

SAND HILL RIVER WATERSHED DISTRICT

July 1, 2014

1. **Attendance:** Chairman Christian called the July 1, 2014 meeting to order at 8:00 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 Gary Lee – East Polk SWCD, Zach Herrmann and 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 Brekke, **Carried**.
3. **Minutes:** A **Motion** was made by Manager Hanson to approve the minutes from the June 3, 2014 meeting, **Seconded** by Manager Swenson, **Carried**.
4. **Treasurer's Report:** A **Motion** was made by Manager Brekke to approve the treasurer's report for June, **Seconded** by Manager Swenson, **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, with the exception of the SWCD balances which are listed for informational purposes only, **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

Zach Herrmann Presentation: Jeff Langan introduced Zach Herrmann who will be his replacement as the district engineer. The board thanked Langan for the excellent job he has done for the district. His expertise and manner was greatly appreciated by the board.

Nielsen Ring Dike: The Finding of Fact/Record of Decision (required by the EAW), has been completed and the board found no significant impacts and agreed that an EIS is not required.

SAND HILL RIVER WATERSHED DISTRICT RESOLUTION # _____

Upon the motion of _____, seconded by _____, on a _____ vote, _____ voting for and _____ voting against, the Sand Hill River Watershed District Board of Managers adopted the attached NEGATIVE EIS DECLARATION, FINDINGS OF FACT, CONCLUSIONS OF LAW AND ORDER in the matter of the decision of the need for an Environmental Impact Statement for the Sand Hill River Watershed District SHRWD Project No. 15 (11) - City of Nielsville Flood Control Levee Improvement Project, Polk County, Near Nielsville, Minnesota, on the 1st day of July, 2014.

A **Motion** was made by Manager Balstad to approve the resolution as presented, **Seconded** by Manager Swenson, **Carried**. The Finding of Fact/Record of Decision was signed in addition to the

resolution. Manager Brekke abstained from the vote. A 30 day appeal period will begin.

The project will remain idle pending 2015 state FDR funding determination. The next steps are RW acquisition, final design/permitting/plans and construction phase.

Climax Ring Dike: One quote for demolition was received. Houston Engineering has recommended the acceptance of the quote from A & S Construction as submitted. A **Motion** was made by Manager Balstad to hire A & S Construction for the demolition of the Westman house, **Seconded** by Manager Brekke, **Carried**.

Construction will be initiated this summer for Phase I. The district will continue to plan initiation of construction for September/October 2014. Work needs to be completed by June 30, 2015. The RW acquisition documents need to be completed soon for Phase 1.

Project # 24: There are some driveway maintenance issues that need to be reviewed. Langan, Herrmann, and Wilkens will make a site visit.

Pedestals are ready for installation when conditions allow.

TMDL: We are about 35% complete of Phase II.

5. Dan's Monthly Report

RRWMB: The RRWMB met in Thief River Falls. Meeting highlights were given to the managers. It is expected that the RRWMB will set the levy at the next meeting.

RRBC Commission: September 4 is the Ex Officio Meeting beginning at 9:00 AM at the Ramada Plaza Hotel and Conference Center, 1635 42nd Street S, Fargo, ND.

IRRB: Next meeting is the 26th and 27th of August in Grand Forks

Vesledahl / Morvig: The district is currently waiting on Vesledahl and Morvig to establish the boundary. Wilkens sent John Jaschke another letter requesting approving the use of BWSR funds to establish a legal ditch system. Wilkens received a call late Monday from Dave Weirens, BWSR and thought he would have an answer by the end of the week.

LID: The last meeting was June 11, 2014 at 6:30 pm in back room of Ness Café. Manager Swenson attended.

Fish Passage: A **Motion** was made by Manager Balstad to approve signing the Project Partnership Agreement, (PPA) with the Corps of Engineers, (COE) for the fish passage project, **Seconded** by Manager Brekke, **Carried**.

Rules and Regulations: The district is awaiting a final copy from Louis Smith.

One Watershed/One Plan: The district did not receive the grant

City of Fosston: Wilkens spoke with Chuck Lucken and the bill will be submitted to the City Council.

Mark Johnson: Mark Johnson is in the process of the wetland delineation for his project next to Union Lake.

Mapping System Upgrade: Our ditch mapping system is in need of an upgrade. Wilkens and Swenby will meet with Brian Fischer to discuss our needs.

Phone Upgrade: Garden Valley will be upgrading our phone system with a new plan, which will save the district money.

6. Other Business:

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

Futuristic Planning: The managers have scheduled a personnel meeting. Swenby will send out a reminder. A **Motion** was made by Manager Swenson to hold a meeting on July 15 at 7 PM, **Seconded** by Manager Balstad, **Carried.**

SWCD: We were informed that the EPSWCD will be experiencing a complete staff change within the next 6-12 months.

Polk County Fair Booth: A **Motion** was made by Manager Hanson to authorize Swenby to contract with local students and develop a work schedule for people to man the booth, under Wayne Goeken's guidance using the water model in the basement, **Seconded** by Manager Swenson, **Carried.**

Texas Crossing: There is significant sloughing. Manager Hanson proposed asking the local farmers to clean and maintain the rock height in an effort to save the bank. A **Motion** was made by Manager Brekke to authorize the work, **Seconded** by Manager Swenson, **Carried.**

- 8. Permits:** One permit was brought before the board. A **Motion** was made by Manager Hanson to approve the following permit, **Seconded** by Manager Swenson, **Carried.**

2014-04 – Mike Skaug – Install erosion control structure and construct new ditch – Reis Park Twp.

- 9. Adjournment:** The next regular meeting of the SHRWD will be at 8:00 AM on Tuesday, August 5, 2014. As there was no further business to come before the board, a **Motion** was made by Manager Brekke to adjourn the meeting at 10:54 A.M., **Seconded** by Manager Swenson, **Carried.**

April Swenby, Administrative Assistant

Bill Brekke, Secretary