

# SAND HILL RIVER WATERSHED DISTRICT

October 2, 2012

1. **Attendance:** Chairman Stuart Christian called the October 2, 2012 meeting to order at 8:00 AM at the District Office. Other managers present were Bill Brekke, Roger Hanson, and Phillip Swenson. Two staff members were present: Daniel Wilkens – Administrator and April Swenby – Administrative Assistant. Others in attendance were Gary Lee – East Polk SWCD, Jenny Burrack – NRCS, Jeff Langan – Houston Engineering, Bill Downs – Landowners.
2. **Approval of the Agenda:** A **Motion** was made by Manager Brekke to approve the agenda as presented, with the addition of setting ditch levies, **Seconded** by Manager Hanson, **Carried**.
3. **Minutes:** A **Motion** was made by Manager Hanson to approve the minutes from September 4, 2012, **Seconded** by Manager Brekke, **Carried**.
4. **Treasurer's Report:** A **Motion** was made by Manager Brekke to approve the treasurer's report for September, **Seconded** by Manager Swenson, **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 Swenson, **Carried**. For further reference, copies of the bills approved are attached hereto in the Treasurer's Report.

## 5. Engineer's Report

**Project # 24:** A **Motion** was made by Manager Swenson to approve and submit payment for pay request # 7, \$26,840. **Seconded** by Manager Hanson, **Carried**. This pay request should complete the payments, less the 5% retainage. The managers discussed the grass growth and the causes for the areas lacking and who is liable and the proper way to proceed with the possible seeding issues. Langan discussed with the managers an estimate of the overages. He will provide a detailed report stating where the overages took place.

Several people have not submitted their tax id numbers for their land payment.

**Project Team:** Houston Engineering will review the soils reports to determine if the soil is suitable for the four proposed impoundment sites.

**Clean Water Project:** Gary Lee has submitted the three applications. It is expected that at the MAWD annual conference, applications will be finalized.

**TMDL:** The terrain model has been completed.

**City Ring Dikes:** Purchase agreements have been signed. Langan has been in communication with the City of Climax. Easements need to be acquired. Some homes will be up for public bid and some others will be available to the existing landowners for a nominal fee. Should they decide to purchase their home, certain conditions apply. The home has to stay within Climax or Nielsville and it is their responsibility for removing the structure. They are also required to keep the home "within" their family.

## 6. Dan's Monthly Report

**Project Team:** The district is awaiting approval for our submission of Points of Concurrence #1.

**RRWMB:** The RRWMB met in Thief River Falls. Meeting highlights were given to the managers.

**RRBC Commission:** The RRBC Commission met September 6, 2012 in Moorhead.

**Heads of Organizations meeting:** A meeting was held September 17-18. An article was given to the managers.

**Ditch 17-2:** Mat Sirjord requested cleaning the ditch by Bergeson Nursery this summer. Dan will try to complete this project this fall.

**Redetermination of Benefits on Polk County Ditches:** Polk County approved using Houston Engineering and our viewers to do the project.

**Phase 6:** Chuck Fritz and Henry Van Offelen met with Wilkens and Langan on September 20<sup>th</sup> to do a trial run on how to present the planning tool to the project team. They learned that it takes time to run the scenarios. They all agreed that this takes too long at a meeting. The better way would be to get a list of scenarios and then run them prior to the next meeting. Also individuals with a little training can use the project planning tool to run scenarios on their own.

**LID:** Chairman Christian and Wilkens met with the LID board on September 12<sup>th</sup> and determined a levy amount of \$15,000 for 2013.

**FEMA Grant:** Wilkens is working with Aaron Swenby to install erosion controls on culvert drops. Also on getting documentation from Bear Park on graveling the overflow sections. Two sites need erosion control work done.

**Sand Hill Ditch and PC #14:** A culvert trap has been broken away from the culvert and will need to be reattached near the Scandia piler. Manager Hanson brought pictures of the broken away trap. Wilkens will find someone to repair the trap.

## 7. Other Business:

**Public Relations:** The managers reviewed possible public relations items. No new information was brought before the board. The contract has expired with Jeff Nyquist. The RRWMB is reviewing alternative contractors.

**Ditch Levies:** The managers reviewed the ditch levies for 2013 and the fund balance report. A **Motion** was made by Manager Swenson to set the levies as presented, **Seconded** by Manager Brekke, **Carried**.

## 8. Permits:

Eight permits were brought before the board. A **Motion** was made by Manager Balstad to approve the following permits, **Seconded** by Manager Swenson, **Carried**.

2012-30 Keith Christianson, Godfrey Township, Section 31, Install Culvert

2012-31 Paul Engelstad, Liberty Township, Section 5, Clean Existing Ditch

2012-32 Tony Engelstad, Onstad Township, Section 32, Clean Existing Ditch

2012-33 Tennis Balstad, Sletten Township, Section 27, Install Erosion Control Structure

2012-34 DeWayne Engelstad, Hubbard Township, Section 20, Clean Existing Ditch

2012-35 JR Dale, Liberty Township, Section 35, Install Tile

2012-36 Scott Grabinski and Sons Exc (Scott), Winger Township, Section 9, Install Culvert

## 9. Adjournment:

The next regular meeting of the SHRWD will be at 8:00 AM on Tuesday, **November**

**13, 2012**. Note the date change due to Election Day. As there was no further business to come before the board, a **Motion** was made by Manager Brekke to adjourn the meeting at 10:47 P.M., **Seconded** by Manager Swenson, **Carried**.