

SAND HILL RIVER WATERSHED DISTRICT

May 1, 2007 Meeting Minutes

1. **Attendance:** Chairman Roger Hanson called the May 1, 2007 meeting to order at 8:00 a.m. at the District Office. Other managers present were Bill Brekke, Stuart Christian, Gordon Sonsteli and Harold Vig. Others in attendance were Greg Ranz – Beaver Trapper, Joyce Downs – Landowner, Daniel Wilkens-Administrator, April Swenby-Administrative Assistant, and Lawrence Woodbury-Houston Engineering.
2. **Approval of the Agenda:** A **Motion** was made by Manager Brekke to approve the agenda, **Seconded** by Manager Sonsteli, **Carried**.
3. **Minutes:** A **Motion** was made by Manager Brekke to approve the minutes of the SHRWD regular board meeting conducted on April 3, 2007, **Seconded** by Manager Christian, **Carried**. Discussion was held on the Union Lake Erosion Control project's conversation from April's meeting.
4. **Treasurer's Report:** A **Motion** was made by Manager Vig to approve the treasurer's report for April, **Seconded** by Manager Sonsteli, **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 informed the board that he is working on the two remaining items that need to be resolved before awarding the contract.

- The funding for the three township and two county road crossings. Woodbury is hopeful that MnDOT will be able to fund all 5 crossings.
- The completion of an agreement with the railroad as to a mutually acceptable project at the highway # 9 crossing. The railroad wanted assurance that the integrity of the railroad bridge will not be compromised. David Hauff has compiled an agreement stating that if the structure fails due to the proposed U trough, the owners of the ditch system will be responsible for repair. It also states that the railroad is responsible for normal repair of the bridge. This agreement is not any different from other ditch system bridge crossings. It is implied that the ditch system is responsible for defaults but the townships and the county realize this and do not require it in writing. If both of these items come to pass, the ditch system will shave a substantial amount of money off the amount presented at the final hearing.

Chairman Hanson reported negative feedback from a local landowner who expressed irritation about land staking without payment. Chairman Hanson explained to him that it was a courtesy to the landowners reminding them where not to seed. The statute requires payment for the permanent and temporary Right of Way, (ROW) before the contractor starts work on the individuals property. Wilkens said payments for ROW will be disbursed shortly.

Union Lake Erosion Control: The paperwork has been submitted to David Hauff, Attorney, for the legal survey plat. Hauff will be working on legal documents for the easement and land purchase.

6. Dan's Monthly Report:

Project Team: There will not be a project team meeting in May.

RRWMB: The RRWMB met in Warren on April 17. Meeting highlights were given to the managers.

RRBC: The RRBC met on April 5. New manager training information and board meeting highlights were given to the managers.

Fish Passage: DNR money was received.

NW Minnesota Viewers Association: The NW MN Viewers Association met on April 3 in Crookston and voted to disband and become part of the Minnesota Viewers Association.

Union Lake Erosion Control Project: Wilkens has contacted Mark Krebsbach, Don Kuntz, and Bruce Solberg and gave them an update on the project's progress. Houston Engineering has completed the survey field work and will have the drawings shortly. Dave Hauff will be able to develop draft easements and land purchase agreements for landowner's review. The board will have a chance to review the draft agreements at their next meeting. The East Polk County Committee will discuss the CRP contract on the Krebsbach property at their May 8th meeting and inform us as to what is possible or required in the land purchase. The watershed will try to complete the paperwork in May and June. We are tentatively looking at advertising for bids during June with bid opening at the July meeting.

Ditch # 65 Partial Abandonment: The board passed a motion opposing partial ditch abandonment on PC ditch # 65. A copy of the minutes was sent to the TNC. Wilkens was instructed to attend the hearing and present the districts position to the Polk County Commissioners.

PC # 44/Section 35 Onstad: The survey has been completed. Wilkens met with the landowners on April 16th. Plans were reviewed and discussion was held regarding the need to clean the original mile to the south. The landowners asked Wilkens to compile costs of culverts and obtain several estimates on the dirt work. Another meeting will be scheduled after seeding.

Boundary: Wilkens met with Curtis Hoppe on April 13th and Robin Brekken on April 18th and gave both of them the plan drawings. They gave approval to proceed with the project. The CRP on the Brekken property will need reseeded. Wilkens met with the Otter Tail Power Company on April 27th. They will contact their engineer and give us a cost estimate to move the line. Wilkens contacted Myron Jesme at the Red Lake Watershed District, (RLWD) office. He will have Loren Sanderson work on the RLWD portion of the project.

Project # 20/Polk County # 46: A conference call with George LaPray, Minnesota Northern Railroad, was held on April 12th with Woodbury, Jones and Wilkens. He was not in favor of the idea of a U shaped trough under the grade and would like something more substantial. Woodbury explained to him that the geotechnical data shows that this project will work and that all other options were not cost effective. LaPray agreed that if the district would indemnify the Minnesota Northern Railroad if something goes wrong with the design he would let us go ahead. The district asked Dave Hauff to put together an indemnity agreement which Woodbury and Wilkens reviewed. Woodbury presented the agreement to the railroad's attorney in Chicago and is currently awaiting a response.

Overall Plan: The Kick off meeting is scheduled for Thursday, May 3, 2007 at 10:00 AM. We have also applied for an extension of the project as per Brian Dwight.

MAWD Summer Tour: Roger Hanson and Harold Vig will attend the MAWD Summer Tour. Hanson has reserved his room, but needs to be registered. Christian will check the dates and notify Swenby if he can attend.
Board Appointments: Polk County has not notified the district whether Christian was appointed to serve another term.

- 7. **Permits:** Hubbard Township presented a permit from Polk County to replace a bridge over the Sand Hill River in the NW Corner of section 23. Woodbury will review the permit and action will be taken during the June meeting.

2007 – 03 - Alex Preussed& Sarah Langner- Install culvert across ditch # 65 for access to property. Section 28 Godfrey Twp. NW corner.

2007 – 04 – Reis Twp. – Between section 15 & 16 – Replace existing bridge with 6 foot culvert

- 8. **Bid Opening – Project # 20:** Bid opening began at 10 a.m. Woodbury explained the process and recommended to the board not to award the bid today until a final review can be made. The following bids were presented:

#	Name of Contractor	Address	Bond	Ack. Of Add.	Total Base Bid
1	R.J. Zavoral & Sons, Inc	East Grand Forks, MN	x	x	\$1,021,355.90
2	Riley Bros, Construction, Inc	Morris, MN	x	x	\$1,038,401.80
3	Davidson Ready Mix & Const., Inc	New Folden, MN	x	x	\$1,066,264.00
4	Midwest Contracting, LLC	Marshall, MN	x	x	\$1,101,361.00
5	Wagner Construction, Inc	International Falls, MN	x	x	\$1,106,289.50
6	Kern and Tabery, Inc	Wadena, MN	x	x	\$1,230,746.94
7	Triple D	Plummer, MN	x	x	\$1,383,058.00
8	Gladen Construction, Inc	LaPorte, MN	x	x	\$1,436,158.50
9	Landwehr Construction, Inc	St. Cloud, MN	X	X	\$1,468,067.86
10	Sellin Bros. Inc	Hawley, MN	x	x	\$1,496,278.00
11	Wright Construction, Inc	Thief River Falls, MN	x	x	\$1,505,116.50
12	Dennis Drewes, Inc	Frazee, MN	x	x	\$1,552,585.40

Engineers Estimate: \$1,161,280.00

- 9. **Adjournment:** The next regular meeting of the SHRWD will be at **8 a.m. on Tuesday, June 5, 2007**. As there was no further business to come before the board, a **Motion** was made by Manager Brekke to adjourn the meeting at 10:20 a.m., **Seconded** by Manager Sonsteli, **Carried**.

 Robert Brekke, Jr., Secretary

 April Swenby, Administrative Assistant