

**Minutes of the Regular Meeting of the Board of Managers  
Of the Two Rivers Watershed District  
Held: March 14, 2018 @ 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 14, 2018 at the District Office located in the Kittson County Courthouse in Hallock, Minnesota.

Managers present included President Darrel Johnson, Secretary Daryl Klegstad, Roger Anderson, Gary Johnson, and Bruce Anderson. Absent were Vice President Allen Brazier and Treasurer Paul Olsonawski.

Others present included District Administrator Dan Money, Head Technician Matt Thompson, Attorney Jeff Hane (Brink, Sobolik, Severson, Malm & Albright, P.A.), Jake Huwe (HDR Engineering), and Matt Fischer (Board of Water & Soil Resources).

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 the previous Board meeting. Today's meeting agenda was approved upon a **motion** by Klegstad, **second** by R. Anderson, and **unanimous vote** of the Managers. The minutes of the February 7, 2018 regular meeting were approved upon a **motion** by G. Johnson, **second** by B. 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 8412 through 8440 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 Klegstad, a **second** by B. Anderson, 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:** The Kittson County Commission held a public hearing for the purpose of turning over Kittson County Ditch #21 to the Two Rivers WD. Manager D. Johnson and Administrator Money attended the meeting to provide information and answer questions. The Ditch was turned over to the TRWD unanimously. The ditch fund has a balance of approximately \$12,000, and the ditch will be incorporated into the District's maintenance schedule. The Board should discuss the Viewer's report for KCD21 Diversion 1 Improvement, and the effects on the main KCD 21.

D. Johnson brought forth a request he had received from the petitioners for the KCD 21 Diversion Improvement Project. They would like to be reimbursed for the cost of the bond, as the project has been approved and all other costs will be absorbed by the project. After Board discussion, a **motion** was made by B. Anderson, **seconded** by G. Johnson, and **unanimously approved** to reimburse the petitioners in the amount of \$490, to be billed to the KCD 21 Diversion Improvement.

### Program Report:

*Watershed Restoration & Protection Plans;* No information at this time until further notice from the MPCA and the USEPA.

*Computer Network:* The new computer network has been installed by Wikstrom Telecom and is up and running. There is a need for additional computer software to enable mapping extensions so staff can delineate watershed drainage areas. The cost of the software is \$2,500. Upon a **motion** by R. Anderson, **second** by Klegstad, and **unanimous vote** of the Board, it was authorized to purchase 'spatial analyst' mapping software from ESRI.

*Buffer Law:* A letter was received from the MN Board of Water & Soil Resource regarding the buffer law requirement of watershed districts to incorporate an 'other waters' map in their Overall Plans on or before July 1, 2018. The Kittson, Marshall, and Roseau SWCD's have provided a resolution/description to the TRWD. Discussion by the Board noted that the SWCD's did not consult with the TRWD, as required by law. Several questions were posed regarding the other waters, and the process the SWCD's used to determine how waters were included. Matt Fischer from BWSR spoke to the matter, and gave options to move forward. The matter was tabled and Administrator Money was directed to further review and report back at the next meeting.

*RRWMB:* The Red River Watershed Management Board will hold its March Conference on March 21-22 in Moorhead. President Johnson and Administrator Money will attend, and all other Board members are encouraged to also attend. The RRWMB monthly report was distributed for review.

*Legislature/MAWD:* D. Johnson and Money attended the annual MN Association of Watershed Districts legislative reception and breakfast. Meetings were held with several legislators, and with the director of the DNR Flood Damage Reduction grant program. There was positive feedback that a bonding bill with \$20 million for FDR is in the works, however there is a far greater need within the Red River valley and the entire state.

*1 Watershed 1 Plan:* Matt Fischer from BWSR gave an update on this process. The next round of competitive grants to fund these plans will be announced in April. The Kittson SWCD is interested in teaming up with the TRWD to submit an application, similar to last year. If approved, a very detailed planning process would begin, as detailed on the BWSR website. Several committees would need to be formed, along with a joint powers agreement between all planning partners. More information will be available in April.

*Birding Trail:* In 2013, the TRWD had provided funding to the Middle Snake Tamarac Watershed District, who was spearheading a project to create a birding trail to link watershed projects of the Red Lake, Roseau, Two Rivers, and Middle Snake Tamarac watershed districts. A letter was received from the MSTRWD that the project never got off the ground for various reasons and they returned the \$500 funding.

### Project Report:

*Ross #7:* The MN DNR submitted a letter report to the District regarding an inspection they had done at the Ross #7 dam. They noted it was in good condition, however some cracking

has occurred in the concrete walls of the outlet structure. This was referred to project engineer Blake Carlson and he indicated this is not a significant concern but that close inspection annually should be done. Both the DNR and Carlson recommended the gates be operated at least annually and to monitor the cracks. No action is necessary at this point in time.

*Klondike Clean Water Retention Prj. #11:* The ‘Beaches Lake Area Fen Management Plan’ has been completed and signed by both the TRWD and the DNR. The next steps in the project process will be to complete the engineering detailed plans, continue working on the US Army Corps of Engineers concurrence point process for wetland permitting, begin work on the state Environmental Assessment Worksheet, continue working on the NRCS RCPP/PL566 plan, consider land exchange with the DNR, map out and secure right of way for the diked inlet, and begin work on the state wetland permit and the legal ditch process. Funding sources will continue to be sought out in a timely manner. A Big Swamp Project Work Team meeting will be scheduled to discuss the specific items to be included in the plans for particular natural resources enhancements, including water quality, the Beaches Lake Area fen, and low flow augmentation.

Jake Huwe of HDR Engineering was in attendance to review the next steps in the engineering process. He went over details of the project components that will be worked on. A new ‘task order’ will be developed and presented to the Board of Managers at the April 4 Board meeting. This will have specific items to be completed along with a cost proposal from HDR to complete the design work.

Upon a **motion** by Klegstad, **second** by B. Anderson and **unanimous vote** of the Managers, the Administrator’s report was approved.

**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:* An issue regarding a rental agreement was discussed. The rental agreement needs to be renewed for 2018, however the renter would like a reduced payment rate. Prior documentation indicates that he agreed to sign the parcels into the CRP program and that he receives the CRP benefits. Rent is due for 2017 and has not been paid, and a new rental agreement is needed for 2018 and beyond. CRP acres expire in 2022 and 2028. Hane suggested sending a bill for 2017 and discussing the terms of the 2018 and beyond rental agreement. Money will contact the renter and discuss the Board’s wishes.

**Permits:**

A status report from the Permit Committee was given regarding 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>
2018-01	Roseau County	Hereim 26	Bridge replacement	Denied
2018-02	Myles Efta	Polonia 29	(4) 18” side water inlets	<b>Approved</b>
2018-03	KCHD	.2mi s of jct Hwy4 & Hwy15	replace 2-30” w/1-56”span	Tabled
			➤Original application altered, pending further information	
2018-04	Brach Svoboda	Skagen 5	texas crossing	<b>Approved</b>
2018-05	BNSF	int. KCD 1 & BNSF RR	Bridge replacement	Tabled
			➤Under committee review	
2018-06	D Carlson	Tegner 27	Tile	Under Review

2018-07  
2018-08  
2018-09

Enbridge  
Roseau County  
Kittson County

Svea 25  
Hereim 26  
City of Lancaster

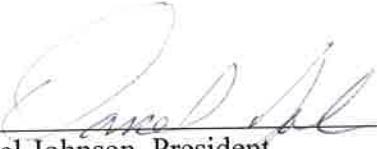
culverts / crossing  
Bridge Replacement  
Culverts

**Approved**  
Under Review  
**Approved**

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

Attest:

  
Daryl Klegstad, Secretary

  
Darrel Johnson, President