

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD MAY 2, 2018**

ORDER: Chairman Jason Braaten called the meeting to order at 8:00 a.m. and led the Pledge of Allegiance.

MANAGERS PRESENT: LeRoy Carriere, Tony Wensloff, Carter Diesen, Cody Schmalz, and Jason Braaten

STAFF PRESENT: Administrator Halstensgard, Specialist McCormack, and Assistant Bergstrom

OTHERS PRESENT: Randy Prachar, MNDNR; Roger Falk, Roseau County Commissioner

CONSULTING STAFF: Michelle Moren, Attorney; Nate Dalager, HDR

DELEGATIONS PRESENT: None

AGENDA: A **motion** was made by Manager Wensloff and seconded by Manager Carriere to approve the agenda with changes. The motion carried unanimously.

CONSENT AGENDA:

A **motion** to approve the Consent Agenda was made by Manager Carriere, seconded by Manager Diesen. The motion carried unanimously. Adoption of the Consent Agenda included approving the March 2018 minutes and the Treasurer's report as presented.

DELEGATES:

Specialist McCormack updated the board regarding the WD3 concern from last month including rescinding Roseau County Permit #17-39 at the request of WD3 landowners. An April Board motion tabled the request until further information was received from the USACE. There was Board discussion regarding the time frame requirements of tabling the request. The typical 60-day requirement of tabled permits does not need to be adhered to if the RRWD is waiting for a response from the USACE.

NEW BUSINESS:

Specialist McCormack presented the board with two options for gathering data using a UAV. He received a quote from an outside company for inspection of CD8. The quote was for \$1,563 to complete the requested task. Specialist McCormack also presented the board with the option of purchasing a drone for \$1,299 plus tax and shipping. Specialist McCormack has earned his remote pilot license allowing him to operate the drone for watershed purposes. After listening to Specialist McCormack's presentation and board discussion, a **motion** was made to purchase the Mavic Pro for \$1,299 plus tax and shipping by Manager Carriere and seconded by Manager Diesen. The motion passed unanimously.

Administrator Halstensgard made a request that the board approve hiring a freelance writer to deliver informational pieces highlighting the watershed district's activities. A **motion** was made by Manager Diesen to hire Emma Vatnsdal to write articles for the RRWD. The motion was seconded by manager Carriere and carried unanimously.

Administrator Halstengard presented stream gage information to the board regarding possible necessity of adding additional stream gages to enhance project operation. Engineer Dalager recommended the use of localized gages that would not need to be on-line with USGS or NOAA. Watershed staff and consulting staff will continue to work on a gaging plan.

At 8:30 a.m. Chairman Braaten called for a motion to open the public hearing. A **motion** was made by Manager Diesen and seconded by Manager Schmalz to open the public hearing. The motion passed unanimously.

**EXTRACT OF MINUTES OF THE BOARD OF MANAGERS OF THE ROSEAU RIVER
WATERSHED DISTRICT FROM THE PUBLIC HEARING HELD IN THE CITY OF ROSEAU
ON
WEDNESDAY, MAY 2, 2018, 8:30 A.M.**

Following the closing of a public hearing held on Wednesday, May 2, 2018 at the office of the Roseau River Watershed District, 108 3rd Avenue Southwest, Roseau, Minnesota 56751, a motion was made by Manager Diesen, seconded by Manager Schmalz, and unanimously carried that the following Resolution and order be passed by the Board of Managers:

RESOLUTION AND ORDER

WHEREAS, at the regular meeting of the Board of Managers held on Wednesday, April 4, 2018, upon Motion duly made, seconded and unanimously carried by the Board of Managers, it was resolved that the Roseau River Watershed District Board of Managers set a date, time, and location for a public hearing on the proposed change of the principal place of business of the Roseau River Watershed District and otherwise comply with the Statutory requirements of M.S. § 103D.321; and

WHEREAS, the Board of Managers determined that the public hearing would be held on Wednesday, May 2, 2018 at the office of the Roseau River Watershed District, 108 3rd Avenue Southwest, Roseau, Minnesota 56751; and

WHEREAS, a public hearing was duly held by the Board of Managers of the Roseau River Watershed District pursuant to the Notice requirements of M.S. § 103D.321 at 8:30 A.M. on Wednesday, May 2, 2018, at the location above described; and

WHEREAS, following said public hearing the Board of Managers of the Roseau River Watershed District found that it was in the best interest of the Watershed District that the location of the principal place of business of the Roseau River Watershed District be moved from its present location at 108 3rd Avenue Southwest, Roseau, Minnesota 56751, to 714 6th Street Southwest, Roseau, Minnesota 56751; and

WHEREAS, the Board of Managers has determined that all published Notice requirements and all mailed Notice requirements mandated by Minnesota Statutes have been properly complied with.

ORDER

NOW THEREFORE IT IS RESOLVED, that the Board of Managers of the Roseau River Watershed District hereby **ORDERS** that the location of the principal place of business of the Roseau River Watershed be changed from its current location at 108 3rd Avenue Southwest, Roseau, Minnesota 56751, to 714 6th Street Southwest, Roseau, Minnesota 56751, and that this change of the location of the principal place of business of the Roseau River Watershed District shall be effective June 1, 2018. A copy of this Board of Managers Order, in accordance with M.S. § 103D.321, is filed with the Secretary of State of the State of Minnesota and with the Minnesota Board of Water and Soil Resources.

Dated this 2nd day of May 2018.

Roseau River Watershed District



By: Jason Braaten

Its Chairman of the Board of Managers

ATTEST:



By: Tracy Halstensgard
Its Administrator

After hearing no public comment, Manager Braaten called for a motion to close the public hearing. A **motion** was made by Manager Carriere and seconded by Manager Wensloff to close the public hearing at 8:35 a.m. The motion passed unanimously.

Manager Braaten called for a motion to pass a resolution stating the change in the principal place of business for the Roseau River Watershed District. A **motion** was made by Manager Diesen to pass a resolution stating the change in the principal place of business for the Roseau River Watershed District effective June 1, 2018. The motion was seconded by Manager Schmalz and passed unanimously.

WD3: Specialist McCormack was contacted by landowners who indicated the cables on Lateral 2 had been vandalized causing the traps to close. A slope failure on WD3 Lateral 3 near the Duxby School needs to be addressed. The location of the failure is a part of the Duxby Levee and needs to have plans designed for repairs. The plans will be submitted to the ACOE for approval. Manager Wensloff made a **motion** to hire HDR to design plans for the repair. The motion was seconded by Manager Carriere and passed unanimously.

OLD BUSINESS:

Office Remodel: The Board was presented with the final bill from Brinkman Construction for Phase I of the office remodel. A **motion** was made by Manager Wensloff and seconded by Manager Carriere to

make the final payment of \$3,175 to Brinkman Construction for Phase I construction. The motion passed unanimously.

Brinkman Construction also submitted a bill for the first payment on Phase II. After discussion, the board decided to approve 25% of the total Phase II estimate. A **motion** by Manager Wensloff to pay 25% of the estimate amount was seconded by Manager Carriere. The motion passed unanimously.

PROJECT UPDATES:

RRWMA:

- Randy Prachar, MNDNR indicated that he has operated the Pool 2 Structure. The connection channel does not display signs of major failure and is not running due to lack of water. The Pool 3 structure has not been operated. The channel culverts are full of snow.
- Engineer Dalager commented the Operation Plan will be revisited this summer. HDR has submitted the As-Builts for the RRWMA Pool Project.

Roseau Lake:

- Administrator Halstensgard commented that there was an Steering Committee meeting. The group went over the alternatives and discussed proceeding with Concurrence Point 3. Agency and landowner concerns will continue to be studied. There will be a project team meeting on May 16, 2018.
- Engineer Dalager added that the Cultural Resources crew will begin work in early June. Landowner permissions need to be secured prior to the crew beginning work. It was reiterated that nailing down a preferred alternative is key for funding to continue. The Minnesota Legislative session will conclude in the next couple weeks, and the dollar amount will be known at that time.

Whitney Lake:

- Administrator Halstensgard informed the Board that there will be a meeting with Deb Walchuk, NRCS at HDR to discuss Review Point 4.
- There will be a Project Team meeting in June.
- Engineer Dalager indicated that a Step One submittal for the project will be presented to the RRWMB for funding. The Whitney Lake Project will differ from past projects that sought RRWMB funding because it is not a 'cut and dry' retention project that does not necessarily directly impact the Red River.
- Administrator Halstensgard commented that the RRWMB is currently beginning a strategic planning phase and will likely need to look at projects other than retention only.

Beltrami Island State Forest:

- The information from HEI was presented to the Board. Administrator Halstensgard indicated that there will be a BISF Project Team meeting in June with the Whitney meeting to determine if additional funds should be used to continue the project.

CD8 Side water inlets:

- Manager Wensloff abstained from discussion. The Board was presented with a quote for installation of 4 SWIs on Wensloff property. The costs of traps were inadvertently included on the quote for installation. The grant does not cover the cost for traps. There will be a total of fourteen side waters installed this construction season, thus exhausting the BWSR cost-share grant. Originally the target was to install 21 SWIs, with this summer's construction, 23 will have been installed. A **motion** was made by Manager Diesen to install the Wensloff SWIs at a cost of

the quote minus the cost of traps totaling \$11,943. The motion was seconded by Manager Schmalz and passed unanimously with Manager Wensloff abstaining from the vote.

REPORTS:

RRWMB:

- Manager Braaten reported that the Red Board is in the process of developing a strategic plan to refocus efforts on water management by implementing projects for more frequent flood events t addressing local flood issues. In 1997, the dollar figure to reach the Red Board’s goal of a 20% reduction to the Red was \$1.52 billion. Current totals for projects up and down the Red River total approximately \$1.93 billion.
- The State of Minnesota is beginning to lean away from projects for large, infrequent events with low cost-benefit ratios.
- Manager Braaten will be the new Treasurer for the Red Board. Sandhill has not decided if they will be leaving the Red Board

Administrator:

- Administrator Halstensgard informed the board that there will be a PTMAApp workshop in the NCTC classroom of the Roseau City Center on May 30th.
- A budget update was presented and Administrator Halstensgard is looking into options for insurance coverage for the District.

Specialist:

- Specialist McCormack indicated that Stephanie Klamm of the DNR looked at the Roseau City Park site for the Roseau River Trail, and that there are opportunities for land work with relatively low or no cost permitting.
- Stephanie Klamm has been in contact with a landowner near the Norland Impoundment.
- There has not been movement on securing mowing at Norland.
- The 310 slump continues to be an issue
- A culvert downstream of the SW outlet of Norland at the intersection of the SW access road has failed and will need to be replaced. Even though it is not on Watershed land, Norland does outlet to the area in question.

OTHER ITEMS:

- A **motion** to approve Managers’ and staff expense vouchers was made by Manager Wensloff and seconded by Manager Carriere. Motion carried unanimously.

A **motion** to adjourn was made at 9:45 a.m. by Manager Wensloff and seconded by Manager Schmalz Motion carried unanimously.

Respectfully submitted,

Cody Schmalz, Secretary

Tracy Halstensgard, Administrator

