

SAND HILL RIVER WATERSHED DISTRICT

August 5, 2008 Meeting Minutes

1. **Attendance:** Chairman Harold Vig called the August 5, 2008 meeting to order at 8:05 a.m. at the District Office. Other managers present were Bill Brekke, Roger Hanson, and Gordon Sonsteli. Others in attendance were Daniel Wilkens-Administrator, April Swenby – Administrative Assistant, Tammy & Jamy Fuglseth – landowners, and Lawrence Woodbury-Houston Engineering.
2. **Approval of the Agenda:** Tammy and Jamy Fuglseth were asked to be added to the agenda. A **Motion** was made by Manager Hanson to approve the agenda with the listed additions, **Seconded** by Manager Brekke, **Carried**.
3. **Minutes:** A **Motion** was made by Manager Brekke to approve the minutes of the SHRWD regular board meeting conducted on July 1, 2008, **Seconded** by Manager Hanson, **Carried**.
4. **Treasurer's Report:** A **Motion** was made by Manager Brekke to approve the treasurer's report for July, **Seconded** by Manager Sonsteli, **Carried**.

A **Motion** was made by Manager Brekke 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.

An additional bill was read authorizing Swenby to continue her web-site education online. This class is ½ reimbursable from the RRWMB for web site maintenance.

5. Engineer's Report

Union Lake Erosion Control: The final pay request will be submitted in September. Woodbury will contact the contractors to review the seeding and its success.

Project # 20-Ditch # 46: Change order # 6 was presented for the burned out seeding and a unit price adjustment for the erosion blanket for the amount of \$1,660.83. A **Motion** was made by Manager Sonsteli to approve the change order, **Seconded** by Manager Hanson, **Carried**.

Project # 17: Zavoral Construction is planning on beginning the railroad bridge construction on ditch # 9 next week. The work is expected to be completed by the next district meeting.

6. Dan's Monthly Report:

Project Team: The project team is scheduled for August 12. Woodbury is looking for alternatives. Swenby will prepare the notices for the meeting next week.

RRWMB: The RRWMB met at Casselton, ND with the ND Joint Board with a tour of the Maple River Dam and the West Fargo Diversion. Meeting highlights were given to the managers.

Union Lake Pumping: LID meeting will be held on August 8th at 7:00 PM.

Project # 20/Polk County # 46: The district will wait for reimbursement of State Aid Bridge funds until

project is complete. The district needs to address the flowing well and raising berm on ditch # 9. Wilkens was requested to contact the Landowner about the burnt corn stalks. Board Report. Wilkens toured the site on August 1, 2008 and was unable to find work completed as requested. The rapping the structure by Mike Skaug or reseeding the areas that were requested appeared to have not been addressed.

Sand Hill River: The permit application was sent in. Wilkens received a call from Garry Bennet on Friday, July 18, requesting the fee schedule form. On Wednesday, July 30, we received a certified letter from the COE stating that they would put the permit application on hold pending more research on there part. This letter was given to the managers for their review.

Wilkens was contacted by John Christianson, Colonel of the COE informing him we were being sent this certified letter. Christianson stated that his staff was going to gather information for him. He suggested that Wilkens contact Tim Smith from his staff who would be the lead on this issue. Wilkens contacted Smith who said they would be doing an on site visit in a couple of weeks and Wilkens suggested that we be part of that visit. He agreed and will let Wilkens know when he will be here. Paige Guetter asked for the name of the landowner so she could get permission to research the site for any WACA violations. The landowner is Ray Christian.

Hanson suggested planting willow twigs to establish a root system to prevent erosion along the river bank. The local farmers need to be contacted to avoid the spraying of the trees in the area if they are planted.

MPCA Leadership Changes: The managers were given itemized listings of the new MPCA staff changes that are currently taking place.

Contracting Procedures: The financial thresholds were increased for the purchase of supplies, materials or equipment, and for contracts for the "construction, alteration, repair or maintenance of real or personal property." The full text concerning contracting for governments can be found in MN Session Laws Chapter 207, Sections 4-8 (S.F. 3622).

MAWD: MAWD sent out the information on providing resolutions for the annual meeting and the awards program. This information was given to the managers.

8. Other Business:

Budget Hearing: The mangers have set the budget hearing date for the next regular board meeting on September 2, 2008 at 8:30 AM. The managers were given a draft of the proposed budget. A **Motion** was made by Manager Hanson to approve the budget as presented, **Seconded** by Manager Brekke, **Carried**. The levy for the data and acquisition fund will need to be done this year as the fund is currently in the red.

Fuglseth Land: Jamy and Tammy Fuglseth have asked to purchase land from the watershed. The Watershed owns a 16' by 86' strip of land west and south of the district office. They'd are planning to put a variety store up and they are in need of additional land to the rear of their building. The district does not use the land for district functionality. The Fuglseth's offered the managers \$750 for the lot. The Fuglseth's agreed to pay the legal fees for the land transfer. After discussion, a **Motion** was made to by Manager Brekke accepting the Fuglseth's offer of \$750, **Seconded** by Manager Hanson, **Carried**.

Laser Printer: The Hewlett Packard printer is currently jamming and wrecking checks that are printed using the printer. This printer is estimated to be about 15 years old. This printer is the main printing source for the bookkeeping department and efficient functionality is a necessity. A **Motion** was made by Manager Brekke authorizing Swenby to purchase a new laser printer comparative to the printer currently owned, **Seconded** by Manager Sonstelie, **Carried**.

9. **Permits:** Two permits were brought before the board. A **Motion** was made by Manager Brekke to approve the following permits, **Seconded** by Manager Sonstelie, **Carried**.

2008-08 - Peter Nelson, Install 18" culvert north of Amber Ave. and Columbia Road. Section 3/10 of Rosebud Township
2008-09 - Trevor Spokely, Cleaning between railroad and Hwy # 75 in section 18 of Hubbard Township

10. **Adjournment:** The next regular meeting of the SHRWD will be at 8 a.m. on Tuesday, September 2, 2008. As there was no further business to come before the board, a **Motion** was made by Manager Brekke to adjourn the meeting at 9:30 a.m., **Seconded** by Manager Sonstelie, **Carried**.

Gordon Sonstelie, Secretary

April Swenby, Administrative Assistant