

SAND HILL RIVER WATERSHED DISTRICT

July 5, 2016

1. **Attendance:** Chairman Stuart Christian called the July 5, 2016 meeting to order at 8:00 AM at the District Office. Other managers present were Scott Balstad, Bill Brekke, and Roger Hanson. Managers absent: Phillip Swenson. Two staff members were present: Daniel Wilkens – Administrator and April Swenby – Administrative Assistant. Others in attendance were Joyce Downs and Bill Downs – Landowners, Dave Aarends – Landowner, and Zach Herrmann- Houston Engineering.
2. **Approval of the Agenda:** A **Motion** was made by Manager Balstad 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 June 7, 2016 meeting, **Seconded** by Manager Brekke, **Carried**.
4. **Treasurer's Report:** A **Motion** was made by Manager Brekke to approve the treasurer's report for June, **Seconded** by Manager Balstad, **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

Fish Passage Rock Riffles: Bids were opened on June 28th and were as follows:

1. Davidson Ready Mix & Construction, Inc.	\$431,250.00
2. Gladen Construction, Inc.	\$320,020.00
3. Hough, Inc.	\$584,380.00
4. Knife River Materials	\$588,275.00
5. Landwehr Construction, Inc.	\$418,995.00
6. Northern States Excavating	\$472,460.00
7. Red Lake Builders, Inc.	\$457,615.80
8. R.J. Zavoral and Sons, Inc.	\$408,050.00
9. Sellin Brothers, Inc.	\$311,425.00
10. Spruce Valley Corporation	\$273,777.00
11. Taggart Contracting Inc.	\$434,430.00

Spruce Valley was the low bidder and was under the engineer's estimate. A **Motion** was made by Manager Balstad to execute the notice of award to Spruce Valley Corporation, **Seconded** by Manager Brekke, **Carried**. Funds are expected to be in excess and Herrmann will work with BWSR and WPSWCD to meet the criteria of the grant when providing options for the remaining funds.

Fish Passage Drop Structure # 4: The USACOE is planning on opening bids July 26.

BWSR Clean Water Fund Grant Opportunities: Herrmann is working with Lisa Newton on the detailed work plan.

DFIRM Panels: Field survey work is being requested by FEMA for the Riegert residence.

Project # 24: The contractor completed the project over the weekend. The work included securely fastening and applying a proper seal to the frame. Herrmann will inspect to ensure it is compliant with the specs.

Herrmann provided a draft copy of the pump site easement for Brekke’s review. If it is approved, it will be sent to our attorney for proper recording.

Annual Ditch Inspections: Herrmann is continuing to work on implementing the phased buffer compliance strategy. The work includes GPS surveying and replacement of missing signs to facilitate seeding of encroached ROW areas.

Climax Phase I: Final payment is planned for August.

Climax Phase II: Executed agreements were submitted by Spruce Valley. A **Motion** was made by Manager Balstad to approve the following resolution, **Seconded** by Manager Brekke, **Carried**:

SAND HILL RIVER WATERSHED DISTRICT
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Board Member Scott Balstad offered the following resolution and moved its adoption:

BE IT RESOLVED, that pursuant to advertisement for bids for the SHRWD Project No. 15 (12), City of Climax Flood Control Project Phase 2 Levee Construction, Sand Hill River Watershed District, Fertile, Minnesota, the following bids were received:

NAME	BID AMOUNT
SPRUCE VALLEY CORPORATION	\$471,680.49
R.J. Zavoral & Sons	\$480,026.00
JAV CONSTRUCTION, Inc.	\$575,046.00
REINER CONTRACTING, Inc.	\$652,586.80
H & S Contracting, Inc.	\$657,696.60
QUAM Construction LLC	\$663,413.25
Taggart Contracting, Inc.	\$741,614.45
Gordon Construction of Mahnomon, Inc.	\$784,491.20

NOW THEREFORE BE IT RESOLVED that the bid of Spruce Valley Corp. in the amount of \$471,680.49 be accepted.

Board Member Bill Brekke seconded the motion and same being put to a vote, was duly carried.

Scott Balstad
(Chairman)

Aye: 4

Nay: 0

DATE: 7-5-16

6. Dan's Monthly Report

Ditch Spraying and Seeding: Herrmann provided district maps. Wilkens will contact L and M Road Services for spraying and Dale Berhow for seeding.

Hovland Marsh: Wilkens discussed options on the Hovland Marsh with Ross Heir on June 28th.

RRWMB: The RRWMB met on June 20 in TRF. The next meeting is in Fertile on July 19. Meeting highlights were given to the managers.

FDRWG: The FDRWG met following the RRWMB meeting in Thief River Falls.

RRBC Commission: Next RRBC meeting is the Ex-Officio meeting September 1 at the Marriot in Moorhead.

DWG: The next DWG meeting is July 14 in St. Paul at Farmers Union Bldg. Highlights were given

to the managers.

Vesledahl / Morvig: Wilkens will try to meet with Jaschke, BWSR, at the DWG meeting and asked him to send us authorization to use the BWSR funds to establish a Legal Ditch System.

Annual Ditch Inspection: The board adopted ditch policies last month. Herrmann present maps showing areas needing seeding, spraying, and work is in progress to install and locate all the signage. Board Report.

Buffer Maps: Herrmann and Wilkens reviewed the buffer maps and made some corrections. Herrmann gave a presentation on the highlighted areas. A **Motion** was made by Manager Balstad to put a press release in the Crookston Daily Times, Fosston and The Fertile Journal notifying landowners that buffer maps are available on the DNR web site and at the SWCD for their review, **Seconded** by Manager Brekke, **Carried.** Wilkens will contact BWSR to get a press release.

7. Other Business:

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

Project #24 ROW payments: Dave Aarends inquired about payment for the ROW on project #24 in section 26 of Hubbard Township.

Aarends felt that he should be paid as the owner of the property. Herrmann reviewed the timeline of events. The sale was finalized near the end of 2010. The viewers report was finalized August 2, 2011. Data was received from the county two weeks prior to that. Checks were cut in 2012 based off county records. Zach will work with our attorney on the issue and see where the error occurred. Aarends is requesting a check from the district today and is asking the district to request reimbursement from the prior landowner. Wilkens explained that before the district can cut a check that we will need to do more research.

A **Motion** was made by Manager Brekke to research the discrepancy and find a solution to the ROW issue, **Seconded** by Manager Balstad, **Carried.**

Dave Aarends/Project #24: Last month a Motion was made by Manager Swenson authorizing Aarends to dig a ditch which will drain the two wet areas to an existing culvert and request reimbursement from the district for \$500. Aarends did not feel that was enough to complete the job.

Manager Balstad asked Aarends why he didn't ask for the inlet pipe at the time of the construction. Aarends felt that it is not his responsibility on rented land and that is why he is paying taxes. He would like to see the watershed take responsibility for the lack of an inlet pipe. Manager Balstad felt that Aarends should have brought this up at the time of construction which is what every landowner along the ditch did.

Aarends suggested surveying to aid in the pipe placement and length. A **Motion** was made by Manager Balstad to revoke last month's previous motion and authorize installing a pipe and trap at the district expense (not a ditch as the original motion), **Seconded** by Manager Hanson, **Carried.** Manager Brekke recused himself from voting.

Building: Wilkens suggested coating the roof as a temporary solution because the building project addition is going to take some time to develop a plan. Swenby gave us a proposal using wood rafters.

Wilkens presented a proposal for bar joists from Tru North steel. Wilkens will continue to develop alternatives.

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

2016-12 Craig Engelstad – Onstad., Sections 34 – Install culverts and clean

2016-13 Steve Vesledahl – Woodside Twp. Section 35 – Install culvert & new approach

9. **Adjournment:** The next regular meeting will be held Tuesday at 8 AM on August 2, 2016. As there was no further business to come before the board, a **Motion** was made by Manager Brekke to adjourn the meeting at 10:55 AM, **Seconded** by Manager Hanson, **Carried**.

April Swenby, Administrative Assistant

Bill Brekke, Secretary