

SAND HILL RIVER WATERSHED DISTRICT

June 4, 2002 Meeting Minutes

- 1. Attendance:** Chairman Hanson called the June 4, 2002 meeting to order at 8:00 a.m. at the District Office. Other managers present were Bill Brekke, Stuart Christian, Gordon Sonsteli, and Harold Vig. Others in attendance were Daniel Wilkens-Administrator, April Swenby-Administrative Assistant, Donald Ogaard – Red River Watershed Management Board (RRWMB) Executive Director, Richard Nelson – RRWMB Financial Coordinator, and Jim Larsen-Houston Engineering.
- 2. Agenda Review:** No additional items were added to the agenda.
- 3. Minutes:** Motion by Manager Vig to approve the minutes of the SHRWD regular board meeting conducted on April 2, 2002 as mailed, Seconded by Manager Christian, Carried.
- 4. Treasurer's Report:** Wilkens distributed the Treasurer's report. A Motion by Manager Brekke to approve the Treasurer's report as presented, Seconded by Manager Sonsteli, Carried.

Motion was made by Manager Vig to approve and pay bills, Seconded by Manager Brekke, Carried. For further reference, copies of the bills approved are attached hereto in the Treasurer's Report.

5. Jim Larsen's Report

Sylvia Hovland Ring Dike: Larsen distributed the plans and specifications of the ring dike for review. Larsen plans to tour the site on June 25 with prospective contractors and will open bids for the project on July 1 at 2 PM at Houston Engineering. The engineer will review the bids and present them at the July 2, 2002 board meeting. A Motion was made by Manager Christian authorizing Larsen to proceed with advertising for bids, Seconded by Manager Brekke, Carried.

Announcement: A memorial service will be held for Bill Muscha at 10:00 AM June 14, 2002 at Holy Spirit Catholic Church in Fargo. Bill died when two navy planes collided over the Gulf of Mexico several weeks ago. Bill was the son of Bob Muscha, retired principal of Houston Engineering. Bob worked for the Sand Hill River Watershed District for many years as their engineer.

7. Dan's Monthly Report

Project Team: The United States Army Corps of Engineers (USACOE) received our letter requesting them to conduct the feasibility study on the fish passage issue. The project team will not meet again until more information is available.

Red River Basin Commission (RRBC): The RRBC met in Grand Forks on May 2, 2002 to continue with the current activities and the merger process. Meeting highlights were distributed to the managers.

Lake Improvement District (LID): The LID Board is working with Polk County on the remaining finances. The LID meeting minutes were distributed to the managers for their information.

Federal Emergency Management Agency (FEMA) Appeal: FEMA has reversed their decision and will now fund ditch repairs. Kurt Deter had made an appointment to meet with the board on June 4, 2002 at 8:00 AM to discuss the FEMA appeal but due to the reversal he will not attend at this time. Kurt would like to meet with the board at a later date to discuss issues that the board may have. A letter from Kurt Deter was given to the board explaining the reversal.

Sylvia Hovland Ring Dike: It was decided at the previous RRWMB meeting to distribute the ring dikes among the watershed districts as they have done in the past. Therefore, the SHRWD will get one ring dike this season. Wilkens has sent a request to Executive Director Ogaard to consider one ring dike for the Sand Hill River WD. A copy of the letter was given to the board for their information.

Mark Hagen/Charlie Balstad Lake Level: Chad Konickson, DNR, reported that the OHW has been established for the lake.

Mark Morvig / Ronald Coffin Lake Level: Chad Konickson met with Manager Sonsteli, Mark Morvig, Karsten Zahl, and Dan Wilkens on Wednesday May 8, 2002 to review the problem area and discuss possible solutions to the Tea Lake outlet. The weather was uncooperative. Manager Sonsteli will get permission from a local landowner and arrange another meeting when the weather permits.

2001 Audit Report: The 2001 Audit Report was given to the board. A **Motion** was made by Manager Vig to approve payment to Dahl, Hatton, Muir, & Reese for the 2001 audit, **Seconded** by Manager Brekke, **Carried.**

Board Appointments: The Polk County Commissioners appointed Roger Hanson and Bill Brekke to the board for three year terms. The letter announcing the appointments from John Schmalenberg, Polk County Coordinator was given to the managers.

Bruce and Kory Stromstad Drainage and Road Report: Manager Hanson reported that construction has begun.

Polk County Fair Booth: A **Motion** was made by Manager Brekke to participate in the Polk County Fair Booth as we have done in the past, **Seconded** by Manager Christian, **Carried.**

8. Other Business:

Annual RRWMB Review: Donald Ogaard, Executive Director of the RRWMB and Richard Nelson, Financial Coordinator of the RRWMB reviewed the accomplishments and projects of the RRWMB this past year. An Annual Report was distributed among the managers as well as the Governing Documents. Ogaard reviewed with them the financial information for each project. Nelson discussed successful funding for prior projects. In addition to successful funding, he described the difficulties in receiving funding and how the process works.

Board Reorganization: Annual organization of the Board was conducted. President Hanson turned the meeting over to Daniel Wilkens who asked for nominations for President of the Board. Hanson asked the other managers if one of them would consider running for President. Hanson would like to step down as president. After discussion, Hanson agreed to take the presidency one more year. Manager Vig nominated Manager Hanson for President. Nominations were called for three times by Daniel Wilkens. No further nominations were made. **Motion** to cease nominations and have the Secretary cast a unanimous ballot for Roger Hanson for President by Manager Sonsteli, **Seconded** by Manager Vig, **Carried.** Daniel Wilkens returned the chair to President Hanson.

Manager Hanson asked for nominations for Vice President of the Board. Manager Sonsteli nominated Manager Vig for Vice President. Nominations were called for three times by Manager Hanson. No further nominations were made. **Motion** to cease nominations and have the Secretary cast a unanimous ballot for Harold Vig for Vice President by Manager Brekke, **Seconded** by Manager Christian, **Carried.**

Manager Hanson asked for nominations for Secretary of the Board. Manager Sonsteliie nominated Manager Brekke for Secretary. Nominations were called for three times by Manager Hanson. No further nominations were made. **Motion** to cease nominations and have the Secretary cast a unanimous ballot for Bill Brekke for Secretary by Manager Vig, **Seconded** by Manager Sonsteliie, **Carried**.

Manager Hanson asked for nominations for Treasurer of the Board. Manager Sonsteliie nominated Manager Christian for Treasurer. Nominations were called for three times by Manager Hanson. No further nominations were made. **Motion** to cease nominations and have the Secretary cast a unanimous ballot for Stuart Christian for Treasurer by Manager Vig, **Seconded** by Manager Brekke, **Carried**.

Manager Christian made a **Motion** for the following: That the Fertile Journal be the official newspaper of the SHRWD. That the following financial institutions be designated as official depositories for SHRWD funds: First State Bank of Fertile, Agassiz Federal Credit Union, Crookston National Bank, Citizens State Bank of Roseau, The Ada National Bank Prime Security State Bank, and Argyle State Bank. That the District's consulting engineering firm is Houston Engineering, PO Box 5054, Fargo, ND. That the attorney for the District is Lowell P. Bottrell, Firm of Anderson and Bottrell, PO Box 10247, Fargo, ND. That mileage for District business is reimbursable at a per mile rate coinciding with the allowable IRS mileage rate. That managers per diem is set at \$25 per hour with a maximum daily total of \$55.00 as prescribed by State law. **Seconded** by Manager Brekke, **Carried**.

MAWD Summer Tour: Manager Hanson and Manger Sonsteliie will attend the MAWD Summer Tour. Swenby is to make the arrangements.

Laptop Computer: A **Motion** was made by Manager Sonsteliie approving the purchase of a new laptop in the amount of \$2,120.44 for the Watershed office. **Seconded** by Manager Brekke. **Carried**.

GIS Project Review: Swenby discussed the project status. To complete the project of entering the permits on the database a GPS unit and a digital camera will be needed. Swenby will research what is needed and report to the board next meeting.

9. Permits: 7 permits came before the Board for review:

- 2002-03 Kuril K. Kutsev – Install 15” culvert and a crossing in County. Rd. 34 in section 21 of Knute Twp.
- 2002-04 Scandia Twp. – Install 2-24” culverts and crossings in section 27 of Scandia Twp. and clean ditch.
- 2002-05 Kory Stromstad- Clean existing ditches and construct new field and road ditches in section 27 and 28 of Scandia Twp. Also reset culverts to grade.
- 2002-06 Polk County Highway Dept.- Replace bridge on County Ditch # 9 between section 29 and 30 in Russia Twp.
- 2002-07 Polk County Highway Dept.- Replace bridge on County Ditch # 9 between section 28 and 29 in Russia Twp.
- 2002-08 Rory Hamre- Clean existing ditch on west side of NW ¼ of section 8 Reis Twp.
- 2002-09 Polk County Highway Dept.- Replace 3 culverts in center of section 10 of Rosebud Twp.

Adjournment: The next regular meeting of the SHRWD will be at 7:00 a.m. Tuesday, July 2, 2002. As there was no further business to come before the board, the meeting was adjourned at 10:28 a.m.