



TITLE: REGULAR MONTHLY BOARD MEETING MINUTES

DATE: MARCH 14, 2024

1. ATTENDANCE:

Chairman Stuart Christian called the March 14, 2024, meeting to order at 8:00 AM at the District Office. Other managers attending were Clayton Bartz, Craig Engelstad and Shawn Brekke. Managers attending via interactive technology included Don Andringa. Staff members present included April Swenby – Administrator and Donna Bjerk – Administrative Assistant. Others in attendance included Dean Johnson – Landowner, Richard Meier – YHR Partners (interactive technology), and Zach Hermann - Houston Engineering.

2. APPROVAL OF THE AGENDA:

A **Motion** was made by Manager Brekke to approve the agenda with the additions of the Beaver Bounty program reimbursement rate and a possible application for an MPCA Climate Resiliency grant, **Seconded** by Manager Bartz. A roll call vote was held.

	Yea	Nay	Absent	Abstain
Christian	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andringa	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brekke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bartz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engelstad	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Motion was carried.

1. MINUTES:

A **Motion** was made by Manager Engelstad to approve the minutes from the February 1, 2024, meeting, **Seconded** by Manager Bartz. A roll call vote was held.

	Yea	Nay	Absent	Abstain
Christian	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andringa	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brekke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bartz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engelstad	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Motion was carried.

2. FINANCIAL REPORT:

A **Motion** was made by Manager Engelstad to dispense the reading and approve the February 2024 Treasurer Reports, **Seconded** by Manager Brekke. A roll call vote was held.

	Yea	Nay	Absent	Abstain
Christian	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andringa	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brekke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bartz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engelstad	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Motion was carried.

The managers reviewed their expense reports and reported on activities for the month. The following bills were reviewed.

Anderson, Bottrell, Sanden & Thompson	300.00
April J. Swenby	342.84
Association of MN Counties	390.00
City of Fertile	55.11
EcoLab	106.88
Fertile Hardware Hank	13.98
Garden Valley Telephone Company	177.55
Houston Engineering	29,819.61
Minnesota Assoc. of Drainage Inspectors	50.00
Otter Tail Power Company	494.24
Sam's Club	110.00
Todd's Landscaping	130.00
West Polk Soil & Water Conservation Distr	4,113.60
TOTAL	<u><u>36,103.81</u></u>

Swenby informed the managers that several bills were paid in February, due to the late meeting date in March, to avoid late fees. The following bills were paid in February.

Otter Tail Power Company	653.16
Garden Valley Telephone Company	177.55
EcoLab	107.14
City of Fertile	55.34
First Community Credit Union	909.75
Wild Rice Electric	180.79
TOTAL	<u><u>2,083.73</u></u>

A **Motion** was made by Manager Engelstad to approve the six February bills and approve and pay the bills for March with a total of \$38,187.54 **Seconded** by Manager Brekke. A roll call vote was held.

	Yea	Nay	Absent	Abstain
Christian	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andringa	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brekke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bartz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engelstad	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Motion was carried.

3. BUILDING PROJECT

Richard Meier, YHR Partners presented a revised plan that could still accomplish the goals of the district and save a considerable amount of money. He had been working on a revised quote from the lowest bidder, Schmitz Builders. The plan reduced the square footage by 500 sq. ft and in doing so the roof system was modified and saved a significant cost. Floor heat, dips and jogs on the west side, concrete on the west/south side, a second bathroom, third office, 2nd utility room were all eliminated from the specifications. The revised cost estimate from the lowest bidder (Schmitz Builders) was presented at \$630,000. The board was reminded that a large portion of the cost estimate included outdoor square footage as there is a significant parking space on the north side in concrete, sidewalks and sitework (and demolition of existing sidewalks). The board was

also reminded that when comparing square foot prices to keep in mind there are commercial factors, such as commercial doors, two furnaces, handicapped accessibility & commercial features in the restroom, and dryvit siding (as opposed to house siding).

Swenby agreed that the changes that were made were scaled down enough, and still allowed the district room for growth if they so choose by turning the current “kitchen” room into an office space for rent or possibly a second main floor bathroom.

Meier explained that this is likely the most condensed version the board can get without compromising the features they were seeking five years ago when the process started. The entire space allows for handicapped accessibility, room for growth and office space sharing/rental, and provides heating/cooling for the existing space (building is currently only heated by electric and backup furnace does not function since the new roof was installed years ago).

Swenby was asked about funding. She explained that since the district began to explore alternatives for accessibility, there has been a budgeted item for Capital Improvements annually. Each year dollars have been allocated in the budget, in anticipation for the district needing to make changes to the space to meet current accessibility guidelines. Very little of that budget has been spent, citing roof renovations several years back. Currently there is a reserve in the Administration account for this expenditure, and taxes would not increase if the managers decided to move forward. The Buffalo Red River Watershed District used MSA103D.905, subd 3 for some of their expenses for their new building, with the justification that the space is being used for water management features of the district. The district has allocated for this and can check with the attorney about taking board action to use what the district has levied in the past using MSA103D.905 subd 3 and transfer a portion of those funds to the Administrative account. However, Swenby didn't know if that was necessary, because the Administrative fund has a healthy reserve in that account to complete the project. Manager Brekke suggested that after the renovations it may be possible to reduce the Admin levy, as this major expenditure would be taken care of.

The board agreed that the square foot price was higher than they'd like and weighed their options carefully considering the architectural cost of going back to the “drawing board” and the cost for inflation if they choose to wait. They discussed the options of building new and what those costs might be, highlighting that past board members voted to keep the district office due to the location and the historic preservation of the district building. After already bidding three separate times, the board discussed the feasibility of obtaining a cheaper bid and the cost of invoking the bidding process an additional time. The district has faced many obstacles including the death of the original architect, and two plans that were initially bid on. Additionally, the district has invested in an electrical architect for this plan to ensure the space is electrical efficient with lighting and not over done.

Manager Engelstad asked if the Advisory Committee had been asked for input. Swenby stated that annually she briefs them as to where the status is at on the goals for accessibility, and has let them all know they can stop anytime and review the plans. She stated she also briefs the county each year when she attends the county board meeting, indicating that handicapped accessibility is a goal for the district. She said she does her best to communicate the diligence that the district has done with both the Advisory Committee, the county, and she highlights it in the annual report. The process for seeking accessibility started at least ten years before Swenby became Administrator, and began when a landowner wanted to attend public meetings but accessibility was a factor limiting attendance. To her knowledge the Advisory Committee nor the county has been asked to weigh in, in detail on the district's building plans or costs, nor have any asked to have input on the space the district needs or how the district has gone about evaluating the needs when she has presented.

Both Manager Engelstad and Manager Brekke questioned the door width presented in the plans and would like to see 42” doors for additional accessibility. Manager Brekke and Chairman Christian encouraged spray foam insulation for strength and for warmth.

A **Motion** was made by Manager Brekke to move forward with a contract with Schmitz Builders for \$630,000, contingent that the doors are 42' wide for additional accessibility, and that the space is spray foam insulated, **Seconded** by Manager Andringa. A roll call vote was held.

	Yea	Nay	Absent	Abstain
Christian	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andringa	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brekke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Bartz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engelstad	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Motion was carried.

The managers discussed at length the option to still consider the installation of tube heat on the North side where parking is. The value of not having to salt fresh new concrete, and the value of safety for slipping on ice, on the North side of the building was discussed and all agreed they'd like to continue this discussion.

Swenby stated that her and Bjerk talked about cleaning out the basement in its entirety before the window to the basement is sealed up. Removing garbage and unused items using the window well space is a lot easier than hauling up and down the existing narrow stair well. Swenby stated that the Nature Center has a whole room downs stairs of items that would need to be removed and she will coordinate with Manager Engelstad who serves on the AELC to arrange that. Swenby stated that there are younger men in school looking to obtain volunteer hours, which might be an option for removing the garbage and unused items from the district basement.

Swenby was asked if she knew which sub contractors were bidding. She said she knew of a couple of local contractors who submitted a bid for various things because they asked her about the project, but she doesn't know who will be selected or how many bids were solicited. She said that the contractor did ask her for a local contact for flooring. That is up to the contractor and the watershed wouldn't have discretion for who is hired and the contractor can do as he sees fit for the project and he would be the one hired to manage the project. Swenby stated she was told this contractor built the Wild Rice Watershed District office and the Red Lake Watershed District office, so she was believed he was well equipped with contacts in the area.

If the contractor accepts the terms of the board's action, Swenby will work with YHR to develop a construction contract and obtain building permitting from the City of Fertile.

4. LANDOWNER EASEMENT

Several years ago, Dean Johnson asked to buy the property owned by the Sand Hill River Watershed District along Project #3. At the time, the board of managers opted not to sell the property.

Johnson is asking for a perpetual access easement so that he will ensure his ability to access his adjacent property.

A **Motion** was made by Manager Brekke to authorize staff to look into legal fees, survey costs, attorney language, liability language and obtain a cost estimate for these costs for Johnson along with the terms of an easement, along with attorney recommendations, **Seconded** by Manager Bartz. A roll call vote was held.

	Yea	Nay	Absent	Abstain
Christian	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andringa	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brekke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bartz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engelstad	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

The Motion was carried.

Dean Johnson inquired about the ROW easement along Project #3 and what those extents were. Swenby said she would get back to him on this and look through the books to determine what was paid for and what the easement extents are.

5. ADMINISTRATOR REPORT:

Project #17: A public meeting at the Climax Community Center is scheduled for March 25, 2024, at 9 AM to discuss inspections that were conducted by staff over the past few years.

MN Watersheds Legislative Days: Swenby attended the conference and stayed an extra day to shadow Representative Deb Kiel. Swenby reported the attendance of a committee meeting where Rep. Kiel was

presenting a bill with Roger Moe for consideration, a committee meeting where Rep. Kiel serves for public health, the Republican caucus, and the “floor” sessions” where voting took place for bills that were ready to move forward. Swenby was grateful for this experience and felt it was really beneficial for her as an Administrator and made many connections that were not possible without an opportunity like this.

Vesledahl Legal Ditch: A public meeting at the Winger Community Center is scheduled for March 28, 2024, at 9 AM to educate landowners on the process for establishing a legal ditch system. Swenby has reached out to a landowner within our district who has been through the process of obtaining a petition for an improvement and he is willing to give testimony to the process and be available to landowners for questions pertaining to his experience. Swenby has reached out to MnDOT to be a part of the meetings as well. John Kolb has provided materials for the presentation on Mn Statutes. Swenby has created a draft presentation and sent it to Herrmann. Herrmann and Swenby will finalize the presentation this month.

Norman/Polk Southern Boundary Project Team: The February 2024 and March 2024 meeting was/are cancelled. Manager Christian reported on landowner meeting that was held, noting that there didn’t appear to be a favorable response from landowners at this time to take action on any of the alternatives that derived from the project team.

Rules and Regulations: Swenby has finalized all of the attorney comments and all managers comments for changes and has passed this onto Herrmann for one last look through. The board will receive another copy to read through to see if there are any other changes or suggestions. Swenby will send it via e-mail after Herrmann has had a chance to add any more comments or suggestions. This is a process for approval, so she’d like to have this ready for the new season, June, especially for tiling permits that will be coming forward to simplify it for the landowners.

Project Team: A project team meeting was held March 4. The agenda for the meeting, along with notes from the November meeting were provided to the managers.

Landowners along the entire SH Ditch were mailed an invitation to participate in a survey and managers were given a copy of the survey. The survey was intended to assist the Project Team.

Swenby provided a document created for the managers, staff and the project team that establish boundaries and clear communication between the Project Team, staff, and the board. The document highlighted that the district board has delegated the task of developing alternatives for a potential project. The project team will, through consensus, make recommendations to present to the board for consideration when the planning process is complete. The Project Team and district staff are responsible for reporting to the district board progress reports, and certain documents along the way to obtain board approval to ensure that the Project Team is meeting the board’s objectives for initiating the planning process. The district board managers are tasked to react to progress reports and documents presented by district staff and take action when necessary. This document will be presented at every project team meeting to remind all parties of their responsibilities and roles in the process.

In April or May, the board will be presented with a draft Purpose and Need statement and will be asked to provide any suggestions and/or approve the document for moving forward.

It was suggested by a Project Team member that the district consider performing drone footage during this year’s spring thaw. Swenby agreed that you can never have too much information about a proposed project or an area of the district, so there is always merit in drone footage and photos; however, Swenby asked for board direction to help determine necessity for this expense. She stated that the district has spent over \$15,000 as of February 29, 2024 (for this FDRWG fiscal year), and there is more work to be done before the next allocation of funding comes in July. She anticipates the district to already exceed the reimbursement allocation amount for the project team. In general, it was her opinion that the Project Team seemed to agree with the spring conditions on the river that were described at the meeting and felt they were receptive to what those in attendance and those in the surveys were reporting which was that the riffles and the removal of the dams have had a negative impact downstream during spring runoff. Swenby asked if the board would like to authorize professional drone footage of this year’s spring thaw, or would the board prefer to wait until a year when the district is expected to see flooding and breakouts. Manager Engelstad reported that a landowner had obtained the drone footage the day after the project team meeting, and watershed drone footage isn’t needed at this time.

Manager Engelstad did not feel that the project team understood the flow of the water in the spring, relating to open water from Bear Park Dam to Polk County Road 14 (on a typical year). He stated that he and the project

team member who suggested the drone footage performed a recent tour along this reach of the Sand Hill River. He noted that Bear Park Dam was frozen, while further downstream was open. The open areas were approximately from the Rindahl area and west through the beach ridge. The riffles and rock fish ramps appear to be creating enough energy to keep the Sand Hill Ditch open from Beltrami and east to Kittleson Creek. Further downstream, where the topography flattens, the channel is again frozen up. He noted that during spring flood events, when runoff begins to enter the channel, the reaches free of snow and ice have more rapid flow than those plugged with snow. Since much of the plugging is occurring on the downstream end of the channel, overland flooding occurs when runoff from open reaches flow to the west. There is a perception that the higher velocities from the rock riffles and rock fish ramps has further accelerated this issue. His tour included a stop at every crossing to note where the freezing/thawing was taking place and reported that from Rindahl to close to Beltrami, it was all open water.

Swenby and Herrmann agreed that they had heard that concern from a few area landowners out west, and stated that the landowner survey results mirrored those sentiments. Swenby stated that it was her goal to publish a public relations piece. She has written a draft and has asked Herrmann to fill in the technical pieces. She wanted to reiterate to the public that the district is aware of the concerns, and that they have invoked a project team to help address/evaluate the issues that are being experienced. Manager Engelstad suggested including in the piece that there is open water in various regions, and suggested highlighting the fall between Fertile and Beltrami.

FEMA Appeal: Swenby provided confirmation from FEMA that the appeal filed May 26, 2023, was overturned and a determination was made, stating the district sufficiently documented its appeal and it has been granted for \$1.7. Swenby met with state officials regarding the process of picking up where the district left off in the fall of 2022. The district has been assigned a new point of contact and will revisit all the data that was submitted. She is working on scheduling a meeting this month to see what the steps are for moving forward.

Moen Erosion Control: This past month, staff authorized the application for an MDM grant at the outlet of Project #17, known as the Moen Erosion Control. This grant was due March 1, so it was necessary to apply before the regular board of managers meeting. The current grant the district has applied for in the area focuses on stopping the progression of side slope failures and will install rock stabilization structures in the channel to assist with further downcutting. It also allows for the installation of two side inlets where flows have a history of down cutting the channel. The additional grant that was applied for last week will provide a more comprehensive project that involves stabilizing the existing side slope failures. The local match is 10%. Herrmann had initially estimated that the additional work for this 2nd grant could cost between \$500k-\$700k. The local match would not be a ditch expense, it would use the funds that are levied using MN Statute 103D905, subd 3, earmarked for clean water efforts. If the grant is awarded the board will need to take action on funding the local match.

SH Ditch Redetermination: There was a joint meeting of the Polk County Commissioners and the Sand Hill River Watershed District Board Managers on February 20, 2024, at 11 AM with a presentation from H2Over Viewers. Swenby presented a suggested letter to the Polk County Board of Commissioners asking for support and a letter of intent regarding the redetermination of the Sand Hill Ditch.

A **Motion** was made by Manager Brekke to approve/sign/send the letter as presented, **Seconded** by Manager Andringa A roll call vote was held.

	Yea	Nay	Absent	Abstain
Christian	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andringa	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brekke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bartz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engelstad	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

The Motion was carried.

Water Storage Grant Application: Swenby briefed the managers about a new grant available through BWSR called the Water Storage Grant. She suggested tabling this discussion until Manager Engelstad is present.

A **Motion** was made by Manager Brekke to table this discussion until Manager Engelstad can be present, **Seconded** by Manager Bartz. A roll call vote was held.

	Yea	Nay	Absent	Abstain
Christian	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andringa	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brekke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bartz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engelstad	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

The Motion was carried.

MADI Conference: The MN Association of Drainage Inspectors conference is scheduled for March 21 (evening) and March 22 in St. Cloud. Swenby was not planning on committing to attend due to the many days out of the office in February and March stating that she needed to prioritize and refocus on the happenings in the district office. She encouraged the managers to attend in her absence if they are able. Meeting information was provided to the managers, and she asked them to contact her if they are interested/able to attend.

Additional Information: The managers were given an update in writing to read on their own on the following: updates on meetings/conferences that were attended throughout the month, Mn 102 Boundary, and the Polk County Fair Sponsorship.

6. ENGINEER’S REPORT

Project # 27: Herrmann worked with staff to develop parameters for a declaration and covenant for Project # 27 that will be presented during the action items of the meeting.

Project #17 – Moen Erosion Control: Herrmann spearheaded the application for an additional MDM grant as stated in Swenby’s report.

Project Team (SH River Ecosystem Restoration): Herrmann has been working with the geotechnical subcontractor to collect field data for the borings. During the Project Team meeting on March 4, Herrmann presented a draft Purpose and need document and will incorporate feedback from the project team that that will collect in the next month. There were three initial alternatives that will be considered for this area including upstream storage, flattening of side slopes, and a two-stage channel.

Herrmann mentioned that he suggested to Swenby it may be an appropriate time to add Hubbard Township and a landowner from Hubbard Township to the Project Team. Chairman Christian and Manager Brekke agreed that it would be a good idea to include Hubbard Township. She will contact Scott Abentroth and Doug Burd to see if there is interest from the Township and ask for suggested landowner names along the SH Ditch.

Scandia Section 24: The design work is near completion and Herrmann will present a final design at the April board meeting.

7. ACTION ITEMS.

Project # 27: Bryan Boll would like to move forward with what was approved in Permit 23-030 to replace the open ditch with a culvert in the Ditch to serve as a crossing point on the Ditch. Swenby provided a declaration and covenant to be recorded with the county that shows clear expectations for both the watershed district and the landowner/future landowners.

A **Motion** was made by Manager Brekke to approve/sign the declaration and covenant as presented, **Seconded** by Manager Bartz. A roll call vote was held.

	Yea	Nay	Absent	Abstain
Christian	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andringa	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brekke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Bartz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engelstad	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

The Motion was carried.

One Watershed One Plan: Swenby provided a new MOA between all partners for the implementation funds for the 1W1P. She expects to receive funds in April/May. A **Motion** was made by Manager Bartz to approve/sign the MOA for the implementation of the 1W1P funding, **Seconded** by Manager Andringa. A roll call vote was held.

	Yea	Nay	Absent	Abstain
Christian	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andringa	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brekke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bartz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engelstad	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

The Motion was carried.

1W1P Appointees:

A **Motion** was made by Manager Bartz to authorize Herrmann to serve on the Advisory Committee at the discretion of the Administrator, depending on the agenda and needs of the district, **Seconded** by Manager Brekke . A roll call vote was held.

	Yea	Nay	Absent	Abstain
Christian	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andringa	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brekke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bartz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engelstad	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

The Motion was carried.

A **Motion** was made by Manager Bartz to delegate Manager Andringa to serve on the 1W1P Policy Committee (with Manager Engelstad as alternate), **Seconded** by Manager Brekke . A roll call vote was held.

	Yea	Nay	Absent	Abstain
Christian	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andringa	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brekke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bartz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engelstad	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

The Motion was carried.

International Water Institute: Swenby has been asked if she would be interested in serving on the board for the International Water Institute.

A **Motion** was made by Manager Brekke to authorize Swenby to serve if nominated, **Seconded** by Manager Andringa. A roll call vote was held.

	Yea	Nay	Absent	Abstain
Christian	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andringa	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brekke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bartz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engelstad	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

The Motion was carried.

Diorama: At the RRBC Conference, there was a diorama display that Swenby thought was a neat depiction of water management. She contacted the woman who made the display for the Red Boine Watershed in Canada. She was willing to do one for our watershed for display. She explained that the display would include the unique features of the district and allow visual approach to the unique landscape and obstacles of our district. If the district wanted it done for the Polk County Fair this year, the district would have to act now. If the district wants to wait and see if there are other local resources, Swenby can reach out to area architects Swenby pointed out that several years ago she had obtained a grant for educational displays and the district's plans hadn't worked out, so this would be a good place to allocate those grant dollars.

A **Motion** was made by Manager Brekke to approve the quote for \$6,660 (Canadian) for a diorama of the watershed, Seconded by Manager Andringa. A roll call vote was held.

	Yea	Nay	Absent	Abstain
Christian	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andringa	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brekke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bartz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engelstad	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

The Motion was carried.

Envirothon: Swenby provided a request to support the Envirothon. She also provided a sheet showing past contributions.

A **Motion** was made by Manager Brekke to support the Envirothon in the amount of \$150.00, **Seconded** by Manager Bartz. A roll call vote was held.

	Yea	Nay	Absent	Abstain
Christian	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andringa	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brekke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bartz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engelstad	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

The Motion was carried.

Beaver Bounty: Liberty Township has asked the Sand Hill River Watershed District Board of managers to consider revising their beaver bounty program and increase the rate per beaver.

A **Motion** was made by Manager Brekke to raise the beaver bounty to \$100.00, with townships paying \$10.00 in a cost share, effective May 1, 2024, **Seconded** by Manager Andringa. A roll call vote was held.

	Yea	Nay	Absent	Abstain
Christian	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andringa	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brekke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bartz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engelstad	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

The Motion was carried.

MPCA Climate Resiliency Grant: While looking for alternative grant sources for the building project Swenby came across one for the Sand Hill Ditch on the state web-site. There is approximately \$2.3 million in funding.

The maximum grant award is \$50,000. Preliminarily she thought this might advance any of our efforts on the Sand Hill River Ecosystem Restoration (SH Ditch area) if a climate resiliency plan were developed, maybe opening up more pots of future funding. This aligns with the goals of the One Watershed One Plan. The local cost share is dependent upon population: If the population is less than 20,000, than the required match is 5% (\$2500). If it is more than 20,000 its 50%. Herrmann stated the entire population of Polk County is 31k based on the 2022 census, and about 16k are in Crookston and East Grand Forks.

A **Motion** was made by Manager Brekke to apply for a climate resiliency planning grant, contingent that the local share is \$2,500, **Seconded** by Manager Bartz. A roll call vote was held.

	Yea	Nay	Absent	Abstain
Christian	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andringa	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brekke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bartz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engelstad	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

The Motion was carried.

2. OTHER BUSINESS

The managers received information from the Flood Damage Reduction Work Group, MN Association of Drainage Inspectors, and MN Watersheds. There was no other business presented by the managers.

3. PERMITS:

The following permits were presented to the managers:

2024-01: City of Fosston, Section 4, Rosebud Township, multiple drainage construction, wetland, land development & utility.

2024-02: Alex Engelstad, Section 28, Russia Township, Install tile.

2024-03: Alex Engelstad, Section 33, Russia Township, Install tile. Accept with owner approval

Herrmann had no objection to the work being performed on Permit 24-002 and Permit 24-003 and recommend approval for the work. However, the permits need to be applied for in the current landowner name. Swenby has contacted the applicant and asked them to reapply with a permit application from each landowner. Approval for permit 24-03 is suggested only for work in the SW ¼, and an additional application will need to be made in the correct landowners name for the work performed in the SE 1/4.

A **Motion** was made by Manager Brekke to approve permits 24-01 and 24-03, and deny permit 2024-02, authorizing Swenby to approve the new permits collected that reflect the work listed in Permit 2024-002 and the SE ¼ on Permit 2024-003 when applications are received in the correct landowner name fi they are received prior to the next board meeting, **Seconded** by Manager Bartz. A roll call vote was held.

	Yea	Nay	Absent	Abstain
Christian	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andringa	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brekke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bartz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engelstad	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

The Motion was carried.

4. ADJOURNMENT:

The next regular meeting will be held April 4, 2024, at 8 AM. As there was no further business to come before the board, a **Motion** was made by Manager Brekke to adjourn the meeting at 11:54 AM, **Seconded** by Manager Bartz. A roll call vote was held.

	Yea	Nay	Absent	Abstain
Christian	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andringa	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brekke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bartz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engelstad	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

The Motion was carried.

Donna Bjerck, Administrative Assistant

Shawn Brekke, Secretary