

**Minutes of the Regular Meeting of the Board of Managers
Of the Two Rivers Watershed District
Held: June 3, 2015 @ 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 Wednesday, June 3, 2015 at the District Office located in the Kittson County Courthouse in Hallock, Minnesota.

Managers present included President Roger Anderson, Vice President Jim Kukowski, Secretary Jon Vold, Treasurer Darrel Johnson, Paul Olsonawski, Allen Brazier, & Daryl Klegstad. None were absent.

Others present included District Administrator Dan Money, District Technician Matt Thompson, Engineer Blake Carlson, Engineer Nate Dalager, Attorney Jeff Hane, Kittson County Highway Dept. Engineer Kelly Bengtson, Matt Fischer of the MN Board of Water & Soil Resources, June Minske, and Dick Novacek.

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 May 6, 2015. Today's meeting agenda and the minutes of the May 6, 2015 regular meeting were approved upon a **motion** by Brazier, **second** by Johnson, and **unanimous vote** of the Managers.

Treasurer's Report:

Money presented the treasurer's report including the fund balances, accounts listing, and deposit detail. It was noted that checks written for the month include check numbers 7581 through 7604 and electronic funds transfers to PERA, MN Dept. of Revenue, and Electronic Federal Tax Payment System, as reported and contained within the report.

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

Public Hearing

Rules of the Two Rivers Watershed District

A public hearing was called to order at 8:10 a.m. regarding the proposed revision to the Rules of the Two Rivers Watershed District. President Anderson opened the hearing and stated the purpose of the hearing is to take public comments either for or against the revisions. The meeting was turned over to Attorney Jeff Hane, who described the process following MN Statute 103D. Several documents were entered into the meeting record as exhibits 1 through 5, including the Proposed Amendments, Affidavit of Mailed Service, Comments from the MN Board of Water & Soil Resources, Comments from Richardville Township, and the Notice of Hearing that was published in newspapers and mailed out to road authorities and cities.

Persons who were in attendance were asked if they had any comments on the matter. There were no comments. Upon a **motion** by Brazier, **second** by Johnson, and **unanimous vote** of the Managers, the proposed amendments were adopted, with specific changes to address the two written comments that were received. The District Administrator and the Attorney were directed to prepare the revised rules, publish and mail copies as required by MN Statute 103D. Upon a **motion** by Johnson, **second** by Klegstad, and **unanimous vote** of the Managers, the public hearing was closed at 8:35 and the regular meeting was re-convened.

Administrator's Report:

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

Ditches: District Technician Matt Thompson gave a report regarding ditches under the authority of the TRWD, as follows:

JD #3 – This ditch will be surveyed this year to determine if any maintenance activity will be needed. Manager Anderson stated that there are a few areas that have silted in downstream of where field drains enter the ditch. The Board instructed staff to hire a contractor to clean out these areas.

Ross #7: The impoundment was operated during the recent rains and runoff, and stored just over 500 acre feet. The gate has been opened to its normal operating position.

Ditch Vegetation Management: Money reported that there most likely will be several miles of ditch that will need to be sprayed for either cattails or brush. A quote has been submitted from Larson Helicopters in Perham, MN for ditch spraying. All ditches under the District's jurisdiction will be inspected in June. Upon a **motion** by Vold, **second** by Brazier, and **unanimous vote**, the Administrator was authorized to hire spraying to be done based upon the ditch inspections.

Annual Report: The 2014 Annual Report has been written and it was handed out for review and comments. Upon a **motion** by Kukowski, **second** by Vold, and **unanimous vote**, the Annual Report was approved, and the Administrator was directed to file it with the State as required by law.

Annual Audit: The 2014 Audit was handed out and presented by Auditor Kim Durbin of Drees, Risky, Vallager Ltd. She discussed beginning and ending fund balances, budgetary comparisons, receipts, disbursements, and deficiencies. Upon a **motion** by Kukowski, **second** by Johnson, and **unanimous vote**, the audit was approved, and the Administrator was directed to file it with the State as required by law.

District Website: As directed quotes and information have been obtained regarding the establishment of a website for the TRWD. Discussion was held regarding the quotes and the board deliberated on how to proceed. Upon a **motion** by Johnson, **second** by Vold, and **unanimous vote**, the Board of Managers decided to hire April Swenby to design and develop a website, at a cost of \$1,984.

Tour of Projects: Discussion was held regarding the possibility of holding a board tour of watershed district projects. The Board decided to hold a joint tour between the Board of Managers and the District's Citizen's Advisory Committee. The Board set the date of the tour for Wednesday, June 24th 2015 9:00 am to 12:00 pm with a meal to follow. The tour will begin and end in Greenbush, and the Ross and Klondike projects will be toured. The Administrator was directed to organize a bus and a meeting room and meal.

Watershed Restoration & Protection Plans;

- **Lower Red River WRPP** - MPCA is working on the stressor ID report.
- **Two Rivers WRPP** - A 'Professional Judgement' meeting was held to review the water quality and biological data that has been gathered, and discuss what reaches of river, stream, and ditch will be identified as 'impaired'. Several members of the MPCA were in attendance as well as TRWD and Roseau SWCD staff. The MPCA took comments and will put together a report.

FEMA Floodplain Map: A letter was received from the Federal Emergency Management Agency regarding comments that the TRWD had provided in April 2013 regarding the proposed mapping for Roseau County. Revisions to the maps have been made based upon the comments provided.

2015 Legislature: The 2015 legislature ended with significant work still remaining and it is believed a special session will be needed to avoid a partial government shutdown. Several bills were discussed, including the buffer initiative. The Red River Watershed Management Board and the MN Association of Watershed Districts are following several bills closely.

Tile Drainage:

DNR Protected Waters:

Springbrook PL 566 Project #10: The District has received word from the US Army Corps of Engineers that a permit will not be required for phase 2 construction if the work is done with backhoes and the spoil is disposed of on upland areas. Therefore, authorization was given for staff to hire the work to be done.

Mowing will need to be done along the entire project, consisting of the dikes and the area between the dikes. Quotes will be solicited from area contractors for this work, and District staff were instructed to hire the work done based upon quotes received and contractor availability.

Quick Project: Engineer Blake Carlson provided information regarding the Quick project and the design of the NRCS Wetland Reserve Program. Currently NRCS has designed a project that would have around 1,080 acre feet of storage. He indicated that there may be alternatives to the NRCS plan that would meet the program requirements but be able to store much more water, up to 6,500 acre feet. The current NRCS plan is much smaller than would be allowed under a waiver that is available. The Board of Managers deliberated on project goals, funding, waiver requirements, and other aspects. Upon a **motion** by Klegstad, **second** by Brazier, and **unanimous vote**, it was decided that the TRWD will ask the NRCS to re-design the project to the maximum allowed under a waiver request, up to 6,500 acre feet.

Klondike Clean Water Retention Project #11: Engineer Nate Dalager and Administrator Dan Money discussed several items regarding the project, as listed below.

- A couple of planning meetings were held, one to discuss the environmental assessment worksheet and monitoring that may be needed to address items within the EAW, and another to discuss the moist soils management / natural resources enhancements. One item to be clarified is what agency will be the “responsible governmental unit” to write and distribute the EAW. Upon a **motion** by Vold, **second** by Klegstad, and **unanimous vote** of the Managers, it was decided that the Two Rivers Watershed District will accept the designation to be the RGU.
- Dalager requested that a subcommittee be convened to discuss access points along the inlet, diversions, and main impoundment. There will be several options to look at and careful consideration will be needed to provide adequate access. The Board decided to appoint Brad Blawat, Luke Novacek, Dan Money, Nate Dalager, Al Brazier, Darrel Johnson, and Virgil Grieskiewicz. A meeting was suggested to be held on the afternoon of June 24, 2015. Money was directed to organize the meeting.
- Right of way was discussed. Currently the District owns the area within the footprint of the impoundment, but will need many miles of right of way along the course of the diked inlet, the north diversion, and the south diversion. Discussion with landowners will need to be done, and detailed information about the project will need to be supplied. It was noted that there may be

landowners who at this point do not look favorably upon the project. The District will eventually meet with all involved to provide information and discuss the project.

- Land exchange with the DNR was touched on. The DNR wishes to make a site visit later this summer so they can collect some data and look at the parcels involved. Later this fall the District will need to enter into discussions with the DNR.
- Funding for the project was discussed. Currently there is planning money available through the Red River Retention Authority. This money would be tied to the federal PL 566 program rules and regulations. Upon a motion by Brazier, second by Johnson, and unanimous vote of the Managers, a resolution was approved authorizing the District to apply for PL 566 planning money.
- Survey information will need to be gathered this summer field season. Specifically survey grade gps will need to be used to get ground elevation grids along the dike alignment and within the impoundment. It was decided that HDR will lead this effort and the TRWD District Technician will also be assigned to help with the data collection.
- Project design was discussed. Details of inlets and outlets will be forthcoming at a later date. It was mentioned that the goals of the project need to be kept in mind when doing the design.

Permits:

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

<i>App. #</i>	<i>Applicant</i>	<i>Location</i>	<i>Purpose</i>	<i>Action</i>
2015-05	BNSF Railway Condition: Culverts must conform to culvert sizing policy – listed on permit	Skane 1 & 12	railway siding	Approved
2015-15	Auguston Estate	Cannon 20	regrade road ditch	Approved
2015-18	Nathan Olsonawski	Hill 13	place trap on culvert	Approved

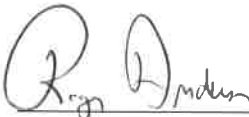
Several permit issues were discussed. The Administrator was directed to investigate and send letters accordingly if necessary.

With no other matters to come before the Board of Managers, the meeting was adjourned.

Attest:



Jon Vold, Secretary



Roger Anderson, President