

# SAND HILL RIVER WATERSHED DISTRICT

May 3, 2016

1. **Attendance:** Chairman Stuart Christian called the May 3, 2016 meeting to order at 8:14 AM at the District Office. Other managers present were Bill Brekke, Roger Hanson and Phillip Swenson. Managers Absent: Scott Balstad . Two staff members were present: Daniel Wilkens – Administrator and April Swenby – Administrative Assistant. 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 Brekke to approve the agenda as presented, **Seconded** by Manager Swenson, **Carried**.
3. **Minutes:** A **Motion** was made by Manager Hanson to approve the minutes from April 11, 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 April, **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 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:** Phase I items should be complete in May/June.

**Climax Ring Dike Phase II:** Langan would like to open bid documents in June. A **Motion** was made by Manager Brekke to approve advertisement for bids as soon as possible, **Seconded** by Manager Swenson, **Carried**.

There have been two landowners who have concerns with the levy. Temporary measures to protect these two homes seem most appropriate. Temporary measures will include sandbagging and sanitary sewer shutoff valves. Nesvig will have shutoff valve on sump outlet, within restricted use easement. Both homes are above 100-year floodplain; both current and draft FEMA DFIRM maps. The final Polk County DFIRM's are not likely to be out until the end of 2017. As per Nesvig and Midboe, neither have been notified of being affected by the new DFIRM's therefor, flood insurance does not appear to apply to their properties. Temporary measures will not allow for potential levee certification as intended through the project. However, since no properties within the city limits require flood insurance, certification of levees is not applicable under current rules and floodplain characteristics at Climax.

The right of way easements for these properties are being revised. Langan met with the City of Climax Monday night to discuss these changes with the Council, and make sure they understand the changes.

**Fish Passage Rock Riffles:** Advertisement is planned for early May with the bid opening in June. Herrmann is scheduling this to coordinate with a schedule of the 4<sup>th</sup> drop structure to capitalize on bidders for both projects. A **Motion** was made by Manager Brekke to advertise for bids, **Seconded** by Manager Swenson, **Carried**.

**Fish Passage Drop Structure:** The pre-construction conference was held on April 13, 2016 at the watershed office with the contractor, COE from Fargo and the Cities and myself attended as well as the contractor and his associates.

**BWSR Clean Water Fund Grant Opportunities:** An interview was held in St. Paul on March 31, 2016. Notification is expected in late May. This grant would provide funding for 60 sediment control basins and the Carlson Coulee grade stabilization.

**Upper Sand Hill Detention Sites:** Herrmann met with NRCS staff to discuss the opportunity of a site visit of the watershed and is currently working through the Cooperative Agreement with the NRCS.

**DFIRM Panels:** The district has received a response to the comments of DNR staff. Most responses were requesting additional documentation for revising the 100-year peak discharge for Zone A flood areas along the Sand Hill ditch. Herrmann will provide documentation as required.

The LOMA is still under FEMA review for the three landowners east of Beltrami.

**Project # 24:** Stop logs and their housing are planned to be installed next week. Manager Brekke reported a huge hole in the Coulee bank for dirt and expressed concern for the safety of snowmobiler during the winter with this hole left open. Manager Brekke also stated that the contractor fill the hole with clay so it is returned to original condition. Manager Swenson suggested having Crompton seed near the Texas Crossing if possible.

## 6. Dan's Monthly Report

**RRWMB:** The RRWMB met in Fertile on April 19th. The next RRWMB meeting is May 17 in Ada. Wilkens informed Manager Hanson that as the alternate, he should submit his compensation to the RRWMB for his attendance rather than the Sand Hill River Watershed.

**River of Dreams:** Swenby and Wilkens attended the launching of the River of Dreams canoes at the nature center on April 14th. This was a really great event. The kids learned about water leaving their area and working its way all the way to Hudson Bay.

**RRBC Commission:** The RRBC will meet in Fargo on May 5<sup>th</sup> at the Baymont Inn at 11:00 am.

**DWG:** The next meeting is scheduled for June 9 in Eagan.

**FDRWG:** The FDRWG was held in Detroit Lakes on Wednesday, April 20<sup>th</sup>.

**Hovland Marsh:** A meeting was held on Tuesday, April 12, 2016 at 6:30 to 8:00 pm at the Knight Riders Snowmobile Club, 360<sup>th</sup> Ave. SE in Fosston. Wilkens attended. One landowner North of the project is concerned with the additional water flooding his yard. One landowner to the South is concerned about additional water if the ditch is plugged and the usability of his land which will be saturated due to the high water table. Craig Bunn confirmed that solutions for both landowners are required before the county would give approval to plug the county ditch system with a structure.

**MAWD Summer Tour:** Manager Hanson, Manager Swenson and Wilkens will attend.

**Vesledahl / Morvig:** The meeting will be held on May 19<sup>th</sup> at our office at 9:00 AM.

**Maple Creek Project:** The DNR permit has been received and equipment is on site.

**LID:** Wilkens has the 6” plastic pipe on hand and a contractor lined up to get the gauge installed as soon as the weather warms up.

**Ditch # 80:** Paul Engelstad has the petition ready for circulation and signatures.

**FEMA MAPS:** The district should hear from the DNR in a week or so.

**Scanning Project:** Kaitlyn Fuglseth started yesterday with Winger Dam. This is going to be a long process and a very time consuming project.

**Erosion at the Union Lake Erosion Control Site:** The lower stretch still needs addressing. East Polk SWCD is working on this. Wilkens met with Kenny Pederson who bring it up for discussion at the next SWCD board meeting.

**Web Site Upgrade:** Brian Fisher will contact Swenby when a programmer is available to start.

**Redetermining Benefits on ditches # 9, 119, and project # 5:** Zach and Wilkens are planning on touring these systems on Wednesday with a side by side and try to determine the acreage required from each landowner. This information will be used to compile cost estimates for our decision on going forward for redetermination.

**Annual Ditch Inspection:** Zach and Wilkens will do the ditch inspections after today’s board meeting.

**Ditch Spraying:** A Motion was made by Manager Swenson to proceed with ditch spraying for brush and cattails where needed at the direction of the Administrator, Seconded by Manager Hanson, Carried.

**US Corp Agreement:** The USACOE has presented an agreement to the RRWMB that will provide additional man hours dedicated to the Red River projects in exchange for monetary compensation. Tamara Cameron presented the agreement to the RRWMB managers and indicated that projects will have a faster lead time and if monetary compensation isn’t received, projects will be answered in the order in which they were received. She was unable to guarantee “how much faster”. The Sand Hill board of managers were not in favor of the agreement.

**Lake Levels:** A landowner called from Lake Sarah and was inquiring about low lake levels.

**Building Project:** Wilkens will be working on the plans for the project this month.

**PERA:** Manager Swenson asked about the Managers submitting to PERA for manager benefits. The manager will keep this in consideration.

## 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 Brekke to approve the following permits, Seconded by Manager Swenson, Carried.

2016-07 Norman County – Bear Park Twp, Section 13 and 25

2016-08 Polk County Highway Dept., Multiple townships and sections, grading, grade widening, pcc culverts, bituminous surfacing and aggregate shouldering.

9. **Adjournment:** The next regular meeting will be held Tuesday at 8 AM on June 7, 2016. As there was no further business to come before the board, a **Motion** was made by Manager Swenson to adjourn the meeting at 9:36 AM, **Seconded** by Manager Brekke, **Carried**.

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April Swenby, Administrative Assistant

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Bill Brekke, Secretary