

# SAND HILL RIVER WATERSHED DISTRICT

February 5, 2013

1. **Attendance:** Chairman Stuart Christian called the February 5, 2013 meeting to order at 8:15 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 Jeff Langan – Houston Engineering, Joyce Downs – Landowner, and Bill 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 Swenson to approve the minutes from January 8, 2013, **Seconded** by Manager Balstad, **Carried**.
4. **Treasurer's Report:** A **Motion** was made by Manager Brekke to approve the treasurer's report for January, **Seconded** by Manager Balstad, **Carried**.

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

## 5. Engineer's Report

**Project # 24:** A claim response was received from Reiner Construction. Houston Engineering will draft a response letter primarily to address salvage and installation of concrete riprap to Reiner Construction that is being reviewed by Houston Engineering's liability attorney. Langan will also talk to our watershed attorney, Dave Hauff, to keep him informed.

The district has invested about 15 hours in engineering time to resolve this dispute so far.

There is \$88,231.00 in retainage remaining to be paid on project # 24. Jeff Langan stated that the project is complete and the retainage can be paid. A **Motion** was made by Manager Hanson to pay the retainage as recommended by our engineer, **Seconded** by Manager Swenson, **Carried**. Manager Balstad opposed paying the retainage.

The managers discussed the purchase of extra right of way at the outlet of Project # 24. Langan presented drawings and plans and recommend amounts based on the same values in the viewer's report. A **Motion** was made by Manager Balstad to purchase additional ROW on project # 24 in the amount of \$1,913, **Seconded** by Manager Swenson, **Carried**. Manager Brekke abstained.

**Project Team:** Langan presented information regarding additional work associated with the RRWMB effort to develop potential storage sites using HECHMS and the Project Planning Tool.

**TMDL:** Stephanie Johnson will be speaking in the area to train people on the use of Lidar.

**Climax City Ring Dike:** Langan suggested beginning the bidding process for the sale of the homes we purchased for the ring dike. Depending on funding, Langan is hopeful construction can begin mid-summer.

**Spokely Sediment Pond:** Houston Engineering developed a draft operations/maintenance plan. A copy of the plan has been sent to Spokely's for their input. The draft plan will also need to be sent to the PCA after approval from Spokely's. Langan suggested attaching the final plan to a permit application for record keeping.

## 6. Dan's Monthly Report

**Project Team:** The sub-committee met in January to determine possible holding sites using Phase 6.

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

**RRBC Commission:** The RRBC Commission Conference was held on January 22-24<sup>th</sup>.

**IRRB:** The IRRB met following the RRBC conference.

**City of Fosston Project:** The district received a breakdown from the district's attorney. The district will put together a bill for the City of Fosston.

**Legislative Breakfast:** The Legislative Breakfast is scheduled for Wednesday, March 13<sup>th</sup> and Thursday, March 14<sup>th</sup>. Manager Hanson is attending and has a room reserved. Administrator Wilkens will also attend.

**Rules and Regulations:** The district is awaiting Lewis Smith report. Rules and Regulations from the Wild Rice Watershed District were given to Manager Balstad as he requested. The district will form a sub-committee to update our Rules and Regulations as soon as we receive the Lewis Smith report.

**Section 35 Onstad Township:** Received a permit from Polk County. Wilkens will work with landowner. The contractor has asked to do project in the spring.

**Fish Passage:** COE has received funds to finish the update. The district sent a new letter of intent on January 31, 2013.

**Watershed Planning Meeting:** Wilkens has sent an email to Jody Horntvedt asking her what she can help us with. She has had health issues so that is why we have not heard from her.

**7. Other Business:**

**Public Relations:** The managers reviewed possible public relations items. No new information was brought before the board. Mark Meister is contracting with the RRWMB to do the public relations effort.

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

**9. Adjournment:** The next regular meeting of the SHRWD will be at 8:00 AM on Tuesday, March 5, 2013. As there was no further business to come before the board, a **Motion** was made by Manager Hanson to adjourn the meeting at 10:09 AM, **Seconded** by Manager Brekke, **Carried**.

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April Swenby, Administrative Assistant

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Bill Brekke, Secretary