

SAND HILL RIVER WATERSHED DISTRICT

March 3, 2015

1. **Attendance:** Vice-Chairman Scott Balstad called the March 3, 2015 meeting to order at 8:17 AM at the District Office. Other managers present were Roger Hanson and Phillip Swenson. Managers absent: Bill Brekke and Stuart Christian. 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 Swenson, **Carried**.
3. **Minutes:** A **Motion** was made by Manager Swenson to approve the minutes from the February 3, 2015 meeting, **Seconded** by Manager Hanson, **Carried**.
4. **Treasurer's Report:** A **Motion** was made by Manager Hanson to approve the treasurer's report for February, **Seconded** by Manager Swenson, **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 Hanson, **Carried**. For further reference, copies of the bills approved are attached hereto in the Treasurer's Report.

5. Engineer's Report

Climax Ring Dike: Funding is in place both locally (City of Climax) and State (MN DNR) to complete construction of Phase 1, the utility relocation project. The engineers estimate was \$893,000 and the lowest bidder was \$775,000 by Gladen Construction. The attorney will review the contract documents for execution. Houston Engineering is planning a preconstruction conference in late March and is planning on commencing construction operations likely in April, preparing for completion in September.

Phase 2 levee and storm sewer project work will remain idle pending 2015 state FDR funding determination. Wilkens testified on behalf of the project in St. Paul.

Nielsen Ring Dike: Wilkens testified on behalf of the project in St. Paul.

DFIRM Panels: The 90 day appeal period comments were discussed. The MN DNR received comments and will work with the district on incorporating comments once the 90-day appeal period opens. Houston Engineering has discussed the draft DFIRM panels with the RLWD to see if they have been seeing similar issues. They have not completed any review but based on issues observed by the SHRWD, Myron plans to further look into Zone A areas. Herrmann recommends to continue to work with the MN DNR staff to get appropriate changes incorporated to the DFIRM panels. This may require technical work to review and provide guidance to MN DNR staff.

Fish Passage: The kickoff meeting was held at the SHRWD office on February 20 at the SHRWD office with MN DNR, BWSR, USCOE and SHRWD. Discussions include the current design, permitting, coordination with the USCOE project and grant administration. An EAW is required for the project, however; MN DNR staff feels this will fall under their statewide EA.

Several permitting requirements were discussed including: USCOE 408 Permit, USCOE 404 Permit, the MN DNR Public Waters Permit, and the Polk County Flood Plain Permit.

The SHRWD will continue coordination with MN DNR and BWSR with regard to final design and riffle layout.

Herrmann presented large scale plans for the managers to review. Manager Hanson would like to see more of a local benefit and riffles placed higher in certain areas, especially because local money is being used. Wilkens will arrange a meeting of the key agencies involved to revisit the design. The managers would like

to understand the present design before they commit to providing a funding share for the project.

Carlson Coulee: Herrmann will meet with Gary Lee before he retires to discuss applying for another grant this fall.

6. **Dan's Monthly Report**

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

RRBC: The RRBC retreat and board meeting is scheduled for March 4-5 in Grand Forks

IRRB: The next IRRB meeting is scheduled for September.

MAWD: Manager Hanson and Wilkens are planning on attending the Legislative Breakfast.

Ed Weise: Ed Weise has a washout coming from the abandoned ditch # 133 outlet and has requested assistance.

Building upgrade with handicapped accessibility: Aaron Swenby was in and was willing to measure up the property and give advice for the best way to make the building accessible. He will wait for the cooperating weather so he can get to the top of the roof for measurements. Manager Hanson asked that the managers continue conversations about providing handicapped accessibility to the building.

7. **Other Business:**

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

Reorganization of board: A **Motion** was made by Manager Hanson to table the reorganization of the board until next month, **Seconded** by Manager Swenson, **Carried.**

Joyce Downs: Downs asked if Stuart Christian plans on opening the ditch along the north/south township road on the west side of the airport. Wilkens explained that Stuart Christian received a permit (2014-50) to clean the ditch last November. Joyce Downs stated that the only ditch he's ever had a permit to clean was the one to the north of the airport, and that one drains a wetland, which is illegal. Wilkens told Downs that Ray Christian had cleaned that ditch a long time ago and that he worked out the issue with the MN DNR at that time. The ditch along the township road is irrelevant in relation to the other ditch.

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.**

2015-04: Lenex Gravel, – Rosebud Twp., Section 7 – Re-permitting a MPCA Demo site.

9. **Adjournment:** The next regular meeting will be held at 8 AM on April 7, 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 Swenson, **Carried.**

April Swenby, Administrative Assistant

Bill Brekke, Secretary