

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD FEBRUARY 5, 2020**

ORDER: Chairman Jason Braaten called the meeting to order at 12:00 p.m. and led the Pledge of Allegiance.

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

STAFF PRESENT: Administrator Halstensgard and Watershed Specialist McCormack

OTHERS PRESENT: Refer to attendance sheet.

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

DELEGATIONS PRESENT: There were no delegates for the meeting.

AGENDA: A **motion** was made by Manager Wensloff, seconded by Manager Carriere to approve the agenda. Motion carried unanimously.

CONSENT AGENDA:

A **motion** to approve the Consent Agenda was made by Manager Wensloff and seconded by Manager Carriere. The motion carried unanimously. Adoption of the Consent Agenda included approving the January 8, 2020 regular meeting minutes, the January 22, 2020 special meeting minutes with changes as handed out, the Treasurer's Report, manager and employee expense vouchers, and Permit 20-01 (Millner).

DELEGATIONS: There were no delegates for this meeting

PERMITS: Specialist McCormack discussed permit application #20-02 (Millner). After further discussion, Manager Carriere made a **motion** to approve the permit with conditions, seconded by Manager Diesen. Motion carried unanimously.

RRWMB:

- The same officers were elected during
- Legislative strategies
- Administrator Halstensgard briefly discussed the change in the RRWMB funding process that she will be proposing at their February meeting.

WATERSHED SPECIALIST REPORT:

- Snow-water equivalence results
- Surface water and ground water effects on winter drainage effects
- The application for Conservation Corps crews to complete debris removal on the river was approved as well as the work on the City Center access site. Time will be spent removing debris on sections of the river from Roseau upstream to Malung and extending up the South Branch, and a section of river near Wannaska.
- WD 3 Lat 2 culvert replacement

- There was discussion on putting markers on the West Intercept new trap along CR 16. Manager Wensloff stated that it's a marked snowmobile trail and the Trailblazers could make it as a hazard.
- Swapping gates at the Norland Impoundment

ADMINISTRATIVE REPORT:

- March Conference and Legislative Days attendance
- The Brady Martz 2019 audit engagement letter. A **motion** was made by Manager Wensloff, seconded by Manager Diesen to accept and sign the engagement letter. Motion carried unanimously.
- Upcoming special meetings
- FY 20 BWSR CWF Multi-purpose Drainage Management grant for the side water inlets proposed for the CD 16 Improvement project.
- The draft amendment will be completed and sent to BWSR for review by early March. A draft policy for Water Management Districts (WMD) was given to the board to review. There was discussion on the pros and cons of a WMD policy.

PROJECTS:

- Whitney Lake – Landowners meetings will be scheduled for Feb. 20 as well as the Project Team meeting. Site A Step II will be submitted in the next round of applications.
- Ditch 16 Update – Working with viewers to provide information. The public hearing could be scheduled for late March or April.
- Roseau Lake – Specialist McCormack updated the board on the Mitigation Proposal.
 - A newsletter has been drafted and will be mailed out to landowners in the area. It will also be available on our website and hard copies in our office.
 - The issue with the failure of the Mickelson Bridge was discussed.

NEW BUSINESS:

- Engineer Dalager gave his presentation on the Comprehensive Model showing the impacts/benefits of each project and the accumulated benefits to the Roseau River in peak flow reduction for the 100 year / 10 day event.

OLD BUSINESS:

- The overall plan update was discussed during the Administrator's Report

After a **motion** by Manager Wensloff and second by Manager Diesen, the meeting was adjourned at 1:40 p.m.

Respectfully submitted,

Cody Schmalz, Secretary



Tracy Halstengard, Administrator

RRWD February 2020 Bills & Receipts

RRWD Checkbook Balance as of January 29, 2020	\$609,001.62
RRIW Checkbook Balance as of January 29, 2020	\$4,401.84
Receipts:	
Beltrami County -- Share of Taxes	\$ 323.08
Kittson County -- Share of Taxes	\$ 2,195.00
Kittson County -- Share of Taxes	\$ 518.77
Marshall County -- Share of Taxes	\$ 396.13
Citizens State Bank -- checking account interest	\$ 162.94
Roseau County Treasurer -- Share of Taxes	\$ 21,562.83
Total:	\$ 25,158.75
Bills:	
Tracy Halstengard -- Salary and Insurance	\$4,929.04
Tracy Halstengard -- Mileage	\$489.90
Torin McCormack -- Salary and Insurance	\$5,314.04
Torin McCormack -- Mileage / Personal Equipment	\$225.00
Tracy Bergstrom -- Wages	\$170.74
Jason Braaten -- Per Diem and Expenses	\$657.70
LeRoy Carriere -- Per Diem and Expenses	\$580.50
Carter Diesen -- Per Diem and Expenses	\$417.35
Tony Wensloff -- Per Diem and Expenses	\$184.70
Internal Revenue Service -- Withholding 1	\$3,717.69
Internal Revenue Service -- Withholding 2	\$229.34
Minnesota Department of Revenue -- Withholding	\$663.00
PERA -- Employer / Employee Contribution	\$1,665.03
Cardmember Services -- Freefind, RRBC conference exp	\$962.76
City Of Roseau -- utilities	\$263.22
Marco -- Copier Maintenance --	\$94.48
Minnesota Energy -- Natural Gas	\$166.53
North Pine Services -- snow removal	\$314.60
Patrick Moren Law Office -- Legal Fees --	\$1,050.00
Sjoberg Cable -- Int/phone --	\$180.04
Roseau Times Region -- Meetings -- Hay Creek	\$162.55
Super One Foods --	\$42.87
Verizon Wireless -- Trimble	\$40.01
Anderson Brothers Construction -- SD 51 maintenance	\$405.00
HDR -- INV #s 1200238597, 1200240932, 1200238588	\$11,660.05
HDR -- INV #s 1200238593, 1200239303	\$10,749.48
HDR -- INV #s 1200238598, 1200238591	\$1,660.85
Houston -- Hay Creek Subwatershed	\$17,696.95
MAWD Dues for 2020 --	\$1,848.00
Michael Baumgartner -- Viewing expenses and wages	\$706.91
Minnesota Viewers Association -- 2020 Membership Dues	\$200.00
Red River Basin Commission Conference Registration	\$500.00
Robert Wagner -- Viewing expenses and wages	\$1,823.65
Roger Beiswenger -- Viewing expenses and wages	\$1,550.00
True North Steel -- Duxby Levee trap replacement	\$602.77

Nordhem Restaurant -- Half of joint meeting meal	\$183.50
Tammy Jo's - CAC & Stakeholder meeting meal	\$480.94
Roseau County Recorder -- recording Zak land deed	\$46.00
Dba Consulting Unlimited -- W-2s, 1099s & reporting	\$2,823.42
Total:	\$75,458.61