

**Minutes of the Regular Meeting of the Board of Managers
Of the Two Rivers Watershed District
Held: February 1, 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, February 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, Jim Kukowski, & Gary Johnson. None were absent.

Others present included District Administrator Dan Money, Head Technician Matt Thompson, Attorney Jeff Hane, Engineer Blake Carlson (WSN), Engineer Nate Dalager and Jake Huwe (HDR), Jeremy Benson & Jamie Osowski (Kittson SWCD), Engineer Kelly Bengtson (Kittson County), and landowner Luke Novacek.

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 regular and annual meeting minutes from January 4, 2017. Today's meeting agenda and the minutes of the January 4, 2017 annual and regular meetings were approved upon a **motion** by Brazier, **second** by Kukowski, 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 8082 through 8108 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.

Administrator's Report:

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

Legal Ditch Report: Head Technician M. Thompson gave a report regarding surveys that were done in 2016 on Roseau County Ditch #4 and on the Soler #4 Project. Legal grades and cross sections were surveyed and compared to the ditch design grade and cross sections. Both surveys indicated that maintenance work and sediment removal were not necessary at this time.

Program Report:

One Watershed One Plan: As discussed at past meetings, the District's Overall Plan is due to be updated this year. Options for updating include the TRWD doing a simple update of the OP on its own, or joining forces with Kittson and Roseau Counties and Kittson and Roseau SWCD's to do a One Watershed One Plan. Pros and cons were discussed, and staff from Kittson SWCD were on hand to provide input. The MN BWSR has stated that if a 1W1P is not adopted by 2025, state grant and cost share funding will be withheld. This will especially hurt SWCD's as they rely on that funding to operate. It was also noted that the 1W1P was touted as a voluntary process, but that the BWSR action does not make it seem voluntary.

Upon a **motion** by Brazier, **second** by Klegstad, and **6-1 vote of the Board**, a resolution (2017-01) of support and participation in the 1W1P process was approved.

Buffer Law: Information regarding the Buffer law was discussed. By March 31, 2017 Watershed Districts and Counties are to decide and report to BWSR whether they will be assuming enforcement authority. Watershed Districts would be responsible for enforcement on ditches they are in charge of, and Counties would be responsible for enforcement on ditches they are in charge of as well as on public waters. If a watershed district assumes enforcement, they could use administrative penalty order following BWSR protocol, or they could adopt specific rules. No action was taken at this time.

Enbridge Ecofootprint Grant: A grant application was submitted to help with the cost of land acquisition. The land will help toward the overall goal of protecting and enhancing the naturally occurring rich fen.

KCD 21 Improvement: The engineer's report was provided to DNR and the 60 day comment period is going on. The petitioners will need to submit an additional \$10,000 bond in order for the process to continue. The next steps once the DNR submits comments will be to hold a public hearing, appoint viewers to determine benefits and damages, obtain right of way for the grass buffer strip, and construct the project.

2017 work schedules: 2017 inspection and ditch maintenance work schedules were handed out for information. Money also discussed the various programs, projects, and related work items for 2017.

MAWD Legislative Breakfast: The MAWD legislative breakfast will be held in St. Paul on March 29-30, 2017. Roger Anderson, Darrel Johnson, and Dan Money were authorized to attend. Money will reserve rooms and get everyone registered.

RRWMB: The Red River Watershed Management Board is looking at a new project coordinator / lobbyist, as Ron Harnack will be retiring this coming summer. The RRWMB would like input from all member districts as to what services they are providing now and what services they could provide in the future. The Board felt current service are adequate at this time.

Citizen's Advisory Committee & RRWD meetings: The Roseau River WD would like to jointly meet with the TRWD to share information and discuss projects. In addition, a Citizen's Advisory Committee meeting for 2017 should be scheduled. No action was taken at this time, and the Board referred the scheduling to the District Administrator.

Drone Technology: Dalager & Money attended a meeting at Northland Technical College in Thief River Falls to discuss the possibility of collaborating with the Red Lake Watershed District, Roseau River Watershed District, and Middle Snake Tamarac River Watershed District and the NCTC to utilize drone technology for watershed district uses. The Board directed staff to attend meetings and provide information as this process develops.

Wiktel easement request: The District received a request from Wikstrom Telephone Company to grant an easement for installation of fiber optic telephone cable. Money was instructed to develop easement wording and work with Wikstroms.

Attorney's Report:

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

Klondike Clean Water Retention Prj. #11:

Recent land purchases have been completed and the deeds have been recorded. Hane will confirm the rental agreements with the tenants.

Permits:

A 'Findings of Fact and Order' has been written and signed regarding a recent permit violation. The perpetrator will be notified of the terms and conditions regarding issue, and enforcement will be done as deemed necessary by the Board of Managers.

Klondike Clean Water Retention Project #11:

Dalager, Huwe, and Money discussed the KCWRP #11 and several items pertaining to it.

- Braun Intertec has completed 17 borings out of 32. The original estimate for 32 borings was \$32,382.50. They indicated that because of the extremely wet conditions they encountered hardships, and submitted a bill of \$28,853.50. They stated they could finish all 32 of the borings for a total cost of \$38,738.50. Money stated that the current bill should not be \$28,853.50, rather more like \$18,000 for the work that was done. He and Dalager discussed the project with Braun and they would agree to provide 22 borings for the original cost of \$32,382.50, which would also account for the hardships and down time because of the extreme wet weather.
 - The Board of Managers discussed the situation and weighed options, including the possibility of hiring other firms to complete the remaining 6 borings. It was noted that a field review should be done to determine accessibility and timing of the six borings that are needed.
 - Managers D. Johnson and P. Olsonawski will do a site visit to see what the conditions are and if borings could be done in the near future. They will report back to Money, and he will work with Braun on how the TRWD would like to proceed. HDR Engineering will get a quote from Interstate to compare costs.
- Dalager and Huwe updated the Board on progress in completing the Engineer's Report. An alternatives analysis is being written as a portion of the report. Dalager noted that it would be beneficial for the Board to hold another special meeting to discuss specific designs for the various project components. No action was taken at this time, and a special meeting will be looked at for next month.

Permits:

Upon a **motion** by Kukowski, **second** by Olsonawski, 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>
2017-02	C. Novacek	Soler 2	Install trap on 30" & 12" cmp	Approve
2017-04	N Kitt Rural Water	St. Joseph 19	replace 18" w/ tbd size	Table
2017-05	Wilwand Farms	Hampden 27, 35, 36	Tile Drainage	Table

The following permits were previously approved by committee:

2017-01	Snare	Lind 21	Lower crossings/improve ditch	Approve
2017-03	Scharmer	Teien 28	Install 2 SWI's w/15" cmp	Approve

Manager G. Johnson discussed permit fees that have been assessed since he has been on the Watershed District Board of Managers. He inquired about how after the fact fees are assessed, and why some fees are greater than others, and why some fees have been forgiven. Discussion was held on how fees are assessed, potential inconsistencies, and discretionary assessments.


G. Johnson made a **motion** that a \$500 fee that had been assessed to Hugh Hunt for an after the fact fee be forgiven. The **motion died** for a lack of a second.

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

Attest:



Daryl Klegstad, Secretary



Darrel Johnson, President