

SAND HILL RIVER WATERSHED DISTRICT

February 2, 2016

1. **Attendance:** Vice Chairman Scott Balstad called the February 2, 2016 meeting to order at 8:00 AM at the District Office. Other managers present were Roger Hanson and Phillip Swenson. Managers Absent: Stuart Christian and Bill Brekke. One staff member was present: Daniel Wilkens – Administrator. Others in attendance were Joyce Downs and Bill Downs – Landowners, and Zach Herrmann- Houston Engineering.
2. **Approval of the Agenda:** A **Motion** was made by Manager Hanson to approve the agenda as presented, **Seconded** by Manager Swenson, **Carried**.
3. **Minutes:** A **Motion** was made by Manager Swenson to approve the minutes from January 5, 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 January, **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 Phase I: Contractors have given plans to resolve/complete the deficiencies. The noise on the lift station continues and it appears likely that the noise issue would not have been a problem without a sensitive receiver/transmitter adjacent to the project site. Based on FCC regulations, noise issues are not allowed to interfere with HAM radio operation. The board discussed the following three remedies:

1. To bring in three-phase power for up to \$25,000 utility costs.
2. Try new phase converters.
3. Changing out the pumps to single phase pumps.

A **Motion** was made by Manager Hanson to proceed with option # 1, **Seconded** by Swenson, **Carried**.

Two changers orders were processed as noticed at the January board meeting. A **Motion** was made by Manager Swenson to approve the following change orders, **Seconded** by Manager Hanson, **Carried**:

1. Change order number five for \$893 was presented for removing and replacing the curb stop which was not salvageable and was conflicting with construction.
2. Change order number six for \$530 was presented for additional gravel along City Street in the NE part of the city.

These changed orders will not be processed until defective work on the entire project is complete.

The engineering and admin costs are estimated to be up to \$10,000 to complete this construction phase with changes. The budget allows for these extra costs to satisfactorily complete the project.

Climax Ring Dike Phase II: The project funding was secured in September 2015, the funds need to be used prior to September 2017. A planned bid opening is scheduled for the spring of 2016. The

controlling work item is securing the right-of-way for the project.

Houston Engineering is working with Dave Hauff on preparing the easements and the HEI surveyors are working on legal descriptions. The prices and acquisition areas were defined and presented at the final hearing. The plan is to proceed with these numbers with some minor revisions. HEI anticipates right of way acquisition for parcels which include construction operations which will likely be acquired by the end of March. Parcels with easements for restricted use only are likely to be acquired by the spring of 2016. It is intended to complete the project work by the end of 2016 and possibly the final touchup work in early 2017.

Nielsville Ring Dike: A fact sheet was prepared for Ron Harnack and it will be used to educate legislators on the merits of the project.

Fish Passage Rock Riffles: The MN DNR Public Waters permit is under review. WCA plans and specifications were provided to Aaron Habermehl for review. USACE 404 plans and specs were provided to Leo Puchalski from USACOE regulatory in Bemidji. Indications are that permitting will not be an issue, but we are waiting on 408 approval before issuing the 404 permit. The USACE 408 plans, specs, technical memo and the letter to the colonel were provided to Nathan Wallerstad for review. The USACE completed an environmental assessment. The EA is now out for comment.

Upper Sand Hill Detention Sites: The managers revisited the NRCS funding potential for watershed planning. Herrmann met with NRCS staff to discuss the opportunity and site visit of the watershed. The funding would provide 70% federal reimbursement for eligible expenses (\$500,000 max) Eligible work items are as follows:

1. Purpose and need
2. Alternative development/justification
3. Geotechnical evaluation
4. Preliminary design and cost estimates (approximately 30% plans)
5. Environmental review (field and off site)
6. Cost benefit ratio
7. Public outreach and agency coordination
8. Complete environmental assessment as required by NEPA

The project sponsor can terminate the agreement at any time and still receive financing on completed eligible work items. A fact sheet was updated for Ron Harnack to educate legislators on the merits of the project.

Herrmann was asked to put together a cost estimate to use RCPP funding to move Bear Park and Winger Dam forward.

DFIRM Panels: The technical review is completed and Herrmann is working through LOMA documentation required by FEMA for the three landowners east of Beltrami.

6. Dan's Monthly Report

RRWMB: The RRWMB met in East Grand Forks in January in conjunction with the Red River Basin Commission Conference. Meeting highlights were given to the managers. Swenby, Manager Swenson and Manager Hanson attended the meeting.

RRBC Commission: The RRBC Commission Conference was held January 19-21 at the Alerus

Center. Swenby, Hanson, Swenson and Wilkens attended.

IRRB: The IRRB meeting was held on Thursday and Friday, January 21 and 22 at the Alerus Center.

Maple Creek Project: The DNR wants Houston Engineering to verify outlet elevation. Herrmann will do this after today's meeting.

Ditch # 80: Paul Engelstad has contacted Wayne Swanson - attorney, and is putting together a petition to improve the system.

FDRWG: The next FDRWG meeting will be held in TRF on February 16th after RRWMB meeting.

Project 20: Heavy rains overtop road along the west side of Liberty Wildlife. The road needs raising. No request from the township has come forward.

LID: The district has a 6" plastic pipe on hand. Wilkens is working on finding a contractor to do the work.

Rock Rip Rap: The district paid the DNR \$1,000 for a permit fee.

7. Other Business:

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

District Computers: It has been five years since the last computer upgrade. Wilkens computer is very slow and is in need of an upgrade. Estimates for new computers were brought before the board with affordable solutions in place of the server that crashed last spring. Several options were brought before the board for their review. A **Motion** was made by Manager Hanson to replace both computers, selling the current system we have to Minkota, and hire Minkota to set up the system so that OneDrive will function as designed, **Seconded** by Manager Swenson, **Carried**.

Buffer Strips/Redetermine Benefits: The district will schedule a meeting after our board meeting next month with ditches 9, 119, and 2-17. The landowners will be notified and discussions will include the new buffer strip legislation and possible redetermination of benefits.

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

2016-02 MN Dot — Multiple Twps., Multiple Sections (Polk, Mahanomen) – Clean ditch and install culverts

9. **Adjournment:** The next regular meeting will be held at 8 AM on March 1, 2016. As there was no further business to come before the board, a **Motion** was made by Manager Hanson to adjourn the meeting at 10:10 AM, **Seconded** by Manager Swenson, **Carried**.