

**Minutes of the Regular Meeting of the Board of Managers
Of the Two Rivers Watershed District
Held: March 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, March 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, Treasurer Paul Olsonawski, and Roger Anderson. Secretary Daryl Klegstad, Jim Kukowski, & Gary Johnson were absent.

Others present included District Administrator Dan Money, Head Technician Matt Thompson, Attorney Jeff Hane, Engineer Blake Carlson, Engineer Nate Dalager, 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 meeting minutes from February 1, 2017. Today's meeting agenda and the minutes of the February 1, 2017 regular meeting were approved upon a **motion** by Brazier, **second** by Anderson, 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 8111 through 8126 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 Anderson, and a **unanimous vote** by the Board.

Administrator's Report:

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

Program Report:

One Watershed One Plan: The Kittson SWCD, Roseau SWCD, Kittson County, Roseau County, and Two Rivers WD have all approved resolutions to participate in the One Watershed One Plan (1W1P) process. The next step will be to begin assembling the 'framework' for the planning process. A 'Policy Committee' will need to be assembled, and also an 'Advisory Committee'. Some decisions will need to be made regarding who will write the plan, and whether various tasks will be done through hiring a consultant or by assigning staff from the various agencies. Staff from all agencies will meet on March 16 to discuss the details and begin a grant application to the Board of Water & Soil Resources.

Buffer Law Implementation: Some deadlines are coming up regarding implementation of the Buffer Law. Among these are designation of enforcement agencies, "other waters" maps, and other issues. The Kittson SWCD is organizing a meeting with all local agencies who may be involved with some sort of implementation and also with BWSR. This meeting will be for staff and one or two Board members to attend, and will be held on March 14th. The Board of Managers appointed D. Johnson and D. Money to attend the meeting.

RRWMB / FDRWG March Conference: The Red River Watershed Management Board will hold a conference in Moorhead on March 22-23 to discuss flood control activities, the Flood Damage Reduction Work Group, PL-566 planning process for certain projects, and member district updates. D. Johnson and D. Money were authorized to attend.

Farm Lease Agreements: Several Farm Lease Agreements have expired and need to be renewed for lands that the TRWD rents out at the Ross #7 Impoundment Project. Variable rates are charged according to the rental use – crop land, hay land, and hunting land. Upon a **motion** by Olsonawski, **second** by Anderson, and **unanimous vote**, lease agreements were approved for John Gaukerud and for Sheldon Larson. The agreements have been drawn up by the Administrator and signed by the President and the renters.

MN Association of Watershed Districts:

- *By Laws* – At the MAWD Annual Meeting held in December, discussion was held regarding amendments to the By-Laws. In order to amend the by-laws, at least 15 watershed districts are required to ask for a special meeting. Upon a **motion** by Brazier, **second** by Anderson, and **unanimous vote**, approval was passed to ask MAWD to hold a special meeting to discuss changes to its by-laws.
- *Legislative Breakfast* - The legislative breakfast will be held at the Embassy Suites in St. Paul on March 29-30. Managers D. Johnson and R. Anderson and Administrator D. Money will attend. Funding will be sought for the District's Klondike Clean Water Retention Project, and pertinent bills to the TRWD will be discussed. Meetings will be held with area legislators and also with other key legislators.

Citizen's Advisory Committee: The District is required to hold a Citizen's Advisory Committee meeting at least once per year to discuss activities of the District and seek input regarding projects, programs, and other operations. This meeting was scheduled for 2017 to be held at 1:00 pm on Wednesday, April 5th, 2017 in the Kittson County Courthouse. The Administrator was directed to prepare an agenda and publish meeting notices.

Roseau River Watershed District: The Roseau River Watershed District has contacted the TRWD and would like to meet to discuss activities and updates of each district. Administrator Money was directed to work with the Roseau River WD to set up the meeting.

Wikstrom Telephone Co.: Wikstrom Telephone Company has a project planned to install fiber optic cable and would like to cross land owned by the Watershed District located in Ross Township in Roseau County. They have provided an easement that they would like the District to sign. The matter was referred to attorney Jeff Hane for review and comment.

Project Report:

Klondike Clean Water Retention Prj. #11:

- *Soil Borings* – D. Money reported that a bill has been received from Braun Intertec, the company hired to originally provide 32 soil borings. They completed 17 borings and have submitted a bill. The bill is higher than anticipated and is not clear as to the specifics of the work that was done. A partial payment of \$17,000 was approved and upon a motion by Olsonawski, second by Anderson, and unanimous vote of the Managers President D. Johnson was directed to contact Braun to discuss the rest of the bill and seek a

settlement with Braun. Administrator Money will provide specific details and seek an alternate quote for the remaining soil borings that are needed.

- Engineering Report – Engineer N. Dalager discussed the progress of the Engineer’s Report. He indicated he and TRWD staff have been refining the hydrologic model by using photos and measurements taken during flood events and comparing to model results. He is working on various design details and project alternatives, and hopes to have a draft report ready in May 2017.
- Environmental Report
 - Fen Team – Representatives of the TRWD, DNR, and MPCA have been meeting monthly to discuss details of a fen management plan. A draft outline has been written, and monitoring is being considered for groundwater, vegetation, and surface water. The fen plan timeline is to have it written and available by the end of the year.
 - PL 566 – D. Money has met with Dave Jones, the new NRCS project coordinator. A draft ‘purpose and need’ statement was submitted to NRCS, and they reviewed it and are suggesting some changes be made to ensure that it fits with the PL 566 program rules and intent. Money will be working on this and re-submitting.
- Funding –
 - A grant application was submitted to Enbridge for their “Ecofootprint Grant” program. No decision has been made, but they have said we should hear back from them within the next few weeks.
 - A bill has been submitted to the legislature regarding phased in funding for the project. The bill is seeking \$2.5 million to be divided by 4 separate projects. If approved, the KCWRP portion would go toward project design, development, and permitting.

Attorney’s Report:

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

Kittson County Ditch 21 Improvement: Attorney Hane discussed with the board the process that needs to be followed under MN Statute 103E. The Engineer’s Report has been submitted and in turn sent to DNR for comments. Once the DNR has provided comments, a public hearing must be held to present the Engineer’s report and provide an opportunity for affected landowners and other members of the public to provide comments. After the hearing is held viewers will be appointed to determine benefits and damages. The Board of Managers set the public hearing to be held in the Kittson County Courthouse on Wednesday April 5, 2017 at 10:00 am. The Administrator was directed to prepare and publish meeting notices as required by Statute.

Roseau River WD Projects: N. Dalager gave a presentation with information regarding the Roseau Lake Bottom Project. This project will utilize a dry lake bottom to hold excessive runoff from entering the ‘big swamp’ area. It will provide benefits to the Two Rivers WD by reducing the amount of water that overflows out of the Roseau River and into the Two Rivers (through and over Roseau County Road #7). This project, combined with the Roseau WMA project and the Klondike Clean Water Retention Project should have significant local and regional benefits.

Permits:

The Board acted on the following permits. Conditions, if any, are listed in detail on the permit sent to the individual.

<u>App. #</u>	<u>Applicant</u>	<u>Location</u>	<u>Purpose</u>	<u>Action</u>
2017-05	Wilwand Farms	Hampden 27, 35, 36	Tile Drainage	Approved
	Changes made to original application were submitted and are on file. Motion- Olsonawski Second -Anderson; Conditions: 1)no discharges during periods of downstream flooding, 2) must provide as-built drawing & details, 3) must adhere to Hampden Township requirements within road right of way, and also obtain necessary permits from MNDOT and KCHD.			
2017-10	B Christopherson	Granville 14	ditch diversion	Tabled
	Must provide proposed construction information for ditch improvement			
2017-06	Noah Novacek	Deer 3	side water inlet	approved
2017-07	Noah Novacek	Deer 4	side water inlet	approved
2017-08	Noah Novacek	Hereim 33	side water inlet	approved
2017-09	Noah Novacek	Hereim 32	side water inlet	approved
2017-11	Enbridge	Svea 4	Pipeline Maintenance	approved


Enforcement Items:

Permit enforcement issues were discussed regarding conditional work that was required on Permit #1578 but to date has not been done. Upon a **motion** by Olsonawski, **second** by Brazier, and **unanimous vote**, a "Findings and Order of Violation and Order" was approved. Attorney Hane and Administrator Money were directed to prepare the findings and proceed with notification and enforcement.

A permit violation involving a township road ditch in Pelan Township was discussed. A 'Findings of Fact and Order' was previously approved by the Board. To date, the violation has not been corrected by the landowner. Attorney Hane will follow up with enforcement notification.

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

Attest:


Paul Olsonawski, Treasurer


Darrel Johnson, President