

SAND HILL RIVER WATERSHED DISTRICT

May 6, 2008 Meeting Minutes

- 1. Attendance:** Chairman Harold Vig called the May 6, 2008 meeting to order at 8:00 a.m. at the District Office. Other managers present were Bill Brekke, Roger Hanson, and Gordon Sonstelie. Others in attendance were Jon Peterson – mowing contractor, Don Kuntz – Union Lake landowner, Gary Lee – East Polk SWCD, Brian Dwight – BWSR, Daniel Wilkens-Administrator, April Swenby – Administrative Assistant, and Lawrence Woodbury-Houston Engineering.
- 2. Approval of the Agenda:** A **Motion** was made by Manager Hanson to approve the agenda, **Seconded** by Manager Brekke, **Carried**.
- 3. Minutes:** A **Motion** was made by Manager Hanson to approve the minutes of the SHRWD regular board meeting conducted on April 1, 2008, **Seconded** by Manager Brekke, **Carried**.
- 4. Treasurer's Report:** A **Motion** was made by Manager Brekke to approve the treasurer's report for April, **Seconded** by Manager Sonstelie, **Carried**.

A **Motion** was made by Manager Hanson 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

Union Lake Erosion Control: There are 5 structures in this project. One of the structures is on the Kuntz property. The district is asking for a separate price for the Kuntz section. Low based bid is going to be based upon the 4 structures standing alone from the Kuntz structure, giving the district an opportunity to proceed with the 5th structure if the funding allows. There is a June 30th deadline for the project completion.

The managers were given a fund balance for the Union Lake Erosion Control project since the grant agreement was signed.

Fish Passage/Texas Crossing: The district has withheld just over \$6,000 from Davidson Construction for the Texas Crossing and the West Mill Project. The board discussed releasing the final payment. Hanson reported that the Texas Crossing is sufficient and appears to have adequate capacity and the West Mill Project grass is growing and the project is complete. A **Motion** was made by Manager Brekke to release the final payment to Davidson Construction for the Texas Crossing and the West Mill site, **Seconded** by Manager Hanson, **Carried**.

Project # 20/Ditch # 46: The Kern and Tabery / Nelson Construction dispute appears to be settled. A **Motion** was made by Manager Brekke to pay \$15,790.29 to Polk County for project # 20, **Seconded** by Manager Hanson, **Carried**. The district is still awaiting reimbursement from the state for the box culverts.

6. Dan's Monthly Report:

Project Team: The Project Team meeting is scheduled for May 13th at 10:30 a.m.

RRWMB: The RRWMB met in Fertile on April 15th. The next meeting is in Ada on May 20th. Meeting highlights were distributed to the managers.

Union Lake Improvement District: Wilkens has sent Bryan Paradis a copy of our erosion project needed for applying for a grant to control milfoil.

Project # 20/Polk County # 46: Wilkens has sent a request for reimbursement for State Aid Bridge funds.

MAWD: Summer tour is scheduled for June 19th -21st. at the Dakota Magic Casino. Wilkens, Hanson, Sonstelie, & Vig will attend. Swenby will make reservations and reserve rooms.

Advisory Committee Meeting: The advisory committee met on April 7th. Three schools presented a short program on their findings in the district. Wilkens reported a productive meeting. Two junior high students, **Jessica Voeller and Joey Gieseke**, volunteered to be members of the advisory committee. The advisory committee agreed to ask the board to appoint these two students to the advisory committee. A **Motion** was made by Manager Brekke to appoint the two students to the Sand Hill Advisory Committee, **Seconded** by Manager Sonstelie, **Carried.**

Vesledahl Project: The district has not received word from MnDOT for surveying the ditch bottom. There has also been no word on an agreement to allow the district to spray vegetation in the ditch bottom.

Project # 20: The first box culverts east of Hwy # 9 on Ditch # 9 will be revisited due to the over flow this spring. There is good fall from the east. At this location the topography levels out. The water ran out of the ditch to the south and caused a little erosion. It was felt that the berms need to be raised to help contain the water in the ditch and force it west. The managers agreed that Wilkens and Woodbury should assess this area and make a recommendation back to the board.

MADI: A draft outline was developed to use in the construction of a drainage inspectors manual. The group is planning on joining the MAWD tour.

8. Other Business:

- **Jon Peterson:** Peterson informed the board that he has the equipment available to accommodate the watershed's mowing needs and offered his services to the watershed for future work. It was felt that the district needs to advertise for mowing bids and have Jon submit a bid at that time. A **Motion** was made by Manager Brekke to advertise for mowing bids, **Seconded** by Manager Hanson, **Carried.**
- **Beaver issues:** Manager Sonstelie reported that Larry Solberg reported beaver issues near Winger. South of Winger a large Beaver dam was found by the railroad trestle. The dam can be seen from Highway 59. The district is responsible for legal systems under their jurisdiction and the Bear Park Project. Because this is not in the above areas the landowner is responsible for removing the beavers and the dam. The district recommended contacting the railroad about this issue. Because the dam appears to be on their property they may want to take care of the issue.
- **Website upgrade:** Swenby proposed to the managers a calendar and an improved distribution

list enhancement for the districts web-site. The software is an initial \$300 per year with an initial, set up cost. A **Motion** was made by Manager Hanson approving the upgrade, **Seconded** by Manager Brekke, **Carried.**

- **Woodbury Retirement Open House:** Swenby will send reminder e-mails to the managers for Woodbury’s retirement open house on the 22nd of May.
- **Attorney Presentation:** Dave Hauff gave a report on the prior consolidation requests and a presentation on separation and consolidation to the board. Hauff gave options to the board as to what the next step is: The district can present another petition to Polk County to turn over the remaining ditch systems. Hauff reported that the county is planning to use the same viewers as the district for the redetermination of benefits. He also discussed the issue of watershed jurisdiction in the consolidation process and the importance of having all systems that drain to a common outlet. He discussed a soil loss ordinance. There has been concern that some landowners frequently have silt blow in the ditch systems and currently all the assessed landowners pay for cleaning the silt out of the system.
- **Union Lake Erosion Bid Opening:** The bids were opened by Woodbury 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:

Bidder	Base Bid	Alternate Bid
Spruce Valley, Middle River	\$68,862.50	\$20,750.00
Higher Ground, East Grand Forks <i>Discrepancy indicated with the bid bond check and the addendum 1</i>	\$90,356.00	\$11,788.00
Sellin Bros, Hawley	\$94,975.00	\$17,500.00
Valley Peat, Winger <i>Discrepancy indicated with the required addendums</i>	\$92,600.00	\$18,000.00
Olson Construction, Thief River Falls	\$70,300.00	\$16,450.00
Gladen Construction, Laporte	\$90,130.00	\$12,280.00
Davidson Construction, Newfolden	\$66,275.00	\$14,800.00

Wilkins added the numbers together with the land purchase, engineering and the low bid amount which put the numbers over the budget. Additional engineering is estimated to be \$10,000 to see the project to completion. The managers would prefer to see the LID and the watershed share the cost of the overrun at the same ratio set in the beginning with the preliminary costs. Bryan Paradis has a meeting on Friday with the LID and will discuss the option of continuing the cost share but at a higher dollar amount.

A **Motion** was made by Manager Sonstelie to tentatively award the bid to Davidson Construction for \$66,275 upon Woodbury’s review and subject to the LID’s additional cost share for the

overrun, **Seconded** by Manager Brekke, **Carried**.

Don Kuntz owns the land going into the lake. He expressed concern regarding his property and felt that his concerns were not addressed. The managers validated his concern with hopes that the cause will be eliminated in the future. Kuntz would like a small channel from the lake to the township road as was agreed to at the project team. Dwight agreed but could not speak on behalf of the Army Corp of Engineers permit. The USACOE permit is a general permit based on the fact that state funds are being used and therefore if the state approves what is being done the USACOE will agree. The project team along with BWSR agreed that a small channel in this area was fine. The managers felt that a channel would be affordable and feasible.

Dwight suggested completing the project upstream and working on the bottom half at a later date. The board felt that the small channel needs to be done at this time.

Gary Lee brought up the possibility of a rain garden in this area and that a challenge grant is available. Lee will look into this possibility and contact the landowner.

Permits: No permits were brought before the board.

10. Adjournment: The next regular meeting of the SHRWD will be at 8 a.m. on Tuesday, June 3, 2008. As there was no further business to come before the board, a **Motion** was made by Manager Sonstelie adjourn the meeting at 10:50 a.m., **Seconded** by Manager Brekke, **Carried**.

Gordon Sonstelie., Secretary

April Swenby, Administrative Assistant