

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD January 7th, 2009**

ORDER: Chairman LaVerne Voll called the meeting to order at 8:00 a.m.

MANAGERS PRESENT: Steve Lee, LeRoy Carriere, Laverne Voll and Todd Miller. Allison Frislie arrived at the meeting at 8:15.

STAFF PRESENT: Administrator, Rob Sando; Administrative Assistant Halstensgard

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Attorney Pat Moren.

DELEGATIONS: There were no delegations for this meeting.

ELECTION OF OFFICERS: Pat Moren chaired the following election of officers: A **motion** was made by Manager Carriere and seconded by Manager Lee to nominate Manager LaVerne Voll as Chairperson. The **motion** to cease nominations and cast a unanimous ballot for Manager Voll was made by Manager Carriere and seconded by Manager Miller. Carried– unanimous.

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

Attorney Moren called for nominations for Secretary. A **motion** was made by Manager Miller and seconded by Manager Voll to nominate Manager LeRoy 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 Miller. Carried – unanimous.

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

Attorney Moren turned the meeting back over to Chairman Voll.

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

A **motion** was made by Manager Lee 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 Lee and seconded by Manager Voll to appoint Managers Carriere and Miller as the Personnel Committee. Carried– unanimous.

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

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

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

A **motion** was made by Manager Voll and seconded by Manager Miller to have Manager Lee as the delegate to the Red River Watershed Management Board with Manager Miller as a first alternate and Administrator Sando as the second alternate. Carried– unanimous.

A **motion** was made by Manager Voll and seconded by Manager Miller to have no primary engineering firm and contract with a firm on an as needed basis. Carried Unanimous

AGENDA: A **motion** was made by Manager Lee and seconded by Manager Miller to approve the agenda with changes to the dates of upcoming meetings. Carried unanimous.

MINUTES: A **motion** was made by Manager Miller and seconded by Manager Lee to approve the December 3rd, 2008 minutes with changes. Carried- unanimous.

RECEIPTS:

Receipts -- Memo	Balance
Citizens State Bank -- Interest on checking	\$ 152.40
Beltrami County -- share of taxes	\$ 25.92
Kittson County -- share of taxes	\$ 1,833.14
Roseau County -- share of taxes	\$ 76,370.83
State of Minnesota -- market value credit (real, ag & mobile home)	\$ 24,604.47
Marshall County -- share of taxes	\$ 202.06
Marshall County -- share of taxes	\$ 1,021.11
Lake of the Woods County -- share of taxes	\$ 221.36
TOTAL	\$ 104,431.29

Bills -- Memo	Amount
City of Roseau -- utilities	\$ 574.48
Unicel -- cell phone charge	\$ 57.07
Century Tel -- phone bill	\$ 111.94
Sjoberg's Cable TV -- cable internet	\$ 40.67
Tony Torn -- copier maintenance	\$ 11.36
Postmaster -- PO Box fee	\$ 100.50
Minnesota Energy -- natural gas bill	\$ 5.92
RTW Inc -- workers comp. insurance	\$ 403.00
Patrick D. Moren -- legal fees	\$ 1,062.50
HDR Engineering -- Project Engineering	\$ 52,476.63
Steve Lee -- meetings, mileage and expenses	\$ 475.39
LeRoy Carriere -- meetings, mileage and expenses	\$ 562.55
Allison Frislie -- meetings, mileage and expenses	\$ 124.76
Todd Miller -- meetings, mileage and expenses	\$ 796.47
LaVerne Voll -- meetings, mileage and expenses	\$ 178.12
Rob Sando -- expenses and mileage	\$ 2,092.24
Rob Sando -- salary	\$ 3,041.63
Tracy Halstensgard -- wages	\$ 1,916.87
TS Holte construction -- final payment	\$ 905.50
PERA -- employee and employer share	\$ 846.15
Internal Revenue Service -- 941 tax	\$ 1,791.44
Doug's Supermarket -- food for meetings and supplies	\$ 36.85
Scott's True Value -- supplies	\$ 71.26
Dbc Consulting Unlimited -- Quickbooks consultant	\$ 1,200.00
Minnesota Dept. of Revenue -- 4th quarter withholdings	\$ 728.00
TOTAL	\$ 69,611.30

BILLS: A motion was made by Manager Lee to pay the normal monthly bills, seconded by Manager Carriere. Carriere - Unanimous. After reviewing manager's vouchers, a motion was made by Manager Carriere and seconded by Manager Miller to approve the vouchers. Motion carried unanimously.

PROJECT TEAM & ENGINEERS REPORT:

Hay Creek/Norland: Engineer Dalager stated that permits would be applied for in January or February, with the process continuing to May with notice, comment and hearing process. There was discussion on funding and the various possibilities for phasing.

Malung Project: There was a Project Team Meeting held after the last board meeting. There was discussion at the meeting about statistics on when flooding would occur and the project would utilize. The board discussed the options and the board's opinion of the on and off channel options. Engineer Dalager stated that at the next project team meeting should have a consensus outcome.

Palmville Project: Engineer Dalager discussed the monitoring of the project during the spring runoff. An Operations and Maintenance Plan will need to be developed and agreed to this year. Chairman Voll discussed the costs of engineering for the project. Engineer Dalager asked about the brushing of the inslope of the main ditch and a portion of a lateral. Manager Miller stated that if funds are transferable between grants, money should be spent on site. The work would be done on a separate bid or through the County if T.S. Holte is unavailable. Administrator Sando will contact T.S. Holte to see if he still plans on doing the work. Chairman Voll suggested contacting Roger Berg to do the brushing.

Lake Bottom Project: Engineer Dalager discussed the Project Team Meeting that was held after the last board meeting.

Manager Miller asked about the Lund ring dike. Administrator Sando stated that the costs were more than what the landowner was willing to spend.

A **motion** (M1-01-09) was made by Manager Carriere and seconded by Manager Lee to pay the project engineering and legal bills. Motion Carried Unanimously.

Steve Lee Ring Dike: Engineer Langen updated the board on the progress of the permitting process. The Plans and Specs should be completed within the next two weeks. The proposed mitigation plan has been approved. Project documents (bid package) should be completed by the next board meeting and Engineer Langen recommended advertising for bids at that time.

PERMITS:

There were no permits for this meeting

RRWMB Report:

Manager Lee discussed a letter the RRWMB received from the Citizens for Farmland Preservation concerning meeting law violations. Manager Lee stated that the RRWMB is not concerned as this did not violate the statutes for open meeting laws.

Administrator Sando updated the board on the LYDAR progress. There should be a usable model in the fall of 2009.

Administrator's Report:

Administrator Sando reported on the following issues:

- Heritage Fund meeting
- Dennis Komplien complaint– Watershed District has no jurisdiction on the culvert in question.
- City of Roseau tax levee– City did not reply therefore the levee has stayed the same for 2009.
- Hay Creek Norland cropping history
- Tamara Cameron is the new Regulatory Chief for the St. Paul District.
- ICR number for trap violation in West Interceptor
- 310 Bridge update

OLD BUSINESS:

Administrator Sando stated that the Levee will be left at \$12,500 West Interceptor Project.

NEW BUSINESS:

A **motion** (M2-01-09) was made by Manager Miller and seconded by Manager Lee to approve the proposal from the auditing firm of Drees, Risky & Vallager, Ltd. Motion carried unanimously.

Administrator Sando updated the board on the approval of the BWSR grant for Drainage Records Modernization. A **motion** (M3-01-09) was made by Manager Miller and seconded by Manager Lee to approve and accept the funding agreement. Motion carried unanimously.

A **motion** (M4-01-09) was made by Manager Carriere and seconded by Manager Miller for Managers Frislie and Lee to attend the January 8, 2009 Two Rivers Watershed District Project Team meeting in Badger on the Big Swamp. Motion Carried unanimously.

The next meeting is scheduled for February 4, 2009. After a motion by Manager Miller and seconded by Manager Carriere, the meeting was adjourned at 9:45 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD February 4th, 2009**

ORDER: Chairman Laverne Voll called the meeting to order at 8:00 a.m.

MANAGERS PRESENT: Steve Lee, LeRoy Carriere, and Laverne Voll. Allison Frislie arrived at 8:05.

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

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren

DELEGATIONS: Gerald Knutson, landowner.

AGENDA: **Motion** by Manager Carriere and seconded by Manager Lee to approve the agenda with the addition of Floyd Haugen as a delegate and Permits 09-02 and 09-03 for Roseau County. Carried - unanimous.

MINUTES: A **motion** was made by Manager Lee and seconded by Manager Carriere to approve the January 7th, 2009 minutes as mailed. Carried – unanimous.

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 205.90
Citizens State Bank -- interest from CD 43275	\$ 593.37
Marshall County -- share of taxes	\$ 35.57
Roseau County -- share of taxes	\$ 11,004.35
Beltrami County -- share of taxes	\$ 142.59
Marshall County -- share of taxes	\$ 5.02
Lake of the Woods County -- share of taxes	\$ 15.99
	\$ 12,002.79

BILLS: A **motion** was made by Manager Carriere and seconded by Manager Lee to pay the normal monthly bills. Carried - Unanimous. After review of the Managers vouchers, a **motion** was made by Manager Lee and seconded by Manager Carriere to approve payment of the Managers vouchers. Motion carried unanimous.

Bills -- Memo	Amount
Unicel -- cell phone charge	\$ 56.71
Century Tel -- phone bill	\$ 115.50
Sjoberg's Cable TV -- cable internet	\$ 42.27
Tony Torn -- copier maintenance	\$ 9.66
MAWD -- 2009 dues	\$ 1,853.33
City of Roseau -- utilities	\$ 494.78
HDR Engineering, Inc -- project engineering	\$ 49,811.43
Patrick D. Moren -- legal fees	\$ 1,062.50
Houston Engineering -- Steve Lee ring dike	\$ 5,767.05
Minnesota Energy -- natural gas	\$ 29.61
Steve Lee -- meetings, mileage and expenses	\$ 251.79
LeRoy Carriere -- meetings, mileage and expenses	\$ 69.26
Allison Frislie -- meetings, mileage and expenses	\$ 235.78
LaVerne Voll -- meetings, mileage and expenses	\$ 178.13
Rob Sando -- expenses and mileage	\$ 159.25
Rob Sando -- salary, insurance	\$ 3,041.63
Tracy Halstensgard -- wages	\$ 1,839.17
IRS -- Federal withholding tax	\$ 1,609.56
PERA -- employee and employer share	\$ 832.32
Roseau Times Region -- newspaper notices	\$ 265.13
Roseau - LOW Title & Abstract - HayCreek land purchase	\$ 2,084.50
Doug's Supermarket -- food for meeting	\$ 29.23
Roseau County Recorder -- recording fee Hay Creek	\$ 46.00
Roseau County Court Administrator -- Hay Creek project	\$ 10.00
TOTAL	\$ 69,894.59

Chairman Voll excused himself from the meeting at 8:30 and turned the meeting over to Manager Carriere. Chairman Voll returned at 8:50.

PROJECT TEAM & ENGINEERS REPORT:

Malung Project: There will be a Project Team Meeting held Friday February 6th, 2009. At this meeting the Project Team will be asked for consensus for the project. Engineer Dalager discussed four different alternatives for stream restoration. Engineer Dalager asked the board to consider this kind of mitigation for the on channel storage option. Manager Lee and Manager Frislie asked about the drainage for adjacent farm land. Engineer Dalager stated that it would be somewhat improved because the current ditch would need to be excavated for flow. Engineer Dalager stated that, in his opinion, alternative two would be the preferred alternative. Engineer Dalager stated that if consensus is reached on Friday, a public hearing date should be set and a Step One Submittal should be submitted to the RRWMB.

Palmville Project: Engineer Dalager will review charges and report back to the board.

Lake Bottom Project: Engineer Dalager asked the board to consider where they want to go with the project. HDR has prepared some hydrology reports and preliminary information on what a diversion would do for farmland in the area. Manager Lee requested scheduling another meeting. The date for the meeting was proposed for the afternoon of the March board meeting.

A **motion** (M5-02-09) was made by Manger Lee and seconded by Manager Carriere to pay the Hay Creek /

Norland Project engineering expense. Motion carried unanimously. A **motion** (M6-02-09) was made by Manger Carriere and seconded by Manager Lee to pay the Malung Project engineering expense. Motion carried unanimously. A **motion** (M7-02-09) was made by Manger Lee and seconded by Manager Carriere to pay the Lake Bottom Project engineering expense. Motion carried unanimously.

Steve Lee Ring Dike: Engineer Langen updated the board on the progress of the project. The Plans and Specs were presented to the board. Engineer Langen stated that the law has changed regarding bidding for construction. Since the project is expected to be under \$100,000.00, Engineer Langen recommended obtaining quotes instead of letting the project for bids. There was discussion on which construction companies would be given a quote package. Engineer Langen will work with Administrator Sando and Manager Lee to decide which companies to contact. Engineer Langen stated that the costs of the project will be higher than originally expected. A **motion** (M8-02-09) was made by Manager Frislie and seconded by Manager Carriere to authorize Houston Engineering to move forward with obtaining quotes for the construction of the ring dike. Motion carried with Manager Lee abstaining. March 3rd at 2:00 p.m. was discussed as the date and time for opening the quotes; they could then be presented to the board at the meeting on the 4th.

Hay Creek / Norland: Attorney Moren informed the board Engineer Dalager update the board on the letter that was submitted to Senator Amy Klobuchar and Congressman Collin Peterson on behalf of the board to obtain Federal funding. Engineer Dalager informed the board that the EAW is complete as well as the Wetland Mitigation Plan. Engineer Dalager reviewed some key points with the board. There was discussion on the Wetland Mitigation Plan. After a presentation on the EAW, a **motion** (M9-02-09) was made by Manager Lee and seconded by Manager Carriere to approve the EAW and distribute to the necessary agencies and complete the necessary publications. Administrator Sando and Administrative Assistant Halstengard will work with Engineer Dalager to continue with the process. Motion carried unanimously. Engineer Dalager informed the board that the RRWMB approved a \$100,000.00 advancement of funds. The Step Two Submittal needs to be completed by November 2009. A **motion** (M10-02-09) was made by Manager Carriere and seconded by Manager Lee to approve Chairman Voll signing the agreement requesting the advancement of funds. Motion carried unanimously. A **motion** (M11-02-09) was made by Manager Carriere and seconded by Manager Lee to direct Administrator Sando to move forward with the Step Two Submittal. Motion carried unanimously.

A **motion** (M12-02-09) was made by Manger Frislie and seconded by Manager Carriere to pay Houston Engineering for the Ring Dike engineering expense. Motion carried with Manager Lee abstaining.

DELEGATIONS:

Gerald Knutson addressed the board with concerns about the drainage on ag land he rents in Pholitz Township. He discussed cleaning out existing ditches and possibly installing a culvert. He was informed that no permit is required for cleaning existing ditches to original grade. He was provided with a permit application for the culvert. Mr. Knutson was asked by the board to discuss the ditch cleaning with adjacent landowners.

Floyd Haugen addressed the board with concerns about not being provided with copies of board meeting minutes. He was informed that the minutes are available for review at the office, can be obtained by paying a fee for the copies, or they would be provided via email. Mr. Haugen also addressed the board with concerns about the drainage in this area.

PERMITS:

A **motion** was made by Manager Carriere and seconded by Manager Lee to approved permit #09-01 (MN DOT). Motion carried unanimously.

A **motion** was made by Manager Carriere and seconded by Manager Lee to approved permit #09-03 (Roseau County Highway Dept.). Motion carried unanimously.

A **motion** was made by Manager Lee and seconded by Manager Carriere to approved permit #09-02 (Roseau County Highway Dept.). Motion carried unanimously.

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD March 4th, 2009**

ORDER: Chairman Laverne Voll called the meeting to order at 8:00 a.m.

MANAGERS PRESENT: Steve Lee, Todd Miller, LeRoy Carriere, and Laverne Voll. Allison Frislie arrived at 8:05.

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

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren

DELEGATIONS: Leanna Kowaliuk, landowner. Gail Haugen, ag dike.

AGENDA: **Motion** by Manager Miller and seconded by Manager Lee to approve the agenda with the addition of West Intercept Maintenance Fund under Old Business. Carried - unanimous.

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Lee to approve the February 4th, 2009 minutes as mailed. Carried – unanimous.

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 128.35
Red River Watershed Management Board -- Hay Creek funding advance	\$ 100,000.00
	\$ 100,128.35

BILLS: A **motion** was made by Manager Carriere and seconded by Manager Lee to pay the normal monthly bills. Carried - Unanimous. After review of the Managers vouchers, a **motion** was made by Manager Carriere and seconded by Manager Lee to approve payment of the Managers vouchers. Motion carried unanimous.

Bills -- Memo	Amount
Unicel -- cell phone charge	\$ 56.71
Century Tel -- phone bill	\$ 108.41
Sjoberg's Cable TV -- cable internet	\$ 42.27
Tony Torn -- copier maintenance	\$ 13.88
Internal Revenue Service -- payroll withholding tax	\$ 1,156.20
Multi Office Products -- office supplies	\$ 192.83
HDR Engineering, Inc -- project engineering	\$ 75,041.90
Patrick D. Moren -- legal fees	\$ 1,093.75
Houston Engineering -- engineering fees, ring dike	\$ 8,083.00
Minnesota Energy -- natural gas	\$ 50.89
Steve Lee -- meetings, mileage and expenses	\$ 253.98
Todd Miller -- meetings, mileage and expenses	\$ 193.53
LeRoy Carriere -- meetings, mileage and expenses	\$ 138.53
Allison Frislie -- meetings, mileage and expenses	\$ 235.77
LaVerne Voll -- meetings, mileage and expenses	\$ 425.51
Rob Sando -- expenses and mileage	\$ 816.24
Rob Sando -- salary, insurance	\$ 3,041.63
Tracy Halstensgard -- wages	\$ 1,822.09
PERA -- employee and employer share	\$ 829.34
Doug's Supermarket -- food for meeting	\$ 52.79
Ace Hardware -- supplies	\$ 164.98
Roseau Times Region -- newspaper notices	\$ 10.50
Minnesota Viewers Association -- annual dues	\$ 125.00
Rinke-Noonan -- legal fees WI	\$ 838.50
Dan Fulton Accounting -- W2 & 1099 preparation	\$ 115.50
TOTAL	\$ 94,903.73

PROJECT TEAM & ENGINEERS REPORT:

Chairman Voll asked if there was more work on projects that could be done in house. There was extensive discussion on the costs of engineering for construction of projects. Manager Miller stated that he felt that the engineering costs needed to be kept in check. He referred to the Malung Project mitigation alternatives. Manager Frislie stated that any request should be in writing or presented at a meeting.

Hay Creek / Norland: Engineer Dalager stated that the project was ready to be let for bids with possible bid opening in May. He also updated the board on the permit statue. There was discussion on funding. Engineer Dalager stated that in the bid package it is stated that construction is contingent upon permitting and the board reserves the right to reject all bids in the event that funding is not available. Attorney Pat Moren updated the board on the land purchase.

Malung Project: Engineer Dalager stated that the Preliminary Engineers Report is complete. The board could decide to move forward with this project if funding becomes available. Manager Frislie asked about the productivity of the ag land in that area.

Palmville Project: Administrator Sando stated that TS Holte will be unable to finish the brushing of the North South lateral. Manager Lee stated that the State will require return of any additional funding remaining in the grant at the expiration date. Roger Berg was mentioned as a person who could be contacted to complete the brushing of the north-south and the east-west laterals. Chairman Voll called for a motion to send a letter to the State requesting permission to use grant funds for the brushing. Motion died for lack of motion.

Lake Bottom Project: Engineer Dalager had prepared information for a project team meeting that had since been cancelled.

Steve Lee Ring Dike: Engineer Langen updated the board on the bid opening. Engineer Langen discussed project costs and stated that estimated costs for the project are \$144,000.00. There was discussion on funding for the project. There is a possibility of obtaining addition funding from the State. The Board would know for sure by the end of March. Engineer Langen recommended the Board award the contract at the April Board meeting. There was discussion on setting a pre-construction meeting with Loren Horner and discussion the details of the contract. The ring dike contract will be signed by the Lee's before the next meeting.

A **motion** was made by Manger Frislie and seconded by Manager Carriere to pay HDR Engineering for the Project engineering expense. Motion carried unanimously.

A **motion** was made by Manger Carriere and seconded by Manager Frislie to pay Houston Engineering for the Ring Dike engineering expense. Motion carried with Manager Lee abstaining.

DELEGATIONS:

Commissioner Swanson discussed addressing the project permitting costs with the AMC (Association of Minnesota Counties). Chairman Voll asked Engineer Dalager to provide the hard numbers to Commissioner Swanson as to the permitting costs for Hay Creek/Norland and possibly Malung. Engineer Dalager stated he could provide that information to Commissioner Swanson.

PERMITS:

There were no permits applications this month.

RRWMB Report:

Manager Lee stated that the RRWMB met in St. Paul. The State will be requesting return of any funding not being used in the RRWMA Grant and the Palmville Grant. The money would be redistributed, hopefully to the RRWD, by the RRWMB. It was the feeling of the board to wait until the expiration dates on the grants.

Chairman Voll discussed the meeting with officials from the County, City and Watershed District on using the County Engineer cooperatively to conserve money. There were points made including the following: making the most efficient decisions in each situation, finding funding available, the intrinsic value of engineering firms obtaining funding and permitting contacts, and collaborating effectively with Cities, County and Watershed Districts.

After a phone call from Loren Horner, Administrator Sando informed the board that he underestimated on his bid for the ring dike. Mr. Horner will either have to stand by his bid or withdraw it. In the event that he withdraws the bid, a bid bond is in place that would require him (or the bonding company) to pay the watershed district the 10% of the bid price.

Administrator's Report:

Administrator Sando reported on the following issues:

- PRAP – BWSR – RRWMB reply
- Adam Guy applied for an internship with Mark Meister
- Hay bale removed from West Interceptor
- Legislative Breakfast March 18th and 19th.
- Clean Water Legacy budget recommendations
- Legislative Briefing

OLD BUSINESS:

Administrator Sando gave an update on the levee for the West Interceptor Project. After meeting with City of Roseau Officials an option to reduce the maintenance budget to \$5,500.00 was discussed. Administrator Sando presented the board with the list of expenses that were not submitted for reimbursement. Attorney Moren reviewed the issues surrounding the insurance for the railroad crossing and a letter submitted to the attorney for the railroad.

A **motion** (M14-03-09) was made by Manager Lee and seconded by Manager Carriere to approve and sign the agreement to assign the insurance responsibility to the City of Roseau, pending approval of their insurance carrier. Motion carried unanimously. Administrator Sando informed the board of where the amount of \$5,500.00 comes from. A **motion** (M15-03-09) was made by Manager Miller and seconded by Manager Lee to reduce the maintenance to \$5,500.00 with the contingency that the City pay for the insurance otherwise the amount would be \$7,500.00. Motion carried unanimously.

Administrator Sando updated the board on the FEMA work on the 310 Bridge. The latest communications from Kelly Urbanic, USACE, was that the permit would be approved soon.

NEW BUSINESS:

A **motion** (M16-03-09) was made by Manager Miller and seconded by Manager Carriere to approve the Ag Land Lease as presented for Daryle Dahl. Motion carried.

Administrator Sando presented the board with the email correspondence from Engineer Anderson and Pat Lynch concerning the RRWMA. There was discussion waiting to make any decisions due to the fact that the DNR is reported close to making a decision concerning the project.

Engineer Dalager presented information on the Lake Bottom project to the Board (see attached). Manager Miller stated that he would like to see the project get to the point where it could be submitted to engineering firms for requests for proposals. The engineering firms would submit proposals for the entire project, not on an hourly basis. Engineer Dalager stated he would not be comfortable submitting a proposal with the information currently available. The feeling of the board was to wait until July to hold another PT meeting.

The March Conference will be held March 31st in Crookston.

A **motion** to adjourn the meeting was made by Manager Lee and seconded by Manager Frislie. The meeting was adjourned at 11:50 a.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS
SPECIAL MEETING HELD March 16, 2009**

Chairman Laverne Voll called the meeting to order at 8:00 a.m. at the Roseau River Watershed District Office. Attending the meeting were: Laverne Voll, LeRoy Carriere, Steve Lee, Todd Miller, Attorney Moren, and Administrator Sando. Also present were Loren Horner and Engineer Jeff Langen. Allison Frislie and Roseau County Engineer Brian Ketring arrived at 8:07 a.m.

A **motion** was made to approve the agenda by Manager Miller and seconded by Manager Carriere. Motion carried unanimously.

The first item for discussion was construction quotes for the Lee Ring Dike. Engineer Langen discussed the request by Mr. Loren Horner to withdraw his quotes. Mr. Horner was the low quote, however he apparently underestimated costs. Attorney Moren read some information on this issue. Mr. Horner stated that he was not requesting to change his bid amount, just withdraw his bid. There was discussion on various issues and setting precedence for future bidding or obtaining quotes. Manager Carriere stated that whatever the board did would be setting precedence. Manager Miller stated that his opinion would be to let Mr. Horner out of his bid and go to the next lowest bidder.

Engineer Langen discussed some ring dike funding from another watershed district that will be returned to the state. It won't be known until the end of March if the additional \$10,000.00 will be made available to the Roseau River Watershed District. Attorney Moren stated he felt there were three alternatives: 1) Accept Mr. Horner's quote and if he withdraws, retain the bid bond 2) Release Mr. Horner on the basis of a unilateral mistake or 3) Obtain quotes a second time. A fourth alternative is to negotiate with Mr. Horner to complete the construction for the amount bid.

Manager Miller made a **motion** (M17-S03-09) to allow Mr. Horner to withdraw his quote without penalty, Chairman Voll seconded the motion. Manager Carriere stated that he felt precedence would be set and was not in favor of releasing Mr. Horner. Motion failed due to a tie vote with Managers Miller and Voll voting for and Managers Carriere and Frislie voting against, Manager Lee abstained. There was additional review of Mr. Horner's quote and the current cost breakdown. Manager Frislie made a **motion** (M18-S03-09) to accept Mr. Horner's bid, Manager Carriere seconded. Motion failed with Managers Carriere and Frislie voting for and Managers Miller and Voll voting against. Manager Lee abstained.

Manager Frislie asked if Manager Miller had any financial dealings with Mr. Horner. Manager Miller said he did not have any financial dealings with Mr. Horner. Manager Miller stated that he felt that the board had already set precedence on other projects giving contractors the benefit of the doubt. The instance of TS Holte's bid for the Palmville Project. The Board at that time contacted Mr. Holte to see if he was willing to do the project. Chairman Voll made a **motion** (M19-S03-09) to release Mr. Horner and to accept the next lowest quote, Manager Miller seconded. Motion failed with Managers Voll and Miller voting for and Managers Carriere and Frislie voting against. The issue was tabled until later in the meeting.

The next item on the agenda is Hay Creek / Norland land purchase. There was an additional

portion of land, .22 acres, that is required. A **motion** (M20-S03-09) was made by Manager Frislie and seconded by Manager Carriere to proceed with the purchase of the additional land. Manager Miller asked who would be held accountable for the additional legal, survey and engineering fees. Chairman Voll feels that the Watershed paying all the additional costs for engineering (technology recovery, fees, etc.) is a crock of bullshit. Motion carried with Managers Miller, Carriere and Frislie in favor and Chairman Voll opposed.

Administrator Sando informed the board of his viewing of the Palmville Project area with Roger Berg. There is a substantial snow amounts that would impede brushing at the current time. Mr. Berg stated that he is unable to complete the brushing on the east-west portion of the ditch due to ditch slope. There was discussion on working with the county to accomplish the brushing. There was discussion on the operation of the project for spring flooding. Roseau County Engineer Brian Ketrang addressed the board concerning the operation of the project from the ditch systems perspective. Engineer Ketrang would like to see the operation and maintenance plan approved and implemented. He stated that he would like to see the controls shut off now in anticipation of high water. After discussion, clarification is needed on the trigger points. Engineer Ketrang, Administrator Sando and Randy Pracher will discuss the issue and report to the board.

Administrative Assistant Halstensgard asked who will be attending the March Conference in Crookston on the 31st. Manager Carriere, Manager Lee, Administrator Sando and Administrative Assistant Halstensgard will attend.

After discussing the issue with Engineer Langen, Mr. Horner will honor his original quote and proceed with the work. A **motion** (M21-S03-09) was made by Manager Frislie and seconded by Manager Carriere to approve Mr. Horner's quote and award the contract to him. Motion carried with Manager Lee abstaining.

Manager Miller discussed the County's request for a resolution in support of an effort to streamline the permitting process. The County will draft the resolution. A **motion** (M22-S03-09) was made by Manager Miller and seconded by Manager Carriere to approve the resolution and authorize Chairman Voll to sign said resolution. Motion carried unanimously.

A **motion** (M23-S03-09) was made by Manager Frislie and seconded by Manager Voll to appoint Administrator as the contract officer for the Ring Dike project. Motion carried unanimously.

A **motion** was made by Manager Frislie seconded by Manager Carriere to adjourn the meeting at 10:14 a.m. Meeting adjourned.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD April 1st, 2009**

ORDER: Chairman Laverne Voll called the meeting to order at 8:00 a.m.

MANAGERS PRESENT: Steve Lee, Todd Miller, LeRoy Carriere, and Laverne Voll. Allison Frislie arrived at 8:15.

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

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren

DELEGATIONS: Leanna Kowaliuk, landowner. Gail Haugen, ag dike.

AGENDA: **Motion** by Manager Miller and seconded by Manager Carriere to approve the agenda with the addition of Palmville gauging under Old Business. Carried - unanimous.

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Miller to approve the March 4th, 2009 minutes with a spelling correction. Carried – unanimous. A **motion** was made by Manager Carriere and seconded by Manager Miller to approve the March 16th, 2009 Special Meeting minutes as mailed. Carried – unanimous.

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 123.98
Red River Watershed Management Board -- Project team funding	\$ 11,250.00
	\$ 11,373.98

BILLS: A **motion** was made by Manager Carriere and seconded by Manager Lee to pay the normal monthly bills. Carried - Unanimous. After review of the Managers vouchers, a **motion** was made by Manager Carriere and seconded by Manager Miller to approve payment of the Managers vouchers. Motion carried unanimous.

Bills -- Memo	Amount
Verison Wireless -- cell phone charge	\$ 50.52
Century Tel -- phone bill	\$ 116.88
Sjoberg's Cable TV -- cable internet	\$ 42.27
Tony Torn -- copier maintenance	\$ 11.04
City of Roseau -- utilities	\$ 426.06
Internal Revenue Service -- withholding taxes	\$ 1,663.44
HDR Engineering, Inc -- project engineering	\$ 60,511.86
Patrick D. Moren -- legal fees	\$ 2,374.47
Minnesota Energy -- natural gas	\$ 74.86
Steve Lee -- meetings, mileage and expenses	\$ 751.12
LeRoy Carriere -- meetings, mileage and expenses	\$ 138.52
Allison Frislie -- meetings, mileage and expenses	\$ 360.54
Todd Miller -- meetings, mileage and expenses	\$ 728.52
LaVerne Voll -- meetings, mileage and expenses	\$ 680.63
Rob Sando -- expenses and mileage	\$ 1,466.82
Rob Sando -- salary	\$ 3,108.63
Tracy Halstensgard -- wages	\$ 1,931.64
PERA -- employee and employer share	\$ 837.25
MN Dept of Revenue -- payroll tax withholding	\$ 715.00
Doug's Supermarket -- food for meeting	\$ 70.70
Scott's True Value -- supplies	\$ 6.99
Ace Hardware -- flashlight	\$ 29.80
Roseau Times Region -- newspaper notices	\$ 10.50
United States Treasury -- quarterly withholding report	\$ 516.68
Rinke-Noonan -- con con land issue	\$ 2,500.00
Brouse, Woodke & Meyer -- Hay Creek / legal	\$ 3,972.82
Border Insurance Network -- insurance	\$ 8,799.00
Roger Berg --Brushing, Palmville	\$ 3,675.00
Roseau Soil & Water -- rain gauge	\$ 17.04
TOTAL	\$ 95,588.60

DELEGATIONS:

Scott Habstritt addressed the board concerning issues with leakage issues with the traps on culverts in his ring dike. After some discussion, the concession was that when the water goes down the issues will be addressed and resolved for Mr. Habstritt.

Lloyd Fugleberg addressed the board concerning issues with the West Interceptor. Mr. Fugleberg showed the board pictures of water entering the West Interceptor over the berm on the west side (south of Mr. Fugleberg's driveway). Mr. Fugleberg stated he felt another culvert would be needed to allow the water to enter the West Interceptor easier. Chairman Voll discussed the drainage areas and the grading of the fields to the existing culverts. Adding culverts and lowering the berm in that location were options discussed to alleviate the problem. Mr. Fugleberg stated that he felt the addition of 2 culverts should address the problem. Manager Carrier felt an engineer should review the drainage area so that culverts could be sized properly. Manager Carriere made a **motion** (M24-04-09) to hire an engineer to review the drainage area and size the culverts, Manager Miller seconded the motion. There was discussion on the county engineer doing the survey and sizing. Motion carried unanimously.

Gail Haugen addressed the board with drainage issues in Ross and Moose Townships along Hwy 310. The board suggested requesting the township clean the road ditches. Manager Miller suggested that two managers be assigned to review and address this issue. Douglas Erickson discussed petitioning for a watershed ditch project. There was discussion on the petition process and the issue of out letting into an existing ditch system.

Roseau County Commissioner Jack Swanson provided the board with a revised resolution of support that was approved at the March meeting. Chairman Voll will sign the resolution as a representative for the board.

There was continued conversation on the petition process and the percentage of landowner requirements, if the project were a new project or a lateral of another ditch system.

PERMITS:

A **motion** was made by Manager Carriere seconded by Manager Frislie to approve Permit #09-05 for Kittson County. Motion carried unanimously.

PROJECT TEAM & ENGINEERS REPORT:

Hay Creek / Norland: Engineer Dalager informed the board of the comments received on the EAW. A *Finding of Fact and Record of Decision* will to be prepared by HDR in conjunction with Pat Moren to defend the position not to proceed with an EIS. Engineer Dalager stated that this would be ready for the May board meeting. There was discussion on a timeline for construction. Engineer Dalager stated that the work that the county did in the ditch, significantly changed the capacity of the system such that the setback levee portion of the project has also changed. Engineer Dalager stated that there is no longer benefit in moving the setback levees out to the previously discussed positions. He recommended constructing the exterior ditches to mark the project boundaries and reshaping the spoil in its current position and adding inlet pipes at crossings. There was discussion on possible issues including sloughing of the ditch, location of township road (north side), permitting issues. Engineer Dalager addressed these issues stating there would need to be another landowner meeting, and permitting issues addressed. There was discussion on the location of the road on the north side. Manager Miller felt the Township should be involved in the decisions made concerning the road. It was the consensus of the board that on the south side a 20' shelf and grading and shaping the spoil with a gradual slope (10 / 1) would be agreeable. There was discussion on the necessity and location of the "exterior drainage ditch". Manager Lee requested scheduling a landowner meeting. A landowner meeting was scheduled for April 6th at 5 p.m. in our office.

Malung Project: The DNR will be issuing a letter stating their position. Engineer Dalager felt that regardless of the position of the DNR in the Project Team process, if the board feels it is necessary to proceed with the On-Channel option, it is within their right to do that. The permitting process is a separate process. The board authorized the HDR send the preliminary engineers report to BWSR for comment.

Palmville Project: Manager Miller stated he felt that additional gages were necessary after viewing this high water event. Chairman Voll informed the board of the operation that he and Manager Miller undertook during this highwater event including closing the East Structure, overtopping of the spillway and opening the structure. Chairman Voll suggested adding additional riprap on the outlet of the West Structure. Roseau County Engineer Brian Ketring stated that FEMA would be in town and some repair costs could be recoverable. There was discussion on the process and having an operation and maintenance plan in place. There was extensive discussion on reducing the peak flow in Roseau by operating the Palmville structures. Engineer Ketring requested gage readings from previous events in a spreadsheet format. Engineer Dalager discussed the monitoring plan for the project.

Steve Lee Ring Dike: Attorney Pat Moren brief update on the COE permit for the ring dike.

A **motion** was made by Manager Carriere and seconded by Manager Frislie to pay HDR Engineering for the Project engineering expense. Motion carried unanimously.

RRWMB Report:

Manager Lee updated the board on the Con-Con Briefing (see attached). Mike Carroll, MN DNR, was in favor of doing some culvert sizing and flood damage reduction work in the Beltrami Island State Forrest. March Conference was cancelled due to weather and Maynard Pic retired from Congressman Peterson's office. Administrator Sando provided the board with the Project Coordinator Report (see attached).

Administrator's Report:

Administrator Sando reported on the following issues:

- Johnson Oil billboard – A **motion** (M25-04-09) was made by Manager Lee and seconded by Manager Carriere to approve placement of the billboard on the RRWD right-of-way. The signage must comply with all other traffic ordinances. Motion carried unanimously.
- Sexual harassment training.
- Phone system upgrade – the board authorized purchase of a new phone system.

OLD BUSINESS:

Administrator Sando discussed the funding issue with the RRWMA and presented the email from Pat Lynch stating that no extension would be granted and any work would have to be billed prior to June 30, 2009 (current grant expiration date). A **motion** (M26-04-09) was made by Manager Lee and seconded by Manager Carriere to approve releasing the RRWMA grant monies with the drafting of a letter stating the reason for the and requesting the money be reallocated to the Hay Creek / Norland Project. Motion carried with Managers Carriere, Lee, Frislie and Miller in favor and Chairman Voll opposed.

NEW BUSINESS:

Administrator Sando presented the board with the DNR's request for comment on the Keenan Bridge replacement. There was discussion on requesting replacement of the structure at the Winner Dam and downsizing the bridge to restrict flow.

A **motion** to adjourn the meeting was made by Manager Lee and seconded by Manager Frislie. The meeting was adjourned at 11:20 a.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD May 6th, 2009**

ORDER: Chairman Laverne Voll called the meeting to order at 8:00 a.m.

MANAGERS PRESENT: Steve Lee, Todd Miller, LeRoy Carriere, and Laverne Voll. Allison Frislie arrived at 8:10.

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

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren

DELEGATIONS: Mark Meister

AGENDA: **Motion** by Manager Miller and seconded by Manager Carriere to approve the agenda with the addition of Jack Swanson as a delegate and Lloyd Fugleberg under Old Business. Carried - unanimous.

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Lee to approve the April 1st, 2009 minutes as mailed. Carried – unanimous. A **motion** was made by Manager Carriere and seconded by Manager Lee to approve the April 6th, 2009 Special Meeting minutes as mailed. Carried – unanimous.

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 141.18
Minnesota Workers' compensation Assigned Risk Plan -- refund	\$ 9.00
Citizens State Bank -- interest from CD 43275	\$ 496.14
	\$ 646.32

BILLS: A **motion** was made by Manager Carriere and seconded by Manager Lee to pay the normal monthly bills. Carried - Unanimous. After review of the Managers vouchers, a **motion** was made by Manager Lee and seconded by Manager Carriere to approve payment of the Managers vouchers. Motion carried unanimous.

Bills -- Memo	Amount
Verison Wireless -- cell phone charge	\$ 50.67
Century Tel -- phone bill	\$ 198.99
Sjoberg's Cable TV -- cable internet	\$ 42.27
Tony Torn -- copier maintenance	\$ 9.57
City of Roseau -- utilities (May)	\$ 262.31
Multi Office Products -- office supplies	\$ 126.83
HDR Engineering, Inc -- project engineering	\$ 58,238.67
Houston Engineering -- ring dike engineering	\$ 1,672.00
Patrick D. Moren -- legal fees	\$ 1,531.25
Minnesota Energy -- natural gas	\$ 41.14
Steve Lee -- meetings, mileage and expenses	\$ 169.32
LeRoy Carriere -- meetings, mileage and expenses	\$ 207.79
Allison Frislie -- meetings, mileage and expenses	\$ 124.76
Todd Miller -- meetings, mileage and expenses	\$ 402.85
LaVerne Voll -- meetings, mileage and expenses	\$ 468.40
Rob Sando -- expenses and mileage	\$ 932.25
Rob Sando -- salary	\$ 3,108.62
Tracy Halstensgard -- wages	\$ 1,914.55
PERA -- employee and employer share	\$ 834.29
Doug's Supermarket -- food for meeting	\$ 110.20
Internal Revenue Service -- federal payroll tax	\$ 1,573.74
Red River Watershed Management Board -- share of taxes	\$ 52,603.13
City of Roseau -- utilities (April)	\$ 480.65
Roseau- LOW Title & Abstract -- land purchase, Hay Creek	\$ 612.30
Subway -- meal for meeting	\$ 25.51
Postmaster -- mailing ring dike plans	\$ 8.84
Postmaster -- mailing Hay Creek EAW	\$ 44.09
Roseau County Treasurer -- first half property taxes	\$ 12,569.19
Dave Grafstrom -- 2008 field monitoring wetlands restoration West Interceptor	\$ 4,990.30
Scott's True Value -- office supplies	\$ 25.46
Mitch Magnusson -- log jam removal SD 51	\$ 6,500.00
Montech Computers -- cd's & quicksticks	\$ 77.71
JOR Engineering -- RRWMA & WI engineering	\$ 98.00
Reliable Office Supplies -- phones	\$ 412.64
Postmaster -- stamps	\$ 220.00
TOTAL	\$ 150,688.29

DELEGATIONS:

Mark Meister, Public Relations RRWMB, met with the board to discuss his position and how the board can utilize his position. Mr. Meister spoke asked the board to discuss ideas and issues that they would like him to do the media relations for. Some of the things that Mr. Meister coordinates are Media Tours, news releases, create media kits.

Loren Horner, met with the board to discuss the contract details for the ring dike contracts. Attorney Moren suggested calling Engineer Jeff Langen. There was discussion on the requirements of the state grant agreement as well as the damage charges for work not completed by June 30, 2009. Mr. Horner stated that he would not do the

construction unless he had assurances from the board that he would not be charged the \$1000.00 per day fee for work done after June 30, 2009. The board tabled the issue until Engineer Adrian arrived at the meeting.

PERMITS: There were no permits for this meeting.

PROJECT TEAM & ENGINEERS REPORT:

Hay Creek / Norland: Engineer Dalager discussed the Resolution Ordering a Negative Declaration for the Roseau River Watershed District Hay Creek Setback Levees and Norland Impoundment Project. A **motion** (M27-05-09) was made by Manager Carriere to accept and distribute the Resolution as stated, seconded by Manager Miller. Motion carried unanimously. Engineer Dalager spoke about a meeting with the COE in St. Paul and their request for monitor. There was discussion on doing the Phase 1 construction as a change order to the Counties project. Manager Frislie stated he would like to see an attorney opinion. Engineer Dalager stated that the bid process would take about 6 weeks whereas the change order would be much quicker. Administrator Sando asked if the COE stated when we would have a permit. Engineer Dalager stated that construction could start on Phase 1 as very few wetlands were impacted and areas that were designated wetlands, would be worked around in construction. The next step in the project would be a Step 2 submittal. Manager Lee stated we should know more about the available funding in July. Engineer Dalager stated that all engineering to begin construction would be completed by the middle of May.

Engineer Ron Adrian arrived at the meeting and addressed the board with an update on the COE permit for the ring dike. Mr. Horner asked about the change orders. Engineer Adrian spoke about the changes to the mitigation site and installation of additional culverts. Due to the wet conditions, there was discussion on the \$1000.00 per day liquidated damages. Engineer Adrian stated he felt the board should keep the damage clause in place. Chairman Voll asked if, due to the fact that Roseau County was declared a Presidential Disaster, is there a possibility of getting an extension of the grant deadline for construction. It was the feeling of the board at this time that the liquidated damages condition should stay in place for the time being. Engineer Adrian and Administrator Sando left the meeting to contact Pat Lynch to find out about extending the grant deadline.

Engineer Dalager suggested pursuing federal funding for the Hay Creek Norland project through FEMA.

Malung Project: There was discussion on received the written comments from BWSR on the preliminary engineers report. Chairman Voll stated that he felt that the expenses for the requests from agencies should be the agencies responsibilities. Engineer Dalager explained the two separate processes involved in construction of a project.

Chairman Voll asked Roseau County Commissioner Jack Swanson about the resolution to streamline the permitting process. Commissioner Swanson stated that the Northern Counties Land Use Coordinating Board passed the resolution, but not unanimously. Chairman of the Northern Counties Land Use Coordinating Board, Dennis Fink will bring this item to the Association of Minnesota Counties and the National Association of Counties. Commissioner Swanson also reminded the board that the statement from the DNR was that once Malung was constructed, the DNR would fund and build a project on DNR land. Engineer Dalager suggested that the board set a date for a public hearing, possibly the next board meeting. Attorney Moren suggested waiting until the next meeting to do so. No board action was taken to set a date for a public hearing on the Malung Project.

Roseau County Engineer Brian Ketring addressed the board concerning the Hay Creek Phase 1 construction. In his research, he found no reason there should be an issue with completing the work as a change order. Attorney Moren stated he felt the opinion of Attorney Kurt Deter should be obtained. Engineer Ketring stated that there are no other local contractors with the capabilities to do this project. He also stated that they had followed a similar procedure with the City of Roseau. A **motion** (M28-05-09) was made by Manager Miller to move forward with construction of Phase 1 of the Hay Creek / Norland Project as a change order to the counties project, with the County acting as Contracting Agent / Project Administrator, contingent upon receipt of an affirmative written legal opinion from Attorney Kurt Deter, seconded by Manager Carriere. Motion carried with Manager Frislie opposed.

Palmville Project: Engineer Dalager presented the board with a Draft Operation and Maintenance Plan. A **motion** (M29-05-09) was made by Manager Frislie to approve / accept the Palmville Operation and Maintenance Plan, seconded by Manager Carriere. Motion carried unanimously.

Lake Bottom Project: There was discussion on submitting a request for funding to the County. The funding would be for the portion of expenses that would remain unreimbursed by the FDR PT funding. A **motion** (M30-05-09) was made by Manager Miller and seconded by Manager Lee to submit a request to Roseau County for 50% of the unfunded portion of the expenses. Motion carried unanimously.

The board requested that Engineer Dalager separate billing of flood related activities for submittal to FEMA. Engineer Dalager stated he would submit an invoice for those activities to the board. There was discussion on obtaining Request for Proposals (RFP) for engineering services for the lake bottom project. Engineer Dalager stated, in his opinion, it would be very difficult to write a proposal for a project in the concept stage. A **motion** was made by Manager Miller and seconded by Manager Carriere to pay HDR Engineering for the Project engineering expense. Motion carried unanimously.

Administrator Sando stated that an extension due to Presidential Disaster Declaration was not an option. Engineer Adrian further discussed issues on the ring dike project. A **motion** was made by Manager Frislie and seconded by Manager Carriere to pay Houston Engineering for the Project engineering expense. Motion carried Manager Lee abstained.

Commissioner Swanson addressed the board concerning the City of Roseau paying the West Interceptor maintenance. There was a recommendation that a committee be formed to resolve ongoing issues. Commissioner Swanson agree to facilitate the meeting. Managers Miller and Carriere and Administrator Sando will meet Monday May 11, 2009 at 1:00 p.m. at the County Court House.

RRWMB Report:

Manager Lee stated the board toured the Upper Becker Dam Project at the last meeting.

Administrator's Report:

Administrator Sando reported on the following issues:

- West Interceptor triangle portions of land -- it was the feeling of the board to keep those portions of land.
- Mowing the West Interceptor – approx. 75 acres, the board felt a per acre cost for mowing would be better.
- Branch A repair
- FEMA – West Interceptor (near Lloyd Fugleberg's), and Palmville
- 2008 audit
- Hanson Creek Bridge replacement
- Joe Laurin issues
- Lateral 1 WD 3 viewers for annexing additional sections
- Duxby Levee – Request the County survey the levee and contact a contractor to return the elevation of the levee to the original elevation. The board suggested submitting the costs to FEMA.

OLD BUSINESS:

The Board discussed the issues of water holding on Lloyd Fugleberg's land and not entering the West Interceptor efficiently. Chairman Voll suggested lowering the berm on the west side of the West Interceptor in specific areas. The Board will request Mr. Fugleberg attend the next board meeting.

Engineer Dalager, Administrator Sando and Manager Miller will go out to the Habstritt Ring Dike and view the traps.

NEW BUSINESS:

Administrator Sando and Chairman Voll informed the board of the stream gages that were damaged during the flooding. The cost of replacement will be submitted to FEMA.

A **motion** to adjourn the meeting was made by Manager Lee and seconded by Manager Frislie. The meeting was adjourned at 11:35 a.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

A **motion** was made by Manager Lee and seconded by Manager Carriere to approved permit #09-04 (Gerald Knutson). Manager Frislie wanted it to be made known that a permit from the Watershed District doesn't preclude the permittee from obtained other required permits (ie. township, state, federal). Motion carried unanimously.

RRWMB Report:

Manager Lee stated that the RRWMB submitted questions to the State Attorney General for an opinion concerning the issues raised by the Citizens for Farmland Preservation. Administrator Sando discussed the Morey Lanning Bill.

Administrator's Report:

Administrator Sando reported on the following issues:

- Big Swamp meeting update. The next meeting is February 5th, 2009 at 9:30 a.m. in Badger at the Community Center
- Printer purchase
- MAWD Legislative Breakfast

RRIW:

The next meeting is scheduled for February 12th 2009. Minutes from the last meeting were handed out.

OLD BUSINESS:

Administrator Sando gave an update on the levee for the West Interceptor Project and presented the board with the legal opinion letter from Rinke-Noonan. Chairman Voll requested Administrator Sando forward that letter to Mayor Jeff Pelowski. It was the feeling of the board to leave the levee amount at \$12,500.

NEW BUSINESS:

A letter from Joe Laurin was forwarded to our office from County Coordinator Trish Klien

Attorney Kurt Deter will be conducting a presentation on Ditch Law on February 25th, 2009 at 10:00 a.m. A **motion** (M13-02-09) was made by Manager Frislie and seconded by Manager Lee to publish the meeting as a special board meeting. The motion carried unanimously.

Manager Lee informed the board he had been approached by Gail Haugen about constructing an ag dike. It was the opinion of the board that the landowner would need to work with adjacent landowners and submit a completed permit application (including plans and elevations) to the board for approval.

There was discussion on spring water monitoring.

A **motion** to adjourn the meeting was made by Manager Carriere and seconded by Manager Lee. The meeting was adjourned at 11:25 a.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS
SPECIAL MEETING HELD May 18, 2009**

Chairman Laverne Voll called the meeting to order at 8:00 a.m. at the Roseau River Watershed District Office. Attending the meeting were: Laverne Voll, Steve Lee, Todd Miller, Allison Frislie, Attorney Pat Moren, Administrator Sando and Administrative Assistant Halstensgard. Contractor Loren Horner was also in attendance.

Attorney Pat Moren handed out copies of Minnesota State Statutes illustrating contract laws, including requirements of performance and payment bonds. Chairman Voll stated he had discussed the situation with Roseau County Engineer Brian Ketring and he stated the County had released contractors from requiring a Bond. Manager Miller questioned the phrase "public works" in the statute and stated in his opinion a ring dike for a personal ring dike would not be considered a public work. Attorney Moren stated it would require an Attorney Generals opinion.

There was discussion on the time constraints concerning the grant money. The conditions of the site were discussed. Steve Lee stated that it would be approximately two weeks before the site would be dry enough to start construction. Mr. Horner informed the board of his plan for construction.

Attorney Moren spoke about points of concern and gave the board his legal opinion. Attorney stated in his opinion the board has to require the contractor to obtain the performance and payment bond. Chairman Voll asked Mr. Horner if he was willing to purchase a Performance and Payment Bond. Mr. Horner stated that would not purchase the bond and questioned if it was even necessary. Chairman Voll asked Mr. Horner why he would not purchase the bond and Mr. Horner explained his position. The board contacted Attorney Kurt Deter for a second opinion on the issue of whether or not this is a public work or not. Attorney Moren informed Kurt Deter of the questions the board had. Mr. Deter stated that a statutory requirement could not be waived. He also stated that he felt it fell under the definition of a public work and should be worked as such; although he was unsure and would research the issue and reply to the board. Mr. Deter stated that to waive the bond would be putting public money at risk. Manager Miller asked about going with the next lowest bidder since the 60 day requirement was not met. Mr. Deter stated that you could hire the next lowest bidder since the low bidder would not meet the terms of the contract.

Administrator Sando stated that RJ Zavoral & Sons, Inc was contacted and stated they would honor their bid. Chairman Voll suggested hiring RJ Zavoral & Sons, Inc. The board contacted Engineer Jeff Langen to discuss the costs of the engineering costs on the project. Chairman Voll asked what the firm could do to reduce costs to the landowner. Engineer Langen stated that hopefully money could be saved in the final inspection. Engineer Langen contacted the owners of the firm and replied to the board. Engineer Langen replied to the board and stated they would reduce the amount of their fee by \$3,000.00 and reduce the inspection amount by approximately \$5,000.00. A **motion** (M31-S05-09) was made by Manager Frislie and seconded by Manager Miller to hire RJ Zavoral & Sons, Inc as the next lowest bidder, if they are willing to honor their bid amount. Motion Carried with Manager Lee abstaining. The board called and talked to Joe

Zavoral. Chairman Voll asked about the availability to start as soon as condition allows, and they will honor their bid. Mr. Zavoral stated they would honor their bid and project start date would be approximately June 2nd, earlier if needed.

Mr. Horner asked about the brushing that he completed. The board asked Mr. Horner to submit a bill to the board. There was discussion concerning Mr. Horner's bid bond. It was the consensus of the board to return Mr. Horner's bid bond along with the other bids that were not awarded. A pre-construction meeting will be scheduled as soon as possible. One of the things that need to be discussed is the issue of the brushing and how that will effect the bid.

The meeting was adjourned at 10:15 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD June 3rd, 2009**

ORDER: Chairman Laverne Voll called the meeting to order at 8:00 a.m.

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

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

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren

DELEGATIONS: Joe Laurin

AGENDA: **Motion** by Manager Miller and seconded by Manager Lee to approve the agenda with the addition of Permit #09-07 (Rick Solberg). Carried - unanimous.

MINUTES: A **motion** was made by Manager Lee and seconded by Manager Carriere to approve the May 6th, 2009 minutes as mailed. Carried – unanimous. A **motion** was made by Manager Miller and seconded by Manager Carriere to approve the May 18th, 2009 Special Meeting minutes as amended. Carried – unanimous.

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 91.28
Beltrami County --Share of taxes	\$ 529.34
Daryle Dahl -- 1st half land rent	\$ 934.50
State of Minnesota -- reimbursement RRWMA project	\$ 2,151.04
State of Minnesota -- reimbursement Palmville project	\$ 15,375.56
State of Minnesota -- reimbursement ring dike project	\$ 7,824.15
Beltrami County --Share of taxes	\$ 703.04
Marshall County -- share of taxes	\$ 903.15
	\$ 620.62

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

Bills -- Memo	Amount
Verison Wireless -- cell phone charge	\$ 50.52
Century Tel -- phone bill	\$ 119.35
Sjoberg's Cable TV -- cable internet	\$ 42.27
Tony Torn -- copier maintenance	\$ 31.29
City of Roseau -- Utilities	\$ 220.49
MonTech Computers -- Norton Antivirus	\$ 47.90
HDR Engineering, Inc -- project engineering	\$ 51,954.25
Patrick D. Moren -- legal fees	\$ 1,562.50
Minnesota Energy -- natural gas	\$ 46.69
Steve Lee -- meetings, mileage and expenses	\$ 253.99
LeRoy Carriere -- meetings, mileage and expenses	\$ 138.52
Todd Miller -- meetings, mileage and expenses	\$ 394.75
LaVerne Voll -- meetings, mileage and expenses	\$ 554.73
Rob Sando -- expenses and mileage	\$ 356.75
Rob Sando -- salary	\$ 3,041.63
Tracy Halstensgard -- wages	\$ 1,892.80
PERA -- employee and employer share	\$ 830.34
IRS -- withholding	\$ 1,550.69
Doug's Supermarket -- food for meeting	\$ 37.52
Scott's True Value -- office supplies	\$ 42.45
Roseau Times Region -- newspaper notices	\$ 10.50
MAWD -- summer tour registration	\$ 156.00
Rinke-Noonan -- legal fees WI	\$ 838.50
Postmaster -- mailing Lee Ring Dike	\$ 9.64
Postmaster -- mailing Lee Ring Dike	\$ 27.83
Auto Owners Insurance -- insurance	\$ 423.74
D & E Sports Shop -- ranger, trailer & accessories	\$ 11,753.40
Border Insurance Network -- Insurance	\$ 1,705.00
TOTAL	\$ 78,094.04

DELEGATIONS:

Joe Laurin addressed the board with issues concerning WD#3. Chairman Voll stated that the board will do some maintenance in the area as soon as the water goes down. Mr. Laurin stated he had concerns with the report by Houston Engineering that was prepared for the County and Watershed District. Mr. Laurin stated that he believes that there was little if any scientific information to support what was in the document. Mr. Laurin at his own expenses will be meeting with Jerry Bentz, Houston Engineering. Chairman Voll stated that the board would like to improve drainage in the area; however, without landowner support is very difficult. There was some discussion on the proposed alternatives for the conveyance channel to allow the water to flow west into the Ditch 69 system. Mr. Laurin requested that the board hold a public hearing on the proposed alternatives. The board directed Administrator Sando to research the meeting that was held with the county and try to discover if the mile of ditch along CR 10 is a legal drain. Both the board and Mr. Laurin will pursue the research and report back at the next meeting.

PERMITS:

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve permit # 09-07 (Rick Solberg) contingent upon Moose Township and Two Rivers Watershed District approval. Motion carried unanimously.

A **motion** was made by Manager Miller and seconded by Manager Carriere to approve permit # 09-06 (David Scholz). Motion carried unanimously.

Rick Hetten, R & Q Trucking, addressed the board concerning the issue of the leakage of the traps at the Habstritt ring dike. Mr Hetten stated that they could get the seals or “Mastick” and install them. Engineer Dalager stated there was also supposed to be rock (class 2 riprap) installed for a spillway near the 24” culvert to prevent erosion from pumping. Mr. Hetten stated that they would also install the riprap. Engineer Dalager also stated that every fall the landowner also needs to be responsible for checking and maintaining the culverts and traps.

Roseau County Commissioner Jack Swanson stated that the Association of Minnesota Counties has made streamlining the permitting process part of their platform. The intent is to have one permitting agency instead of multiple agencies. There is concern with who the one entity would be. Chairman Voll also stated his frustration at the lack of funding from agencies that require additional NRE’s and those subsequent costs. Manager Miller requested that any and all engineering expenses be approved by the board prior to incurring those costs. The board was in concurrence.

PROJECT TEAM & ENGINEERS REPORT:

Hay Creek / Norland: Engineer Dalager presented the board with the signed Plans and Specs for all phases of the project. The Step 2 submittal has been requested to be addressed at the June RRWMB meeting. Engineer Dalager discussed coordinating the construction with the available funding. There was discussion on construction of Phase I and Phase III this construction season. This year the project is slated to receive 1.8 million from the state, \$300,000.00 from the RRWMB and \$300,000.00 local match. Manager Miller stated it was his opinion that the project should be build in the consecutive order, in effect, having a project that was in continual need for funding instead of using the funding to complete portions. The possibility of bidding the entire project at the same time as three separate bids was discussed. It was Engineer Dalager’s opinion that the board should let the bids for Phase I and Phase III; in the event that funding becomes available, bid a portion or all of Phase II. The board was in consensus with that opinion.

Engineer Dalager discussed the County permit. There was discussion on the County hiring an independent consultant to review the project plans. Engineer Dalager stated he felt that the County Engineer and himself could work together to review the project. The County Board and the County Engineer will discuss the project and decide if an independent consultant review would be necessary. If the County Board were to require an additional review, the Watershed Board will make Engineer Dalager and Board members available to answer questions for the County.

A **motion** (M32-06-09) was made by Manager Miller and seconded by Manager Lee to move forward with the bidding process as per Engineer Dalager’s suggestion of bidding Phase I and Phase III. The Bid opening will be July 8, 2009 at 10:00 in our office. Contractors will be charged \$150.00 to purchase the plan set. A pre-bid meeting will be held June 29, 2009 at 10:00 in our office. Special meetings will be scheduled for the bid opening and the pre-bid meeting. Administrator Sando and Administrative Halstensgard will submit the advertisements to publishers. Motion carried unanimously.

County Commissioner Swanson asked about the public hearing that the county will need to hold.

Malung Project: Chairman Voll asked about setting the date for the public hearing to establish the Malung Impoundment as a project. A **motion** (M33-06-09) was made by Manager Miller and seconded by Manager Lee to schedule a public hearing to establish the Malung Impoundment as a project on July 1, 2009 at 8:00 a.m. in our office. Notice will be published in the Roseau Times-Region. Motion carried unanimously.

Palmville Project: Administrator Sando went on the monitoring installation with HDR personnel. Administrator Sando will also be working on FEMA funding for some damage done this spring.

Chairman Voll discussed project engineering and varying firms.

Steve Lee Ring Dike: There was discussion on the funding. As of right now, the state is not granting extensions to ring dike grant agreements. In the future, NRCS will possibly provide funding through the EQUIP program for farmstead ring dikes.

A **motion** was made by Manager Lee and seconded by Manager Carriere to approve payment of the project engineering bills.

Chairman Voll informed the board that he had discussed the possibility of purchasing a Ranger and Trailer with the County. The board pursued the possibility of purchasing a Ranger and trailer for project monitoring and structure operation. Manager Miller suggested looking into a return program and trading in every 2 to 3 years. The recommendation of the board was to purchase a Ranger 500 with winch and trailer. Manager Carriere suggested getting the aluminum sides for the trailer right away. Manager Miller also suggested investing a little more for an upgraded trailer. A **motion** (M34-06-09) was made by Manager Voll and seconded by Manager Miller to move forward with the purchase of the Ranger and trailer. Motion carried unanimously.

RRWMB Report:

Administrator Sando informed the board that an additional \$5,000 was made available for Project Team expenses. We have submitted our request for the additional funding. Manager Lee asked about having Mark Miester create an update on the Hay Creek / Norland project. Administrator Sando updated the board on changes in personnel on the RRWMB.

Administrator's Report:

Administrator Sando reported on the following issues:

- FEMA update
- RRWD investments
- Draft audit report – approving the audit report was tabled until the July meeting.

There was discussion on cleaning and maintenance in ditch 16. It was the recommendation of the board to review the original ditch plans, contact the county to survey the ditch and be put on the July agenda to further discuss this issue.

- Loren Horner bill
- NRCS meeting in Crookston
- Received COE permit for 310 repair – to be reviewed at the next board meeting.

OLD BUSINESS:

Administrator Sando presented the board with the proposal from Lloyd Fugleberg concerning the installation of 2 culverts in the berm of the West Interceptor. Chairman Voll suggested the possibility of using FEMA funding to do some of the repairs and reinstalling culverts. Manager Lee asked if the board wants to absorb 100% of the costs to appease the landowner. Manager Miller reviewed the history of the installation of culverts and the field drainage along the West Interceptor. Manager Miller suggests that Mr. Fugleberg attend a board meeting and come to a conclusion then.

Terry Haaby, Roseau County Highway Dept., created legal descriptions for the triangle portion of land near the Swanson property along the West Interceptor. It was stated that Bruce Baumgartner stated an interest in purchasing the portion on the North side of the Swanson property. A letter will be drafted to Mr. Baumgartner and Mr. Magnusson stating the position of the board in selling the property. Jack Swanson and family have agreed to purchase both or either portion of land if neither previous landowner were interested in purchasing the land back.

Administrator Sando discussed the email from Todd Peterson concerning a compromise on the West Interceptor Maintenance Fund. Administrator Sando read from the minutes of the RRWD special meeting held February 2, 2006. It was Jack Swanson's suggestion that Dave Grafstrom, creator of the Wetland Report, give the Board projected costs to create the report for the 33 mitigation acres and submit that amount to the City of Roseau. Also, Administrator Sando will delineate an amount spent for his time and expenses to do the monitoring. The issue of the insurance for the railroad crossing was discussed. Manager Lee requested a written confirmation from the City of Roseau's insurance agency that the crossing is covered under their policy and the Minnesota Northern Railroad confirming that the crossing is covered under the cities insurance policy limits. The board will review the insurance issue after said letter is received.

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS
SPECIAL MEETING HELD June 19, 2009**

Chairman Laverne Voll called the meeting to order at 3:00 p.m. at the Roseau River Watershed District Office. Attending the meeting were: Laverne Voll, Steve Lee, Todd Miller, Allison Frislie, LeRoy Carriere and Administrator Sando.

The purpose of the meeting was to review the Lee Ring Dike project. Administrator Sando informed the board that the State had awarded an extension to the expiration date of grant agreement #B06066. The new grant expiration date will be December 31, 2009. A **motion** (M35-S06-09) was made by Manager Miller and seconded by Manager Carriere to accept the extension and sign Amendment 2 to Grand Agreement B06066/B21425. Motion carried with Manager Lee abstaining.

There was discussion on an addition \$18,000 State funding available for this ring dike project. A **motion** (M36-S06-09) was made by Manager Miller and seconded by Manager Carriere to approve the resolution agreeing to terms of the State Grant and to sign and return said grant agreement. Motion carried with Manager Lee abstaining.

Project expenses were discussed. It was the feeling of the board that project engineering expenses would be considered separate from other project costs and payment would be approved after other expenses.

The meeting was adjourned at 3:25 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Rob Sando, Administrator

NEW BUSINESS:

There was no new business for this meeting.

Manager Lee gave an update to the board on the Big Swamp meeting conducted by Two Rivers Watershed District.

After review of the Managers vouchers, a **motion** was made by Manager Lee and seconded by Manager Carriere to pay the Managers vouchers. Motion carried unanimously.

A **motion** to adjourn the meeting was made by Manager Miller and seconded by Manager Voll. The meeting was adjourned at 11:25 a.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS
SPECIAL MEETING HELD June 29, 2009**

Chairman Laverne Voll called the meeting to order at 10:00 a.m. at the Roseau River Watershed District Office. Attending the meeting were: Laverne Voll, Steve Lee, Todd Miller, Engineer Dalager, Administrator Sando and Administrative Assistant Halstensgard. For others in attendance, please see attendance sheet .

Engineer Dalager gave a brief agenda for the meeting which included an overview of the project, site visit and reconvening for a question and answer session. Engineer Dalager gave an overview of the project and an explanation of the phasing. Project permitting and completion dates were also discussed. Engineer Dalager stated that permits still needed to be obtained for the project.

The meeting recessed for site visits. Engineer Dalager will remain at the office for additional questions.

The group met with contractors for additional questions.

The meeting was adjourned at 12:15 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS
SPECIAL MEETING HELD June 29, 2009**

Chairman Laverne Voll called the meeting to order at 10:00 a.m. at the Roseau River Watershed District Office. Attending the meeting were: Laverne Voll, Steve Lee, Todd Miller, Engineer Dalager, Administrator Sando and Administrative Assistant Halstensgard. For others in attendance, please see attendance sheet .

Engineer Dalager gave a brief agenda for the meeting which included an overview of the project, site visit and reconvening for a question and answer session. Engineer Dalager gave an overview of the project and an explanation of the phasing. Project permitting and completion dates were also discussed. Engineer Dalager stated that permits still needed to be obtained for the project.

The meeting recessed for site visits. Engineer Dalager will remain at the office for additional questions.

The group met with contractors for additional questions.

The meeting was adjourned at 12:15 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD July 1, 2009**

ORDER: Chairman Laverne Voll called the meeting to order at 8:00 a.m.

A **motion** (M37-07-09) was made by Manager Miller and seconded by Manager Carriere to open the Public Hearing. Motion carried unanimously. Engineer Nate Dalager presented the Preliminary Engineers Report for the Malung Impoundment to the Board. All persons at the public hearing were given the opportunity to orally comment in favor or opposition to the project. Administrator Sando indicated that no written comments had been received at the Roseau River Watershed District office. A **motion** (M38-07-09) was made by Manager Miller and seconded by Manager Carriere to close the public hearing. Motion carried unanimously. A **motion** (M39-07-09) was made by Manager Frislie and seconded by Manager Carriere to approve the establishment of the Malung Impoundment Project and to approve the Findings of Fact and Order Establishing the project presented orally to the Board of Managers by Attorney Pat Moren. Motion carried with managers Frislie, Lee and Carriere in favor, Managers Miller and Voll opposed.

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

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

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren

DELEGATIONS: Lloyd Fugleberg

AGENDA: **Motion** by Manager Frislie and seconded by Manager Lee to approve the agenda with the addition of Permit #09-08 (Jim Johnson). Carried - unanimous.

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Lee to approve the June 3rd, 2009 minutes as mailed. Carried – unanimous. A **motion** was made by Manager Carriere and seconded by Manager Miller to approve the June 19th, 2009 Special Meeting minutes as mailed. Carried – unanimous. A **motion** was made by Manager Carriere and seconded by Manager Lee to approve the June 29th, 2009 Special Meeting minutes as handed out. Carried – unanimous.

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 77.39
Lake of the Woods County -- Share of taxes	\$ 739.70
Marshall County -- Share of taxes	\$ 149.40
Roseau County -- Share of taxes	\$ 273,632.84
Red River Watershed Management Board -- PT reimbursement	\$ 5,000.00
Beltrami County -- Share of taxes	\$ 423.20
Wagner Construction, Inc -- purchase of plan set	\$ 150.00
Holthusen Construction, Inc -- purchase of plan set	\$ 150.00
Carl Bolander & Sons Co. -- purchase of plan set	\$ 150.00
Gladen Construction, Inc -- purchase of plan set	\$ 150.00
KGM Contractors, Inc -- purchase of plan set	\$ 150.00
Wright Construction Co, INC -- purchase of plan set	\$ 150.00
Doboszinski and Sons Inc -- purchase of plan set	\$ 150.00
Veit & company, Inc -- purchase of plan set	\$ 150.00
RL Larson Excavating, Inc -- purchase of plan set	\$ 150.00
Knife River Materials -- purchase of plan set	\$ 150.00
Hoover Construction Co. -- purchase of plan set	\$ 150.00
Swingen Construction -- purchase of plan set	\$ 150.00
Triple D Construction -- purchase of plan set	\$ 150.00
RJ Zavoral & Sons, Inc -- purchase of plan set	\$ 150.00
Horner Plumbing & Excavation, Inc -- purchase of plan set	\$ 150.00
Davidson Ready Mix & Construction Inc -- purchase of plan set	\$ 150.00
Midwest Contracting, LLC -- purchase of plan set	\$ 150.00
All Seasons Contracting -- purchase of plan set	\$ 150.00
North Pine Aggregate, Inc -- purchase of plan set	\$ 150.00
Kern & Tabery, Inc -- purchase of plan set	\$ 150.00
Greenview Landscaping, Inc -- purchase of plan set	\$ 150.00
Marshall County -- Share of taxes; SD 51	\$ 339.61
	\$ 283,512.14

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

Bills -- Memo	Amount
Verison Wireless -- cell phone charge	\$ 50.67
Century Tel -- phone bill	\$ 126.12
Sjoberg's Cable TV -- cable internet	\$ 42.32
Tony Torn -- copier maintenance	\$ 26.49
City of Roseau -- utilities	\$ 184.45
Multi Office Products -- office supplies	\$ 75.57
HDR Engineering, Inc -- project engineering	\$ 71,840.64
Houston Engineering, Inc -- ring dike engineering	\$ 1,004.50
Patrick D. Moren -- legal fees	\$ 937.50
Minnesota Energy -- natural gas	\$ 38.65
Steve Lee -- meetings, mileage and expenses	\$ 368.34
LeRoy Carriere -- meetings, mileage and expenses	\$ 138.53
Allison Frislie -- meetings, mileage and expenses	\$ 243.53
LaVerne Voll -- meetings, mileage and expenses	\$ 445.32
Todd Miller -- meetings, mileage and expenses	\$ 561.88
Rob Sando -- expenses and mileage	\$ 1,107.66
Rob Sando -- salary	\$ 3,108.63
Tracy Halstensgard -- wages	\$ 1,847.24
PERA -- employee and employer share	\$ 822.44
IRS -- withholding	\$ 1,589.75
Doug's Supermarket -- food for meeting	\$ 23.64
Scott's True Value -- office supplies	\$ 33.97
Roseau Times Region -- newspaper notices	\$ 357.00
Minnesota Viewers Association -- annual dues	\$ 125.00
Rinke-Noonan -- legal fees WI	\$ 838.50
RRWMB -- Share of taxes	\$ 54,280.38
MonTech Computers -- binding	\$ 5.33
Postmaster -- total of mailings for Hay Creek / Norland Plans & Specs	\$ 247.49
Bemidji Pioneer -- ad for bids Hay Creek / Norland	\$ 1,197.00
MN DNR -- permit application fee	\$ 150.00
The Quick Print Center -- Printing Plans & Specs Hay Creek / Norland	\$ 4,537.97
Quiality Printing -- envelopes	\$ 73.49
Reed business Information (Construction Bulletin) -- ad for bids Hay Creek / Norland	\$ 959.40
The Times -- ad for bids Hay Creek / Norland	\$ 278.82
Grand Forks Herald -- ad for bids Hay Creek / Norland	\$ 593.46
TOTAL	\$ 148,261.68

DELEGATIONS:

Lloyd Fugleberg met with the board to discuss the drainage into the West Interceptor from land he owns. Mr Fugleberg proposed installing 24" cmps thru the berm to allow field drainage. There was discussion on the possibility of breaching the berm in those locations. Mr. Fugleberg stated that he would rather have culverts installed. The idea of removing the 36" cmp from the township ditch entering the West Interceptor (south of Mr. Fugleberg's), placing that culvert on the south side of his shelterbelt, and moving that 18" to the field drain on the north side of his driveway. A **motion** (M40-07-09) was made by Manager Frislie seconded by Manager Lee to proceed as with the plan as discussed. Mr. Fugleberg asked

about the cattails in the ditch. Chairman Voll stated they would be sprayed. Motion carried unanimously.

PERMITS:

A **motion** was made by Manager Carriere and seconded by Manager Lee to approve permit # 09-08 (Jim Johnson) to replace a 24" cnp with a 36" cnp in this driveway. Motion carried unanimously.

A **motion** (M41-07-09) was made by Manager Voll seconded by Manager Carriere to sell the south portion (2.15 acres) adjacent to the Swanson land to Jack Swanson for the price of \$4,300.00 in addition to closing costs. Motion carried unanimously. A **motion** (M42-07-09) was made by Manager Frislie and seconded by Manager Lee to recind the previous motion to advertise the land for bids. Motion carried unanimously.

Roseau County Commissioner Jack Swanson discussed the issue of the West Interceptor maintenance fund. There was discussion on the cost for the wetland reporting. The City of Roseau can mow the West Interceptor at the City's expense. Any other maintenance of the project is the responsibility of the Watershed District and will be billed to the maintenance fund. There was discussion on the administrative time the Watershed District has invested for monitoring of the restoration and mitigation acres. Managers Miller and Carriere will meet with the City and Commissioner Swanson and report back to the board. It was the feeling of the board that the insurance will still be carried until a letter is received from the insurance company.

PROJECT TEAM & ENGINEER'S REPORT:

Hay Creek / Norland: Engineer Dalager discussed the requests for the engineer's estimate and plan holders list. It was the consensus of the board to not release the engineer's estimate, and to allow the contractors to have a copy of the plan holders list. The bids will be opened July 8th, 2009 at 10:00 a.m. in the Watershed District office. Adminstrator Sando gave the board an update on the funding. Pat Lynch, stated he needs a resolution from the RRWMB stating the prioritization of projects. There was discussion on the bid opening and reviewing the bids.

Malung Project: Engineer Dalager briefly discussed the public hearing and the comment letters from BWSR and DNR.

Palmville Project: There was discussion on the maintenance fees and who are the responsible parties for the various components of the project. Engineer Dalager has been working on the Operation & Maintenance Plan. Randy Pracher, DNR Wildlife Area Manager, was phone conference in the meeting. There was discussion on the cost sharing option for maintenance of the project. It was the feeling of the Board that the Watershed District would be solely responsibility for the control structures and the DNR would be responsible for the secondary structures (side inlet culverts). Randy Pracher was under the impression that the DNR would share in the financial responsibility for the control structures. Mr. Pracher had a note on his copy of the draft O & M plan that triggered the Joint Powers Board involvement. Mr. Pracher will research the issue and submit a report to the board. Manager Miller stated that is was the plan of the Board to maintain control of the structures. It was his feeling that if a cost share is involved, control of the structures may also be shared.

Steve Lee Ring Dike: The state has granted the grant extension. Manager Lee stated that the staking should take place in a couple of weeks. Administrator Sando handed out the new cost estimate for Steve Lee ring dike. The current estimate is \$159,929.00. The state grant is for \$74,000.00

A **motion** was made by Manager Carriere and seconded by Manager Lee to approve payment of the project engineering bills. Motion carried unanimously.

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT
BOARD OF MANAGERS
SPECIAL MEETING HELD July 8, 2009**

Chairman Laverne Voll called the meeting to order at 10:00 a.m. at the Roseau River Watershed District Office and announced that no more bids would be accepted. Attending the meeting were: Laverne Voll, Steve Lee, Todd Miller, Allison Frislie, LeRoy Carriere, Attorney Pat Moren, Engineer Nate Dalager, Administrator Sando and Administrative Assistant Halstensgard. The Purpose of the meeting was to open bids for construction of Phases 1 and 3 of the Hay Creek / Norland Project.

Administrator Sando announced the Engineer's Estimate for Phase 1 at \$1,107,737. The Engineer's Estimate for Phase 3 was \$486,934.00. The bids for Phase 1 were opened, read aloud and recorded. The bids for Phase 3 were opened, read aloud and recorded.

The apparent low bidder for Phase 1 was North Pine Aggregate, Inc with a bid of \$732,131.02. The apparent low bidder for Phase 3 was All Seasons Construction with a bid of \$293,806.32.

A **motion** (M44-S07-09) was made by Manager Frislie and seconded by Manager Carriere to accept the fair and apparent low bidder for Phase 1 pending the engineering, legal and administrative review of bid tabulation and bid bond. Motion carried unanimously.

A **motion** (M45-S07-09) was made by Manager Lee and seconded by Manager Frislie to accept the fair and apparent low bidder for Phase 3 pending the engineering, legal and administrative review of bid tabulation and bid bond. Motion carried unanimously.

Engineer Dalager stated that there was an error on the bids bond for the apparent low bidder for Phase 1, North Pine Aggregate, Inc. Manager Miller made a **motion** (M46-S07-09) to allow the low bidder until the end of the week (close of business Friday) to provide a corrected bid bond, seconded by Manager Carriere. Engineer Dalager discussed possible concerns with the incorrect bid bond. Manager Frislie requested that the contractor also provide references, due to the lack of local work completed by the contractor. Motion carried unanimously.

Manager Frislie asked the representative from All Seasons Construction about work done in the area and references. He stated they had done work in Wild Rice Watershed district and had worked with Houston Engineering.

If the review of each bid shows them to be accurate and complete, The Watershed District will move forward with contracts.

Administrator Sando spoke about the FEMA repair work that needs to be completed. The Board authorized Administrator Sando to hire local contractors and move forward with the repair work

A **motion** was made by Manager Frislie to adjourn the meeting. The meeting was adjourned at 12:05 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT
BOARD OF MANAGERS
SPECIAL MEETING HELD July 10, 2009**

Chairman Laverne Voll called the meeting to order at 8:00 a.m. at the Roseau River Watershed District Office. Attending the meeting were: Laverne Voll, Todd Miller, Allison Frislie, Administrator Sando, Administrative Assistant Halstensgard, Roseau County Commissioner Jack Swanson and County Commissioner Brian Ketring. The purpose of the meeting was to discuss some potential impoundment sites in the Beltrami Island State Forest.

Roseau County Commissioner Jack Swanson discussed the terms MN DNR had previously stated concerning building impoundments on state and private lands. It has been stated that if the Watershed District built Palmville and Malung Projects, the DNR would construct projects on State land.

Manager Miller stated that he would like to treat the proposed projects in Beltrami Island State Forest as one project with several components. The first proposal would be to rebuild dams that have washed out with small outlet culverts in the bottom for slow draw-down. Commissioner Swanson suggested that since the Watershed has established the Malung Impoundment as a project, they should request the DNR do likewise and establish a project on State land. The committee will propose sites, prioritize them and submit that to the DNR.

Manager Miller suggested secondary priority projects of culvert sizing in ditches 9 & 7 and in Beaver Township, Lateral 3 of CD 23; also utilizing land in the Cedarbend Swamp / Wildlife Management Area.

After discussion and prioritization of projects, the group directed Administrative Assistant Halstensgard to draft a letter to Mike Carroll outlining the direction in which the group would like to proceed. Commissioner Swanson would like Mr. Carroll to provide possible dates to meet and discuss these projects.

A **motion** was made by Manager Frislie to adjourn the meeting. The meeting was adjourned at 12:05 p.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

RRWMB Report:

A Step 2 application was submitted to the RRWMB. The Technical Advisory Committee (TAC) raised questions about the changes to the setback levees. Engineer Dalager addressed their questions and concerns to the RRWMB. The TAC requested a hydrologic study. Engineer Dalager will provide them with the information. The information will also be presented to the Project Team in writing.

Administrator's Report:

Administrator Sando reported on the following issues:

- Ditch 16 research –
- WD 3 and Ditch 69 – The board directed Administrator Sando to pursue the replacement of damaged culverts (angle & Darwin Sandin) and submit the costs to FEMA; and cleaning extended branch 1 of lateral 3 of State Ditch 69. Manager Miller stated he would rather the County take care of the angle culverts.
- MAWD Summer Tour in Albert Lee.
- Hay Creek – County Hearing July 7th, 9:00 a.m.; Bid opening July 8th, 10:00 a.m.
- East Diversion – information handout
- MAWD Legislative update

OLD BUSINESS:

A **motion** (M43-07-09) was made by Manager Carriere and seconded by Manager Lee to approve the 2008 Audit Report. Motion carried unanimously.

NEW BUSINESS:

Warroad River Watershed District is draining water into the Roseau River Watershed District. There was a ditch cleaning that took place that drains additional water into Ditch 61. Manager Miller asked if the Board wanted to pursue correcting some of the indiscretion in the watershed district boundaries.

After review of the manager's vouchers, a **motion** was made by Manager Frislie and seconded by Manager Carriere to pay the Managers vouchers. Motion carried unanimously.

Engineer Dalager read an email from Randy Pracher concerning the Palmville O & M. Managers Miller and Voll will review the plan with the DNR changes and meet with the DNR and County.

Manager Frislie discussed issues with Cutoff 10 in SD 51 and sloughing in that area. Manager Frislie also asked about repairing or improving Cutoff 10. There was discussion on the possibility at some point in the future.

Chairman Voll asked to be notified if the office will be closed.

A **motion** to adjourn the meeting was made by Manager Lee and seconded by Manager Carriere. The meeting was adjourned at 12:32 a.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD August 5, 2009**

ORDER: Chairman Laverne Voll called the meeting to order at 8:00 a.m.

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

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

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Pat Moren

DELEGATIONS: Mike Grahm, landowner.

AGENDA: **Motion** by Manager Miller and seconded by Manager Carriere to approve the agenda with the addition of Mike Grahm as a delegate. Carried - unanimous.

MINUTES: A **motion** was made by Manager Miller and seconded by Manager Carriere to approve the July 1, 2009 minutes as mailed. Carried – unanimous. A **motion** was made by Manager Miller and seconded by Manager Carriere to approve the July 8, 2009 Special Meeting minutes as mailed. Carried – unanimous. A **motion** was made by Manager Miller and seconded by Manager Carriere to approve the July 10, 2009 Special Meeting minutes as mailed. Carried – unanimous.

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	
Kittson County -- share of taxes	\$ 2,245.42
Citizens State Bank -- interest on CD	\$ 396.41
Olson Construction -- purchase of plan set	\$ 150.00
Sherbrooke Turf, Inc. -- purchase of plan set	\$ 150.00
Steve Lee -- 1st half ring dike payment	\$ 9,062.50
	\$ 12,004.33

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

Bills -- Memo	Amount
Verison Wireless -- cell phone charge	\$ 51.20
Century Tel -- phone bill	\$ 118.91
Sjoberg's Cable TV -- cable internet	\$ 42.32
City of Roseau -- utilities	\$ 118.50
Tony Torn -- copier maintenance	\$ 11.24
Postmaster -- Mailing Hay Creek Plans and Specs	\$ 55.13
Quality Printing -- printing impoundment sites books (Beltrami PT)	\$ 287.49
HDR Engineering, Inc -- project engineering	\$ 29,127.83
Patrick D. Moren -- legal fees	\$ 1,531.25
Minnesota Energy -- natural gas	\$ 17.80
Steve Lee -- meetings, mileage and expenses	\$ 468.41
LeRoy Carriere -- meetings, mileage and expenses	\$ 207.79
LaVerne Voll -- meetings, mileage and expenses	\$ 534.92
Todd Miller -- meetings, mileage and expenses	\$ 561.32
Rob Sando -- expenses and mileage	\$ 669.68
Rob Sando -- salary	\$ 3,108.62
Tracy Halstensgard -- wages	\$ 1,942.02
PERA -- employee and employer share	\$ 839.22
Internal Revenue Service -- withholding tax	\$ 1,629.56
Minnesota Revenue -- 2nd qtr withholding tax	\$ 713.00
Doug's Supermarket -- food for meeting	\$ 129.30
Scott's True Value -- supplies	\$ 23.48
Roseau Times Region -- newspaper notices	\$ 7.88
Graff Construction -- FEMA repair WD 3	\$ 1,398.00
R & Q Trucking -- repair and maintenance	\$ 10,413.00
Reliable Office Supplies -- supplies	\$ 90.21
Drees, Risky & Vallager -- 2008 Audit	\$ 5,235.00
DbA Consulting -- QuickBooks consulting	\$ 1,550.00
Northland Tire -- repair Ranger tire	\$ 95.84
The Quick Print Center -- printing Hay Creek Plans and Specs	\$ 1,046.14
Bonnie's Floral -- flower arrangement	\$ 29.93
MonTech Computers -- mouse	\$ 21.36
The Quick Print Center -- printing Hay Creek Plans and Specs	\$ 286.69
TOTAL	\$ 62,363.04

DELEGATIONS:

Mike Grahn will discuss issues during Hay Creek report.

PERMITS: There were no permits this month

RRWMB Report:

Manager Lee gave an update to the board of the July RRWMB meeting. The group toured the Red Lake Watershed and MSTR Watershed impoundments. Manager Miller showed the group the map of the impoundments and areas of runoff controlled.

PROJECT TEAM & ENGINEERS REPORT:

Hay Creek / Norland: Mike Grahn met with the board to discuss concerns with the collector ditch on the north side of Hay Creek. He was concerned that the current placement of the collector ditch was too far away from the road that will be constructed. He felt that this would cause the land between the road and collector ditch to be wet. Mr. Grahn wanted the collector ditch to be moved closer to the road and asked if the remainder of the land could be leased back to the landowners. Engineer Dalager explained that the entire corridor was purchased as part of the project to create NRE's for the permitting process. He further explained how the drainage would work off the road and in the collector ditch. There was discussion on the field access and leasing the land back to landowners. It was the feeling of the board that they would not lease the land back to the landowners. Mr. Grahn asked what the seed mix planted in the corridor would be and discussed the concerns with invasive species near certified seed land. There was discussion on seed mixes and what would work best for landowners. The area, approximately 10' on the field side of the collector ditch, could be maintained and mowed at any time of the season. After this discussion, Mr. Grahn felt it may be beneficial to keep the ditch near the property line to act as a barrier for the invasive species.

Engineer Dalager stated that construction should be starting next week. Engineer Dalager suggested that the board solicit bids for the structures for Phase 2. He stated that with the grant money projected to remain after phases 1 & 3, some structures could be completed this fall or next spring. Manager Miller agreed and suggested moving forward with that. Manager Miller also asked about the County's permit and request for the O & M plan. Manager Miller made a **motion** (M47-08-09) to solicit bids for the structures for Phase 2a, seconded by Manager Lee. Motion carried unanimously. There was some discussion of funding. The board set the bid opening date for the next board meeting.

Engineer Dalager has nearly completed a draft of the hydrologic study required by the TAC committee. He will be supplying that to the board for review.

A meeting to discuss the O & M was planned for one day next week after 3 p.m. Managers Miller, Carriere and Voll will be attending.

Administrator Sando informed the board that the WCA permit should be approved August 11th by the SWCD. The COE review period is up this Friday.

Manager Miller made a **motion** (M48-08-09) to approve the standard contract for Phases 1 & 3 and for Chairman Voll to sign them, seconded by Manager Lee. Motion carried unanimous.

West Interceptor: Administrator Sando provided the board with correspondence from George LaPray concerning the railroad crossing. The Board recommended dropping the insurance for the crossing. There were issues with the legal description for the property that Swanson's are purchasing. The issue is being taken care of. Vern Rugland will do the mowing for \$50.00 per hour. Manager Miller discussed what exactly should be mowed. He was in favor of mowing the bottom too. Manager Lee felt spraying the bottom would be effective. Manager Carriere asked about purchasing a sprayer for the ranger. The board felt that was a good suggestion and Administrator Sando will look into the matter. Administrator Sando will ask what the county would charge to mow and go with the least expensive.

Malung Project: There was nothing to discuss this month for Malung.

Palmville Project: Manager Miller made a **motion** (M49-08-09) to hire R & Q Trucking to remove the brush that was cut on the North - South lateral, seconded by Manager Carriere. Motion carried unanimously. There was discussion on graveling the access road. Manager Miller suggested that where the peat spots are on the road, build it up lay down fabric and gravel the road. Manager Miller made the **motion** (M50-08-09) that after R & Q completes the FEMA repair, the County blade the road and then the Watershed will hire Jeff Conn to gravel the 2.25 miles of access road, seconded by Manager Voll. Manager Lee stated that he felt hiring R&Q to do the graveling may be better since they were out there. Motion carried unanimously

Steve Lee Ring Dike: Manager Lee stated that work has been started. Chairman Voll asked about Loren Horner's bill. Manager Lee stated that Horner was not under contract. Attorney Moren stated that he refused to provide the bond and knew the risk. After discussion, Houston Engineer should discuss the issue of Loren Horner's bill with Zavoral & Sons Construction.

A **motion** was made by Manager Lee and seconded by Manager Carriere to approve payment of HDR Engineering project engineering bills. Motion carried unanimously.

Beltrami: Jack Swanson will be meeting with Mike Carroll and will discuss the email he sent the watershed.

There was discussion on the engineering for the Lake Bottom project. Manager Miller suggested that Engineer Dalager present what has been done so far at the next meeting. There was discussion on matching the Project Team funding to further the Beltrami and Lake Bottom Project. It was stated that the board would prefer that those funds come out of the administrative budget verses a ditch fund.

Administrator's Report:

Administrator Sando reported on the following issues:

- Ditch assessment – supplied county with a map for spraying
- Ring dike funding – Stacy Lee's ring dike was funded through the new program. There have been some changes to the funding through the NRCS program. There was extensive discussion on the detail of the program. It was the feeling of the board to table the issue until more information is available from NRCS.
- 310 Bridge repair update
- FEMA repairs

OLD BUSINESS:

Administrator Sando discussed brushing a lateral of Ditch 69. There was discussion of the County's process of identifying portions of the systems.

Administrator Sando discussed the Chris Johnson ring dike meeting. Manager Miller stated he felt that the engineer who signed the certificate of substantial completion should be there. It was the feeling of the board that Administrator Sando not attend the meeting and that JOR Engineering should be contact to represent their firm. Attorney Michelle Moren arrived at the meeting to discuss the lawsuit. Attorney Michelle Moren stated that JOR was dropped from the lawsuit because it was not cost effective to keep them in the lawsuit. The date of the meeting will be changed so that Attorney Michelle Moren will be able to attend.

NEW BUSINESS:

After review of the manager's vouchers, a **motion** was made by Manager Miller and seconded by Manager Carriere to pay the Managers vouchers. Motion carried unanimously.

A **motion** to adjourn the meeting was made by Manager Miller and seconded by Manager Carriere. The meeting was adjourned at 11:24 a.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT
BOARD OF MANAGERS
SPECIAL MEETING HELD August 11, 2009**

Manager Todd Miller called the meeting to order at 3:00 p.m. at the Roseau River Watershed District Office. Attending the meeting were: Managers Laverne Voll, Todd Miller, LeRoy Carriere; Administrator Sando, Administrative Assistant Halstensgard, Landowner Kelman Kvien, Roseau County Commissioner Orris Rasmussen and County Engineer Brian Ketring. The purpose of the meeting was to discuss the operations and maintenance plan for the Hay Creek / Norland project.

Engineer Dalager gave a presentation (see attached) to the group discussing the operation of Hay Creek / Norland project.

Discussion items included:

- Various stages and local gaging sites
- Effects on the County Ditch 18 and 61 systems
- Possible backwater effects of the project. Engineer Dalager stated that the max pool level and emergency spillway is elevation 1055 (1929 NGVD). Water at this elevation will carry upstream within the ditch banks of JD 61, CD 7, CD 18 about 1 mile. After the impoundment is full, the gates will be operated (impoundment "closed") and drainage of the County systems will be restored, greatly reducing or eliminating any short term backwater effects.
- Improving local drainage: Engineer Dalager and Chairman Voll will meet to discuss drainage issues to the 1 mile east of the northwest inlet of the impoundment (Mattson's Corner). There will also discuss possible ditch cleaning to improve flows of Lat 3 of JD 61 east of the impoundment. Some possible spot cleaning in the Ditch 18 system west of the impoundment was also going to be looked at.

Engineer Ketring stated that he would like to see an additional gage at some location west of the Ross gage to use as a trigger for the dewatering monitoring. Engineer Ketring also stated that he doesn't want drawdown to occur late in the fall in order to avoid freezing damage to the structures in the County Ditch system.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

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BOARD OF MANAGERS
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- Possible backwater effects of the project. Engineer Dalager stated that the max pool level and emergency spillway is elevation 1055 (1929 NGVD). Water at this elevation will carry upstream within the ditch banks of JD 61, CD 7, CD 18 about 1 mile. After the impoundment is full, the gates will be operated (impoundment "closed") and drainage of the County systems will be restored, greatly reducing or eliminating any short term backwater effects.
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Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD September 2, 2009**

ORDER: Chairman Laverne Voll called the meeting to order at 8:00 a.m.

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

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

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Attorney Pat Moren

AGENDA: **Motion** by Manager Carriere and seconded by Manager Lee to approve the agenda with the addition of Permit #09-10 (Jan Farris). Carried - unanimous.

MINUTES: A **motion** was made by Manager Miller and seconded by Manager Carriere to approve the August 5th, 2009 regular meeting minutes with the change as discussed. Carried – unanimous. A **motion** was made by Manager Miller and seconded by Manager Carriere to approve the August 11th, 2009 special meeting minutes as mailed. Carried – unanimous.

DELEGATIONS: There were no delegates for this meeting.

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 88.82
State of Minnesota -- reimbursement for Hay Creek / Norland	\$ 262,308.53
Wagner Construction -- Purchase Phase 2a spec book	\$ 25.00
All Seasons Contracting -- Purchase Phase 2a spec book	\$ 25.00
Up North Builders -- Purchase planset and spec book	\$ 150.00
Loren Horner -- Purchase Phase 2a spec book	\$ 25.00
Greenview landscaping -- Purchase Phase 2a spec book	\$ 25.00
Spruce Valley Corp. -- Purchase Hay Creek Plans and Specs	\$ 250.00
ICS Agency, Inc. -- Purchase Hay Creek Plans and Specs	\$ 250.00
RJ Zavoral & Sons, Inc -- Purchase Phase 2a spec book	\$ 25.00
Davidson Ready Mix -- Purchase Phase 2a spec book	\$ 25.00
Swingen Construction -- Purchase Phase 2a spec book	\$ 25.00
North Pine Aggregate, Inc -- Purchase Phase 2a spec book	\$ 25.00
Gladen Construction -- Purchase Phase 2a spec book	\$ 25.00
R & Q Trucking -- Purchase plans and specs	\$ 250.00
	\$ 263,522.35

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

Bills	Amount
Rob Sando -- salary	\$ 3,108.63
Rob Sando -- expenses, mileage,	\$ 381.15
Tracy Halstensgard -- wages	\$ 1,997.95
LeRoy Carriere -- Managers per diem, mileage & expenses	\$ 138.52
Steve Lee -- Managers per diem, mileage & expenses	\$ 364.49
Todd Miller -- Managers per diem, mileage & expenses	\$ 296.89
Allison Frislie -- Managers per diem, mileage & expenses	\$ 465.55
LaVerne Voll -- Managers per diem, mileage & expenses	\$ 299.06
Pat Moren -- legal fees	\$ 562.50
Houston Engineering -- engineering fee, ring dike	\$ 5,307.07
HDR Engineering -- project engineering	\$ 38,385.98
Sjobergs TV -- internet access	\$ 42.32
Doug's Supermarket -- meeting expense	\$ 39.55
Tony Dorn Inc -- copier maintenance	\$ 11.06
Verison -- Cell phone service	\$ 52.72
Roseau Times Region -- notice publication	\$ 210.00
Minnesota Energy -- natural gas bill	\$ 17.83
CenturyTel -- phone service	\$ 113.00
PERA -- employer / employee contribution	\$ 849.44
IRS -- Federal withholding	\$ 1,613.99
City of Roseau -- utilities	\$ 179.31
D & E Sports Shop -- service on ranger	\$ 55.91
Border Insurance Network -- managers bond	\$ 550.00
Multi Office Supply -- ink & paper	\$ 117.49
Scott's True Value -- supplies	\$ 26.05
MonTech Computers -- service	\$ 60.00
Postmaster -- mailing Hay Creek plans and specs	\$ 21.24
Johnson Fargo Culvert -- FEMA repair WD 3 Lat 3	\$ 4,454.55
Roseau Cty Hwy Dept. -- CD 16 & WI survey & discription	\$ 1,103.81
R & Q Trucking -- brush removal, Palmville	\$ 1,280.00
R & Q Trucking -- brush removal, Palmville	\$ 6,957.70
Roseau County Treasurer -- Deed Tax, land sale	\$ 14.19
Roseau County Recorder -- recording fees, land sale	\$ 92.00
Roseau - LOW Title & Abstract -- abstracting fee	\$ 500.00
Reed Business Information -- Ad for Bids, Hay Creek	\$ 575.64
Vern Rugland -- mowing WI & Norland	\$ 1,100.00
RJ Zavoral & Sons -- construction expense, ring dike	\$ 73,539.50
North Pine Aggregate -- Pay Estimate #1 - Hay Creek	\$ 30,000.00
The Quick Print Center -- plans & specs, Hay Creek	\$ 44.76
Total	\$ 174,929.85

PERMITS:

A **motion** was made by Manager Frislie and seconded by Manager Carriere to approve permit # 09-09 (Mayo Gregerson) for a 24" CMP. Motion carried unanimously.

A **motion** was made by Manager Frislie and seconded by Manager Miller to approve permit # 09-10 (Jan Farris) with the condition that the COE also approves and is in accordance with the Duxby Levee agreement. Motion carried unanimously.

The Board discussed Pay Estimate #1 for the Steve Lee Ring Dike. Administrator Sando stated the request was in the amount of \$73,539.50 due to RJ Zavoral & Sons. A **motion** was made by Manager Carriere seconded by Manager Miller to pay the Pay Estimate #1. Motion carried with Manager Lee abstaining.

The Board discussed Pay Estimate #1 to North Pine Aggregate for Hay Creek / Norland Phase 1. Administrator Sando gave a brief update of the project and stated that the Pay Estimate was in the amount of \$30,000.00. Engineer Dalager stated that North Pine was extremely professional and efficient. Engineer Dalager informed the board that there has been a change order request for seeding. Due to the late seeding time, they are requesting seeding winter wheat this fall and seeding the CRP mixture in the spring. There should be no change to the cost due to the reduced cost of disking and mulching next spring. Engineer Dalager stated that Gustafson & Gouge is ready to start on the structure. A **motion** was made by Manager Miller and seconded by Manager Carriere to approve Pay Estimate #1 in the amount of \$30,000.00. Motion carried unanimously.

A **motion** was made by Manager Frislie and seconded by Manager Miller to close the regular meeting. Motion carried unanimously. A **motion** was made by Manager Frislie and seconded by Manager Carriere to open the public hearing. Motion carried unanimously.

After discussion, Chairman Voll asked if there were any comments.

A **motion** was made by Manager Frislie and seconded by Manager Miller to close the budget hearing at 8:35 a.m. A **motion** was made by Manager Frislie, seconded by Manager Miller to 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 2010 budget at 8:30 a.m. Following discussion, a **motion** was made by Manager Frislie and seconded by Manager Carriere to approve the following budget for year 2010. Carried – Unanimous.

Administrative Budget:

1. Managers per Diem & expense	\$ 20,000.00
2. Staff	\$ 83,600.00
3. Engineering	\$ 10,000.00
4. Payroll Expense	\$ 16,000.00
5. Mileage Reimbursement	\$ 14,000.00
6. Conferences & Meetings	\$ 6,200.00
7. Rent	\$ 8,000.00
8. Capital Outlay	\$ 12,000.00
9. Office Expense	\$ 9,000.00
10. Insurance	\$ 15,000.00
11. Professional & Legal	\$ 20,000.00
12. Association Dues	\$ 2,500.00
13. Real Estate Tax	\$ 30,000.00

Total	\$ 246,300.00

Construction Budget:

1. Red River Watershed Management Board	\$ 124,050.00
2. Roseau River Watershed District Construction Fund	\$ 124,050.00

Total	\$ 248,100.00

A **motion** was made by Manager Miller and seconded by Manager Lee 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. Motion carried unanimously.

A **motion** was made by Manager Miller and seconded by Chairman Lee 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. Motion carried unanimously.

After discussion, a **motion** was made by Manager Lee and seconded by Manager Carriere to levy the below stated amounts to each ditch system for the year 2010:

\$12,000.00 levy on WD#3 Ditch System
\$10,000.00 levy on Ditch #8
\$ 1,000.00 levy on Ditch #16
\$ 5,500.00 levy on West Interceptor

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

Roseau County	\$88,141.88
Kittson County	\$ 1,155.02
Marshall County	\$ 641.92
Beltrami County	\$ 899.65
Lake of the Woods County	\$ 648.60

Motion approved with all in favor.

Project Report:

Hay Creek/Norland: Engineer Dalager discussed the H & H memo that was provided to the board. Engineer Dalager stated that pending the board approval, the document would be provided to the RRWMB TAC committee. There was discussion on the type of habitat that was being created. The board requested that the acreage be changed to reflect the bench area within the levees. Manager Miller made a **motion** (M51-09-09) to approve the H & H memo with the change discussed and distribute to the appropriate agencies, seconded by Manager Carriere. Motion carried unanimously. Chairman Voll asked about the status of the permits for the project. Engineer Dalager stated that he felt the permits would be coming shortly and that the best way to proceed is to continue to avoid the possible wetland during construction.

Chairman Voll stated he felt it may be appropriate to use class 5 gravel the entire depth instead of a combination of class 3 and class 5 on the road on the north side. Engineer Dalager stated that if the contractor puts in 6" of one class of gravel, the cost of laying the gravel should almost negate the cost difference. He will discuss the issue with the contractor. Administrator Sando updated the board on the funding for the project.

There was discussion on the O & M plan. Chairman Voll stated that he met with Greg Hoffnegal, HDR Engineering, on site and shot elevations on Lateral 3 of JD 61. Chairman Voll stated that the plugged culvert on Branch 5 Lat 3 JD 61 and branch 3 Lat 2 JD 61 is a county issue, not a watershed issue. The board directed Engineer Dalager to proceed with distribution of the O & M Plan to the appropriate persons and agencies for review. Roseau County Engineer Brian Ketring, stated that he felt that the Watershed Board, as a courtesy to the landowners upstream of the impoundment, consider correcting some of the local issues as part of the project.

The board recessed for a 10 minute break before the bid opening.

Engineer Dalager handed out the Engineer Estimate to the Board. Administrator Sando read aloud the submitted bids. Administrative Assistant Halstensgard noted the bid amounts on a spread sheet (see attached). After the bid opening, Manager Miller made a **motion** (M52-09-09) to accept the apparent low bids pending administrative, legal and engineering review, seconded by Manager Lee. Motion carried unanimously.

Malung Project: There was discussion on funding. The board directed Administrator Sando and Administrative Assistant Halstengard to pursue additional funding to cover costs incurred for this project.

Palmville Project: Engineer Dalager gave an update on the Operation and Maintenance plan. We are waiting from a response from the DNR. Engineer Dalager stated he has requested comment from the personnel reviewing the plan. After discussion on the condition of the road, Engineer Dalager stated that placing fabric on the road doesn't guarantee the road will not fail and could be a waste of time and money. Manager Miller suggested dumping some rock or pit run and putting class 5 over it. Administrator Sando informed the board that the brush has been removed from the north south lateral.

Engineer Dalager stated that, concerning the bid opening, he felt there was a possibility of doing three structures considering current funding. He felt using Wagner Construction and ICS, Inc. would be prudent.

Steve Lee Ring Dike: The issue of the bill from Horner Plumbing and Excavation was discussed. The board stated that Houston Engineering could mediate the issue.

A **motion** was made by Manager Carriere and seconded by Manager Lee to pay the project engineering bills, excluding the bill from Horner Plumbing and Excavation. Motion carried unanimously.

RRWMB Report:

Manager Lee stated that the RRBC is conducting a meeting and tour starting at Breckinridge and moving north. The River Watch Program is trying to set a curriculum and become accredited so that the data collected would be usable and credible. Middle-Snake-Tamarack WD requested an advance on funding to purchase land.

ADMINISTRATOR'S REPORT:

Administrator Sando reported on the following issues:

- ❑ WI mowing completed, mowing thistle in Norland
- ❑ Dave Grafstrom will do a monitoring report for the WI
- ❑ Swanson property – the total amount \$5,171.79. Attorney Moren read an Extract of Minutes to the Board. A **motion** (M53-09-09) was made by Manager Voll and seconded by Manager Carriere to approve the resolution (see attached) as read. Motion carried unanimously.
- ❑ Culvert installed across from Darwin Sandin's
- ❑ Proposed ring dikes
- ❑ 310 Bridge update – FEMA approved \$35,000.00. R & Q Trucking submitted a quote. Administrator Sando will request additional funding from FEMA and call for additional quotes.
- ❑ Duxby Levee – update
- ❑ Malung Dam – R & Q Trucking provided an estimate of \$8,800.00 for repair. USGS stated that they had no funding available for repair. Manager Miller recommended obtaining additional quotes, having the billing occur after September 30, 2009 and request 50% reimbursement from the USGS. After obtaining addition quotes on both the 310 Bridge repair and Malung Dam, the board directed Administrator Sando to move forward and hire the lowest and best contractor to complete the work stated.
- ❑ RRBC update
- ❑ Clean water legacy council appointments

OLD BUSINESS:

Items under Old Business were discussed previously.

NEW BUSINESS:

Items under New Business were discussed previously.

OTHER ITEMS:

After reviewing the manager's vouchers, a **motion** was made by Manager Lee seconded by Manager Miller. Motion carried unanimously.

Chairman Voll asked about the RRIW. It was stated that no information had been received in the office concerning the RRIW. Chairman Voll asked that the amount remaining in the checking account be investigated.

After Administrator Sando, Attorney Moren and Engineer Dalager reviewed the bids and bonds, Engineer Dalager discussed the bids with the board. He stated that Structures A & C are the most convenient structures to construct due to the fact that they are not in county ditch systems and the funding is available. Structure B could also be funded. The bids and bonds are correct for Structures A & B, however there is an issue with the bid for Structure C. The line item amounts did not add up to the total bid amount. After contacting Dennis Wagner, Wagner Construction, he stated that he would honor the correct bid tab total of \$354,134.00. Manager Miller suggested awarding the first two structures A & C and send a letter to Ron Harnack requesting the additional funding for the remaining four structures. Manager Miller made a **motion** (M54-09-09), Manager Lee seconded, awarding the bids to Wagner Construction for the amount of \$416,121.00 for Structure A and \$354,134.00 for Structure C. Motion carried unanimously. There was discussion on obtaining additional funding for Structure C. A letter will be sent to Ron Harnack requesting additional funding. No action was taken on the remaining four structures pending availability of additional funding.

Engineer Dalager updated the board on the statues of the Lake Bottom Project. Engineer Dalager gave a presentation (see attached) to the board showing the flood plan, historical photos, SD 51 flows, and possible project components. Engineer Dalager stated that by forcing water downstream earlier and utilizing existing storage better, downstream peak flows would be reduced by 1 foot or 500 cfs. Manager Lee asked what the next step would be. Engineer Dalager stated that a Project Team meeting would be scheduled and a request for funding would have to be submitted to the state. Manager Frislie made a **motion** to schedule a Project Team Meeting, there was no second. Manager Engineer Dalager suggested including Two Rivers Watershed District in the process. There was discussion on funding Project Teams for both the Lake Bottom and Beltrami projects. Manager Miller stated that the DNR is ready to move forward with the Beltrami Project and it was his suggestion to use this year's PT funding for the Beltrami Project. There was discussion on the Board funding a portion of the PT costs.

Manager Frislie and the rest of the Board thanked Manager Lee for his service and work on the Board.

A **motion** to adjourn was made by Manager Allison, seconded by Manager Carriere. 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 September 17, 2009**

Chairman Voll called the meeting to order at 10:00 a.m. In attendance were Managers Voll and Miller, Administrator Sando and Administrative Assistant Halstensgard and landowner Kelman Kvien. The purpose of the meeting was to discuss the failure of the bank at the 310 Bridge repair site on State Ditch 51.

There was discussion on the issue of the weight of the "Wahlberg Dike Road" causing the rotational failure. There was discussion on moving the road to the east approximately 30 feet to the east.

Manager Lee arrived at the meeting at 10:20.

Administrator Sando asked about adding material to west side of dike road/bank for this fall and winter and finishing the repair next spring. There was discussion on using some of the material that is being removed to move the road yet this fall. Manager Miller stated that he would like to hold off on making any decisions until after we have gotten a response from FEMA. Manager Miller would also like to see some of the point on the opposite side of the river cut back to angle the turn the river takes. Manager Miller stated that he would like to see trees planted, after the road is moved, to stabilize the slope as part of the plan. Manager Miller made a **motion** (M55-S09-09) to add additional material to the west side of the dike/road and seed with winter wheat or rye after the removal of the additional material on top of the slope west of the dike/road, seconded by Manager Lee. Carried Unanimous

There was a conference call with Charlie Anderson from JOR Engineering and Bill Hirte from FEMA at 11:00 a.m. Engineer Anderson explained the situation of the slope stability, dike road and SD #51 channel. Mr. Hirte will discuss with FEMA in the Chicago Office and let Administrator Sando know the results.

The meeting was adjourned at 11:30 a.m.

Respectfully submitted

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT
BOARD OF MANAGERS
EMERGENCY MEETING HELD September 17, 2009**

Chairman Voll called the meeting to order at 10:00 a.m. In attendance were Managers Voll and Miller, Administrator Sando and Administrative Assistant Halstensgard and landowner Kelman Kvien. The purpose of the meeting was to discuss the failure of the bank at the 310 Bridge repair site on State Ditch 51.

There was discussion on the issue of the weight of the "Wahlberg Dike Road" causing the rotational failure. There was discussion on moving the road to the east approximately 30 feet to the east.

Manager Lee arrived at the meeting at 10:20.

Administrator Sando asked about adding material to west side of dike road/bank for this fall and winter and finishing the repair next spring. There was discussion on using some of the material that is being removed to move the road yet this fall. Manager Miller stated that he would like to hold off on making any decisions until after we have gotten a response from FEMA. Manager Miller would also like to see some of the point on the opposite side of the river cut back to angle the turn the river takes. Manager Miller stated that he would like to see trees planted, after the road is moved, to stabilize the slope as part of the plan. Manager Miller made a **motion** (M55-S09-09) to add additional material to the west side of the dike/road and seed with winter wheat or rye after the removal of the additional material on top of the slope west of the dike/road, seconded by Manager Lee. Carried Unanimous

There was a conference call with Charlie Anderson from JOR Engineering and Bill Hirte from FEMA at 11:00 a.m. Engineer Anderson explained the situation of the slope stability, dike road and SD #51 channel. Mr. Hirte will discuss with FEMA in the Chicago Office and let Administrator Sando know the results.

The meeting was adjourned at 11:30 a.m.

Respectfully submitted

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD October 7, 2009**

ORDER: Chairman Laverne Voll called the meeting to order at 8:00 a.m.

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

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

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Attorney Pat Moren

AGENDA: **Motion** by Manager Miller and seconded by Manager Carriere to approve the agenda with changes. Carried - unanimous.

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Lee to approve the September 2nd, 2009 regular meeting minutes as mailed. Carried – unanimous. A **motion** was made by Manager Miller and seconded by Manager Carriere to approve the September 17th, 2009 emergency meeting minutes as mailed. Carried – unanimous.

DELEGATIONS: Janine Lovold,- SWCD.

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 88.82
State of Minnesota -- records modernization	\$ 2,304.00
Roseau County Treasurer -- Volstead lands	\$ 23.83
Connie Swanson -- Land purchase	\$ 5,171.79
Jack Swanson -- land purchase	\$ 313.63
Border State Bank -- interest on CD	\$ 1,047.86
	\$ 8,949.93

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

Bills	Amount
Rob Sando -- salary	\$ 3,108.63
Rob Sando -- expenses, mileage,	\$ 397.50
Tracy Halstensgard -- wages	\$ 2,037.79
LeRoy Carriere -- per diem, mileage and expenses	\$ 138.53
Allison Frislie -- per diem, mileage and expenses	\$ 235.77
Steve Lee -- per diem, mileage and expenses	\$ 290.27
Todd Miller -- per diem, mileage and expenses	\$ 640.54
LaVerne Voll -- per diem, mileage and expenses	\$ 512.89
Pat Moren -- legal fees	\$ 1,375.75
Sjobergs TV -- internet access	\$ 42.32
Doug's Supermarket -- meeting expense	\$ 176.16
Tony Dorn Inc -- copier maintenance	\$ 11.68
Verison -- Cell phone service	\$ 51.20
Scott's True Value -- office supplies	\$ 8.48
Minnesota Energy -- natural gas bill	\$ 51.05
CenturyTel -- phone service	\$ 146.75
PERA -- employer / employee contribution	\$ 856.03
City of Roseau -- utilities	\$ 186.52
Frank's TV -- tapes	\$ 26.71
Border Insurance Network -- insurance on ranger and trailer	\$ 457.00
Multi Office Supply -- ink & paper	\$ 94.61
MonTech Computers -- service	\$ 317.39
Postmaster -- stamps	\$ 176.00
Internal Revenue Service -- withholding tax	\$ 1,659.81
Subway -- food for Beltrami PT meeting	\$ 80.16
North Pine Aggregate -- Pay Estimate #2	\$ 196,435.28
All Seasons Contracting -- Pay Estimate #1	\$ 118,243.49
LaValla Sand & Gravel -- 310 Bridge Repair	\$ 83,744.00
HDR Engineering -- Project engineering	\$ 34,406.61
Houston Engineering -- ring dike engineering	\$ 983.80
JOR Engineering -- project engineering	\$ 2,879.46
Conn Trucking -- gravel for Palmville	\$ 5,220.00
Total	\$ 454,992.18

Project Report:

There was discussion on the remaining funds in the Palmville Grant. The Board would like to have the money rolled over into another grant, possibly Hay Creek / Norland. Administrator Sando updated the board on additional funding of Malung expenses. Chairman Voll asked Engineer Langen about the bill from Horner Excavation. Engineer Langen stated that the work completed by Horner at his risk and the amount of work really did not reduce the amount of work that Zavoral Construction had to complete.

Hay Creek/Norland: Engineer Knott discussed the issue of the gas pipeline. It was the recommendation of HDR Engineering that a horizontal 18" pipe be drilled under the gas pipeline to allow drainage until the pipeline could be lowered. The cost of installing the pipe would be \$12,340.00. Chairman Voll asked what the cost would be to lower the pipe in the spring. Engineer Knott stated an estimate of \$150,000.00 was provided by the gas company. Engineer Knott recommended moving the road about 30 feet more to the north to keep the weight as far back from the Hay Creek channel as possible. The additional cost for moving the road now would be minimal, with an additional 3000 yard of material needed. A **motion** was made by Manager Carriere and seconded by Manager Miller to pay the All Seasons Contracting Pay Estimate #1 for the amount of \$118,243.49. A **motion** was made by Manager Miller and seconded by Manager Carriere to pay the North Pine Aggregate Pay Estimate #2 for the amount of \$196,435.28. Administrator Sando informed the board of a discussion he had with Wagner Construction concerning the award of Structure B. A **motion** was made by Manager Miller and seconded by Manager Carriere to pay the HDR engineering bill for the amount of \$34,406.61.

Malung Project: There was no discussion at this meeting.

Palmville Project: Administrator Sando updated the board on work completed. A **motion** was made by Manager Miller and seconded by Manager Carriere to pay the Conn Trucking bill for the amount of \$5,220.00.

Ring Dike: A **motion** was made by Manager Carriere and seconded by Manager Frislie to pay the Houston Engineering bill for the amount of \$983.80 for the Steve Lee ring dike. Engineer Langen stated that the project would be wrapped up by the next board meeting. There was some discussion on the Robert Lee ring dike. A letter would be needed from the township stating that they would agree to the height of the road and not allow lowering of the road.

A **motion** (M56-10-09) was made by Manager Miller and seconded by Manager Lee to approve the moving of the road for Hay Creek. Motion carried unanimously. A **motion** (M57-10-09) was made by Manager Miller and seconded by Manager Carriere to approve the boring the culvert under the gas pipeline. Motion carried unanimously. Chairman Voll informed the board of the discussion that took place on September 25th 2009 to award the contract for the Hay Creek control structure B.

Beltrami: Manager Miller updated the board on the meeting that took place on the project. He found it interesting that Gretchen Mehmel stated that Fish and Wildlife had no intention of repairing the washed out dams. A **motion** was made by Manager Miller and seconded by Manager Carriere to pay the JOR Engineering bill for the amount of \$1,585.46.

RRWMA: Manager Miller stated that Charlie Anderson flew up to discuss the project with DNR personnel. The DNR wants to move forward with the project. Administrator Sando informed the board of a meeting he attended for funding through the Outdoor Heritage grant. The DNR is the administrator of the grants. There was some discussion on the history of the project. Administrative Assistant Halstengard will review the minutes and provide the meeting notes for the Board. A **motion** was made by Manager Frislie and seconded by Manager Miller to pay the JOR Engineering bill for the amount of \$1,294.00.

310 Bridge repair: There was discussion on what happened with the repair. Administrator Sando updated the board on the FEMA funding. Kelman Kvien, landowner, stated that the repair and the road looked good. A **motion** was made by Manager Voll and seconded by Manager Frislie to pay the LaValla Sand & Gravel bill for the total amount of \$83,744.00. Chairman Voll discussed the history of the access and the responsibility of the Watershed District to provide access after the rotational failure that occurred during the repair. Motion carried unanimously.

DELEGATIONS:

Janine Lovold addressed the board and requested input from the board for the County Water Plan.

PERMITS: There were no permits for this meeting. Administrator Sando updated the board on the status of Permit # 09-10 (Farris) that was installed in the Duxby Levee.

RRWMB Report:

Manager Miller stated that a legislative bonding tour took place. Status of Con Con lands, buffer strip mandates, and reimbursement requests for project teams changes were some topics that were discussed. Mark Meister had a media presentation for the board.

ADMINISTRATOR'S REPORT:

Administrator Sando reported on the following issues:

- ❑ 2008 Annual Report. Manager Frislie made a **motion** (M58-10-09), seconded by Manager Carriere to approve and accept the 2008 Annual Report and provide copies to the appropriate agencies. Motion carried unanimously.
- ❑ MAWD conference – Administrator Sando will reserve 4 rooms.
- ❑ Administrator Sando will place some of the rip-rap rock under a culvert by Lloyd Fugleberg.
- ❑ A **motion** (M59-10-09) was made by Manager Lee seconded by Manager Miller to hire HDR Engineering to engineer the Kveen/Pontow ring dike. Motion carried unanimously.
- ❑ Records modernizations grant – Administrator Sando will be working with Brian Ketring, Roseau County Highway Engineer.
- ❑ FEMA sites
- ❑ Culvert lowering in Lat 3 of WD 3

OLD BUSINESS:

Items under Old Business were discussed previously.

Manager Miller made a **motion** (M60-10-09), seconded by Manager Voll to award ICS Inc the contract for the Control Structure B for the Hay Creek / Norland project and supply Notice of Award and Contracts with today's meeting date. Attorney Moren discussed the legality of accepting the apparent low bid and awarding the bid. Manager Miller stated that at the time of the bid opening and accepting of the apparent low bid, ICS was the apparent low bid. It wasn't until after doing the complete bid tab that it became apparent there was an error on Wagner Construction's bid. However, it is the discretion of the board to disallow any bid with an error. Motion carried unanimously.

NEW BUSINESS:

Manager Miller discussed the angle pipes under County Road 10 in Lateral 3 of WD 3. Manager Miller stated that the county is willing to cost share in replacing of those pipes. The other option is for the County to place them on their list for state bonding. Manager Frislie made a **motion** (M61-10-09), seconded by Manager Lee, to pursue state bonding and replacing them with concrete structures. Motion carried unanimously.

OTHER ITEMS:

After reviewing the manager's vouchers, a **motion** was made by Manager Miller seconded by Manager Lee to pay the managers. Motion carried unanimously.

Manager Frislie updated the Board on the Two Rivers project team meeting.

Manager Miller spoke about a meeting he attended with the deputy ag commissioner. The meeting revolved around drainage issues. Manager Miller informed him of the issues the Watershed District faces with permitting with the DNR.

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD November 4, 2009**

ORDER: Chairman Laverne Voll called the meeting to order at 8:00 a.m.

Attorney Pat Moren swore in new manager Floyd Haugen and Manager Allison Frislie.

Manager Frislie made a **motion** (M62-11-09) to nominate Floyd Haugen as treasurer, seconded by Manager Miller. Motion carried unanimously. Manager Miller made a **motion** (M63-11-09) to nominate Floyd Haugen as FSA representative, seconded by Manager Frislie. Motion carried unanimously.

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

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

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Attorney Pat Moren

AGENDA: **Motion** by Manager Miller and seconded by Manager Carriere to approve the agenda with changes. Carried - unanimous.

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Miller to approve the October 7th, 2009 regular meeting minutes as mailed. Carried – unanimous.

DELEGATIONS: Pete Grafstrom, Landowner – Hay Creek; Janine Stenso, RRBC; Jadis Township – culvert issue; Randy Pracher – RRWMA & Palmville.

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 79.53
State of Minnesota -- reimbursement for Hay Creek Grant	\$ 390,998.21
Minnesota Emergency Management -- DR 1830	\$ 13,722.70
Daryle Dahl -- 2nd half land rent	\$ 934.50
Citizens State Bank -- interest on CD	\$ 396.41
State of Minnesota -- Market Value Credit	\$ 24,862.57
	\$ 430,993.92

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

Bills	Amount
Rob Sando -- salary	\$ 3,108.63
Rob Sando -- expenses, mileage,	\$ 335.50
Tracy Halstensgard -- wages	\$ 1,997.93
LeRoy Carriere -- per diem, mileage, & expenses	\$ 138.52
Allison Frislie -- per diem, mileage, & expenses	\$ 124.76
LaVerne Voll -- per diem, mileage, & expenses	\$ 210.57
Floyd Haugen -- per diem, mileage, & expenses	\$ 91.26
Todd Miller -- per diem, mileage, & expenses	\$ 262.79
Pat Moren -- legal fees	\$ 468.75
JOR Engineering -- Project Team	\$ 1,570.00
HDR Engineering -- project engineering	\$ 19,244.92
Houston Engineering -- ring dike engineering	\$ 7,322.37
All Seasons Contracting -- Hay Creek construction	\$ 129,778.18
North Pine Aggregate -- Hay Creek construction	\$ 343,778.18
Wagner Construction -- Hay Creek construction	\$ 126,135.00
RJ Zavoral & Sons Construction -- ring dike construction	\$ 28,635.50
Sjobergs TV -- internet access	\$ 42.32
Doug's Supermarket -- meeting expense	\$ 85.67
Tony Dorn Inc -- copier maintenance	\$ 16.58
Verison -- Cell phone service	\$ 51.10
Roseau Times Region -- notice publication	\$ 15.76
Minnesota Energy -- natural gas bill	\$ 51.05
CenturyLink -- phone service	\$ 115.14
PERA -- employer / employee contribution	\$ 849.11
Internal Revenue Service -- withholding	\$ 1,526.02
City of Roseau -- utilities	\$ 180.67
Scott's True Value -- supplies	\$ 49.91
Reliable Office Supplies -- flash drives	\$ 103.04
Quality Pringing -- binding annual report	\$ 30.73
Andy Johnson -- welding on trailer	\$ 40.00
MonTech Computers -- service	\$ 60.00
Postmaster -- mailing	\$ 38.82
Citizens State Bank -- Safe deposit box	\$ 125.00
Steve Lee -- work performed on ring dike	\$ 5,767.55
Roseau County Highway Dept. --	\$ 9,077.00
Graff Construction -- FEMA repair	\$ 1,426.00
MN Dept of Revenue -- 3rd qtr withholding	\$ 717.00
Roseau County Treasurer -- 2nd half property tax	\$ 12,569.00
Total	\$ 696,140.33

DELEGATIONS:

Chairman Voll updated the board on a culvert issue that Pete Grafstrom has along the Hay Creek Corridor. Chairman Voll recommended replacing an 18" culvert and trap that were removed and not scheduled to be replaced during construction. Mr. Grafstrom stated his opinion as to why he felt the culvert should be replaced. Manager Frislie asked Engineer Dalager for his opinion. Engineer Dalager discussed the location and stated that the post project drainage would be as good or better for the adjacent field. He stated that nuance standing water would be on Watershed land or in the exterior collector ditch. There was discussion on conditions during flood years. Chairman Voll made the point that exceptions have been made for other landowners and he felt the project could provide a culvert and trap at that point. Chairman Voll made a **motion** (M64-11-09) to provide an 18" culvert at the location requested and provide a salvaged trap, seconded by Manager Miller. Engineer Dalager requested that Mr. Grafstrom or Mr. Lund be present at the culvert installation. Motion carried with Managers Frislie and Carriere opposed. Administrator Sando will coordinate the installation.

Greg Halverson and David Drown addressed the board on behalf of Jadis Township with a culvert issue between sections 27 and 28 on the south end of the minimum maintenance road in Jadis Township. Lloyd Fugleberg also addressed the board. The township replaced a 24" culvert with a larger 30" culvert. There have been issues with the road washing out in the past and the township was hoping to prevent that from happening in the future. Manager Frislie made a **motion** (M65-11-09) to grant a permit for the existing 30" culvert with the condition of reviewing the function of that culvert for one season, seconded by Manager Carriere. The Township acknowledged the condition of the permit. Mr. Fugleberg felt riprap should be installed on the inlet and outlet of the culvert and fabric installed on the road. Mr. Fugleberg also felt that increasing the size of the culvert would be allowing more water to flow into section 27. Motion carried unanimously.

Project Report:

Hay Creek/Norland: Engineer Dalager discussed the pay estimates for construction of Phase 1, North Pine Aggregate, Inc. There was discussion on the COE permit issue. Chairman Voll asked about the signage for the project. Engineer Dalager stated that it was his understanding that Davidson removed the signs at the request of the County for their project. Manager Frislie suggested working with the road authority. The board directed Administrator Sando to work the issue out with the road authority. Manager Miller made the **motion** to pay Pay Estimate #3 in the amount of \$343,622.84 to North Pine Aggregate, seconded by Manager Frislie. Motion carried unanimously. Engineer Dalager gave an update on the construction of Phase 2a. Manager Carriere made the **motion** to pay Pay Estimate #1 in the amount of \$126,135.00 to Wagner Construction, seconded by Manager Haugen. Motion carried unanimously. Engineer Dalager discussed the request of Wagner Construction to replace the "Thimble" with "Wall Mounted Gates." Manager Miller asked what Engineer Dalager has used in other impoundments. Engineer Dalager stated they have used the surface "wall" mounted gates and they have worked sufficiently. Manager Frislie made a **motion** (M66-11-09) to accepting Wagner Construction's proposal to use the wall mounted gates on structures A & C, and to reject the proposal from ICS, INC for structure B. Motion seconded by Manager Miller. Motion carried unanimously. Engineer Dalager discussed Pay Estimate #3 from All Seasons Contracting, Inc. A **motion** was made by Manager Miller to approve Pay Estimate #3 to All Seasons Contracting in the amount of \$129,778.18 seconded by Manager Haugen. Motion carried unanimously. There was discussion on All Seasons Contracting's request to reduce the percent of retainage withheld. Manager Frislie made a **motion** to reduce the retainage from 10% to 5% seconded by Manager Carriere. After discussion, the motion was withdrawn and tabled until the December meeting. Engineer Dalager stated that they will be working with the pipeline company to schedule the lowering of the pipeline. A **motion** was made by Manager Frislie and seconded by Manager Carriere to pay the HDR engineer bill for the Hay Creek Project. Motion carried unanimously.

Ring Dike: Administrator Sando discussed the cost breakdown for the Steve Lee Ring Dike. Engineer Langen stated that a project completion meeting was held with the landowner and contractor and the projects has been completed. Engineer Langen also stated that the contractor would not consider reducing the amount due by the amount of the Horner Excavating Bill. The Board directed Attorney Moren and Administrator Sando to write a letter to Mr. Horner concerning his billing for the Steve Lee Ring Dike.

Administrator Sando updated the board on the Robert and Stacy Lee Ring Dike. A **motion** was made by Manager Frislie and seconded by Manager Carrier to pay the Houston Engineering bills for the amount of \$7,322.37 for both ring dikes. Motion Carried unanimously

Beltrami: Manager Miller updated the board on the meeting that took place on October 23rd. A **motion** was made by Manager Miller and seconded by Manager Carriere to pay the JOR Engineering bill for the amount of \$1,570.00. Motion Carried unanimously

RRWMA: Administrator Sando stated that the past meeting notes were included in the information mailed out to managers. Randy Pracher updated the board on work that has been done in the WMA and the fall draw down. Manager Miller asked Mr. Pracher about the meeting that took place that included Engineer Anderson from JOR. Mr. Pracher stated that a group met at the WMA and discussed concerns that the DNR has with construction of any project. Further investigation needs to be done to determine the best alternatives for a project. At the end of the meeting, the group agreed to research the various issues. There was continued discussion on the direction the project should take. The various parties will continue to discuss the project independently and look at scheduling a Project Team meeting in the late winter or spring.

Palmville Project: Randy Pracher discussed the Joint Powers Agreement and Appendix A, the Operations and Maintenance Plan. Engineer Dalager suggested reading the document thoroughly. Manager Miller suggested tabling this for the next meeting. Engineer Dalager stated that the County should attend the next board meeting to give their feedback.

RRWMB Report:

Manager Miller updated the board on the funding issues the RRWMB will be having for projects. They have requested that each watershed district review their projects and prioritization of those projects. The funding for Hay Creek / Norland still looks good. However, funding for projects next year may have issues. Dan Thul has been replaced on Project Teams by Garry Bennet, DNR Hydrologist. Manager Miller discussed the issues with the levees and diversions being discussed for the Fargo - Moorhead area that do not have retention areas built into them affecting downstream flooding. Project funding and prioritization were discussed again. Manager Miller stated that more would be known after the next meeting.

Manager Miller and Engineer Dalager left at 10:15 to attend a meeting with the county.

Janine Stenso, RRBC, gave a handout and presentation to the board discussing the activities going on in the Red River Basin.

PERMITS: A **motion** was made by Manager Carriere and seconded by Manager Haugen to approve permit #09-11 (Steve Brauer) for an 18" or 24" culvert. Motion carried unanimously.

ADMINISTRATOR'S REPORT:

Administrator Sando reported on the following issues:

- ❑ Project prioritization
- ❑ "Working with the COE" handout
- ❑ EQUIP funding for ring dikes
- ❑ WI update
- ❑ FEMA sites in WD 3
- ❑ Malung dam repair.
- ❑ MAWD conference information – A **motion** was made by Manager Frislie and seconded by Chairman Voll to appoint Managers Miller and Carriere as official delegates with Manager Haugen as an alternate. Motion carried unanimously.
- ❑ Letter to Governor Pawlenty on Maintenance of Public Drainage Ditches
- ❑ Options for cab for Ranger
- ❑ Investments in Certificate of Deposits

OLD BUSINESS:

Manager Haugen informed the board of a meeting about the maintenance of public drainage systems. Mr. Haugen is in favor of supporting the letter that was written to Governor Pawlenty (see attached). A **motion** was made by Manager Carriere and seconded by Manager Frislie to appoint Manager Haugen to attend meetings on this issue as a representative of the Watershed District. Motion carried unanimously. Manager Haugen requested that Administrator Sando take pictures of Lateral 3 of WD 3 where it enters an oxbow of SD 51. Manager Haugen stated that there were obstructions and siltation in the ditch.

The board discussed the contract with Mitch Magnusson to keep the Mickelson Bridge area free of debris. The issue was table until the December meeting. Administrator Sando will request Mr. Magnusson address the board at that meeting and inform the board of work that he completed.

NEW BUSINESS:

There were no items under New Business.

OTHER ITEMS:

After reviewing the manager's vouchers, a **motion** was made by Manager Carriere seconded by Manager Voll to pay the managers. Motion carried unanimously.

A **motion** to adjourn was made by Manager Frislie, seconded by Manager Voll. The meeting was adjourned at 11:15 a.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

Chairman Voll discussed a trip he had taken into Canada and observed some ditch cleaning in the Sprague Creek area. There was discussion on the RRIW.

A **motion** to adjourn was made by Manager Miller, seconded by Manager Lee. The meeting was adjourned at 10:25 a.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF
MANAGERS MEETING HELD December 2, 2009**

ORDER: Vice-Chairman Todd Miller called the meeting to order at 8:00 a.m.

MANAGERS PRESENT: Floyd Haugen, LeRoy Carriere, Allison Frislie and Todd Miller. LaVerne Voll arrived at 8:10.

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

OTHERS PRESENT: Refer to attendance sheet.

CONSULTING STAFF PRESENT: Attorney Pat Moren

AGENDA: **Motion** by Manager Carriere and seconded by Manager Haugen to approve the agenda with changes. Carried - unanimous.

MINUTES: A **motion** was made by Manager Carriere and seconded by Manager Haugen to approve the November 4th, 2009 regular meeting minutes with the following revision. Under ring dike report, change the last sentence to read; "The board directed Attorney Moren and Administrator Sando to write a letter to Mr. Horner concerning his billing for the Steve Lee Ring Dike." Carried – unanimous.

DELEGATIONS: Jack Swanson, County Commissioner; Mitch Magnusson, independent contractor; Loren Horner, contractor.

RECEIPTS:

Receipts -- Memo	Balance
Interest -- Checking account	\$ 86.65
State of Minnesota -- reimbursement for Hay Creek Grant	\$ 57,374.36
RRWMB -- ring dike reimbursement	\$ 38,261.45
State of Minnesota -- Market Value Credit	\$ 24,226.65
Steve Lee -- second half ring dike payment	\$ 11,329.66
Total	\$ 131,278.77

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

Bills	Amount
Rob Sando -- salary	\$ 3,108.63
Rob Sando -- expenses, mileage,	\$ 336.48
Tracy Halstensgard -- wages	\$ 1,870.03
LeRoy Carriere -- Managers per diem, mileage & expenses	\$ 69.26
Allison Frislie -- Managers per diem, mileage & expenses	\$ 118.77
Floyd Haugen -- Managers per diem, mileage & expenses	\$ 91.26
Todd Miller -- Managers per diem, mileage & expenses	\$ 96.76
LaVerne Voll -- Managers per diem, mileage & expenses	\$ 180.32
Pat Moren -- legal fees	\$ 531.25
Sjobergs TV -- internet access	\$ 42.32
Doug's Supermarket -- meeting expense	\$ 26.57
Tony Dorn Inc -- copier maintenance	\$ 17.33
Verison -- Cell phone service	\$ 51.31
Roseau Times Region -- notice publication	\$ 7.88
Minnesota Energy -- natural gas bill	\$ 72.74
CenturyLink -- phone service	\$ 116.97
PERA -- employer / employee contribution	\$ 826.39
Internal Revenue Service -- withholding tax	\$ 1,443.50
City of Roseau -- utilities	\$ 296.65
HDR Engineering -- Project engineering	\$ 13,439.09
Halverson Sand & Gravel -- Malung dam repair	\$ 5,670.00
All Season's Contracting -- Construction HayCreek Norland	\$ 13,778.98
ICS Construction Inc -- Construction Hay Creek Norland	\$ 32,014.89
Postmaster -- mailing	\$ 10.72
Horner Plumbing & Excavation --	\$ 1,674.00
Wagner Construction -- costruction Hay Creek Norland	\$ 404,340.75
Total	\$ 480,232.85

DELEGATIONS:

Jack Swanson addressed the board on behalf of Joe Laurin with issues he has in WD 3. Mr. Laurin spoke about concerns he has with drainage in WD 3. He would like to move the outlet 1 mile north. Manager Miller spoke about the process the Watershed District must follow and the legal requirements to do the work requested. It was Manager Miller's opinion that the Watershed District would have to get a legal opinion on the information provided by County Auditor Ann Granitz. Manager Frislie agreed that the legal opinion would have to be obtained. The Board directed Administrator Sando and Attorney Moren to work with County Attorney Hanson and County Engineer Ketring work together to determine the legal status for the ½ mile of ditch between section 34 and the NE section 3.

Mitch Magnusson addressed the board about renewing the contract for debris removal on SD 51. There was discussion on what was included in the FEMA contract. Manager Frislie asked if Administrator Sando could verify that Mr. Magnusson has done work that would be reasonably done for the amount paid. Administrator Sando stated that he had been out several times and had provided pictures. Manager Frislie made a **motion** (M67-12-09) to renew the contract with Mr. Magnusson, seconded by Manager Carriere. Manager

Frislie continued discussion by stated that for the long term the board should look at long term solutions to the issue of the bridge responsibility. Motion carried with Manager Frislie, Carriere and Voll in favor and Managers Miller and Haugen opposed. Manager Miller made a **motion** (M68-12-09), seconded by Manager Haugen to direct Administrator Sando take care of the debris removal to the extent that FEMA will cover the cost; any costs above what is covered will be brought before the board for a decision. Motion carried unanimously. Mr. Magnusson will provide photos of work completed.

Loren Horner addressed the board about the letter he received denying payment of work. Administrator Sando read the letter aloud. Manager Frislie stated he questioned where the funding would come from for this bill. Mr. Horner spoke about the timeline of events that occurred. Mr. Horner stated that it he did the work in good faith without a contract and that it was his decision to decline the contract once it was delivered. It was Mr. Horner's opinion that the contract was not delivered to him in a timely manor. Chairman Voll asked Mr. Horner about his decision not to purchase a Performance and Payment Bond. Mr. Horner stated that at that time there was a strict timeline for funding and the work had to be finished by a certain date. Mr. Horner had felt that finishing on time would not be possible. Administrator Sando read from minutes from previous meetings concerning this issue. Manager Frislie made a **motion** (M69-12-09) to deny payment of the Horner Excavation bill, seconded by Manager Carriere. Chairman Voll asked Attorney Moren how much it would cost in legal fees to continue to litigate this issue. Attorney Moren stated it would be a small claim and would be heard in conciliation court without legal representation. There was extensive discussion on legal issues. Motion failed with Managers Frislie and Carriere in favor and Managers Miller, Haugen and Voll opposed. Manager Voll made a **motion** (M70-12-09) to pay Horner Excavation the amount of \$1,674.00, seconded by Manager Miller. Manager Frislie made the statement that Managers Miller and Voll are usually the managers protesting paying questionable bills; however in this instance they are in favor of paying. Manager Miller stated that he felt in this case there is a legal foundation to pay the bill, whereas in other cases it was questionable excess spending. Manager Haugen stated that he felt the way the motions were read, the board had requested that Mr. Horner do the work and should pay for that work. Motion carried with Managers Miller, Haugen, and Voll in favor and Manager Frislie and Carriere opposed.

Randy Prachar, WMA Manager, addressed the board about the Joint Powers Agreement. Discussion had been tabled from the previous meeting for Managers to review the document. Manager Miller apologized and stated that he had not had time this month to review the document and asked if it could be tabled until the January meeting. It was stated that there were some wording changes by the DNR and the document should be completely reread. Copies were provided to the board.

Mr. Prachar updated the board on the meeting with Engineer Anderson. Soil boring and survey work would need to be done to see if outletting Pool 3 to the West is feasible. There was discussion on the issue of ditching in pool 3. The Staff at the WMA will be working this winter to define what they would like to see to improve management ability. The Watershed will be working on the technical data (soil boring, survey, etc.). Chairman Voll asked about the funding for the project. There was discussion on the FDR and NRE portions funding for projects. It was stated that any costs for this project would be funding by Project Team funding.

Project Report:

Hay Creek/Norland: Engineer Dalager handed out photos of construction progress and presented the COE permit to the board. Engineer Dalager discussed the pay estimates for the project. Chairman Voll asked about the damage that occurred to the road. Engineer Knott, stated that questioning took place as to who and how it happened and no concrete answer was obtained. Chairman Voll stated that the County bladed and reshaped the road to correct the damage. The amount charged by the county will be held from Wagner Construction's retainage, as it was determined that the trucks hauling were for their work. Engineer Dalager updated the board on the meeting with the pipeline. Engineer Dalager discussed the mitigation required by the COE permit. There was discussion on payment of billing. A **motion** was made by Manager Frislie and seconded by Manager Carriere to pay the project Pay Estimates as funding becomes available with the Treasurer's and Administrator's approval. Motion carried unanimously. A **motion** was made by Manager Carriere and seconded by Manager Frislie to pay the HDR Engineering bill for the amount of \$13,439.09.

Ring Dike: Administrator Sando updated the board on the Robert and Stacy Lee Ring Dike. Administrator Sando handed out the cost estimate and discussed funding with the board. The RRWMB will only contribute 12%. Administrator Sando stated that the RRWD and landowner contribution would be approximately \$27,000.00 each. It was the opinion of the board to discuss with the landowner

and determine if they are willing to pursue construction at that cost. Manager Miller stated it was his opinion that the board should continue with paying the 12.5% that has been customary in the ring dike program. It was the consensus of the board to continue with the 12.5% contribution. Manager Frislie made a **motion** (M71-12-09) to forgo the required landowner down payment until after the project has been bid. Motion was withdrawn. Administrator Sando will continue with the process and talk to the landowner. A **motion** was made by Manager Frislie and seconded by Manager Miller to pay the Houston Engineering bill for \$808.08. Motion carried unanimously.

Beltrami: Manager Miller stated that Engineer Anderson is doing modeling on Hanson Creek. Manager Miller discussed the project with Mike Carroll, Regional Director – MN DNR and will be continuing discussions with Mr. Carroll. We obtained copies of the concerns presented by the DNR at the last PT meeting.

Palmville Project: Monitoring equipment has been removed. Engineer Dalager asked what the board would like to do with the data that was collected. A **motion** (M72-12-09) was made by Manager Frislie and seconded by Manager Carriere to have HDR compile a report on the data collected for the project team. Motion carried unanimously.

RRWMB Report:

Manager Miller updated the board on calendar that is being produced by Mark Meister. There was discussion on the funding for the NRE portions of projects. Manager Miller requested a consensus from the board as to how to vote on this issue. It is his opinion that Watershed Districts should not be funding the NRE portions that are required by the various agencies. The Board concurred with Manager Miller's opinion.

The prioritizing of projects was the next topic of discussion. Manager Miller updated the board on the status of the funding for the RRWMB. He read the request that was submitted by the RRWD to Ron Harnack, RRWMB Financial Coordinator. The Board worked on prioritizing projects and discussing amount of funding needed. Manager Miller stated that the RRWMB will be adhering more strictly to the Star Value System of project prioritizing. After discussion, the projects were prioritized as follows:

1. Hay Creek
2. RRWMA & Beltrami
3. Malung & Lake Bottom

The amounts requested amounts for each project are going to remain the same.

River Watch basin monitoring has been turned over to a college. The Flood Damage Reduction Work Group discussed how to obtain funding from LSOHC (Lessard Outdoor Haritage Council).

There was discussion on developing a policy for agricultural tiling.

It was the consensus of the board to vote in favor of the MAWD resolution to require State agencies to obtain permits for work done within the Watershed.

PERMITS: There were no permits for this meeting.

ADMINISTRATOR'S REPORT:

Administrator Sando reported on the following issues:

- ❑ Rip Rap installed at Fugleberg's culvert
- ❑ WD 3 Lat 3 trap repair
- ❑ Benchmarks
- ❑ Malung Dam repair
- ❑ FEMA payment & 310 Bridge repair
- ❑ Steve Lee ring dike is closed out
- ❑ Duxby Levee graveling
- ❑ Jan Farris letter – Manager Frislie suggested they submit a permit to lower the culvert.
- ❑ Cleaning sediment in an oxbow at the outlet of Lat 3 of WD 3.
- ❑ Replacing 2 angle pipes in WD 3. Manager Miller stated there were issues with requesting bonding money and recommended working on this during the winter.

OLD BUSINESS:

Items under Old Business were discussed previously in the meeting.

NEW BUSINESS:

Manager Carriere presented the job descriptions for the Administrator and Administrative Assistant and the Board reviewed those job descriptions. The board discussed current cost of living adjustments and economic factors. Administrative Assistant Halstensgard informed the board that employee time spent on projects and ditch systems are reimbursed by the appropriate fund. Manager Miller made a **motion**, seconded by Manager Carriere to leave the hourly wage for Administrative Assistant Halstensgard and the salary for Administrator Sando the same as last year for 2010. Motion carried unanimously.

OTHER ITEMS:

After reviewing the manager's vouchers, a **motion** was made by Manager Frislie seconded by Manager Miller to pay the managers. Motion carried unanimously.

A **motion** to adjourn was made by Manager Frislie, seconded by Manager Miller. The meeting was adjourned at 12:43 a.m.

Respectfully submitted,

LeRoy Carriere, Secretary

Tracy Halstensgard, Administrative Assistant