

SAND HILL RIVER WATERSHED DISTRICT

November 1, 2005 Meeting Minutes

- 1. Attendance:** Chairman Roger Hanson called the November 1, 2005 meeting to order at 8:00 a.m. at the District Office. Other managers present were Bill Brekke, Stuart Christian, and Harold Vig. Others in attendance were Daniel Wilkens-Administrator, April Swenby – Administrative Assistant, Lawrence Woodbury-Houston Engineering, Brian Dwight – BWSR, 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 Vig to approve the minutes of the SHRWD regular board meeting conducted on October 4, 2005, **Seconded** by Manager Christian, **Carried**.
- 4. Treasurer's Report:** Wilkens distributed the treasurer's report for the month of October. A **Motion** was made by Manager Brekke to accept the treasurer's report as presented, **Seconded** by Manager Christian, **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:

Beltrami Slough: A **Motion** was made by Manager Vig authorizing a partial pay request to The Spruce Valley Corporation in the amount of \$63,821, **Seconded** by Manager Brekke, **Carried**. Five percent is being withheld.

Christian Excavating has completed construction on the slough area that was not in the Spruce Valley contract. Wilkens hopes to have it seeded and covered with straw yet this fall.

Woodbury stated that MN DOT would like a little rock placed by their bridge abutment to avoid potential eroding on the wing wall. The Managers agreed to place rock if needed. If it does erode, it will be fixed. Grass cover should prevent erosion as the water is only high for a short period.

Highway # 75: A letter was given to the managers showing transmittal to the Highway Department of the drawings. Brekke reported a 2006 construction. Brekke said it is not probable that the state will pay for the culverts at the crossings.

Ditch # 46: Survey crews began last week and will continue this week. Woodbury plans to use the information gathered to prepare the preliminary Engineer's report and have it completed by January. He would like to see the final hearings be held in the spring. If the project goes forward the bids could be let and construction started this coming season.

Jerde: The survey crew has been on site gathering data. They are currently reviewing data from the Polk County Courthouse to be able to complete the project.

Project # 17: The County is reviewing the pay requests. After the county disburses funds to the contractor, they will request reimbursement from the Sand Hill River Watershed District for our portion of the project that has been completed. Woodbury reported that the sloughing along the road by Climax is still an area of concern and a solution has not yet been determined by the county. The county is exploring alternatives.

Fish Passage: Woodbury hopes to begin construction on the Texas Crossing and the West Mill Site in 2006. Permit applications have been sent to the DNR and the Corp of Engineers. The project team suggested hiring

Henry Van Offelen to complete the State EAW. Woodbury thought that they had enough information and knowledge to complete the EAW in house. The DNR requires a permit fee to be sent along with the permit application. The fee comes to \$1,000.00. A **Motion** was made by Manager Brekke approving a \$1,000 permit fee for application for the MN DNR permit, **Seconded** by Manager Vig, **Carried**.

Union Lake Detention: Brian Dwight will follow up on what has happened to the contract with BWSR. A **Motion** was made by Manager Brekke approving signing the grant agreement as soon as it comes available. **Seconded** by Manager Vig, **Carried**

6. Dan’s Monthly Report:

Project Team: The project team will not meet this month due to Election Day.

RRWMB: The RRWMB will meet on November 15th in Thief River Falls.

RBFDWRWG: The RBFDWRWG met in Thief River Falls on October 19th.

RRBC: The RRBC will meet in Grand Forks on November 3rd and 4th.

LID: Wilkens has contacted Dave Hauf regarding the process of referring the pumping project to the watershed district.

Liberty Onstad Ditch: The culvert at north end needs to be replaced. Christian Excavation submitted an estimate to the Managers for pipe and installation. A **Motion** was made by Manager Brekke to have Christian excavating complete the project. **Seconded** by Manager Vig, **Carried**. Mowing has been completed.

Ditch Spraying: Ditch spraying has been completed.

MAWD: Vig and Sonsteliie will be the voting delegates with Christian as the alternate. Wilkens will be the spokesman.

7. Other Business:

Ditch Levies for 2006: A **Motion** was made by Manager Brekke to set the ditch levies for 2006 as follows, **Seconded** by Manager Christian, **Carried**

Sand Hill Ditch	\$15,000	#11 Beltrami Diversion	\$4,000
#3 Liberty Onstad	\$0	#12 98-148	\$7,500
#5 17-2	\$0	#13 Reis Scandia	\$3,500

Ditch #122: This project is inactive as no viable solution has been able to be determined. Wilkens predicted this discussion would continue at the next large rainfall event.

Modeling: Dwight explained to the Managers the planning process. He explained that there would be sufficient public involvement in the process. The planning process could take up to 1 ½ years. Dwight told the Managers to plan for small meetings along the way. The district will be broken up into sub watersheds to review and gather data with the public.

The total watershed commitment is 25% of an estimated \$250,000.

BWSR has hired Henry Van Offelen to complete the natural resource enhancement aspects. The SHRWD will act as the fiscal agent for the grant. BWSR will act as the “middle man”. The funds are given to the SHRWD and BWSR will inform the Watershed when to disburse the money as needed.

8. Permits: Six permits were presented:

- 2005-55- Donald Andringa – Section 16 of Hammond Twp. – clean and widen existing ditch.
- 2005-56- Voeller Farms- Section 24 of Vineland Twp. – Clean existing ditch on west side, NW ¼
- 2005-57- Voeller Farms- Section 26 of Vineland Twp. – Clean existing ditch on west side, NW ¼
- 2005-58- Voeller Farms- Section 24 of Vineland Twp. – Clean existing ditch on west side, SW1/4
- 2005-59- Craig Engelstad- Section 34 of Onstad Twp. - Clean existing ditch on south side, SW1/4
- 2005-60- Liberty Onstad Ditch- Section 36 of Onstad Twp. - Remove and replace railroad culvert.

9. Adjournment: The next regular meeting of the SHRWD will be at **8 a.m. on Tuesday, December 6, 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 Vig, **Carried.**

Robert Brekke, Jr., Secretary

April Swenby, Administrative Assistant