

SAND HILL RIVER WATERSHED DISTRICT

September 7, 2004 Meeting Minutes

- 1. Attendance:** Chairman Hanson called the September 7, 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, Salome Hanson, Randy Hanson, Brian Downs, Joyce Downs, Eric Downs, & Twyla Altepeter.
- 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 Vig to approve the minutes of the SHRWD regular board meeting conducted on August 3, 2004, **Seconded** by Manager Sonstelie, **Carried**.
- 4. Treasurer's Report:** Wilkens distributed the treasurer's report for the month of August. 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 Christian, **Carried**. For further reference, copies of the bills approved are attached hereto in the Treasurer's Report.

5. Engineer's Report:

Project # 12 – Woodbury reported on the status of the Right of Way (ROW) in Project # 12. He said that in Section 16 of Hammond Township the field lines appear to match the ROW markers. The easterly-most post needs to be installed. In Section 17, encroachment is occurring over a large portion of the section. In Section 18 there are minor encroachments and they are sporadic. Woodbury did not assess further west than Section 18. Woodbury will order posts for the areas that are missing.

Section 15 of Hubbard – Woodbury informed the managers that based on the survey the north/south ditch is pretty flat. In section 14 the ditch has about a 1.5 feet fall from the north section line south to the culvert. At the culvert the elevation starts to rise to the south. The culverts are the low spot in the N/S drainage in section 14 of Hubbard Twp. The ditch going west in section 15 is fairly flat. The north culvert is a 30" with an east elevation of 865.06 and a west elevation of 865.37. The south culvert is a 24" with an east elevation of 865.32 and a west elevation of 864.82. The north culvert tilts up to the west and the south culvert tilts up to the east. The limiting elevation of the two culverts appears to be 865.32. Using a .05% grade would give ~ 6" fall in this 1000' section. To meet these specifications would require a minimal amount of earth work to complete. Ray Baatz agreed at the prior meeting that if the survey showed more work was needed that he would bring the ditch to the proper specifications as soon as the crop was harvested. The managers suggested relaying the survey information to the landowners. Wilkens will send the landowner a letter stating that he needs to set up the laser at an .05% grade to the west based off of the east end of south culvert in the township road. The work needs to be completed as soon as the crop is harvested.

Project # 17 – Our next step is to work with the county engineers and gather data for the viewers. Wilkens is working with Gerald Amiot to coordinate the viewing process.

Ditch # 122 – Brian, Joyce, and Eric Downs along with Randy and Salome Hanson had questions about this project. Brian Downs asked Woodbury if an engineers report has been completed for the proposed project. Woodbury said that only a minimal amount of surveying has been done at the request of the board to ascertain if the project is feasible. The surveyors took shots from the north-south road south westerly to PC # 1 and a few shots southerly in the draw going to the Sand Hill River. Woodbury said there is about 15 feet of drop from the airport road to the 36 inch culvert in PC # 1. Woodbury informed Downs that only a general survey has been done. If the managers think the next step should be taken, more extensive surveying will be done. Woodbury was unable to give his opinion on the feasibility of the project as hydraulic studies have not been done.

Downs asked if the impact of the water going all the way to the river will be looked at. Woodbury assured him that the outlet and the adequacy of the outlet would be analyzed.

Both parties were concerned about water in their basements. Salome Hanson said that during high rainfall events such as 1997 their basement got wet. She said the water table is extremely high in this area. Joyce Downs added by saying if the Maple Bay area gets high rainfall, the low area by her house is wet as well.

Manager Hanson assured the Down's and the Hanson's that this is only a preliminary survey and it is strictly in the investigation stage. The watershed board is interested in their concerns and open to looking at other alternatives. This investigation is taking place as a result of requests from and Garfield and Liberty townships to alleviate the severe erosion and water quality problems in the area. The surveying that took place will hopefully determine if this is feasible.

Brian Downs asked what other alternatives may be assessed. Manger Hanson said this is the first option the board has looked at. Brian Downs agreed that something should be done and suggested looking at the option of going straight south with the water. The managers had concerns about the costs of going south. Woodbury said a survey of that concept would need to be done. Wilkens informed Downs that the district always tries to incorporate as many solutions as possible in the final design so that the maximum benefits that are feasible and practical are obtained.

The managers asked Woodbury to complete additional surveying of the option of going south along the township road, the Down's and Hanson's basement levels and the waterway going to the river. They would also like the county ditch engineer to come to the next meeting to report on the ditch history, assessed area, funds spent to date, future solutions to ditch #122.. Woodbury will give ballpark estimates on the cost of running pipe going south. He will also get elevation on the buildings and basements. Joyce and Eric Downs and Randy and Salome Hanson gave permission for the surveyors to check the elevation on their property.

6. Dan's Report:

Project Team: The project team will meet on September 14, 2004.

RRWMB: The RRWMB met on August 17, 2004.

RRBFDRWG: The RRBFDWRWG met on September 1, 2004 at Detroit Lakes.

RRBC: The RRBC met on September 2, 2004 in Winnipeg.

Fish Passage: We will need to evaluate the state funding at the project team meeting.

Union Lake Flood Control and Erosion Project: Landowner and renter have agreed to place the upstream problem area into CRP. The Project Team needs to decide a remedy for the remainder of the project.

Jerde Erosion Control Project: Bids were opened on August 11, 2004 at the West Polk SWCD office with Jim Jerde and Penny Doty present. Low bidder was JC and J Trucking, Bejou, Minnesota with a bid of \$10,368.00. Christian Excavating was second with a bid of \$15,799.00. Higher Ground was third with a bid of \$20,207.48. The culvert bid was \$567.22 from Johnston Culvert. The construction bid was awarded to JC and J Trucking of Bejou, Minnesota. The contractor started on August 16 and finished on August 20, 2004. The West Polk SWCD will meet on September 16, 2004 to approve the cost share payment. A **Motion** was made by Manager Christian approving the 25% cost share for the Jerde project, **Seconded** by Manager Sonstelie, **Carried**.

Beltrami Slough by Highway # 9: The bid opening will be at the December meeting.

PC # 44/Section 35 Onstad: Wilkens has obtained cost estimates and a preliminary design. Landowner participation needs to be finalized. Bids and a cost share agreement need to be obtained.

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

Pederson Bros Tiling permits: Bear Park Township requested permission to work in ROW forms. No word on easement and permission to work in Township ROW from Pederson Bros.

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

Ditch Inspections: Wilkens will complete the ditch inspection.

Everett Reitmeier: Everett Reitmeier would like a culvert in the SE and SW corner of the E 12 of Section 24, Hammond Twp.

NWS Station at Beltrami: Wilkens informed Mike Lukes that the board would like this station to continue as a data point rather than a forecast site.

Budget Hearing: The budget hearing is scheduled for September 14, 2004 at 8:00 am.

7. Other Business: There was no other business to bring before the board.

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

2004-26 Brekke Bros. Construct new ditch, Section 30 Hubbard Twp.

2004-27 Sletten Twp. Increase 3' culvert to 4' culvert. Between section 21 and 22 Sletten Twp.

2004-28 Anderson-Tronnes Clean existing ditch section 6 Hubbard Twp.

2004-29 Anderson-Tronnes Clean existing ditch section 7 Hubbard Twp.

2004-30 Anderson-Tronnes Clean existing ditch section 1 Small Hubbard Twp.

2004-31 Anderson-Tronnes Clean existing ditch section 7 Hubbard Twp.

2004-32 Anderson-Tronnes Clean existing ditch section 7 Hubbard Twp.

2004-33 Anderson-Tronnes Clean existing ditch section 6 Hubbard Twp.

2004-34 Anderson-Tronnes Clean existing ditch section 5 Hubbard Twp.

2004-35 Polk County Ditch # 57 Replace 2-48" culverts with 1-112" span CSP-A pipe Section 32 of Scandia Twp.

2004-36 Lyle Fuchs Construct 2 new ditches section 27 Garden Twp.

2004-37 Burd Bros. Partnership Clean existing ditch section 15 Hubbard Twp.

2004-38 Burd Bros. Partnership Clean existing ditch section 25 Small Hubbard Twp.

2004-39 USFWS Restore previously drained wetlands in Garden, Winger, Rosebud Twp.

2004-40 Scandia Township Replace a 4' concrete culvert with a 4' arched steel pipe section 2 Scandia Twp.

9. Adjournment: The next regular meeting of the SHRWD will be at **8 a.m. on Tuesday, October 5, 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 Sonstelie, **Carried.**

Robert Brekke, Jr., Secretary

April Swenby, Administrative Assistant