

**Minutes of the Regular Meeting of the Board of Managers
Of the Two Rivers Watershed District
Held: November 1, 2017 @ 8:30 a.m.**

The Board of Managers of the Two River Watershed District held their regular meeting beginning at 8:30 a.m. on Wednesday, November 1, 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, and Bruce Anderson. None were absent.

Others present included District Administrator Dan Money, Attorney Jeff Hane, Engineer Blake Carlson, Engineer Nate Dalager, Jake Huwe, Jon Vold, Deb Walchuck, Caroline Clarin, and Brach Svoboda.

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 meeting minutes from October 4, 2017. Today's meeting agenda and the minutes of the October 4, 2017 regular meeting were approved upon a **motion** by R. Anderson, **second** by Brazier, and **unanimous vote** of the Managers.

The Board of Managers welcomed new Manager Bruce Anderson, who replaces Jim Kukowski on the Board and represents the area of the District within Roseau County lying south of MN State Highway 11.

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 8299 through 8329 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:

Administrative Report:

MN Association of Watershed Districts: The MAWD annual meeting/conference will be held in Alexandria from November 29 – December 2, 2017. Managers interested in attending are Roger Anderson and Al Brazier, and possibly Bruce Anderson. The Board also authorized Money to attend. Al Brazier and Roger Anderson were appointed as Board delegates to the meeting, and Bruce Anderson was appointed as the alternate. Money was instructed to make all necessary reservations.

The District has submitted one resolution to MAWD for consideration. This deals with stable bonding funding for flood damage reduction. MAWD has indicated the resolution will be up for discussion at the meeting.

Accounting Software: Money mentioned that the current "Quickbooks" accounting software being used will be 5 years old, and is beginning to be outdated. A **motion** was made by

R. Anderson, **seconded** by Brazier and **approved upon a unanimous vote** authorizing the expenditure of \$180 to update the 'Quickbooks' accounting software.

Red River Watershed Management Board: The RRWMB conducted interviews and has offered the position of Executive Director to Rob Sip, who will begin duties around December 1, 2017. The new RRWMB office will most likely be located in Ada, MN.

Program Report:

Water Quality: There has been no new information from the MPCA regarding the Lower Red and the Two Rivers Watershed Restoration and Protection Strategies. It is assumed that these will move forward to completion, hopefully within the next year.

Project Report:

103D and 103E Ditches & waterways: A spreadsheet was distributed and discussed showing all of the District's jurisdictional ditches and projects. The status of each ditch was discussed. Several maintenance and repair jobs were completed and will be submitted to the the State of MN Homeland Security and Emergency Management for cost share reimbursement.

- *KCD 21 Diversion 1 Improvement:* Advertisements for bids have been published, and the bid opening will be on 11/3/17. The Board of Managers will meet at 2:30 that day to review bids and award a contract.

Ross #7:

- Cameron Olson was in to address the Board of Managers on his request to cut firewood for personal use at the Ross #7 impoundment. After considerable discussion, the Board decided that there would be no charge for him to remove firewood for personal use from the site, however he will be issued a permit to cut wood from the TRWD. Future requests of the same nature from the public will be treated in the same manner on a case by case basis.
- An issue has arisen with a parcel of land that a ring dike was constructed on when the project was built in 2005. A land exchange deal was made with the former owner of the farmstead where the dike was built, however the owner moved and the paperwork was never finalized for recording. A new landowner is living there now, and it seems that the exchange should be completed and recorded. Attorney Jeff Hane reported that he is doing a title search and will report back with his recommendations at a later date.

Klondike Clean Water Retention Prj. #11:

- A current land rental contract has expired and needs to be re-negotiated. The Board of Managers indicated that they would prefer to keep the same terms as the expired contract, and have it run until 2022.
- Work is continuing with writing the "fen plan". Meetings have been continuing with the DNR, and the main parts of the plan have been drafted and are under final review. This plan should be completed by the end of 2017, and once that is done other permit applications can begin.
- Land exchange with the DNR was discussed. There is an application that would need to fill out and the process to complete the exchange could be quite lengthy. The District should finalize land exchange plans and begin the application process in the near future.
- Natural Resource Enhancements should be discussed by the Board of Managers and integrated into the project according to the Big Swamp Project Work Team recommendations. This should be discussed and planned this coming winter. A meeting of the BSPWT may also be prudent.
- Funding also needs to be discussed. Money has been working with R. Harnack (RRWMB) regarding a 5 year funding plan. Recent legislative appropriations

have fallen well short of expected flood damage reduction needs, and so a funding plan with contingencies is important. Step 2 funding was submitted to the RRWMB and they are expected to act on it at their November meeting.

- The implementation process was discussed and a procedural schedule was handed out showing what has been done and what steps remain in order to move the project to construction.

Polonia Clean Water Retention Prj. #12: Carolin Clarin from the NRCS was in attendance to discuss and answer questions regarding the project. She presented 3 options for moving forward with construction. After considerable discussion, **a motion was made by Brazier to proceed with option 3, doing a basic wetland restoration with a total cost of \$255,000. Of that \$191,000 would be paid by NRCS and \$64,000 would be paid by TRWD. The motion was seconded by Klegstad and approved upon a 6-1 vote.**

NRCS / RCPP / PL566: Deb Walchuck with the Natural Resources Conservation Service introduced herself. She is replacing Dave Jones, who was in a temporary position as acting representative for the RCPP/PL566 projects. She will be working closely with the District on the Klondike Clean Water Retention Project #11.

B. Svoboda: Brach Svoboda addressed the Board of Managers regarding a potential permit violation in section 5/8 of Skagen Township Roseau County. It was reported that he had cut a road and installed a texas crossing. Technician Thompson investigated and sent a violation letter to Svoboda. Svoboda stated that he thought he was doing maintenance, not improvement. He also stated that if he is required to pay a fine, that we would rather just restore the site to its prior condition and avoid the fine. The matter was tabled for further technical review.

Permits:

The permit committee reported that they had acted on the following permits. Conditions, if any, are listed on the permit sent to the individual.

App. #	Applicant	Location	Purpose	Action
2017-59	J. Dagen	Springbrook 35	Tile	Approved
2017-64	J. Carlson	Thompson 23	Crossing w/ culvert	Approved
2017-68	B. Anderson	Svea 26	lower inplace 18" cmp	Approved
2017-69	Barnett Township	Barnett 16	install center line culvert	Denied
2017-71	K. Folland	Norway 14	Tile	Approved
2017-72	Hallock Coop Elevator	Skane 1	improve ditch .5 mi; .05% grade; 3' bottom	Approved
2017-73	KCHD	Percy 28	Crossing w 18" cmp	Approved
2017-74	G. Hanson	NRR 2	Tile	Approved
2017-75	Duane Wuollet	Jupiter 4	18" and 24" cmp	Review Pending

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

Attest:


 Darrel Johnson, President


 Daryl Klegstad, Secretary