

SAND HILL RIVER WATERSHED DISTRICT

November 14, 2006 Meeting Minutes

- 1. Attendance:** Chairman Roger Hanson called the November 14, 2006 meeting to order at 8:05 a.m. at the District Office. Other managers present were Bill Brekke, Stuart Christian, Harold Vig and Gordon Sonstelie. Others in attendance were Daniel Wilkens-Administrator, April Swenby-Administrative Assistant, Lawrence Woodbury-Houston Engineering, Linda and David Black – Landowner, and Joyce Downs – Landowner.
- 2. Approval of the Agenda:** A **Motion** was made by Manager Christian to approve the agenda, **Seconded** by Vig Sonstelie, **Carried**.
- 3. Minutes:** A **Motion** was made by Manager Vig to approve the minutes of the SHRWD regular board meeting conducted on October 3, 2006, **Seconded** by Manager Sonstelie, **Carried**.
- 4. Treasurer's Report:** A **Motion** was made by Manager Vig to approve the treasurer's report for October, **Seconded** by Manager Sonstelie, **Carried**.

A **Motion** was made by Manager Vig to approve and pay bills **Seconded** by Manager Sonstelie, **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 bill from Kern and Tabery for culverts and earthwork that were done in addition to the original contract amount. Woodbury recommended paying it. A **Motion** was made by Christian authorizing paying the, additional work, pay request in the amount of \$63,547 to Kern and Tabery on Project # 17, **Seconded** by Manager Vig, **Carried**.

Fish Passage-Texas Crossing: Woodbury stated that the project is essentially complete except for two items. The grouted rip rap needs to be leveled and the ditches entering the river need to be cleaned. These items will need to be addressed before final payment is made. Woodbury presented a change order for the Texas Crossing which adds for increased grouted Rip Rap and reduces for silt fence used. Woodbury recommends authorizing a change order in the amount of \$4,700.00. A **Motion** was made by Manager Sonstelie authorizing a change order for \$4,700 for the Texas Crossing site, **Seconded** by Manager Vig, **Carried**. Woodbury presented a pay request for the Texas Crossing and recommended paying it. A **Motion** was made by Manager Christian to pay the request (less 5% retainage) using the adjusted final amount of \$116,566.90, **Seconded** by Manager Sonstelie, **Carried**.

Fish Passage-West Mill: Woodbury stated that the project is complete except for seeding in the spring. The old dam was found under the culverts when they were removed. This had to be removed before the culverts could be re-laid. Woodbury presented a change order for \$7,200.00 and recommended authorizing the change order. A **Motion** was made by Manager Vig approving the change order in the amount of \$7,200, **Seconded** by Manager Christian, **Carried**. Woodbury presented a pay request for the West Mill and recommended paying it. A **Motion** was made by Manager Christian to pay the request using the adjusted final amount (less 5% retainage) of \$219,460, **Seconded** by Manager Sonstelie, **Carried**.

Dan's Monthly Report:

Boundary in Russia and Onstad Twp: Wilkens distributed the survey and report prepared by Houston Engineering of the North side of section 23 of Russia Township. This is the area that needs to have work done to correct the boundary between the Red Lake Watershed District and the Sand Hill River Watershed District.

Wilkins will need to arrange a meeting with landowners to get their input before work can commence. In the Red Lake Watershed District portion of the project Elliot Solheim completed the ditch going north to Burnham Creek on July 7, 2006. Wilkins has contacted Loren Sanderson about sizing the culvert going across the township road and the culvert going into Burnham Creek. Our agreement with the Red Lake Watershed District requires them to move the water north from the NW corner of section 24 of Russia Township to Burnham Creek and remove the culverts going west into section 14 and 23 of Russia Township. The Sand Hill River Watershed District will work with the landowners to establish drainage and redirection of the water in section 23. The north side of section 23 will be the boundary between the two districts on the east ½ until it reaches the farmstead on the north side where the boundary turns north.

RRWMB: The RRWMB met in TRF on October 17. Meeting highlights were given to the managers. The RRWMB interviewed candidates for Financial Coordinator position and recommended Ron Harnack, Administrator for BWSR. The board directed the Human Resources committee to commence with the hiring process.

RBFDRWG Funding Committee: The RBFDRWG met on October 31 at the Holiday Inn in Detroit Lakes. Presentations were given on Culvert Design and discussions were held regarding the project team handbook.

RRBC: The RRBC board retreat and board meeting was held on November 1 and 2 at the Holiday Inn in Grand Forks. The agenda was given to the managers.

Liberty Onstad: Wilkins met with Dean Johnson after October's board meeting and answered his questions about ROW for the project and showed him in the viewers report where the ROW had been paid for. Johnson stated that he understood the explanation and had no more questions on the ROW.

Garden Slough: Danny Grunhovd informed Wilkins that Norman County is now the owner of the township road that is under consideration for a holding site.

Proposed Project List: The managers reevaluated the proposed project list and cost estimates that the district had given Don Buckhout some time ago. They made minor corrections.

PC # 44/Section 35 Onstad: Wilkins distributed the survey data and report prepared by Houston Engineering to the managers. This project will direct water to Kittleson Creek rather than westerly into Maple Creek. A meeting will be held with the local landowners to establish a plan on addressing the project.

Project # 20/Polk County # 46: Viewers have completed their work. The managers would like to schedule the final hearing as soon as possible. Wilkins will contact our attorney to establish a timetable that can be met for scheduling the final hearing.

MAWD Conference: Vig, Sonstelie, Hanson, Wilkins and Swenby will be attending the Conference this year. Vig and Sonstelie were designated as our voting delegate. Hanson was designated as our alternate. Wilkins was designated as our media spokesperson.

Overall Plan: Mark Aanenson has asked to meet with Wilkins to discuss the FDR and NRE aspects of the plan.

6. Other Business:

Chester Morvig Lake: David and Linda Black attended the meeting. Linda was also representing her sister, Regina Larson. Wilkins gave a history of the area in question surrounding Chester Morvig's lake just off Polk

County # 1 east of Fertile. He explained the alternatives previously discussed and the reasons they were determined unfeasible and why the Polk County Highway department raised the road. Most recently, more research was done to determine if water may be getting into the lake from a lake to the south called Raff Lake which is in the Wild Rice Watershed district. A survey sheet that was prepared by the Wild Rice Watershed District was given to the managers and the Blacks which showed elevations at different sites in the area. The Sand Hill Board had agreed to share in the cost of the proposed dike and ditch cleaning with the Wild Rice WD if it is needed to correct the problem. Each district contacted their respective landowners. Wild Rice contacted Regina Larson and the Sand Hill contacted David Black. Regina Larson and Linda Black stated that their Father, Harold Larson, who is in his 90's had never seen water run north to the Chester Morvig lake in this area. Wilkens explained that if that is the case then the proposed solution would do no good and is therefore not needed. The board agreed and asked Wilkens to prepare a letter and send it to all parties.

Christmas Party: The Managers asked Swenby to see if December 22 would work at the Northland Inn in Crookston.

7. **Permits:** Six permits were brought before the board. A **Motion** was made by Manager Brekke approving the following permits, **Seconded** by Manager Vig, **Carried**:

Permit # 2006-39 – James Page – Section 17, Reis Twp. – Clean existing ditch
 Permit # 2006-40 - James Page – Section 22, Reis Twp. – Clean existing ditch
 Permit # 2006-41 - James Page – Section 16, Reis Twp. – Clean existing ditch & construct new ditch
 Permit # 2006-42 - James Page – Section 8, Reis Twp. – Clean existing ditch
 Permit # 2006-43 - Solheim Farms – Section 20, Onstad Twp. – Clean existing ditch
 Permit # 2006-44 - Michael Andringa – Section 26, Hammond Twp. – Replace damaged culvert

8. **Adjournment:** The next regular meeting of the SHRWD will be at **8 a.m. on Tuesday, December 5, 2006.** As there was no further business to come before the board, a **Motion** was made by Manager Brekke to adjourn the meeting at 10:10 am, **Seconded** by Manager Sonsteli, **Carried**.

Robert Brekke, Jr., Secretary

April Swenby, Administrative Assistant