Stuart Christian and Gordon Sonsteli. Others in attendance were Daniel Wilkens-Administrator, April Swenby – Administrative Assistant, Jim Todahl - Liberty Township, and Lawrence Woodbury - Houston Engineering.
- 2. Approval of the Agenda:** A **Motion** was made by Manager Sonsteli 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 June 7, 2004, **Seconded** by Manager Sonsteli, **Carried**.
- 4. Treasurer's Report:** Wilkens distributed the treasurer's reports' for the month of June. A **Motion** was made by Manager Brekke to accept the treasurer's report as presented, **Seconded** by Manager Sonsteli, **Carried**.

Motion was made by Manager Christian 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 reported meeting on June 22 with Duane Hill from MnDOT in Bemidji. Woodbury said Hill requested the plans and specs be transferred to MnDOT spec sheets. Hill estimated it could take up to 12 weeks for MnDOT review and approval. At that time a cost share agreement would be signed and advertising for bids could occur. The board would like to complete the project this summer, but after discussion, Woodbury was told not to advertise for bids until a signed cost share agreement has been completed with MnDOT. Woodbury suggested putting this project on hold until next year because October would be too late to begin this project and establish an adequate cover.

Project # 1 rebuild – Woodbury presented Wilkens a culvert analysis of the PC # 14 site. Wilkens now has a culvert analysis for all three sites that need to be upgraded as part of PC # 1 rebuild. Wilkens will contact local contractors and get the work completed as soon as possible.

6. Dan's Report:

Project Team: Project team members met on June 8 in Moorhead to go over the TSAC project papers. The next meeting is tentatively scheduled for July 13, 2004 beginning at 10:30 AM.

RRBFDRWG: The RRBFDRWG met on June 9 at Crookston

RRBC: The RRBC met on June 3, 2004.

Union Lake Flood Control and Erosion Project: The district is currently awaiting word from NRCS engineers on how they may assist in the project.

Jerde Erosion Control Project: Plans and specs are finalized. Jerde supports the plan and has agreed to be the landowner responsible. Steve Taylor has reviewed the plans and concurred. As soon as the paper work is concluded, the project can be built.

Project # 17 - The board discussed the bond status. The current bond amount on file is \$70,000.00. This amount will soon be used up. A discussion occurred about how much more the bond needs to be increased to bring the project through the final hearing. Work remaining includes the viewing, final engineering, and the final hearing. A **Motion** was made by Manager Sonsteli to request the petitioners to increase the bond by \$30,000.00, **Seconded** by Manager Brekke, **Carried**.

Section 15, Hubbard Twp.: This area needs to be surveyed.

Polk County # 1 rebuild: This project was let on June 4 with work to be completed by beet harvest.

PC # 44/Section 35 Onstad: Wilkens has obtained cost estimates and preliminary design.

Ditch ROW: Wilkens has obtained all current addresses. A letter was mailed to all landowners on July 1, 2004 requesting they honor the ROW.

Ditch Inspections: Wilkens will be conducting the annual ditch inspections in July.

7. Other Business:

Project # 17 and Ditch # 46: Rich Sanders, Polk County Highway Department met with the board at 8:30 AM. The board reviewed recent concerns with the ditch project. One of the concerns was state funding. Sanders did not feel that this was an issue of concern. Sanders will work out any issues that come up with the state. Sanders would like the other issues resolved very soon so their department can start completing the design. The board scheduled a meeting for 9 a.m. on the 16th of July at the Climax Community Center. All landowners in project # 17 and ditch # 46 will be invited to attend.

PC # 1: Hanson asked about starting date for construction. Sanders said the contractors should be starting today.

PC # 44: Wilkens explained the proposed project to Sanders. Sanders said that it is county policy to not fund culverts in a project like this. Sander said we would need a permit from the county to work in ditch ROW.

Leafy Spurge: Wilkens asked Sanders about the county's policy on leafy spurge. Sanders stated that they are diligently spraying leafy spurge wherever they find it. Wilkens recently found two small plots along the railroad grade north of Fertile. Sanders asked that Wilkens stop in the office when he is in Crookston so they can be added to the map.

Section 35 Onstad Township: Wilkens went over a proposed project that would stop water from going into Maple Creek. Several landowners in the area have been working on completing this project for some time. The project would entail cleaning the ditch on the west side of section 35, plugging the east and west culverts, resizing and relocating culverts to allow the water to go south towards Kittleson Creek. Wilkens gave the managers a rough idea of cost using Ray Christian's method of estimating. A **Motion** was made by Manager Brekke to participate in this project at a 75/25 cost share, **Seconded** by Manager Sonsteli, **Carried**.

District Map: Woodbury will obtain cost estimates for an updated district map in digital format for display in our office.

8. Permits: The following permits were approved

2004-21 Douglas Burd Clean ditch along twp road Section 14 Hubbard Twp.

9. Adjournment: The next regular meeting of the SHRWD will be at **8 a.m. on Tuesday, August 3, 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 Sonsteli, **Carried**.

Robert Brekke, Jr., Secretary

April Swenby, Administrative Assistant