



**TITLE:** REGULAR MONTHLY BOARD MEETING MINUTES

**DATE:** NOVEMBER 7, 2024

### 1. ATTENDANCE:

Chairman Stuart Christian called the November 7, 2024, meeting to order at 8:00 AM at the District Office. Other managers attending were Don Andringa (exited meeting at 10:45 AM), Clayton Bartz, Craig Engelstad and Shawn Brekke. Staff members present included April Swenby – Administrator and Donna Bjerk – Administrative Assistant. Others in attendance included Zach Herrmann - Houston Engineering and John Kolb (Rinke-Noonan) via remote technology.

### 2. APPROVAL OF THE AGENDA:

A **Motion** was made by Manager Engelstad to approve the agenda, adding a discussion with John Kolb at 9:30 AM about the ROB of the SH ditch and how that relates to Project 17, Ditch 9 and 119, Project 20 and Ditch 80, add the action item of River Watch watershed education program sponsorship to the action items, **Seconded** by Manager Brekke. **The Motion was carried.**

### 3. MINUTES:

The managers noticed a typo on the date (change from June of 2025 to June of 2020 and a spelling error of Liberty) A **Motion** was made by Manager Bartz to approve regular board of managers meetings on October 3, 2024, and the special board meeting minutes from October 28, 2024, with the above listed corrections. **Seconded** by Manager Andringa. **The Motion was carried.**

### 4. FINANCIAL REPORT:

A **Motion** was made by Manager Engelstad to approve the October treasurer's reports as presented, **Seconded** by Manger Brekke. **The Motion was carried.**

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

<b>Anders Valley Publishing</b>	361.46
<b>Anderson, Bottrell, Sanden &amp; Thompson</b>	2,437.50
<b>Berhow Sodding</b>	3,975.00
<b>City of Fertile</b>	115.31
<b>Dean Johnson</b>	53,700.00
<b>Diligent</b>	2,465.25
<b>EcoLab</b>	57.98
<b>First Community Credit Union</b>	809.21
<b>Garden Valley Telephone Company</b>	387.87
<b>Houston Engineering</b>	108,964.13
<b>Mn Watersheds</b>	3,873.00
<b>Office Supplies Plus</b>	109.94
<b>Otter Tail Power Company</b>	139.01
<b>Wild Rice Electric</b>	114.14
<b>TOTAL</b>	<b>177,509.80</b>

Swenby noted that Dean Johnson's billing will be paid out pending final inspection from Houston Engineering. Additional bills were added to the bills to be paid included Fertile Hardware Hank for \$4.66 and East Polk SWCD for \$1,435.37.

A **Motion** was made by Manager Brekke to approve and pay the bills to be paid with a total of \$178,949.83 **Seconded** by Manager Andringa. **The Motion was carried.**

Pay request # 1 was presented for the Moen Outlet Grade Stabilization in the amount of \$203,750.72. This amount is not the final request, as a 5% retainage is being withheld. A **Motion** was made by Manager Brekke to approve and disperse funds for Pay Request #1 in the amount of \$203,750.72, **Seconded** by Manager Bartz. **The Motion was carried.** A reminder was given to the managers that there is a grant allocated to this and the local share will be paid for using the "Water Quality and Erosion" fund. The district had received \$107,000 in April of 2022 for this grant. A partial grant reimbursement request from BWSR will be requested so that the district is not sitting on a deficit throughout the winter.

Swenby also informed the managers that in addition to the grant reimbursement for the Moen Outlet Project, she has submitted reimbursement requests in excess of \$100,000 for various things such as project team, One Watershed One Plan, and HSEM for damages that occurred in 2023.

## 5. TRUTH AND TAXATION

The budget for 2025 was presented and an opportunity for public comment was provided. Revisions were not made to the budget as approved on September 5, 2024, for 2025. No comments were made.

## 6. JOHN KOLB – 9:30 AM

John Kolb was asked to provide guidance on a possible redetermination of benefits on the Sand Hill Ditch and explain how it relates to Ditch 9, Ditch 119, Project 17, Ditch 80 and Project 20.

Ditch 9, Ditch 119, Project 17 and Project 20 all have assessed areas with many parcels overlapping. Ditch 80 had a recent redetermination which indicates that the assessed area is correct. The managers discussed with Kolb the difference between including Ditch 80 into a possible consolidation vs. paying an outlet fee and keep that system separate.

A consolidation of the above listed ditches would trigger a ROB for the above listed ditches, and it would be more affordable for the systems to complete that process if done parallel to the SH Ditch as there would likely be a viewer cost saving for economy of scale. Swenby stated that she did reach out to H2Over viewers who confirmed that if the district adds additional acres to the proposed contract within the first six months, H2Over Viewers will apply a discounted rate based on the total additional acreage added. Furthermore, acres that provide both protection benefits from one system and drainage benefits from another will not be double invoiced. This means each acre will only be evaluated and billed once, regardless of overlapping benefits.

Kolb was asked the following questions:

1. What happens to systems that have a positive balance after a consolidation?
  - a. Kolb stated that the drainage code doesn't address this, and it is a board decision to be evaluated. If consolidated, it is possible that the excess money would be put into the maintenance fund for the new consolidated-assessed area.
2. What happens to systems that have negative balances?
  - a. Kolb stated that those negative balance will remain with the current assessed area until satisfied. They will maintain their current benefit roll. The new assessed area would not be responsible for debt incurred before a redetermination of benefits or consolidation.
3. What obstacles are there for the assessed areas outside our watershed boundary?
  - a. A boundary change would be required if lands are being assessed outside of the watershed district boundary

The managers began to look at other systems within the district such as Project 3 and Project 5. Project 3 was last completed in the 80's and Project 5 was just redetermined a few years ago, and the landowners are still working towards satisfying that debt. She did not believe that Project 5 warranted a redetermination. Manager Engelstad noted a few parcels from Project 3 that likely didn't belong in the assessed area.

This began a discussion about a watershed wide redetermination. While much of the district parcels would be evaluated for benefits, they would only be evaluated relative to their impacts on the Sand Hill Ditch. Additionally, correspondence from Polk County indicates that should the watershed district move forward with a SH Ditch redetermination, they would redetermine benefits on their systems that have drainage benefits from the Sand Hill Ditch. Swenby suggested that the managers consider a public outreach session for any other ditches that the district may be considering redetermining. During the educational sessions held this summer, 2600 landowners were notified and they were selected because it was deemed their parcels could be affected by a redetermination of the Sand Hill Ditch. To keep consistency, it may be helpful to hold an educational session about the statutory processes for redetermination and consolidation that is specific to their area.

Because there was an appetite for learning more about the costs of a redetermination for several other systems in the district, and how impactful the cost savings would be for all systems if done parallel to a possible Sand Hill Ditch redetermination, Swenby was directed to obtain a cost estimate from H2Over Viewers for the additional systems.

## 7. DITCH LEVIES

The board was presented with information regarding drainage system costs and assessments necessary to pay drainage system costs related to Sand Hill River Watershed Ditches and Projects, **County Ditch # 9, County Ditch # 119, #32 Ditch #80, Sand Hill Ditch, #03 Liberty-Onstad, #05 Ditch 17-2, #11 Beltrami Flood Control, #12 County Ditches 98 &148, #13 Reis-Scandia, #17 Polk County #41, #20 Ditch # 46, #24 Ditch 77 and 166 (Nielsville), and #27 Union Lake Pumping**. The Board gave instruction to its staff to take the actions necessary to certify assessments for drainage system costs. Pursuant to the Board's instruction, staff prepared a draft assessment order for the Board's consideration. Based on the information provided, Manager Brekke moved adoption of the following:

*WHEREAS section 103E.725 provides, all fees and costs incurred relating to a drainage system, including repairs, inspections, engineering, viewing, and publications, are costs of the drainage system and must be assessed against the property and entities benefited; and*

*WHEREAS, the Board, pursuant to procedures under the drainage code, Statutes Chapter 103E, has performed work and incurred costs on Sand Hill River Watershed District Ditches and Drainage Projects: **County Ditch # 9, County Ditch # 119, #32 Ditch #80, Sand Hill Ditch, #03 Liberty-Onstad, #05 Ditch 17-2, #11 Beltrami Flood Control, #12 County Ditches 98 &148, #13 Reis-Scandia, #17 Polk County #41, #20 Ditch # 46, #24 Ditch 77 and 166 (Nielsville), and #27 Union Lake Pumping**.*

*WHEREAS, Statutes section 103E.655 requires the costs for drainage project proceedings and construction to be paid from the drainage system account by drawing on the account. Statutes section 103E.645 requires the payment of fees and expenses; and*

*WHEREAS, the drainage system accounts Sand Hill River Watershed District Ditches and Drainage Projects: **County Ditch # 9, County Ditch # 119, #32 Ditch #80, Sand Hill Ditch, #03 Liberty-Onstad, #05 Ditch 17-2, #11 Beltrami Flood Control, #12 County Ditches 98 &148, #13 Reis-Scandia, #17 Polk County #41, #20 Ditch # 46, #24 Ditch 77 and 166 (Nielsville), and #27 Union Lake Pumping** do not contain sufficient funds to pay current costs; and*

*WHEREAS, Statutes section 103E.655 provides that if money is not available in the drainage system account to pay current costs, the board may, by unanimous resolution, transfer funds from any other drainage system account under its jurisdiction or from the its general revenue fund to the drainage system account. If the board transfers money from another account or fund to a drainage system account, the money plus interest must be reimbursed from the proceeds of the drainage system that received the transfer. The interest must be computed for the time the money is actually needed at the same rate per year charged on drainage liens and assessments; and*

*WHEREAS, Statutes section 103E.755 allows the Board to establish a repair fund, surplus, in the drainage system accounts in order to have funds available for future actions and costs on the drainage systems; and*

*WHEREAS, assessments to repay drainage system costs may be paid in annual installments not to exceed 20 years at a rate of interest not to exceed the rate determined by the state court administrator for judgments under section 549.09 (currently 4% maximum).*

THEFORE, the Board of Managers of the Sand Hill River Watershed District, Drainage Authority for Sand Hill River Watershed District Ditches and Drainage Projects: **County Ditch # 9, County Ditch # 119, #32 Ditch #80, Sand Hill Ditch, #03 Liberty-Onstad, #05 Ditch 17-2, #11 Beltrami Flood Control, #12 County Ditches 98 &148, #13 Reis-Scandia, #17 Polk County #41, #20 Ditch # 46, #24 Ditch 77 and 166 (Nielsville), and #27 Union Lake Pumping** adopts the following drainage system assessments, and directs certification thereof to the Polk County and Norman Auditor for collection:

<b>County Ditch # 9</b>	\$	30,000.00
<b>County Ditch # 119</b>	\$	6,000.00
<b>Total #32 - Ditch #80</b>	\$	7,000.00
<b>SH DITCH Sand Hill Ditch</b>	\$	45,000.00
<b>#03 Liberty-Onstad</b>	\$	5,000.00
<b>#05 Ditch 17-2</b>	\$	11,000.00
<b>#11 Beltrami Flood Control</b>	\$	5,000.00
<b>#12 County Ditches 98 &amp;148</b>	\$	6,000.00
<b>#13 Reis-Scandia</b>	\$	5,000.00
<b>#17 Polk County #41</b>	\$	65,000.00
<b>#20 Ditch # 46</b>	\$	7,500.00
<b>#24 Ditch 77 and 166</b>	\$	15,000.00
<b>#27 Union Lake Pumping</b>	\$	15,000.00

This resolution shall serve as the Board's assessment order as required by Minnesota statutes chapter 103E; and

FURTHER, the Board of Managers of the Sand Hill River Watershed District authorizes inter-funds loans from (account of the WD) to the drainage system accounts for Sand Hill River Watershed District ditches and drainage projects **County Ditch # 9, County Ditch # 119, #32 Ditch #80, Sand Hill Ditch, #03 Liberty-Onstad, #05 Ditch 17-2, #11 Beltrami Flood Control, #12 County Ditches 98 &148, #13 Reis-Scandia, #17 Polk County #41, #20 Ditch # 46, #24 Ditch 77 and 166 (Nielsville), and #27 Union Lake Pumping** to cover deficiencies in the accounts in fiscal year 2024.

This resolution was **Seconded** by Manager Engelstad. After discussion, the President called the question. The question was on the adoption of the foregoing resolution. Upon the following roll call vote, the President declared the Resolution 2024-A.

	Yea	Nay	Absent	Abstain
Christian	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andringa	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 resolution passed.

## 7. ADMINISTRATOR REPORT:

**Standard Repair Procedures:** Swenby presented a draft for a policy and asked the board if this is a policy they'd like to consider. Swenby stated that she'd like to have more direction for hiring contractors when repairs are needed on systems and district projects. Swenby stated a policy that highlights standard procedures could be a cost savings, be relationship building between the board and contractors, and create efficiency for repairs, ultimately saving time may be a few reasons that the board may want to consider exploring a policy that defines the standard procedures for repairs on legal systems.

The board asked Swenby to follow the statutes when selecting contractors and to use her best judgement for hiring. There is no statutory requirement that contractors be solicited for quotes for small items within the district, and it is up to contractors to stay informed via meeting minutes for activities within the district. The board nor statute, is requiring that she solicit quotes from all contractors who have asked to be placed on a list

for work opportunities, especially for smaller items that are needed. Staff will consider contractor equipment and location of projects when selecting contractors for minor repairs. Swenby assured the board that she usually gets a baseline quote from the contractor she selects before they begin, unless it is something like a plugged culvert, or a beaver dam removal which is pretty routine. The board suggested spreading the work around to contractors during her selection.

Swenby at the very least asked the board to define a threshold for when they would like here to solicit quotes from multiple contractors. Mn Statute does not require quotes for 103E projects under \$175,000; however other projects of the district are required to obtain quotes for anything over \$25,000. The board will think about best management practices and this discussion can continue in the future.

**Progress on Ditch Inspections/Maintenance:**

- **Scandia Section 25:** (State disaster declaration funds) waiting on finalized specs from HEI
- **Liberty Erosion/Twp Road:** (State disaster declaration funds) waiting on finalized specs from HEI
- **Sand Hill Ditch – Section 23 Reis Culvert Repair:** Completed and seeded
- **Project 13 Clean out:** Completed – awaiting final inspection.
- **Project 12 Clean out** Completed – awaiting final inspection.
- **Moen Stabilization Project:** Completed the end of October by Gladen Construction. Pay request submitted – contingency withheld.
- **Project # 17:** Preconstruction conference held on November 1. Contractors started November 4.

**Personnel Committee:** Swenby stated she plans to organize a committee meeting or at least confer in November.

**Sand Hill Christmas Party:** The managers opted to move the January 2, 2025 meeting to 4 PM and Christmas party to follow after the evening meeting.

**MPCA Preliminary Assessment Results:** On October 7, MPCA presented preliminary assessment results for all water quality and biological data collected from the watershed from 2014 through 2023. Swenby provided the presentation of findings that was given at the October 7 meeting. Swenby highlighted some of the items that caught her attention in their findings which included:

- New impairments for Fish IBI (IBI = Incidences of Biology Integrity) on Union Lake, noting that fish have degraded in Union/Sarah when compared to similar lakes in Minnesota, and when compared to what the expectation is for Union. Degradation was related to shoreline activity. Swenby stated she specifically asked if invasive species played a role in the degradation, and it was confirmed that invasive species do affect water quality, relating to fish IBI. Swenby requested that this be included in the report and suggested not to target only shoreline activities as a source of the degradation, noting that if it is multifactorial, it should be included in the report and not assumed that it is only due to the possibility of shoreline landowners. Both lakes meet the standards for nutrients.
- Kittleson Lake was removed from the impaired lists and showed improvement. They were unable to attribute the improvement to any BMP's in the area.
- New finding for e-coli in Kittleson Creek. Swenby suggested to MPCA that this was unusual, and asked what that might be attributed to, and they suggested possible migratory or naturally occurring. Swenby suggested additional sampling next year to have a fair analysis.
- The Sand Hill Ditch stretch was not monitored for Fish IBI or for nutrients Swenby asked if it could be included in the future because not monitoring it is an obstacle for possible grant funding.
- New impairments for Fish IBI were noted at the outlet of Project #17, noting extremely high sediment. Both will be indicated in the report. MPCA was willing to draft a preliminary letter about this area to support any grant funds the district continues to seek.
- New impairment was indicated at the outlet upstream of Project #5 for macroinvertebrates and impairment for Fish IBI at the Carlson Coulee area.

The managers were given a link to an interactive map tool to view and download the available data. They were also given an example report from the Buffalo Red River Watershed, MPCA's preliminary assessment

determinations for any of the assessed lakes or streams, and a link to view any available water quality data for any lake or stream.

**Other Materials:** The managers were given written information on October tasks Swenby had completed, training for the upcoming MN paid leave in the state of Minnesota, a contractor interest in a cover for the diorama, and the Sand Hill Advisory Committee meeting with the information she plans to present to the Advisory Committee.

## 8. ENGINEER'S REPORT

**Project #27 Zebra Mussels:** Herrmann gave a status update on the improvements required at the pump station to meet zebra mussel filtering requirements. The screen would be required to have a maximum size of 35 micrometers. In-line filters could be used just downstream of the pump that would filter discharge prior to entering the force main. Herrmann is still working to determine the pumps hydraulic capacity information. Any type of filter will place an additional burden on the pumps capacity. If the pump can handle the excess capacity, it will be at a reduced capacity from the current system. If the pump can't handle the additional burden, a new pump may be required. Herrmann is working with other companies that could measure the discharge provided by the pump by taking measurements in the field to estimate the hydraulic capacity of the pump.

Manager Engelstad asked if Swenby is keeping the LID in communication with the findings. Swenby stated that both Lonnie Paradis and Shane Johnson were invited to attend last months meeting to learn more about attorney recommendations and Paradis attended. Following the meeting she sent both Paradis and Johnson meeting minutes, and informed them of the action that is on the agenda for today's meeting and the discussions items that included Herrmann's update. She will continue to do so and encourage LID involvement in the upcoming decisions of the district.

Manager Engelstad asked if Swenby has communicated with Polk County regarding the advice of the attorney to hire an appraiser for the assessment of benefits for this particular project and the processes that may follow. Swenby stated that she been in communication with Ms. Jones at Polk County who did not have any concerns about the district attorney advice for an appraiser.

## 9. ACTION ITEMS.

**LOMA:** A LOMA has been requested by Rachael Gunufson for property they purchased just East of Fertile.

A **Motion** was made by Manager Brekke authorize a LOMA as requested by Rachael Gunufson, **Seconded** by Manager Engelstad. **The Motion was carried.**

**Mn Watersheds Delegates/Alternates:** The regional caucus is December 5. The business meeting is December 6. (complete conference: Begins evening of Dec 3 – Dec. 6). There will not be any managers attending the conference; therefore, no delegates/alternates were selected and no action was taken.

### **Building Project:**

1. **Update:** Footings are poured. Foundation is poured. Swenby placed an article in the Fertile Journal was placed for the issue of October 30, 2024 that informed the public.
2. **Change orders:** Swenby reported a plan change that recessed the building back closer to the Mill Street Café wall. Original plans allowed for a skid steer width between the two buildings, but to make more room for parking on the north, the space was reduced to 3-4' between the buildings. While Swenby contacted Manager Christian to confer with a plan forward, she suggested a formal board delegation for plan changes and minor change orders that may come up in between board meetings.

A **Motion** was made by Manager Engelstad to select Manager Christian as a point of contact in coordination with Swenby and the contractor to aid in decisions needed throughout the month to move the building project forward, **Seconded** by Manager Brekke. **The Motion was carried.**

The contractor needs to order woodwork/doors and his original estimate had included Oak. In keeping the theme and nostalgia of the current building and the antique "look", Swenby didn't think oak matched and would like to see a uniform wood throughout the space to tie the two together. The contractor suggested something like Birch or Maple, however that would be an extra cost – not to

exceed \$3,000. Swenby reminded managers that this discussion was held with the bathrooms were remodeled in the basement in 2001, and that managers at that time, opted to keep the nostalgia of the building and opted for a “matching woodwork”.

In an effort to save costs, the managers did not want to move forward with birch or maple, but suggested to keep the stain colors similar to what is in the existing building.

- 3. Grant Opportunity:** Swenby recently discovered a grant opportunity exclusively for local government units for financial assistance for solar energy. Grants are awarded up to 70% of the project costs for a solar array. Estimates are showing (based only on KWH data from the past year – however it may be better because it wasn't based on actual costs) that the district would need a 40 kW solar array to offset the consumption of both the general service and heat service. The cost for this system is approximately \$135,000. If the grant covers 70%, the district cost would be approximately \$40,500. Payback would be approximately 11 years. If the district were to size the system for just the general service, then the array size would be 10 kW. The cost for this system would be \$40,000. The cost to the district would be \$12,000. Payback would be approximately 10 years. The solar arrays would be an addition to the current electrical system. The district would just be using less power because of the solar panels. In short, the arrays would not take anything out of the electrical portion of the addition that saves money. The architect says that the district would need to upgrade the roof trusses to accommodate the extra weight. MBN Engineering would help with the grant application and is paid on an hourly basis but guesses the cost would be about \$2500. In addition to this cost, the roof trusses would need to be upgraded. There is no guarantee that the district would be a recipient of the grant.

If there is interest in applying, there is a requirement to complete a public building readiness assessment and that is due by December 2. The full grant applications are due May 5, 2025.

When the district is not using electric heat, the districts electric bill is minimal, for example October's bill was \$163 and November's billing was \$139. The grant award isn't guaranteed, the managers did not want to expend extra funds into roof trusses that would hold solar arrays. Additionally, there will be extra costs hidden to implement the solar arrays, and those costs are unknown.

There was not an appetite to pursue solar power.

- 4. Designated Architect:** The managers were given correspondence from YHR Partners that states the hourly rate for architectural fees. YHR billable rate is \$200 per hour. For items such as paperwork, change orders, shop, etc. YHR has offered to see the project through and will only charge if drawings are needed. It is estimated that site visits will be about 3 hours' time (\$600 plus mileage at about \$120). YHR anticipates about 2-3 trips making a total estimated cost for assistance about \$2,500.

A **Motion** was made by Manager Brekke to hire YHR Partners at the hourly rate, used at the discretion of the Administrator for site visits, **Seconded** by Manager Engelstad. **The Motion was carried.**

**Project # 27 Order:** A resolution of intent to reopen project proceedings, reallocate and determine benefits, appoint and engineer, and direct further proceedings was presented to the managers and was adopted as follows:

The Sand Hill River Watershed District Board of Managers, sitting as the authority for the Union Lake Outlet Pump Station Project, at its regularly scheduled meeting on November 7, 2024, and based on the record and proceedings, Manager Brekke moved, seconded by Manager Bartz to adopt the following:

#### **Findings:**

1. On September 4, 2012, the Sand Hill River Watershed District (“District”) accepted the transfer of the Union Lake Outlet Pump Station from the Union/Lake Sarah Improvement District, pursuant to a Petition filed pursuant to Minn. Stat. §103D.705.
2. At the time of the transfer, the District accepted the determination of damages and benefits that had been previously made by the Union/Lake Sarah Improvement District.
3. The District has been approached by local, interested landowners questioning the allocation of Project benefits.

4. The District Board has inspected the Project benefits roll currently on file with the District and County Auditor's office and has determined that the current benefits roll does not reflect currently benefitted property, does not reflect current benefits provided by the Project and does not reflect current values of real property benefitted by the Project.
5. The District has been notified by the Minnesota Department of Natural Resources that the permit held by the District to pump water from Union Lake has been suspended because of zebra mussel infestation and that remedial action must be taken to resume water discharge.
6. The District has initially reviewed the options available to correct the infestation problem and determined that the likely resolution will require repairs or improvement that is in excess of what is "routine", in that a replacement pump may be required.

Based on the foregoing Findings and the entire record of proceedings before the Board, the Board, acting as the authority for the Union Lake Outlet Pump Station Project, hereby adopts the following:

**Order**

- a) The Board shall follow the procedures of statutes chapter 103D to address the repair/improvement needs of Project.
- b) The Board pursuant to Minn. Stat. §103D.721 shall reallocate and determine the current benefits to the property affected by the Project.
- c) The Board appoints Houston Engineering, Inc., as engineer, and authorizes the hiring of a professional appraiser as a consultant, to assist the Board in reallocating and determining the benefits to the property affected by the Project.

After discussion, the Board Chair called the question. The question was on the adoption of the foregoing findings and order, and there were 4 yeas, 0 nays, 1 absent, and 0 abstentions as follows:

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

**Upon vote, the Chair declared the motion passed and the Findings and Order adopted.**

**Appraiser Proposal (Project # 27)**– The managers were presented a proposal from Ron Ringquist that included an hourly rate. Also provided by Ringquist was an example of a benefits and damages statement he had developed for another watershed, along with his resume.

Managers would like to meet with Ringquist at next meeting to discuss the scope of work further. No action was taken. Manager Christian would like Swenby to present at the next meeting what the original levy was and how it was divided up during the construction portion of the project.

**River Watch Sponsorship:** A request to sponsor the River Watch watershed education program. (River Watch Forum). Last year, the district sponsored with a total of \$1,500. The options this year include Bronze (\$750), Silver (\$1,000), Gold (\$2,000), and Platinum (\$2,500).

A **Motion** was made by Manager Brekke to sponsor the River Watch watershed education program as a Gold sponsorship, **Seconded** by Manager Engelstad. **The Motion was carried.**

**6. OTHER BUSINESS**

The managers received information from the Drainage Work Group and MN Watershed's.

**7. PERMITS:**

One permit was presented to the board.



24-017: Neal Pederson, Section 18 of Bejou Township, Tiling

Conditions were applied to the permit as per Houston Engineering recommendations.

A **Motion** was made by Manager Engelstad approve permit 24-17 with the recommended conditions, **Seconded** by Manager Bartz. **The Motion was carried.**

8. **ADJOURNMENT:**

The next regular meeting will be held December 12, 2024, at 8 AM. As there was no further business to come before the board, a **Motion** was made by Manager Engelstad to adjourn the meeting at 12:25 PM, **Seconded** by Manager Brekke. **The Motion was carried.**

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Donna Bjerk, Administrative Assistant

\_\_\_\_\_  
Shawn Brekke, Secretary