

**Minutes of the Regular Meeting of the Board of Managers
Of the Two Rivers Watershed District
Held: May 3, 2017 @ 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, May 3, 2017 at the District Office located in the Kittson County Courthouse in Hallock, Minnesota.

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

Others present included District Administrator Dan Money, Head Technician Matt Thompson, Richardville Township official Bruce Neilson, Lonnie Davidson, and Kittson County Engineer Kelly Bengtson.

The meeting was called to order by President D. Johnson. Johnson called for any additions or corrections to the proposed meeting agenda and also the draft meeting minutes from April 5, 2017. Today's meeting agenda and the minutes of the April 5, 2017 regular meeting were approved upon a **motion** by Klegstad, **second** by G. 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 8150 through 8171 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 Brazier, a **second** by G. Johnson, and a **unanimous vote** by the Board.

Administrator's Report:

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

Homeland Security Emergency Management: Kittson County applied to the MN HSEM to access emergency funds to repair damages from spring flooding. The program is similar to the FEMA process, and the District does have some damages on various ditch systems. In addition, there are some log jams that should be removed. D. Money is in the process of inventory, assessing, and estimating the damages. These will be submitted to HSEM for reimbursement once the repairs have been made. A **motion** was made by Brazier, **seconded** by Klegstad, and **unanimously approved** directing D. Money to prepare the damage estimates and apply to HSEM for funding.

One Watershed One Plan: As previously discussed, the Kittson and Roseau SWCD's and TRWD jointly submitted an application for funding to the MN Board of Water & Soil Resources to update their plans under the 'One Watershed, One Plan' process. BWSR has contacted the District, and there are more applications received than there is funding available. Since the District's current plan expires in 2017 and funding for a 1W1P is limited, BWSR indicated that the District could apply for an extension to the current Overall Plan for up to 5

years. Upon a **motion** by Brazier, **second** by Klegstad, and **unanimous vote**, resolution #2017-02, seeking an extension to the District's Overall Plan, was approved.

MN Association of Watershed Districts: The MAWD will be holding its annual summer tour in Bemidji, MN on June 21-23, 2017. They will be discussing the pending retirement of Ray Bohn and the process to replace him, a potential dues increase, and changes to the by-laws. Roger Anderson and Al Brazier were appointed as delegates to the meetings.

Drone Technology: Northland Community and Technical and College in Thief River Falls has been working with 4 watershed districts and 1 SWCD to prepare a grant application to the Legislative Commission on MN Resources to utilize drones to inspect ditches and waterways, pinpoint sources of erosion, and assist with water quality, drainage and flood control issues. The Board of Managers directed D. Money to continue to participate and be involved in the project.

Klondike Clean Water Retention Project:

+ Land management was discussed. There is a need to remove sediment and blockages from existing ditches in order to dewater the site, and also to possibly spray cattails. D. Money distributed a map and discussion was held. The Board directed staff to survey the existing ditches to prioritize what ditches need work, and the matter was tabled until the June meeting.

+ Funding was discussed regarding the project. Funding is being sought through the MN Legislature, however it is not certain this will be approved. Currently applications are being taken for the Lessard-Sams Outdoor Heritage Fund, and the Board directed D. Money to prepare and submit an application.

+ A draft preliminary engineer's report has been received from HDR Engineering, and the Board will need to take some time at a regular or special meeting to go through and discuss the report in detail. This should be done prior to or at the June Board meeting.

Buffers: A map was distributed showing ditches under TRWD jurisdiction, what areas have adequate buffers, and what areas most likely will require new buffers. No action was taken at this time.

Kittson Co. Ditch 21 Diversion Improvement: An engineer's report has been received prior to the meeting, however there was no time to review it. Upon a **motion** by Klegstad, **second** by G. Johnson, and **unanimous vote**, the report was accepted pending review and comment by the District Administrator and District Attorney. The Administrator was directed to proceed according to MN Statute 103E.

A **motion** was made by Brazier, **seconded** by Anderson and **carried** to accept the Administrator's report.

L. Davidson: Lonnie Davidson was in attendance to address the Board of Managers regarding permit applications 2017-21 and 2017-25. The former is an after the fact permit, and a \$575 fee has been charged. Davidson explained he did not know a permit was needed, and in fact had received permission from other entities. He asked the fee be reduced or waived. Technician M. Thompson has been on site, and the permit committee is in the process of reviewing both applications. A **motion** was made by Klegstad, **seconded** by Brazier, and **carried** to reduce the fee from \$575 to \$75. Both permit applications were referred to the permit committee.

B. Neilson: Bruce Neilson, representing Richardville Township, was in attendance to address the Board of Managers regarding new culverts being considered under a permit application from

Kittson County Highway Department. The work was previously authorized under permit number 1485, however the work was never done and the permit expired. KCHD Engineer K. Bengtson explained that due to budget constraints they did not do the project. KCHD has applied to renew the permit as it was originally approved. Neilson indicated his and the Township's concerns regarding downstream roads and the potential to increase downstream flooding. The TRWD identified its due diligence in approving any permit and addressing any issues either upstream or downstream. The Board of Managers tabled the permit, and directed the permit committee to meet with both KCHD and Richardville Township to address the concerns that have been brought forward. K. Bengtson agreed to delay the decision in order to re-address the situation.

Permits:

The Board acted on the following permits. 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> |
|--|---------------------|-----------------|---|---------------|
| 2017-10 | B Christopherson | Granville 14 | ditch diversion | Denied |
| 2017-19 | Meisner | St. Joseph twp | culvert sizing | Tabled |
| 2017-21 | Lonnie Davidson | Stokes 25 | Culvert | To Committee |
| ATF Fee \$575 reduced to \$75 and referred to Committee – | | | Motion Klegstad, Second Brazier & | |
| carried | | | | |
| 2017-22 | Jim Laager | Poppleton 11 | Culvert | To Committee |
| 2017-23 | Wesley Otto | Stafford 31 | Ditching; Culverts | To Committee |
| ATF fee \$675 reduced to \$175 and referred to Committee – | | | Motion G. Johnson, Second Klegstad & | |
| carried | | | | |
| 2017-24 | Lance Hapka | Norway 8 | xing / 18" cmp | Approved |
| 2017-25 | Lonnie Davidson | Stokes 25 | Culvert | To Committee |
| 2017-26 | Kurt Aakre | Springbrook 2 | Tile | To Committee |
| 2017-27 | Adam Aakre | Springbrook 11 | Tile | To Committee |
| 2017-28 | Lloyd Johnson Farms | Springbrook 27 | Tile | To Committee |
| 2017-29 | Duane Weollet | Jupiter 4 | Culvert | To Committee |
| 2017-30 | Gerald Klegstad | Pelan 32 | ditch crossing/24" | To Committee |
| Reauthorization of Permit #1485 to KCHD in Richardville 14 | | | Culverts | To Committee |

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

Attest:



 Daryl Klegstad, Secretary



 Darrel Johnson, President

