

SAND HILL RIVER WATERSHED DISTRICT

June 4, 2013

1. **Attendance:** Chairman Stuart Christian called the June 4, 2013 meeting to order at 8:05 AM at the District Office. Other managers present were Bill Brekke, Roger Hanson, and Phillip Swenson. Absent: Scott Balstad. Two staff members were present: Daniel Wilkens – Administrator and April Swenby – Administrative Assistant. Others in attendance were Jeff Langan – Houston Engineering, Joyce Downs – Landowner, and Bill Downs – Landowner.
2. **Approval of the Agenda:** A Motion was made by Manager Swenson to approve the agenda as presented, Seconded by Manager Brekke, Carried.
3. **Minutes:** A Motion was made by Manager Swenson to approve the minutes from May7, 2013, Seconded by Manager Brekke, Carried.
4. **Treasurer's Report:** A Motion was made by Manager Brekke to approve the treasurer's report for April, Seconded by Manager Swenson, Carried.

The managers reviewed their expense reports and reported on activities for the month. A Motion was made by Manager Swenson to approve and pay bills, with the exception of the SWCD balances which are listed for informational purposes only, 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

Project # 24: Reiner has declined the invitation to come to meet with the board to discuss the claim. The retainage has been offered once again. The board made an offer to meet with Reiner at his office to try to resolve this issue.

Some minor repair work is needed due to erosion this spring. A contractor will be needed to reshape and add rip rap to these spots. Langan will draft a list of what work is needed.

TMDL: No work was completed this month.

Climax Ring Dike: Langan met with the Climax City Council last night. The engineers report was presented to the watershed board. Langan asked for board acceptance and approval. The report will be forwarded to DNR and BWSR for review and comment which generally has a 30 day period to respond. Langan was hopeful that the bids could be awarded in October for this project.

A Motion was made by Manager Swenson to accept and file the Climax ring dike engineers report as presented, Seconded by Manager Hanson, Carried.

A Motion was made by Manager Hanson to appoint the board as viewers for the project (in accordance with statute 103d.721), Seconded by Manager Brekke, Carried.

Wilkens will be forwarding the purchase agreements to the landowners for signatures. The keys were distributed. The homes should be off the property by September 30th 2013.

Nielsville Ring Dike: There was no funding available during the most recent session. Langan was hopeful that in 2014, funding would be available.

Bear Park Retention Site Study: Langan has identified seven sites within the study conducted by the RRWMB. Langan is hopeful to identify an additional 3 sites and their limitations. This should satisfy the CORP requirements of alternative analysis.

6. Dan's Monthly Report

Project Team: The project team is currently suspended.

RRWMB: The RRWMB met in Fertile. Meeting highlights were given to the managers.

RRBC Commission: The RRBC Commission will meet June 5 and 6 for a tour and board meeting.

City of Fosston Project: Swenby and Wilkens are working on putting together the bill.

Section 35 Onstad Township: The district received a permit from Polk County. Wilkens will work with landowner and is working with West Polk SWCD on possible cost share of inlet pipes.

Fish Passage: The COE has received funds to finish the update. We sent a new letter of intent on January 31, 2013.

Redetermination of Benefits: The final hearing date is: Monday, June 17, 2013 at 1:00pm @ U of M Crookston Bernie Youngquist Auditorium for the redetermination of six Polk County Ditches in our watershed district.

Phase # 6: The district needs to spend some time and effort on using the tool to see what the district is able to accomplish. Wilkens is hopeful that the district should be able to have the data to locate alternative sites by August.

FEMA Grant: Wilkens is working with Aaron Swenby and Rick Miller to install erosion controls on culvert drops and fix sloughs.

Watershed Planning Meeting: The last meeting was held on Wednesday, April 3rd at 10:00 am at the watershed district office. Dan turned in the requested list of the boards and committees he is part of. What is next?

7. Other Business:

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

Mediation Agreement Discussion:

East Polk SWCD Proposal: Swenby has contacted Gary Lee to discuss negotiations for sharing the administrative assistant position. Phillip Swenson and Stuart Christian have been appointed by the board to meet with the East Polk SWCD. Gary Lee has been out of the office due to health issues.

Polk County Fair Request: The Polk County Fair board has requested financial support to fund the reptile garden again in 2013. A **Motion** was made by Manager Swenson to support their request for \$500, **Seconded** by Manager Hanson, **Carried**.

Mark Lehman: Lehman wants to clean the Norman County road ditch going north along the east side of section 3, Spring Creek Township. Lehman was told to ask for a permit from the Wild Rice District as this land is in there district. This water flows north into the Sand Hill District so we would also give him a permit. He would need to get a permit from the Norman County Highway Department as well. Currently this water flows NW across his field and is causing severe erosion on this property. If the water could be contained in the Norman County # 30 road ditch this erosion could be eliminated. The district will work with the landowner.

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

2013-08 – Garden Valley Telephone – Godfrey, Knute, & Woodside., Install fiber optic

2013-09 – Harlow Grove - Vineland Twp., Section 24, 25, & 30 – Install Tile

2013-10 – Matt Anderson – Woodside Twp. Section 26, - Build Approach

2013-11 – Michael Gunderson – Bejou Twp. Section 8 & 18 – Install erosion control structure

- 9. Adjournment:** The next regular meeting of the SHRWD will be at **8 AM** on Tuesday, July 2, 2013. As there was no further business to come before the board, a **Motion** was made by Manager Brekke to adjourn the meeting at 10:35 A.M., **Seconded** by Manager Swenson, **Carried.**

April Swenby, Administrative Assistant

Bill Brekke, Secretary