

SAND HILL RIVER WATERSHED DISTRICT

December 6, 2005 Meeting Minutes

- 1. Attendance:** Chairman Roger Hanson called the December 6, 2005 meeting to order at 8:00 a.m. at the District Office. Other managers present were Bill Brekke, Gordon Sonsteli, and Harold Vig. Others in attendance were Daniel Wilkens-Administrator, April Swenby – Administrative Assistant, Lawrence Woodbury-Houston Engineering, and Joyce Downs.
- 2. Approval of the Agenda:** A **Motion** was made by Manager Brekke to approve the agenda, **Seconded** by Manager Vig, **Carried**.
- 3. Minutes:** **Motion** was made by Manager Brekke to approve the minutes of the SHRWD regular board meeting conducted on November 1, 2005, **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 Vig to accept the treasurer's report as presented, **Seconded** by Manager Sonsteli, **Carried**.

Woodbury presented a bill from Zavoral Construction for \$18,158 for project # 17. This bill involves extra work outside the project contract. The work included re-establishing the field ditching along section 30 and 29 in Hammond Twp. **Motion** was made by Manager Brekke to approve and pay bills, including Woodbury's additional bill from Zavoral Construction, **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:

Beltrami Slough: A change order for machine time was presented on behalf of the Spruce Valley Corporation. Woodbury recommending paying this request and felt this was a fair change order. The change order is a result of relocating the matting. The location did not need to be changed substantially, but needed to be reset to the way it was originally intended. Woodbury informed the managers that a one year warranty exists with this project and is verified by the contractor's bond. The change order will be cost shared with the Department of Transportation. A **Motion** was made by Manager Sonsteli accepting the change order, **Seconded** by Manager Brekke, **Carried**. A **Motion** was made by Manager Vig to pay the final request of \$11,059, **Seconded** by Manager Brekke, **Carried**.

Union Lake Detention: The Sand Hill River Watershed District is awaiting a response from Brian Dwight regarding the contract.

Modeling: Dwight should have the Sand Hill River Watershed District's contract to do the new overall plan completed prior to the next project team meeting. Woodbury will give Dwight the draft contract asking for changes or suggestions.

Fish Passage: The Natural Heritage and Non Game Research Program requested information for the permits required for the project. Woodbury, Erik Jones, and Wilkens have given them the needed information and received back the permit number.

Project # 20: Woodbury discussed the project schedule. He hopes to have more information for the January meeting and plans to present the preliminary engineers report at the February meeting. The preliminary hearing would be scheduled for mid March. Viewers would be appointed at that time.

6. Dan's Monthly Report:

Project # 17: Spoil Bank along RR grade: Questions have arisen on whether we are planning on leveling the railroad grade and are we inspecting the project as it progresses? Lawrence will obtain estimates to level the spoil bank along the railroad grade on the cutoff ditch. The engineers are on site almost daily to do construction inspections.

Boundary in Russia and Onstad Twp: The Sand Hill River Watershed District needs to invite the landowners to a meeting to develop a plan of action this winter. If the weather cooperates next summer the changes will be made.

Project Team: The project team will meet on December 13, 2005.

RRWMB: The RRWMB is scheduled to meet on December 20, 2005 in Fertile.

RBFDWRWG Funding Committee: The RBFDWRWG Funding Committee met in Alexandria in conjunction with MAWD. They decided to raise the project team funding limits from \$10,000 to \$15,000.

RRBC: The RRBC is scheduled to meet in Winnipeg on January 11-13. Managers Sonsteli and Vig will attend. Swenby will submit their registrations.

LID: Contacted Dave Hauf on process to turn over the pumping project to the watershed district.

Jerde Erosion Control Project: Houston Engineering is in the process of measuring and staking the project for ROW markers. Sand Hill River Watershed District attorney is developing option for easements.

Ditch # 133. Met with Chad Konickson after the November's RRWMB meeting. Konickson did not foresee future problems with a petition for a new ditch. Konickson said he would write Charles Balstad a letter stating DNR's position.

Liberty Onstad Ditch: The culvert at the north end has been replaced. The ditch has been cleaned and mowing has been done.

MAWD Meeting: MAWD was held December 1-3 at The Arrowwood in Alexandria, MN.

7. Other Business:

Ditch #122: Downs asked the managers why the Unanimous Resolution in January 2005 was not recognized for Ditch #122. The minutes were reviewed and read as follows: "**Motion** was made by Manager Sonsteli to establish this as a watershed project by unanimous resolution of the board, **Seconded** by Manager Vig. Manager Christian asked to recuse himself as he has property in the project. Those voting for the motion, Hanson, Vig, Sonsteli, and those voting against the motion, Brekke, The unanimous resolution did not pass. Manager Brekke would like to table this action until the April meeting at which time everyone can go out and visit the site and those involved in promoting the project can attend the meeting and present their views. **Motion** was made by Manager Brekke to table this project until the April meeting at which time a site visit will be done and all those involved will be given an opportunity to be heard. **Seconded** by Manager Vig, **Carried.**" It was explained that the Unanimous Resolution was not passed and therefore this was not made into a project.

Downs also asked about a survey from the west side and wondered why that was not done but the east side was. Woodbury disagreed and stated that both sides were surveyed.

Dan's computer: Wilkens monitor has broken and he is in need of another monitor. The computer he is currently using is extremely outdated and it is recommended that Swenby obtain estimates for a new computer and monitor rather than purchasing a monitor now and a computer that will not match in the future.

Employee Evaluations: A **Motion** was made by Manager Brekke increasing Wilkens salary by 3.5%, **Seconded** by Manager Vig, **Carried**. A **Motion** was made by Manager Sonstelie to increase Swenby's wages to \$15 per hour, **Seconded** by Manager Vig, **Carried**.

- 8. **Permits:** 2005-61 – Section 2 Godfrey Township – Polk County – Marlin Iverson – Install new culvert
- 9. **Adjournment:** The next regular meeting of the SHRWD will be at **8 a.m. on Tuesday, January 3, 2006**. As there was no further business to come before the board, a **Motion** was made by Manager Vig to adjourn the meeting, **Seconded** by Manager Sonstelie, **Carried**.

Robert Brekke, Jr., Secretary

April Swenby, Administrative Assistant