

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD January 2nd, 2007**

ORDER: Vice - Chairman Allison Frislie called the meeting to order at 10:00 a.m.

MANAGERS PRESENT: Steve Lee, LeRoy Carriere, Laverne Voll and Allison Frislie.

STAFF PRESENT: Administrator, Rob Sando; Administrative Assistant, Tracy Halstensgard

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Mike Bakken

DELEGATIONS: There were no delegations for this meeting.

AGENDA: **Motion** by Manager Frislie and seconded by Manager Voll to close the meeting after the agenda items had been addressed to discuss pending litigation. Carried – unanimous. A **motion** was made by Manager Voll and seconded by Manager Carriere to approve the agenda as handed out. Carried - unanimous.

ELECTION OF OFFICERS: Pat Moren chaired the following election of officers: A **motion** was made by Manager Carriere to nominate Manager Voll as Chairperson. The motion died for lack of a second. Attorney Moren call for nominations and Manager Frislie nominated himself as Chairperson. The motion died for lack of a second. Manager Carriere again nominated manager Voll for Chairperson. The motion failed for lack of a second. After some discussion, Manager Voll nominated himself for Chairperson and Manager Carriere seconded the nomination. Nominations for Chairperson closed. Nomination passed with Managers Voll, Carriere and Lee in favor. The **motion** to cease nominations and cast a unanimous ballot for Manager Voll was made by Manager Carriere and seconded by Manager Lee. Carried – unanimous.

Attorney Moren called for nominations for a Vice-Chairperson. A **motion** was made by Manager Carriere and seconded by Manager Lee to nominate Manager Frislie as Vice-Chairperson. The **motion** to cease nominations and cast a unanimous ballot for Manager Frislie was made by Manager Carriere and seconded by Manager Lee. Carried – unanimous.

Attorney Moren called for nominations for Secretary. A **motion** was made by Manager Voll and seconded by Manager Lee to nominate Manager Carriere as Secretary. The **motion** to cease nomination and cast a unanimous ballot for Manager Carriere was made by Manager Voll and seconded by Manager Lee. Carried – unanimous.

Attorney Moren called for nominations for Treasurer. A **motion** was made by Manager Lee and seconded by Manager Voll to nominate Manager Frislie as the Treasurer. The **motion** to cease nomination and cast a unanimous ballot for Manager Frislie was made by Manager Voll and seconded by Manager Lee. Carried – unanimous.

Attorney Moren turned the meeting back over to Chairman Voll.

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Lee to approve the December 5th, 2006 minutes as mailed. Carried - unanimous. A **motion** was made by Manager Carriere and seconded by Manager Lee to approve the December 11, 2006 special meeting minutes as mailed. Carried – Unanimous.

DELEGATIONS: There were no delegates for this meeting.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to keep Citizens State Bank and Border State Bank as official depositories. Carried – unanimous.

A **motion** was made by Manager Frislie to keep JOR Engineering as primary engineering firm on fee basis and contract with other firms on fee basis as deemed necessary by the board. Motion died for lack of a second. Chairman Voll raised the question of using the County Engineer for day to day business. Manager Lee made a motion to use the County Engineer for daily engineering work on a fee basis, Manager Carriere seconded. After

discussion the motion failed with Managers Carriere and Frislie opposed. There was further discussion on engineering firms. A motion was made by Manager Carriere and seconded by Manager Lee to hire a principal engineer as needed. The motion failed. Manager Frislie stated that he believed that the district needed a principal engineer for daily activities. Manager Frislie reintroduced his original **motion** to keep JOR Engineering as primary engineering firm on fee basis and contract with other firms on fee basis as deemed necessary by the board. Manager Lee seconded. Motion Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Lee to keep Roseau Times-Region as official newspaper. Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to keep Attorney Pat Moren as primary Legal council on fee basis and contract with other firms on fee basis as deemed necessary by the board. Carried – unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Lee to appoint Manager Frislie as the representative to the FSA office. Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to have Manager Carriere and Manager Lee as delegates on the Project Team. Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to have Manager Lee and Manager Voll as delegates on the Roseau River International Watershed Board. Carried – unanimous.

Manager Frislie nominated Manager Carriere to be a delegate to the Red River Watershed Management Board. Manager Carriere stated that he is unable to take that amount of time off of work. Manager Frislie withdrew his nomination. A **motion** was made by Manager Frislie and seconded by Manager Carriere to have Manager Lee as the delegate to the Red River Watershed Management Board with Manager Frislie as a first alternate and Administrator Sando as the second alternate. Carried – unanimous.

RECEIPTS:

Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 344.23
Lake of the Woods County -- share of taxes	\$ 209.00
Marshall County -- share of taxes	\$ 149.31
TOTAL	\$ 702.54

BILLS: A **motion** was made by Manager Frislie and seconded by Manager Lee to pay the bill from the County Highway Department and bill Graff Construction for the 15" culverts and traps that were to be used for the Strandlund Ring dike. Carried Unanimous. A **motion** was made by Manager Carriere to pay the normal monthly bills, seconded by Manager Frislie. Carried - Unanimous.

Bills -- Memo	Amount
MonTech Two -- January rent	\$ 650.00
Unicel -- cell phone charge	\$ 124.36
Century Tel -- phone bill	\$ 112.09
Sjoberg's Cable TV -- cable internet	\$ 40.67
Tony Torn -- copier maintenance	\$ 18.58
Postmaster -- PO Box fee	\$ 72.00
Postmaster -- mailings (grant info, litigation info, audit reports)	\$ 62.00
RTW Inc -- workers comp. insurance	\$ 360.00
Red River Basin Commission -- registration for land and water summit	\$ 155.00
Roseau Times Region -- advertising	\$ 39.25
Patrick D. Moren -- legal fees	\$ 1,843.75
JOR Engineering -- Engineering Expense	\$ 7,108.54
Steve Lee -- meetings, mileage and expenses	\$ 165.68
LeRoy Carriere -- meetings, mileage and expenses	\$ 138.52
Allison Frislie -- meetings, mileage and expenses	\$ 356.74
LaVerne Voll -- meetings, mileage and expenses	\$ 353.20
Rob Sando -- expenses and mileage	\$ 110.82
Rob Sando -- salary, insurance	\$ 2,920.54
Tracy Halstensgard -- wages	\$ 1,696.55
MonTech Computers -- Software , chill pad	\$ 89.71
PERA -- employee and employer share	\$ 753.96
Citizens State Bank -- 941 tax	\$ 1,648.54
DBA Consulting Unlimited -- QuickBooks consulting	\$ 1,218.75
Red River Watershed Management Board -- share of taxes	\$ 39,814.21
Reliable Office Supply -- supplies	\$ 11.69
Wally's supermarket -- food for meetings	\$ 171.32
Ace Hardware -- Markers for West Interceptor	\$ 7.99
Scott's True Value -- office supplies	\$ 67.92
Deluxe Business Forms -- checks	\$ 125.82
Rinke - Noonan -- Legal service for West Interceptor	\$ 296.00
Roseau Electric Co-op -- electrical service	\$ 38.86
Roseau County Court Administrator -- Conciliation Court filing fee	\$ 60.00
Roseau County Sheriff -- subpoena service fee	\$ 100.00
Internal Revenue Service -- 4th quarter balance remaining	\$ 19.07
Minnesota Dept. of Revenue -- 4th quarter withholdings	\$ 774.00
Minnesota Secretary of State -- Notary Fee	\$ 40.00
Roseau County Highway Dept. -- invoice #1554	\$ 7,805.76

A **motion** was made by Manager Frislie and seconded by Manager Lee to pay the following Project expenses. Carried – unanimous.

Project Expenses	Balance
Gladen Construction -- PE #4	\$ 156,199.55
Midwest Seeding of Middle River -- 1/2 of final pay estimate	\$ 4,625.20
HDR Engineering -- engineering services	\$ 7,752.08
Horner Plumbing and Excavation -- WD 3 FEMA work	\$ 42,974.50
Graff Construction -- WD 3 FEMA work	\$ 23,968.00
	\$ 235,519.33

DELEGATIONS:

There were no delegates for this meeting.

PERMITS:

A **motion** was made by Manager Frislie and seconded by Manager Carriere to approve permit #06-14 (Douglas Erickson) as written. Carried – Unanimous.

After discussion concerning the requirement of a petition to perform the work, a **motion** was made by Manager Frislie and seconded by Manager Carriere to table permit #06-17 pending the receipt of the petition. Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Lee to approve permit #06-22 (MN-DOT) pending engineers approval. Carried – unanimous.

Engineer's Report:

Engineer Bakken stated that he had reviewed the sizing of the culvert on the east side of CR#123 south of the west interceptor channel for the WI Project and stated that numbers had been transposed in the sizing of the pipe and a change would be made in the spring to correct the problem. Engineer Bakken requested a member of the board meet with Engineer Bakken and Gladen Construction and possibly Johnson – Fargo Culverts to discuss the issue with the three cmp's that are bowing in the middle. A **motion** was made by Manager Frislie and seconded by Manager Lee to delegate Manager Voll to meet with Engineer Bakken and Gladen Construction concerning the culverts. Carried – unanimous.

RRWMB Report:

Administrator Sando handed out a report from Farrell Erickson and discussed some of the issues on the report including; MPCA approach to TMDL's, legislative briefing, and the next RRWMB board meeting.

Administrator's Report:

Administrator Sando reported on the following issues:

- December 11 performance evaluation
- Annual report – A **motion** was made by Manager Lee and seconded by Manager Carriere to accept the 2005 annual report and financial statement. Carried – unanimous.
- A **motion** was made by Manager Carriere and seconded by Manager Lee to purchase a new color printer for the office and wireless routing system. Carried – unanimous.
- Discussion on issues arising from the dismissal of Manager Miller from the Board

RRIW:

The next meeting of the RRIW will be in Vassar on February 14 at 4 p.m. Chairman Voll spoke about the funding situation of the RRIW and the number of delegates from the US side.

Chris Johnson addressed the board with issues concerning his ring dike and presented a letter stating those concerns to the board. There was discussion about settling the dispute out of court. Manager Frislie stated that he felt that the Watershed Board needs to stay the course with the litigation and asked Mr. Johnson if he had a proposal for the board to consider. Mr. Johnson stated that he had an estimate to do additional work he has requested and from that amount, the amount that Mr. Johnson would subtract what he currently owes the Watershed District for the ring dike and the Watershed District would pay the balance. The Board agreed to have a closed session at the end of the meeting to discuss litigation.

PROJECT TEAM:

RRWMA: Administrative Assistant Halstensgard requested scheduling a project Team meeting for Feb 5th to discuss the direction of the project. A **motion** was made by Manager Frislie and seconded by Manager Carriere to post the Project Team meeting so that whoever from the board wanted to attend was able. Carried – Unanimous.

Hay Creek/Norland: Administrative Assistant Halstensgard requested clarification on the funding from the RRWMB as to when the funds were available, what expenses were reimbursable, and what the reporting requirements were. A **motion** was made by Manager Carriere and seconded by Manager Lee to sign and return the State Grant agreement upon the Engineer/Project Managers approval. Motion Carried with Manager Frislie opposed.

Malung Project: Current grant agreement is for \$61,600 for engineering. The Grant expiration date is December 31, 2009.

Palmville Project: The current grant agreement is for \$338,400.00 for engineering and construction. The grant expiration date is also December 31, 2009.

Ring Dike: The current grant is for \$20,000.00 with an expiration date of June 30, 2008. There was some discussion about having a meeting with the landowner to discuss the conditions of the contract and requesting more funding from the RRWMB.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to have Chairman Voll sign the grant agreements for Malung, Palmville and the ring dike upon the engineer/ project managers' approval. Carried – unanimous.

OLD BUSINESS:

The issue of Midwest Seeding of Middle River's final bill was addressed. Manager Frislie made a **motion** to pay half of the retainage for Midwest seeding in the amount of \$4,625.20. The motion was seconded by Manager Carriere. Carried – unanimous.

Administrator Sando gave an update concerning the FEMA work being done. A quarterly report and extension request have been submitted. Administrator Sando will continue to meet with Morris Hulst throughout the process.

NEW BUSINESS:

There was discussion on the debris removal work to be done along SD 51. Derik Walker had been contacted by Todd Miller concerning the work to be done. The possibility of getting quotes for each site, with an inspection to be done upon completion of the work, and requiring liability and worker comp insurance was discussed. A **motion** was made by Manager Frislie and seconded by Manager Lee to authorize Administrator Sando to make the decision requiring the FEMA work. Carried – unanimous.

Administrator Sando discussed the governance policies for the RRWD Board of Manager handout. The Board will review, discuss and approve at the next meeting.

A **motion** was made by Manager Frislie and seconded by Manager Lee to pay the Notary renewal fee for Administrative Assistant Halstensgard. Carried – unanimous.

A **motion** to close the public meeting for pending litigation was made by Manger Frislie and seconded by Manager Lee.

A **motion** was made by Manager Frislie and seconded by Manager Lee to open the regular meeting. Carried – unanimous.

After a review of the Manager Vouchers, a **motion** was made by Manager Lee and seconded by Manager Carriere to pay the amounts on the manager's vouchers. Carried – unanimous.

A **motion** to adjourn was made by Manager Voll. The meeting was adjourned at 2:30 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD February 6th, 2007**

ORDER: Chairman Laverne Voll called the meeting to order at 10:00 a.m.

MANAGERS PRESENT: Steve Lee, LeRoy Carriere, Laverne Voll and Allison Frislie.

STAFF PRESENT: Administrator, Rob Sando; Administrative Assistant, Tracy Halstensgard

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Mike Bakken

DELEGATIONS: There were no delegations for this meeting.

AGENDA: Motion by Chairman Voll and seconded by Manager Lee to approve the agenda as handed out. Carried - unanimous.

MINUTES: A motion was made by Manager Carriere and seconded by Manager Lee to approve the January 2nd, 2007 minutes as mailed. Carried – unanimous

DELEGATIONS: There were no delegates for this meeting.

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 198.30
Interest -- CD #43275	\$ 947.40
State of MN -- MVC	\$ 22,012.27
Lake of the Woods County -- Share of Taxes	\$ 35.41
City of Roseau -- retainage for Midwest Seeding, wetland restoration	\$ 9,250.40
City of Roseau -- Gladen construction, PE #4	\$ 156,199.55
RRWMB -- project team reimbursement	\$ 5,001.54
Marshall County -- share of taxes	\$ 42.14
Roseau County -- share of taxes, SD#51, WD#3, Ditch #8	\$ 12,112.06
Roseau County Sheriff -- refund of overpayment	\$ 50.00
Marshall County -- SD#51	\$ 30.96
Beltrami County -- share of taxes and SD#51	\$ 86.35
Kittson County -- share of taxes and SD #51	\$ 197.38
	\$ 206,163.76

BILLS: A **motion** was made by Manager Frislie and seconded by Manager Lee to pay the normal monthly bills.
Carried - Unanimous.

Bills -- Memo	Amount
MonTech Two -- February rent	\$ 650.00
Unicel -- cell phone charge	\$ 31.88
Century Tel -- phone bill	\$ 264.88
Sjoberg's Cable TV -- cable internet	\$ 40.67
Tony Torn -- copier maintenance	\$ 31.25
MAWD -- 2007 dues	\$ 1,555.77
Minnesota Viewers Association -- 2007 dues	\$ 125.00
Multi Office Products -- office supplies	\$ 75.07
HDR Engineering, Inc -- project engineering	\$ 517.45
Roseau Times Region -- advertising	\$ 5.25
Patrick D. Moren -- legal fees	\$ 1,843.75
JOR Engineering -- Engineering Expense	\$ 1,326.10
Steve Lee -- meetings, mileage and expenses	\$ 99.24
LeRoy Carriere -- meetings, mileage and expenses	\$ 69.27
Allison Frislie -- meetings, mileage and expenses	\$ 118.91
LaVerne Voll -- meetings, mileage and expenses	\$ 346.89
Rob Sando -- expenses and mileage	\$ 871.67
Rob Sando -- salary, insurance	\$ 2,920.55
Tracy Halstensgard -- wages	\$ 1,687.10
MonTech Computers -- printer, ink, memory stick	\$ 440.87
PERA -- employee and employer share	\$ 752.25
Citizens State Bank -- 941 tax	\$ 1,630.34
DBA Consulting Unlimited -- QuickBooks consulting	\$ 37.50
Red River Watershed Management Board -- stream gaging cost share	\$ 10,440.00
Reliable Office Supply -- white board	\$ 178.35
Wally's supermarket -- food for meetings	\$ 58.19
Douglas County Sheriff -- service of subpoena	\$ 45.00
Polk County Sheriff -- service of subpoena	\$ 35.00
Rinke - Noonan -- Legal service for West Interceptor	\$ 2,064.50
Rinke - Noonan -- Legal service for West Interceptor	\$ 317.00
Roseau Electric Co-op -- electrical service	\$ 38.86
Roseau County Treasurer -- Notary filing fee	\$ 100.00
Roseau County Sheriff -- subpoena service fee	\$ 50.00
Marshall County Sheriff -- service of subpoena	\$ 66.40
TOTAL	\$ 28,834.96

DELEGATIONS:

There were no delegates for this meeting.

PERMITS:

There was discussion on permit #06-17 for Ivan Juhl. Attorney Moren discussed following MN statute 103E.043 in which all affected parties are notified, a public meeting is held, if there are no objections the watershed district may implement the change. A **motion** was made by Manager Frislie and seconded by Manager Lee to proceed with

notification of affected parties and to hold the meeting during the March regular Board meeting. Carried – unanimous. If there is opposition to the change then landowners would have to pursue the petition process.

Engineer's Report:

Engineer Bakken stated that he had reviewed the MN DOT permit request and had recommended issuing the permit.

RRWMB Report:

Administrator Sando attended the meeting in St. Paul. The Board held their election of officers at this meeting. John Finney was elected President; Orville Knott, vice-president; Bob Wright, Secretary; and Dan Wilkens, Treasurer. The predicted shortage of water in Fargo in the next 20 years was a topic of discussion. Ron Harnack was hired as the new financial coordinator.

Administrator's Report:

Administrator Sando reported on the following issues:

- RRBC meeting
 - Fargo seeking \$700 million for water diversion project from the Missouri River
- Possibility of obtaining grants for forecasting station
- Outstanding Manager per diem expenses in excess of \$10,400.00. suggested writing letter to the County board requesting reimbursement. A **motion** was made by Manager Carriere and seconded by Manager Voll for Administrator Sando to write a letter to the County Board of Commissioners to request reimbursement for ineligible Managers expenses. Carried – unanimous.
- MAWD Legislative Breakfast
- ADA phone conference concerning OLA report
- *News & Views* West Interceptor article
- Curtis Pontow ring dike – Engineer Dalager discussed issues with the construction of the dike including the soil type, size and increased costs of construction.

RRIW:

The next meeting of the RRIW will be in Vassar on February 14 at 1 pm.

PROJECT TEAM:

Project Team meetings for the following projects will start again in March;

RRWMA
Hay Creek/Norland
Malung
Palmville

Ring Dike: The current grant is for \$20,000.00 with an expiration date of June 30, 2008. This project is currently on hold.

OLD BUSINESS:

The rock checks will be removed from the West Interceptor Channel in the spring.

TKDA submitted a new bill for work on the West Interceptor. All bills concerning the railroad crossing will continue to be on hold.

There was discussion on the Governance Policies. Attorney Moren is checking with BWSR to see if there are existing District Bylaws. Managers Frislie and Carriere were appointed to a sub-committee to work on the Policies.

Mitch Magnusson discussed the brush removal taking place along SD 51. Administrator Sando asked about continuing work beyond what is currently FEMA approved. A **motion** was made by Manager Carriere and seconded by Manager Lee for Mr. Magnusson to continue work on SD 51 brush and debris removal up to the amount of \$7500.00.

NEW BUSINESS:

There was discussion on proposals for office space rental. The watershed District currently pays \$7,800 per year with utilities included. To buy out the current lease agreement would cost \$3,900. The proposal from Ben Deter for space at the former REA building would cost \$14,240 per year plus utilities. Craig Baumgartner had called informing Administrator Sando he had space available in a building on the West end of Roseau (formerly CKM Maytag) for \$5.00 per square foot.

After a review of the Manager Vouchers, a **motion** was made by Manager Frislie and seconded by Manager Lee to pay the amounts on the manager's vouchers. Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Voll to recess the meeting to view the proposed rental properties. Carried – unanimous. The meeting reconvened at the former REA building to view the office space available. The board returned to the RRWD office to discuss the proposed rental locations and the costs.

Ben Deter addressed the board and discussed the current proposal. Mr. Deter stated that at this time he could not reduce the cost for renting space in his building. The board felt that the district could not justify the increase in cost at this time. After some discussion, it was the decision of the board to remain in the current location.

A **motion** to adjourn was made by Manager Lee. The meeting was adjourned at 12:30 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Secretary

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD March 6th, 2007**

ORDER: Chairman Laverne Voll called the meeting to order at 10:00 a.m.

MANAGERS PRESENT: Steve Lee, LeRoy Carriere, Laverne Voll, Todd Miller and Allison Frislie.

STAFF PRESENT: Administrator, Rob Sando; Administrative Assistant, Tracy Halstensgard

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Mike Bakken

DELEGATIONS: There were no delegations for this meeting.

AGENDA: **Motion** by Manager Lee and seconded by Manager Carriere to approve the agenda as handed out. Carried - unanimous.

Todd Miller took the oath of office for Board Managers.

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Lee to approve the February 6th, 2007 minutes as mailed. Carried – unanimous

DELEGATIONS: There were no delegates for this meeting.

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 180.72
Debra Strandlund -- final payment on ring dike	\$ 856.27
State of MN -- RRWMA grant reimbursement	\$ 7,174.80
State of MN -- ring dike grant reimbursement	\$ 1,652.25
	\$ 9,864.04

BILLS: After some discussion on JOR Engineering's fee for attending court, a **motion** was made by Manager Frislie and seconded by Manager Carriere to pay the normal monthly bills. Carried - Unanimous. Attorney Pat Moren stated that the EDA will not pay a portion of the TKDA bill; it will be submitted to the state for reimbursement. Attorney Moren stated that he does not recommend signing the auditor's request due to the interest accumulation on the statement. A **motion** was made by Manager Frislie and seconded by Manager Carriere, upon received payment from the city, to pay the three bills from TKDA that have been on hold pending an agreement by TKDA to forgo additional charges that are a direct result of problems created by not following proper bidding procedures. Carried – unanimous. A **motion** was made by Manager Carriere and seconded by Manager Lee to pay the project expenses. Carried – unanimous.

Bills -- Memo	Amount
MonTech Two -- March rent	\$ 650.00
Unicel -- cell phone charge	\$ 56.71
Century Tel -- phone bill	\$ 230.83
Sjoberg's Cable TV -- cable internet	\$ 40.67
Tony Torn -- copier maintenance	\$ 6.30
MAWD -- 2007 dues	\$ 35.00
Minnesota Viewers Association -- conference dues	\$ 125.00
Multi Office Products -- office supplies	\$ 39.94
HDR Engineering, Inc -- project engineering	\$ 2,843.20
Roseau Times Region -- advertising	\$ 84.00
Patrick D. Moren -- legal fees	\$ 1,937.50
JOR Engineering -- Engineering Expense	\$ 2,326.18
Steve Lee -- meetings, mileage and expenses	\$ 173.93
LeRoy Carriere -- meetings, mileage and expenses	\$ 196.43
Allison Frislie -- meetings, mileage and expenses	\$ 263.45
Todd Miller -- meetings, mileage and expenses	\$ 93.51
LaVerne Voll -- meetings, mileage and expenses	\$ 174.90
Rob Sando -- expenses and mileage	\$ -
Rob Sando -- salary, insurance	\$ 2,920.55
Tracy Halstensgard -- wages	\$ 1,497.83
Frank's TV Radio Shack	\$ 36.21
PERA -- employee and employer share	\$ 719.50
Citizens State Bank -- 941 tax	\$ 1,560.06
Dan Fulton Accounting -- W-2's and 1099's	\$ 90.00
Mitch Magnusson -- clearing of logs and debris in SD 51	\$ 7,985.00
Roseau Electric Co-op -- moving a line for ditch repair in WD 3	\$ 984.98
Wally's supermarket -- food for meetings	\$ 53.86
The Tribune -- notice of public meeting	\$ 126.00
Scott's True Value -- office supplies	\$ 5.76
Roseau Electric Co-op -- electrical service	\$ 40.86
TOTAL	\$ 25,298.16

DELEGATIONS:

There were no delegates for this meeting.

PERMITS:

A **motion** was made by Manager Frislie and seconded by Manager Miller to table permit #07-01 (David Vatnsdal) for more information and submittal of two separate permit applications. Carried – unanimous.

Engineer's Report:

Engineer Bakken stated that items he had to discuss would be covered under other agenda items.

RRWMB Report:

Administrator Sando stated that the next meeting was scheduled for March 20th in Fertile. The Ninth annual joint conference is scheduled for March 29th in Crookston. Jim Stengrim was appointed to the Middle-Snake-Tamarac Rivers Watershed District. There were discussions at the meeting about the possibility of “bio-mass” plants in the area.

At 11:00 a.m. a **motion** was made by Manager Carriere and seconded by Manager Frislie to close the regular meeting and open the public informational meeting pursuant to Minnesota Statute 103E.043 to inform landowners or other persons or entities affected by the removal, relocation and re-installment of a 24" culvert trap between Sections 17 and 18 of Township 162 North, Range 41 West. Carried – Unanimous. Administrator Sando spoke about moving the trap from one culvert to another culvert approximately ¼ mile south. (see attached map) Floyd Haugen spoke about the original petition and issues with taxation benefits for protection verses drainage. Mr. Haugen showed the board the tax roll for the ditch system and stated that is was his feeling traps should be on both culverts. Wayne Juhl stated that the taxation issue is separate from the issue at hand, the moving of the culvert. John Johnson recommended leaving the trap as is until the entire system can be re-done. Mr. Johnson stated that he wants the trap left the way it is before leaving the meeting. A **motion** was made by Manager Carriere and seconded by Manager Frislie to close the public meeting. Carried – unanimous. A **motion** to approve moving the trap was made by Manager Frislie and seconded by Manager Voll. Motion carried with Manager Lee opposed.

Administrator's Report:

Administrator Sando reported on the following issues:

- East Side Diversion time schedule
- Task Force Meeting update
- Legislative Breakfast
- Project Team meetings being advertised as special meetings
- Photos of SD 51 debris removal from Mitch Magnusson
- Court decision on ring dike – RRWD won the conciliation court hearing but Mr. Johnson is appealing. Attorney Moren's office will handle the appeal.
- Challenge grants available for digitizing ditch maps and records. The grants would be contingent upon matching local funds.

RRIW:

Chairman Voll spoke about issues that were discussed at the meeting. The meeting was the last one Farrell Erickson will be attending as a representative. The most recent account balance was \$14,244.39. There was discussion on the ownership of a pipeline that would bring fresh drinking water to Pembina. A **motion** was made by Manager Lee and seconded by Manager Carriere for Administrator Sando to apply for an administrative grant from the state for the RRIW. Carried – unanimous. There was discussion on the new passport requirements that will be in effect soon.

PROJECT TEAM:

There was nothing to report on Project Teams at this time.

OLD BUSINESS:

Engineer Bakken discussed the change orders for the West Interceptor in order to meet EDA requirements. A **motion** was made by Manager Frislie and seconded by Manager Lee to accept the change orders as discussed. Carried – Unanimous.

There was discussion on the proposed governance policies. It was noted that “Strategic Plan” should be changed to “Overall Plan”. Adopting the policies was tabled until the next meeting.

NEW BUSINESS:

Engineer Dalager spoke about the request for approval of work authorizations for the projects HDR is currently working on. A **motion** was made by Manager Frislie and seconded by Manager Carriere to authorize Chairman Voll to sign all work authorizations for current projects. Carried – unanimous.

There was some discussion on project data acquisition.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to approve manager’s vouchers. Carried – unanimous.

A **motion** to adjourn was made by Manager Voll. The meeting was adjourned at 12:30 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD April 3, 2007**

ORDER: Chairman Laverne Voll called the meeting to order at 10:00 a.m.

MANAGERS PRESENT: Steve Lee, LeRoy Carriere, Laverne Voll, and Todd Miller.

STAFF PRESENT: Administrator, Rob Sando; Administrative Assistant, Tracy Halstensgard

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Mike Bakken

AGENDA: **Motion** by Manager Lee and seconded by Manager Carriere to approve the agenda with the addition of Daryle Dahl as a delegate. Carried - unanimous.

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Lee to approve the February 6th, 2007 minutes as mailed. Carried – unanimous

DELEGATIONS: Daryle Dahl, land lease; Ardell Magnusson, West Interceptor issues; Roseau Flood Committee; Brian Ketring, Roseau County Highway Dept.

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 154.60
	\$ 154.60

BILLS: A **motion** was made by Manager Miller and seconded by Manager Lee to pay the normal monthly bills. Carried – Unanimous. A **motion** was made by Manager Carriere and seconded by Manager Lee to pay the project expenses. Carried – unanimous.

Bills -- Memo	Amount
MonTech Two -- April rent	\$ 650.00
Unicel -- cell phone charge	\$ 56.71
Reliable Office Supply -- office supplies	\$ 113.68
Sjoberg's Cable TV -- cable internet	\$ 40.67
MonTech Computers -- ink, supplies	\$ 80.92
Border Agency, Inc -- insurance premiums	\$ 10,187.96
Rinke Noonan -- legal fees	\$ 521.50
Postmaster -- stamps	\$ 39.00
HDR Engineering, Inc -- project engineering	\$ 5,688.75
Roseau Times Region -- advertising	\$ 5.25
Patrick D. Moren -- legal fees	\$ 906.25
JOR Engineering -- Engineering Expense	\$ 3,215.05
Steve Lee -- meetings, mileage and expenses	\$ 331.37
LeRoy Carriere -- meetings, mileage and expenses	\$ 397.33
Allison Frislie -- meetings, mileage and expenses	
Todd Miller -- meetings, mileage and expenses	\$ 693.39
LaVerne Voll -- meetings, mileage and expenses	\$ 444.29
Rob Sando -- expenses and mileage	\$ 1,912.14
Rob Sando -- salary, insurance	\$ 2,920.55
Tracy Halstensgard -- wages	\$ 1,585.53
Tracy Halstensgard -- mileage and expenses	\$ 132.95
PERA -- employee and employer share	\$ 734.15
Citizens State Bank -- 941 tax	\$ 1,703.53
Todd Miller -- conciliation court expenses	\$ 39.40
Don Lunke -- conciliation court expenses	\$ 68.50
Don Nolting -- conciliation court expenses	\$ 253.77
Pizza Ranch -- lunch for meeting	\$ 53.00
Wally's supermarket -- food for meetings	\$ 101.65
Subway -- lunch for meeting	\$ 51.01
Pizza Ranch -- lunch for meeting	\$ 90.00
Roseau Electric Co-op -- electrical service	\$ 38.86
TOTAL	\$ 33,057.16

DELEGATIONS:

Daryle Dahl met with the board to discuss the ag lease he has with the Watershed. Mr. Dahl asked about having a multiple year lease instead of an annual one. There was some discussion on the Hay Creek / Norland Project and Mr. Dahl agreed to come back later in the meeting for that presentation.

Ardell Magnusson informed the board of some issues he has with the West Interceptor Project. Mr. Magnusson first mentioned the fact that there was an area of erosion near the culvert on CR 16. Administrator Sando stated that they are aware of the areas of erosion and they will be repaired this summer. Mr. Magnusson stated that there is a crossing on the south side of CR 16 to the west of the West Interceptor with no culvert. Mr. Magnusson stated he feels this is causing water to back up since it is unable to flow into the West Interceptor. The third issue Mr. Magnusson brought to the board was with a culvert along a township road south of the

intersection where the West Interceptor crossing CR 16. Mr. Magnusson feels that the culvert size is inadequate and that it needs to be lowered. The Board stated they would take Mr. Magnusson's comments under advisement.

Representatives from the Roseau Flood Committee met with the board to discuss debris removal on the Roseau River. Chief of Police, Ward Anderson, stated there was a fairly large log jam at the Nystrom Bridge (CR 28) and asked who is responsible for removing it. County Commissioner Orris Rasmussen asked about the application made to FEMA for debris removal on the river. Manager Miller spoke about the original FEMA application and was unsure if that site was accepted. Commissioner Rasmussen talked about the Watershed District spending money in the upper reaches of the river in the past for debris removal. Commissioner Rasmussen stated it was his opinion that responsibility for maintenance and debris removal in the river falls upon either the Watershed District or the DNR. Chief Anderson stated that precedence has been set by the Watershed District already by historically maintaining the river to the government dam. Chairman Voll asked if there could be a joint effort between the County and the Watershed District to clear the log jam. Engineer Ketring stated that could be discussed. Engineer Nate Dalager spoke about the DNR program that was utilized to fund debris removal and stated that program ended about 10 years ago. Chief Anderson and Commissioner Rasmussen spoke about other areas of concern in the river including a log jam at the "Cut off Bridge" and a washout in the ditch by CR 28. A **motion** was made by Manager Miller and seconded by Manager Carriere to use SD 51 funds to remove the log jam at the Nystrom Bridge. Manager Lee stated that he was not in favor of the Watershed District doing work near a County road bridge. Motion Carried with Manager Lee opposed. The Watershed District requested Administrator Sando to research the other issues brought to the board and report back at the next meeting. The board discussed adopting an ongoing maintenance program for SD 51 and the river. City of Roseau Superintendent, David Drown asked if the Watershed District was going to tar the approach into the Industrial park and install a flap gate on a culvert under CR 120.

Daryle Dahl returned to discuss his land lease. Engineer Dalager stated that there would be no construction on Hay Creek done this year. Mr. Dahl stated that there is about 55 acres of good farmland that he would like to plant alfalfa on, however he feels he cannot do this with just a yearly lease. After some discussion, a **motion** was made by Manager Miller and seconded by Manager Carriere to renew Mr. Dahl's lease for one year. Carried – unanimous.

Roseau County Highway Engineer, Brian Ketring, informed the board that the MN DNR requested a permit from the county to extend the length of a culvert in County ditch 23. Currently the crossing has a 90" round culvert. The next crossing downstream is a 60" culvert. Engineer Ketring asked about restricting flow with a smaller culvert. The county or the Watershed District could evaluate the hydrology in the area and size the culvert. A **motion** was made by Manager Miller and seconded by Manager Carriere to work with the county on a culvert sizing program for ditches coming out of the Beltrami Island State Forest. Motion Carried – unanimous. Administrator Sando spoke about a meeting he attended in St. Paul with the DNR concerning retaining water in the State Forest. Administrator Sando stated that the DNR is not opposed to a culvert sizing program, however they do have some questions as to the ditch benefits if this program were to be initiated in the forest. Engineer Ketring asked about other structures and if the Watershed would be willing to lend financial support if a program were to be implemented. Manager Miller and Chairman Voll volunteered to meet with the county to discuss these issues. Managers Lee and Carriere volunteered to be alternates for those meetings.

PERMITS:

A **motion** was made by Manager Lee and seconded by Manager Voll to approve permit #07-01 (David Vatnsdal) for a field crossing with an 18"X24" cnp and the removal of 2 24" cnp to be replaced by a single culvert (size to be determined by the engineers) in Sect. 35 of Jadis Township. Carried – unanimous.

A **motion** was made by Manager Voll and seconded by Manager Lee to approve permit #07-02 (David Vatnsdal) for ag diking with the engineer to provide appropriate elevations in Sect. 35 of Jadis Township. Carried – unanimous.

Engineer's Report:

Engineer Bakken informed the board of new *St. Paul District Wetland Compensatory Mitigation Policy for Minnesota* that is out for review with comments due April 13th, 2007. In the proposed regulations, the COE has increased the replacement ratio and type of wetland to be mitigated. Manager Miller stated that his is opposed to these proposed changes. A **motion** was made by Manager Carriere and seconded by Manager Miller to respond in writing to the review stating that the RRWD is opposed to any increase in the requirement so mitigated wetlands. Motion Carried – unanimous.

Engineer Dalager stated that he had met with Mark Miller to discuss the possibility of constructing a ring dike this year and Mr. Miller was very interested. There were some questions on the alignment and the borrow areas. Engineer Dalager will set up a meeting in the near future to discuss those issues with Mr. Miller.

RRWMB Report:

Administrator Sando discussed the legislative update from Ron Harnack, RRWMB coordinator. Mr. Harnack stated that requests for bonding money for projects needs to be in by June of this year for the 2008 bonding bill. The FDRWG is implementing a new Project Compatibility and Readiness Form to determine if a project is at the stage to request bonding money.

Administrator's Report:

Administrator Sando reported on the following issues:

- MPCA water quality
 - 8 reaches were evaluated with 2 being impaired
 - SD 51 being delisted
 - The usage of water by ethanol plants
 - Project land uses – exploring the possibility of a harvestable crop for cellosic fuel production
- Legislative Breakfast - March
- Meeting in St. Paul on project on state land in March
- Purchasing a conference center for conference calls
- A **motion** was made by Manager Lee and seconded by Manager Miller to hire Morris Hulst for 4 hours as a FEMA consultant. Carried – unanimous.
- Ring Dike amendment – A **motion** was made by Manager Miller and seconded by Manager Carriere to sign and return the amendment for the ring dike grant contract to the state. Carried - unanimous.
- Request for proposals for digitizing ditch records. JOR Engineering will evaluate what is involved and submit a cost estimate to the office by Friday (April 6, 2007) A **motion** was made by Manager Miller and seconded by Manager Lee to authorize Administrator Sando to work with JOR Engineering and submit the necessary proposal to BWSR for the Challenge Grant to digitize the RRWD ditch records. Carried – unanimous.

RRIW:

Chairman Voll stated that at the last meeting the board was reorganized and he was named Co-Chairman. The next meeting will be held in Roseau on April 19th, 2007. Engineer Charlie Anderson may be on conference call during the meeting to discuss the RRWMA project. A **motion** was made by Manager Miller and seconded by Manager Lee to buy the meal for the meeting. Carried – unanimous.

PROJECT TEAM:

RRWMA: A **motion** was made by Manager Carriere and seconded by Manager Miller to accept Alternative 1B (see figure 1) as the preferred alternative as proposed by the Project Team. Carried – unanimous.

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD May 8, 2007**

ORDER: Chairman Laverne Voll called the meeting to order at 10:00 a.m.

MANAGERS PRESENT: Steve Lee, LeRoy Carriere, Allison Frislie, Laverne Voll, and Todd Miller.

STAFF PRESENT: Administrator, Rob Sando; Administrative Assistant, Tracy Halstensgard

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Mike Bakken

AGENDA: **Motion** by Manager Carriere and seconded by Manager Lee to approve the agenda with the addition of Luverne Skoglund to Delegations. Carried - unanimous.

MINUTES: A **motion** was made by Manager Lee and seconded by Manager Miller to approve the April 3rd, 2007 minutes with the change of Manager Lee in favor of motion to approve removal of debris at County Road 28 bridge. Also the request that the RRIW be posted as a special meeting should be added. Carried – unanimous. A **motion** was made by Manager Lee and seconded by Manager Carriere to make changes suggested by Attorney Moren to the March 2007 Minutes. Carried – unanimous.

DELEGATIONS: Luverne Skoglund

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 246.62
Citizens State Bank -- interest on CD	\$ 922.47
State of Minnesota -- partial reimbursement (FEMA DR 1648)	\$ 27,623.00
City of Warroad -- waste water discharge fee	\$ 3,000.00
City of Roseau -- PE #3 Gladen Construction	\$ 592,899.83
Border State Bank -- interest on CD	\$ 2,024.44
City of Roseau -- Highway 11 crossing	\$ 181,320.79
City of Roseau -- Railroad crossing	\$ 261,787.81
Daryle Dahl -- first half land rent	\$ 934.50
	\$ 1,070,759.46

BILLS: A **motion** was made by Manager Frislie and seconded by Manager Carriere to pay the normal monthly bills. Carried – Unanimous. A **motion** was made by Manager Frislie and seconded by Manager Carriere to pay the \$5,662.30 to TKDA for West Intercept project expense. Carried – unanimous. A **motion** was made by Manager Frislie and seconded by Manager Lee to approve the project expenses. Carried – unanimous.

Bills -- Memo	Amount
MonTech Two -- May rent	\$ 650.00
Sjobergs Cable TV -- internet access	\$ 40.67
Roseau Electrick Co-op -- electrical service	\$ 38.86
CenturyTel -- phone service	\$ 110.77
Tracy Halstensgard -- wages	\$ 1,667.23
Rob Sando -- salary	\$ 2,920.54
Unicel -- cell phone service	\$ 57.09
Tony Dorn, Inc -- copier maintenance	\$ 13.54
Roseau Times-Region -- notice	
Minnesota Revenue -- 1st quarter withholdings	\$ 773.00
Patrick D. Moren -- legal fees	\$ 1,906.25
JOR Engineering -- Engineering Expense	\$ 4,428.10
Steve Lee -- meetings, mileage and expenses	\$ 165.69
LeRoy Carriere -- meetings, mileage and expenses	\$ 152.10
Allison Frislie -- meetings, mileage and expenses	\$ 118.91
Todd Miller -- meetings, mileage and expenses	\$ 566.12
LaVerne Voll -- meetings, mileage and expenses	\$ 552.15
Rob Sando -- expenses and mileage	\$ 554.92
Tony Dorn, Inc -- copier maintenance	\$ 12.18
Roseau County Treasurer -- first half property taxes	\$ 9,198.13
Subway -- Project Team meeting food	\$ 51.01
PERA -- employee and employer share	\$ 748.80
Citizens State Bank -- 941 tax	\$ 1,704.80
Quality Printing -- envelopes	\$ 97.98
MonTech Computers --	\$ 21.29
Multi Office Products -- office supplies, signature stamps	\$ 64.10
Border Insurance Network -- individual board managers bond	\$ 275.00
Wally's Supermarket -- food for meetings	\$ 196.12
Citizens State Bank -- safe deposit box rent	\$ 24.00
HDR Engineering -- project engineering	\$ 27,318.41
Roseau Electrick Co-op -- moving poles for West Interceptor	\$ 1,687.44
TKDA Engineering -- West Interceptor	\$ 253,092.45
TKDA Engineering -- West Interceptor	\$ 5,662.30
TOTAL	\$ 314,869.95

DELEGATIONS:

Luverne Skoglund addressed the board with concerns as stated in a letter presented to the board. Chairman Voll spoke about a public meeting held by Stafford Township that was attended by him and Manager Miller. At that meeting, the Township decided to leave the culvert as it is. Administrator Sando asked when the culvert was installed. There was some discussion about the installation being before the Watershed District rules were in place. Mr. Skoglund spoke about ditching, diking and culverts in the area. There was discussion by the board

of the responsibility and authority of the Watershed District to take action to help resolve the issue. The suggestion was made to Mr. Skoglund to take steps on his land to improve his situation (ie. Dikeing). There was discussion on the ditching that has been done on top of the ridge to the west that is worsening the situation. It was the recommendation of Manager Frislie was for Mr. Skoglund to do what he is able to on his land to help to protect his land from excess water.

PERMITS:

There were no permits for this meeting.

Engineer's Report:

Engineer Bakken stated that there needs to be rip rap added to the West Interceptor in certain locations. He is working on a change order for the installation of an additional culvert where the West Interceptor crosses over County Road 123, on the east side in the township road ditch (Section 33 of Jadis Addition). There was discussion on the damage done by ATV's and the need for reseeding areas of washouts and winter damage.

Administrator Sando discussed the issue of setting up a maintenance fund for the project. He also discussed the monitoring plan and plant community assessment. Manager Miller asked about the process for assessing benefits. Engineer Bakken stated that he believes the City of Roseau is the only benefited area. Administrator Sando stated there has been interest expressed by local landowners to contract to mow the project area. There was some additional discussion on the process for maintenance fund initiation. The board directed Attorney Moren and Administrator Sando to research the process and report at the next meeting.

Administrator Sando reintroduce a previously tabled bill from the Roseau Electric Coop for moving poles. A **motion** was made by Manager Frislie and seconded by Manager Miller to pay the bill of \$1,687.44 to Roseau Electric Cooperative, Inc.

There was discussion on the proposed crossing for Vistads at NE ¼, Section 10 of Jadis Township. It was stated that if future funding becomes available, the board would review installing a crossing over the West Interceptor for access to their field. Manager Lee stated that Vistads access to their field is diminished.

Administrator Sando discussed the letter from TKDA stating the terms agreed upon, for the railroad crossing.

RRWMB Report:

Administrator Sando passed around reports from the meeting including the treasurer's report, watershed district reports and administrator's report. The next meeting is in Ada on May 15th. Administrator Sando discussed the FEMA procedure for landowners who build ring dikes to be removed from the 100 year flood plan.

Administrator's Report:

Administrator Sando reported on the following issues:

- City of Warroad discharge fee – There was discussion on the change in the amount of discharge. A **motion** was made by Manager Frislie and seconded by Manager Lee to leave the amount the same, \$1500.00. Carried – unanimous.
- RRIW State grant for \$5000.00 - matching funds. A **motion** was made by Manger Lee and seconded by Manager Carriere to write a check for \$7500.00 and submit to state for reimbursement.
- Malung gage - \$4000.00 - \$5000.00 to upgrade to 15 minute reporting. Chairman Voll asked if there was additional funding available through emergency management. Jack Swanson would talk to Gracia Nelson and report to Administrator Sando.
- SD 51 debris removal issues. Administrator Sando viewed and found no obstructions that are causing issues. Mitch Magnusson has done a good job cleaning and removing debris. Cutoff is a legal part of SD 51
- MAWD summer tour

RRIW:

Chairman Voll stated that at the last meeting was here in Roseau. The board was updated on the RRWMA project. Manager Miller asked if they would be contributing any funding to the project. Chairman Voll stated that they would be pursuing funding avenues. Administrator Sando gave a presentation on the project. There will be no meeting in May.

PROJECT TEAM:

RRWMA: A **motion** was made by Manager Carriere and seconded by Manager Miller to accept Alternative 1B (see figure 1) as the preferred alternative as proposed by the Project Team. Carried – unanimous.

Hay Creek / Norland: Engineer Dalager discussed the Project Team meeting. Discussion on Purpose and Needs Statement. Readiness form to be presented to FDRGW on June 13th or 14th. Survey completed and Engineer Dalager will be meeting him this afternoon. Administrator Sando discussed the letter from the appraiser stating the estimate value of the land for the south and west cells.

Malung: Engineer Dalager discussed the on channel storage option. Project Readiness Form is to be submitted for bonding for 2008. Administrator Sando discussed the complaint by Virgil Landin. Mr. Landin's complaint that newly seeded alfalfa was damaged by survey crew. Manager Frislie suggested hiring a crop adjuster to view the area of issue. Manager Carriere stated that he had viewed the area and could not see any damage. The board decided to take no action at this time.

Palmville: Still trying to complete this year. Engineer Dalager stated in general agreement with Brian Ketring on location of control structure and keeping ditch half full. Project Team will be meeting on May 21st. Construction funded.

Manager Frislie stated he feels Chairman Voll has a conflict of interest being a county employee. Chairman Voll stated that he felt he has no conflict of interest. There was discussion on the appropriateness of working on projects and other work having to do with the County. Manager Lee stated that the board needs to work together as a board and with the County and other agencies.

OLD BUSINESS:

Administrator Sando stated that Brian Dwight, BWSR, had submitted more examples of board policies and by-laws for the board to review.

NEW BUSINESS:

There were no items for discussion under New Business.

Commissioner Jack Swanson spoke about the damage to the West Interceptor and the possibility of posting a Sheriff's deputy on the project site. Commissioner Swanson also suggested filing a complaint with the Sheriff's department.

A **motion** to adjourn was made by Manager Miller. The meeting was adjourned at 12:52 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD June 5, 2007**

ORDER: Chairman Laverne Voll called the meeting to order at 10:00 a.m.

MANAGERS PRESENT: Steve Lee, LeRoy Carriere, Allison Frislie, Laverne Voll, and Todd Miller.

STAFF PRESENT: Administrator, Rob Sando; Administrative Assistant, Tracy Halstensgard

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Mike Bakken

AGENDA: **Motion** by Manager Lee and seconded by Manager Carriere to approve the agenda as handed out. Carried - unanimous.

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Miller to approve the May 8th, 2007 minutes with changes as stated. Carried – unanimous. A **motion** was made by Manager Lee and seconded by Manager Miller to approve the March 19th, 2007 Project Team minutes. Carried – unanimous. A **motion** was made by Manager Miller and seconded by Manager Lee to approve the April 2nd and 16th, 2007 Project Team minutes. Carried – unanimous. A **motion** was made by Manager Lee and seconded by Manager Miller to approve the May 21st, 2007 Project Team minutes. Carried – unanimous.

DELEGATIONS: Houston Engineering; David Dahlgren.

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 883.19
RRWMB -- PT reimbursement FY2007	\$ 7,183.17
State of Minnesota -- reimbursement (FEMA DR 1419)	\$ 63,231.73
	\$ 71,298.09

BILLS: A **motion** was made by Manager Carriere and seconded by Manager Lee to pay the normal monthly bills. Carried – Unanimous. A **motion** was made by Manager Frislie and seconded by Manager Carriere to approve the JOR Engineering expense for the West Interceptor project. Carried – unanimous. A **motion** was made by Manager Miller and seconded by Manager Lee to approve the HDR Engineering expense for the Hay Creek / Norland project. Carried – unanimous. A **motion** was made by Manager Lee and seconded by Manager Miller to approve the HDR Engineering expense for the Palmville project. Carried – unanimous. A **motion** was made by Manager Carriere and seconded by Manager Lee to approve the HDR Engineering expense for the Malung project. Carried – unanimous.

Bills -- Memo	Amount
MonTech Two -- June Rent	\$ 650.00
Sjobergs Cable TV -- internet access	\$ 40.67
Roseau Electrick Co-op -- electrical service	\$ 39.72
CenturyTel -- phone service	\$ 109.79
Tracy Halstensgard -- wages	\$ 1,667.23
Rob Sando -- salary	\$ 2,920.54
Unicel -- cell phone service	\$ 57.09
Tony Dorn, Inc -- copier maintenance	\$ 7.56
Roseau Times-Region -- notice	\$ 5.25
Minnesota Revenue -- 1st quarter withholdings	\$ 773.00
Patrick D. Moren -- legal fees	\$ 968.75
JOR Engineering -- Engineering Expense	\$ 2,407.88
HDR Engineering -- Project engineering	\$ 40,925.91
Steve Lee -- meetings, mileage and expenses	\$ 165.68
LeRoy Carriere -- meetings, mileage and expenses	\$ 138.53
Allison Frislie -- meetings, mileage and expenses	\$ 118.91
Todd Miller -- meetings, mileage and expenses	\$ 187.02
LaVerne Voll -- meetings, mileage and expenses	\$ 169.02
Rob Sando -- expenses and mileage	\$ 653.02
Auto Owners Insurance -- insurance	\$ 242.00
HD Floral Design Studio -- flowers	\$ 33.02
Jake's Pizza -- Meal for PT meeting	\$ 72.63
PERA -- employee and employer share	\$ 748.80
Citizens State Bank -- 941 tax	\$ 1,608.42
Scott's True Value -- office supplies	\$ 74.04
MonTech Computers -- usb hub, ink, norton	\$ 99.02
Wally's Supermarket -- food for meetings	\$ 127.18
RRWMB -- share of taxes	\$ 2,447.48
TOTAL	\$ 57,458.16

DELEGATIONS:

David Dahlgren addressed the board about installing a culvert north east of his residence (north of County Road 2) under Highway 89. Mr. Dahlgren felt that a 24" culvert would be sufficient. There was discussion on culvert size and setting the culvert at a lower elevation. A **motion** was made by Manager Frislie and seconded by Manager Lee for Administrator Sando and Mr. Dahlgren to work with MNDOT concerning the elevation of the culvert at the intersection of TH 89 and CSAH 8 between sections 11 and 14 of Stafford Township. Carried – unanimous.

Jeff Langen, Houston Engineering, presented the board with information about their company. Rick St. Germaine spoke about the experience of the company and what they have to offer watershed districts. Mr. Langen spoke about the personnel and what the Thief River Falls office has to offer.

PERMITS:

A **motion** was made by Manager Frislie, seconded by Manager Carriere to approve permit # 07-03 (Roseau County Highway Dept.) for an 18" cmp. Carried – Unanimous.

A **motion** was made by Manager Carriere, seconded by Manager Lee to approve permit # 07-04 (City of Roseau). Carried – Unanimous.

A **motion** was made by Manager Carriere, seconded by Manager Lee to approve permit # 07-05 (Don Haugen.) for a 18" cmp. Carried – Unanimous.

A **motion** was made by Manager Lee, seconded by Manager Miller to approve permit # 07-06 (Roger Wiskow) for a 24" cmp. Carried – Unanimous.

A **motion** was made by Manager Miller, seconded by Manager Lee to approve permit # 07-07 (RRWD.) for an 18" cmp. Carried – Unanimous.

A **motion** was made by Manager Frislie, seconded by Manager Carriere to approve permit # 07-08 (David Dahlgren.) pending engineer approval. Carried – Unanimous.

Engineer's Report:

Engineer Bakken discussed setting policy for permitting. There was discussion on if there was mention of this in the Rules book. Administrator Sando will review options for setting policy concerning permitting.

Engineer Bakken spoke to Les of Gladen Construction and he stated they will start work as soon as conditions allow, it's still to wet in the bottom of the ditch. Engineer Bakken submitted a change order for the project including installation of an additional culvert. A **motion** was made by Manager Frislie and seconded by Manager Lee to approve the change order #5 as submitted. Mr. Mitch Magnusson stated that he was not convinced that this will solve the issues; however he is willing to wait and see if the additional culvert is adequate. Motion carried, unanimous.

Mr. Magnusson also discussed the traps in the inlet ditches. He feels that the internal traps are inadequate and that external traps with rip-rap installed would be a better alternative. There was discussion on having Gladen Construction repair the traps and make sure they are functional. Mr. Magnusson also asked about lowering a culvert that was placed at ditch bottom however the ditch had sediment in the bottom therefore Mr. Magnusson feels the culvert should be lowered. Manager Frislie stated that the culvert was intended to be installed at grade and if it is not, then it needs to be corrected. Administrator Sando will follow up on the issues Mr. Magnusson discussed.

Presentation for Malung Impoundment and Hay Creek Norland are ready for FDRWG meeting June 13th & 14th in Crookston. Hay Creek / Norland survey and appraisal will be completed this week. Plans, Specs and Engineers report will be submitted for the petition to the County for the Palmville Project. There was discussion on attendance at the FDRWG meeting. It was decided that the two delegates to the Project Team would be the attendees at the meeting. If either of them cannot attend, they will notify another board member to attend.

RRWMB Report:

Additional funding was made available to Bois de Sioux Watershed District for the North Ottawa project for NRE Benefits. Next meeting is June 19th in Warren.

Administrator's Report:

Administrator Sando reported on the following issues:

- Meeting with Bill Hurte, FEMA. Agreed to half of the amount of sediment removal WD 3 Lat 1 DR 1648. Stated SD 51 request was a CORP issue.
- Extension for debris removal for SD 51. A **motion** was made by Manager Frislie and seconded by Manager Miller to approve the extension. Carried – unanimous.
- Gary Przekwas submitted an estimate for the log jam removal at Nystrom bridge in the amount of \$4800.00. Manager Miller stated he thought that there would be a combined funding effort with the different entities with interest in having the debris removed. (beautification committee, emergency management, County, City) Commissioner Swanson suggested writing a letter to the County Board stating what the watershed is requesting. Manager Carriere suggested including the City in that letter. Chairman Voll suggested adding Emergency Management also. There was discussion on what long term issues and resolutions need to be addressed. A **motion** was made by Manager Miller and seconded by Manager Carriere to table the issue until further information is gathered. Carried Unanimous.
- Trap that was tampered with in WD 3 and will report to Sheriff Department.
- Wetland Restoration monitoring, still waiting for a response from COE.
- Mark Miller backed out on ring dike; Scott Habstritt is, at this time, willing to participate.
- Palmville tour June 18th, leave the office at 9:00 a.m. or meet at the site at 10:00 a.m. Handed out draft letter to the County Commissioners updating them on the project. A **motion** was made by Manager Lee and seconded by Manager Carriere to send the letter to the County Commissioners. Carried – unanimous.
- Request closed meeting with Attorney Michelle Moren at the next board meeting to discuss litigation. Manager Lee will abstain from any discussions concerning this issue.
- Conference Center price quotes – A **motion** was made by Manager Miller and seconded by Manager Carriere to approve Administrator Sando to purchase a unit that will best suit the needs of the office. Carried – unanimous.
- West Interceptor maintenance funds update.

RRIW:

Chairman Voll stated that there was no meeting last month. Next meeting is June 21st in Dominion City.

OLD BUSINESS:

Mitch Magnusson asked about mowing of the West Interceptor. Engineer Bakken stated that it would have to be let for bids.

NEW BUSINESS:

Manager Frislie discussed the crop land in Norland concerning haying, mowing, brushing the land. Manager Frislie suggested running an ad in the newspaper to allow haying on a first come first serve basis. The Board authorized Administrator Sando to rent out the land for \$3.00 per acre for haying and/or grazing first come first serve. Any fencing done is the responsibility of the renter and any fencing will be removed by freeze up.

Chairman Voll asked what the Board wants to do with the property purchased for the West Interceptor (corner of CR 120). There was discussion on variances for building on less than 5 acres in Jadis Township. Administrator Sando will check into the options and report back to the board at the next meeting. Administrator Sando will also check with Magnusson's concerning the land purchased just north of Highway 11.

Administrative Assistant Halstensgard reminded the Board Managers about filling out Ditch Inspection Forms if they are called out on a specific instance. Administrator Sando will be completing a ditch inspection this spring. Chairman Voll spoke about spraying for cattails.

A **motion** was made by Manager Frislie and seconded by Manager Lee to gravel the bridge approach for Mickelson Bridge. Carried – Unanimous.

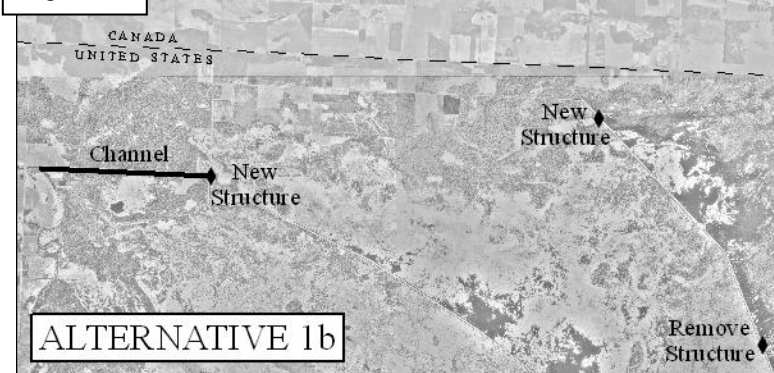
A **motion** to adjourn was made by Manager Miller. The meeting was adjourned at 12:20 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

Figure 1



Hay Creek / Norland: Engineer Dalager discussed the Project Team meeting. Chairman Voll asked about the legality of dumping Hay Creek Water (CD 7) into Norland. Chairman Voll also asked about the backwater effects if the conveyance channel is constructed. Managers Miller stated that the Norland Impoundment area should be large enough to hold the additional water. Engineer Dalager spoke about the benefits of expanding the impoundment area to the south and west. Engineer Dalager stated that Pribula Engineering is doing the legal survey work for the project and hopes to have that completed by the May 8th regular board meeting. The board can look at starting to acquire lands in May.

Malung: Engineer Dalager discussed the on channel storage option. There will be an on channel evaluation in the field at the next meeting.

Palmville: The discussion has been on how to control the water, gated control or ditch plug with culvert.

OLD BUSINESS:

West Interceptor Issues:

- Administrator Sando will be conducting weekly water levels monitoring on the wetland restoration portion of the project.
- Gladen Construction will be correcting the areas of erosion and removing rock checks.
- Engineer Bakken and Administrator Sando will view issues raised by Lloyd Fugleberg.
- Chairman Voll spoke about the possibility of continuing the West Interceptor south to Ditch 8.

Brian Dwight, BWSR, will be getting more examples of board policies and by-laws for the board to review.

NEW BUSINESS:

There were no items for discussion under New Business.

A **motion** to adjourn was made by Manager Lee. The meeting was adjourned at 1:30 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS EMERGENCY MEETING HELD JUNE 22, 2007**

Chairman Voll called the meeting to order at 9:00 a.m. in the Roseau River Watershed District office. Board members present were LaVerne Voll, Todd Miller, and Steve Lee. Staff attending was Administrator Rob Sando and Administrative Assistant Tracy Halstensgard. Consulting staff present was Pat Moren, Attorney. See attendance sheet for others present.

Roseau County Commissioner Orris Rasmussen discussed a handout discussing the MN DNR Proposed Rule Change regarding payment of Ditch Taxes. Roseau County Commissioner Jack Swanson stated that he had a discussion with Mr. Mike Carroll the redetermination of benefit that the State would like to do. There was some discussion on whether the redetermination would be beneficial for the state. Commissioner Swanson spoke about the state legislatures being mostly from the metro areas and the DNR feels that the majority of the population are environmentalists.

Ron Harnack joined the meeting by conference call. Mr. Harnack stated that last Tuesday at the RRWMB meeting they wanted representation at the upcoming meeting on the Con Con land issues. He has contacted other Watershed Districts and is preparing a report for upcoming local meetings. The positive is the rules can be a benefit. However the rules are superficial and are not clear on how they will be redetermining benefits, no mechanism for county to protest changes made, etc. Commissioner Rasmussen stated that he felt the State is trying to negate paying any ditch tax assessments. In Roseau County the State is not paying ditch tax on any state land, Con Con or otherwise. Commissioner Swanson wanted to know if the RRWMB is opposed to the rules change. Ron stated that the RRWMB is not in favor of the determination mechanism as set forth in the currently proposed state rules.

Mr. Harnack stated that a Hearing Examiner would review the rules and consider any comments or suggestions from counties and watershed districts. Any changes would have to be made with the DNR Commissioner and the Hearing Examiners Office coming to a consensus.

Commissioner Rasmussen stated that these rules would not only affect the State land but also the private landowners. The additional rules and requirements are going to increase the costs to administer those rules along with maintaining the drainage.

Mr. Harnack stated that he would like to have comments from the Watershed District by next Monday. There was discussion on the process, protocol and timelines for sending responses to the Hearing Examiners. Commissioner Swanson stated that the priority for the County and Watershed at the first hearing is to persuade the Hearing Examiner to continue with the hearing process and take it to the next level.

There was discussion on the next course of action. A meeting was scheduled for 7 a.m. Monday June 25, 2007. Brian Ketring will create maps showing the State lands and Con Con lands.

A **motion** was made by Manager Voll to adjourn the meeting. The meeting was adjourned at 10:10 a.m.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS EMERGENCY MEETING HELD JUNE 22, 2007**

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A **motion** was made by Manager Voll to adjourn the meeting. The meeting was adjourned at 10:10 a.m.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS SPECIAL MEETING HELD JUNE 25, 2007**

Chairman Voll called the meeting to order at 7:15 a.m. in the Roseau River Watershed District office. Board members present were LaVerne Voll, Todd Miller, and Steve Lee. Staff attending was Administrative Assistant Tracy Halstensgard. See attendance sheet for others present.

Chairman Voll started discussions on what benefits the state land receives from the drainage systems. Chairman Voll gave some specific examples of the lost river state land and Beltrami / Hayes Lake area. Roseau County Commissioner Russell Walker stated he felt the focus should be on the damage caused to roads. Manager Miller discussed what Ron Harnack is proposing to the state and asked what specific examples and how many the group should come up with.

Roseau County Highway Engineer Ketring discussed Minnesota Statute concerning public waters and drainage systems. There was discussion on requesting an appraiser experienced in redetermining benefits to attend the upcoming hearing. Manager Miller requested Engineer Ketring to contact Ron Renquist and Kurt Deter to discuss getting their opinion on the proposed redetermination for the hearing.

Manager Miller suggested creating a PowerPoint presentation and breaking it down and have different speakers concentrate on certain issues. Commissioner Rasmussen will contact the state representatives. Engineer Ketring proposed no new rule changes without proper representation and consensus by the county, watershed, etc. but not opposing a fair and equal redetermination of the ditch system benefits.

The group reviewed and discussed the "*Statement of Need and Reasonableness*". There was discussion on the state proposing review of repair and maintenance work in ditch systems. Some of the reasons for the group opposing the state reviewing repair and maintenance included the additional costs, additional time and the possibility of accruing additional damages due to extended review time.

During the discussion the following concerns were raised for the *Proposed Rules to Establish Criteria for Determining Drainage Benefits to State-Owned Lands in Consolidated Conservation Areas*:

Concerning Repair and Maintenance

- ❑ Increased Cost (disagree with Determination Regarding Costs to landowners and drainage authority)
- ❑ Additional time required to complete repair
- ❑ No process for state involvement defined within the document
- ❑ No mention of the current Permit Process (wetlands, public waters, etc.)
- ❑ Questions the reason for changing definition of drainage to include repair and maintenance on existing drainage systems.

Redetermination of Benefits

- ❑ Equal representation for entire benefited area
- ❑ Amount and location of State Land
 - The portions of Beltrami Island State Forrest (headwaters) contributes to damage of infrastructure and communities.
 - 48% of land mass upstream of Roseau is owned by Government
- ❑ County, Watershed and DNR set criteria together for unbiased redetermination
- ❑ Uncontrolled runoff (volume and velocity) from State Land adversely effects drainage systems

Other issues discussed were:

- ❑ Definitions in the *Office of the Revisor of Statutes Administrative Rules; Title – Proposed Permanent Rules Relating to Drainage Projects Impacting State-Owned Lands in Consolidated Conservation Areas* (6115.1510 Definitions) – Where are they coming from and who devised the definitions (statutes, previous rules, etc.)?
- ❑ Land values – market values fair and equal for private and public lands. (ie. State land purchased for the West Interceptor)
- ❑ Responsible control of water management to insure fair and equitable market values for land.

A **motion** was made by Manager Voll to adjourn the meeting. The meeting was adjourned at 10:30 a.m.

Respectfully submitted,

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS SPECIAL MEETING HELD JUNE 27, 2007**

Chairman Voll called the meeting to order at 1:00 p.m. in the Roseau River Watershed District office. Board members present were LaVerne Voll, Todd Miller, and Allison Frislie. Staff attending was Administrator Rob Sando and Administrative Assistant Tracy Halstensgard. See attendance sheet for others present.

Roseau County Highway Engineer Brian Ketrting handed out comments from Jeff Pelowski on behalf of the City of Roseau. Ron Harnack joined the meeting via conference call and explained what had transpired at the hearing in Atkin yesterday. Commissioner Rasmussen asked about the format that was followed for the hearing. Mr. Harnack stated that the hearing record would be held open for 20 days after the final hearing date. The hearing examiner would file her report 30 days after the hearing is closed. The hearing examiner requested people speaking suggest ways to handle their concerns. Chairman Voll asked what kind of presentation the County and Watersheds had for that meeting. Mr. Harnack stated that there was a two page handout stating their concerns. The conference call with Mr. Harnack ended at 1:45 p.m.

Commissioner Rasmussen spoke about the involvement of the Joint Powers Board in the process.

There was discussion on who would be presenting what material at the hearing. The following concerns would be address by the people stated:

Manager Miller

- ☐ Fundamental unfairness of process
- ☐ Needs and Reasonableness Regulatory Analysis – C 103E vs 84A
- ☐ Proposed rules effecting farming operations

Engineer Ketrting

- ☐ Repair and Maintenance (timelines and costs)
- ☐ Drainage system as a whole
- ☐ Current Process – working with the DNR

Commissioner Walker

- ☐ Private land ownership
- ☐ Marketable timer sales
- ☐ Appointing viewers – unbiased opinion
- ☐ DNR accountability
- ☐ Rules developed and applied consistently
- ☐ Rules to apply to only Con – Con lands

Commissioner Rasmussen

- ☐ Delinquent parcels
- ☐ DNR should not have the right or authority to determine their own benefits, if that is the case, all landowners should have some privilege.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS SPECIAL MEETING HELD JUNE 27, 2007**

Chairman Voll called the meeting to order at 1:00 p.m. in the Roseau River Watershed District office. Board members present were LaVerne Voll, Todd Miller, and Allison Frislie. Staff attending was Administrator Rob Sando and Administrative Assistant Tracy Halstensgard. See attendance sheet for others present.

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- ☐ DNR should not have the right or authority to determine their own benefits, if that is the case, all landowners should have some privilege.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD July 3, 2007**

ORDER: Chairman Laverne Voll called the meeting to order at 10:00 a.m.

MANAGERS PRESENT: Steve Lee, LeRoy Carriere, Allison Frislie, Laverne Voll, and Todd Miller.

STAFF PRESENT: Administrator, Rob Sando; Administrative Assistant, Tracy Halstensgard

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Mike Bakken

AGENDA: **Motion** by Manager Miller and seconded by Manager Lee to approve the agenda with the addition of Con – Con Land issue under new business. Carried - unanimous.

MINUTES: A **motion** was made by Manager Lee and seconded by Manager Miller to approve the June 5th, 2007 minutes with changes as stated. Carried – unanimous. A **motion** was made by Manager Miller and seconded by Manager Lee to approve the June 22nd, 2007 Emergency Meeting minutes as handed out. Carried – unanimous. A **motion** was made by Manager Lee and seconded by Manager Miller to approve the June 25th, 2007 Special Board Meeting minutes as handed out. Carried – unanimous. A **motion** was made by Manager Miller and seconded by Manager Voll to approve the June 27th, 2007 Special Board minutes as handed out. Carried – unanimous.

DELEGATIONS: Gladen Construction

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 797.80
Beltrami County -- Share of Taxes	\$ 836.77
Marshall County -- Share of Taxes	\$ 9.51
Marshall County -- Share of Taxes	\$ 841.04
Marshall County -- Share of Taxes (SD 51)	\$ 249.07
Lake of the Woods County -- Share of Taxes	\$ 499.77
US Treasury -- refund 941 tax	\$ 30.02
Roseau County -- Share of Taxes	\$ 220,662.73
City of Roseau -- 4th qtr 2006 reimbursement	\$ 74,166.96
City of Roseau -- 1st qtr 2007 reimbursement	\$ 8,746.84
	\$ 306,840.51

BILLS: A **motion** was made by Manager Voll and seconded by Manager Miller to table the West Interceptor bills until the available funding is identified. Carried – Unanimous. A **motion** was made by Manager Carriere and seconded by Manager Miller to pay the normal monthly bills. Carried – unanimous. A **motion** was made by Manager Miller and seconded by Manager Lee to approve the project expenses for Hay Creek / Norland Project. Carried – unanimous. A **motion** was made by Manager Carriere and seconded by Manager Miller to approve expenses for the Palmville Project. Carried – Unanimous. A **motion** was made by Manager Carriere and seconded by Manager Lee to approve expenses for the Malung Project. Carried – Unanimous. A **motion** was made by Manager Miller and seconded by Manager Lee to approve expenses for the Ring Dike Project. Carried – Unanimous. A **motion** was made by Manager Lee and seconded by Manager Carrere to proceed with the ring dike for Habstritts. Carried – Unanimous.

Bills -- Memo	Amount
MonTech Two -- July Rent	\$ 650.00
Sjobergs Cable TV -- internet access	\$ 40.67
Roseau Electrick Co-op -- electrical service	\$ 41.72
CenturyTel -- phone service	\$ 109.67
Tracy Halstensgard -- wages	\$ 1,663.03
Rob Sando -- salary	\$ 2,920.54
Unicel -- cell phone service	\$ 57.09
Tony Dorn, Inc -- copier maintenance	\$ 4.79
Roseau Times-Region -- notice	\$ 52.50
Postmaster -- stamps	\$ 246.00
Patrick D. Moren -- legal fees	\$ 1,093.75
JOR Engineering -- Engineering Expense	\$ 975.94
Steve Lee -- meetings, mileage and expenses	\$ 607.16
LeRoy Carriere -- meetings, mileage and expenses	\$ 171.50
Allison Frislie -- meetings, mileage and expenses	\$ 356.74
Todd Miller -- meetings, mileage and expenses	\$ 1,066.14
LaVerne Voll -- meetings, mileage and expenses	\$ 526.33
Rob Sando -- expenses and mileage	\$ 1,259.50
PERA -- employee and employer share	\$ 747.93
Citizens State Bank -- 941 tax	\$ 1,817.44
Quality Printing -- envelopes	\$ 97.98
Multi Office Products -- office supplies, signature stamps	\$ 727.33
Café 89 -- Project Team lunch	\$ 131.97
Wally's Supermarket -- food for meetings	\$ 46.63
Pribula Engineering -- Hay Creek legal survey	\$ 26,700.00
Pahlen Realty -- Hay Creek land appraisal	\$ 2,500.00
HDR Engineering -- Project engineering expense	\$ 39,683.87
Scott's True Value -- office supplies	\$ 4.29
TOTAL	\$ 84,300.51

DELEGATIONS:

Clayton Gladen, Gladen Construction, met with the board to discuss issues with culverts located in Section 4 of Jadis Township for the West Interceptor project. Managers Miller and Voll stated that there is a severe erosion issue between one of the culverts. Mr. Gladen spoke to the culvert company and they stated that the bowing in the middle of the culverts were within the culvert companies specs. Manager Miller stated that with the current issues he feels that only way to correct the problems are for the pipes to be dug out and replaced. Chairman Voll agreed that the pipes should be relayed and that the same pipes could be used. Chairman Voll proposed Mr. Gladen and Engineer Bakken view the issue before any decision is made. Manager Lee had mentioned some

rock showing in places where the rock checks were removed. Mr. Gladen stated that he would check on any rocks remaining in the ditch and make sure they were removed.

PERMITS:

A **motion** was made by Manager Carriere seconded by Manager Frislie to approve permit #07-09 (Chris Hamness). Carried – Unanimous.

Engineer's Report:

Engineer Bakken stated that he had pay request #5 for Gladen Construction for the West Interceptor in the amount of \$132,111.46. This is a portion of the retainage amount that would be paid for work that has been completed. The Board decided hold all West Intercept payments until funding information was available.

Engineer Dalager spoke about the Hay Creek / Norland and Malung funding recommendations. Hay Creek Project Team will be meeting on Monday to discuss preliminary engineering (connecting channel, additional sections of land etc.) A **motion** was made by Manager Lee and seconded by Manager Miller for Attorney Moren to order the necessary abstracts of title and to start the acquisition process on the land for the Hay Creek corridor. Carried – unanimous. The project team will be meeting for the Malung and Palmville projects on July 16th. Engineer Dalager expects the preliminary engineers report to be completed for the Malung project this calendar year. Engineer Dalager updated the board on the Palmville project and the tour of the project area. Engineer Dalager will be presenting the preliminary engineers report to the Project Team at the July 16th meeting.

At 11:00 a.m. a **motion** was made by Manager Carriere and seconded by Manager Frislie to approve the resolution to close the public meeting for the purpose of litigation. Carried – unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to close the closed meeting and reconvene the regular public meeting. Carried – unanimous.

After viewing the site in question with the culverts, Engineer Bakken stated that one of the culverts will be removed and relayed using a lean cement mix in between the two culverts. Manager Frislie asked if this was the only approach where these issues are present. There was discussion on the benefited area and setting up a maintenance plan and funding. There was consensus of the board to use the viewers report for establishing the funds and maintenance.

RRWMB Report:

Manager Lee spoke about the tour of the Brand and Euclid East impoundments. There was discussion on the proposed rule changes by the DNR. A motion passed for RRWMB attorney Lewis Smith to respond to the DNR on behalf of the RRWMB with their concerns on this issue.

Administrator's Report:

Administrator Sando reported on the following issues:

- ❑ No response for the haying/grazing of the Norland land
- ❑ Letter to the County, Emergency Management, and City for funding the Nystrom Bridge
- ❑ Letter for installation of additional stream gages
- ❑ Con Con meeting in Grygla
- ❑ MAWD summer tour update
- ❑ Complaint letter from Steve Dahl, rebuttal letter from Douglas Erickson. The board directed Administrator Sando to resolve the issue
- ❑ Baumgartner complaints – The board directed Administrator Sando to resolve the issues.
- ❑ WD 3 Lat 1 A **motion** was made by Manger Frislie and seconded by Manager Carriere to direct Administrator Sando to draft a letter to the landowners explaining the options available. Carried - unanimous.

RRIW:

There were no attendees at the June meeting.

OLD BUSINESS:

There was discussion on the options for the land the watershed has purchased for projects. Administrator Sando stated that the District can sell land that is not needed for the function of the project. The board discussed selling the land in Section 22 in Jadis Township. A **motion** was made by Manager Carriere and seconded by Manager Lee to advertise the land for sale on bids in accordance with statute. Carried – Unanimous.

NEW BUSINESS:

Roseau County Commissioner Jack Swanson spoke to the board about the proposed rule changes that the DNR has proposed for the ditch assessment on Con Con lands. The Administrative Law Judge would like to hear the responses from the City, County and Watershed District. Commissioner Swanson asked the board about working together to address the issue.

There was discussion on coordinating efforts concerning issues of maintenance on the Roseau River. Commissioner Swanson stated that the County was willing to form a sub-committee to meet and discuss the issues.

A **motion** was made by Manager Carriere and seconded by Manager Lee to invest \$500,000.00 in separate Certificates with varying terms. Carried – unanimous.

Administrator Sando will inspect the ditches and submit a map to the County Highway Department for spraying.

The board spoke to Jerry Von Korff, Rinke-Noonan Law Office, via conference call to discuss the proposed rule changes by the DNR. The board authorized Mr. Von Korff to review materials and return a legal opinion to the board.

A **motion** to adjourn was made by Manager Lee, seconded by Manager Frislie. The meeting was adjourned at 1:45 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstengard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS SPECIAL MEETING HELD JULY 9, 2007**

Chairman Voll called the meeting to order at 9:30 a.m. in the Roseau River Watershed District office. Board members present were LaVerne Voll, Todd Miller, LeRoy Carriere and Steve Lee. Staff attending was Administrator Rob Sando and Administrative Assistant Tracy Halstensgard. See attendance sheet for others present.

Roseau County Commissioner Rasmussen spoke about the Joint Powers Board being unable to provide any monetary support for legal services concerning the DNR proposed rule change. Manager Miller felt that the direction of the group should direct Jerry Von Korff, Rinke-Noonan Law Office, to continue working on this issue and direct him to address the specific issues the Administrative Law Judge is looking at. Roseau County Highway Engineer Brian Ketring asked if anyone knew what Marshall County submitted to the Administrative Law Judge.

Attorney Von Korff was contacted by conference call and was asked if any other counties or entities had contact Rinke-Noonan about working on this issue. Attorney Von Korff stated that he was not aware of anyone else in the office working on this issue. Attorney Von Korff was asked how much the fees would be to accomplish all of the bulleted items in his last email. He stated that if the board gave him a budget he would stay within that budget but he felt for approximately \$5000.00 he could submit a good written proposal to the Administrative Law Judge. The conference call with Attorney Von Korff was concluded.

The consensus of the group was to move forward with Attorney Von Korff and Commissioner Rasmussen will be contacting the Joint Powers Land Use Board for their input and some financial commitment. Mayor Jeff Pelowski asked what an alternative action would be if the first course of action failed. There was discussion on what other questions there would be for Attorney Von Korff. It was recommended to continue this meeting on Tuesday July 10, 2007 at 1:30 p.m.

Mayor Jeff Pelowski asked if the DNR should consider withdrawing the rules. The group felt that Mike Carroll, Regional Director DNR, would be the person to ask. Manager Lee asked about informing the RRWMB.

The meeting was recessed until 1:30 p.m. Tuesday July 10, 2007.

The meeting reconvened July 10, 2007 and was called to order at 1:30 p.m. by Chairman Voll. Board Managers present were LeRoy Carrere, Todd Miller, Steve Lee and LaVerne Voll.

Roseau County Commissioner Orris Rasmussen indicated that after polling the Joint Powers Board (JPB) delegates they agreed to move ahead unofficially to hire Rinke-Noonan attorney Jerry Von Korff to draft a legal brief to submit to the Administrative Law Judge from the Con – Con hearings. Manager Lee will ask the Red River Watershed Management Board (RRWMB) for a commitment from them for a joint effort with the counties (JPB) at the RRWMB Board meeting on July 17th, 2007. Administrator Sando was directed to fax the brief to Naomi Erickson, RRWMB Administrator.

There was some discussion on the Rinke – Noonan law firm being hired for legal representation on this issue.

Roseau County Commissioner Russell Walker indicated that the townships with Con – Con lands will also be presenting letters to the Administrative Law Judge.

Attorney Jerry Von Korff joined the meeting via conference call at 2:00 p.m. Commissioner Rasmussen indicated to Attorney Von Korff that the JPB has agreed to hire him to draft a letter to address the proposed rule change for Con-Con lands. Attorney Von Korff asked for a list of JPB members and a leadership group or committee to confer with. The conference call ended at 2:10 p.m.

The Watershed District subcommittee for this issue will be Manager Miller and Manager Lee. The contact people for the northwest Counties are Mike Hanson, Delray Larson, and Orris Rasmussen. The contact person for the City of Roseau is Jeff Pelowski.

There was discussion on what the group (subcommittee) was going to discuss with Mr. Von Korff about the legal letter that will be transcribed and sent to the Administrative Law Judge.

A **motion** to adjourn was made by Manager Miller and seconded by Manager Carriere the meeting was adjourned at 2:25 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Administrative Assistant

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Mayor Jeff Pelowski asked if the DNR should consider withdrawing the rules. The group felt that Mike Carroll, Regional Director DNR, would be the person to ask. Manager Lee asked about informing the RRWMB.

The meeting was recessed until 1:30 p.m. Tuesday July 10, 2007.

The meeting reconvened July 10, 2007 and was called to order at 1:30 p.m. by Chairman Voll. Board Managers present were LeRoy Carrere, Todd Miller, Steve Lee and LaVerne Voll.

Roseau County Commissioner Orris Rasmussen indicated that after polling the Joint Powers Board (JPB) delegates they agreed to move ahead unofficially to hire Rinke-Noonan attorney Jerry Von Korff to draft a legal brief to submit to the Administrative Law Judge from the Con – Con hearings. Manager Lee will ask the Red River Watershed Management Board (RRWMB) for a commitment from them for a joint effort with the counties (JPB) at the RRWMB Board meeting on July 17th, 2007. Administrator Sando was directed to fax the brief to Naomi Erickson, RRWMB Administrator.

There was some discussion on the Rinke – Noonan law firm being hired for legal representation on this issue.

Roseau County Commissioner Russell Walker indicated that the townships with Con – Con lands will also be presenting letters to the Administrative Law Judge.

Attorney Jerry Von Korff joined the meeting via conference call at 2:00 p.m. Commissioner Rasmussen indicated to Attorney Von Korff that the JPB has agreed to hire him to draft a letter to address the proposed rule change for Con-Con lands. Attorney Von Korff asked for a list of JPB members and a leadership group or committee to confer with. The conference call ended at 2:10 p.m.

The Watershed District subcommittee for this issue will be Manager Miller and Manager Lee. The contact people for the northwest Counties are Mike Hanson, Delray Larson, and Orris Rasmussen. The contact person for the City of Roseau is Jeff Pelowski.

There was discussion on what the group (subcommittee) was going to discuss with Mr. Von Korff about the legal letter that will be transcribed and sent to the Administrative Law Judge.

A **motion** to adjourn was made by Manager Miller and seconded by Manager Carriere the meeting was adjourned at 2:25 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS SPECIAL MEETING HELD JULY 23, 2007**

Chairman Voll called the meeting to order at 5:00 p.m. in the Roseau River Watershed District office. Board members present were LaVerne Voll, Todd Miller, LeRoy Carriere and Steve Lee. Staff attending was Administrator Rob Sando and Administrative Assistant Tracy Halstensgard. See attendance sheet for others present.

A **motion** was made by Manager Miller and seconded by Manager Carriere to approve permit #07-10 (Roseau County Highway Dept.) as written. Carried – Unanimous.

Chairman Voll turned the meeting over to Engineer Dalager. Engineer Dalager introduced Keith Winters and Randy Knott who will also be working on the project. Engineer Dalager gave a PowerPoint presentation on the proposed Palmville Project.

Elroy Aune, landowner, spoke about his concerns with this impoundment affecting his drainage. Mr. Aune stated that he owned land four miles south of the proposed project and stated his drainage is to the north. Engineer Dalager showed survey maps with the elevations of Mr. Aune's land and the elevations of the project. The elevation maps also showed a ridge between Mr. Aune's land and the project.

Engineer Dalager stated the intrical parts of the project are access, maintenance, beaver control along with the installation of the control structures.

Engineer Dalager discussed his recommendations and costs. Chairman Voll asked about the cost of the Engineering for project. Engineer Dalager stated that the costs shown includes expenses already incurred for preliminary engineering.

There was discussion on the process for establishing this as a project. Attorney Moren asked the board for authorization to proceed with establishing this project according to statute. In the event that this project has not previously been established, a **motion** was made by Manager Miller and seconded by Manager Carriere to establish the Palmville Flood Damage Reduction and Fen Restoration as a project under 103D. Carried – Unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Miller to accept the Engineer Report and Plans and Specs and submit a project petition to the Roseau Count Board. Carried – Unanimous.

The meeting was adjourned at 6:00 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS SPECIAL MEETING HELD JULY 23, 2007**

Chairman Voll called the meeting to order at 5:00 p.m. in the Roseau River Watershed District office. Board members present were LaVerne Voll, Todd Miller, LeRoy Carriere and Steve Lee. Staff attending was Administrator Rob Sando and Administrative Assistant Tracy Halstensgard. See attendance sheet for others present.

A **motion** was made by Manager Miller and seconded by Manager Carriere to approve permit #07-10 (Roseau County Highway Dept.) as written. Carried – Unanimous.

Chairman Voll turned the meeting over to Engineer Dalager. Engineer Dalager introduced Keith Winters and Randy Knott who will also be working on the project. Engineer Dalager gave a PowerPoint presentation on the proposed Palmville Project.

Elroy Aune, landowner, spoke about his concerns with this impoundment affecting his drainage. Mr. Aune stated that he owned land four miles south of the proposed project and stated his drainage is to the north. Engineer Dalager showed survey maps with the elevations of Mr. Aune's land and the elevations of the project. The elevation maps also showed a ridge between Mr. Aune's land and the project.

Engineer Dalager stated the intrical parts of the project are access, maintenance, beaver control along with the installation of the control structures.

Engineer Dalager discussed his recommendations and costs. Chairman Voll asked about the cost of the Engineering for project. Engineer Dalager stated that the costs shown includes expenses already incurred for preliminary engineering.

There was discussion on the process for establishing this as a project. Attorney Moren asked the board for authorization to proceed with establishing this project according to statute. In the event that this project has not previously been established, a **motion** was made by Manager Miller and seconded by Manager Carriere to establish the Palmville Flood Damage Reduction and Fen Restoration as a project under 103D. Carried – Unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Miller to accept the Engineer Report and Plans and Specs and submit a project petition to the Roseau Count Board. Carried – Unanimous.

The meeting was adjourned at 6:00 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD August 7, 2007**

ORDER: Chairman Laverne Voll called the meeting to order at 10:00 a.m.

MANAGERS PRESENT: Steve Lee, LeRoy Carriere, Laverne Voll, and Todd Miller.

STAFF PRESENT: Administrator, Rob Sando; Administrative Assistant, Tracy Halstensgard

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Mike Bakken

AGENDA: **Motion** by Manager Carriere and seconded by Manager Miller to approve the agenda with the addition of Mark Meister, Clayton Gladen and Mitch Magnusson under Delegations . Carried - unanimous.

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Lee to approve the July 3rd, 2007 regular meeting minutes as mailed. Carried – unanimous. A **motion** was made by Manager Miller and seconded by Manager Carriere to approve the July 9th, 2007 Special Meeting minutes as mailed. Carried – unanimous. A **motion** was made by Manager Carriere and seconded by Manager Lee to approve the July 16, 2007 Palmville Project Team minutes as mailed. Carried – unanimous. A **motion** was made by Manager Carriere and seconded by Manager Lee to approve the July 16, 2007 Malung Project Team minutes as mailed. Carried – unanimous. A **motion** was made by Manager Lee and seconded by Manager Carriere to approve the July 23rd, 2007 Special Meeting minutes as mailed. Carried – unanimous.

DELEGATIONS: Gladen Construction

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 902.72
Kittson County -- share of taxes	\$ 1,789.87
Citizens State Bank -- interest on CD	\$ 922.47
	\$ 3,615.06

BILLS: A **motion** was made by Manager Miller and seconded by Manager Carriere to pay the normal monthly bills. Carried – unanimous. Administrator Sando gave an update on the West Interceptor funding and expenses. There was discussion on the issues with relaying the culverts that have bowed and erosion issues at the culverts. Mr. Gladen asked about how much of the retainer could be released. At the last board meeting Gladen Construction requested \$132,111.46 (pay estimate #5). A **motion** was made by Manager Miller and seconded by Manager Carriere to release pay estimate #5 and withhold pay estimate #6 until the job is completed. Carried – unanimous. A **motion** was made by Manager Miller and seconded by Manager Lee for the County and MNDOT to inspect the culverts that they will be responsible for, before the final hearing for the project. Carried – unanimous. A **motion** was made by Manager Lee and seconded by Manager Carriere to pay outstanding West Interceptor bills to JOR Engineering in the amount \$3,052.90. Carried – unanimous. A **motion** was made by Manager Voll and seconded by Manager Miller to Table the project expenses HDR engineering until a representative from HDR is present. Carried - unanimous

MonTech Two -- August Rent	\$ 650.00
Sjobergs Cable TV -- internet access	\$ 40.67
Roseau Electric Co-op -- electrical service	\$ 39.72
CenturyTel -- phone service	\$ 117.31
Tracy Halstensgard -- wages	\$ 1,580.30
Rob Sando -- salary	\$ 2,920.54
Unicel -- cell phone service	\$ 57.06
Tony Dorn, Inc -- copier maintenance	\$ 23.29
Scott's True Value -- office supplies	\$ 60.62
RTW Inc -- workers comp insurance	\$ 88.00
Patrick D. Moren -- legal fees	\$ 3,968.75
JOR Engineering -- Engineering Expense	\$ 3,650.04
Steve Lee -- meetings, mileage and expenses	\$ 662.74
LeRoy Carriere -- meetings, mileage and expenses	\$ 346.32
Allison Frislie -- meetings, mileage and expenses	
Todd Miller -- meetings, mileage and expenses	\$ 947.12
LaVerne Voll -- meetings, mileage and expenses	\$ 647.60
Rob Sando -- expenses and mileage	\$ 959.75
R & Q Trucking -- culvert installation	\$ 1,023.00
Roseau County Highway Dept. --	\$ 406.51
Graff Construction -- gravel at Mickelson Bridge	\$ 216.00
PERA -- employee and employer share	\$ 733.30
Citizens State Bank -- 941 tax	\$ 1,820.01
Postmaster -- mailings	\$ 31.69
MonTech Computers -- Service, software, ink	\$ 328.69
Multi Office Products -- office supplies, signature stamps	\$ 46.27
Auto Owners Insurance -- commercial insurance	\$ 243.00
Wally's Supermarket -- food for meetings	\$ 125.97
MN DOT -- construction updates	\$ 5.00
Gladen Construction -- PE #5	\$ 132,111.46
Personnel Concepts -- labor law posters	\$ 49.90
MN Dept. of Revenue -- 2nd Qtr withholdings	\$ 776.00
The Guest House -- PT meeting meal	\$ 90.00
TOTAL	\$ 154,766.63

DELEGATIONS:

Mark Meister, who has been contracted with the RRWMB to develop a public survey and conduct focus group workshops and developing a watershed literacy program. He will be developing press releases to be published in local newspapers to inform the public of the work watershed districts are involved in. Asked that the board spread the word about what this is about and will be submitting his information for comment.

PERMITS:

A **motion** was made by Manager Lee seconded by Manager Carriere to approve permit #07-11 (Clair Erickson) with conditions. Carried – Unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Lee to adopt as a practice that any and all outlet pipes into ditches under Watershed jurisdiction shall be steel with riprap at the outlet end and the landowner will be responsible for erosion at the outlet of the pipe into the ditch. Carried - unanimous

Engineer's Report:

Engineer Bakken spoke about the erosion in County Ditch #8 and asked for approval to have the site surveyed. After discussion the board tabled any decision on this issue. Administrator Sando stated that the vegetation is stabilizing the slope at this time and the adjacent landowner where the ditch has sloughed is considering moving the road.

RRWMB Report:

Manager Lee spoke about the presentation given by Mr. Meister and a letter of support for the Con Con land issue. Ron Harnack talked about the \$5 million for LIDAR for the valley. Minnesota House to Rep tour will be coming to Roseau. Tax levee is at full rate for the RRWMB.

Administrator's Report:

Administrator Sando reported on the following issues:

- ❑ Status quo for the log jam removal at Nystrom bridge.
- ❑ Paul Telander, DNR, response for the RRWMA.
- ❑ FEMA WD 3 Lat 1 payment \$7,181.16. **Motion** by Manager Miller and seconded by Manager Lee to accept the FEMA proposal and for Chairman Voll to sign. Carried – unanimous.
- ❑ 2008 Proposed Budget – hearing at Sept. board meeting at 10:30 a.m.
- ❑ Wes Pesek letter
- ❑ Special meeting Aug. 28 public hearing for Palmville project.
- ❑ Wet Land monitoring proposal. Manager Carriere suggested pursuing a school program to do the reporting. Engineer Bakken suggested U of M Crookston or TRF. Dave Grafstrom was also mentioned as a possibility.
- ❑ Discussed timeline for Palmville Project
- ❑ Robert Lee inlet culverts are eroding. Administrator Sando will talk to Graff Construction about fixing and installing rip rap
- ❑ Ditch inspection forms – request for County to spray
- ❑ Engineer Anderson's response concerning WD #3 redetermination issue. A **motion** was made by Manager Lee and seconded by Manager Miller to send a letter to landowners that are receiving benefits about being added to the tax roll and paying into the system.

RRIW:

Administrator Sando discussed the state grant funding for the RRIW.

OLD BUSINESS:

Isaac Erickson spoke to Administrator Sando about harvesting the crop off the West Interceptor. Mitch Magnusson stated that they would take care of what is adjacent to their land. Administrator Sando will contact landowners and deal with issue.

Mitch Magnusson asked about the side inlet culvert being too high and the county needing to clean the ditch. Engineer Bakken stated that according to plans the ditch is at about grade. There was discussion on the county cleaning the ditch and lowering the culvert or Mr. Magnusson constructing an ag dike. Based upon discussion, a **motion** was made by Manager Lee and seconded by Manager Carriere to approve lowering of the culvert if a permit is applied for. Carried – unanimous

Administrator Sando spoke about the funding options for the Industrial Park road access paving.

NEW BUSINESS:

Scott Habstritt reported to Administrator Sando that thistle was an issue in the Norland project area.

A **motion** was made by Manager Voll and seconded by Manager Miller to order new county atlases. Carried – unanimous.

Chairman Voll discussed a ditch plug that has been removed in the Ditch 9 system. A **motion** was made by Manager Lee and seconded by Manager Carriere for Managers Miller and Voll will meet with the Warroad River Watershed District on this issue. Carried – unanimous.

A **motion** to adjourn was made by Manager Lee, seconded by Manager Frislie. The meeting was adjourned at 12:25 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD September 4, 2007**

ORDER: Chairman Laverne Voll called the meeting to order at 10:00 a.m.

MANAGERS PRESENT: Steve Lee, LeRoy Carriere, Laverne Voll, and Todd Miller.

STAFF PRESENT: Administrator, Rob Sando; Administrative Assistant, Tracy Halstensgard

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Mike Bakken

AGENDA: **Motion** by Manager Miller and seconded by Manager Lee to approve the agenda with the addition of. Carried - unanimous.

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Miller to approve the August 7th, 2007 regular meeting minutes as mailed. Carried – unanimous. A **motion** was made by Manager Carriere and seconded by Manager Miller to approve the August 20th, 2007 Special Meeting (Malung Impoundment) minutes as mailed. Carried – unanimous.

DELEGATIONS: Roseau County Commissioner Jack Swanson; LaVerne Vistad.

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 882.02
Habstritt Farms -- First half ring dike payment	\$ 3,437.50
State of Minnesota -- Strandland ring dike final payment	\$ 343.31
	\$ 4,662.83

BILLS: A **motion** was made by Manager Carriere and seconded by Manager Lee to pay the normal monthly bills. Carried – unanimous.

Bills -- Memo	Amount
MonTech Two -- August Rent	\$ 650.00
Sjobergs Cable TV -- internet access	\$ 40.67
Roseau Electrick Co-op -- electrical service	\$ 39.72
CenturyTel -- phone service	\$ 99.99
Tracy Halstensgard -- wages	\$ 1,725.85
Rob Sando -- salary	\$ 2,920.55
Unicel -- cell phone service	\$ 57.06
Tony Dorn, Inc -- copier maintenance	\$ 24.40
Scott's True Value -- office supplies	\$ 17.98
Roseau Times-Region -- notices	\$ 90.56
Patrick D. Moren -- legal fees	\$ 3,343.25
JOR Engineering -- Engineering Expense	\$ 2,483.22
Steve Lee -- meetings, mileage and expenses	\$ 165.68
LeRoy Carriere -- meetings, mileage and expenses	\$ 207.78
Allison Frislie -- meetings, mileage and expenses	
Todd Miller -- meetings, mileage and expenses	\$ 465.62
LaVerne Voll -- meetings, mileage and expenses	\$ 597.36
Rob Sando -- expenses and mileage	\$ 411.76
Pizza Ranch -- Project Team lunch	\$ 53.00
Roseau-Lake of the Woods Title & Abstract -- Hay Creek Abstracts	\$ 4,270.00
Minnesota State Bar Association -- drainage law books	\$ 974.48
PERA -- employee and employer share	\$ 759.13
Citizens State Bank -- 941 tax	\$ 1,729.98
Rinke Noonan -- legal expenses	\$ 175.50
MonTech Computers -- wireless router	\$ 74.54
HDR Engineering -- project engineering expenses (August bills)	\$ 39,980.62
Border Insurance Network -- insurance	\$ 550.00
Wally's Supermarket -- food for meetings	\$ 44.60
HDR Engineering -- project engineering expenses (September bills)	\$ 22,089.41
Gladen Construction -- PE #6	\$ 72,611.09
Pizza Ranch -- PT meeting meal	\$ 69.97
TOTAL	\$ 156,723.77

DELEGATIONS:

Roseau County Commissioner Jack Swanson addressed the board with the County Boards decision not to cost share the cleaning of the debris from the Nystrom Bridge. Commissioner Swanson suggested forming a sub-committee for Watershed District Managers and County Board members. Chairman Voll suggested Manager Carriere for the committee. Commissioner Swanson stated that the County would likely have the County Engineer also sitting on the committee.

Commissioner Swanson also spoke about the County Boards decision to approve the Palmville Project Petition with contingencies. There was discussion on the Project Team process and who is involved in the process.

LaVerne Vistad addressed the Board about concerns about his field access. Mr. Vistad suggested graveling the field side of the dike for approximately ½ mile. The board suggested meeting with Mr. Vistad at the site and discussing what would need to be done. Chairman Voll stated he would like to advertise for bids for gravel. Mr. Vistad stated he could meet with the board tomorrow morning

A **motion** was made by Manager Miller and seconded by Manager Carriere to close the regular meeting and open the public hearing at 10:30 a.m. on the RRWD's proposed budget for 2007.

A **motion** was made by Manager Carriere and seconded by Manager Miller to close the budget hearing at 10:40 a.m. and reopen the regular board meeting. Carried – unanimous.

As noted in the Roseau Times-Region, the Board of Managers held their annual public hearing on the District's proposed 2008 budget at 10:30 a.m. Following discussion, a **motion** was made by Manager Carriere and seconded by Manager Lee to approve the following budget for year 2008. Carried – Unanimous.

Administrative Budget:

1. Managers per Diem & expense	\$ 19,500.00
2. Staff	\$ 78,440.00
3. Engineering	\$ 30,900.00
4. Payroll Expense	\$ 11,000.00
5. Mileage Reimbursement	\$ 10,000.00
6. Conferences & Meetings	\$ 7,000.00
7. Rent	\$ 7,800.00
8. Capital Outlay	\$ 1,500.00
9. Office Expense	\$ 5,000.00
10. Insurance	\$ 12,500.00
11. Professional & Legal	\$ 15,000.00
12. Association Dues	\$ 2,000.00
13. Real Estate Tax	\$ 15,160.00

Total	\$ 215,800.00

Construction Budget:

1. Red River Watershed Management Board	\$ 108,750.00
2. Roseau River Watershed District Construction Fund	\$ 108,750.00

Total	\$ 217,500.00

A **motion** was made by Manager Lee and seconded by Manager Miller to levy an ad valor em tax in the amount of .0004836 of the estimated market value in the RRWD in accordance with the provisions of Chapter 162, 1976 Session Laws and the provisions of the Joint Powers Agreement with the RRWMB. Carried – unanimous.

A **motion** was made by Manager Lee and seconded by Chairman Voll to levy an ad valor em tax of .00048 (not et exceed \$250,000.00) pursuant to M.S.A. Section 112.61 Subdivision 3, of real estate and personal property in the RRWD for the general fund expenses and for the construction and maintenance of projects of common benefit to the RRWD. Carried – unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Miller to levy the below stated amounts to each ditch system for the year 2008:

- \$8,000.00 levy on WD#3 Ditch System
- \$10,000.00 levy on Ditch #8
- \$1,000.00 levy on Ditch #16

A .75 percent assessment on redetermined benefits on State Ditch #51: approximate figures are as follows;

Roseau County	\$61,133.27
Kittson County	\$ 866.27
Marshall County	\$ 481.92
Beltrami County	\$ 674.74
Lake of the Woods County	\$ 486.45

Carried – Unanimous.

PERMITS:

There were no permit applications for this meeting.

Engineer's Report:

Engineer Bakken gave a presentation concerning a proposal by the DNR to install two 138" X 88" concrete culverts on Hanson Creek in Section 10 in Elkwood Township. Engineer Bakken stated that a 102" and a 122" span culverts would be adequate for the drainage area. After discussion on what was currently in Hanson Creek downstream, a **motion** was made by Manager Voll and seconded by Manager Carriere to recommend that the DNR install two 102" X 36" concrete culverts with further review of a culvert sizing program at the old damn sites. Carried – unanimous.

Engineer Bakken presented Pay Estimate #6 for \$72,611.09 for board approval. Engineer Bakken also stated that he recommends setting the date for the public hearing. Manager Miller asked what was remaining to be done on the project. There was discussion on who has responsibility for the culverts under township roads. A **motion** was made by Manager Lee and seconded by Manager Carriere to approve Pay Estimate #6 for \$72,611.09. Motion carried with Manager Miller opposed.

Engineer Dalager presented the plans and specs for the Habstritt Ring Dike. A **motion** was made by Manager Carriere and Manager Miller to approve the plans and specs for the Habstritt Ring Dike. Carried – unanimous. A **motion** was made by Manager Carriere and seconded by Manager Miller for Managers Voll and Miller and Administrator Sando are delegated to meet September 14 to open the quotes and take appropriate action. Carried – unanimous

Malung Impoundment: There was discussion on the possibility of obtaining appraisals or using market value for the value of the land. A **motion** was made by Manager Carriere and seconded by Manager Lee for Administrator Sando to work on getting the current Market Values and coming up with a fair market value.

Hay Creek/ Norland: Meeting next week and working on abstracts.

RRWMB Report:

Manager Lee spoke about the last RRWMB meeting. Farrell Erickson received a reward. The meeting was held at the new Red Lake Watershed District office. They submitted a letter supporting Attorney Jerry Von Korff's response to the Con Con land issue.

Administrator's Report:

Administrator Sando reported on the following issues:

- ❑ City of Warroad outlet fee. A **motion** was made by Manager Miller and seconded by Manager Lee to increase the fee to \$1800.00. Carried – unanimous
- ❑ Dave Grafstrom estimate to complete mitigation replacement monitoring report. A **motion** was made by Manager Lee and seconded by Manager Miller to hire Dave Grafstrom to complete the report. Carried – unanimous.
- ❑ Advertisement for bids for sale of shed.
- ❑ Robert Krowech letter. After extensive discussion, the topic was tabled for further investigation.
- ❑ Mowing of West Interceptor – hourly estimates received from Mitch Magnusson, Vern Rugland and

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD October 2, 2007**

ORDER: Chairman Laverne Voll called the meeting to order at 10:00 a.m.

MANAGERS PRESENT: LeRoy Carriere, Allison Frislie, Laverne Voll, and Todd Miller.

STAFF PRESENT: Administrator, Rob Sando; Administrative Assistant, Tracy Halstensgard

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Mike Bakken

AGENDA: **Motion** by Manager Millerand seconded by Manager Carriere to approve the agenda as handed out. Carried - unanimous.

MINUTES: A **motion** was made by Manager Miller and seconded by Manager Carriere to approve the September 4th, 2007 regular meeting minutes as mailed. Carried – unanimous. A **motion** was made by Manager Carriere and seconded by Manager Miller to approve the September 10th, 2007 Hay Creek / Norland Project Team minutes as mailed. Carried – unanimous.

DELEGATIONS: Curtis Amundson

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 509.64
Roseau County Treasurer -- share of taxes, Volstead land	\$ 543.23
State of Minnesota -- Palmville Payment 1	\$ 25,117.61
State of Minnesota -- Malung Payment 1	\$ 34,161.86
State of Minnesota -- DR 1648 FEMA (WD3)	\$ 6,023.16
State of Minnesota -- Hay Creek / Norland	\$ 29,860.88
Red River Watershed Management Board -- PT reimbursement	\$ 1,506.35
	\$ 97,722.73

BILLS: A **motion** was made by Manager Frislie and seconded by Manager Carriere to pay the normal monthly bills. Carried – unanimous. A **motion** was made by Manager Miller and seconded by Manager Frislie pay Halverson Sand & Gravel \$1,960.27 for the gravel hauled to Vistad's land for the West Intercept Project. Carried – unanimous. A **motion** was made by Manager Carriere and seconded by Manager Miller to pay HDR Engineering \$6774.85 in engineering expense for the Hay Creek / Norland Project. Carried – unanimous. A **motion** was made by Manager Carriere and seconded by Manager Miller to pay HDR Engineering \$1146.40 in engineering expense for the Palmville Project. Carried – unanimous. A **motion** was made by Manager Carriere and seconded by Manager Miller to pay HDR Engineering \$1045.75 in engineering expense for the Malung Project. Carried – unanimous. After some discussion, a **motion** was made by Manager Frislie and seconded by Manager Carriere to approve signing a contract with R & Q Trucking, Inc. for construction of the Habstritt Ring Dike. Carried – unanimous. A **motion** was made by Manager Carriere and seconded by Manager Miller to pay HDR Engineering \$5787.12 in engineering expense for the Habstritt Ring Dike. Carried - unanimous

Bills -- Memo	Amount
MonTech Two -- October Rent	\$ 650.00
Sjobergs Cable TV -- internet access	\$ 40.67
Roseau Electrick Co-op -- electrical service	\$ 41.72
CenturyTel -- phone service	\$ 113.46
Tracy Halstensgard -- wages	\$ 1,559.44
Rob Sando -- salary	\$ 2,920.54
Unicel -- cell phone service	\$ 57.06
Tony Dorn, Inc -- copier maintenance	\$ 6.14
Roseau Times-Region -- notice	\$ 446.25
Red River Watershed Management Board -- share of taxes	\$ 44,919.22
Patrick D. Moren -- legal fees	\$ 3,906.25
JOR Engineering -- Engineering Expense	\$ 10,010.35
Steve Lee -- meetings, mileage and expenses	
LeRoy Carriere -- meetings, mileage and expenses	\$ 146.53
Allison Frislie -- meetings, mileage and expenses	\$ 118.91
Todd Miller -- meetings, mileage and expenses	\$ 660.59
LaVerne Voll -- meetings, mileage and expenses	\$ 607.05
Rob Sando -- expenses and mileage	\$ 398.18
HDR Engineering -- project engineering expenses	\$ 14,754.12
Ace Hardware -- shelving	\$ 19.98
Halverson Sand & Gravel -- gravel for Vistad crossing	\$ 1,960.27
PERA -- employee and employer share	\$ 729.83
Citizens State Bank -- 941 tax	\$ 1,659.62
Scott's True Value -- cleaning supplies	\$ 9.99
MonTech Computers -- CD sleeves	\$ 5.31
Vern Rugland -- mowing West Interceptor	\$ 560.00
Roseau- Lake of the Woods Title & Abstract -- abstracts for Hay Creek	\$ 2,742.00
Wally's Supermarket -- food for meetings	\$ 70.18
MAWD -- registration	\$ 25.00
TOTAL	\$ 89,138.66

PERMITS:

A **motion** was made by Manager Frislie seconded by Manager Carriere to approve extension of permit #06-15 (Nature Conservancy). Carried – Unanimous.

A **motion** was made by Manager Frislie and seconded by Manager Carriere to approve permit #07-12 (Reine Township) with engineers recommended culvert sizing. Don Deisen arrived at the meeting and stated that the downstream landowners are in understanding with the permit as proposed. Manager Frislie recommended sending a letter to downstream landowners notifying them of the permit. Carried – unanimous.

At 10:30 a.m. Attorney Moren asked if there were any other bids for the sale of the property. There were seven bids. They are: Dana Byfuglien, Byfuglien Trucking \$15,000.00; Peter Grafstrom \$13,000.00; Carter Novacek \$8,000.00; Northland Tire \$15,000.00; Kurt Bickler \$14,525.00; Northwest Concert Products Inc. \$14,100.00; Warren Olson \$4,026.00. The three highest bidders were asked if they would like to rebid at this time. Kurt Bickler bid \$15,500.00. Dana Byfuglien bid \$15,600.00. Bidding continued with Kurt Bickler being the high bid of \$20,000.00. Chairman Voll made a **motion** to accept the bid of Kurt Bickler for \$20,000.00. Manager Carriere seconded. Carried – Unanimous. Kurt Bickler's telephone number is 218-463-4624. Attorney Moren will draft a purchase agreement and contact Mr. Bickler.

Engineer's Report:

Engineer Bakken spoke about the DNR permit. They were asked to review the size of the culverts they are installing.

Engineer Bakken stated that the culvert on the west side of County Road 123 in Section 32 of Jadis Addition was installed at grade. Engineer Bakken sees no problem with lowering the culvert, however it is not the responsibility of the Watershed District. Manager Frislie asked about re-grading the ditch. There was some discussion on the frequency and the history behind the issue. Manager Frislie made a **motion** to approve a permit but not to pay for lowering the culvert, seconded by Manager Carriere. Carried – Unanimous

Engineer Bakken submitted the *Certificate of Substantial Completion* and recommended setting a date for the final hearing. A **motion** was made by Manager Carriere, seconded by Manager Miller to accept and sign the *Certificate of Substantial Completion*. Carried – Unanimous. Engineer Bakken spoke about writing a covenant with the COE and SWCD for the mitigation sight. Engineer Bakken will be putting together as built plans for the West Interceptor. Engineer Bakken also submitted County Ditch 8 plans and report.

Engineer Dalager gave a presentation on the Hay Creek / Norland Project, specifically to discuss operation and effects on adjacent and upstream land. There were questions from landowners concerning drainage, elevations and function of ditch systems.

RRWMB Report:

Administrator Sando gave an update on the last meeting.

Administrator's Report:

Administrator Sando reported on the following issues:

- ❑ Dave Grafstrom proposal and reed canary control grant.
- ❑ Lloyd Fugleberg drainage issue along the West Intercept. Chairman Voll discussed an agreement with the land renter to clean the field ditch after the crop has been harvested. Engineer Bakken noted the additional culverts and improved drainage. There was extensive discussion on Mr. Fugleberg's concerns. The Board elected to wait until the field ditch is cleaned to see what the effects are.
- ❑ Curtis Amundson issue with the installation of a culvert permitted by the Board.
- ❑ Discussion on request of the RRWMB to name a Project Manager for Palmville, set a project timeline and submit a project funding breakdown. A **motion** was made by Manager Carriere seconded by Manager Miller to appoint Administrator Sando as the Manager for the Project. Carried – Unanimous. Other items will be discussed during the Project Updates
- ❑ Stan Wood issue with ditch cleaning and culvert repair.
- ❑ WD 3 Lat 1 letter.
- ❑ FEMA cleaning for WD 3 - Lorner Horner will be starting construction.

RRIW:

There was no meeting in September.

PROJECT TEAM:

Hay Creek / Norland: Engineer Dalager discussed the Project Team meeting. There was discussion on funding for the project. There was a subcommittee formed for land purchase. The personnel appointed to the subcommittee were: Manager Lee, Administrator Sando, Engineer Dalager, and Attorney Moren. Engineer Dalager will have a preliminary engineer's report ready for the November Board meeting.

Malung: Engineer Dalager stated that a preliminary engineer's report would be completed in March or April of 2008.

Palmville: After discussion a **motion** was made by Manager Miller and seconded by Manager Frislie to advertise for bids for the Palmville Project. Carried – unanimous. A **motion** was made by Manager Frislie and seconded by Manager Miller to approve the Findings of Fact for the Palmville Project. Carried – unanimous. The board discussed the bidding procedure. A **motion** was made by Manager Carriere and seconded by Manager Frislie to hold the pre-bid meeting on October 15th, 2007 at 10:00 a.m. and the bid opening will be October 30th, 2007 at 10:15 a.m. both to take place at the Roseau River Watershed District office.

OLD BUSINESS:

There was discussion on Lateral 1, Branch 1 of County Ditch 8 ditch cleaning and culvert replacement. The board authorized Administrator Sando to obtain additional quotes for the proposed work.

NEW BUSINESS:

A **motion** was made by Manager Frislie and seconded by Manager Miller to accept the State Grant Agreement for ring dike funding in the amount of \$50,000.00 and authorize Chairman Voll and Administrator Sando to sign and return the agreement to the State. Carried – unanimous. There was discussion on the recipient of the ring dike funding. It was decided that Steve Lee was the next willing landowner available to participate in the ring dike program.

The November meeting was set for October 30th, 2007 at 10:00 a.m.

A **motion** to recess the meeting and reconvene October 3rd, 2007 at 8:00 a.m. was made by Manager Frislie, seconded by Manager Miller. Carried – unanimous. The meeting was recessed at 1:35 p.m.

Chairman Voll reconvened the meeting at 8:00 a.m. in the Roseau River Watershed District office. Board members present were LaVerne Voll, Allison and Todd Miller. Staff attending was Administrator Rob Sando and Administrative Assistant Tracy Halstengard.

A **motion** was made by Manager Miller and seconded by Manager Frislie to hire Houston Engineering for the engineering of the next ring dike (Steve Lee). Carried - Unanimous.

A **motion** was made by Manager Miller and seconded by Manager Frislie to open the public hearing. Chairman Voll turned the meeting over to Engineer Nate Dalager. Engineer Dalager gave a presentation (see attached) on the Palmville Project.

Wes Pesek asked about the effects on ditch taxes. Engineer Dalager and Administrator Sando explained the process for funding projects. Landowners asked about the possible changes to the operation of the project. Chairman Voll stated that the control of the ditch would remain with the County.

There was extensive discussion on the value of the project, wildlife habitat degradation / improvement, flood damage reduction benefits, possible future additions to the project and operating plan. Mr. Pesek asked about removing the stop logs in the fall and letting it dry out for the winter. It was suggested to Mr. Pesek to bring that suggestion to the Project Team. Roseau County Commissioner Orris Rassmussen stated that he feels the success

of this project is extremely important to any future flood control project.

A **motion** was made by Manager Frislie and seconded by Manager Miller to close the hearing at 9:40 a.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

Bob Byfuglien. A **motion** was made by Manager Miller and seconded by Manager Carriere to hire Vern Rugland and Managers Lee, Manager Voll and Administrator Sando will view the ditch and decide what requires mowing. Carried – unanimous.

■ Mitch Magnusson complaint -

RRIW:

There has been no contact concerning the RRIW meetings. Manager Voll requested information from the RRIW meetings.

OLD BUSINESS:

There was some discussion on the Industrial Park Road Paving.

NEW BUSINESS:

Chairman Voll discussed an issue with drainage obstruction in the Ditch #8 system (Jadis Township Sect. 28 & 33). The Board approved cleaning the portion of the lateral in question. Administrator Sando will contact contractors for quotes.

A **motion** to adjourn was made by Manager Lee, seconded by Manager Voll. The meeting was adjourned at 1:15 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS SPECIAL MEETING HELD October 3, 2007**

Chairman Voll called the meeting to order at 8:00 a.m. in the Roseau River Watershed District office. Board members present were LaVerne Voll, Allison and Todd Miller. Staff attending was Administrator Rob Sando and Administrative Assistant Tracy Halstensgard.

A **motion** was made by Manager Miller and seconded by Manager Frislie to hire Houston Engineering for the engineering of the next ring dike (Steve Lee). Carried - Unanimous.

A **motion** was made by Manager Miller and seconded by Manager Frislie to open the public hearing. Chairman Voll turned the meeting over to Engineer Nate Dalager. Engineer Dalager gave a presentation (see attached) on the Palmville Project.

Wes Pesek asked about the effects on ditch taxes. Engineer Dalager and Administrator Sando explained the process for funding projects. Landowners asked about the possible changes to the operation of the project. Chairman Voll stated that the control of the ditch would remain with the County.

There was extensive discussion on the value of the project, wildlife habitat degradation / improvement, flood damage reduction benefits, possible future additions to the project and operating plan. Mr. Pesek asked about removing the stop logs in the fall and letting it dry out for the winter. It was suggested to Mr. Pesek to bring that suggestion to the Project Team. Roseau County Commissioner Orris Rassmussen stated that he feels the success of this project is extremely important to any future flood control project.

A **motion** was made by Manager Frislie and seconded by Manager Miller to close the hearing at 9:40 a.m.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS SPECIAL MEETING HELD October 3, 2007**

Chairman Voll called the meeting to order at 8:00 a.m. in the Roseau River Watershed District office. Board members present were LaVerne Voll, Allison and Todd Miller. Staff attending was Administrator Rob Sando and Administrative Assistant Tracy Halstensgard.

A **motion** was made by Manager Miller and seconded by Manager Frislie to hire Houston Engineering for the engineering of the next ring dike (Steve Lee). Carried - Unanimous.

A **motion** was made by Manager Miller and seconded by Manager Frislie to open the public hearing. Chairman Voll turned the meeting over to Engineer Nate Dalager. Engineer Dalager gave a presentation (see attached) on the Palmville Project.

Wes Pesek asked about the effects on ditch taxes. Engineer Dalager and Administrator Sando explained the process for funding projects. Landowners asked about the possible changes to the operation of the project. Chairman Voll stated that the control of the ditch would remain with the County.

There was extensive discussion on the value of the project, wildlife habitat degradation / improvement, flood damage reduction benefits, possible future additions to the project and operating plan. Mr. Pesek asked about removing the stop logs in the fall and letting it dry out for the winter. It was suggested to Mr. Pesek to bring that suggestion to the Project Team. Roseau County Commissioner Orris Rassmussen stated that he feels the success of this project is extremely important to any future flood control project.

A **motion** was made by Manager Frislie and seconded by Manager Miller to close the hearing at 9:40 a.m.

Respectfully submitted,

LeRoy Carriere, Secretary/Treasurer

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD October 30, 2007**

ORDER: Chairman Laverne Voll called the meeting to order at 10:00 a.m.

Chairman Voll was sworn into office.

MANAGERS PRESENT: LeRoy Carriere, Allison Frislie, Steve Lee, Laverne Voll, and Todd Miller.

STAFF PRESENT: Administrator, Rob Sando; Administrative Assistant, Tracy Halstensgard

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Mike Bakken

AGENDA: **Motion** by Manager Carriere and seconded by Manager Miller to approve the agenda as handed out.
Carried - unanimous.

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Miller to approve the October 2, 2007 regular meeting minutes as mailed. Carried – unanimous.

DELEGATIONS: There were no delegates for the meeting

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 429.42
RRWMB -- PT reimbursement FY2007	\$ 7,183.17
State of Minnesota -- reimbursement; ring dike grant	\$ 606.80
Horner Plumbing & Excavating -- purchase of project plans	\$ 25.00
R & Q Trucking, Inc -- purchase of project plans	\$ 25.00
Construction Services, Inc -- purchase of project plans	\$ 25.00
Taggart Excavating -- purchase of project plans	\$ 25.00
Wright Construction Co, Inc -- purchase of project plans	\$ 25.00
Swingen Construction -- purchase of project plans	\$ 25.00
DBA North Star Environmental Contractors -- purchase of project plans	\$ 25.00
Olson Construction TRF Inc. -- purchase of project plans	\$ 25.00
Spruce Valley Corporation -- purchase of project plans	\$ 25.00
RJ Zavoral & Sons, Inc -- purchase of project plans	\$ 25.00
Johnston Fargo Culvert, Inc -- purchase of project plans	\$ 25.00
Gladen Construction, Inc -- purchase of project plans	\$ 25.00
Visser Scraper Service -- purchase of project plans	\$ 25.00
TS Holte Construction -- purchase of project plans	\$ 25.00
Greenview Landscaping -- purchase of project plans	\$ 25.00
Davidson Ready Mix & Construction -- purchase of project plans	\$ 25.00
Wagner Construction, Inc -- purchase of project plans	\$ 25.00
Gothmann Excavating -- purchase of project plans	\$ 25.00
Lyle Wilkens, Inc -- purchase of project plans	\$ 25.00
Gerit Hanson Contracting -- purchase of project plans	\$ 25.00
Triple D Construction -- purchase of project plans	\$ 25.00
Citizens State Bank -- interest on CD	\$ 922.47
City of Roseau -- 2nd qtr reimbursement West Intereceptor	\$ 139,089.30
Border State Bank -- interest on CD	\$ 2,231.10
	\$ 8,219.39

BILLS: A **motion** was made by Manager Miller and seconded by Manager Lee to pay the normal monthly bills. Carried – unanimous.

Bills -- Memo	Amount
MonTech Two -- November Rent	\$ 650.00
Sjobergs Cable TV -- internet access	\$ 40.67
Roseau Electrick Co-op -- electrical service	\$ 39.72
CenturyTel -- phone service	\$ 112.45
Tracy Halstensgard -- wages	\$ 1,764.60
Rob Sando -- salary	\$ 2,920.55
Unicel -- cell phone service	\$ 57.00
Tony Dorn, Inc -- copier maintenance	\$ 11.30
Roseau Times-Region -- notice	\$ 246.75
Minnesota Revenue -- 3rd quarter withholdings	\$ 779.00
Patrick D. Moren -- legal fees	\$ 1,812.50
JOR Engineering -- Engineering Expense	\$ 1,716.63
HDR Engineering -- Project engineering expenses	\$ 6,406.91
Steve Lee -- meetings, mileage and expenses	\$ 88.84
LeRoy Carriere -- meetings, mileage and expenses	\$ 75.26
Allison Frislie -- meetings, mileage and expenses	\$ 207.83
Todd Miller -- meetings, mileage and expenses	\$ 479.56
LaVerne Voll -- meetings, mileage and expenses	\$ 611.33
Rob Sando -- expenses and mileage	\$ 706.74
Roseau County Treasurer -- state deed tax	\$ 66.00
Roseau County Recorder -- recording fee	\$ 46.00
Postmaster -- stamps and mailing Palmville Plans and Specs	\$ 233.32
PERA -- employee and employer share	\$ 766.07
Citizens State Bank -- 941 tax	\$ 1,727.63
MAWD -- registration for conference	\$ 300.00
MonTech Computers -- Norton software	\$ 42.59
Roseau County Treasurer -- second half property tax	\$ 9,207.40
Roseau County Highway Dept. -- WI construction expenses	\$ 2,163.88
Wally's Supermarket -- food for meetings	\$ 76.25
Dahl, Hatton, Muir & Reese -- 2006 Audit	\$ 4,526.80
Roseau - LOW Title & Abstract -- Hay Creek abstracts	\$ 273.00
Graff Construction -- FEMA repair work	\$ 14,449.00
Reed Business Informaion -- publication of ad for bids, Palmville project	\$ 416.24
TOTAL	\$ 53,021.82

10:15 Palmville Bid Opening

Administrator Sando stated that there were seven sealed bids received. The bids received were as follows:

- Olson Construction - \$237,166.15
- TS Holte - \$148,085.24
- Nanik Construction - \$229,739.24
- Gladen Construction - \$247,939.35
- Spruce Valley - \$243,453.25
- Lyle Wilkens - \$447,945.50
- Davidson Construction - \$210,351.00

A **motion** was made by Manager Frislie and seconded by Manager Miller to have Engineer Dalager review the bids and continue discussion following his review. Carried – Unanimous.

Project expenses were discussed and the following motions were made: **motion** by Manager Carriere and seconded by Manager Miller to pay HDR Engineering \$5717.41 for Hay Creek / Norland Project. Carried – unanimous. **Motion** by Manager Carriere and seconded by Manager Frislie to pay HDR Engineering \$227.30 for Palmville Project. Carried – unanimous. **Motion** by Manager Miller and seconded by Manager Lee to pay Rinke Noonan Law Office \$195.00 for Palmville Project. Carried – unanimous. **Motion** by Manager Carriere and seconded by Manager Miller to pay HDR Engineering \$348.55 for Malung Project. Carried – unanimous. **Motion** by Manager Miller and seconded by Manager Carriere to pay HDR Engineering \$113.65 for ring dike Project. Carried – unanimous. **Motion** by Manager Carriere and seconded by Manager Lee to pay Graff Construction \$14,449.00 for FEMA repair work. Carried – unanimous. **Motion** by Manager Carriere and seconded by Manager Miller to table HDR Engineering's bill for \$466.98 for general engineering until next meeting. Carried – unanimous.

DELEGATIONS:

There were no delegates at the meeting

PERMITS:

A **motion** was made by Manager Miller and seconded by Manager Carriere to table permit #07-13 (Harriet Naslund). Carried - unanimous

Engineer's Report:

Engineer Bakken spoke about the West Interceptor Monitoring Report completed by Dave Grafstrom. There was discussion on controlling the growth and spreading of Reed Canary Grass. A **motion** was made by Manager Frislie and seconded by Manager Carriere to accept the report. Carried – unanimous. A **motion** to pay Midwest Seeding the final payment was made by Manager Frislie and seconded by Manager Carriere. Carried – unanimous.

Engineer Dalager discussed the Palmville Project Bids including the high and low bid and suggested creating a bid tabulation in order to see and more complete comparison of bidders

RRWMB Report:

No one attended the last board meeting.

Administrator's Report:

Administrator Sando reported on the following issues:

- ❑ Mitch Magnusson request to continue working on cleaning in SD 51. A **motion** was made by Manager Lee and seconded by Manager Carriere to table the request. Carried – unanimous.
- ❑ MAWD conference – Managers Carriere and Miller will be the voting delegate with Manager Lee being the alternate.
- ❑ WD 3 Lat 1 responses to letter. There was discussion on holding a public informational meeting.
- ❑ FEMA repair for PW 489. A **motion** was made by Manager Carriere and seconded by Manager Lee to pay Graff Construction for \$14,449.00. Carried – unanimous.
- ❑ There was discussion on the cleaning of the branch 1 of lateral 1 of CD 8. A **motion** was made by Manager Frislie and seconded by Manager Voll to accept the bid from R & Q Trucking and to haul the spoil for \$8672.00. Carried – unanimous.
- ❑ Stafford Section 11 plugged culvert. It was the consensus of the board that the township should be determining the necessity of the culvert.
- ❑ 2006 audit report.

RRIW:

There was no meeting in October. The next meeting is scheduled for November 15, 2007

PROJECT TEAM:

RRWMA: Administrative Assistant Halstensgard gave an update on the status of the project. A Project Team meeting has been scheduled for December 19, 2007 the Paul Telander and Dennis Simon have been requested to attend. Administrative Assistant Halstensgard will set up the meeting and notify board members.

After reviewing the bids, Engineer Dalager contacted Sam Holte of TS Holte Contracting by conference call. Mr. Holte stated that he was aware of the costs associated with the project and that his bid stands correct. Manager Frislie made a **motion** to award the bid to TS Holte Contracting as the apparent lowest bidder, seconded by Manager Lee. Carried – unanimous. Sam Holte called and reiterated the fact the he is standing by his bid.

Habstritt Ring Dike: Engineer Dalager stated that the construction was approximately 95% complete and Habstritts would be doing the seeding.

Hay Creek / Norland: Engineer Dalager discussed the Project Team meeting and the Preliminary Engineers Report. The board needs to set a date for the public hearing to establish it as a project. Engineer Dalager recommends purchasing the west cell and adding it to the project. He stated the benefits of adding that area of land to the footprint of the project. There was extensive discussion on purchasing the land. Engineer Dalager is also recommending the connection channel between Hay Creek and the Norland Impoundment. He will be investigating alternatives for the channel locations and where the control structures will be. Engineer Dalager spoke about permitting for the project and the complexity of working in multiple ditch systems. A **motion** was made by Manager Lee and seconded by Manager Miller to initiate the Hay Creek / Norland Project. Motion carried with Manager Voll opposed. A **motion** was made by Manager Carriere and seconded by Manager Lee to set the public hearing was for Thursday, December 11th at 5:00 p.m.

Malung: Engineer is working with the DNR to discuss the on-channel option. Chairman Voll asked that Wayne Bicker be added to the Project Team for the project.

Palmville: Continued discussion on the bid opening. Engineer Dalager suggested the signing a contract by the contractor and the Watershed District before construction.

OLD BUSINESS:

Items were discussed during the Administrators Report.

NEW BUSINESS:

The managers discussed a group cell phone package for Managers.

Manager Miller discussed the Ditch 69 petition.

A **motion** to adjourn was made by Manager Lee, seconded by Manager Frislie. The meeting was adjourned at 1:30 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD December 4, 2007**

ORDER: Chairman Laverne Voll called the meeting to order at 10:00 a.m.

MANAGERS PRESENT: LeRoy Carriere, Steve Lee, Laverne Voll, and Todd Miller.

STAFF PRESENT: Administrator, Rob Sando; Administrative Assistant, Tracy Halstensgard

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren and Mike Bakken

AGENDA: **Motion** by Manager Carriere and seconded by Manager Lee to approve the agenda as handed out. Carried - unanimous.

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Miller to approve the October 30, 2007 regular meeting minutes with changes to the date of previously approved minutes. After discussion it was decided to leave the motion to accept the monitoring plan as written in the minutes. Carried – unanimous.

DELEGATIONS: Curtis Amundson

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 624.73
City of Roseau -- WI reimbursement 3rd qtr 2007	\$ 76,439.92
Roseau - LOW Title & Abstract -- return of purchase funds	\$ 4,645.00
Roseau County -- share of taxes	\$ 121,666.20
Daryle Dahl -- 2nd half land rent	\$ 934.50
Kittson County -- share of taxes	\$ 1,623.94
Lake of the Woods County -- share of taxes	\$ 282.94
Roseau County -- share of taxes	\$ 71,849.29
Beltrami County -- share of taxes	\$ 34.37
Marshall County -- share of taxes	\$ 561.32
Nanik Construction. -- purchase of project plans	\$ 25.00
	\$ 278,687.21

BILLS: A **motion** was made by Manager Carriere and seconded by Manager Lee to pay the normal monthly bills excluding JOR Engineering until it can be discussed with Engineer Bakken. Carried – unanimous. After discussion it was decided that Administrator Sando would discuss the \$800.00 charge for lowering a culvert adjacent to the West Interceptor Project with the county and resolve the matter. A **motion** was made by Manager Carriere and seconded by Manager Miller to pay the Rinke-Noonan bill for \$78.00 for legal services for the West Interceptor Project. Carried – Unanimous. A **motion** was made by Manager Miller and seconded by Manager Lee to table the bill from R & Q Trucking Inc. for cleaning ditch 8 until further inspection can be done in the spring. Carried – unanimous. A **motion** was made by Manager Miller and seconded by Manager Lee to pay the HDR Engineering bill for the Hay Creek / Norland Project in the amount of \$20,173.20. Carried – Unanimous. A **motion** was made by Manager Lee and seconded by Manager Carriere to pay the HDR Engineering bill for the Palmville Project in the amount of \$5,852.33. Carried – unanimous. A **motion** was made by Manager Lee and seconded by Manager Miller to pay the bill for the Habstritt Ring Dike to R & Q Trucking, Inc for \$39,768.42. Carried – unanimous. A **motion** was made by Manager Carriere and seconded by Manager Lee to pay the bill for Ditch 3 Lateral 1 cleaning and repair to Horner Plumbing & Excavating for \$7,920.00. Carried – unanimous.

Bills -- Memo	Amount
MonTech Two -- Rent	\$ 650.00
Sjobergs Cable TV -- internet access	\$ 40.67
Roseau Electrict Co-op -- electrical service	\$ 14.78
CenturyTel -- phone service	\$ 106.59
Tracy Halstensgard -- wages	\$ 1,785.67
Rob Sando -- salary	\$ 2,920.55
Unicel -- cell phone service	\$ 57.00
Tony Dorn, Inc -- copier maintenance	\$ 8.93
Roseau Times-Region -- notice	\$ 157.50
Patrick D. Moren -- legal fees	\$ 1,343.75
HDR Engineering -- Project engineering expenses	\$ 26,806.71
Steve Lee -- meetings, mileage and expenses	\$ 82.85
LeRoy Carriere -- meetings, mileage and expenses	\$ 539.31
Allison Frislie -- meetings, mileage and expenses	
Todd Miller -- meetings, mileage and expenses	\$ 616.95
LaVerne Voll -- meetings, mileage and expenses	\$ 548.28
Rob Sando -- expenses and mileage	\$ 1,254.56
Postmaster -- returning Palmville bid packages	\$ 9.20
Postmaster -- mailing Hay Creek Preliminary Engineers Report	\$ 4.92
Postmaster -- returning Palmville bid packages	\$ 11.48
PERA -- employee and employer share	\$ 750.52
Citizens State Bank -- 941 tax	\$ 1,638.33
Midwest Seeding of Middle River -- Final Pmt WI Wetland Restoration	\$ 4,625.20
MonTech Computers -- Norton software	\$ 139.21
Mitch Magnusson -- log jam removal at Mickelson Bridge	\$ 6,500.00
Dba Consulting Unlimited -- QuickBooks consulting	\$ 900.00
The Quick Print Center -- printing Hay Creek Preliminary Eng. Report	\$ 558.27
Ben Franklin -- office supplies	\$ 14.11
Scott's True Value -- office supplies	\$ 7.99
Rinke Noonan -- Legal fees	\$ 78.00
R & Q Trucking Inc. -- Habstritt Ring Dike	\$ 39,768.42
Pizza Ranch -- meal for Project Work Team	\$ 43.64
R & Q Trucking Inc. -- cleaning Ditch 8	\$ 8,672.00
R & Q Trucking Inc. -- Lowering Culvert in WI	\$ 800.00
TOTAL	\$ 101,455.39

DELEGATIONS:

Curtis Amundson had called concerning a culvert in the NE corner of Section 11 in Stafford Township. However, Mr. Amundson was not at the meeting and therefore the board elected to table discussion on the matter. **Motion** to table was made by Manager Carriere seconded by Manager Miller. Carried – unanimous.

PERMITS:

A **motion** was made by Manager Lee and seconded by Manager Carriere to approve permit #07-14 (Lloyd Fugleberg) as an after the fact permit. Carried - unanimous

Curtis Amundson arrived at the meeting to discuss his concerns. Mr. Amundson presented a drawing containing

information on culverts in the area and their sizes. Mr. Amundson is requesting the installation of a culvert in the field approach to the north of the recently installed culvert (NE Corner of Sect. 11 of Stafford Twp). Manager Miller asked about cleaning the ditch instead of installing another culvert. After some discussion, Mr. Amundson will submit a permit to the Watershed District and the District will submit it to the State Highway Department. Manager Lee made a **motion** to approve the permit (07-15) for a second pipe, seconded by Manager Miller. Carried – unanimous.

Engineer's Report:

Engineer Bakken discussed the engineering expenses for the West Interceptor and gave a break-down to the board.

RRWMB Report:

Manager Lee discussed the discussion on insurance benefits for various watershed district employees in the Red River Valley. Administrator Sando discussed the information provided about LIDAR. Ron Harnack reported to the RRWMB on the Con Con land issue. Another discussed was the cost of stream gauges in the valley. Administrator Sando discussed the cost break-down.

Administrator's Report:

Administrator Sando reported on the following issues:

- ❑ Houston Engineering Steve Lee ring dike update (handout).
- ❑ Brady Martz 2007 audit proposal
- ❑ BAWSR response for Hay Creek Proposal
- ❑ FEMA update

RRIW:

There was no meeting in November. The next meeting is scheduled for December 13, 2007 in Roseau at the Pizza Ranch.

PROJECT TEAM:

RRWMA: A meeting has been scheduled for December 19, 2007. There was discussion on whether or not to pursue the expanded project or the do the repair and maintenance of the control structure. Manager Lee stated he was going to recommend changing the operating plans to provide more flood control to access additional monies.

Hay Creek / Norland: Engineer Dalager discussed the comments from BWSR and the Preliminary Engineers Report. A Public Hearing is scheduled for December 11, 2007 at 5 p.m.

Malung: Engineer Dalager suggested scheduling a hearing for January. Engineer Dalager has requested an on channel assessment with no response from any agency personnel.

Palmville: Engineer Dalager discussed the permitting issues. A **motion** was made by Manager Carriere and seconded by Manager Miller for Administrator Sando to sign and execute the contract with the contractor.

OLD BUSINESS:

A **motion** was made by Manager Lee and seconded by Manager Miller to extend Mr. Daryle Dahl's land lease for one year. Carried – unanimous.

Administrator Sando gave an update on the requirements for establishing a maintenance fund for the West Interceptor.

NEW BUSINESS:

Manager Carriere discussed the issue of beaver dams in the Branch A system. Manager Carriere requested the board send a letter to the Red Lake Watershed District requesting resolution to the issue.

A **motion** was made by Manager Miller and seconded by Manger Carriere to increase administrative costs for project costs to \$30.00 for Administrative Assistant time and \$45.00 for Administrator time. Carried – unanimous.

Manager Carriere made a **motion** to increase Administrative Assistant Halstensgard wage to \$15.00 per hour effective January 1, 2008, seconded by Manager Lee. Carried – unanimous.

A **motion** was made by Manager Carriere and seconded by Manager Lee to increase Administrator Sando's salary by 3%. Carried – unanimous.

A **motion** to adjourn was made by Manager Lee, seconded by Manager Miller. The meeting was adjourned at 12:30 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant