

PROJECT TEAM MEETING MINUTES

January 14, 2003

1. **ATTENDANCE:** Daniel Wilkens – Sand Hill River Watershed Administrator, April Swenby – Sand Hill River Watershed Administrative Assistant, Gordon Sonstelie – Sand Hill River Watershed board, Jim Larson – Houston Engineering, Jack Bailey – Union Lake/Sarah Improvement District, Gary Huberty – DNR Fisheries, Randy Huelskamp – NRCS, Les Peterson – US Fish & Wildlife Service, Jody Horntvedt – Project Team Facilitator, Maynard Pick - Collin Peterson Representative, Terry Wolfe – DNR Fisheries, Duane Steinbrink – NRCS, Penny Doty – West Polk SWCD, Wayne Goeken – Red River Basin Monitoring Program, and Joyce Cieluch – MPCA.

2. **AGENDA REVIEW:** No new items were added to the agenda. Wilkens gave a review of the minutes. The October 8, 2002 minutes were approved with the following corrections: Change Les Peterson’s last name from Sorenson to Peterson throughout the minutes, under item # 7 change GIS topographical maps to GIS maps, and under #9, projects drag out to long should be “too” long.

3. **PROJECT TEAM MEMBERSHIP LIST:** The Project Team membership list was reviewed among those present. The following is the list discussed with changes. Rob Goral, DNR waters and Michelle Hanson, USCOE were removed from the list until replacements are found.

<i>Title</i>	<i>D/A</i>	<i>Last Name</i>	<i>First Name</i>	<i>Address</i>	<i>City</i>	<i>State</i>	<i>Zip</i>
BWSR	D	Dwight	Brian	Bemidji Field Office, 3217 Bemidji Ave	Bemidji	MN	56601
CITIES	D	Stortroen	Larry	PO Box 165	Climax	MN	56523
Commissioner	D	Jacobson	Jerry	RR 2 Box 52	Fertile	MN	56540
Congressional	D	Pick	Maynard	110 2nd Street South, Suite 112	Waite Park	MN	56387
DU	D	Schneider	Jon	311 East Lake Geneva Road NE	Alexandria	MN	56308
Engineer	D	Larsen	Jim	PO Box 5054, 2505 North University	Fargo	ND	58105
ENVIRO	A	Johnson	Bruce	307 Hillestad Avenue South	Fosston	MN	56542
ENVIRO	D	Goeken	Wayne	RR 3 Box 75A	Erskin	MN	56535
Facilitator	D	Horntvedt	Jody	PO Box 1112	Baudette	MN	56623
LID	D	Gagner	Rolland	RR 2 Box 99 C	Erskin	MN	56535
MNDNR	A	Wolfe	Terry	203 W. Fletcher	Crookston	MN	56716
MNDNR	A	Huberty	Gary	PO Box 823	Detroit Lakes	MN	56501
MNDNR		Aadland	Luther	1221 East First Avenue	Fergus Falls	MN	56537
MPCA	D	Ceiluch	Joyce	714 Lake Avenue # 220	Detroit Lakes	MN	56501
NRCS	D	Huleskamp	Randy	528 Strander Avenue	Crookston	MN	56716
SWCD East Polk	D	Lee	Gary	PO Box 57	McIntosh	MN	56556
SWCD West Polk	D	Doty	Penny	528 Strander Avenue	Crookston	MN	56716
USACE	Raster	Tom	St. Paul	MN			
USFWS	D	Peterson	Les	26624 N. Tower Road	Detroit Lakes	MN	56501
SHRWD Board	D	Vig	Harold	808 North Eaton Avenue	Fosston	MN	56542
SHRWD Board	D	Hanson	Roger	RR 1 Box 90	Beltrami	MN	56517

4. **PROJECT REVIEWAL REQUEST:** The SHRWD board of managers requested the following projects be reviewed by the Project Team:
1. Fish Passage
 2. Garden Slough
 3. Maple Creek Diversion (Melvin Slough)
 4. Area northeast of Rindahl
 5. Section 17 of Sletten
 6. Bradley Lake Storage
 7. Union Lake Detention

a. **FISH PASSAGE:** The fish passage was reviewed with the Project Team. After much discussion with the Project Team, Horntvedt summarized the Fish Passage’s objective, goals, and strategies as the following:

PROJECT OBJECTIVE: Make the Sand Hill River a viable fishery.

- GOALS:**
1. Open river for expanded habitat (spawning, cover, feeding, over-wintering, access to pools)
 2. Expand fishing opportunities
 3. Control erosion and sediment
 4. Improve water quality (turbidity, suspended solids, dissolved oxygen)

NOTE: *USACE 1135 Project (Restoring natural resource attributes to Corps projects)*

- STRATEGIES:**
1. Modify Texas Crossing and four drop structures along the Sand Hill Ditch
 2. Add 7-9 rock riffles below the drop structures in the Sand Hill Ditch
 3. Realign and add riffles at the West Mill Crossing

Thomas Raster – USCOE was unable to attend the meeting, but communicated via e-mail with an update of the Section 1135 funding. Raster stated that Tom Crump, the Continuing Authorities Program manager gave him permission to initiate the 1135 study; however, funds are not available for this at this time. His hopes were to have funds available by next month. After funds are available he will request a team of in-house technical advisors to prepare the Preliminary Restoration Plan, which is a quick assessment to justify serious funding for a feasibility study and Ecosystem Restoration Report/Environmental Assessment (ERR/EA). Raster concluded with an estimated timeline of 3 months to finish the Preliminary Restoration Plan followed by a month for the Mississippi Valley Division review, approval, and funds to proceed with the ERR/EA which could take up to one year. After reviewing Raster’s information, the Project Team found the following timeline to be set as a realistic goal for the project:

To be Completed:	Start:	Finish:	Person(s) Responsible:
Prepare PRP ~ Preliminary Restoration Plan		July 1, 2003	USACE (Tom Raster) [SHRWD “monitor progress”]
ERR/EA Ecosystem Restoration Report/Environmental Assessment	July 1, 2003	July 1, 2004	USACE (Tom Raster) [SHRWD “monitor progress”]
Funding Identified (cost-share with USACE)			SHRWD

Permits *DNR Waters? *USACE? * NPDES Construction Permit~MPCA)			SHRWD and USACE
Monitoring Plan			
Pre-construction monitoring	Summer 2002		DNR Fisheries and River Watch
Start building			
Project completed			

b. **GARDEN SLOUGH:** Wilkens gave a brief overview of Garden Slough, in summary, Garden Slough could be used to control the release of water to both the Sand Hill River and the Red River. Peterson brought before the Project Team maps of Garden Slough. The strategies considered to control the release were the following:

1. Hold water in Garden Slough
2. Multiple-storage sites
3. Control release of water from CD47
4. Control erosion
5. Lateral ditches (wetland restorations)

Wilkens concluded in stating that no engineering has been done on the project in prior years. The Project Team found the following timeline to be set as a realistic goal for the project:

To be Completed:	Start:	Finish:	Person(s) Responsible:
Initial Survey (culvert sizing, elevations, cross-section at dam site, water storage capacity, drainage area)	February 2003	March 2003	SHRWD to work with engineer (may need landowner permission)
PT Review engineering and brainstorm possible strategies	March 11, 2003		
Do we have a project?			

c. **MAPLE CREEK DIVERSION (MELVIN SLOUGH):** Wilkens gave an overview of the project using the map. He spoke of the prior strategies used to divert water from Maple Creek and the other possibilities brought before the board in the past. Wilkens stated that Houston Engineering has done engineering on the project in the past, but has been unable to locate the files. After hearing Wilkens statement, the Project Team decided to use the following as a guide to determine if the project is feasible:

To be Completed:	Start:	Finish:	Person(s) Responsible:
Written history and/or current efforts in this area of the watershed for PT members		May 13, 2003	Terry Wolfe and Dan Wilkens to prepare a summary/proposal for the PT
Locate previous engineering data on this area		May 1, 2003	
Update engineering			

d. **RINDAHL:** Larsen gave the Project Team a map of the area in question. Wilkens explained to the Project Team that the SHRWD managers thought maybe this would be a

great holding area for excess water. Peterson will bring aerial photos of the area at the next meeting. In the spring, the Project Team will tour the area.

- E. **BRADLEY LAKE:** The community surrounding Bradley Lake has asked the SHRWD board if a possibility exists to raise the lake by draining water from Union/Lake Sarah. Wolfe stated that for the project to work, we'd need a consensus from all people surrounding Bradley Lake. In raising the lake a better fishery will not be a result as it will still continue to winter kill. Bailey said he would like to consider the project if it will result in less flooding on Union/Lake Sarah. Peterson concluded that wetland mitigation costs might be a drawback.
- F. **UNION LAKE DETENTION:** This project started off as a flood control site to control erosion into Union Lake, but after preliminary engineering was done, it now appears that it may be more feasible to build a small detention area for sediment control, look at upper basin storage, and harden the waterway to prevent further erosion into the lake.
- G. **SECTION 17 OF SLETTEN:** This project is located NE of Winger, MN. The area currently is a natural draw adjacent to the Sand Hill River and is plagued by beaver dams. These dams break and the resulting flows wash out roads and result in erosion and sedimentation. This project will be looked at in the spring for possible solutions.

- 10. **ADJOURN:** Meeting was adjourned at 2:05 PM. The next meeting will be March 11, 2003 at 10:30 am at the Sand Hill River Watershed District office in Fertile, MN.

Minutes respectfully submitted:

April Swenby, Administrative Assistant