

## SAND HILL RIVER WATERSHED DISTRICT

March 2, 2004 Meeting Minutes

1. **Attendance:** Chairman Hanson called the March 2, 2004 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, and Jim Larsen - Houston Engineering.
2. **Approval of the Agenda:** A **Motion** was made by Manager Christian to approve the agenda, **Seconded** by Manager Vig, **Carried**.
3. **Minutes:** **Motion** was made by Manager Christian to approve the minutes of the SHRWD regular board meeting conducted on February 3, 2004, **Seconded** by Manager Brekke, **Carried**.
4. **Treasurer's Report:** Wilkens distributed the treasurer's report. A **Motion** was made by Manager Vig to accept the treasurer's report as presented, **Seconded** by Manager Brekke, **Carried**

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

### 5. Engineer's Report:

**Union Lake Detention:** Larsen presented the previously requested third alternative/solution to preventing sediment from washing into Union Lake. This plan increases the stage volume to roughly 22 acre feet. This plan is designed to fill up the first dam and as it rises, water will flow through a rock structure and slowly fill up the bottom dam. Larsen distributed stage storage curves and cost estimates. Larsen was requested to overlay property lines on the project for next months meeting as it may affect funding possibilities.

**Beltrami Bank Sloughing** –Larsen distributed cost estimates, plan views and cross sections for board review. The new plan has cable concrete covering the entire stream bed and up the sides 15 to 20 feet. Discussion centered on what to do with the north side slope. Should it be left as is or sloped all the way to the top. Adding dirt on the slope adds stress to the side slope and could cause slope failure. If the slope is left as is, it looks like the project is a half fix. Larsen will analyze the side slope issue and report back at the next meeting. Larsen will also contact the Minnesota Highway Department and see if they will participate in funding the repair. The area that sloughed was dug out by the Highway Department for a temporary crossing when the bridge was installed. This area was backfilled after construction and has since been unstable. Wilkens would like to construct this project this summer. Larsen thought that he could have the necessary material ready for bidding by the April meeting.

**Project # 17** – Larsen updated the managers on the current status of this project. He informed the board that after discussions with Rich Sanders, Polk County Highway Engineer, about several items remaining that need to be addressed prior to construction it was decided that the project will need to be postponed for one year. Viewing is a much bigger issue than previously thought. After meeting with viewers last month it was determined that viewing will take much longer than originally planned. It will also cost more. Larsen stated that the bond was adequate to complete the project but with the additional costs associated with the viewing process the bond will need to be increased. As soon as viewers are hired a new cost estimate will be developed and at that time the bond will need to be increased. The board suggested offering training to interested individuals as a solution to the lack of qualified viewers in our area. They also suggested discussing this issue with Polk County to see if they would be interested in sharing training costs. Wilkens also informed the board that he is researching whether viewers hired by the watershed are covered under the

districts liability policy. This was a question that the viewers asked when they met with the board. The Gas pipeline is still a big question. Does it need to be lowered or is it adequate as is. Currently no elevation data has been found to answer that question. This will need to be developed this spring. How the cost of moving the pipeline will be distributed if needed is still not finalized.

The county also requested our engineer to look at the option of raising and widening the ditch bottom it to see if that option would save costs. Larsen stated the new ditch cross sections will be given to the county so they can run them through their model to see how that option will affect the hydrology and costs.

## 6. Dan's Report:

**Project Team:** The next project team meeting is scheduled for March 9, 2004 beginning at 10:30 AM. The draft minutes of the previous meeting were distributed to the managers.

**RRWMB:** The RRWMB met on February 17, 04. The next meeting is scheduled for March 16, 04 in Thief River Falls. Handout

**RRBFDRWG:** The RRBFDRWG met on January 7, 2004 in Detroit Lakes. The next meeting is scheduled for April 22 at the Holiday Inn in Detroit Lakes.

**RRBC:** The RRBC met January 16, 2004. The next meeting will be at the end of Board Retreat March 4, 2004.

**Fish Passage:** We have signed the letter of intent. We are currently awaiting Corps funding for the Planning and Design Analysis phase.

**Union Lake Flood Control and Erosion Project:** Larsen is developing plans and costs estimates. He is also developing a third alternative to prevent sediment from washing into Union Lake.

**Jerde Erosion Control Project:** Plans and specs will be worked on this month.

**Beltrami Slough by Highway # 9:** Jim Larsen is updating plans and cost estimates for repairing the slough.

**Section 15, Hubbard Twp.:** Wilkens mailed a letter to the landowner after last months' board meeting. A receipt was received and stamped February 3, 2004.

**Polk County # 1 rebuild:** Wilkens met with Polk County Highway Department and discussed the proposed plan. Coordinating Hamre and Lively concerns/engineering.

**PC # 44:** Craig Engelstad would like several culverts closed and the ditch cleaned farther north. He is obtaining cost estimates.

**Sand Hill Ditch at Widrig's:** Contacted Darin Rice that his bid was accepted. He has given us his insurance forms. We will wait until summer 2004 to construct.

**Pederson Bros. Tiling permits:** There has been no updates on easement and permission to work in Township ROW.

**Polk County # 46:** Wilkens is assisting Duane Fagerlund, landowner's attorney, in developing an improvement petition in the upstream area of ditch # 46. Fagerlund is consulting with the watershed attorney Dave Hauff about whether they should use the improvement petition or a combination of improvement and lateral petitions.

**7. Other Business:**

**Employee reviews:** Employee evaluations were conducted. Salaries were reviewed and adjusted.

**8. Permits:** No permits were brought before the board.

**9. Adjournment:** The next regular meeting of the SHRWD will be at **8 a.m. on Tuesday, April 6, 2004**. As there was no further business to come before the board, a **Motion** was made by Manager Christian to adjourn the meeting at 10:35 a.m., **Seconded** by Manager Brekke, **Carried**.

---

Robert Brekke, Jr., Secretary

---

April Swenby, Administrative Assistant