

SAND HILL RIVER WATERSHED DISTRICT

January 4, 2005 Meeting Minutes

- 1. Attendance:** Chairman Hanson called the January 4, 2005 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, Naomi Erickson – Red River Watershed Management Board, (RRWMB) Associate Director, & Joyce Downs –landowner.
- 2. Approval of the Agenda:** A **Motion** was made by Manager Vig 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 December 7, 2004, **Seconded** by Manager Brekke, **Carried**.
- 4. Treasurer's Report:** Wilkens distributed the treasurer's report for the month of December. 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 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 – Bid opening for this project is scheduled for February 1, 2005 at 10 a.m. at the Watershed District office.

Project # 17 – The viewers for project # 17 have completed their draft of the boundaries. The viewers would like to have an open house as soon as possible to obtain input from the landowners. It was decided to schedule the open house for January 20th at the Climax Community Center. After the open house the viewers will evaluate the concerns brought forward and prepare the final viewers report. The final hearing will then be scheduled as soon as possible. After the final hearing there is a 30 day appeal period. He stated that the county would proceed at that point to advertise for bids. Wilkens will contact the watershed district attorney to determine the current Right of Way, (ROW) that is owned by the current ditch system. A search of the ditch records will need to be done. The ditch system will need to acquire the extra ROW for the project for both permanent ROW and temporary ROW.

Ditch # 122 – Wilkens gave a review of the proposed project. To initiate a project like this requires a unanimous resolution of the board. Chairman Hanson asked why the watershed district is involved in this project for everyone's information. Wilkens said that it started when County Commissioner Bakken and ditch engineer Blake Carlson came before the board in 1996 and asked the watershed board to find solutions to the problems along the township road. This road had washed out in 1996 and was closed for two years. This road is a bus route and a mail route. FEMA furnished money to repair the site after the 97 flood. The washout was repaired in 1998. The townships, Liberty and Garfield, have also sent letters requesting the Watershed Board to try to find a solution to problems in the area. The ditch has been cleaned recently with remedial work done in the last several years. The ditch currently has severe erosion problems in the ditch and along the adjacent township road with every rainfall event. The current project as proposed would direct the upstream water away from this area and send it southwesterly to the Sand Hill River. He reminded the managers that downstream landowners, the township and the county have requested the watershed's involvement to solve the problems in this area. Chairman Hanson inquired about the cost vs. benefit. Wilkens explained to the managers that to determine cost vs. benefit, more engineering would need to be done. The managers discussed spending more money on the project and were concerned about the project possibly not being feasible. They also discussed funding for the project should it be determined feasible.

Woodbury stated that their firm has only surveyed as instructed by the board to obtain limited information. Woodbury estimated that it could take up to \$40,000 to do the engineering and other items necessary to bring the project to the preliminary hearing stage.

Downs asked the managers who determined the ditch across her property to be a natural waterway. Chairman Hanson explained to Downs that the lay of the land determines that. Downs was also informed that assessments would be applied to those determined beneficiaries. **Motion** was made by Manager Sonstelie 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, Sonstelie, 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**.

6. Dan's Report:

Project Team: The project team will meet in February.

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. Next meeting is at the Conference which is scheduled for January 12 through the 14 in Fargo.

7. Other Business:

RRWMB Report – Naomi Erickson, Red River Watershed Management Board Associate Director, attended our meeting and gave a report on the establishment of the RRWMB. Its fundamental foundation criteria, the objectives of the RRWMB, the organizations funding sources, and activities of the RRWMB.

River Clean-up – Wilkens will meet with Dennis Habeck to instruct him on the work needed in the district.

Ray Baatz - A **Motion** was made by Manager Vig to bring the permit issue before the county attorney for further action, **Seconded** by Manager Sonstelie, **Carried**.

Leadership Training: Roger Hanson and Gordon Sonstelie agreed to attend the leadership training program being put on by Board of Water and Soil Resources for watershed managers, county commissioners, and soil conservation district personnel. They are scheduled for January 27 and 28 and February 24 and 25 in Detroit Lakes.

District Basement – Swenby was asked to request bids from local contractors to finish the basement of the Sand Hill River Watershed District building.

Board Reorganization: Annual organization of the Board was conducted. President Hanson turned the meeting over to Daniel Wilkens who asked for nominations for President of the Board. Hanson asked the other managers if one of them would consider running for President. Hanson would like to step down as president. After discussion,

Hanson agreed to take the presidency one more year. Manager Vig nominated Manager Hanson for President. Nominations were called for three times by Daniel Wilkens. No further nominations were made. **Motion** to cease nominations and have the Secretary cast a unanimous ballot for Roger Hanson for President by Manager Sonsteliie, **Seconded** by Manager Vig, **Carried**. Daniel Wilkens returned the chair to President Hanson.

Manager Hanson asked for nominations for Vice President of the Board. Manager Sonsteliie nominated Manager Vig for Vice President. Nominations were called for three times by Manager Hanson. No further nominations were made. **Motion** to cease nominations and have the Secretary cast a unanimous ballot for Harold Vig for Vice President by Manager Brekke, **Seconded** by Manager Christian, **Carried**.

Manager Hanson asked for nominations for Secretary of the Board. Manager Sonsteliie nominated Manager Brekke for Secretary. Nominations were called for three times by Manager Hanson. No further nominations were made. **Motion** to cease nominations and have the Secretary cast a unanimous ballot for Bill Brekke for Secretary by Manager Vig, **Seconded** by Manager Sonsteliie, **Carried**.

Manager Hanson asked for nominations for Treasurer of the Board. Manager Sonsteliie nominated Manager Christian for Treasurer. Nominations were called for three times by Manager Hanson. No further nominations were made. **Motion** to cease nominations and have the Secretary cast a unanimous ballot for Stuart Christian for Treasurer by Manager Vig, **Seconded** by Manager Brekke, **Carried**.

Manager Christian made a **Motion** for the following: That the Fertile Journal is the official newspaper of the SHRWD. That the following financial institutions be designated as official depositories for SHRWD funds: First State Bank of Fertile, Agassiz Federal Credit Union, Crookston National Bank, Citizens State Bank of Roseau, The Ada National Bank, Prime Security State Bank, and Argyle State Bank. That the District's consulting engineering firm is Houston Engineering, PO Box 5054, Fargo, ND. That the attorney for the District is Lowell P. Bottrell, Firm of Anderson and Bottrell, PO Box 10247, Fargo, ND. That mileage for District business is reimbursable at a per mile rate coinciding with the allowable IRS mileage rate. That manager per diem is set at \$25 per hour with a maximum daily total of \$55.00 as prescribed by State law. **Seconded** by Manager Brekke, **Carried**.

Staff Evaluation: A **Motion** was made by Manager Vig to give Wilkens a 3% increase on his base salary and a \$25 increase on the benefit package effective January 1, 2005, **Seconded** by Manager Sonsteliie, **Carried**. A **Motion** was made by Manager Brekke to increase Swenby's wages by 5% effective January 1, 2005, **Seconded** by Manager Christian, **Carried**.

8. Permits: The following permits were approved:

- 2005-01 Amber Lee Install crossing 18" x 50' Section 5 Hubbard Twp.
- 2005-02 Amber Lee Install crossing 18" x 50' Section 32 Vineland Twp

9. Adjournment: The next regular meeting of the SHRWD will be at **8 a.m. on Tuesday, February 1, 2005**. As there was no further business to come before the board, a **Motion** was made by Manager Brekke to adjourn the meeting, **Seconded** by Manager Christian, **Carried**.

Robert Brekke, Jr., Secretary

April Swenby, Administrative Assistant