

SAND HILL RIVER WATERSHED DISTRICT

July 7 2015

1. **Attendance:** Chairman Stuart Christian called the July 7, 2015 meeting to order at 8:03 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 Balstad to approve the agenda, **Seconded** by Manager Swenson, **Carried**.
3. **Minutes:** A **Motion** was made by Manager Hanson to approve the minutes from the June 2, 2015 meeting, **Seconded** by Manager Brekke, **Carried**.
4. **Treasurer's Report:** A **Motion** was made by Manager Hanson to approve the treasurer's report for June, **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 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 has revised hydrology using LiDAR data. They are using as-built drawings for channel and culvert data. Houston Engineering will perform an independent review from Polk County regarding Maple Creek. Houston Engineering is beginning their review of the Sand Hill Ditch. Hydrology and hydraulics are being assessed similarly to Project # 17. They have requested additional information from the MN DNR for Beltrami.

Spokely Wash Plant: The ditch has not been cleaned. Wilkens will tour the area and contact Lonnie Spokely about ditch cleaning.

Project #17: Slope failure has been detected at two locations. This is likely due to shallow ground water gravel/sand veins. Houston Engineering will work with Wilkens and a contractor to complete potential fixes when the weather dries up.

Annual Ditch Inspections: Houston Engineering and Wilkens toured Projects 12, 17, 20 and 24 in May. It is noted that there are missing ROW markers, missing one-rod buffer strips, and minor repair items. Herrmann presented inspection maps with locations. The survey crew is preparing to do field work. Wilkens will continue to work on the landowner list.

Project # 24: Iced culvert at County Road 220 as a result of base flows throughout the winter. Zach Herrmann is designing a concrete structure that will facilitate stopping the flows when freeze up occurs to store the wash plant water in the pond area. Calculations need to be made to establish how high a structure needs to be to hold the water that is added during the winter months.

TMDL: Comments received from MPCA are being addressed and incorporated into the WRAP and TMDL documents. The actual data is complete; the project is in the comment period by various agencies.

Rock Riffles: Houston Engineering is coordinating with West Polk SWCD to finalize the design based on USCOE drop structures and determine permitting requirements. The hope is to install the rock riffles late this fall. There will be an update meeting held in the next couple of weeks. West Polk SWCD has received and ENBRIDGE grant in the amount of \$100,000 to put towards the project. The clean water grant furnished \$475,000 and the Watershed contribution of \$118,750 brings the total available to \$693,750.00 for the project.

Nielsville Ring Dike: FDR bonding funds request for \$400,000 to do the road raise in concert with MN DOT in 2016 were not granted. We will try this next session to obtain these funds. If we obtain the grant it will save tearing up the concrete and replacing it at a later date.

Climax Ring Dike: A **Motion** was made by Manager Balstad to approve change order # 2 for \$7,500, a trenchless installation in lieu of an open cut installation of 170 feet of 8" sanitary sewer line that will minimize disturbance to adjacent trees and a garage structure, **Seconded** by Manager Swenson, **Carried**.

A **Motion** was made by Manager Balstad to approve partial pay request # 2 for \$304,875.89, for services completed to date, **Seconded** by Manager Brekke, **Carried**.

Minnesota Flood Hazard Mitigation Grant Resolution was presented. This resolution grants funding for Phase II. A **Motion** was made by Manager Swenson to sign the resolution and proceed with Phase II. **Seconded** by Manager Balstad, **Carried**.

Maple Creek Ditch Cleaning: This will require a public waters permit. Dave Johnstad, Elliot Solheim, and Mike Skaug are preparing a permit to clean Maple Creek. The WPSWCD will assist with the channel survey.

Karl Tollefson Ring Dike: The landowner has elected to build on his own rather than waiting for the NRCS funding potential.

Section 10 of Hubbard Twp.: Houston Engineering has recommended a 48" CMP culvert. Wilkens will work with the landowner to establish elevations and grade.

6. Dan's Monthly Report

RRWMB: The RRWMB met in Thief River Falls in June. Meeting highlights were given to the managers.

RRBC Commission: The RRBC board tour was held on June 4.

IRRB: The next IRRB meeting is in September.

MAWD Summer Tour: The MAWD Summer Tour was June 24-26 in Duluth. Manager Hanson, Manager Swenson, and Wilkens attended.

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

Erosion site at nature Center: Lisa Newton, Danielle Meunier, and Wilkens met on site on May 21. Newton prepared a grant application to Enbridge. The grant application was denied funding.

Dike along PC # 48: Elliot Solheim requested we look at this ditch plug to see if it is appropriate.

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

LID: Wilkens attended the LID board meeting and gave an update on easements and gauge construction.

FDRWG: Meeting was held on June 16th in TRF.

Ed Weise Erosion Site: Lisa Newton is working with engineer to develop a plan and will put in a

grant application this fall.

Erosion at the Union Lake Erosion Control Site: The lower stretch still needs addressing. EPSWCD is working on this.

Texas Crossing: Manager Hanson asked Wilkens to contact 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 will place an ad in the Fertile Journal asking for possible sites that would be able to accept the extra spoil. A **Motion** was made by Manager Balstad advertising for off-site spoil locations, **Seconded** by Manager Brekke, **Carried.**

Project # 23 - Section 35: Jim Todahl furnished a bill showing times and amounts of work he did on the project to meet the 25% local share match. The amount \$8,737.50 exceeds the 25% match of \$8,080.00 required by the board therefore the project is complete. A **Motion** was made by Manager Hanson to zero this project out and transfer funds from the construction fund, **Seconded** by Manager Brekke, **Carried.**

7. **Other Business:**

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

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

2015-14 Chris Cournia – Remove a culvert and construct a new crossing in Section 29 of Hammond Twp.

2015-15 Bear Park Township- Replace a culvert in section 22-23 of Bear Park Twp.

2015-16 Steven Ness- Install Erosion control structures in Section 7 & 5 of Garden Twp

2015-17 Karl Tollefson- Install culvert and build ring dike in Section 11 of Scandia Twp.

9. **Adjournment:** The next regular meeting will be held at 8 AM on August 4, 2015. As there was no further business to come before the board, a **Motion** was made by Manager Brekke to adjourn the meeting at 10:10 AM, **Seconded** by Manager Swenson, **Carried.**

April Swenby, Administrative Assistant

Bill Brekke, Secretary