

SAND HILL RIVER WATERSHED DISTRICT

June 3, 2014

1. **Attendance:** Chairman Christian called the June 3, 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 Jeff Langan - Houston Engineering- Joyce Downs – Landowner, and Bill Downs.
2. **Approval of the Agenda:** A **Motion** was made by Manager Swenson to approve the agenda as presented, **Seconded** by Manager Hanson, **Carried**.
3. **Minutes:** A **Motion** was made by Manager Balstad to approve the minutes from the May 6, 2014 meeting, **Seconded** by Manager Brekke, **Carried**. A typo error was made in the permit section where Manager Christian seconded a motion. Swenby will make the change to indicate Manager Brekke made the motion seconding the permits.
4. **Treasurer's Report:** A **Motion** was made by Manager Balstad to approve the treasurer's report for April, **Seconded** by Manager Brekke, **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 Swenson, **Carried**. For further reference, copies of the bills approved are attached hereto in the Treasurer's Report.

5. Engineer's Report

Project # 24: Pedestals are ready for installation when conditions allow.

Nielsville Ring Dike: The EAW was completed and was available for comments by various agencies. The DNR offered several comments suggesting modification of the EAW and implement an EIS. Houston Engineering requested the board approve an extension of 30 days to address the comments. A **Motion** was made by Manager Balstad to grant the 30 day extension, **Seconded** by Manager Swenson, **Carried**.

Houston Engineering will continue to work with MNDOT to coordinate the levy project with their Highway # 75 road project.

Climax Ring Dike: Construction will be initiated this summer for Phase I.

The Westman home is close to being ready for demolition. Langan is going to obtain two quotes for the demolition and will bring the quotes to the meeting next month.

Project Team: Zack Herman has completed draft documents for Points of Concurrence 1 and 2.

Houston Engineering Transition: A proposal was made suggesting Zack Herman start

transitioning as the Lead Engineer for the Sand Hill Watershed. The managers will have an opportunity to meet Herman next month and he will present his history and the qualifications he brings forth to the Sand Hill Watershed. Houston Engineering is doing some restructuring and felt that Zach would make a good fit for our watershed district.

5. Dan's Monthly Report

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

RRBC Commission: Next meeting is June 5 in Grand Forks at the Canad Inn with a tour of Roseau area projects on June 4th.

LID: The next meeting is Wednesday, June 11, 2014 at 6:30 pm in back room of Ness Café. Manager Swenson attended the May meeting.

Fish Passage: A COE employee will be coming up this week to do soil borings below the last drop structure.

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

Fish Passage: DNR is coordinating a meeting on Friday the 6th at 10:00 am at our office to update everyone involved and set a path forward on working with the COE and the DNR on funding and construction.

City of Winger: Wilkens met with Ron Locken to discuss clean out of a ditch on the North and West side of town. In 1983 a permit was issued to clean out from the railroad upstream. In the recent past, downstream through town was also cleaned but as it was a cleaning no permit was applied for. Locken was informed that it is protected waters and they would need to coordinate with Stephanie Klamm in Thief River Falls.

Winger Township: Gary Sonsteli stated that the culvert in the township road just south of Winger is giving problems. Wilkens told Sonsteli it was in a protected waters area and would need to contact the DNR and also get a watershed permit. Wilkens also told him Winger was talking about cleaning upstream and Wilkens suggested he contact the city and see if both projects could be coordinated.

Mark Johnson: Johnson purchased the Kuntz property on Union Lake and is looking at building a bathhouse/storage building on the lake front. He is also interested in doing some work on the waterway that Kuntz was opposed to the district previously doing. Wilkens is coordinating with Johnson and the EPSWCD.

MAWD Summer Tour: Swenby will register Manager Hanson.

City of Fosston: Wilkens sent an email to Chuck Lucken asking the status of our pay request.

6. Other Business:

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

8. **Permits:** One permit was brought before the board. Wilkens will communicate with the landowner to determine sizing and will request permit approval next month at the board meeting.
9. **Adjournment:** The next regular meeting of the SHRWD will be at 8:00 AM on Tuesday, July 1, 2014. As there was no further business to come before the board, a **Motion** was made by Manager Brekke to adjourn the meeting at 9:28 A.M., **Seconded** by Manager Hanson, **Carried**.

April Swenby, Administrative Assistant

Bill Brekke, Secretary