

SAND HILL RIVER WATERSHED DISTRICT

February 4, 2014

1. **Attendance:** Chairman Christian called the February 4, 2014 meeting to order at 8:00 AM at the District Office. Other managers present were Bill Brekke, Roger Hanson and Phillip Swenson. Managers absent: Scott Balstad. Two staff members were present: Daniel Wilkens – Administrator and April Swenby – Administrative Assistant. Others in attendance were Bill Downs – Landowner and Joyce Downs – Landowner.
2. **Approval of the Agenda:** A **Motion** was made by Manager Hanson to approve the agenda as presented, **Seconded** by Manager Brekke, **Carried**.
3. **Minutes:** A **Motion** was made by Manager Hanson to add the orders for the Climax and Nielsville Ring Dikes into the minutes of the January 7th board meeting, **Seconded** by Manager Swenson, **Carried**. Manager Brekke recused himself. A **Motion** was made by Manager Swenson to approve the minutes from the January 7, 2014 meeting, **Seconded** by Manager Brekke, **Carried**.
4. **Treasurer's Report:** A **Motion** was made by Manager Brekke to approve the treasurer's report for January, **Seconded** by Manager Hanson, **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 #20: RW Markers were installed along TH 9 at lower end of Project # 20.

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

Easements were finalized and will be recorded.

Langan will be meeting with the attorney's tomorrow regarding the Reiner Contracting dispute.

Nielsville Ring Dike: The EAW is currently in process.

Climax Ring Dike: Houston Engineering continues to work on the final plans and RW acquisition proceedings. Relocation of the home in Climax is underway and the district has advertised for bids. The open house is today and bid opening is schedule for February 18 at 2 PM at the SHRWD office. Verbal bidding and award will be held at the March Board meeting at 10 AM for the top 3 bidders.

Project Team: The modeling is complete. Houston Engineering has presented a final technical and procedural informative packet. The presentation included project benefits, task list/schedule, and strategies for project development.

TMDL: Houston Engineering has been working on objective four and five of Phase I. They have also been working on objectives one and two of Phase II. Stephanie Johnson, project manager has accepted a position in another organization and Mark Deutschman will be taking over as the new project manager for the TMDL project for the Sand Hill Watershed District.

5. Dan's Monthly Report

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

RRBC Commission: The RRBC Commission conference was held January 14-16 in Fargo.

IRRB: The IRRB winter meeting was held January 16-17 in Fargo.

Rules and Regulations: RRWMB approved sending the drafts out to the districts for review and comment.

Fish Passage: Wilkens has signed the Letter of Intent and Self-Certification Form. The DNR is looking for funds to match the COE. The DNR is also looking at up to 19 drop structures below the last dam to facilitate fish passage and water quality improvements. A meeting to discuss this will be at 11:00 am at the DNR office in TRF on February 13th.

Futuristic Planning: Jim Todahl, Chairman of the Advisory Committee has asked the board to set a date for our joint meeting. Wilkens has developed a draft job description and the managers reviewed the requirements. The managers suggested an evening meeting sometime in March.

City of Fosston: Wilkens presented a draft bill for the Managers to review.

Legislative Breakfast: Wilkens, Manager Hanson, and Manager Swenson will attend the legislative breakfast.

Credit Card Policy: Swenby gave the managers a draft credit card policy for the managers to review. MAWD does not have a credit card policy.

6. Other Business:

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

8. **Permits:** One permit was brought before the board: A **Motion** was made by Manager Swenson based upon engineering approval, **Seconded** by Manager Hanson, **Carried**.

2014-01: Polk County Highway Department, Improvements on CSAH 1 in Fosston, MN

9. **Adjournment:** The next regular meeting of the SHRWD will be at 8:00 AM on Tuesday, March 4, 2014. As there was no further business to come before the board, a **Motion** was made by Manager Brekke to adjourn the meeting at 10:21 A.M., **Seconded** by Manager Swenson, **Carried**.

April Swenby, Administrative Assistant

Bill Brekke, Secretary