



TITLE: SAND HILL RIVER
ADVISORY COMMITTEE
ANNUAL MEETING MINUTES

DATE: NOVEMBER 13, 2023

Attendance: Chairman Scott Tollefson called the November 13, 2023, meeting of the Sand Hill Advisory Committee (SHAC) to order at Erickson’s Smokehouse in Fertile, MN. Other advisory committee members present included Roger Black, Ken Pederson, Stephen Taylor, Nicole Bernd, Allan Stromstad, and Paul Reese. Others in attendance included April Swenby – Sand Hill River Watershed District Administrator and Donna Bjerk – Sand Hill River Watershed District Office Assistant.

Annual Reorganization of the Committee: Chairman Tollefson turned the meeting over to April Swenby. Swenby asked for nominations for Committee Chair. Committee Member Pederson nominated Committee Member Scott Tollefson as chair. Swenby called for nominations three times. Committee Member Black made a **Motion** to cease nominations and cast a unanimous ballot for Scott Tollefson, **Seconded** by Committee Member Taylor, **Carried**.

The meeting was then turned over to Chairman Tollefson who presented the agenda.

Agenda: A **Motion** was made by Committee Member Stromstad to approve the agenda as presented, **Seconded** by Committee Member Black, **Carried**.

Minutes: A **Motion** to approve the minutes and dispense the reading from November 21, 2022, was made by Committee Member Black, **Seconded** by Committee Member Pederson, **Carried**.

District Financials: The Committee was given the 2022 Audit Report of the Sand Hill River Watershed. Swenby highlighted the fund balance report and the profit and loss report and encouraged the committee to call her any time if they have any questions.

Manager Appointment: The terms of Clayton Bartz and Don Andringa are up for reappointment beginning January 1, 2024. Both Managers are willing to serve another term.

Swenby testified that Board Manager Bartz serves as Treasurer, is detail oriented, and very active. He supports Swenby with the financials and provides an active role in the administrative budget. He reviews all bank statements and disbursements for the watershed to provide another form of checks and balances. Manager Andringa is a Board Manager that would continue to be a good balance, is willing to serve on other committees, and is very active on the board; both meet that criterion. Neither miss meetings and practice regular attendance. A **Motion** was made by Committee Member Black to re-recommend that Manager Bartz and Manager Andringa be re-appointed. The motion was **Seconded** by Committee Member Pederson, **Carried**.

Administrator Report: Swenby presented a written report to the Advisory Committee that provided a summary of 2023 activities including 2023 construction project reports, ongoing district tasks, district building and handicapped accessibility progress, administrative changes and upcoming projects and tasks for the future. A lot discussion with the committee focused on the area of the Sand Hill Ditch and the obstacles the district faces.

Committee Member Comments: Committee Member Black asked Swenby to reiterate to the board of managers the importance of Bear Park area, namely the stretch from the Krogstad Bridge to Rindahl. Swenby empathized with Black, noting that this area has been “heavy on the beaver”. The area is court ordered for jurisdictional responsibilities residing between the Polk/Mahnomen County line to the structure to keep this area free from obstructions. However, several years ago the district engineer was hired to do a complete evaluation of this stretch and it was determined that the functionality of the structure could be impacted if there obstructions as far as to the Krogstad bridge, thus the managers extended the jurisdictional area and accepted responsibility further downstream.

Swenby encouraged Mr. Black to come to a Watershed District board meeting to give his testimony and hear firsthand the findings of the engineering developed he assessed the area several years ago. Until then she suggested communicating with the township to remove beavers in that area, as the watershed district sponsors a beaver bounty program.

Adjournment: The next meeting of the SHAC will be at the call of the chair as needed. As there was no further business, a **Motion** was made by Committee Member Taylor to adjourn at 9:45 AM, **Seconded** by Committee Member Pederson, **Carried.**

Donna Bjerk, Administrator Office Assistant