

SAND HILL RIVER WATERSHED DISTRICT

May 1, 2012 Meeting Minutes

- 1. Attendance:** Chairman, Harold Vig called the May 1, 2012 meeting to order at 8:00 AM at the District Office. Other managers present were Bill Brekke and Scott Balstad. Absent: Roger Hanson and Stuart Christian. Two staff members were present: Daniel Wilkens – Administrator and April Swenby – Administrative Assistant. Others in attendance were Jeff Langan – Houston Engineering, Phillip Swenson – advisory committee, Bill Downs – Landowner, and Joyce Downs – Landowners.
- 2. Approval of the Agenda:** A **Motion** was made by Manager Balstad to approve the agenda as presented with additions regarding beaver trapping, **Seconded** by Manager Brekke, **Carried**.
- 3. Minutes:** A **Motion** was made by Manager Brekke to approve the minutes from April 3, 2012, **Seconded** by Manager Balstad, **Carried**.
- 4. Treasurer's Report:** A **Motion** was made by Manager Balstad to approve the treasurer's report for April, **Seconded** by Manager Brekke, **Carried**.

Manager Balstad suggested that Wilkens meet with the City of Fosston to negotiate assessments on our balance on Ditch # 55.

The Voeller Ring Dikes have positive balances. April and Dan will contact Randy Huelskamp at NRCS in Crookston and get his input.

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

5. Engineer's Report

Project # 24: Phillip Swenson was briefed on the project. Langan presented a map and photos to the managers. Langan stated that we are about 1/3 of the way complete with the project. The contractor has submitted pay request # 2 for \$350,833.00. Salvage pipes will be hauled away to the district storage site. Near the Arends property, multiple side inlet pipes may be needed that were not budgeted. 8 pipes every mile were in the plan with a contingency amount in reserve. Manager Balstad asked if we'd be within our budget and Langan confirmed that we'd be within the contingency set. 8 per mile was a good estimate but some areas will take more. Where possible some of the small depressions located next to the back slope should be drained parallel to the ditch to the closest inlet pipe. 8 per mile seems appropriate for one side.

Gene Brekke has requested that the power lines that are planned to be buried be placed on the ditch ROW. Langan submitted a permit to proceed with his request. Langan will draft a letter to the power company verifying that the district approves this.

A change order was submitted at the outlet structure. A 120 inch diameter riser pipe is requested to be replaced with the original planned 108 inch diameter riser pipe, with the cost increase of \$6,400. The new change will increase the stability of the structure. A **Motion** was made by Manager Balstad to approved the recommended change order, **Seconded** by Manager Brekke, **Carried**.

City Ring Dikes: We are awaiting bonding money and are hoping to hear if we are included in the bonding bill

should it pass.

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

6. Dan's Monthly Report

Project Team: The meeting will be scheduled when we receive approval of Point of Concurrence # 1. The district submitted it on April 13 and has given the US Army Corp of Engineers 30 days to respond. Minutes from the Project Team meeting that was held in April were distributed to the managers.

A **Motion** was made by Manager Balstad to authorized up to \$50,000 for Garden Slough, Bear Park and Upper Winger for geo technical work based on the reimbursement of the FDRWG, **Seconded** by Manager Brekke, **Carried.** The district will request reimbursement for this work to the Flood Damage Reduction work group via the RRWMB. In the event that we do not receive reimbursement, the expense will go against the designated project. Langan will obtain exact estimates and Wilkens will converse with Naomi Erickson to determine the possible reimbursement.

Wilkens stated that the district is first in line for Phase 6 work which will enable the district to determine which areas meet the criteria sought, example: holding area potentials, sizes, locations, etc.

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

RRBC Commission: A RRBC meeting was held April 4 and 5 in Fargo.

Redetermination of Benefits: A cost estimate has been presented to Polk County Highway Department for redetermination of benefits in our district by Polk County.

Road build up: Leroy Reitmeier built up the two crossings west of Highway # 9 on Polk County # 4 but the finishing work needs to be completed and will have to wait until this summer. Leroy sent us a bill for the work completed.

Mike Skaug: We toured the site where ditching in section 27 of Reis Township is needed. Wilkens is awaiting results of their survey.

Spokely: Manager Balstad asked about Spokely's permit. He would like to see something happen before this project is done to prevent them from adding sediment to the ditch this fall. Wilkens is working with PCA to develop a plan. Manager Balstad suggested that the district be placed on Jim Hest (from SWCD) list for engineering. Wilkens thought he would hear from PCA within the next day or two which will determine which direction to take.

LID: A **Motion** was made by Manager Brekke to accept the petition from the LID and Polk County to transfer the pumping project of Union Lake over to the Watershed District, **Seconded** by Manager Balstad, **Carried.** A hearing will need to be held on the transfer. All landowners will be notified. Wilkens will begin the advertising and landowner process as soon as our attorney approves the petition.

7. Other Business:

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

Overall Plan: The overall plan is on the web-site and is categorized to reduce the size of the large data file.

Tiling: Wilkens distributed notes of the meeting the administrators held on April 27. The RRWMB requested an administrators meeting to develop a proposed policy on tile drainage. Wilkens will present a report on this meeting at the next RRWMB meeting. They will review it and make a recommendation for the next step. He will also request the RRWMB to ask their attorney to look at all the district's rules and regulations to see if a more uniform set of rules and regulations could be used by the districts as they update theirs.

Polk County Fair Donation: The Polk County Fair has requested a sponsorship for \$500 children's activities at the Polk County Fair. Manager Brekke would like to table this until next month. Manager Balstad would prefer they meet with us.

Beaver: Manager Balstad has had questions asked about the beaver agreement. He suggested it be more streamlined. Wilkens went through the agreement. The main problem is that the township officials change occasionally and the new supervisors and some of the old can't find the agreement or just don't read it. Wilkens suggested that if people have questions just have them call. The agreement is very simple and straightforward.

Audit: The auditor had questions that needed to be answered by the board. The managers discussed and reviewed the answers for submission. Swenby will mail the answers to the auditor.

Downs: Joyce Downs asked why Steve Ranz chose to place the crossing in the area that he requested and not by Norlands. The permit did not state his reasoning for placement.

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

- 2012-05 - Red River Valley Co-Op, Section 34, Hubbard Township, bury power lines
- 2012-06 - Beltrami Farmer's Elevator, Section 21, Reis Township, Install a culvert
- 2012-07 - Polk County Highway Department, Section 10, Sletten Township, Install culvert
- 2012-08 - Steven Ranz, Section 24, Liberty Township, Install a crossing
- 2012-09 - Polk County Highway Department, Section 20/29, Garfield Township, Install culvert
- 2012-10 - Rick Oberg, Section 23, Scandia Township, Install tile
- 2012-11 - Gary Reitmeier, Section 35, Liberty Township, Repair Shoreline
- 2012-12 - Garden Valley Telephone, Varied sections, varied townships, Install Fiber optic cable
- 2012-13 - Dean Johnson, Section 1, Liberty Township, Clean existing ditch and construct new ditch

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 Brekke to adjourn the meeting at 10:20 AM, **Seconded** by Manager Balstad, **Carried**.

April Swenby, Administrative Assistant

Scott Balstad, Secretary