

SAND HILL RIVER WATERSHED DISTRICT

August 4, 2015

1. **Attendance:** Chairman Stuart Christian called the August 4, 2015 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 Zach Herrmann - Houston Engineering, and Bill Downs and Joyce Downs - Landowner.
2. **Approval of the Agenda:** A **Motion** was made by Manager Hanson to approve the agenda, **Seconded** by Manager Brekke, **Carried**.
3. **Minutes:** A **Motion** was made by Manager Swenson to approve the minutes from the July 7, 2015 meeting, **Seconded** by Manager Hanson, **Carried**.
4. **Treasurer's Report:** A **Motion** was made by Manager Brekke to approve the treasurer's report for July, **Seconded** by Manager Hanson, **Carried**.

The managers reviewed their expense reports and reported on activities for the month. A **Motion** was made by Manager Swenson 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

DFIRM Panels (FEMA MAPS): Houston Engineering is working through the mapping. It is expected to have technical memo and maps complete for board review at the September board meeting.

Project # 24: Herrmann will contact Spokely's about the gallons of water used to determine the required height for stop log structure that would contain the wash plant water in the pond during the winter months to prevent freezing the outlet structure.

TMDL: The district is waiting on final comments from MPCA staff for WRAPS documents.

Rock Riffles: The district is working with the COE to fulfill permitting requirements. The MN DNR plans to get channel survey at the proposed riffle locations early in August. This will be used to finalize project design and quantities.

Fish Passage: Manager Balstad asked about the possibility of Zebra Mussels being transported upstream. Herrmann will check with the MN DNR about his concerns.

The design has been changed to a flatter slope which will require much more rock, resulting in expected insufficient funds to complete all four drop structures. It is expected that only two drop structures will be completed. The third structure will be bid as an alternate. The MN DNR is preparing an application to request additional funds from the LSOHC to complete the remaining 2 drop structures, and any riffles not completed with the Clean Water Fund Project. The funding request is for \$1,451,900. That hearing is scheduled for 6:30 pm on September 1, 2015.

BWSR Clean Water Fund Grant Opportunities: EPSWCD is planning to submit three grants within the SHRWD with assistance engineering resources from Houston Engineering. Grants for Water and Sediment Control Basins, the AELC, and the Carlson Coulee were among the applications.

Climax Ring Dike: Herrmann presented Langan's update on the Climax Ring Dike. Most all of the underground sewer and services are installed. They have the connection points to existing systems yet to make. They are waiting for the new lift stations to be ready before they make the tie in's. The painter completed most of the lift station painting, just some minor touchups left.

The NE lift station slab was placed, and the carpenter started on framing the lift station building. The walls and roof are sheeted, and ½ of the roof is shingled. The carpenter is working on the lift station buildings part time in the evenings.

Gladen's is having issues with water testing of the gravity sewer. They have spent a week or so of additional time setting up testing, and digging and repairing minor leaks. All of the lines installed have now passed the leakage testing. The NW sewer lines also have been tested with the mandrel for deflection and have all passed. They will mandrel test the NE lines after 30 days in the ground. Televising of the sewer lines will occur after all are lines and connected.

The electrician is working currently on the NW lift station. He started last week and expects it will take till the end of this week. The control panel is onsite and set up. They will then start work on the NE lift station. Contractor did not contact the utility company in advance on getting the power service. Ottertail is working on scheduling power, but it sounds like maybe one to three weeks or so. This will delay the startup of both stations, and the completion of the tie in's and resurfacing work. Based upon this it looks like the Contractor will not make the Milestone "A", lift stations installed and force main and sewer operational by August 18, 2015. It appears the delivery of the control panels, and the electrician not scheduling utility work is the cause of the delay. We will remind Gladen of the approaching deadline, and we may consider a time extension due to material delivery and utility schedules.

The Highway 220 crossing remains gravel, and the Contractor is expecting to resurface after all of the tie in's are completed. The road surface at 3rd street NE is also gravel. Both of these are holding up well. I have not heard of any complaints so far.

Extra cost likely for the utility conflicts uncovered in the NE area; estimated cost may now be up to \$4000, they had to replace a few curb stop boxes that we encountered that needed to be replaced.

More damage has been discovered to the existing streets from the construction operations and will most likely need to do some additional repairs to the streets. Discussions on repair responsibilities are occurring. Estimate repairs at \$20,000, but will have a better handle once they get more of the areas cleaned up. We did start to markup areas from the original construction that will need to be repaired. The contractor exceeded the construction limits setup in the plans, and they have started to complain about these limits.

There are slight issues with approving shop drawings for the NE lift station building. Materials are not meeting specifications.

There have been no complaints from the residents related to the project. Turf restoration is a concern for complaints as grass is not yet established in several areas.

WFW is spending additional engineering field time due to the Contractor's slow progress, and the issues with sewer testing are not passing. They have reduced field time this last month and will continue this coming month to try to compensate for the slower than anticipated construction.

The budget appears healthy, even considering the additional field engineering and administrative time. No concerns at this point with exceeding maximum grant funds (July 2015).

A **Motion** was made by Manager Balstad to approve partial pay request # 3 for \$68,170.02, for services completed to date, **Seconded** by Manager Brekke, **Carried**.

6. Dan's Monthly Report

RRWMB: The RRWMB met in Ada in July. Meeting highlights were given to the managers. The August meeting will be held in Fertile.

IRRB: The next IRRB meeting is in September.

DWG: The last Drainage Workgroup Meeting was June 11th. Next meeting is July 9th in Eagan.

Maple Creek Improvement: Dave Johnstad, Elliot Solheim, and Mike Skaug are preparing a permit to clean Maple Creek.

Erosion site at Nature Center: Lisa Newton prepared a grant application to Enbridge. We were not successful in receiving the grant. The SWCD plans to prepare another request to both Clean Water fund and Enbridge this fall.

AELC Regional Park: Danielle Meunier is trying to get regional park status and needs letters of support from the watershed. A **Motion** was made by Manager Swenson to provide a letter of support, **Seconded** by Manager Balstad, **Carried**.

Project 20: Heavy rains overtop road along west side of Liberty Wildlife. The road needs raising.

Culvert Replacement along Hwy # 9. Dave Johnstad replaced the culvert. The project is complete.

FDRWG: The next meeting is in Detroit lakes on August 19th.

Bear Park Project: Wayne Goeken canoed the area and gave Wilkens GPS coordinates on beaver dams.

Spokely Wash Plant: Wilkens met with Lonnie Spokely asking him to clean the wash plant sediment pond. Wilkens explained that this was required to be done each year as per the agreement. Balstad suggested setting a specific date that cleaning is required. If it is not completed by the September 15, 2015 the district will hire it done at the landowner's expense. Wilkens will send a registered letter. Manager Brekke recused himself from the discussion.

Fish Passage: A **Motion** was made by Manager Balstad to approve the proposed revised agreement, **Seconded** by Manager Brekke, **Carried**.

DWG: The next DWG meeting is August 13th in Mankato.

Buffer Strip: There was brisk discussion on the governor's buffer strip program. Balstad wants a letter sent on the districts behalf. Wilkens said that there are so many pieces of this legislation that are not available yet that it would impossible to comment at this time. Wilkens will bring this up at the RRWMB meeting.

Texas Crossing: Wilkens contacted Dale Berhow to reseed near the Texas Crossing as the grass seeded last fall did not grow.

Corp of Engineers Spoil: The COE has between 8-11,000 yards of spoil that needs to be removed at the drop structures and located off site. The district has placed an ad in the Fertile Journal asking for possible sites that would be able to accept the extra spoil.

7. **Other Business:**

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

District Filing: A **Motion** was made by Manager Brekke approving full time employment for Swenby beginning September 1 through the end of May to continue the filing project, **Seconded** by Manager Swenson, **Carried**.

Budget: A budget hearing is set for September 1, 2015 at 8 AM.

Capital Improvements: The manager requested that the building be measured so cost estimates can be obtained.

Spraying: Manager Balstad referred Roy Abraham for spraying. The EPSWCD could give his phone number.

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

9. **Adjournment:** The next regular meeting will be held at 8 AM on September 1, 2015. As there was no further business to come before the board, a **Motion** was made by Manager Hanson to adjourn the meeting at 9:45 AM, **Seconded** by Manager Brekke, **Carried**.

April Swenby, Administrative Assistant

Bill Brekke, Secretary