

SAND HILL RIVER WATERSHED DISTRICT

July 3, 2012

- 1. Attendance:** Chairman Stuart Christian called the July 3, 2012 meeting to order at 8:00 AM at the District Office. Other managers present were Scott Balstad, Bill Brekke, Roger Hanson, and Phillip Swenson. Two staff members were present: Daniel Wilkens ó Administrator and April Swenby ó Administrative Assistant. Others in attendance were Jeff Langan ó Houston Engineering, Carey Hernandez ó PCA, Craig Bunes ó PC Commissioner, Dusty Jasken ó NRCS Mahanomen, Charlie Anderson ó Widseth, Smith and Nolting, Henry VanOffelen ó MCEA, Chuck Fritz ó International Water Institute, Brian Dwight ó BWSR, Ron Harnack ó RRWMB, Dan Thul ó DNR, Katie Engelmann – SWCD, Gary Lee ó SWCD, Jeff Nyquist ó RRWMB Communications, Randy Huelskamp ó NRCS, Stephanie Klamm ó DNR, Keith Weston ó NRCS, Pat Downs ó Red River Retention Authority, Peter Mead ó NRCS, Rodney Spokely ó Landowner, Lonnie Spokely, Landowner, Bill Downs ó Landowner, and Joyce Downs ó Landowners.
- 2. Approval of the Agenda:** A **Motion** was made by Manager Hanson to approve the agenda as presented, **Seconded** by Manager Balstad, **Carried**.
- 3. Minutes:** A **Motion** was made by Manager Swenson to approve the minutes from June 5, 2012, Seconded by Manager Balstad, **Carried**.
- 4. Treasurer's Report:** A **Motion** was made by Manager Hanson to approve the treasurer's report for June, **Seconded** by Manager Brekke, **Carried**.

The managers reviewed their expense reports and reported on activities for the month. A **Motion** was made by Manager Brekke to approve and pay bills **Seconded** by Manager Balstad, **Carried**. For further reference, copies of the bills approved are attached hereto in the Treasurer's Report.

5. Engineer's Report

Project # 24: Langan provided a map to distribute to the managers highlighting the areas that are near completion. The project is about 80% complete relative to the contract amount. Pay request # 4 was submitted for \$213,215.42. A **Motion** was made by Manager Balstad to approve and submit payment for pay request # 4, **Seconded** by Manager Swenson, **Carried**

Boundary Map: Langan presented an updated boundary map. Langan is hoping this will be displayed at the Polk County Fair. Langan asked for suggestions and changes.

City Ring Dikes: Langan is currently working with the Climax homeowners to create purchase agreements. ROW funds were provided for the City of Climax in the 2012 bonding bill. ROW funds were not provided for the City of Nielsville for 2012. The household median income has increased, which means that the City of Climax's cost share will increase. Langan will converse with the City.

Spokely Potato Processing Plan: Spokely's have reduced the water volume needed to run the potato wash plant from 1,000,000 + to 400,000 gallons. The managers reviewed the best way to remove the waste. Spokely's were given recommendations by two local contractors stating that the best way to remove the waste is to put a structure within the ditch. Manager Brekke suggested the possibility of placing a sump (or two) in the ditch. Manager Balstad suggested placing conditions upon the landowners restricting washing during February ó October, at least until the City Ring Dike is in place. A **Motion** was made by **Manager** Balstad to authorize Langan to explore the feasibility of using the ditch as a settling pond to remove the sediment, **Seconded** by Manager Brekke, **Carried**.

Langan will explore this possibility.

TMDL: Invoices were submitted this month. Swenby will submit them for reimbursement.

6. Dan's Monthly Report

Project Team: The project team will resume when we receive approval of point of concurrence # 1. Langan will be doing two soil borings at each site to validate whether the proposed sites are feasible for longer term storage sites.

RRWMB: The RRWMB met at the Red River Retention Authority office in West Fargo, ND. Meeting highlights were given to the managers.

RRBC Commission: The RRBC Commission meeting and tour was held June 6 and 7 in Winnipeg.

FEMA: The district has received a one year extension to complete the project.

ROW purchase for Climax and Nielsville: Wilkens delivered abstracts to Dave Hauff.

Heads of Organizations meeting: A meeting is now scheduled for September 17-18.

Remaining Balances in our Ring Dike Program: The remaining balances between Spokelyø, and Jason and Jeff Voeller have been prorated and a credit is issued to each of the participants.

Rules and Regulations: The RRWMB agreed to retain Lewis Smith, attorney, to look at all our member district watershed rules and regulations and try to put together a uniform set for all districts to use as a template when we update our rules and regulations in the future.

LID: The LID hearing date was Friday June 29, 2012 at 7:00 PM at the Erskine Community Center. Dave Hauff is reviewing the minutes and is drafting an order for the board to sign. The final hearing is set for August 10, 2012 at 7:00 P.M. Manager Balstad suggested Hauff issue a letter clarifying the liability of the watershed for the pumping project and felt it was confusing the way it was worded. Wilkens has clarified that issued with Bonnie Brost.

Howard Hopke: Wilkens met with Clayton and Clifford Bartz on Saturday, June 30, 2012. They would like to keep the 18ö pipe under the road. Originally there was a 12ö X 24ö pipe in this location. They would also like to have the ditch on the east side of the township road cleaned to grade and an 18ö culvert put in the dry crossing. Wilkens will meet with the township board to discuss a remedy.

Slough west of Highway # 9: Wilkens is coordinating with Langan to see if Reiner Construction culvert crew could do the repair when they complete project # 24.

Watershed Planning Meeting: Wilkens asked if board members had met with Jody Horntvedt. Wilkens will coordinate with Horntvedt to schedule something in July and have her contact Manager Balstad, Manager Christian and Allen Stromstad.

7. Other Business:

Public Relations: The managers reviewed possible public relations items. No new information was brought

before the board.

Phase 6: Chuck Fritz, Charlie Anderson, and Henry VanOffelen presented the 20% flow reduction goal the Red River Basin Commission has developed and the phase 6 project at 10:00 A.M. The FDR project planning acceleration project encompasses the entire Red River Basin on the Minnesota side.

Ron Harnack reviewed the 2012 farm bill opportunities and the need for flood damage reduction projects in the queue. Harnack challenged the district to be prepared for federal funding and develop feasible projects and to develop a framework to begin construction on projects. Manager Hanson noted that watersheds are very supportive of doing their fair share to contribute to the 20% reduction, but agency permits have been determined to be a large road block. Harnack would like to see the district develop a 5 year retention plan with goals and move forward with that plan as soon as possible.

Charlie Anderson reviewed the Red River Basin Flood Damage Reduction Goals. It was noted that flows from the Sand Hill River coincide with peak flows on the Red. Therefore, the focus is on peak flows from the Sand Hill. Anderson suggested an implementation strategy to locate, design and operate impoundment projects that consider local flood damage reduction needs, their beneficial effect on the main stem, and provide other multi-purpose opportunities. Consider alternate flow reduction strategies and the long term role they will play.

Chuck Fritz and Henry VanOffelen reviewed the RRBDIN project planning tool (LiDAR derived products/applications for decision support. A step by step review of www.rrbdin.org was evaluated. Fritz and VanOffelen are willing to coordinate with our project team to get them comfortable using the tools on the web-site. VanOffelen displayed how the application can display possible holding opportunities. There are 3 environmental factors that are the root of permitting complexity: proximity to streams, proximity to wetlands and proximity to areas of biodiversity significance. This application will provide permitting complexity maps.

Chuck Fritz will coordinate with Wilkens on moving the phase 6 project forward. This planning tool will be developed for our entire district as a pilot for the basin.

Audit Report: The managers were given the audit report. The auditors suggested a written travel policy and a written credit card policy. A **Motion** was made by Manager Balstad to table this until next month, **Seconded** by Manager Swenson, **Carried.**

8. **Permits:** Two permits were brought before the board. A **Motion** was made by Manager Hanson to approve the following permits, **Seconded** by Manager Swenson, **Carried.**

2012-16 Aaron Swenby, Garfield Township, section 35, install new culvert/crossing.

2012-17 Ryan Skaug, Bejou Township section 18, install erosion control structure.

9. **Adjournment:** The next regular meeting of the SHRWD will be at 8 AM on Tuesday, August 7, 2012. As there was no further business to come before the board, a **Motion** was made by Manager Hanson to adjourn the meeting at 12:22 P.M, **Seconded** by Manager Brekke, **Carried.**

April Swenby, Administrative Assistant

Scott Balstad, Acting-Secretary