

**Minutes of the Regular Meeting of the Board of Managers  
Of the Two Rivers Watershed District  
Held: January 2, 2019 @ 8:00 a.m.**

The Board of Managers of the Two River Watershed District held their regular meeting beginning at 8:50 a.m. on Wednesday, January 2, 2019 at the District Office located in the Kittson County Courthouse in Hallock, Minnesota.

Managers present included President Paul Olsonawski, Vice President Roger Anderson, Secretary Daryl Klegstad, Treasurer Joel Muir, Darrel Johnson, Bruce Anderson, and Rick Sikorski. None were absent.

Others present included District Administrator Dan Money, Head Technician Matt Thompson, Attorney Jeff Hane (Brink, Sobolik, Severson, Malm & Albright, P.A.), Engineers Nate Dalager & Jake Huwe (HDR Engineering), Engineer Blake Carlson (WSN Engineering), Engineer Kelly Bengtson (Kittson Co. Highway Department), and Lonnie Davidson.

The meeting was called to order by President Olsonawski. Olsonawski then called for any additions or corrections to the proposed meeting agenda and also the meeting minutes from December 5, 2018 and the December 19, 2018 meetings. Sikorski brought forward a correction to the December 5<sup>th</sup> meeting regarding discussion about Roseau County Ditch #4. Today's meeting agenda, the minutes of the December 5, 2018 regular meeting (with corrections) and the December 19, 2018 special meeting were approved upon a **motion** by Muir, **second** by Klegstad, and **unanimous vote** of the Managers.

A permitting issue in section 25 Stokes Township, Roseau County was discussed. Ditching was done, possibly improving the ditch, and alterations to culverts were done. This activity needed a permit, but one was neither submitted nor approved. The Board reviewed information collected by field visits and information presented by the permit committee. It was determined that if an application is submitted with an after the fact inspection fee, a permit could be issued. However, the application must be submitted and further reviewed to determine what specifically would be approved.

**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 8650 through 8680 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 Sikorski, 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:**

- KCD 21 Redetermination of Benefits: The Viewers for this project are continuing their work and have met twice including a tour of the area. Work on the project will continue in January 2019.

**Program Report:**

*Two Rivers Watershed Restoration & Protection Plans:* The MN Pollution Control Agency has put the WRAPS report and the Total Maximum Daily Load Report out for public comment until January 23, 2019. Anyone who is interested should read the reports and make comments if they see fit. Money will provide comments from the TRWD.

*One Watershed One Plan:* The Steering Committee has met several times and has discussed the project work plan, budget, and timelines. A Policy Committee meeting has been scheduled for January 24<sup>th</sup> at 9:30 a.m. in Greenbush. This committee consists of a delegate and an alternate from each of the governing boards of members of the joint powers agreement. Daryl Klegstad was appointed the delegate and Rick Sikorski the alternate.

*Data Practices Act Policy:* The Board has indicated that at each monthly meeting a review of TRWD policies-rules-governing documents should be reviewed. This month the data practices act policy was distributed and discussed. Money and Hane presented the policy for information.

*2018 Audit & Annual Report:* The 2018 Annual Report will be written by the District Administrator. The annual audit was discussed, and a quote from the accounting firm of Brady Martz was received in the amount of \$6,750 for the 2018 audit. Upon a **motion** by Klegstad, **second** by Johnson, and **unanimous vote** the quote was accepted and Money was directed to work with Brady Martz to begin the audit.

*Computer Software:* The District currently subscribes to the Microsoft Office 365 suite for its word processing, spreadsheet, and other office needs. The software for 2019 will cost \$450 for 2 users. Upon a **motion** by R. Anderson, **second** by Klegstad, and **unanimous vote**, approval was made to subscribe for 2019.

*MN Campaign Finance Board:* Information was received from the MN Campaign Finance Board regarding reporting requirements of appointed officials and this was distributed to the Managers.

### Project Report:

#### *Klondike Clean Water Retention Prj. #11:*

- Right of Way – Money is preparing a letter to go out to all landowners that we will need to pursue right of way from. HDR Engineering is working on a map that will go with the letter to better identify the lands needed. Hane noted that the offers should be updated to reflect 2019 assessed land values. Parcels that are on DNR land will be identified, and it is apparent that the TRWD may be able to obtain flowage easements from the DNR.
- Land Exchange – Money and Dalager met with DNR regarding the land exchange, and another follow up DNR meeting was held with Money and Huwe attending. DNR has identified the parcels that they are most interested in and this was discussed with the Board. The Board of Managers identified their preferred parcels. A **motion** was made by Johnson, **seconded** by Sikorski, and **approved** for a resolution to initiate two separate land exchange applications as discussed. Money was authorized to sign the application on behalf of the District and was directed to fill out the necessary paperwork and submit applications prior to the February meeting.
- Regional Conservation Partnership Program – The District continues to work on this grant assistance that was received through the Natural Resources Conservation Service. One of the requirements of the grant program is to analyze the proposed project for benefits vs costs. Money asked the Board for approval to begin searching

for qualified economists. Proposals will be sought and brought to the Board for review and approval.

- Ditch maintenance – Kraulik Excavating completed restoration of field ditches along 3.5 miles. The bill that was received was noted as being quite high and discussion was held. It was suggested that in the future the TRWD obtain 3 quotes for larger ditching projects that are anticipated to be above \$50,000. Money mentioned that to equitably utilize taxpayer dollars, the District has in the past solicited equipment rates from area contractors and has used these to hire contractors at a competitive and equitable price.
- Natural Resources Enhancements – Money and Huwe attended a meeting with the DNR and discussion was held regarding several project design considerations & natural resources features. Items that need further investigation and to be better defined will be potential benefits and/or impacts to the fen, water quality improvements, stream flows and nutrient loading, and specific project designs to address each item. A meeting of the Big Swamp Project Work Team is recommended to iron out details. The Board of Managers directed Money to schedule and hold a meeting preferably in late January.
- Design Considerations – Manager Sikorski questioned how the current project design addresses water moving through Mike’s Lake and across the county line. His concern is that water from the SD 72 system may be restricted by the construction of the dike in section 31 of Juneberry Twp. Dalager answered that with the current design, there will be no negative impacts to private lands or agricultural lands. This issue needs to be studied further to address questions of area landowners.

**Red River Watershed Management Board:** A report was handed out and highlights were discussed. The RRWMB legislative platform was discussed and the annual March Conference is scheduled for March 20-21, 2019 in Moorhead, MN.

**Lonnie Davidson:** Mr. Davidson addressed the Board of Managers regarding permitting issues in Section 25 of Stokes Township. A neighboring landowner performed ditching and culvert alterations. He was informed that the Board is aware of the situation and has contacted the landowner. A permit application is pending, and once that is received the District will review and take appropriate action by either issuing a permit, issuing a permit with conditions, or denying the application and requiring mitigation for the activities that have been done without a permit. The Board of Managers directed the permit committee to meet with Davidson and the permit applicant to sort out the issues and provide a recommendation.

**Permits:**

The Board acted on the following permits. The review and comments of the permit committee were carefully considered and taken into consideration. Any comments provided by members of the committee, road authorities, or affected landowners have been recorded filed with the permit documentation in the District office. 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>
8-45	Scott Nelson	Granville 6	Tile drainage crossing/culverts	tabled pending info
2018-60	Joe Nigg	Hill 30		Approved
<b>Motion Johnson, second Sikorski; unanimously approved</b> as submitted and waive \$500 of the \$575 after the fact fee (require \$75 payment)				

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

Attest:

  
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 Daryl Klegstad, Secretary

  
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 Paul Olsonawski, President