

SAND HILL RIVER WATERSHED DISTRICT

September 3, 2002 Meeting Minutes

- 1. Attendance:** Chairman Hanson called the September 3, 2002 meeting to order at 7:08 a.m. at the District Office. Other managers present were Robert Brekke, Stuart Christian, Gordon Sonstelie, and Harold Vig. Others in attendance were Daniel Wilkens-Administrator, April Swenby-Administrative Assistant, and Jim Larsen-Houston Engineering.
- 2. Approval of the Agenda:** Motion was made by Manager Vig to add the budget to the agenda and approve the agenda with the addition of the budget item, Seconded by Manager Brekke, Carried.
- 3. Minutes:** Motion was made by Manager Sonstelie to approve the minutes of the SHRWD regular board meeting conducted on August 6, 2002 as mailed, Seconded by Manager Christian, Carried.
- 4. Treasurer's Report:** Wilkens distributed the Treasurer's report. A Motion was made by Manager Vig to approve the Treasurer's report as presented, Seconded by Manager Sonstelie, Carried.

Motion was made by Manager Brekke to approve and pay bills, Seconded by Manager Vig, Carried. For further reference, copies of the bills approved are attached hereto in the Treasurer's Report.

5. Jim Larsen's Report

Sylvia Hovland Ring Dike Pay Request: Larsen reviewed with the managers the contract for the Sylvia Hovland Ring Dike. The original contract amount was \$32,336.25. An increase in the amount of \$1,788.00 has been requested for gravel surfacing (\$575.00), ditch cleaning (\$1,500.00), and one less culvert (-\$288.00), Bringing the new total to \$34,124.25. A Motion was made by Manager Christian accepting change order # 1 in the amount of \$1,788.00, Seconded by Manager Brekke, Carried. All Seasons Contracting has submitted a bill in the amount of \$28,281.82. Value of the work completed to date is \$31,424.25 minus 10% retainage = \$28,291.82. Seeding and mulching remains to be completed. Larsen recommended paying the bill. A Motion was made by Manager Vig to pay the claim in the amount of \$28,281.82, Seconded by Manager Sonstelie, Carried.

Work in Progress: Larsen is arranging replacement of the missing or damaged fiberglass right of way markers with steel markers for project 11, 12, and 13.

6. Dan's Monthly Report

RRWMB: The Red River Watershed Management Board met on August 20, 2002 in Thief River Falls. A meeting packet from the meeting was given to the managers for their review.

RRBC: The RRBC will meet in Grand Forks September 5, 2002.

PC Ditch # 122: The upper one-mile is cleaned. Landowners are contemplating a course of action. A diversion at the upper end and a channel with drop structure at the lower end are the solutions most discussed. A petition for an improvement is the next step.

PC #41: The district held an informational meeting on August 21 with Richard Sanders explaining the options available to the landowners. Elliot Solheim, landowner near Crookston, will put together a steering committee to meet with Kurt Deter to discuss a plan of action. Meeting minutes from the meeting were distributed to the managers for their review. A steering committee

meeting is scheduled for September 3, 2002 at 1:00 PM at the hearing room in the Polk County Courthouse.

PC Highway # 1: Wilkens will meet with Chester Morvig to try to develop a solution to the high water on this lake east of Fertile.

Project # 11, 12, 13: ROW markers will be installed.

LID: The pump has been running since mid July. Manager Christian reported the water level to be 14 above OHW due to the recent rains.

Sylvia Hovland Ring Dike: The contractor has completed the work. The dike needs to be seeded. Wilkens will contact Myrdell Skallet and Rory Hamre to see if the borrow site has been completed to their satisfaction.

Earl Pederson, Dahl Brothers, and James Dahl Tiling Permit: A map was give to the managers to show the exact location for this permit. The permit is for tiling 280 acres, which will outlet into lateral # 4 of Norman County Ditch # 47. There are no open inlets. The outlet into lateral # 4 is 3 feet below the bottom of lateral # 4. This will require a pump station or deepening lateral # 4. The landowners would like to deepen lateral # 4 and eliminate a pump station. Mick Alm, Norman County Engineer is looking into whether or not this would be considered an improvement.

Mark Hagen/Charlie Balstad Lake Level: Chad Konickson, DNR, reported that the OHW has been established for the lake.

City of Beltrami, Request for assistance on a ring dike: The engineers will be surveying the site to develop cost estimates.

7. Other Business:

Budget Approval: The following budget was presented:

Income	
INTEREST INCOME	27,000.00
REIMBURSED EXPENSE	20,000.00
TAX LEVY INCOME	<u>63,000.00</u>
Total Income	110,000.00
Expense	
BUILDING MAINTENCE/OCCUPANCY	5,700.00
COMPUTER EXPENSE	4,000.00
DUES-MEMBERSHIP	1,300.00
EDUCATION	5,000.00
FURNITURE-EQUIP	4,000.00
MANAGER EXPENSE	11,000.00
OFFICE OPERATIONS	6,000.00
PAYROLL EXPENSES	50,000.00
PAYROLL TAXES	5,000.00
PROF SERVICES	<u>18,000.00</u>
Total Expense	<u>110,000.00</u>
Balance	<u><u>0.00</u></u>

A **Motion** was made by Manager Brekke to approve the budget as presented. **Seconded** by Manager Vig, **Carried**. A **Motion** was made by Manager Brekke to schedule a budget hearing on September 13th at 8 a.m., **Seconded** by Manager Sonstelie, **Carried**.

Randy Hamre: Randy Hamre brought before the board his concerns about the field crossing along Polk County Highway # 14 in section 23 of Scandia Township. It was suggested that Hamre check with Johnston Fargo Culvert or Plummer Excavating for an arched culvert. It was also suggested that he check the survey that was done several years ago by the watershed district and follow the recommendations that were developed at that time for this area.

Ditch Levy's: Discussion was held regarding the levies for 2003. They do not have to be in until mid November. The board will make a decision later.

8. Permits: 14 permits came before the board for review:

- 2002-16 – Darin Carlstrom, Polk County Highway Dept – Rosebud Twp., Section 9 – Replace existing C/P concrete structure with 2 lines of 73" x 55" csp arch culverts
- 2002-17 – Darin Carlstrom, Polk County Highway Dept – Hubbard Twp., Section 28/28 - Replace existing 90" csp culvert on C.D. 77 with 2 line 66" X 51" csp arch culverts.
- 2002-18 – Darin Carlstrom, Polk County Highway Dept – Vineland Twp., NW Section 35 – Replace existing 60" and 48" RCP culvert in CD 90 with 1 line 128" x 83" csp arch culvert.
- 2002-19 – Darin Carlstrom, Polk County Highway Dept – Vineland Twp., NW Section 36 – Replace existing 72" RCP in C.D. 90 with 1 line 128" x 83" CSP arch culvert
- 2002-20 – Darin Carlstrom, Polk County Highway Dept – Vineland Twp., NW Section 34 – Replace 84" RCP in CD 90 with 1 line 128" X 83" CSP arch culvert.
- 2002-21 – Paul Finstad – Woodside Twp., Section 23 – Install 12" culvert for crossing.
- 2002-22 – James and Judy Ellingston – Garden Twp., Section 32 & 33 – clean existing ditch.
- 2002-23 – Brekke Bros, Inc. – Hubbard Twp., Section 19 – Clean existing ditch and install culvert.
- 2002-24 - Brekke Bros, Inc. – Hubbard Twp., Section 30 – Clean existing ditch
- 2002-25 - Brekke Bros, Inc. – Hubbard Twp., Section 17 – Clean field ditches.
- 2002-26 – Roger Ulseth – Hammond Twp., SW Section 17 – Install 36" culvert
- 2002-27 – Earl Peterson – Bear Park Twp., Section 25 – Install tile
- 2002-28 – Dahl Brothers – Bear Park Twp., Section 25 – Install tile
- 2002-29 – James Dahl - Bear Park Twp., Section 25 – Install tile

Permits 2002-27, 28, and 29 were tabled awaiting information from Mick Alm.

A **Motion** was made by Manager Brekke to approve permits 2002-16 through 2002-26, **Seconded** by Manager Christian, **Carried**.

9. Adjournment: The next regular meeting of the SHRWD will be at 8:00 a.m. on Tuesday, October 1, 2002. As there was no further business to come before the board, a **Motion** was made by Manager Sonstelie to adjourn the meeting at 10:01 a.m., **Seconded** by Manager Vig, **Carried**.