

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD OCTOBER 3, 2022**

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

MANAGERS PRESENT: Cody Schmalz, Tony Wensloff, Jason Braaten, LaVerne Voll, and Carter Diesen.

STAFF PRESENT: Administrator Halstengard, and Watershed Specialist McCormack.

OTHERS PRESENT: Roger Falk, Roseau County Commissioner; Matt Magnusson, landowner, Jim Johnson, landowner; Stephen Slick, Roseau County Engineer and Daryl Dahl, Roseau County Assistant Engineer.

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

Manager Wensloff took the oath of office.

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

CONSENT AGENDA: A **motion** to approve the Consent Agenda was made by Manager Schmalz and seconded by Manager Wensloff. The motion carried unanimously. Adoption of the Consent Agenda included approving the September 7, 2022 regular meeting minutes, the Treasurer's Report, and manager and employee expense vouchers.

PERMITS: There were no permits for this meeting.

PROJECT UPDATES:

Duxby Levee: The Board discussed the compliance review of the levee and the possibility of opting out of the US Army Corps of Engineer (COE) levee program. The benefit of being in the program is that if there is damage due to a disaster, such as this year, the COE would be responsible for the repair. Since construction, the District has been responsible for the maintenance and minor repairs that take place. Specialist McCormack stated that during the recent site inspection with the COE engineer, it was stated that there would need to be major work done for the levee to pass inspection. In past inspections the levee was considered minimally compliant even though certain things (size of trees in the dike) indicate the levee likely should have not been certified after construction. The board directed a public informational meeting to be held this winter with impacted landowners to discuss options. There was the suggestion that the COE representative was available for the meeting.

CD 16 Improvement: Manager Braaten recused himself from the CD 16 Improvement discussion and removed himself from the board table. Manager Wensloff made a **motion**,

seconded by Manager Voll to pay R J Zavoral & Sons construction Pay Request 1-5. Motion carried. Manager Voll made a **motion**, seconded by Manager Schmalz to pay R J Zavoral & Sons construction Pay Request 2-3. Motion carried. Manager Wensloff made a **motion**, seconded by Manager Schmalz to pay R J Zavoral & Sons construction Pay Request 1-6. Motion carried. Manager Wensloff made a **motion**, seconded by Manager Schmalz to pay R J Zavoral & Sons construction Pay Request 2-4. Motion carried.

Administrator Halstengard stated there had been errors on the letters sent to landowners, new letters will be sent to landowners once the County's legal council has advised how to proceed. Specialist McCormack discussed 2 culverts under the road that had previously been unidentified. The culverts are not know to be on any plans, the ends were buried, and they seem to be very old. Specialist McCormack will follow up with the issue.

Manager Braaten rejoined the Board.

WD #4: Administrator Halstengard stated that hearing notices had been posted and the Property Owner report has been sent out. If the project is established, a meeting with the County to discuss funding will be scheduled following the hearing.

NEW BUSINESS: There was no new business for the meeting.

OLD BUSINESS:

Engineer Dalager gave a risk assessment presentation on the bank failure at the Andol site discussing the various data that has been collected and identified the problem as a soils issue (slippage between the lean clay and fat clay layer). Engineer Dalager also discussed the risk of further failure. Ground water is a contributing factor as well as weight on the bank. At this time, there is no recommended mitigation by the District. The recommendation to the landowner is to address site water issues (sump pump discharge, septic, surface water being trapped in the yard by the embankment). This information will be provided to the landowners.

REPORTS:

RRWMB: Manager Braaten referred the board to the written update.

WATERSHED SPECIALIST: Along with his written report Specialist McCormack discussed gopher control. The Lins culvert, Duxby culvert and the WD3 culverts have been installed.

ADMINISTRATOR: Manager Schmalz asked how the River Restoration public information meeting went and Administrator Halstengard provided an update.

OTHER BUSINESS: Administrator Halstengard read aloud an email received from the Terry Kveen family. The board discussed the email and the fact that it is asking for what was originally proposed to the landowners and they rejected. Matt Magnusson asked if the Kveen family could listen in to the meeting. Chairman Diesen stated that they could request to be a delegate and they would be provided a web link and allowed the same time as a delegate who is in attendance in the room to address the board.


Mr. Magnusson stated he had some issues with the viewers report and valuation. He was told that he could bring these issues to the public hearing scheduled for October 26th.

The next meeting will be November 2, 2022 at 8:00 a.m. After a **motion** by Manager Wensloff and seconded by Manager Braaten, the meeting was adjourned at 9:20 a.m.

Respectfully submitted,



LaVerne Voll, Secretary



Tracy Halstensgard, Administrator

October 2022 Bills & Receipts

Checkbook Balance as of Oct. 24, 2022	\$574,348.10
Receipts:	
Marshall County -- DNR Con Con ditch payment	\$ 91.88
Citizens State Bank -- interest 9-19-22	\$ 81.90
Total:	\$ 173.78
Bills:	
Tracy Halstensgard -- Salary and Insurance	\$ 5,627.59
Torin McCormack -- Salary and Insurance	\$ 5,695.59
Jason Braaten -- per diem & mileage	\$ 258.38
Carter Diesen -- per diem & mileage	\$ 270.87
Torin McCormack-- mileage & reimbursement	\$ 150.00
Cody Schmaltz -- per diem & mileage	\$ 174.82
LaVerne Voll -- per diem & mileage	\$ 275.88
Tony Wensloff -- per diem & mileage	\$ 230.88
Internal Revenue Service -- Withholding	\$ 3,702.99
Minnesota Department of Revenue -- Withholding	\$ 647.00
PERA -- Employer / Employee Contribution	\$ 1,745.30
Cardmember Services -- web service fees, meeting expenses, supplies	\$ 2,104.20
City Of Roseau -- utilities	\$ 211.28
Marco -- Copier agreement & service	\$ 166.15
Patrick Moren Law Office -- Legal Fees	\$ 2,800.00
Roseau Times Region -- Meeting Notices	\$ 933.30
Roseau Electric Co-op -- Int/phone --	\$ 156.99
Northern Resources Cooperative -- gas for vehicle	\$ 294.42
At your Service LawnCare - July and August mowing	\$ 586.27
Verizon Wireless -- Trimble	\$ 40.01
Roseau- Lake of the Woods Title Abstract Co. -- Douglas Title search	\$ 250.00
Minnesota Energy Resources -- natural gas utility	\$ 10.20
RJ Zavoral & Sons -- CD 16 construction PR #1-5 & 1-6	\$ 229,760.06
RJ Zavoral & Sons -- CD 16 construction PR #2-3 & 2-4	\$ 21,940.33
Beito Repair -- WD3 culvert replacement	\$ 6,000.00
B.I.L. Manufacturing Inc -- Trap for Duxby Levee	\$ 245.33
WSB -- Lost River / Arpin project	\$ 405.00
James P and Janet L Johnson - earnest money	\$ 1,676.63
US Treasury - payroll taxes	\$ 19.17
Total:	\$ 286,378.64