

**Minutes of the Regular Meeting of the Board of Managers
Of the Two Rivers Watershed District
Held: January 4, 2017 @ 10:35 a.m.**

The Board of Managers of the Two River Watershed District held their regular meeting beginning at 10:35 a.m. on Wednesday, January 4, 2017 at the District Office located in the Kittson County Courthouse in Hallock, Minnesota.

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

Others present included landowner Terry Dahl, District Administrator Dan Money, Head Technician Matt Thompson, Attorney Jeff Hane, Engineer Blake Carlson, Engineer Nate Dalager, Jim Schwab (NRCS), Justin Muller (Kittson SWCD), and Jeremy Benson (Kittson SWCD).

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 the December 7th 2016 regular meeting and the December 14th, 2016 special meeting. Today's meeting agenda and the minutes of December 7th and December 14th, 2016 were approved upon a **motion** by Anderson, **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 8058 through 8079 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 G. Johnson, a **second** by Brazier, and a **unanimous vote** by the Board.

It was noted that an existing checking account at United Valley Bank has a minimal balance, and has not been used in over 2 years. Upon a **motion** by Brazier, **second** by Olsonawski, and **unanimous vote**, it was decided to close the account and consolidate the balance into the existing checking account at American Federal Bank.

Kittson SWCD:

One Watershed One Plan (1W1P):

Jeremy Benson, Kittson SWCD Technician, addressed the Board of Managers regarding 1W1P initiatives. Legislation was passed over the past 2 years allowing local governments, if they so choose, to consolidate County, SWCD, and Watershed District water plans into one plan that is aligned along watershed boundaries instead of political boundaries. A plan of this nature for the Two Rivers would need to include the Kittson and Roseau Soil & Water Conservation Districts, Kittson County, Roseau County, and the Two Rivers Watershed District. In addition, a small portion of Marshall County would be involved, so therefore the Co. Commission and the Marshall SWCD could be invited as well. If a 1W1P were to be implemented, each entity would need to approve a resolution to do so. If all adopt resolutions, then a joint powers board would be set up, and also a planning committee would be set up. Grants are available from the MN Board of Water & Soil Resources for the cost of doing the plan (estimated from \$200,000 to \$300,000). Details of planning would need to be worked out. So far the Kittson County Commission has adopted a resolution as well as the Kittson SWCD. The TRWD Board of Managers tabled any action and will take it up again at their February 1, 2017 meeting.

MN Buffer Law:

Kittson SWCD Technician Justin Muller discussed the buffer law implementation with the Board of Managers. Counties and Watershed Districts have the option of administering enforcement of the law, but must decide on or before March 31, 2017. Other facets of the law were discussed, including alternative practices, current buffer maps, technical details of implementation and enforcement, and other aspects of the law. Kittson County and Kittson SWCD are interested in holding one or two meetings of all potential stakeholders to discuss options prior to the deadline. Muller will coordinate this meeting. President Johnson and Administrator Money will attend these meetings on behalf of the District.

Administrator's Report:

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

Ecofootprint Grant: Enbridge Energy is accepting grant applications for projects that help protect and restore the natural environment. Money suggested that the TRWD apply for a grant to help protect and enhance the naturally occurring rich fen that is located near the Klondike Clean Water Retention Project. \$1 million is available, however the largest grant approved has been \$100,000. The grant would need to be matched 1:1 by the District. Upon a **motion** by Anderson, **second** by G. Johnson, and **unanimous vote**, it was approved to apply for the grant. Funding would be used to acquire land to protect the fen, and will be matched by the District.

Personnel Committee: The personnel committee met on their own and with both employees. Discussion was held regarding pay scales and wages rates for 2017 and beyond. Upon a **motion** by Brazier and a **second** by Anderson, a pay scale was set up for 2017, 2018, and 2019. The scale implements a standard step increase of \$1,000 per year for the Technician and \$500 per year for the Administrator. A cost of living increase for both positions will be computed using the consumer price index for the 12 months ending November 30 of each year and applied to the Administrator's annual wage. The motion **carried unanimously**.

Project Report:

Klondike Clean Water Retention Prj. #11:

- Work continues on the NRCS / PL-566 plan and environmental assessment. A purpose and need statement is being worked on to be presented to NRCS.
- A meeting with the MN DNR is scheduled for Monday, January 9th, 2017 to further discuss the Fen Management Plan, the state environmental assessment worksheet, and other natural resource enhancements relative to the project.
- Engineer Nate Dalager reported on the progress of the engineer's report. He is investigating the possibility of extending the diked inlet one more mile to the east in order to facilitate automatic operation. A HEC-RAS model has been developed and Dalager presented what it shows for pre and post project flooding.

Kittson Co. Ditch #21 Improvement: Engineer Blake Carlson submitted the preliminary engineer's report for the project. Discussion was held on the project design including the existing ditch dimensions and the proposed dimensions. Discussion was held regarding the next steps in the process. In order to continue, the petitioners will need to submit another bond. The engineer's report needs to be submitted to DNR for comment, and then a public hearing must be held. Upon a **motion** by Brazier, **second** by G. Johnson, and a **unanimous vote**, the engineer's report was accepted, the District Administrator was directed to submit it to DNR as required by statute, and the Administrator was directed to contact the petitioners to secure an additional bond in the amount of \$10,000.

Attorney's Report:

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

Permit Issues: Hane presented to the Board draft 'Findings of Fact and Order' regarding a permit issue with Bryce Minske. Upon a **motion** by Brazier, **second** by Anderson, and **unanimous vote** the findings of fact were adopted by the Board of Managers.

A letter regarding permit 1578 will be sent relative to compliance issues.

Hane reported a letter was sent to the permit applicant regarding permit #1625. The permit is not valid until the proper fees have been paid for field inspection on the after the fact application.

KCWRP 11: Hane reported that purchase agreement for the lands in sections 10 and 11 of Klondike Township has been executed and the lands are now owned by the District.

Terry Dahl: Mr. Dahl addressed the Board of Managers regarding culvert installations relative to Permit #1577. Two culverts have been installed that have not been permitted. He expressed his opinion and felt that the installation would neither hurt nor benefit him.

The Board discussed the permit violation, and upon a **motion** by Anderson, **second** by G. Johnson and a **unanimous vote**, the inspection fee was reduced from \$585 to \$85 and the permit was approved.

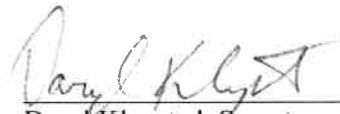
Permits:


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>
2016-85	Strata Corp.	Deerwood 4	center line 24" cmp	Approve
	Motion Brazier, Second Anderson, carried			
2016-86	Enbridge Energy	Svea 15	Excavate, Inspect pipeline	Approve
	Motion Olsonawski, second G. Johnson, carried			
2016-87	Kevin Kowalczyk	Deer 36	crossing w/36" cmp	Approve
	Motion Brazier, second G. Johnson, carried. Reduce fee from \$585 to \$85			

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

Attest:


Daryl Klegstad, Secretary


Darrel Johnson, President

