

SAND HILL RIVER WATERSHED DISTRICT

December 5, 2006 Meeting Minutes

- 1. Attendance:** Chairman Roger Hanson called the December 5, 2006 meeting to order at 8:03 a.m. at the District Office. Other managers present were Stuart Christian, Gordon Sonsteli and Harold Vig. Others in attendance were Daniel Wilkens-Administrator, April Swenby-Administrative Assistant, Lawrence Woodbury-Houston Engineering, Linda Black – Landowner, Dean Johnson – Landowner, and Joyce Downs – Landowner.
- 2. Approval of the Agenda:** A **Motion** was made by Manager Vig to approve the agenda, **Seconded** by Manager Sonsteli, **Carried**.
- 3. Minutes:** A **Motion** was made by Manager Christian to approve the minutes of the SHRWD regular board meeting conducted on November 14, 2006, **Seconded** by Manager Sonsteli, **Carried**.
- 4. Treasurer's Report:** A **Motion** was made by Manager Vig to approve the treasurer's report for November, **Seconded** by Manager Sonsteli, **Carried**.

A **Motion** was made by Manager Vig to approve and pay bills **Seconded** by Manager Sonsteli, **Carried**. For further reference, copies of the bills approved are attached hereto in the Treasurer's Report.

5. Engineer's Report:

Project # 17: Woodbury presented a change order and pay request for additional signage as required by MnDOT on Project # 17 in the amount of \$320.00. A **Motion** was made by Manager Vig approving the change order, **Seconded** by Manager Sonsteli, **Carried**. A **Motion** was made by Manager Christian authorizing the payment of the change order in the amount of \$320.00, **Seconded** by Manager Vig, **Carried**.

Project # 21/Fish Passage-West Mill: Woodbury presented a pay request from Davidson Construction and Ready Mix. A **Motion** was made by Manager Vig authorizing the pay request less 5% retainage for \$39,186, **Seconded** by Manager Sonsteli, **Carried**. Johnson asked who brought forth this project to the board and who was funding the project. Johnson also asked when the project was estimated to be finished and if there were additional plans to be followed through with the remaining 4 drop structures. Hanson explained that this project has been funded through the MN DNR Fisheries department. The district initiated this project along with the United States Army Corp of Engineers, (USACOE), and Minnesota Department of Natural Resources, (MnDNR). The USACOE 1135 program was originally looked at as a primary funder, but we did not receive funding from them. The MnDNR has provided funding and technical assistance for this project in the absence of the USACOE. Hanson further explained the plans for the project and stated that the project will be completed in phases as funding becomes available. Woodbury has recently been informed that the grant money for the project will also cover some of the engineering costs.

Project # 19/Union Lake Erosion Control: Woodbury presented a letter from the USACOE. Woodbury stated he was told by Brian Dwight, Board of Water and Soil Resources, (BWSR), who has been working with the USACOE, that the USACOE feels they have jurisdiction in this case and require a permit for the project. Dwight stated that the letter is completely a formality. The USACOE letter gives Woodbury an opportunity to appeal whether we feel they have jurisdiction in this case. Woodbury will contact Bill Baer and seek a permit. It makes no sense to appeal whether they have jurisdiction at this time. Woodbury will seek instruction as to the next step.

Project # 20/Polk County # 46: A **Motion** was made by Manager Vig accepting the final engineers report, **Seconded** by Manager Christian, **Carried**. Woodbury discussed the railroad bridge 2 miles north of Beltrami.

This is the remaining item that needs to be addressed in the final engineers report. Houston has been working with the railroad's engineers regarding the replacement of the bridge. The railroad insists on using their engineers to determine the construction necessary at the railroad bridge. The engineers report states that there is further work to be completed by others, which does affect the cost estimate. This information will need to be discussed in detail at the final hearing.

The managers reviewed the viewers report. A **Motion** was made by Manager Christian accepting the viewers report, **Seconded** by Manager Vig, **Carried**.

The managers reviewed the hearing and notice requirements. The final hearing date was set for February 5.

Dan's Monthly Report:

Project Team: There is no project team meeting scheduled for December.

RRWMB: The RRWMB met in Fertile on November 21. Meeting packets were given to the managers.

RBFDRWG Funding Committee: The RBFDRWG Funding Committee will meet on January 17 in St. Paul in conjunction with the RRWMB meeting and Legislative briefing.

RRBC: The RRBC Annual Conference is January 23-25 at the Ramada Inn Suites in Fargo.

Ditch # 133: Charlie Balstad has contacted Wilkens regarding Ditch # 133. Woodbury and Wilkens will tour the area after the meeting.

MAWD Conference: The managers gave short reports on the MAWD conference. They all agreed that it was a very good conference.

Overall Plan: Mark Aanenson has asked to meet with Wilkens at 1:00 PM and go over the plan.

2005 Audit: Dahl, Hatton, Muir, and Reese have completed the 2005 annual audit.

6. Other Business:

Chester Morvig Lake: Black is awaiting a letter from the board. Black has concerns that the Wild Rice Watershed minutes show that they were going to apply for permits from DNR to do the work on her sister's land. She fears that action will take place without her knowledge. Hanson explained that the letter will be forthcoming and showed her the previous month's minutes which explains what was decided at the last meeting. Hanson asked her if the minutes of last meeting met with her approval. She said they did.

Joyce Downs: Downs would like the survey work on the east side of the airport road going south towards the river explained. She questioned the reasoning for surveying on private property in the past. Downs would like it in writing that the Watershed will not come across her property in Section 18. Hanson explained again that this is not considered an active project and further action will not be taken regarding this project at this time. Hanson reiterated that the Watershed cannot guarantee that discussion of this project will never take place again. The watershed is available for people to discuss their concerns and express their alternatives. Hanson reassured her that the district will notify her if the project is planned to be on the agenda. She stated she was satisfied with Hanson's answer at this time.

Dean Johnson: Johnson questioned the Watershed’s position on diverting the water from Section 35/Onstad to Kittleson Creek. The water runs South on the East side of county road # 44 and it can run on either side of the road after it gets to the Polk County # 51 corner. Wilkens explained that this is a district water management issue that will keep water from flooding Maple Creek. The culverts will be blocked under PC #44 preventing water from flowing west. Landowners in that area will cost share with the district to complete this project. Johnson asked how a person gets on the Sand Hill’s board of managers. Hanson explained that the Polk County Commissioners appoint the managers for three year terms. Our district’s Advisory Board has been making recommendations to the commissioners for candidates.

Christmas Party: The Christmas party will be held on December 22 at the Irishman Shanty in Crookston.

7. Permits: The following permits were approved.

Permit # 2006-45 – Burd – Section 10, Hubbard Twp. – Clean existing ditch

8. Adjournment: The next regular meeting of the SHRWD will be at **8 a.m. on Tuesday, January 2, 2007.** As there was no further business to come before the board, a **Motion** was made by Manager Christian to adjourn the meeting at 10:00 am, **Seconded** by Manager Sonsteli, **Carried.**

Robert Brekke, Jr., Secretary

April Swenby, Administrative Assistant

Executive Meeting Employee Evaluations

A **Motion** was made by Manager Christian to move to the executive meeting at 10:00 a.m., **Seconded** by Manager Vig, **Carried**.

Employee Evaluations: A **Motion** was made by Manager Brekke increasing Wilkens salary/benefit package by 3.5%, **Seconded** by Manager Christian, **Carried**.

A **Motion** was made by Manager Christian authorizing Wilkens to receive a cell phone if Wilkens deems necessary, **Seconded** by Manager Vig, **Carried**.

A **Motion** to adjourn the executive meeting was made by Vig, **Seconded** by Manager Christian, **Carried**.