



TITLE: REGULAR MONTHLY BOARD MEETING MINUTES

DATE: OCTOBER 6, 2020

1. ATTENDANCE:

Chairman Stuart Christian called the October 6, 2020 meeting to order at 8:00 AM at the District Office. Other managers attending were Clayton Bartz, Dan Vesledahl (arrived at 9 AM,) and JJ Hamre. Managers absent include Craig Engelstad. One staff member was present April Swenby – Administrator. Others in attendance were Zach Herrmann – Houston Engineering (via phone conference), and Jeff Langan – Houston Engineering.

2. APPROVAL OF THE AGENDA:

A **Motion** was made by Manager Bartz to approve the agenda, moving Langan and the action items after 9 AM to accommodate Manager Vesledahl's attendance, **Seconded** by Manager Hamre. **The Motion was carried.**

3. MINUTES:

A **Motion** was made by Manager Hamre to approve the minutes from the September 1, 2020, **Seconded** by Manager Bartz. **The Motion was carried.**

4. FINANCIAL REPORT:

A **Motion** was made by Manager Hamre to approve and dispense the reading of the Treasurer's Report for September, **Seconded** by Manager Bartz. **The Motion was carried**

The managers reviewed their expense reports and reported on activities for the month. The following bills were reviewed:

A & S, Llc.	24,100.00
Anders Valley Publishing	97.50
Anderson, Bottrell, Sanden & Thompson	1,642.50
April J. Swenby	138.00
City of Fertile	109.42
David Sundheim	45.00
EcoLab	53.57
First Community Credit Union	26.26
Garden Valley Telephone Company	44.73
Grove Mechanical	271.25
Houston Engineering	28,124.53
Jason Benbo	460.00
Larson Helicopters	18,151.00
Marco	183.12
MN DNR	3,000.00
Norman County Index	59.38

Otter Tail Power Company	169.00
Solien & Larson Engineering Inc.	160.00
Stuhaug Sanitation	46.80
U.S. Post Office	56.00
US Geological Survey	6,266.00
Wild Rice Electric	1,687.34
TOTAL	<u>84,891.40</u>

Additional bills that were added to the bills to be paid include the following:

Fertile Hardware Hank	5.35
Milton Yergens	7,300.00
Sarah Wise	48.00

A **Motion** was made by Manager Hamre to approve and pay the bills with a total of \$92,244.75, **Seconded** by Bartz. **The Motion was carried.**

5. ENGINEER'S REPORT:

Project # 17: Houston Engineering has confirmed that there are additional right of way needs for a 16.5' buffer, approximately 4 acres. Herrmann will provide detailed maps in November.

This spring Rick Moen and Swenby toured the outlet end of Project # 17. Travis Nelson met on site last week and Houston Engineering is developing an approach for repair.

This summer, Russia Township asked the district to investigate the road overtopping in Section 28/29. Houston Engineering did a survey and they are developing recommendations for a fix.

Project # 24: A landowner alleges that the N ½ of SW ¼ of Section 7 in Hubbard Township is draining into Project # 24, unassessed. A field review, with a LiDAR review as completed. A small portion (15 acres) is draining into Project #24. The drainage pre-dated Project #24. There are generally some errors of this nature in benefit boundaries due to topography not exactly matching mor "squared" breakdowns used for benefit areas by the viewers. Staff will send a letter to acknowledge the complaint and present the findings of the district.

Project # 32: Herrmann presented Pay Request # 3, and action will be taken later on in the meeting. The weeds have been mowed and the seeding has been verified established. Davidson would like to meet with the board in November to discussion liquidated damages.

Sand Hill Ditch: Swenby was able to track down from the county a recent assessment record for parcels. An estimate to review the assessed parcels and develop an approximate benefit area map is \$3,000-\$4,000. A **Motion** was made by Manager Bartz to authorize Houston Engineering to move forward with creating a benefit area map, **Seconded** by Hamre. **The Motion was carried.**

Houston Engineering has completed the culvert inventory as directed in July 2020. HEI will provide a map for review at the next board meeting.

Rock Riffles: The contractor has begun and will likely be completed in 1-2 weeks. A landowner in Section 21 of Reis Township had called in yesterday with concerns about his driveway and the banks. Equipment did cause a fracture line in the driveway. The contractor is committed to repairing any damages.

Poissant Bridge Removal: Houston Engineering has been working on completing the plans and specs and presented them to the board. Herrmann recommends that the board authorize to move forward with the bidding process as soon as the plans and specs are complete, likely mid-October. The grant deadline is June 30, 2021, so moving forward is essential to the timeline. A **Motion** was made by Manager Hamre to authorize Houston Engineering to move forward with the bidding process, **Seconded** by Bartz. **The Motion was carried.**

Bear Park Dam: Herrmann provided photos of the inside of the pipe and the erosion on the side slopes. The images show the tie rods are missing and due to that, separation is resulting. He presented a temporary fix of tying the separation and a more permanent fix involving excavation if there continues to be problems after the temporary fix.

Herrmann provided flood easement maps, with the locations of the court ordered parcels. Herrmann noted that the attorney is reviewing this, and they are in the process of obtaining the actual court order. The documents that the district has are only the court report. Swenby would like this placed as a layer on the “map tour” on the district web-site when it is finalized.

RCPP: Houston Engineering plans to move forward with flood protection investigations for the City of Beltrami.

102 Boundary Revisions: Herrmann will complete a field review within the next week or two. Manager Engelstad has requested to be present with Herrmann during the field review.

6. ADMINISTRATOR REPORT:

Project # 5: Paul Swenson also reported plugging on this ditch early this spring. During spring inspections, Travis Johnson and Swenby looked at this and walked about a mile at the outlet end to look for anything obvious. The landowners just recently reported a beaver dam and some sediment plugging on the northern end, which is likely the cause for Swenson’s complaint. Travis Johnson took a 4-wheeler out to find the areas of plugging and GPS them for the contractor and the beaver trappers. The trappers have been authorized to begin trapping and the landowner has offered to remove the dam when the beaver are being trapped.

Additionally, a beaver dam was reported on Project 5 near Durms. Swenby has contacted the MnDNR to let them know trappers would be in the area. The beaver trappers have completed trapping. Swenby contacted Joe Miller who will remove the dam.

FDRWG: Membership to the FDRWG for watersheds that do not belong to the RRWMB was denied due to a lack of consensus vote. All FDRWG agency members voted in favor of the non-member district’s becoming official members and being a part of the solution as a member. All RRWMB members voted not in favor, citing RRWMB membership as the reason for their vote. Swenby provide a letter of response to help invoke discussion. Meeting notes from the FDRWG meeting were given to the managers. Swenby will reach out to the Buffalo-Red, proposing a joint letter.

Union Lake/Sarah Pumping: Swenby is moving forward with investigating moving the open ditch, to obtain an easement. Houston Engineering is reviewing permitting options. She is coordinating with the prospective landowner and the LID.

The pump was stopped on September 2, due to beaver issues near the culvert near Rich Johnson’s property that happened shortly after the pump was turned on and water began to flow. Trappers were able to trap and clear the debris from the culvert and pumping efforts began again. Trappers visited the site daily.

I attended the LID meeting on September 21 and the group decided to leave the pump off (with about 4' to go) until the next meeting to evaluate the levels at that time for spring. Waiting to turn the pump back on was deemed favorable to give the weather pattern a chance to aid in decision making.

During the month of October, Swenby will be focusing on ensuring that the area by Doyle's is cleaned and prepared for spring, in case the pump needs to be used again during the spring of 2021. Additionally, there were some concerns on the US Fish and Wildlife land near the sandbags, and Manager Christian will tour that area with Swenby.

MCIT verified that the pump is not covered under the district insurance, however liability is. The policy can be updated at the time of renewal, if deemed necessary.

The LID has asked for a copy of the assessed area. Swenby has located the assessed parcels and has asked Houston Engineering to create a map layer on our website.

Bear Park: Swenby, Travis Nelson, Houston Engineering and Joe Miller had a phone conference regarding the plan for the structure at Bear Park. Miller said he could start early October. For this fix, Houston Engineering will be on site.

Houston Engineering had some ideas on a game cam for monitoring the river height at the structure. This would be an item for next spring.

Project # 20: Paul Engelstad, an adjacent landowner of Project # 20, clarified and is now willing to level the spoil. Houston Engineering will work with him regarding the height. Additionally, there were some plugged culverts due to an extreme amount of cattail debris along the ditch system. It is suspected that from the spraying done last fall, the cattail debris is accumulating. Swenby inspected the plugged culverts and the debris in the legal ditch system and have authorized Engelstad's to take care of the maintenance of the plugged culverts.

Ditch Maintenance: Swenby has been working on getting the seeding done on the two areas along Project #17 that were disturbed, and the seeding done on Project # 13 where we cleaned last year. Miller was out this month and leveled the spoil on Project # 13. I have contacted Berhow seeding who will begin seeding in October.

Ditch Levies: The levies are to be approved in November. Herrmann and Swenby have reviewed all of the proposed maintenance issues on each system to develop a recommendation for the November meeting. The managers were given a rough draft of what will be presented for approval in November. Swenby noted that Ditch 9 and 119 are subject to changed based off landowner feedback that may be received.

At this time, the LID managers did not have any changes, and Swenby asked them to contact them throughout the month if they had any questions or changes, they'd like addressed.

Sand Hill Ditch – Drops 1 and 2 follow up: In September of 2019, the board expressed concern with the alignment of drops 1 and 2 along the SH Ditch where riffles were installed west of Fertile. At the time Swenby reached out the Corp and the MnDNR with the concern of bank instability at those locations. These unstable banks are situated right at the outlet end of the fish ramp which was expected to be much higher velocities than the previous channel flow when the concrete drops were situated further upstream from these locations. These locations were two of the more problematic areas for the watershed due to encroachment on the adjacent road and loss of private property opposite of the road. Swenby has reached out to the MnDNR again to follow up. She was told that that last year during a site tour the MnDNR reported that it appeared to be quite a bit of sand being deposited near the banks below those drop structures. The MnDNR is noting this as is a very positive sign that those sites are stabilizing but will continue to monitor.

FB Video Classes: The school district is open to offering as a part of their curriculum video editing for the public relations portion and project promotion for the district. The coordination will take place next winter.

Tiling Tour: On September 10, 2020, Paul Engelstad offered to give Swenby a tour of his tiling operations and she was able to spend some time in the afternoon in a tiling machine learning about the process and the benefits the way that landowners see them.

Ditch 80: On September 10, 2020, Swenby inspected the road on Ditch 80 and the vegetation on the ditch. A pay request today will be presented in the Action Items portion of the meeting.

Ditch 9: Robbin Brekken has reported back to Swenby and after his discussions with local landowners he estimates that about 60% of the landowners would prefer an improvement on Ditch 9 vs. a cleaning and are open to waiting a couple of years on the cleaning in the hope of an improvement. Herrmann and Swenby met with the attorney to determine the procedures and costs associated with an improvement. Brekken is conversing with the landowners again to determine if they'd like to move forward with a partial cleaning because an improvement process is lengthy.

RRBC Success Stories: The Red River Basin Commission would like to feature the Sand Hill River Watershed District this year in their "success story" portion of their annual conference in 2021. Swenby has agreed to work with them and present either Ditch 80, or the Sand Hill Lake Dam. It would be done live, for about 8 minutes, on a virtual platform.

Texas Crossing: Spruce Valley was in the area working so she asked them to clean out the sediment as best as they could, in an effort to avoid any issues next spring with additional plugging. The plan that is proposed as a permanent fix is being evaluated by the attorney. Cleaning the culverts was a temporary fix.

Side inlet Maintenance Policy: Recently the board of managers authorized a culvert inventory on the Sand Hill Ditch. Swenby spoke with Dan Wilkens and he stated that it has been the practice of the SHRWD to repair and maintain all side inlets on our legal ditch systems noting that only one on Project # 12 is not included in our ditch projects because it done after the project was built (Dragseth location). Given the past policies of the district and the precedence's that were set, Swenby will continue with that policy and use the culvert inventory as a basis for decisions moving forward when determining if the repair is a ditch system cost or a landowner cost. Swenby noted that the culvert installed by the Township this summer along the Sand Hill Ditch in Hubbard is not included as a part of the SH Ditch System.

There was a plugged side inlet East of the Texas Crossing where a sediment built up, making the side inlet trap unable to function. Spruce Valley was nearby with the riffles and Swenby gave the go ahead to work in the legal portion of the system to remove the plug. Because Spruce Valley was in the area and their equipment is able to handle the damaged culverts on Scandia 20 at the side inlet referenced and reported by JJ Hamre earlier this summer, Swenby sent Spruce Valley out with Travis Nelson do the repair.

Permit Violation: Swenby met with a landowner near Fosston in Heier Township Monday morning October 5 to discuss an alleged Township permit violation.

7. **KITTLESON CREEK CLOSE OUT – JEFF LANGAN:**

Langan gave a review of the project from beginning to end and reminded the managers of their role and relationship with the county pertaining to this project. The contractor has provided a warranty for one construction season to repair sink holes.

A **Motion** was made by Manager Vesledahl to execute the following resolution, **Seconded** by Bartz. A role call vote was held.

WHEREAS, pursuant to the Contract requirements for MnDOT SAP 060-599-277, Box Culvert Construction, Sand Hill River Watershed District, Fertile, Minnesota, the Engineer has certified that a final examination has been made of said Contract Work, to the best knowledge of the Engineer the Contract Work is complete, and Final Documentation has been satisfactorily submitted as required by MnDOT State Aid and Polk County, AND,

THEREFORE, BE IT RESOLVED, that it is recommended that the Final Payment to Davidson Construction, Inc., in the amount of \$169,136.00, be executed by the Polk County Board.

	Yea	Nay	Absent	Abstain
Christian	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vesledahl	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hamre	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bartz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engelstad	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

The Motion was carried.

8. ACTION ITEMS

Mickey Scott Bridge (Drop 4): The culvert just West of where Kittleson outlets into the Sand Hill Ditch is washing again. It appears that the same thing is happening as what was found during high water in 2019. The Corp is not owning any design inadequacies and has confirmed this in writing. Because the district was the local sponsor of the project, Swenby reached out to the MnDNR for aid, as they were the state agency pushing the project to move forward. Swenby is working with the MnDNR to see if they would be willing to cost share in this effort. They have asked for an approximate cost estimate for a fix. She coordinated with Joe Miller and the township on a plan and cost estimate. Miller estimates up to \$18,000 for the fix, including all the rock that is needed.

Swenby does not have an estimate to pour concrete in between the boxes, but is told it could be up to \$2,000 - \$3,000 depending on what the township would like to do, noting that the township has been working with the County for ideas as this is something the County regularly does on their culverts.

Swenby met with the MnDNR on site on October 5 regarding this problematic area and the recurrence of the issues. She was told that the MnDNR may possibly be able to provide up to \$10,000, but they are looking to find other funds that will contribute the full amount. The district would need to sign a Joint Powers Agreement for the funding, as we have done in the past.

Swenby asked if the district is willing to provide funds towards either or both fixes, as the district was the local sponsor of the project.

Regarding the box culverts and bonding them with concrete, Manager Vesledahl suggested unleashing the structural engineering group to provide advice for the specifications for the concrete in between the culverts. Herrmann estimates that it could cost \$3,000-\$4,000 the structural engineer to review. Swenby stated that the township was confident that their proposed fix would work, stating that they have checked into it and certain specs are needed, citing that the county uses this method on their culverts and they plan to mimic those specifications. Swenby felt that the township would prefer to have a fix in place this fall to avoid major washouts next spring, and there might not be enough time for a structural engineer's review. Manager Vesledahl wanted assurance that it was designed properly to ensure that any contributions that the district provides will go

towards a fix that will work and was uncomfortable placing funding towards something the district engineer hadn't approved. He questioned what the consequence would be and what accountabilities the district could face if it didn't work, as planned. A **Motion** was made by Manager Vesledahl to authorize Houston Engineering to review an engineered fix before they commit to additional funds, if the township would like the watershed to assist, **Seconded** by Hamre. **The Motion was carried.** Swenby will communicate with the Township stating that the district will only consider contributing funds if the district engineer designs the proposed fix and will let them know this may take some time and maybe won't happen until next year. If they want to move forward this fall, it will be at their own expense.

The conversation shifted towards the rock armor. A **Motion** was made by Manager Vesledahl enter into a Joint Powers Agreement paying up to \$8,000 towards the rock, if needed, depending on what the MnDNR will contribute, **Seconded** by Hamre. **The Motion was carried.** Should the district expend funds towards this, it will be allocated from the Fish Passage fund in the Construction account, not allocated from the SH Ditch.

Sletten Township – Ditch # 133: Swenby met with a few key WD Administrators in our area. They were not alarmed with the MnDNR press release, as they noted that the MnDNR was correcting procedural errors. The other Watershed Administrator's did not appear to want to participate in anything, as there was nothing to substantiate MnDNR wrongdoing. Swenby also provided as requested by the managers information on the locations of the MnDNR's proposed 640 miles they may correct. A proposed comment letter was provided to the managers asking the MnDNR to consider a time frame adjustment and a hearing for the landowners to plead their case. A **Motion** was made by Manager Hamre to approve Swenby to move forward with the letter of comment as presented, **Seconded** by Bartz. **The Motion was carried.**

Project # 3 - Land Sale: Last month the managers authorized Swenby to move forward with selling the land adjacent to Project #3, otherwise known as the Berhow Property. Swenby explained that there was landowner contention, stating that Berhow's donated the property for the district use, not for sale for income to the district. Dan Wilkens has also expressed dissatisfaction to Swenby stating that the district should consider keeping the property as it has been useful for storing things that arise and costs the district nothing. Swenby is asking if the district still wants to move forward with selling the land. There has been minimal cost thus far with the attorney. Manager Engelstad called and offered his opinion stating that he would like to keep the land and not sell it. Manager Vesledahl suggested it would be his preference to sell the land, or offer it back to the person who donated it and suggested it as a liability, there is not a need for storage and indicated that the watershed is not in the business of owning land. Manager Vesledahl indicated that if there are others who need and want the land, the district has no need to hold onto it.

Because Manager Engelstad expressed verbal opposition to selling, a **Motion** was made by Manager Bartz to table this discussion till next month when a full board is present, **Seconded** by Vesledahl. **The Motion was carried.**

Culvert Sales: About a year and a half ago, the board approved selling Dan Wilkens three pieces of 20' culverts (36" diameter) at 20% the "new cost". After last month's meeting when the board authorized Swenby to list the culverts for sale with sealed bids, she called Wilkens to ask him to mark or remove the ones he wanted before they were listed them to honor our commitment to him. The culverts have not yet been listed as she is waiting on Wilkens to confirm which culverts he wanted to purchase. In her conversations with Wilkens, Swenby reported that he has expressed dissatisfaction with the board's decision to sell the culverts in bulk and asked Swenby to relay to the board the benefit to local landowners who may need culverts along the way.

The managers agreed to still move forward with selling them and selling them all or none, as decided last month. Swenby confirmed that Manager Engelstad has offered to help Swenby with obtaining an inventory.

Pay Request # 3 – Sand Hill Lake Outlet: Pay Request # 3 was presented to the managers. This pay request will release the retainage and consider the project completed. The amount due is \$8,801.85. A **Motion** was made by Manager Bartz to pay the pay request #3 for \$8,801.85, **Seconded** by Hamre. **The Motion was carried.**

Pay Request # 3 – Ditch 80: Pay Request # 3 was presented to the managers. The pay request holds the retainage (27,365.70) and \$61,000 in liquidated damages. The amount requested is \$43,225.00. A **Motion** was made by Manager Hamre to authorize payment for the pay request #3 for \$43,225.00, **Seconded** by Vesledahl. **The Motion was carried.**

Ditch Mowing: Mike Larson would like to move forward with mowing our drains after the cattail spray. The managers were reminded that his price was \$85 per hour man and machine. Larson plans on starting on the far west end. A **Motion** was made by Manager Vesledahl to contract with Larson for \$85 per hour for fall mowing for 2020, **Seconded** by Bartz. **The Motion was carried.**

Building Project: Plans and specs have been provided. Nothing has changed “building wise” since this spring, only heating/cooling and electrical this summer. Swenby would like to move forward with the bidding process so that it is completed for the December meeting enabling the board with accurate quotes for decision making. There was discussion regarding the high cost of building materials right now, and some managers suggested waiting until costs decrease in hopes of a more competitive bid. A **Motion** was made by Manager Vesledahl to table this discussion until next month when a full board is present, **Seconded** by Hamre. **The Motion was carried.**

Project # 3 Clarification: Swenby presented the minutes from July 2020 which read the following:

Liberty Onstad:** The managers discussed the area that Dean Johnson inquired about earlier in the meeting. Manager Engelstad agreed that it makes sense that Johnson would want to consolidate the culverts. The managers agreed that because repair is needed now would be a good time to accommodate the landowner. The managers discussed cost share options. After discussion, it was determined that all that was needed for the hydrology of the ditch was a repair and an apron. Allowing the landowner to remove the culverts risks damaging them and having to purchase another. The managers agreed that the district would purchase aprons to allow for the crossing to be larger. The managers would like a cost estimate for Johnson the work performed on the ditch but agreed it is good practice to entertain local landowners to perform the work. A **Motion** was made by Manager Bartz to add an apron to the area where scouring is evident, **Seconded** by Vesledahl. **The Motion was carried.

Swenby is asking for clarification as Herrmann was under the impression that the board was seeking rock aprons and Swenby was under the impression that the board wanted manufactured aprons so that Johnson’s crossing could be wider. Herrmann provided a quote for new aprons from True North Steel. Swenby also provided a quote from Dean Johnson to place rock aprons for \$1,500 for the inlet end of the culvert (material and labor). Johnson also proposed that if he were to purchase the property, the crossing could be eliminated all together, making one less crossing to be maintained for the watershed. It was decided that the crossing cannot be eliminated as it is the control for the ditch and need for the design. After talking with Johnson, Swenby reported that Johnson did not feel the benefit could justify the cost of manufactured aprons and would be satisfied with the rock aprons. A **Motion** was made by Manager Vesledahl to move forward with Johnson repairing the inlet side for \$1,500, **Seconded** by Bartz. **The Motion was carried.**

Project # 5: Paul Swenson report a culvert failure (48") in Section 31 (SE quarter). It is unclear in the as-builts if this culvert was originally privately owned or a part of the project. Travis Nelson inspected this on October 1. Swenby asked HEI to get a material cost for the replacement and it is about \$3,000 pipe, straps and freight. Swenby reiterated that, according to Wilkens all culverts and side inlets on our systems belong to their system, except for the one discussed earlier in the meeting (Dragseth). A **Motion** was made by Manager Hamre to authorize Houston Engineering to move forward with the replacement of the 48" culvert, **Seconded** by Vesledahl. **The Motion was carried.**

Swenby suggested a culvert inventory on this system as well. She would like to know, in the future going forward when things need repair if they are a district expense or not, and the old systems do not have culverts clearly marked. She'd like a starting point. A **Motion** was made by Manager Vesledahl to authorize Houston Engineering to move forward with a culvert inventory on Project #5, **Seconded** by Bartz. **The Motion was carried.**

Office Assistant: Swenby commented that Houston Engineering brought in about 10 boxes of district records that will need scanning and filing. Additionally, Strem has moved to college and is unavailable to assist. Due to the mask mandate and restricting workflows, the managers agreed to wait a month before conducting interviews.

9. OTHER BUSINESS

There was no other business brought before the board.

10. PERMITS:

2020-43: Roger Hemmingsen, Sletten Twp. Section 23 and 24, Replace Culvert. The district attorney recommends that the County Attorney provide a letter stating that the work proposed is classified as a repair not an improvement and that the district note in writing that the applicant assumes all responsibility under that MN Statute 103E. Houston Engineering recommends a 48" culvert.

2020-44: Paul Engelstad, Liberty Twp. Section 21, Install tile and clean existing ditch

2020-45: JJ Hamre, Scandia Twp. Section 23, Install Culvert

A **Motion** was made by Manager Vesledahl to approve the above listed permits, with the conditions for permit 2020-43 as directed by the attorney, **Seconded** by Manager Bartz. **The Motion was carried.** Manager Hamre abstained from discussion and voting.

11. ADJOURNMENT:

The next regular meeting will be held Wednesday, November 4, 2020 (due to Election Day) at 8 AM. As there was no further business to come before the board, a **Motion** was made by Manager Bartz to adjourn the meeting at 10:51 PM, **Seconded** by Manager Vesledahl. **The Motion was carried.**

April Swenby, Administrator

JJ Hamre, Secretary