

# SAND HILL RIVER WATERSHED DISTRICT

November 4, 2013

1. **Attendance:** Roger Hanson called the November 4, 2013 meeting to order at 8:15 AM at the District Office. Other managers present were Scott Balstad, Bill Brekke and Phillip Swenson. Managers absent: Stuart Christian. Two staff members were present: Daniel Wilkens – Administrator and April Swenby – Administrative Assistant. Others in attendance were Katie Engelmann and Gary Lee – East Polk SWCD, Jeff Langan – Houston Engineering, Bill Downs – Landowner, and Joyce Downs – Landowner.
2. **Approval of the Agenda:** A **Motion** was made by Manager Brekke to approve the agenda as presented, **Seconded** by Manager Swenson, **Carried**.
3. **Minutes:** A **Motion** was made by Manager Brekke to approve the minutes from October 1, 2013, **Seconded** by Manager Swenson, **Carried**.

Manager Hanson turned the meeting over to Vice Chair, Manager Balstad. Manager Balstad continued with the meeting.

4. **Treasurer's Report:** A **Motion** was made by Manager Brekke to approve the treasurer's report for September, **Seconded** by Manager Hanson, **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, with the exception of the SWCD balances which are listed for informational purposes only, **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

**Reiner Contracting Dispute:** The attorney representing Reiner Contracting has requested information from Houston Engineering. Houston Engineering complied. Anderson and Bottrell presented documents requiring notarized signatures authorizing the compliance to their request. A **Motion** was made by Manager Brekke to approved signing the legal documents and forwarding them to Michael T. Andrews, Anderson Bottrell law firm. **Seconded** by Manager Swenson, **Carried**.

**Project # 24:** Brian Steiger, Steiger Manufacturing, St. Hilaire, MN is making pedestals to raise the trash rack 18" to help eliminate plugging with debris.

**Climax Ring Dike:** The viewer's report was presented. A **Motion** was made by Manager Brekke approving the viewer's report as presented, **Seconded** by Manager Swenson, **Carried**. A **Motion** was made by Manager Hanson to set a hearing date for December 11th at the Climax Library or Climax Community Center from 7-9 pm, **Seconded** by Manager Swenson, **Carried**. Langan will post the hearing in the appropriate newspapers and Swenby will post the information on the district website.

Wilkens and Langan will tour the houses that were set to be removed after the meeting today. Manager Brekke suggested putting the home that has not been removed back up for bids. The language of the bill of sale will be reviewed. Langan suggested that the district clean up the sites as soon as possible by removing debris, concrete and level the site to make it safe for the winter. Langan suggested getting quotes and if they are reasonable get the work done as soon as possible.

The Climax project will be constructed in two phases and funded in two phases. Funding for most of phases one was approved which is moving the lift stations from the outside of the ring dike to a safe place inside the dike perimeter.

**Nielsville Ring Dike:** Engineers report was sent to BWSR for comments. The viewer's report has been prepared.

Manager Brekke recused from the following votes: A **Motion** was made by Manager Hanson approving the viewer's report as presented, **Seconded** by Manager Swenson, **Carried**. A **Motion** was made by Manager Swenson to set a hearing date for December 12th at the Fire Hall from 7-9 pm, **Seconded** by Manager Hanson, **Carried**. Langen will post the hearing in the appropriate newspapers and Swenby will post the information on the district website.

**Bear Park Project:** Houston Engineering is about 80-90% finished with the model and hydrograph. The results are looking impressive based on the preliminary data. Langen will try to have a presentation at the next meeting if the project is completed.

## 5. Dan's Monthly Report

**Project Team:** The project team is currently suspended.

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

**RRBC Commission:** Retreat and board meeting coming up.

**Rules and Regulations:** A meeting is coming up on November 18th.

**Section 35 Onstad Township:** Construction started on October 30<sup>th</sup>. Ditch bottom was complete as of Saturday.

**Fish Passage:** The district needs to sign Letter of Intent and self-Certification Form. The US Army Corp has asked for a signature for a self-certification of financial capability for decision documents. A **Motion** was made by Manager Hanson to approve the signature for the requested documents upon DNR's approval, **Seconded** by Manager Brekke, **Carried**.

**LID:** The LID meeting is scheduled for November 13. The district is on the agenda for ditch assessment additions. Manager Balstad suggested getting the easements in place before the assessment process. Manager Balstad would like to see this discussion tabled until next spring as he would like to see Manager Christian present before action is taken.

**Futuristic Planning:** Wilkens would like the board to start thinking about how they are going to continue the planning process they started last year. We need to have a plan by this coming summer.

**District Ditch:** Wild marijuana is growing on one of the district ditch banks. The sheriff's department notified us that someone harvested it this fall. They wanted us to be aware of what is going on and asked if we can spray it next year. We will contact the Sheriff's Department next summer to locate the area.

## 6. Other Business:

**East Polk SWCD:** The SWCD presented information on the Targeted Watershed Demonstration Program. In 2013, legislation was passed that required the MN BWSR to award grants to local government units organized for the management of water in a watershed or sub watershed that have multiyear plans that will result in a significant reduction of water pollution in a selected sub watershed. Priority in making grants must be given to the three to six best designed plans each year.

Based on this legislation, BWSR created the Targeted Watershed Demonstration Program and is seeking nominations for three to six project watersheds to participate. Eligible watersheds are those where the change required to achieve a water quality improvement is known, the types of actions required to achieve those results have been identified, and a significant number of those actions can be implemented within a four-year timeframe.

Priority will be given to watersheds where there are current water quality impairments or priority water resources near the tipping point of becoming impaired. Proposed watersheds should have the threat to the water resources clearly identified, a thorough understanding of the pollution sources and pathways within the watershed, and baseline water quality data against which changes can be assessed. Preference will be given to watersheds that are 10 or 12-digit Hydrologic Unit Codes. While protection of high quality resources is important and a critical part of the Clean Water effort, this program focuses on demonstrating water quality improvements, not on sustaining high quality systems.

A **Motion** was made by Manager Swenson to form a committee to aid the SWCD in the application completion process for the Targeting Watershed Demonstration Program, **Seconded** by Manager Hanson, **Carried**. The goal of the committee is to prepare the application and present pros and cons for the next meeting.

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

8. **Permits:** No permits were brought before the board.

9. **Adjournment:** The next regular meeting of the SHRWD will be at 8:00 AM on Wednesday, November 27, 2013. **Note the date change due to administration conflicting schedules.** Swenby will note this on the web-site. As there was no further business to come before the board, a **Motion** was made by Manager Brekke to adjourn the meeting at 9:55 A.M., **Seconded** by Manager Swenson, **Carried**.

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April Swenby, Administrative Assistant

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Bill Brekke, Secretary