

**Minutes of the Regular Meeting of the Board of Managers
Of the Two Rivers Watershed District
Held: June 6, 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, June 6, 2018 at the District Office located in the Kittson County Courthouse in Hallock, Minnesota.

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

Others present included District Administrator Dan Money, Head Technician Matt Thompson, Attorney Jeff Hane (Brink, Sobolik, Severson, Malm & Albright, P.A.), Engineer Nate Dalager (HDR Engineering), Engineer Blake Carlson (WSN), Jeremy Benson (Kittson SWCD), Rob Sip (RRWMB), Carolin Clarin (NRCS) and Daniel Jarros (NRCS).

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 May 23, 2018. Today's meeting agenda and the minutes of the May 23, 2018 regular meeting were approved upon a **motion** by Klegstad, **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 8488 through 8507 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 R. Anderson, a **second** by G. Johnson, and a **unanimous vote** by the Board.

One Watershed One Plan:

Jeremy Benson from the Kittson Soil & Water Conservation District was in attendance to discuss the new local water planning initiative being strongly suggested by the State of Minnesota. Under this process all local plans (County Comprehensive Local Water Plans, WD Overall Plans, SWCD Plans) will be combined under 1W1P, and will be done according to watershed boundaries. Kittson and Roseau SWCD's, Kittson and Roseau Counties, and the Two Rivers WD will be involved with this plan, and hopefully the Joe River WD. The new 1W1P will replace all other local plans, and will be good for a 10 year period. The planning process is expected to take 1.5 to 2 years to complete. Staff from each entity will form an Advisory Committee, and representative from each group will form a Policy Committee. A Citizen's Advisory Committee will also be active.

Funding to complete the plan is needed at an estimated \$268,500, and a grant application will be submitted to the MN Board of Water & Soil Resources. If funded, grant writing activities will get underway by the end of 2018 and fully ramp up during 2019. A planning group with representatives from all entities has met twice to discuss the process. A 'Memorandum of Agreement' is necessary to formalize the process and apply for the grant funding. Benson presented the MOA and walked through the details. Upon a **motion** by B. Anderson, **second** by D. Klegstad, and a **4-2 vote** of the Managers, it was approved to enter into the MOA and the President and Administrator were directed to sign the document.

Administrator's Report:

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

Program Report:

- ❖ **2017 Audit:** The 2017 Audit has been completed by Brady Martz & Associates, P.C. Administrator Money went through the audit and the recommendations of the Auditor. Upon a **motion** by R. Anderson, **second** by Klegstad, and **unanimous vote** of the Managers, the audit was approved and the Administrator directed to file it with the State of MN as required by law.
- ❖ **MAWD:** The MN Association of Watershed Districts will be holding their annual summer tour and meetings in Chanhassen later in June. Manager R. Anderson will attend, and if any other Managers are interested they should let Money know in order to get registered.

Legal Ditch Report:

- ❖ **Kittson Co. Ditch #21 Diversion 1 Improvement**
 - Construction on this project has begun and good progress is being made. Engineer Carlson presented pay request #1 to the Board for approval in the amount of \$26,550. Upon a **motion** by G. Johnson, **second** by Klegstad, and **unanimous vote**, the pay request was approved.
 - Engineer Carlson commented on a change order regarding a landowner request to pile the spoil instead of spreading it out on their cropland. The configuration of the spoil will require that temporary right of way be purchased. Administrator Money has negotiated a price based upon the acreages with the landowners. Upon a **motion** by R. Anderson, **second** by B. Anderson, and **unanimous vote**, payment for temporary easements was approved at \$100/acre as presented by D. Money.
- ❖ **Kittson Co. Ditch #21 redetermination of benefits**
 - At last month's meeting the Board authorized to begin proceedings. Money has started the process of finding Viewers to perform the work.
- ❖ **Kennedy #6**
 - A slough along the ditch was repaired this spring. During the work, the contractor needed to work outside of the District's right of way. The adjacent landowner has planted crop within the right of way, so crop damage occurred both within the right of way and outside of the right of way. Less than 1.5 acres total was affected. The Board decided to pay \$100/acre for the crop damage both in and out of the right of way, but to inform the landowner that in the future, no damages will be paid within the right of way.
- ❖ **Ditch Inspections**
 - D. Money will begin annual ditch inspections this month. Spraying for cattails in each system was discussed. Preliminary numbers indicate that around 18 miles of ditch will need to be sprayed for cattails. The Board of Managers authorized Money to hire a contractor to have the spraying done.
 - Surveys will be done on State Ditch 49, Dewey 5 Improvement, and Kennedy #6 this summer.
 - Mowing for vegetation control and for noxious weeds, mainly with regard to Springbrook #10 project was discussed. Staff was directed to look into the purchase of a sprayer for the District's ATV in order to spot spray for thistle and other weeds. Staff would need to pass the test for an applicator's license as well.

Project Report:

Klondike Clean Water Retention Prj. #11:

- Land Exchange with DNR – a meeting has been scheduled with the DNR to be held in Thief River Falls June 14th. The primary purpose of the meeting is to discuss potential land exchange. This was put into legislation by a bill sponsored by Rep. Dan Fabian in the 2016 session. Various scenarios were discussed, and the impoundment committee consisting of D. Johnson, P. Olsonawski, D. Klegstad, and D. Money will meet with the DNR.
- Permitting/Natural Resources – Work is continuing on the wetland permits needed from the USACE and the State of MN. Also, work continues on the PL566 Plan and Env. Assessment. As project plans move forward, specific project details will need to be worked out regarding the fen, water quality, and other issues. Once the detailed engineering plans are done, the Environmental Assessment Worksheet can be completed.
- Funding – although a bonding bill was approved for \$20 million for flood damage reduction, it does not appear the KCWRP will rank high enough on the DNR's priority list for funding. The District will need to figure out a funding plan to get through the next components of detailed engineering plans, right of way, and permitting, which is estimated at \$1.4 million. These items are expected to take one to two years to complete.

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:

- Right of Way – Discussion continued from last month's meeting regarding obtaining right of way along the proposed diked inlet. Money, Hane, and Dalager have collaborated on this, and Hane presented a draft 'Option to Buy'. Details were suggested regarding the option price and length, purchase price, and several variables that could affect the option/purchase. Upon a **motion** by B. Anderson, **second** by Klegstad, and **unanimous vote** of the Managers, it was approved to pursue an option agreement with affected landowners for a 10 year period. The price of the option was set at 10% of the county assessor's market value for 2018, and the purchase price was set at 100% of the county assessor's market value for 2018, for a total of 110% of the market value. In addition, a license agreement to allow the current landowner to use the land during the period of the option will be offered.
- Farm Lease Agreement – a discussion regarding the expired lease / rental agreement with East Farms was held. Roger Johnson from East Farms has made a proposal request to renew the rental agreement. Terms that were discussed to renew the agreement were a \$25,000 payment from East Farms to TRWD for 2017, agreement end date of December 31, 2028, CRP maintenance to be the responsibility of East Farms, and rent payments to be determined on an annual basis. Upon a **motion** by G. Johnson, **second** by Olsonawski, and **unanimous vote**, the terms as described were approved.

Project Engineering:

Klondike Clean Water Retention Project #11: Nate Dalager discussed the project 5 phase plan and details of each phase. He also presented a draft task order for the District to consider. The document contains descriptions of the engineering that is needed, and a cost estimate of \$800,000 to complete the various tasks. The matter was tabled until the July 11th, 2018 meeting.

Polonia Clean Water Retention Project #12 (Quick): Caroline Clarin and Daniel Jarros from the Natural Resources Conservation Service addressed the Board regarding project plans and cost estimates for the “Quick” wetland reserve program. Design plans are complete and were handed out and discussed. If funding is approved by Congress, the project could be bid by mid July. All permits have been approved. The total cost is estimated at \$199,663.50. Of that, NRCS will pay \$149,797.63 and the TRWD would be responsible for \$49,915.88. Upon a **motion** by Klegstad, **second** by B. Anderson, and **unanimous vote**, the Board of Managers accepted the project plans, agreed to cost share up to \$50,000, and authorized the President and / or Administrator to sign the agreements. NRCS will keep the TRWD informed and updated regarding the bidding and construction process and as the project moves forward.

Red River Watershed Management Board:

Executive Director Rob Sip presented information and updates regarding the RRWMB. He discussed the recent staffing changes, policy determinations, and strategic planning process that is being undertaken by the RRWMB. He noted a new office has been established and will be co-located with the Wild Rice WD office in Ada, MN.

Permits:

The Board reviewed the following permits and recommendations are listed below.

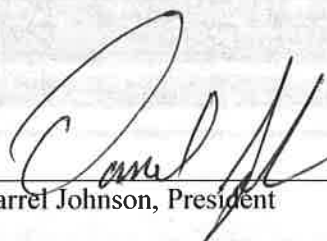
<i>App. #</i>	<i>Applicant</i>	<i>Location</i>	<i>Purpose</i>	<i>Action</i>
2018-14	Matt Kuznia	Tegner 7	Tile Drainage	Sent to Committee
2018-15	M. Olsonawski	Hill 35	Tile Drainage	Sent to Committee
2018-19	Jerod Hanson	Davis 8	field crossing w/36”	Sent to Committee
2018-21	Darrel Johnson	Hampden 25	Tile drainage	Sent to Committee
2018-22	Lloyd Johnson Farm	Springbrook 22	Tile Drainage	Sent to Committee

Other permit issues: A meeting has been scheduled for June 28, 2018 to hear discussion concerning the appeal of Mike Jorgenson regarding a permit application that was denied. The meeting will be held in Greenbush, and Jorgenson, his attorney, and his engineering consultant will attend. The TRWD attorney, engineering consultant, and staff will attend as well.

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

Attest:


Daryl Klegstad, Secretary


Darrel Johnson, President