

SAND HILL RIVER WATERSHED DISTRICT

January 6, 2009 Meeting Minutes

1. **Attendance:** Chairman Harold Vig called the January 6, 2009 meeting to order at 8:09 AM at the District Office. Other managers present were Bill Brekke, Stuart Christian, and Gordon Sonsteli. Others in attendance were 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 as presented, **Seconded** by Manager Sonsteli, **Carried**.
3. **Minutes:** A **Motion** was made by Manager Christian to approve the minutes of the SHRWD regular board meeting conducted on December 2, 2008 with minor changes, **Seconded** by Manager Brekke, **Carried**.
4. **Treasurer's Report:** A **Motion** was made by Manager Brekke to approve the treasurer's report for December, **Seconded** by Manager Sonsteli, **Carried**.

A **Motion** was made by Manager Christian to approve and pay bills **Seconded** by Manager Brekke, **Carried**. For further reference, copies of the bills approved are attached hereto in the Treasurer's Report.

5. Engineer's Report

Drainage Records Modernization Grant Application: The district has been notified that they were awarded the grant. This grant will assist the district with copying all of our old records to digital formats and beginning the first phase of implementing our ditch information into a GIS system that can be accessed by all our constituents.

Fish Passage: A section of Minnesota's new sales tax amendment will raise money for various water projects. Tom Groshens in concert with Luther Aadland from the DNR Fisheries have applied for a grant on our behalf to complete the Fish Passage project from the amendment funding.

6. Dan's Monthly Report:

Project Team: A project team meeting was held on December 9, 10:30 AM. Woodbury reported to the project team on modeling alternatives. Wilkens and Woodbury reviewed the highlights of the project team meeting with the Managers.

RRWMB: The RRWMB met in TRF in December. Meeting highlights were given to the managers.

MAWD: The annual MAWD conference was held on December 4-6. Manager Vig and Manager Sonsteli were delegates and Manager Hanson was the alternate.

Ditch Improvement in Nielsville area: The district received a draft petition for an improvement project from Attorney Swanson. A copy of the petition was distributed to the managers. Brekke reported that Kurt Deter was going to review the petition on the county's behalf. The Wilkens and Woodbury will review the draft along with Dave Hoff, District attorney.

County Commissioner Concerns: County Commissioner Warren Affeldt expressed concern to Chairman Vig regarding the dollar amount increase that is levied by the District. A report was given to the managers giving market value comparisons for the past 10 years. Our districts funding is tied to property valuation which has been increasing each year. Our district operations use the mill levy and interest earnings to meet our operating requirements.

Fund Balance Transfers: The balance in the Union Lake Erosion Control project (project # 19) is \$-54,958.95. Wilkens recommended that we transfer money from the Construction fund to zero balance the account at the end of the calendar year as this project is completed. A **Motion** was made by Manager Brekke to transfer \$54,958.95 from the construction fund to project # 19, **Seconded** by Manager Christian, **Carried**.

Minnesota Viewers: A **Motion** was made by Manager Christian to pay dues of \$125 to the MN Viewers Association, **Seconded** by Manager Sonsteli, **Carried**.

7. Other Business:

Employee Evaluations: At the previous meeting, the managers agreed to postpone Wilkens pay evaluation until April or May. Swenby asked the managers to reconsider waiting until April or May and do it now. It is very hard to make changes mid year and make them retroactive to the beginning of the year. She advised them to make a decision at the beginning of the year to avoid the extra hassle of recalculating the benefit packages and retirement account. A **Motion** was made by Manager Sonsteli to give Dan a 3% salary increase for 2008. **Seconded** by Manager Brekke, **Carried**.

Mileage Rates: The IRS Mileage rates have changed to 55 cents per mile as of the first of the year.

8. **Permits:** One permit was brought before the board. A **Motion** was made by Manager Sonsteli to approve the following permit, **seconded** by Manager Brekke, **Carried**.

2009-01 Install culvert in field ditch for better access. Section 23, Winger Twp. The board requested that the culvert be at least as big as the culvert upstream and downstream so as to not impede flow. Wilkens will work with the landowner to establish culvert size.

9. **Adjournment:** The next regular meeting of the SHRWD will be at 8 AM on February 3, 2009. As there was no further business to come before the board, a **Motion** was made by Manager Sonsteli to adjourn the meeting at 11:05 AM, **Seconded** by Manager Brekke, **Carried**.

Gordon Sonsteli, Secretary

April Swenby, Administrative Assistant