

SAND HILL RIVER WATERSHED DISTRICT

November 13, 2012

- 1. Attendance:** Chairman Stuart Christian called the November 13, 2012 meeting to order at 8:10 AM at the District Office. Other managers present were Scott Balstad, Bill Brekke, Roger Hanson, and Phillip Swenson. Two staff members were present: Daniel Wilkens – Administrator and April Swenby – Administrative Assistant. Others in attendance were Marlene Baatz – Landowner, Phillip Hamre – Landowner, Jeff Langan – Houston Engineering, Joyce Downs – Landowner, Randy Spokely – Landowner, and Bill Downs – Landowner.
- 2. Approval of the Agenda:** A **Motion** was made by Manager Swenson to approve the agenda as presented with the addition of landowner concerns, Seconded by Manager Balstad, **Carried**.
- 3. Minutes:** A **Motion** was made by Manager Hanson to approve the minutes from October 2, 2012, **Seconded** by Manager Brekke, **Carried**.
- 4. Treasurer's Report:** A **Motion** was made by Manager Swenson 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 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: Negotiations are underway for an additional pay request from Reiner Contracting. This pay request pertains to the additional costs incurred with the addition of the 18" CS Pipes and Gates. Houston Engineering will submit a response to the contractor within the week. The retainage being withheld is 5% or approximately \$81,000.

Project Team: Langan is reviewing the geo-tech data for the Upper Winger, Bear Park and Garden Slough projects. He is currently working with Chuck Fritz and Henry VanOffelen on the planning tool for the storage sites. Langan is preparing FDR request for Bear Park to present to the RRWMB.

TMDL: There is no TMDL data to report this month.

Nielsville Ring Dikes: Langan expects the final engineers report to be completed by December. Jerry Bents plans on attending our December meeting and presenting the report. A preliminary hearing and final hearing will need to be held, very similar to the process of a ditch project.

Climax Ring Dike: Three home purchases have been completed and the remaining two are likely to be purchased by the end of November. The future plan is to focus on the project design after the homes are purchased and the construction season draws to a close. Plans to begin utility design on lift stations will be put into place. Langan is planning to complete an engineer's report and schedule the hearings in February and March of 2013.

Boundary Map: Langan presented the new boundary map. Swenby will e-mail Brian Fischer to request that the web-site mapping system contain the same layers as presented by Langan.

6. Dan's Monthly Report

Project Team: A tentative project team meeting is scheduled for December 11, 2012 to introduce Phase 6.

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

RRBC Commission: The RRBC Commission met on November 7 and 8.

Rules and Regulations: The district is awaiting Lewis Smith report.

Phase 6: We are currently scheduling a project team meeting on December 11, 2012 to go over the phase 6 project and get an update from the COE on its approval of this meeting the first 3 steps of the concurrence process.

LID: Meets Wednesday, November 14, at 7:00 pm.

Spokely Sediment Pond: Spokely has been in contact with Wilkens and said that the sediment pond control structure was going to be installed today. Langan and Wilkens will follow up with the project.

Howard Hopke: King Township has completed the project as of November 2. At that time they only needed to add the erosion cloth.

FEMA Grant: Wilkens is working with Aaron Swenby to install erosion controls on culvert drops, Bear Park on graveling the overflow section, and working on installing rip rap at two sites.

7. Other Business:

Public Relations: The managers reviewed possible public relations items. No new information was brought before the board. The contract has expired with Jeff Nyquist. The RRWMB is reviewing alternative contractors.

Phillip Hamre: Hamre presented a map with his assessment, recently received from Polk County, and notes that his land in section 36 of Hubbard does not drain into the project. It was explained to Hamre that all changes to the boundaries needed to be presented at the final hearing. Proper notice was given to all landowners. It was also noted that the former assessment area was also the same as it is now. After the final hearing the viewer's report was finalized and given to the county to set up an assessment role for the project. It is too late to make changes at this time. Wilkens is attending the Drainage Work Group meeting on Thursday. The Senate Council attorney will be attending and Wilkens will ask him about this question.

Marlene Baatz: Marlene was in the hospital with heart surgery when the hearings were held. She desired an explanation of her assessment. The board went over her information and it is correct. All the information from the county was in 40 acre parcels except one which was divided into 20 acre pieces. This gave her more parcels than she thought she had.

Sidewalk: Bill Downs suggested that the sidewalks be cleared and de-iced before any meetings to prevent any accidents.

MAWD: Roger Hanson was appointed delegate. Phillip Swenson was appointed alternate.

Futuristic Planning Meeting: Wilkens will contact Jody Horntvedt.

Beaver Dams: Chet Haire has requested a beaver dam to be removed on the Sand Hill River by the upper most drop structure. Wilkens stated that a contractor has been contacted several weeks ago and that he should get to it soon.

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

2012-37 Trevor Spokely, Scandia Township, Section 31 & 32., Ditch Cleaning
2012-38 Garret Peterson, Hubbard Township, Section 10., Clean Ditch

- 2012-39 Mark Morvig, Winger Township, Section 31 & 32., Install Tile
- 2012-40 Daniel Wilkens, Onstad Township, Section 36., Clean Ditch
- 2012-41 Daniel Wilkens, Garfield Township, Section 6., Clean Ditch and install culvert
- 2012-42 Daniel Wilkens, Liberty Township, Section 1., Clean Ditch and install culvert
- 2012-43 Daniel Wilkens, Godfrey Township, Section 31., Clean Ditch
- 2012-44 Doug Burd, Hubbard Township, Section 10., Clean Ditch

Wilkens contacted Mark Morvig regarding his permit applications during the meeting, and Morvig stated that Gary Sonsteli (downstream owner) is in support of the permit.

9. **Adjournment:** The next regular meeting of the SHRWD will be at 8:00 AM on Tuesday, December 4, 2012. As there was no further business to come before the board, a **Motion** was made by Manager Swenson to adjourn the meeting at 10:24 P.M, **Seconded** by Manager Brekke, **Carried.**

April Swenby, Administrative Assistant

Bill Brekke, Secretary