

SAND HILL RIVER WATERSHED DISTRICT

May 4, 2004 Meeting Minutes

1. **Attendance:** Chairman Hanson called the May 4, 2004 meeting to order at 8:20 a.m. at the District Office. Other managers present were Bill Brekke, and Gordon Sonstelie. Others in attendance were Daniel Wilkens-Administrator and Lawrence Woodbury-Houston Engineering.
2. **Approval of the Agenda:** A Motion was made by Manager Brekke to approve the agenda, Seconded by Manager Sonstelie, Carried.
3. **Minutes:** Motion was made by Manager Brekke to approve the minutes of the SHRWD regular board meeting conducted on April 6, 2004, Seconded by Manager Sonstelie, Carried.
4. **Treasurer's Report:** Wilkens distributed the treasurer's report. A Motion was made by Manager Brekke to accept the treasurer's report as presented, Seconded by Manager Sonstelie, Carried.
Motion was made by Manager Brekke to approve and pay bills, Seconded by Manager Sonstelie, 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: Woodbury and Wilkens toured the site after last months meeting. No new information.

Beltrami Bank Sloughing –Larsen, Woodbury, Hanson, and Wilkens met with Duane Hill from MnDOT on April 26 and discussed possible MnDOT funding to repair the sloughing on the north bank. Woodbury has received notification that MnDOT will fund that portion of the repair that falls within their ROW. This works out to be approximately 50-50 cost share. A cooperative agreement will be drafted. MnDOT agrees with our engineering design. Houston will advertise for bids in June and let the contract in July.

Project # 17 – Roger Beiswenger, Rueben Rydeen, and Ray Sauve contacted the board during the meeting and agreed that they would accept the job as viewers on project # 17 if they could wait until the last week of August to begin their work. The board discussed this at length. As long as the viewing process is completed in time for construction to take place in 2005 the board agreed to hire the viewers. Richard Sanders, Polk County Highway Engineer, would like to have everything ready to go by the first of the year. Wilkens will contact Polk County Auditor, Gerald Amiot, to coordinate the viewing process with Polk County. A Motion was made by Manager Brekke to hire Ray Sauve, Roger Beiswenger, and Ruben Rydeen as viewers for Project # 17. Seconded by Manager Sonstelie, Carried.

Woodbury discussed the director's report. The DNR's interest in the project is mainly at the outlet of Project # 17 and at the outlet of Maple Creek.

Polk County # 1 Rebuild: Woodbury discussed culvert size and depth at the NW corner of the S ½ of section 19 of Reis Twp. The recommendation is for a 60" culvert lowered at least ½ foot from the current pipe. The culverts in the NW corner of section 23 Scandia Twp. meet size and depth requirements. Culvert replacement at the center of the north line of Section 23 of Scandia Twp. and the culvert SE of the Texas Crossing in the Sand Hill Ditch bank was discussed. Because of the water patterns in this area changing the board decided to install new culverts at these locations. A Motion was made by Manager Brekke to furnish and install the recommended culverts and traps at the center of the northwest corner of the east ½ of Section 23 of Scandia Township and the NW corner of the S ½ of section 19 of Reis Township. Seconded by

Manager Sonstelie, **Carried** Lawrence will complete the culvert sizing and depth requirements. Wilkens will obtain bids for the pipes, traps, and installation as soon as the information is available.

6. Other Business:

Maintenance Contract: The lease on the office phone system has expired. The district now owns the phones in the office. Garden Valley sent along a proposal for a maintenance contract. After discussion the board decided to not enter into a maintenance contract at this time.

CREP Lobbying: The RRBC is requesting \$200.00 from each WD and SWCD in the basin to cover some of the costs of lobbying for the CREP program. A **Motion** was made by Manager Brekke to reimburse the RRBC \$200.00 for lobbying for CREP. **Seconded** by Manager Sonstelie, **Carried**

Project 17: Walter Johnson, Roger Ulseth, Don Andringa, Jess Andringa and Leroy Reitmeier appeared before the board with concerns about the ditch # 46 improvement petition which outlets into Project # 17. Don Andringa and Jess Andringa expressed their concerns about project # 17 being able to carry the water from the upper end of ditch # 46. They felt that project # 17 would not be able to handle the additional water. Woodbury explained that project # 17 is designed with all of the upper area of ditch # 46 in the calculations. Wilkens further explained that the project # 17 petition that was presented to the board included a cutoff channel on the west side of the tracks extending southeasterly 2 miles from PC # 41 to include cutting off the upper water from ditch # 9, # 90, and connecting to ditch # 46. Hanson explained that the district did not hide ditch # 46 coming into project # 17. Woodbury stated that the entire upper end of ditch # 46 was always included in the plans and design. Wilkens asked what the district could do to answer their concern about the ditch's capability. Even though the engineering design shows the ditch will handle the water they still felt that the ditch would not be able to handle the water from ditch # 46. Wilkens said that he would work with Woodbury to try to develop information to answer their concerns. As soon as the information is available Wilkens will contact the above individuals.

Project 12: Roger Ulseth asked about the status of upgrading the outlet culvert to project # 12. He had requested that this culvert be upgraded some time ago and wanted a progress report. Wilkens informed Ulseth that it was his understanding that Vineland Township had sent in a request to the Polk County Highway Department and that it was in the process. Wilkens will research the status of this project and report back to Ulseth.

Section 15 of Hubbard Township: Ray and Marlene Baatz along with Gene and Margaret Ueland and Randy Spokely appeared before the board. The Baatz's had been requested to clean a ditch in section 15 of Hubbard Township that had filled in, and was restricting drainage in the area. The Baatz's had partially completed the work last fall but were unable to complete the work prior to the deadline. They felt that the ditch was deep enough to accommodate good drainage for there neighbor. After discussion it was agreed that the watershed district will survey the area east of the township road to determine if the ditch in question is in fact backing up water onto the neighbors. If it is determined that the ditch does need to be lowered Ray Baatz agreed to complete the cleaning immediately after corn harvest this fall.

7. Dan's Report:

Project Team: The next meeting is scheduled for May 11, 2004 starting at 10:30 AM. . The minutes of the last meeting was distributed to the managers.

Advisory Committee: The Advisory Committee met on April 12, 2004. The Advisory Committee made a recommendation to the Polk County Commissioners that Stuart Christian be reappointed to serve another term as manager on the Sand Hill Board. Wilkens gave the Advisory Committee a report on the district finances and current projects the district is working on.

RRWMB: Met on April 20, 04. Next meeting is May 18, 04 at TRF. Meeting materials in packet.

RRBFDRWG: Met on April 22 at the Holiday Inn in Detroit Lakes

RRBC: The RRBC meets on May 6, 2004.

Fish Passage: A letter to Congressman Peterson requesting assistance with securing state funds counting towards non-federal cost share was distributed.

Union Lake Flood Control and Erosion Project: Working with NRCS engineers to see if it is feasible for costs share through there agency.

Jerde Erosion Control Project: Plans and specs are almost finalized. Jerde supports the plan and has agreed to be the landowner responsible.

Ditch # 122: Board requested that surveying be initiated.

Pederson Bros Tiling permits: The permit is being held until an easement and permission to work in Township ROW are obtained.

Polk County # 46: Improvement and lateral petition was presented to the board at their April 6, 2004 meeting. Board accepted petition contingent on WD attorney deeming petition adequate and appropriate bond being filed.

Audit: In progress.

Ditch ROW: Several landowners have expressed there concern that some landowners may be encroaching on the ditch ROW and destroying the filter strips and or signs. This seems to be a continuous problem in some areas. Wilkens was instructed to write all the landowners along the ditch ROW a letter requesting they respect the ditch ROW and signage. By law the ditch authority must maintain the ROW. This land was purchased for this purpose. If a landowner continues to encroach on the ROW the board instructed Wilkens to take further action. This may include any or all of the following: destroying the crop prior to harvesting, reseeding, replacing the signs, and billing costs incurred to the individual landowner.

The district originally installed fiberglass markers to mark the ditch ROW. They succumbed to fire, mowing, cultivating, and fatigue. The district over the past two years has replaced the fiberglass markers with steel markers. Some of these have already been damaged.

8. Permits: A Motion was made by Manager Sonstelie to approve the following permits, Seconded by Manager Brekke, Carried

2004-05	Polk County Highway Dept. Replace bridge with 3 lines of 14x12 Sec.19/30 Liberty Twp.
2004-06	Polk County Highway Dept. Replace Bridge with 3 lines of 14x12 Sec. 20/29 Liberty Twp.
2004-07	Woodside Twp. Replace culvert with 15" x 40' Section 31 Woodside Twp.

- 2004-08 Agassiz Recreational Trail (Art) Joint Powers Board Install wood trestle bridge over the Sand Hill River south of Fertile. Section 28 Garfield Twp.
- 2004-09 Garden Valley Telephone Co. Install underground cable south of Winger using directional boring. Section 19 Bejou Twp.
- 2004-10 Rod Rinderknecht Clean existing ditches and construct new ditches, move and widen crossing. Section 28 Godfrey Twp.
- 2004-11 Keith Christianson Clean existing ditch NW to ditch 65 Section 21 Godfrey Twp.
- 2004-12 Karen Erickson Clean road Ditch Section 28 Godfrey Twp.
- 2004-13 Duane Woinalowicz Clean existing ditch Section 33 Godfrey Twp.
- 2004-14 Rod Rinderknecht Clean existing ditch Section 10 Onstad Twp.
- 2004-15 Rod Rinderknecht Clean along Twp road and drainage way. Section 27 Onstad Twp.

9. Adjournment: The next regular meeting of the SHRWD was discussed. It was decided to move the meeting date to **Monday, June 7, 2004 at 8:00 AM** due to scheduling conflicts. As there was no further business to come before the board, a **Motion** was made by Manager Brekke to adjourn the meeting at 2:25 p.m. **Seconded** by Manager Christian, **Carried**.

Robert Brekke, Jr., Secretary

Daniel Wilkens, Administrator