

**Minutes of the Regular Meeting of the Board of Managers
Of the Two Rivers Watershed District
Held: January 2, 2014 @ 8:00 a.m.**

The Board of Managers of the Two River Watershed District held their regular meeting beginning at 8:00 a.m. on Thursday, January 2, 2014 at the District Office located in the Kittson County Courthouse in Hallock, Minnesota.

Managers present included President Roger Anderson, Secretary Jon Vold, Jim Kukowski, Darrel Johnson, Allen Brazier, & Daryl Klegstad. Vice President Paul Olsonawski was absent.

Others present included District Administrator Dan Money, District Technician Matt Thompson, Engineer Blake Carlson, and Attorney Jeff Hane.

The meeting was called to order by President Anderson. Anderson called for any additions or corrections to the proposed meeting agenda and also the meeting minutes from December 10, 2013. Today's meeting agenda and the minutes of the December 10, 2013 regular meeting were approved with corrections upon a **motion** by Kukowski, **second** by Brazier, and **unanimous vote** of the Managers.

Treasurer's Report:

Money presented the treasurer's report including the fund balances, accounts listing, payments made since the last meeting, and deposit detail.

The treasurer's report was then approved upon a **motion** by Johnson, a **second** by Vold, and a **unanimous vote** by the Board.

Administrator's Report:

District Administrator Money gave a report on the following and distributed a handout:

Watershed Restoration & Protection Plans;

- **Lower Red River WRPP** - a meeting was held in Warren MN at the Middle Snake Tamarac River WD office to discuss the project. The MPCA discussed several studies that they are working on and the reports of each study that are pending. The Snake-Joe-Two Joint Powers Board expressed concern that they are not being allowed input into the various reports that MPCA is developing. The next steps for the project are to collect additional water quality and flow data, revise the conditions report, complete HSPF modelling, complete stressor id's, and work on the stream geomorphology classification. Also a "core team" will be assembled, which will provide input to the process.
- **Two Rivers WRPP** - Houston Engineering is working on the initial conditions report. Also, MPCA is working on a stream assessment and the HSPF modelling. A public meeting will be held once the conditions report is completed.

MN Association of WD's: Manager Brazier attended the meeting and reported on various items that were presented.

RRWMB: Information was handed out regarding the last RRWMB meeting, which was held in Fertile, MN. The annual March Conference will be held in Detroit Lakes on March 25-26, 2014. Upon a **motion** by Brazier, **second** by Vold, and **unanimous vote** of the Managers, up to 2 Board members and the Administrator were authorized to attend.

Klondike: Flood control projects were discussed, and it was noted that the Board discussed at last month's meeting to hold a special meeting in order to plan out how to go about the next project

regarding goals and objectives and flood damages that need to be addressed. The Board of Managers set a special meeting for 8:00 a.m. on Tuesday, January 28th, 2014. The Administrator was directed to schedule and advertise the meeting as required by law. In addition, the Board directed the Administrator to contact the International Water Institute and inquire about using their 'project planning tool' on the Klondike impoundment.

Ditches - Projects: Dist. Technician Thompson reported on surveys that were completed on various ditches and watershed projects. These surveys are being drawn up and will be analyzed to determine if any of these systems will need any maintenance upcoming in 2014.

Springbrook PL 566 Project #10:

Training /Education: An "Agricultural Drainage Workshop" will be held at the University of MN Crookston on March 5-6th, 2014. The focus of the workshop will be the planning and design of tile drainage systems. Upon **motion** by Brazier, **second** by Vold, and **unanimous vote**, up to 3 Managers and the District Technician were authorized to attend.

Meeting Change: Because of a conflict with the Ag Drainage Workshop, the March regular meeting of the Board of Managers was changed to Tuesday, March 4, 2014 at the District office, beginning at 8:00 a.m.

The Regular Meeting was recessed at 9:00 a.m. and the District held the Annual Meeting, which had been advertised according to statute. The Regular meeting was re-convened at 9:45 a.m.

Attorney's Report:

Attorney Jeff Hane of Brink, Sobolik, Severson, Malm, & Albright, P.A., gave an Attorney's report regarding the following items:

Springbrook PL 566 Project #10: Regarding right of way acquisition, Hane has been in contact with 2 landowners regarding their intent to not sign up for the Reinvest in Minnesota program, which had previously been agreed to. The landowners will instead sign into a separate easement agreement with the TRWD.

The District will need to sign agreements with landowners agreeing to assign the RIM agreements to the District, and also a separate agreement with the MN Board of Water and Soil Resources. These will be sent out in January.

Hane briefed the Board regarding the upcoming public hearing that will be held later today.

Permit Enforcement: Hane has drafted an enforcement letter pertaining to WD permit #1097, and will make suggested revisions and send the letter out.

Engineer's Report:

Carlson gave the Engineer's report on the following:

Springbrook PL 566 Project 10:

- Carlson discussed information regarding the final payment to the contractor for the project. He discussed the work completed, quantities, and specifications, and also the 'Engineer's Final Construction Report'.

Permits:

Upon a **motion** by Kukowski, **second** by Johnson, and **unanimous vote**, the Board acted on the following permit. Conditions, if any, are listed on the permit sent to the individual.

<u>App. #</u>	<u>Applicant</u>	<u>Location</u>	<u>Purpose</u>	<u>Action</u>
2013-85	KCHD	Hazelton 15	bridge replacement	Approved

Manager Johnson left the meeting at 10:55 a.m.


The Board of Managers opened a public hearing regarding the Springbrook PL 566 Project #10 at 11:00 a.m. The minutes of the hearing were recorded and are contained in a separate document and filed the project file with other legal documents.

Manager Kukowski left the meeting at 11:30 a.m.


Discussion was held regarding the maintenance of the Springbrook PL 566 prj #10. It was noted that an operations and maintenance agreement between the District and the NRCS was previously adopted. Annual inspections will be made by District staff.

With no other matters to come before the Board of Managers, the meeting was adjourned at 11:45 a.m.

Attest:



Jon Vold, Secretary



Roger Anderson, President

