

SAND HILL RIVER WATERSHED DISTRICT

April 6, 2010 Meeting Minutes

1. **Attendance:** Chairman Harold Vig called the April 6, 2010 meeting to order at 8:00 AM at the District Office. Other managers present were Bill Brekke, Stuart Christian, and Roger Hanson. Julie Reitmeier – Landowner, Shawnn Balstad – NRCS, Daniel Wilkens-Administrator, April Swenby – Administrative Assistant, Jeff Langen – Houston Engineering, Tony Nordby – Houston Engineering, 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 Christian, **Carried**.
3. **Minutes:** A **Motion** was made by Manager Brekke to approve the minutes of the SHRWD regular board meeting conducted on March 2, 2010, **Seconded** by Manager Christian, **Carried**.
4. **Treasurer's Report:** A **Motion** was made by Manager Brekke to approve the treasurer's report for March, **Seconded** by Manager Christian, **Carried**.

A **Motion** was made by Manager Hanson 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

Project # 24: Houston Engineering presented the proposed construction plans and the preliminary engineers report. Langen reviewed with the managers the details of the preliminary engineers report. The managers made some suggestions. If the preliminary engineers report is accepted by the board it will be sent to the Commissioner of DNR and BWSR for review and comment. After the comments from the commissioners are received the preliminary hearing will be scheduled.

A **Motion** was made by Manager Hanson to accept the preliminary engineers report and send it to the DNR and BWSR commissioners for review and comment as per statute. **Seconded** by Manager Brekke, **Carried**.

Fish Passage: The district has granted permission to the Corp to continue their investigations as per Tom Groshen's (DNR) advisement.

6. Dan's Monthly Report

Project Team: Woodbury is coordinating with Brian Dwight, (BWSR) to continue the points of concurrence process. The project team met in March and the Corp of Engineers made additional suggestions at that time.

RRWMB: The RRWMB will meet in Thief River Falls. Meeting highlights were given to the managers.

RRBC Commission: The RRBC will be meeting on May 6 in the convention center in Morris, MB.

LID: The pump screen is in place waiting for ice out so it can be lowered to the lake bottom. Ten thousand dollars has been spent on pump repairs. The lake is at least 2 feet above OHW mark. The air burst system is in place in the lake. As soon as the pipe is set, the above ground portion of the air burst system will be installed.

Ring Dikes: Woodbury updated the board on the three farm ring dikes and the cities of Climax and Nielsville. The district has received the signed grant agreement. Woodbury was advised to advertise for local contractors for the private ring dikes. Jerry Bentz met with Climax and Nielsville councils on Monday evening.

Project # 20: Awaiting spring for final earth work so seeding can be accomplished.

Drainage Records Modernization Grant: BWSR has received a signed grant agreement and the work plan and budget. We have received the grant money.

FEMA Mapping: Polk, Red Lake and Pennington Counties are working together. The firm has 30 months to complete the project.

Advisory Committee Meeting: The SHAC held a meeting on March 29th and recommended that Stuart Christian be reappointed. The County Board will be making the appointment at there April 6th meeting. The district also needs to determine a method to fill the position of Gordon Sonsteli. A **Motion** was made by Manager Hanson to appoint Bill Brekke as the acting secretary, **Seconded** by Manager Christian, **Carried**. Wilkens will speak to the County Coordinator to seek his recommendations.

Drainage Records Modernization: The District is working with Brian Fischer of Houston Engineering.

Permit Data Base: Wilkens is working with Scott Wolfer to continue the permit data base.

Extension of Overall Plan: The district needs to request an extension to December 31, 2010. A **Motion** was made by Manager Brekke to request an extension to December 31, 2010, **Seconded** by Manager Christian, **Carried**.

Boundary: The district needs to get cost estimate for RLWD. They have tentatively agreed to a 50% cost share using Houston Engineering staff using Lidar. A **Motion** was made by Manager Brekke to authorize Woodbury perform engineering to determine the boundary lines, **Seconded** by Manager Hanson, **Carried**. When the work is completed both districts will petition BWSR to conduct a hearing and make the necessary changes.

Mowing Ditches: Jon Peterson stated he would continue to do the mowing for the same cost as the previous year. A **Motion** was made by Manager Hanson to hire Peterson for the mowing season of 2010, **Seconded** by Manager Brekke, **Carried**.

TMDL: Woodbury will be meeting with MPCA on April 16 to develop a work plan. The funding begins July 1, 2010.

Erosion control Drop Structures, Project # 12: This area still needs some work around the south edge. This area may fall under the ROW for Polk County # 41. It is out of the jurisdiction of Project # 12.

Ditch # 55: The County abandoned a small portion of the upper portion of ditch # 55 on March 30th. The city is proposing to add a 24" tile under Highway # 2 and the railroad which currently has a 12" tile as part of an industrial park expansion project. Wilkens was instructed to get more information and report back to the board.

Fertile Fair Booth: We have partnered with the other agencies for years. Prior years have cost around \$75.00 for our share. A **Motion** was made by Manager Christian to participate in the fair and have our usual booth, **Seconded** by Manager Brekke, **Carried**.

Sponsoring Youth Education: In prior years, the district has donated \$500.00 per year towards the youth education part of the fair. A **Motion** was made by Manager Hanson to contribute \$500 for youth education at the Polk County Fair, **Seconded** by Manager Brekke, **Carried**. Swenby will suggest that they recognize the Sand Hill River Watershed District be recognized as a contributor.

7. Other Business:

Public Relations: The managers reviewed possible public relations items. No new information was brought

before the board. A newspaper article highlighting an award for the Sand Hill River Watershed District was given to the managers.

Cultural Resource near Reitmeier: Shawnn Balstad – NRCS and Julie Reitmeier informed the managers of a cultural resource near the Reitmeier building site that is at risk of being washed away due to stream bank erosion on the Sand Hill River. Dave Jones, NRCS engineer suggested rock rip rap (least expensive), sheet pile walls, and gabion. Balstad asked if the district would consider viewing the project and possibly assisting with the engineering. The Reitmeier are not prepared at this point to assist with cost sharing. The NRCS will continue to review grant possibilities.

Wilkens suggested sending a message to our project team in hopes that a key agency person may have additional resources. Wilkens will work with Julie Reitmeier to see what can be done.

8. Permits: The following three new permits were brought before the board:

2010 – 03: Les Krogstad, V notch weir to culvert in section 4/9 Bear Park Township

2010 – 04: DuWayne Engelstad, Replace and extend an 18” culvert in section 35 of Vineland Township

2010 – 05: DuWayne Engelstad, Clean a ditch and put in a crossing in section 25 of Vineland Township

9. Adjournment: The next regular meeting of the SHRWD will be at 8 AM on May 4, 2010. As there was no further business to come before the board, a **Motion** was made by Manager Brekke to adjourn the meeting at 11:30 AM, **Seconded** by Manager Hanson, **Carried**.

Bill Brekke, Acting Secretary

April Swenby, Administrative Assistant