

## SAND HILL RIVER WATERSHED DISTRICT

October 4, 2011 Meeting Minutes

- 1. Attendance:** Chairman Harold Vig called the October 4, 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 Hanson to approve the agenda as presented, **Seconded** by Manager Balstad, **Carried**.
- 3. Minutes:** A **Motion** was made by Manager Brekke to approve the minutes from September 6, Seconded by Manager Balstad, **Carried**. Minor changes were made to the attendance list. A **Motion** was made by Manager Brekke to approve the minutes from the Project # 26 - Ditch # 55 final hearing, Seconded by Manager Hanson, **Carried**. A **Motion** was made by Manager Christian to approve the minutes from the final hearing from Project #24, Seconded by Manager Brekke, **Carried**. A **Motion** was made by Manager Hanson to approve the minutes from the final hearing from Project # 24 - the reconvened session held on September 19, Seconded by Manager Balstad, **Carried**.
- 4. Treasurer's Report:** A **Motion** was made by Manager Hanson to approve the treasurer's report for September, **Seconded** by Manager Brekke, **Carried**.

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

**Hydrologic Modeling Quality Assurance:** Hydrologic modeling was completed in the lower part of the Red River by the Corp and HDR Engineering. The RRWMB has offered \$120,000 for the northern part of the watershed area towards the cost of quality assurance. Jerry Bents is the engineer who would provide the quality assurance services. A **Motion** was made by Manager Brekke to authorize Houston Engineering to provide the quality assurance study on the northern part of the Red River not to exceed the RRWMB's contribution, **Seconded** by Manager Balstad, **Carried**. Langan will present more details to the managers the next time the managers meet.

**Roysland Permit:** Roysland's permit from last month is waiting on a size for the crossing he'd like to place on a county ditch. It was recommended that the same size culvert be placed in the crossing as what is upstream and what is downstream.

### 5. Engineer's Report

**Project # 24:** Langan presented plans and specs for Project # 24. Swenby will provide a link on the SHRWD website to direct people to the plans and specs. October 19 is the final day for appeal. An October 20<sup>th</sup> bid opening is planned at 1:00 PM. Bid awarding is scheduled for October 24<sup>th</sup> at 9:00 AM at the watershed office. Swenby will send notices to the managers for the bid opening and awarding.

**TMDL:** The civic engagement process has just begun.

**Overall Plan:** A **Motion** was made by Manager Balstad to pay the final pay request for MCEA, Henry Van Offelen's services for the NRE portion of our overall plan, **Seconded** by Manager Christian, **Carried**.

**City Ring Dikes:** Langan stated that the ring dikes near Climax are not making the progress he'd like to see. A

homeowner is not in favor of a home buyout and Houston Engineering is currently negotiating with other homeowners.

## 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. Norman County has special requests regarding the map formats.

**Sand Hill Ditch:** EPA deadline was Sept. 15<sup>th</sup>. Miller is currently gathering rock for the project. Woodbury will write a letter asking for an extension to December 15th.

**Farmstead Ring Dikes:** Wilkens let Jackie Voeller know that settling issues need to be taken care of by the landowner as per the discussion held at the September board meeting.

**Ditch 90:** The culvert has been installed by the railroad. Mike Liden estimates that there is between 200 and 300 ton of granite at the site just south of the Sand Hill River bridge at Beltrami. Wilkens is waiting for a cost estimate from Rick Miller to move the pile three miles north of Beltrami. He will then negotiate with the railroad on how to split the ownership of the rock.

**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.

**Ditch Levies for 2012:** The managers reviewed the ditch levies for 2012 and the fund balance report. A **Motion** was made by Manager Hanson to set the same levy the same as last year, **Seconded** by Manager Brekke, **Carried.**

## 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 September to the appropriate people as per the contract.

**Ditch # 122:** In September this motion was made but after discussion, it was tabled until this month: A **Motion** was made by Manager Brekke that no more district money be spent on Ditch # 122, including engineering unless grant money is available, **Seconded** by Manager Hanson, **NOT-Carried.** To get grant money some engineering such as cost estimates are necessary to apply for the grants. The managers voted to oppose this Motion and it was removed from the table. It was noted that money is not authorized to be spent on this project unless prior authorization by the board.

**Laptop Computer:** A **Motion** was made by Manager Brekke to approve the purchase of a laptop not to exceed \$2000, **Seconded** by Manager Balstad, **Carried.**

**Project # 17:** Manager Hanson reminded that the managers had approved landowners along the road way to fill in the holes and will be reimbursed for their cost/time. David Johnstad has filled in the holes from when the berm was built up. Wilkens will coordinate with him to discuss reimbursement.

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

2011-26 - Engelstad, Section 15, Liberty Township, Clean ditch on north side of Polk County # 1.  
2011-27 - Engelstad, Section 23, Liberty Township, Clean ditch on south side of Polk County # 1  
2011-28 – Polk County Ag & Drainage Dept., Install culvert, Section 11 of Liberty Township  
2011-29 – Steven Ranz, Clean Existing Ditch, Section 24 of Liberty Township  
2011-30 –Jim Todahl, Clean Existing Ditch, Section 4 of Liberty Township  
2011-31 – Douglas Burd- Burd Farms, Install Culvert and clean ditch, Section 14 of Hubbard Twp.  
2011-32 – Wayne Erickson, Clean Existing Ditch, Section 25 SV of S Vineland Township  
2011-33 – Wayne Erickson, Clean Existing Ditch, Section 6 of Hubbard Township  
2011-34 – Wayne Erickson, Clean Existing Ditch, Section 30 SV of S Vineland Township  
2011-35 – Wayne Erickson, Clean Existing Ditch, Section 36 SV of S Vineland Township  
2011-36– Wayne Erickson, Clean Existing Ditch, Section 33 of Vineland Township

9. **Adjournment:** The bid awarding for project # 24 is scheduled for October 24<sup>th</sup> at 9:00 AM. The next regular meeting of the SHRWD will be at 8 AM on Tuesday, November 1, 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