

**SAND HILL RIVER WATERSHED DISTRICT**  
November 1, 2011 Meeting Minutes

1. **Attendance:** Chairman Harold Vig called the November 1, 2011 meeting to order at 8:00 AM at the District Office. Other managers present were Scott Balstad, Bill Brekke, Stuart Christian, and Roger Hanson. Staff members present were Daniel Wilkens – Administrator. Others in attendance were Jeff Langan – Houston Engineering, Steve Ranz, Bill Downs and Joyce Downs - landowner.
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 Hanson to approve the minutes from October 4, Seconded by Manager Brekke, **Carried**.

The chairman turned the meeting over to Manager Brekke, who called for approval of the minutes of the project # 24 meetings. A **Motion** was made by Manager Hanson to approve the minutes from the Project # 24 bid opening held on October 24th, **Seconded** by Manager Vig, **Carried**. A **Motion** was made by Manager Hanson to approve the minutes from the bid awarding held on October 24<sup>th</sup> for Project #24, Seconded by Manager Christian, **Carried**. Manager Brekke recused himself from voting, Manager Brekke then turned the chairmanship back to Chairman Vig.

4. **Treasurer's Report:** A **Motion** was made by Manager Brekke to approve the treasurer's report for October, **Seconded** by Manager Balstad, **Carried**.

The managers reviewed their expense reports and reported on activities for the month. A **Motion** was made by Manager Christian to approve and pay bills **Seconded** by Manager Hanson, **Carried**. For further reference, copies of the bills approved are attached hereto in the Treasurer's Report.

## 5. Engineer's Report

**Project # 24:** The bid came in at about \$130,000 under the engineer's estimate. The completion deadline is September 2012. Langan is coordinating with the contractor to get the contracts signed and discussing project progress. Wilkens has contacted the Polk County Auditors office for the bond sale.

**TMDL:** Task # 1 came in significantly under budget. Stephanie Johnson is working with Cary Hernandez to determine if money can be shifted from one task to another.

**Overall Plan:** Houston Engineering anticipates that by March, 2112 the Overall Plan can be wrapped up.

**SH Restoration:** Rick Miller is completing the project and Lawrence Woodbury will notify the proper agencies of the completed work. This project should be wrapped up shortly. Langan suggested covering the banks with straw blankets to appease the area agencies. Hanson suggested waiting until spring after the high water. Langan stated that the agencies want a completed project and he feels that we need to get this project totally completed so there can be a final inspection. Erik Jones will offer his suggestions. Gary Bennett has been the "middle man" between the area agencies, but he has recently moved to Hutchinson.

**City Ring Dikes:** Climax is making progress. Five homes are considered "buyout" homes. One home was not willing to sell. Houston Engineering is trying to work with the homeowner to offer a solution that will save the home.

## 6. Dan's Monthly Report

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

**RRBC Commission:** The RRBC board met on September 22.

**Boundary Change:** The boundaries are completed and the counties are entering in the changes. Houston Engineering is preparing a new map on hardbound plastic like our previous one. They have also made the changes in our Overall Plan. Our web-site mapping system is in the process of being updated to reflect the new boundary. Norman County has special requests regarding the map formats.

**LID:** A box was obtained from the LID. Wilkens plans on researching the information in the box to see if a project description is available.

**Slough west of Highway # 9:** The district needs a final plan soon. Leroy Reitmeier requested that we build up the two road crossings to the west of the slough to keep water in the ditch in the spring. Wilkens questioned if both problems could be solved by excavating the side slope, as recommended by Woodbury, and using the dirt to fill the two crossings. One is a 300 feet west and one 1 more mile west. Wilkens will work with Reitmeier and Solheim to see what can be done.

**Ditch # 55:** The final order was given to the managers. A **Motion** was made by Manager Christian to approve the final order and order in the project, **Seconded** by Manager Brekke, **Carried**.

**MAWD:** MAWD will be held December 1 – 3. Manager Hanson will be registered. Manager Christian would like to be signed up. Manager Hanson is the delegate and Manager Christian will try to be the alternate. Manager Balstad will get back to Swenby regarding his attendance.

**Ditch Mowing:** Jon Peterson said he would try to begin mowing next week and touch up the areas in need, weather permitting.

**Watershed Planning:** Wilkens would like to set a date for a planning meeting for the future. Wilkens suggested inviting a moderator in to moderate the meeting. Wilkens will try for November 22 and November 29 or the first week of January. The group suggested asking Jody Horntvedt to moderate the meeting.

**Howard Hopke:** Howard Hopke's land, which was discussed two years ago, is now in the Sand Hill Watershed after the boundary change. Wilkens suggested revisiting that area and inviting the township to a meeting.

## 7. Other Business:

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

**TMDL Billing:** Swenby will send the TMDL billing for October to the appropriate people as per the contract.

**Watershed Computers:** Last month the managers approved a laptop purchase not to exceed \$2000. After research on the laptop, an analysis of the district was done and their current computer status. A server was discussed. This will be discussed at the future planning meeting.

**Project # 17:** Manager Hanson reminded the managers that they had approved landowners along the right of way

to fill in the holes on the field side of the ditch that had been over excavated by the contractor and that they would be reimbursed for their cost/time. David Johnstad has filled in the depressions on his property. He has not sent in a bill yet.

8. **Permits:** Several permits were brought before the board. A **Motion** was made by Manager Brekke to approve the following permits, **Seconded** by Manager Christian, **Carried**.

2011-37 - Larry Walters, Section 36, Russia Township, Clean ditch  
2011-38 - Russia Township, NE Corner of Section 36, Russia Township, Install Culvert  
2011-39 - Trever Spokely, Section 22, Hubbard Township, Clean Existing Ditch  
2011-40 - Trever Spokely, Little Hubbard Section 25, Hubbard Township, Lower Culvert  
2011-41 - Trever Spokely, Section 29, Hubbard Township, Clean Existing Ditch  
2011-42 - Wayne Erickson, Section 3, Hubbard Township, Clean Existing Ditch  
2011-43 - Wayne Erickson, Section 34, Vineland Township, Clean Existing Ditch  
2011-44 - Rosebud Township, Section 20, Rosebud Township, Install Culvert  
2011-45 - Vernon Roningen, Section 26, Hubbard Township, Clean Existing Ditch  
2011-46 - Harry Kveno, Section 15, Bear Park Township, Clean Existing Ditch, Lower Culvert  
2011-47 - Joel Stola, Section 29, Scandia Township, Install Culvert  
2011-48 - Dahl Brothers, Section 25, Bear Park Township, Clean and Deepen Existing Ditch

9. **Adjournment:** The next regular meeting of the SHRWD will be at 8 AM on Tuesday, December 6, 2011. As there was no further business to come before the board, a **Motion** was made by Manager Brekke to adjourn the meeting at 11:51 AM, **Seconded** by Manager Balstad, **Carried**.

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April Swenby, Administrative Assistant

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Bill Brekke, Acting - Secretary