

SAND HILL RIVER WATERSHED DISTRICT

March 6, 2012 Meeting Minutes

- 1. Attendance:** Manager Roger Hanson called the March 6, 2012 meeting to order at 8:00 AM at the District Office. Other managers present were Bill Brekke, Stuart Christian and Scott Balstad. Two staff members were present: Daniel Wilkens – Administrator and April Swenby – Administrative Assistant. Others in attendance were Jeff Langan – Houston Engineering.
- 2. Approval of the Agenda:** A **Motion** was made by Manager Balstad to approve the agenda as presented, **Seconded** by Manager Brekke, **Carried**.
- 3. Minutes:** A **Motion** was made by Manager Balstad to approve the minutes from February 7, 2012, **Seconded** by Manager Brekke, **Carried**.
- 4. Treasurer's Report:** A **Motion** was made by Manager Brekke to approve the treasurer's report for February, **Seconded** by Manager Balstad, **Carried**. Manager Hanson questioned why Jeff Voeller's account has a surplus. Swenby will research this.

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 Balstad, **Carried**. For further reference, copies of the bills approved are attached hereto in the Treasurer's Report.

5. Engineer's Report

Project # 24: A pre-construction meeting is planned for this month at the watershed district office. Manager Brekke pointed out that in 10 days road restrictions apply and no equipment has been moved in yet.

TMDL: The Civic Engagement meeting is scheduled for March 22 at the Fertile Community Center (Duane Knutson Community Center). Notices for this meeting were given to the managers. The managers would like an e-mail regarding this meeting when it gets closer.

City Ring Dikes: Climax is one year behind Nielsville, mostly because 5 home buyouts are pending in Climax. Houston Engineering is planning on having an engineer's report for the Nielsville Ring Dike ready for the board by the April meeting. Pertaining to the Climax ring dike, the buyout meetings went well and Langan felt that the agreements made were fair and landowners were receptive. Manager Hanson felt that Houston Engineering (Jeff Langan) did an excellent job explaining to the landowners and thought that his communication was the main reason the buyout process went so well.

Randy Hamre Ring Dike: JJ Hamre asked Dan if he would be able to plant trees on the inside slope of the dike and inquired if this was prohibited in the contract. Houston Engineering will research planting trees on ring dikes and prepare a written letter with their recommendations.

HMS Modeling: The quality assurance for the HMS Modeling for the Lower Red is about 60% complete.

6. Dan's Monthly Report

Project Team: A Project Team meeting is planned for April. Manager Brekke expressed concern of the cost vs. benefit of the project team. He was very upset with the outcome of the Garden Slough project. He agreed to give the project team process another try but expects results.

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

RRBC Commission: Due to the weather, the February meeting was canceled.

Boundary Change Map: The Managers held a discussion on producing a map in the digital form or hard copy form or both. Swenby will schedule an appointment in the cities with Tierney Brothers for Manager Hanson and Administrator Wilkens to demo the smart board technology for Thursday afternoon, as they will be in the cities this week for the MAWD Legislative Breakfast.

Project # 24: Bonds were sold for 2.5232%. The county normally adds 1.5% to the interest rate for forfeitures, early pay, and delinquency. Wilkens questioned if that should still be the amount added. It is 37.5 % of the interest rate. The courthouse has determined that the rate will stay the same.

Section 35 Onstad Township: A permit has been received from Polk County. Permission has been granted from the county to clean the ditch and perform centerline culvert work on the road right of way along CSAH 44.

Redetermination of Benefits: Wilkens met with Rich Sanders, Jody Beauchane and Craig Bunes on February 8, 2012. Rich Sanders asked for a cost estimate of continuing with the three viewers we use by the end of the month. Wilkens arranged a meeting at Dave Hauffs office on February 28th with Eddy Bernhardson, Jody Beauchane, Roger Hanson, Jeff Langan, Wade Opsahl, and Lawrence Woodbury on redetermination of Benefits, Separation and Consolidation, LID petition, and Lonnie Spokely sediment issue.

Spokely Potato Wash Plant: Wilkens contacted our attorney regarding the sediment ponds. Dave Hauff suggested we contact PCA as he thinks that this would fall under the point source category under their jurisdiction. Dan called Jim Ziegler and asked him to research this and let us know.

LID: Houston Engineering produced a map of the project area. Wilkens brought the map to the County on February 8th. The county was going to give it to the GIS team to get a list of landowners. Wilkens checked again February 29th and they had received the maps with the landowners from the GIS department. He asked to have the GIS department complete the Easement Exhibit A and the permanent easement Exhibit C. Wilkens will coordinate with Rob Wagner on the project description when the exhibits are done. Wagner was told that this needs to be done and the new petition signed by the commissioners in time for the April board meeting so we can accept the petition, advertise, give notice, and schedule a hearing for late April.

Airport Drainage: Because the district has completed the 10 year plan, both Brian Dwight and Gary Lee felt it was best that the district apply rather than the SWCD. Wilkens will coordinate with Gary Lee when applying for the grant for more information.

Watershed Planning Meeting: We had our initial meeting on December 14th. Jody Horntvedt will follow up with two meetings in the spring to chart a course of action. Managers Balstad and Christian will be coordinating with Horntvedt to meet. Manager Balstad has called various Watershed Districts and has information to report to the committee.

Mike Skaug: Ditching in section 27 and Tiling in section 15 of Reis Township. Skaug requested that the board schedule a tour after snow melt to devise a plan to address the drainage in these two areas.

Phone update: The phone cost \$160. Wilkens monthly costs went from \$50 to \$75 per month which included the data plan. Wilkens made the request that the district reimburse both of us for our phones and add \$25 per month to

his monthly reimbursement and reimburse April the matching amount per month for her plan. The board discussed paying for the phone upgrades, the monthly increase in reimbursement for Dan for the data plan, and providing the same reimbursement for April. A **Motion** was made by Manager Brekke to approve cell phone reimbursement costs (phone and monthly fees) for Wilkens and Swenby, **Seconded** by Manager Balstad, **Carried**.

Rules and Regulations: Wilkens received copies of the other districts Rules and Regulations. The International Water Institute is near finishing tiling rules and regulations, and this is expected to be completed within the next couple of months. The managers agreed that until this new information is available the managers should continue encouraging landowners in their area to obtain a permit for tiling if the property drains 5 acres or more as per our current regulations.

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.

8. Permits: No new permits were brought before the board

9. Adjournment: The next regular meeting of the SHRWD will be at 8 AM on Tuesday, April 3, 2012. As there was no further business to come before the board, a **Motion** was made by Manager Christian to adjourn the meeting at 9:10 AM, **Seconded** by Manager Brekke, **Carried**.

April Swenby, Administrative Assistant

Scott Balstad, Secretary