

MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF MANAGERS MEETING HELD JULY 2, 2012

ORDER: Chairman Todd Miller called the meeting to order at 3:00 p.m.

MANAGERS PRESENT: Floyd Haugen, LeRoy Carriere, LaVerne Voll and Todd Miller.

STAFF PRESENT: Administrator, Rob Sando; Administrative Assistant Halstensgard

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Engineer Nate Dalager;

DELEGATIONS: Jack Swanson and Roger Falk, Roseau County commissioners; Josh Stromlund, Lake of the Woods; Brian Dwight and Dale Krystosek, BWSR; Scott Johnson, SWCD.

AGENDA: A **motion** was made by Manager Carriere and seconded by Manager Voll to approve the agenda. Carried - unanimous.

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Voll to approve the June 6th, 2012 regular meeting minutes. Motion carried unanimously.

RECEIPTS:

Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 75.96
Roseau County Treasurer -- share of taxes	\$ 321,549.20
Marshall County -- share of taxes	\$ 21.41
RRWMB -- 2012 Project Team reimbursement	\$ 11,875.00
RRWMB -- project development grant	\$ 10,000.00
City of Warroad -- discharge fee	\$ 1,800.00
Beltrami County -- share of taxes	\$ 533.46
TOTAL	\$ 345,855.03

Bills -- Memo	Amount
City of Roseau -- utilities	\$ 200.73
Verison -- cell phone charge	\$ 51.86
CenturyLink -- phone bill	\$ 104.11
Sjoberg's Cable TV -- cable internet	\$ 45.53
Roseau Times-Region -- notice	\$ 34.13
Minnesota Energy -- natural gas bill	\$ 22.95
Houston Engineering -- Project Engineering	\$ 3,395.45
HDR Engineering -- Project Engineering	\$ 4,923.30
Floyd Haugen -- meetings, mileage and expenses	\$ 108.96
LeRoy Carriere -- meetings, mileage and expenses	\$ 86.76
Todd Miller -- meetings, mileage and expenses	\$ 562.14
LaVerne Voll -- meetings, mileage and expenses	\$ 393.40
Rob Sando -- expenses and mileage	\$ 820.05
Rob Sando -- salary	\$ 3,117.86
Tracy Halstensgard -- wages	\$ 1,913.97
Marco -- copier	\$ 7,849.84
PERA -- employee and employer share	\$ 887.98
Internal Revenue Service -- 941 tax	\$ 1,531.19
Doug's Supermarket -- food for meetings and supplies	\$ 26.86
Halverson Sand & Gravel, Inc -- Hay Creek construction	\$ 1,360.00
Roso Cleaners -- rugs	\$ 112.86
Roseau School District -- bus for Hay Creek Tour	\$ 116.56
Roseau Bakery -- food for meetings	\$ 41.74
Postmaster -- stamps	\$ 90.00
Billberg Trucking -- gavel for Palmville Project	\$ 1,440.00
Border State Bank -- investment in CD	\$ 800,000.00
TOTAL	\$ 829,238.23

BILLS: A **motion** was made by Manager Haugen to pay the normal monthly bills, seconded by Manager Carriere. Motion carried unanimous.

DELEGATIONS:

Jack Swanson thanked Chairman Miller for the invitation to the LUP meeting. Chairman Miller asked about the PILT on federal lands. Josh Strumlund stated that you have to request payment for federal lands. There was brief discussion on Roseau County's federal PILT status.

Dale Krystosek and Brian Dwight, BWSR, and Josh Stromlund, Lake of the Woods County, met with the board to discuss Agricultural Wetland Banking. Mr. Krystosek presented the Board with a handout, discussed the qualifications and reviewed the Wetland Banking process. Mr. Stromlund discussed the banking project in Lake of the Woods County.

Kelman Kvien addressed the Board about his tiling permit. Mr. Kvien has concerns about the requirement of having control structures on his tile outlet. There was extensive discussion on District Rules and basin wide directives concerning ag tiling. Mr. Kvien will resubmit the permit application for Sect. 14 of Spruce.

PROJECT REPORT:

Hay Creek/Norland: Engineer Dalager updated the Board on final construction. There was discussion on the expiration of the contract with Spruce Valley Construction. A **motion** was made by Manager Voll to pay Halverson Sand & Gravel in the amount of \$1,360.00 to be deducted from Spruce Valley Inc. retainage, seconded by Manager Haugen. Motion carried unanimously. Administrator Sando and Manager Voll will meet with a representative from Spruce Township to discuss gravel on the township road. The board discussed mowing of the project. Administrative Assistant Halstensgard informed the board that Dave Grafstrom inquired about haying in the project area. Manager Voll made a **motion** to allow Grafstroms to hay the land in the project area, seconded by Manager Haugen. Motion carried unanimously. A **motion** was made by Manager Carriere to pay HDR Engineering in the amount of \$4,894.72 seconded by Manager Haugen. Motion carried with Manager Voll opposed. Engineer Dalager spoke with Mr. Cater, Spruce Valley Construction, concerning the expiration of the contract and he will be requesting a two week extension. A **motion** was made by Manager Voll to pay Spruce Valley Construction Pay Estimate #19 in the amount of \$16,187.52 seconded by Manager Carriere. Motion carried unanimously.

Palmville Project: Administrator Sando updated the board on the work to be completed. There was discussion on the reach of Loren Horner's backhoe and possibly using Holthusen Construction. The Board discussed the remaining funding and work to be completed. The Board directed Administrator Sando to hire Horner Excavation to install the culverts and remove beaver dams. A **motion** was made by Manager Haugen to move pay Billberg Trucking in the amount of \$1,440.00, seconded by Manager Carriere. Motion carried unanimously.

Beltrami: Chairman Miller updated the Board on the LUP plan meeting held June 26th, 2012 in Warroad. A **motion** was made by Manager Haugen and seconded by Manager Voll to pay the Houston engineering bill in the amount of \$3,395.45. Motion carried unanimously.

WD#3: Manager Haugen stated that the safety rails have not been installed on the structures. Administrator Sando stated a letter has been sent to Darwin Sandin to keep his cattle out of the ditch. Administrator Sando will get a request to the County to spray the ditch for weeds as soon as possible.

RRWMA: Chairman Miller and Engineer Dalager discussed the meeting held June 25, 2012. A **motion** was made by Manager Carriere and seconded by Manager Haugen to pay the HDR Engineering bill in the amount of \$2,401.85. Motion carried unanimously.

Arpin Impoundment: The Board discussed funding the project through WRP or possible Wetland Banking. After some discussion, the Board directed Administrator Sando to organize a meeting with landowners, SWCD and NRCS.

COMMITTEE REPORTS:

Rules Committee: There was discussion on Ag Tiling rules.

Personnel Committee: There has been no meeting.

PERMITS:

Permit #12-05 through #12-09 (Matt Millner) was held over until next meeting.

Chairman's Report: Chairman Miller discussed the following topics from meetings he attended:

- RRWMB: ongoing tiling discussion; public information (Jeff Nyquist); Project Team funding carrying over to the next fiscal year;
- FDRWG: agencies providing personnel to expedite project permitting; filling the coordinator position;
- BWSR: Grant application and biannual budget request.

Administrator's Report: Please see attached Administrator's Report. The following items were acted upon by the Board:

- A **motion** was made by manager Voll, seconded by Manager Haugen to install the gates as proposed. Motion carried unanimously.
- TNC permit
- David Dahlgren permit

OLD BUSINESS: Item discussed previously in the meeting.

NEW BUSINESS:

The Board will send a funeral arrangement for Farrell Erickson's father.

Manager Haugen made a **motion** to scheduling meetings the first Wednesday of every month from May through October at 8:00 a.m. and November through April at 3:00 p.m. seconded by Manager Voll. Motion carried unanimously.

After reviewing the managers' vouchers, a **motion** was made by Manager Carriere seconded by Manager Haugen to approve the managers' vouchers. Motion carried unanimously.

Manager Haugen asked the board about investing some of the funds currently in the checkbook. The Board left the discretion to Manager Haugen and Administrator Sando.

After a motion by Manager Voll and second by Manager Carriere, the meeting was adjourned at 7:00 p.m.

Respectfully submitted,

LaVerne Voll, Secretary

Tracy Halstensgard, Administrative Assistant