

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

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

MANAGERS PRESENT: Cody Schmalz, 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: Kelman Kvien, landowner; Randy Prachar, MN DNR; Brian Dwight, BWSR and Jim Ziegler, MPCA; David Dahlgren, landowner; Wilfred Moser, Falun Township; Roger Falk, Roseau County commissioners;

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

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Voll to approve the April 4th, 2012 regular meeting minutes with changes. Motion carried unanimously.

RECEIPTS:

Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 59.94
State of Minnesota -- FEMA DR 1982	\$ 39,410.48
State of Minnesota -- Palmville reimbursement	\$ 5,815.87
State of Minnesota -- BWSR competitive grant program	\$ 24,125.00
RRWMB -- Hay Creek reimbursement request	\$ 115,461.57
Roseau County Treasurer -- stream gage cost share	\$ 666.67
Paul King -- culvert cost share	\$ 240.54
City of Roseau -- stream gage cost share	\$ 666.67
Minnesota Workers' Comp -- refund	\$ 37.00
Beltrami County -- share of taxes	\$ 703.04
TOTAL	\$ 187,186.78

Bills -- Memo	Amount
City of Roseau -- utilities	\$ 220.24
Verison -- cell phone charge	\$ 51.86
CenturyLink -- phone bill	\$ 107.26
Sjoberg's Cable TV -- cable internet	\$ 45.53
Marco -- copier maintenance	\$ 25.00
Roseau Times-Region -- notice	\$ 10.50
Minnesota Energy -- natural gas bill	\$ 84.08
Steve Anderson -- legal fees	\$ 31.25
HDR Engineering -- Project Engineering	\$ 16,890.68
Floyd Haugen -- meetings, mileage and expenses	\$ 352.98
LeRoy Carriere -- meetings, mileage and expenses	\$ 86.76
Cody Schmalz -- meetings, mileage and expenses	\$ 139.50
Todd Miller -- meetings, mileage and expenses	\$ 666.13
LaVerne Voll -- meetings, mileage and expenses	\$ 294.88
Rob Sando -- expenses and mileage	\$ 188.05
Rob Sando -- salary	\$ 3,117.86
Tracy Halstengard -- wages	\$ 1,901.77
Roseau - LOW title & Abstract -- abstracting Hay Creek land purchase	\$ 1,198.00
PERA -- employee and employer share	\$ 885.80
Internal Revenue Service -- 941 tax	\$ 1,559.30
MonTech Computers -- service	\$ 60.00
Scott's True Value -- supplies	\$ 46.23
Roseau Property Management -- downspout splash guards	\$ 52.85
Thune Insurance -- insurance package	\$ 1,427.00
TOTAL	\$ 29,443.51

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

DELEGATIONS:

David Dahlgren addressed the Board concerning permit #12-04. Mr. Dahlgren explained the ditch cleaning that he wants to do in Stafford Township. Administrator Sando has spoken to adjacent landowner Charles Skoglund. Mr. Skoglund stated he would only have an issue with the cleaning if more water was forced onto his land. Chairman Miller stated that the permitting committee will work on this and bring it back to the Board next month. Mr. Dahlgren discussed the need to lower an existing field access culvert along CR 126.

Wilfred Moser, Falun Township Board, addressed the Board with concerns that a landowner is discharging a flowing well into a township road ditch. A **motion** was made by Manger Haugen, seconded by Manager Voll to have Chairman Miller and Administrator Sando work with Falun Township to find a resolution to the issue. Motion carried unanimously.

Chairman Miller asked the County Commissioners present their opinion on the quote for painting the exterior of the building. The Commissioners will put the item on their next meeting agenda.

Brian Dwight, BWSR and Jim Ziegler, MPCA met with the Board to discuss postponing the updating of the District's Overall Plan to coordinate with the MPCA's Watershed Condition Report as required by statute. Both planning processes require extensive civic engagement. The goal would be to begin the process in the summer of 2015. Mr. Dwight stated that a proposed due date of June 2019 for the District's next Overall Plan would allow for the planning, writing and reviewing of the plan. Mr. Dwight discussed continued eligibility for grant funds during this time extension. Chairman Miller asked about combining the Watershed Plan and the County Water Plan. Mr. Dwight stated that this process would be the first step in synchronizing all the water management plans. Chairman Miller discussed the funding of monitoring and the desire of the District to make the system more efficient. The DNR and US Fish and Wildlife does not including water management or taking a watershed based approach in their planning nor do they consider the scope and cost of project monitoring. Mr. Ziegler stated that if you do not have the funding for project monitoring, the District can decline to do the monitoring. The exception to this is monitoring that is required for COE permitting. Mr. Ziegler stated that MPCA will fund the Watershed Condition Report which is a four year project.

Kelman Kvien addressed the board on his permit application #12-03. Chairman Miller updated the Board on discussions that have been occurring in the Red River Valley concerning ag tiling and controlling the outlet. Mr. Kvien questioned the need for outlet control. Engineer Dalager discussed the impacts that tiling throughout the Red River Valley will have on the Red River (mainstem). The issue isn't so much localized flooding, it's the effects on flood peaks downstream. The board will continue to review the permit and follow the information set forth by the RRWMB.

PROJECT REPORT:

WMA: Randy Prachar met with the board to discuss the "Joint ownership of Intellectual Property Rights Language" and the JPA. Administrator Sando presented the board with copies of the documents and e-mail correspondence. The Board will review the "Joint ownership of Intellectual Property Rights Language," forward changes or recommendations to Mr. Prachar and revisit next month. Chairman Miller asked Engineer Dalager about the COE geotechnical work. Engineer Dalager stated that the COE has completed the ground work. The cost of the work will be paid by the Federal Government. The Board discussed the request to the FDRWG for 75/25 cost share. Chairman Miller asked Mr. Prachar what the DNR's position is on the moist soils unit. Mr. Prachar stated that in his opinion, as the project sits right now, the moist soils would be a separate project. If the project needs additional NRE benefits, the moist soils could be added. Chairman Miller stated that moist soils could be considered part of the project but the funding would have to come from another source. Engineer Dalager stated in his opinion the project is very close to being funded at 75/25. There was extensive discussion on the project team process and review of the funding worksheet. Administrator Sando will schedule a project team meeting to address project funding. A **motion** was made by Manager Haugen to pay HDR engineering bill in the amount of \$15,564.56, seconded by Manager Carriere. Motion carried unanimously. A Project Team meeting will be tentatively scheduled for Tuesday May 22nd at 2 p.m.

Hay Creek/Norland: Administrator Sando updated the board on the land purchase. Manager Voll made a **motion** to pay Roseau - LOW Title and Abstracts bill in the amount of \$1,198.00, seconded by Manager Haugen. Motion carried unanimously. Administrator Sando stated that Ron Harnack will attend the next meeting to discuss PILT. Engineer Dalager stated that the contractor is on site to complete the punch list. The Board will tour the project on June 6th. The board requested Mr. Cater, among others, attend the tour. Chairman Miller stressed the importance of maintaining good access roads to the project.

Engineer Dalager discussed the wetland mitigation plan and gave a presentation to the Board.

Palmville Project: Administrator Sando discussed the County Attorney opinion on the JPA. The chance of getting the venue changed in the agreement is slim. There was discussion on the cleaning on Mickinock Creek. Administrator Sando will follow up with the landowner. The Board discussed the condition of the project. A **motion** was made by Manager Carriere to pay HDR engineering bill in the amount of \$551.85, seconded by Manager Haugen. Motion carried unanimously. The monitoring equipment has been installed.

Beltrami: Chairman Miller discussed the DNR Regional Management Team meeting that was held April 16th in Bemidji. A copy of the meeting notes will be provided to the board. The group discussed having a project team facilitator, scheduling meeting out six months in advance and prioritizing district projects. The Hay Creek Headwaters and Beaver Township Impoundments sites will be worked on but the Beltrami dam sites are the highest priority for the District. Chairman Miller discussed utilizing Project Team or alternative analysis funding to pay for the survey work that Phil Thalmage, DNR Fisheries, has requested for the Hay Creek Headwaters project. Retention of water for this project is still an issue for the DNR and will be addressed at the next Project Team meeting. Chairman Miller and Administrator Sando met with Engineer Bents and toured the Beltrami dam sites. Photos of the sites were shown to the board.

Arpin Impoundment: Administrator Sando met with NRCS representative Keith Weston and a WRP detailee from their office. A **motion** was made by Manager Haugen to pay HDR engineering bill in the amount of \$774.27, seconded by Manager Carriere. Motion carried unanimously.

COMMITTEE REPORTS:

Rules Committee: Administrator Sando discussed the proposal from district administrators and engineers to create uniform rules and regulations for the Red River Valley. This recommendation will be presented to the RRWMB at the next meeting. There was discussion on permitting requirements for tiling. A committee meeting will be scheduled soon.

Personnel Committee: Chairman Miller and Manager Haugen will meet and continue work on the Personnel Policy.

Governing Committee: Chairman Miller and Manager Haugen have been working on the By-Laws.

PERMITS:

The Board discussed permit #12-01 (Moose Township). There was a **motion** by Manager Voll seconded by Manager Haugen to approve permit #12-01 with conditions. Motion carried unanimously.

Manager Schmalz provided a bid for leveling the berm and filling the ditch near the International border. Manager Schmalz will obtain more quotes. This work is in conjunction with The Nature Conservance permit

A **motion** was made by Manager Voll to approve the Permit #12-10 (Phil Larson) with conditions, seconded by Manager Haugen. Motion carried unanimously.

Chairman's Report:

- Items discussed at the FDRWG meeting included: Monitoring; 75/25 cost share; The goal of a 20% reduction on the Red River should be COE Concurrence Point 1; Project Team facilitation funds can be paid for through FDR. Requests are submitted to the RRWMB.
- Items discussed at the RRWMB meeting: feasibility study work in kind.
- Items discussed at the Basin Commission meeting: long term flood solutions; member retention and new members.
- RRIW: LiDar collect & Roseau River CD – meeting hopefully this summer.

Administrator's Report: Please see attached Administrator's Report. The following items were also discussed:

- New local DNR hydrologist.
- Purchase of Adobe Acrobat X – will discuss with County.

OLD BUSINESS:

Administrator Sando discussed the FEMA debris removal on SD 51.

The Board discussed the copier upgrade and service contract. Manager Haugen made a **motion** to purchase the copier as proposed, seconded by Manager Carriere. Motion carried unanimously.

Manager Haugen met with the County to discuss the 3 miles of County Road 112 to County Road 113. The consensus at that meeting was for the County to install the culverts. The Highway Dept. would bring a plan to the Watershed. At that point the Township and landowners will be contacted.

Administrator Sando and Manager Haugen met with the insurance provider. Manager Haugen handed out an insurance summary. There was discussion on the District's insurance. There will be clarification on the insurance on the building structure.

NEW BUSINESS:

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

After a motion by Manager Haugen and second by Manager Miller, the meeting was adjourned at 7:35 p.m.

Respectfully submitted,

LaVerne Voll, Secretary

Tracy Halstensgard, Administrative Assistant