

SAND HILL RIVER WATERSHED DISTRICT

April 3, 2012 Meeting Minutes

1. **Attendance:** Vice Chairman, Roger Hanson called the April 3, 2012 meeting to order at 8:00 AM at the District Office. Other managers present were Bill Brekke, Stuart Christian and Scott Balstad. Absent: Harold Vig. Two staff members were present: Daniel Wilkens ó Administrator and April Swenby ó Administrative Assistant. Others in attendance were Jeff Langan ó Houston Engineering, John Wingard ó MNDOT, Phillip Swenson ó advisory committee, Bill Downs ó Landowner, and Joyce Downs ó Landowners.
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 from March 6, 2012, **Seconded** by Manager Christian, **Carried**.
4. **Treasurer's Report:** A **Motion** was made by Manager Brekke to approve the treasurer's report for February, **Seconded** by Manager Christian, **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 Brekke, **Carried**. For further reference, copies of the bills approved are attached hereto in the Treasurer's Report.

5. Engineer's Report

Project # 24: Wilkens signed the notice to the contractor to proceed. The preconstruction conference was held last Tuesday, March 27. Contractor began work on Branch # 2. Houston Engineering will coordinate with the utility work. Marlene Baatz has some land in a filter strip program adjacent to the ditch. Wilkens will contact the FSA office to determine what needs to be done to meet their guidelines. Houston Engineering said that they will reseed that area with the same seed mix that was previously used. Wilkens will find out what mix was used and report back to Langan.

TMDL: The Civic Engagement meeting was held on March 22 at the Fertile Community Center (Duane Knutson Community Center). There was a good turnout.

City Ring Dikes: Nielsville funding has been requested by bonding in 2013. Climax is scheduled for 2014.

Overall Plan: Swenby will coordinate with Houston Engineering to post the data on the web-site.

6. Dan's Monthly Report

Project Team: A Project Team meeting is scheduled for April 10.

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

RRBC Commission: A RRBC meeting is scheduled for April 4 and 5 in Fargo.

Boundary Change Map: Manager Hanson and Wilkens met with Tierney Brothers in Minneapolis to review digital mapping hardware using smart board technology. The cost of the LED smart board was near \$15,000 and the most affordable one was under \$5,000. Wilkens will contact Tierney Brothers and ask for more information.

Fish Passage: On March 23rd, Judy Desharnais and Mike Wyatt from the Corp of Engineers called the district. Wilkens talked with them about the 1135 program, fish passage. Mike will be done early next week and will send our project on for COE review. Right now the COE is telling everyone that they should scrap projects that have been hanging around for some time because they must have issues. Ours has been around for some time due to lack of COE funding and that is the point that Mike is going to make with his superiors. The review process should take about 60 days. At that time we should have an idea of what our project is going to look like. Funding will be the issue at that point in time but at least we should have a plan to go forward when the time is right.

Spokely Potato Wash Plant: PCA will coordinate with the district to find a solution to the permit violation. They are committed to modifying the permit. Wilkens had requested a refund and his request was denied.

LID: Rob Wagner is working on schedule A and C. Wilkens will meet with him Tuesday afternoon. They are planning on presenting the petition to the county board on Tuesday, April 10.

Hamre Ring Dike: Langan drafted a letter for the watershed regarding their recommendations for planting trees along the ring dike. It recommended not planting trees on the dikes which could cause problems with future maintenance and jeopardize the integrity of the ring dikes.

7. Other Business:

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

Overall Plan: Swenby asked Langan for a digital copy of the Overall Plan for the district website.

Polk County Fair: A letter of request to participate in the Polk County Fair was given to the managers. They agreed to take part in the fair booth as we have done in the past.

SHAC: The advisory committee will be recommending Phillip Swenson to the board of managers to replace Harold Vig in May. They also recommended Scott Balstad be reappointed.

8. **Permits:** Four permits were brought before the board. John Wingard presented his permit before the board. A **Motion** was made by Manager Christian to approve the following permits, **Seconded** by Manager Brekke, **Carried**.

2012-01 - American Crystal Sugar, Section 15, Scandia Township, clean ditch ó install tile and culvert

2012-02 ó Mike Skaug, Section 15, Reis Township, install tile

2012-03 ó Harlow Grove, Section 29, Vineland Township, install tile

2012-04 ó MN DOT District 2, Section 29, Vineland Township, construct rip rap swale

9. **Adjournment:** The next regular meeting of the SHRWD will be at 8 AM on Tuesday, May 1, 2012. As there was no further business to come before the board, a **Motion** was made by Manager Christian to adjourn the meeting at 9:56 AM, **Seconded** by Manager Brekke, **Carried**.

April Swenby, Administrative Assistant

Scott Balstad, Secretary