

SAND HILL RIVER WATERSHED DISTRICT

December 4, 2007 Meeting Minutes

- 1. Attendance:** Chairman Roger Hanson called the December 4, 2007 meeting to order at 8:00 a.m. at the District Office. Other managers present were Bill Brekke, Stuart Christian, Gordon Sonstelié, and Harold Vig. Others in attendance were Daniel Wilkens-Administrator, and Lawrence Woodbury-Houston Engineering.
- 2. Approval of the Agenda:** A **Motion** was made by Manager Christian to approve the agenda, **Seconded** by Manager Vig, **Carried**.
- 3. Minutes:** A **Motion** was made by Manager Vig to approve the minutes of the SHRWD regular board meeting conducted on November 13, 2007 with one minor correction, **Seconded** by Manager Sonstelié, **Carried**.
- 4. Treasurer's Report:** A **Motion** was made by Manager Vig to approve the treasurer's report for November, **Seconded** by Manager Sonstelié, **Carried**.

A **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

Project # 20/Polk County # 46: Woodbury presented change order numbers 4 and 5. Change order # 4 added 846 yards of erosion control blanket for an increase of \$1,269.00. Change order # 5 adjusted quantities of dirt, rip rap, pavement removal, borrow, painting of pavement, salvaging pipe, extra pipe, and seeding and mulching. The amount after all adjustments comes to -\$7,815.60. A **Motion** was made by Manager Christian approving change orders # 4 & 5, **Seconded** by Manager Sonstelié, **Carried**. Pay request # 6 was presented by Woodbury in the sum of \$12,186.45. This is the amount owed Zavoral's after all items in the contract are accounted for less 3% retainage (\$33,372.80). Woodbury recommended payment less retainage. A **Motion** was made by Manager Christian approving pay request 6, **Seconded** by Manager Vig, **Carried**.

Overall Plan: Woodbury reported that all three meetings are completed. Aanenson is developing a report based on those meetings with a final meeting giving everyone in the district another chance to make comments and add input. Hanson talked about our overall plan and discussed BWSR role based on the legislatures request for more over site and reporting.

Houston Engineering: Woodbury gave a presentation on how projects are billed to the district.

6. Dan's Monthly Report:

Project Team: A project team meeting has not been scheduled for January 2008.

RRWMB: The RRWMB met in Ada on Nov. 20th. The next meeting is in Fertile on December 18.

Union Lake Improvement District: The managers discussed the Eurasian Milfoil issue.

Boundary Issue in Section 23 of Russia Twp: The project is complete. The spoil bank has been leveled and the disturbed areas dormant seeded. Red Lake completed their portion last week.

Project # 20/Polk County # 46: The district has established the route to locate the flowing well. Plastic pipe was followed for about 100'. Something solid was hit that stopped our wire. It is about 6' down.

Overall Plan: The meeting for zone 4 was held on November 14th in Fosston. Three people from the public attended.

Ditch levies: Levies were sent in to auditor.

7. **Permits:** None presented

8. **Other Business:** Wilkens and Hanson gave a presentation on maintenance needs for the upstream area of the Sand Hill Ditch. Wilkens had obtained two bids for the work required. The sealed bids were opened and were as follows:

- a. Christian Excavating \$9,785.00
- b. JC&J Trucking \$5,340.00

A **Motion** was made by manager Brekke to accept the low bid of JC&J Trucking in the amount of \$5,340.00, **Seconded** by Sonstelie, **Carried**.

9. **Adjournment:** The next regular meeting of the SHRWD will be at **8 a.m. on Tuesday, January 8, 2008**. As there was no further business to come before the board, a **Motion** was made by Manager Brekke to adjourn the meeting at 11:08 a.m., **Seconded** by Manager Sonstelie, **Carried**.

Robert Brekke, Jr., Secretary

April Swenby, Administrative Assistant