

**Minutes of the Regular Meeting of the Board of Managers
Of the Two Rivers Watershed District
Held: September 4, 2019 @ 8:00 a.m.**

The Board of Managers of the Two River Watershed District held annual budget hearing beginning at 8:00 a.m. and the regular monthly meeting beginning at 9:30 a.m. on Wednesday, September 4, 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, Bruce Anderson, Rick Sikorski, and Scott Klein. None were absent.

Others present included District Administrator Dan Money, Head Technician Matt Thompson, Attorney Jeff Hane (Brink, Sobolik, Severson, Malm & Albright, P.A.), Engineer Jake Huwe (HDR Engineering), Engineer Blake Carlson (WSN Engineering), Ericka Beito (Houston Engineering), and Roseau County Commissioner Daryl Wicklund.

The Budget Hearing was called to order at 8:00 a.m. District Administrator Money presented the proposed budget and noted that it had been advertised and posted as required by statute. The Managers discussed each line item. There were no members of the public in attendance to speak either for or against. A **motion** was made by Sikorski, **seconded** by B. Anderson, and **unanimously approved** to adopt the 2020 budget of \$248,763.00. A **motion** was made by Klegstad, **seconded** by Muir, and **unanimously approved** to certify the 2020 general levy for 2020 at \$250,000.00. Money was directed to file the levy amount to the counties. It was noted that the Red River Watershed Management Board previously had set their levy at 75% of the maximum allowed, and for the Two Rivers Watershed District this amounts to \$548,689 for 2020.

Ditch levies were discussed for the ditches that the District manages. After discussion and deliberation, a **motion** was made by R. Anderson, **seconded** by Sikorski, and **unanimously approved** for the following amounts totaling \$129,800: Middle Branch Prj \$5,000; North Branch Prj \$5,000; KCD 7 \$5,000; KCD 10 \$7,500; KCD 21 and KCD 21 Diversion 1 Improvement \$57,500; SD 49 \$2,500; SD 85 Improvement \$0; JD 3 \$6,600; JD 10 \$3,800; Kennedy 6 \$5,000; SB 10 \$10,000; RCD 4 \$7,500; Soler 4 \$5,000; Dewey 5 Improvement \$10,000.

Ditch outlet fees were discussed. Upon a **motion** by Klegstad, **second** by B. Anderson and **unanimous vote**, an outlet fee was charged by Springbrook 10 to KCD 10 in the amount of \$5,100 and an outlet fee was charged by JD 10 to Springbrook 10 in the amount of \$7,800 for 2020. It was noted that an outlet fee paid by the City of Karlstad to KCD 10 was previously set in the amount of \$1,500 and is paid on an annual basis.

The regular meeting was called to order by President Olsonawski at 9:30 a.m. Olsonawski then called for any additions or corrections to the proposed meeting agenda, the public hearing minutes from August 7, 2019 and the regular meeting minutes from August 7, 2019. Today's meeting agenda and the minutes of the August 7, 2019 regular meeting were approved upon a **motion** by Muir, **second** by Klegstad, and **unanimous vote** of the Managers. The minutes of the August 7, 2019 public hearing regarding the appeal of permit #1819 were approved upon a **motion** by Klein, **second** by Sikorski, 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 8853 through 8882 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 Klein, 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 Viewer's report has been submitted for the re-determination of benefits on Kittson County Ditch #21. The property owner's report was prepared and sent to all affected landowners, and the public hearing has been scheduled for 8:00 a.m. on Thursday, September 12, 2019 at the Watershed District office.

Ditch survey field work has been completed on KCD 7 and KCD 21 and is in progress on JD 10 B and SB 10. These will be drawn up this fall and winter, and if work is deemed necessary contractors will be contacted and hired early in the spring of 2020. Several miles of ditch were sprayed on KCD 10, KCD 7, and the North Branch Project. Beaver activity continues in many areas of the district, and several trappers have been busy.

Program Report:

One Watershed One Plan: The Steering Committee is meeting to discuss and work on prioritizing the issues table. This will then be discussed by the Advisory Committees, and then sent to the Policy Committee. The PTMapp computer model is being developed the International Water Institute, and the land and water section of the plan is being completed. The plan should be completed by the end of 2020.

Managers Appointments: The terms of Managers Olsonawski and Klegstad will expire at the end of October 2019. Kittson County has is taking applications for these positions, and will make the appointments at their first meeting in October.

FEMA Disaster Declaration: A federal disaster was declared for spring flooding that occurred in 2019. There are 2 damages sites located on JD 10 Br. B that have been identified. Money has attended an applicant's briefing and is waiting to be contacted by FEMA to do a site visit and fill out the paperwork. One site will involve mitigation to fix a slough with rip rap. Eligible expenses will be paid at 100%.

Engineer's Report:

Klondike Clean Water Retention Prj. #11:

- Engineering – J. Huwe of HDR Engineering presented updated information on the latest 2 phase plan. The latest project alternative as revised and proposed will store 27,000 acre feet of water. Details were presented regarding the inlet ditch, inlet structures, main dike, outlet structures, emergency spillways, and other features. An operating plan will be needed eventually and should begin to be discussed.
- Land Exchange – there has been no word from DNR regarding the status of the land exchange request. This is a key component as it will determine the location of approximately 3 miles of dike.
- Permitting – Discussion was held regarding the two wetland permits that are needed, the environmental assessment worksheet, the RCPP / PL566 plan & environmental assessment, and other permissions that will be needed.
- Funding – the need for state bonding / flood hazard mitigation money was discussed. The RRWMB will continue lobbying efforts, and it was noted that all managers should attend the MAWD legislative meetings and become active in contacting key legislators.
- Natural Resources Enhancements – A project team NRE subcommittee meeting will held on 9/11/19 to discuss the specific natural resources components of the fen, water quality, and low flow augmentation. Concurrence on these components will be sought for approval.

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>
2019-18 by Committee	Kittson Co Hwy Dept	Norway 36	Replace 2-88"span w/ 2 boxes	Approved
2019-20	Blawat Farms Motion Klein, Second Klegstad to deny – carried Findings: There is not an adequate outlet to allow for ditch improvements.	Soler 34	ditching & lower clvrt to grade	Denied
2019-23 by Committee	A.J. Lundeen	Davis 5	new crossing with 36" cmp	Approved
2019-24 by Committee	David Spilde	Norway 31	water appropriation – ag	Approved
2019-25 by Committee	Erik Younggren	Hill 23	Culvert & Crossing	Approved
2019-26	Viking Gas Trans. Motion Muir, Second Sikorski to approve – carried	Svea 26	Culvert & Crossing	Approved

Findings: Culvert sizing policy does not apply in this case because there is no storage behind the crossing; A 24" pipe was proposed however a larger pipe is advisable in this case to prevent erosion.

Condition: A 48" diameter culvert or larger must be installed. If applicant chooses a larger culvert than 48" the TRWD must be notified in writing so it can be recorded in the permit record.

2019-27 by Committee	Greg Sundby	Springbrook 36	Culvert & Crossing	Approved
2019-28	Ziegler Trust	Davis 18	Side Water Inlet w/18"	Approved
	Motion R. Anderson, second Klein to approve – carried			
	Findings: application fits the TRWD's side water inlet pipe policy guidelines			
2019-29	Waage Farms	Hereim 21/22	5 Side Water Inlets & diking	Denied
	Motion R. Anderson, second Klegstad to deny – carried			
	Findings: The project as proposed is determined to have a negative effect on adjacent lands by potentially causing them to flood for a longer duration and at a higher elevation. Other options could be explored but a meeting would be needed with the applicant.			
2019-30	Erik Younggren	Hill 21	move/relocate crossing	Approved
	Motion Sikorski, second Klein to approve – carried			
	Findings: Application was for 30" culvert which is larger than culvert sizing policy, however the project is located in the Red River 100 year floodplain, and therefore culvert sizing policy does not apply; a 30" culvert will align with the existing downstream culvert size.			
2019-31 Committee	Matt Anderson	Cannon 6	Culvert & Crossing	Referred to

Enforcement of permit violations in Moose Township was discussed. The landowner has been informed and stated he would comply and the infraction will be taken care of after soybean harvest. The matter was tabled.

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

Attest:



Daryl Klegstad, Secretary



Paul Olsonawski, President