

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD November 3, 2010**

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

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

**STAFF PRESENT:** Administrator Sando, Administrative Assistant Halstengard

**OTHERS PRESENT:** Refer to attendance sheet.

**DELEGATIONS:**

**AGENDA:** A **motion** was made by Manager Voll 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 Frislie to approve the October 6, 2010 regular board meeting minutes as handed out. Motion carried unanimously.

**RECEIPTS:**

<b>Receipts -- Memo</b>	<b>Balance</b>
Citizens State Bank -- Interest on checking	\$ 53.86
State of Minnesota -- Market Value Credit; real & ag	\$ 24,983.75
RRWMB -- Hay Creek reimbursement	\$ 58,403.11
State of Minnesota -- Hay Creek reimbursement	\$ 350,418.64
Roseau County -- rip rap (highway dept)	\$ 2,200.00
<b>TOTAL</b>	<b>\$ 436,059.36</b>

<b>Bills -- Memo</b>	<b>Amount</b>
City of Roseau -- utilities	\$ 188.33
Verison -- cell phone charge	\$ 51.08
CenturyLink -- phone bill	\$ 123.94
Sjoberg's Cable TV -- cable internet	\$ 42.32
Marco -- copier maintenance	\$ 30.57
Roseau Times-Region -- notice	\$ 7.88
Minnesota Energy -- natural gas bill	\$ 40.41
Rinke Noonan -- Legal fees	\$ 1,802.00
Patrick D. Moren -- legal fees	\$ 656.25
HDR Engineering -- Project Engineering	\$ 18,519.15
Floyd Haugen -- meetings, mileage and expenses	\$ 176.52
LeRoy Carriere -- meetings, mileage and expenses	\$ 69.26
Allison Frislie -- meetings, mileage and expenses	\$ 120.26
Todd Miller -- meetings, mileage and expenses	\$ 347.96
LaVerne Voll -- meetings, mileage and expenses	\$ 408.59
Rob Sando -- expenses and mileage	\$ 340.50
Rob Sando -- salary	\$ 3,093.62
Tracy Halstensgard -- wages	\$ 2,009.39
Roseau County Treasurer -- second half taxes	\$ 17,848.00
PERA -- employee and employer share	\$ 870.81
RRWMB -- stream gaging cost share	\$ 12,397.50
Doug's Supermarket -- food for meetings and supplies	\$ 91.05
Claire Kjersten -- mowing Duxby Levee	\$ 560.00
Spruce Valley Corporation -- Hay Creek construction	\$ 468,423.00
Halverson Sand & Gravel -- West Interceptor & Hay Creek	\$ 16,106.27
ICS Construction Inc. -- Hay Creek construction	\$ 36,543.30
LaValla Sand & Gravel -- ring dike construction	\$ 42,018.03
Wagner Construction -- Pay Estimate #5 Hay Creek construction	\$ 38,813.80
Internal Revenue Service -- payroll withholding	\$ 1,020.00
Layton Oslund -- reimbursement	\$ 1,462.50
Olson Construction TRF -- ring dike construction	\$ 38,073.25
Roseau County Highway Dept. -- WD 3 culvert cost share, survey, drafting, blading	\$ 9,432.41
<b>TOTAL</b>	<b>\$ 711,687.95</b>

**BILLS:** A **motion** was made by Manager Voll to pay the normal monthly bills seconded by Manager Carriere. Motion carried unanimous. The County Highway Department bill needs clarification.

**PROJECT TEAM & ENGINEERS REPORT:**

Hay Creek / Norland:

Chairman Miller discussed the meeting with Spruce Township. The topic of discussion at the meeting was graveling the "Mattson Island Road." The Township was in agreement to paying a portion of the cost of the gravel. Administrator Sando will submit a bill to the township for 12.5%. A **motion** was made by Manager Voll and seconded by Manager Frislie to pay the Halverson Sand & Gravel bill and bill Spruce Township for their portion. Motion carried unanimously. Chairman Miller discussed the damage caused by contractors damaging the road and reducing their retainage to reflect their culpability. Engineer Dalager stated those costs are reflected in the current pay estimates. Chairman Miller asked about the engineer's responsibility for the issues with the road. Engineer Dalager responded. Manager Voll stated that he would be satisfied if HDR Engineering accepted responsibility for \$1,500.00 to \$2,000.00 taken off their bill. Chairman Miller discussed the issue of inspection on the project and Engineer Dalager

responded. Engineer Dalager stated he would waive the engineering costs for the Mattson Island road repair effort in the amount of \$4,200.00.

Chairman Voll asked for clarification on how the inlet structures will function. Engineer Dalager explained how the structures and ditches will function in a 100 year event. Chairman Miller asked about the waive action in the impoundment. Engineer Dalager explained that their design incorporates 5:1 slopes on the interior of the dike.

Engineer Dalager discussed the Certificate of Substantial completion of ICS, Inc. Spruce Valley Corporation has been using the culverts as a crossing and will be responsible for re-grouting the joints of those box culverts. A **motion** was made to approve the final pay estimate for ICS, Inc. by Manager Voll and seconded by Manager Carriere. Motion carried unanimously. Engineer Dalager discussed the issue with Wagner Construction. He stated that Spruce Valley has completed some of the work that had been started by Wagner Construction. A **motion** was made by Manager Voll, seconded by Manager Carriere to approve Pay Estimate #5 in the amount of \$38,813.80 to Wagner Construction. Manager Voll suggested the road repair costs be \$1500.00 to the contractor deducted from retainage. Motion carried unanimously. There was discussion on the work that Spruce Valley Corporation has completed. HDR Engineering will be staking the buffer / boundry along the east side of the connection channel and Hay Creek Channel. There was discussion on discussing with the landowner field ditches and buffer strips. A **motion** was made by Manager Frislie and seconded by Manager Carriere to approve Pay Estimate #4 for Spruce Valley Corporation in the amount of \$468,423.00. A **motion** was made by Manager Frislie and seconded by Manager Carriere to pay the HDR Engineering bill in the amount of \$14,094.46. Engineer's Dalager and Knott discussed an option for securing the gates. HDR will have the gate locks constructed and put on the structures. Motion carried unanimously. There was discussion on purchasing a generator to run drills to operate the gates.

Palmville: Additions to the notes include "the installation of a half moon trap installed that the county would build" and "Administrator Sando was to sandbag culvert so the contractor could complete work." There was a request for the contractor to mow the north/south lateral and the east / west lateral main stem ditch and the west end as far in as they can. The County would pay the 12.5% cost share for the mowing. Manager Frislie made a **motion** to approve the HDR bill in the amount of \$2,430.02, seconded by Manager Carriere. Manager Frislie asked that HDR include dates on "tasks performed" portion of the bill. Motion carried unanimously. A **motion** was made by Manager Miller and seconded by Manager Voll to approve the bill from Layton Oslund in the amount of \$1,462.50 which is 75% of the bill submitted. After extension discussion, motion carried unanimously. These bills will be submitted to the stated for reimbursement. Administrator Sando gave an update on the monitoring of the project.

Ring Dikes: Engineer Knott updated the board on the Pay Estimates for LaValla Sand & Gravel. LaValla Sand & Gravel also submitted another bill in the amount of \$22,750.00. A **motion** was made by Manager Frislie and seconded by Manager Carriere to pay Pay Estimate #2 for LaValla Sand and Gravel in the amount of \$42,018.03. Motion carried unanimously. Chairman Miller requested Houston include the disclaimer on their Pay Estimates as HDR's have. After discussion, a **motion** was made by Manager Frislie and seconded by Manager Haugen to pay the Olson Construction Pay Estimate in the amount of \$38,073.25. Motion carried unanimous. There was discussion on the funding for the engineering for ring dikes. A **motion** was made by Manager Voll and seconded by Manager Frislie to table the HDR Engineering bill for the Pontow / Kveen ring dike. Motion carried unanimously. There was discussion on the payment of the last Houston Engineering bill. There was discussion on dormant seeding on the Kveen/Pontow ring dike.

Beltrami: The next meeting is scheduled for November 23, 2010.

West Interceptor: There was discussion on the bill from Halverson Sand & Gravel. Administrator Sando informed the board he had met with Mayor Jeff Pelowski concerning the West Interceptor funding. A **motion** was made by Manager Voll seconded by Manager Haugen at pay the Halverson Sand & Gravel bill in the amount of \$6,166.88. Motion carried unanimously. Manager Haugen made a **motion** that the property taxes for the land in the project should be charged to the ditch fund, motion seconded by Manager Frislie. Motion carried unanimously.

**PERMITS:**

A **motion** was made by Manager Voll and seconded by Manager Frislie to approve permit #10-21 (David Dahlgren). Motion carried unanimously.

A **motion** was made by Manager Haugen and seconded by Manager Frislie to approve permit #10-23 (City of Roseau). Motion carried unanimously.

A **motion** was made by Manager Carriere and seconded by Manager Voll to approve permit #10-24 (Verland Brateng). Motion carried unanimously.

A **motion** was made by Manager Frislie and seconded by Manager Voll to approve permit #10-22 (Dean Carlson). Motion carried unanimously.

**DELEGATIONS:** There were no delegates for this meeting.

**RRWMB:** Chairman Miller updated the board on the last board meeting. There has been discussion on the NRE's inherent in impoundment projects. The state and agencies are acknowledging the benefits and a change in the state funding to reflect those benefits are being discussed. There was discussion on funding / grants from other sources. The next meeting will be November 16<sup>th</sup>, 2010.

**Administrator's Report:**

Administrator Sando presented the following items to the Board:

- ⊗ Hay Creek / Norland construction update and correspondence with Neil Helming from the COE. A **motion** was made by Manager Frislie and seconded by Manager Carriere to terminate the 206 program with the COE for the Hay Creek / Norland project. Motion carried unanimously.
- ⊗ West Interceptor – Halverson Sand & Gravel work
- ⊗ Palmville work
- ⊗ PRAP report – staff comments. Chairman Miller asked about establishing a website or further utilizing the website available. Board will review and update Advisory Committee list. Continue to work and be proactive in coordinating with local agencies. Discussion on adopting the RRWMB's *Policies and Procedures for Public Access to Documents*. A **motion** was made by Manager Carriere and seconded by Manager Frislie to adopt the RRWMB's Policies and Procedures. Motion carried unanimously.
- ⊗ FEMA funding for WD#3 alternative project.
- ⊗ Collin Peterson Water Retention Committee.
- ⊗ Politz Land sale – it was the consensus of the board to delay re-advertising for the time being.
- ⊗ Joe Bienick ag diking update – no further work has been done to remove the berm.
- ⊗ Annual Report editing.
- ⊗ Daryl Dahl land sale contract. There was discussion on the legal description. Administrator Sando will complete a buffer strip report. Manager Voll asked about mowing. Chairman Miller will review the contract.

**RRIW:** Manager Voll discussed the change of members from the Canadian delegation. The next meeting is scheduled for November 15<sup>th</sup>, 2010. Administrator Sando discussed the denial of State funding.

**BIG SWAMP PROJECT TEAM:** Manager Haugen stated there was no meeting.

**WARROAD RIVER PROJECT TEAM:** Chairman Miller stated there was no new development.

**OLD BUSINESS:**

There was discussion on the plan from the County for the WD #3 project (FEMA alternative project). Chairman Miller stated that the culverts have been installed. Manager Haugen showed the board photos of the old culverts that were replaced and a new beaver dam in County ditch #20. Chairman Miller talked about sediment sites in Lateral 2 of WD#3. Chairman Miller requested as built plans for the current WD#3 work.

Administrator Sando stated that Roger Berg will be providing a quote to brush CD #8.

Administrator Sando updated the board on the Chris Johnson litigation including the trial date and insurance claim.

**NEW BUSINESS:**

Chairman Miller discussed the MAWD resolutions. Chairman Miller and Managers Carriere and Haugen will be attending.

The board reviewed the cost share for the USGS Stream Gages. A **motion** was made by Manager Carriere and seconded by Manager Frislie to approve payment in the amount of \$12,397.50 to the RRWMB. Motion carried unanimously.

The next meeting is scheduled for December 1, 2010. After reviewing the manager's vouchers, a **motion** by Manager Carriere and seconded by Manager Haugen, to approve the manager's vouchers. Motion carried unanimously.

A **motion** to adjourn the meeting was made by Manager Voll, seconded by Manager Miller. Motion carried unanimously. Meeting adjourned at 11:51 p.m.

Respectfully submitted,

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LeRoy Carriere, Secretary

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Tracy Halstensgard, Administrative Assistant