

SAND HILL RIVER WATERSHED DISTRICT

January 2, 2018

1. **Attendance:** Chairman Stuart Christian called January 2, 2018 to meeting to order at 8:11 AM at the District Office. Other managers present were Clayton Bartz, JJ Hamre, Roger Hanson, and Dan Vesledahl. Two staff members were present: Daniel Wilkens – Administrator and April Swenby – Administrative Assistant. Managers Others in attendance Gerald Paulson and Glen Paulson– Bear Park landowners, and Jeff Langan – Houston Engineering.

The managers and the district engineer introduced themselves to the new managers. Following introductions, Dan Vesledahl and Clayton Bartz were read the Oath of Office and signed the appropriate forms.

2. **Approval of the Agenda:** A **Motion** was made by Manager Hanson to approve the agenda as presented, **Seconded** by Manager Hamre, **Carried**.
3. **Minutes:** Manager Hanson stated that the unapproved minutes sent out indicated that the next meeting date was noted January 20 and should read January 2. A **Motion** was made by Manager Hamre to approve the minutes from the December 5, 2017 meeting, revising the correct date, **Seconded** by Manager Hanson, **Carried**.
4. **Treasurer's Report:** It was noted that the treasurer's report did not include the pay period ending 12/31/17 or the interest allocated to funds. A **Motion** was made by Manager Hanson to approve the treasurer's report for December, **Seconded** by Manager Balstad, **Carried**.

The managers reviewed their expense reports and reported on activities for the month. A **Motion** was made by Manager Hamre, to approve and pay bills, excluding 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: Ditch grading by the church was completed by L2. Seeding did not happen due to unforeseen weather. Houston Engineering recommended paying the bill that will be submitted next month, withholding \$1000 for the seeding. Easements are still not signed by five people. Each landowner has different restrictions for the negotiations. Houston Engineering suggests seeking legal counsel for the next step.

Fish Passage: The MN DNR has authorized an additional \$10,000 to develop concept plans and cost estimate for the Kittleson Creek culvert replacement and the Sand Hill Lake Dam outlet. An invoice for their work was submitted to the district.

Rock Riffles: Wilkens updated the new managers on the recent Rock Riffle project and the plan for expansion.

Ditch 80: There is no new information to report on this. Wilkens updated the new managers on the status of this ditch improvement. The managers were mailed the minutes from the most recent informational meeting that was held last month.

One Watershed/One Plan: Wilkens informed the new managers regarding the purpose of the One Watershed/One Plan and the benefits between collaborating entities and grant opportunities.

6. Dan's Monthly Report

Calendar: Wilkens reviewed his written calendar for December and the proposed upcoming events for January. He briefed the new managers for each item.

RRWMB: A meeting packet was given to the managers. Rob Sip, the new Executive Director for the RRWMB, met with the managers. The Sand Hill has been designated as the interim location for the RRWMB.

The RRWMB met on December 19 in Fertile. Swenby, along with the employees from the Wild Rice Watershed District have been aiding Sip with Secretarial/financial duties and are keeping track of their time for reimbursement by the RRWMB.

Sip presented a request for proposal for sharing office/meeting space. The managers discussed the needs of the RRWMB and how they may fit into the district's plan for handicapped accessibility. Manager Vesledahl highlighted some of the technology opportunities that could arise between location sharing. The idea was brought up to split the cost of the addition between the two entities. Room for expansion was also a topic of discussion.

Sip suggested the RRWMB does not want to own.

The managers authorized Wilkens to explore adding on to meet the needs of a conjoined office space between the RRWMB and the Sand Hill River Watershed District.

Wilkens asked for additional time past February 1, giving him an opportunity to present his findings to the board and discuss a response to the RFP.

RRBC Conference in Winnipeg: Information was handed out to the managers regarding the RRBC conference. Manager Vesledahl, Manager Hamre and Wilkens plan on attending.

MAWD Legislative Breakfast: The Legislative Breakfast is scheduled for March 7 & 8 at the Embassy Suites in St. Paul. Manager Hanson, Wilkens, and Manager Vesledahl plan on attending. Hanson has already reserved his room. Swenby will reserve rooms for Wilkens and Manager Vesledahl and register all three attendees.

RRWMB March Annual Conference: The RRWMB Annual Conference is held in conjunction with the RRWMB meeting in March 20, 21 and 22. Swenby, Wilkens, Manager Hanson, and Manager Vesledahl plan on attending. Registration is not yet open.

Drainage Workgroup: The next meeting is scheduled for January 11 at the Farmers Union building by the capitol in St. Paul.

Bear Park: Buchholz Blasting blasted the dams except for two that were not accessible. Wilkens will contact backhoe operators to destroy the two that were unable to be blasted. Paulson stated that it appears water is being held back east of the structure. Paulson stated the river froze before the dams were removed and cautioned that there may be a safety issue for removing the dams. Wilkens asked Paulson's to keep him informed if they have new updates regarding beaver control in the area.

Paulson expressed appreciation to the board for taking acknowledge steps to go forward to getting the water flowing.

Paulson would like to see the minutes going forward contain the treasurer's reports. He feels that it would provide additional transparency. Wilkens stated that the reports are public information and the Paulson's are welcome to reviewing the reports and any additional financial data they request. Paulson's did not want to make a special request and would like them attached as a special appendix and prefers published reports. The managers have asked Swenby to present the data privacy policy for the Sand Hill River Watershed District at the next regular meeting.

Paulson inquired about the Carlson Coulee in conjunction with the Vesledahl project as the two projects adding additional water into the Sand Hill River. Paulson recollected a motion that was made last spring to monitor Project #1. Paulson asked the board to authorize the engineer to review the engineering to refresh the purpose of the project and the design for river elevation to ensure proper monitoring in the future. Paulson would like to avoid issues in the future, fearing that the project does not function as designed and would like the board to continue going forward with damage control regarding this project. Regardless of the results of the Vesledahl project and the Carlson Coulee, Paulson's request is still the same; that the board be vigilant

monitoring Project #1. Wilkens did not feel that the water from the Vesledahl project and the Carlson Coulee Project would add new water to the river as it currently drains there. The Carlson Coulee Project is an erosion control project to handle the outlet to the Vesledahl project and prevent erosion as the water comes down the side hill into the river.

Manager Hanson recollected that by Paulson's own self admissions the area in question has always had overland flooding prior to the project. Paulson stated that the river condition prior to the project is immaterial. Paulson stated that they have always had a concern that the river would not flow and that flowing was not a problem prior to the project and confirms that it has progressively gotten worse. Paulson recollected that the engineer at the time, Bob Muscha, met with concerned landowners at the time to discuss potential problems. He recollected landowners throughout the years asking for obstruction removal. Paulson stated that historically he has not been treated respectfully by the board and has been treated rudely.

Chairman Christian said that our district engineer has reviewed the initial design and felt we are taking steps in the right direction to proceed.

Union Lake Pumping: The district purchased 6" plastic pipe to be used for the lake level gauge at the pump site.

Building upgrades: New carpet was installed. The stairway to the basement was also painted and ceiling tile installed as well as ceiling tile in the break room.

Vesledahl Wetland: An informational meeting is scheduled for January 18 at 7 PM. Paulson noted that the Mahanomen county residents do not receive notice of this meeting. Wilkens informed Paulson that the Mahanomen County residents are not included in the drainage area and do not drain to this particular proposed system, therefore would not have received notice. Only those who may have a proposed assessment should the system be made a legal ditch system, were notified.

DFIRM maps: Wilkens plans on meeting with Hermann to review the maps and the structures found.

7. Other Business:

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

Reorganization of the Board: Annual reorganization of the Board was conducted. Chairman Christian turned the meeting over to Manager Hanson who asked for nominations for **Chairman of the Board**. Manager Hamre nominated Manager Christian for President. Nominations were called for three times by Roger Hanson. No further nominations were made. **Motion** to cease nominations and have the secretary cast a unanimous ballot for Stuart Christian for Chairman by Manager Bartz **Seconded** by Manager Vesledahl, **Carried**. Manager Hanson returned the chair to Chairman Christian

Chairman Christian asked for nominations for **Vice Chairman** of the Board. Manager Hanson nominated Manager **Vesledahl** for Vice Chairman. Nominations were called for three times by Chairman Christian. No further nominations were made. **Motion** to cease nominations and have the Secretary cast a unanimous ballot for **Vesledahl** for Vice Chairman by Manager Bartz, **Seconded** by Manager Hamre, **Carried**.

Chairman Christian asked for nominations for **Secretary of the Board**. Manager Bartz nominated Manager **Hamre** for Secretary. Nominations were called for three times by Chairman Christian. No further nominations were made. **Motion** to cease nominations and have the Secretary cast a unanimous ballot for Manager Hamre for Secretary by Manager Hanson, **Seconded** by Manager Vesledahl, **Carried**.

Chairman Christian asked for nominations for **Treasurer** of the Board. Manager Hanson nominated Manager **Bartz** for Treasurer. Nominations were called for three times by Chairman Christian. No further nominations were made. **Motion** to cease nominations and have the Secretary cast a unanimous ballot for Manager Bartz for Treasurer by Manager Vesledahl **Seconded** by Manager Hamre **Carried**.

Manager Vesledahl made a **Motion** for the following: That the Fertile Journal is designated as the official newspaper of the SHRWD. That the following financial institutions be designated as official depositories for SHRWD funds: Red River State Bank of Fertile. That the District's consulting engineering firm is Houston Engineering, PO Box 5054, Fargo, ND. That the attorney for the District is David Hauff, Firm of Anderson and Bottrell, PO Box 10247, Fargo, ND. That mileage for District business is reimbursable at a per mile rate coinciding with the allowable IRS mileage rate. That manager per diem is set at \$25 per hour with a maximum daily total of \$75.00 as prescribed by State law. **Seconded** by Manager Hanson, **Carried**.

A **Motion** was made by Manager Hamre to authorize Daniel Wilkens, Stuart Christian, Clayton Bartz, and April Swenby as the current signers, **Seconded** by Manager Hanson, **Carried**.

8. **Permits:** No permits were brought before the board.
9. **Adjournment:** The next regular meeting will be held **Tuesday at 8:00 AM on February 6, 2018**. As there was no further business to come before the board, a **Motion** was made by Manager Hanson to adjourn the meeting at 12:31 PM, **Seconded** by Manager Hamre, **Carried**.

April Swenby, Administrative Assistant

JJ Hamre, Secretary