

SAND HILL RIVER WATERSHED DISTRICT

November 3, 2004 Meeting Minutes

- 1. Attendance:** Chairman Hanson called the November 3, 2004 meeting to order at 8:00 a.m. at the District Office. Other managers present were Bill Brekke, Stuart Christian, and Harold Vig. Others in attendance were Daniel Wilkens-Administrator, April Swenby – Administrative Assistant, Lawrence Woodbury -Houston Engineering, Joyce Downs – local landowner, and Edmund Bernhardson, Arvid Thompson, and Kenneth Holum – prospective viewers for Project # 17.
- 2. Approval of the Agenda:** A **Motion** was made by Manager Brekke to approve the agenda, **Seconded** by Manager Christian, **Carried**.
- 3. Minutes:** **Motion** was made by Manager Christian to approve the minutes of the SHRWD regular board meeting conducted on October 5, 2004, **Seconded** by Manager Brekke, **Carried**.
- 4. Treasurer's Report:** Wilkens distributed the treasurer's report for the month of October. A **Motion** was made by Manager Vig to accept the treasurer's report as presented, **Seconded** by Manager Brekke, **Carried**.

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

5. Engineer's Report:

Beltrami Bank Sloughing – A **Motion** was made by Manager Christian to sign and approve the cost share agreement between the State of Minnesota and the Sand Hill River Watershed District, **Seconded** by Manager Vig, **Carried**. A **Motion** was made by Manager Christian to approve the following resolution, **Seconded** by Manager Brekke, **Carried**.

RESOLUTION

IT IS RESOLVED that the Sand Hill River Watershed District enter into Mn/DOT Agreement No. 86720 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the State to the Sand Hill River Watershed District the State's share of the costs of the bank sloughing repair of the Sand Hill Ditch construction and other associated construction to be performed upon, along and adjacent to Trunk Highway No. 9 at bridge No. 60008, 0.50 mile south of the city of Beltrami under State Project No. 6010-25 (T.H. 9=006).

IT IS FURTHER RESOLVED that the Manager and the Administrator are authorized to execute the Agreement and any amendments to the Agreement.

A **Motion** was made by Manager Vig authorizing Woodbury and Wilkens to advertise and solicit bids, **Seconded** by Manager Brekke, **Carried**. Bids are scheduled to be opened at the Sand Hill River Watershed District meeting in February 2005.

Ditch # 122 – Woodbury stated that Downs had contacted him requesting engineering plans. The board agreed that prior authorization for all expenditures by our engineer needs to be approved by the board. The Data Practices Act was discussed highlighting a letter mailed to Downs reviewing the Sand Hill River Watershed District Policies and Procedures for Public Access to documents. Downs assured the board that she understood the policy. Downs asked for clarification on the decision to use a unanimous resolution of the board to initiate the project. She was referred to 103D.701 item 2 of the Minnesota Statutes.

A **Motion** was made by Manager Brekke to place discussion of Ditch # 122 on hold until all five managers are together, **Seconded** by Manager Christian, **Carried**.

6. Dan's Report:

Project Team: The project team meeting was canceled for October 12, 2004. The November meeting has also been cancelled.

RRWMB: The RRWMB met on October 19, 2004. The next meeting is scheduled for November 16, 2004 at TRF

RRBFDRWG: The RRBFDWRWG met on September 1, 2004 at Detroit Lakes. The next meeting is scheduled for November 17, 2004 in Crookston.

RRBC: The RRBC is scheduled to meet on November 4, 2004 in Grand Forks

Union Lake Flood Control and Erosion Project: The landowner and renter have agreed to place the upstream problem area into CRP. PCA stated that our project does not meet the goals of this years 319 grant program. The BWSR challenge grant program is our next avenue for funding assistance.

Jerde Erosion Control Project: The project is complete except for ROW markers. Sand Hill River Watershed District attorney is developing option for easements.

Section 15, Hubbard Twp.: A letter was sent to Ray Baatz October 14, 2004 requesting work to be completed.

PC # 44/Section 35 Onstad: The district has obtained preliminary cost estimates and preliminary design. Landowner participation needs to be finalized.

Sand Hill Ditch at Widrig's: Work has been completed.

MAWD: The board authorized Chairman Hanson, Manager Vig, Manager Christian, Manager Sonsteli, and Wilkens to attend. Manager Vig and Manager Sonsteli will be our delegates with Manager Christian as alternate. Wilkens will be the PR person.

7. Other Business:

Data Practices Act (DPA): A **Motion** was made by Manager Vig to use 1 ½ times the base hourly rate for employee labor costs related to the DPA, **Seconded** by Manager Brekke, **Carried**

Viewers: A **Motion** was made by Manager Brekke to retain the services of Edmund Bernhardson, Arvid Thompson, and Kenneth Holum as viewers on Project 17 at the rate of \$125 per day, mileage at the current IRS rate and misc. expenses, **Seconded** by Manager Christian, **Carried.** Wilkens gave the Oath of Service to the viewers who all answered in the affirmative. The viewers signed the Oath of Service which was placed in the Project 17 file. The viewers would like names of key people on each system and an atlas to use to assist them with boundary locations.

8. Permits: A **Motion** was made by Manager Vig to approve the following permits, **Seconded** by Manager Christian, **Carried.**

2004-47 Dahl Farms Inc. Construct perimeter ditch west of tracks, section 15 Bejou Twp

The following permits were given preliminary approval subject to inspection and County and Township consultation.

2004-48 Dahl Farms Inc. Tile land in section 15 Bejou Twp.

2004-49 Ervin Dahl Install erosion control structure in section 8 Bejou Twp

2004-50 James Dahl, James Dahl and John Dahl Tile land in section 26 of Bear Park Twp

9. Adjournment: The next regular meeting of the SHRWD will be at **8 a.m. on Tuesday, December 7, 2004.** As there was no further business to come before the board, a **Motion** was made by Manager Christian to adjourn the meeting, **Seconded** by Manager Brekke, **Carried.**

Robert Brekke, Jr., Secretary

April Swenby, Administrative Assistant