

**Minutes of the Regular Meeting of the Board of Managers  
Of the Two Rivers Watershed District  
Held: February 6, 2019 @ 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, February 6, 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) and Engineer Jeff Langan (Houston Engineering).

The meeting was called to order by President Olsonawski. Olsonawski then called for any additions or corrections to the proposed meeting agenda, the annual meeting minutes from January 2, 2019 and the regular meeting minutes also from January 2, 2019. Sikorski mentioned a change regarding the regular meeting minutes. Today's meeting agenda and both the Annual and Regular meeting minutes of January 2, 2019 were approved with corrections upon a **motion** by Klegstad, **second** by Muir, 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 8682 through 8709 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:** Money provided to the Board a spreadsheet listing the 103D projects and 103E ditches under the District's jurisdiction. Fund balances and maintenance history were discussed.

*KCD 21 Redetermination of Benefits:* Viewers were hired by the TRWD in 2018 to update the benefits and benefitted area of Kittson County Ditch #21. One of the Viewers recently passed away, and therefore a replacement needs to be found. Money will be searching for a replacement viewer to the project can be completed.

*Surveys:* M. Thompson has completed surveys on KCD 21 and SD 49. It was reported that there is little sediment in SD 49 and no maintenance work is recommended. However KCD 21 has areas with significant sediment. Also, it appears the last cleanout was done on a culvert to culvert grade, and not to the legal grade. Input was given by Engineer Carlson and discussion was held. Money discussed the low balance in the ditch fund at this time, and that the ditch was recently turned over to the TRWD by Kittson County. Another concern is that the ditch outlets into a DNR protected watercourse, and that channel may have significant silt in it. It was decided upon a **motion** by Klein, **second** by Muir, and **unanimous vote** that the

outlet should be surveyed and possibly cleaned out prior to cleaning out the ditch. The District will look at this in the summer 2019, and the ditch levy will be set accordingly in September 2019. Cleanout of the ditch proper will commence after the outlet is deemed adequate and there are adequate ditch funds for the project.

**Program Report:**

*One Watershed, One Plan:*

The Policy Committee met with the Steering Committee and approved the project work plan, affirmed the memorandum of agreement, and policy committee by-laws. Also, it was agreed to hire the International Water Institute to work on the PTMapp and to hire Brian Dwight as the meeting facilitator.

The Board of Managers questioned whether the TRWD should continue with the 1W1P process. Some Board members have concerns regarding the large amount of time, funding, and resources it will take to do the plan. Money noted that the TRWD is required to either do 1W1P or go on our own and update the TRWD's existing Overall Plan, which is a similar process. Money also noted that the TRWD approved resolutions both in 2017 and 2018 to participate in 1W1P, but there is a procedure to withdraw if the Board so chooses. Discussion was held and the Board tabled the matter until the March meeting for further consideration.

*Rules of the TRWD:* The Board has decided to each month discuss and review a different District policy, procedure or governing document. This month's topic is the Rules of the TRWD. D. Money and M. Thompson provided handouts and discussed the procedures that are taken when a permit application comes in. Discussion was held on what requires a permit, what applications can be handled by staff, what applications go to committee and the committee's procedures, and what applications go to the full Board of Managers. J. Hane provided input on the legal aspects and statutory timelines. Information will be presented next month regarding the District's culvert sizing policy and tile drainage procedures.

*MN Association of Watershed Districts:* The annual MAWD legislative day at the Capitol will be held on February 20-21. Money mentioned that the TRWD will be seeking funding for the Klondike Clean Water Retention Project, and therefore it would be good for as many Managers to attend as possible. Money will be attending, and any Managers that want to go should let him know as soon as possible in order to get registered. Other legislative initiatives will include an increase in Managers per diem, funding for river watch, and funding for the Red River Flood Damage Reduction Work Group.

**Project Report:**

*Klondike Clean Water Retention Prj. #11:*

- Right of Way – right of way mapping is being completed and letters will be sent out to landowners offering a 15 year 'option' to purchase right of way along the diked inlet.
- Land Exchange – Money completed the application to DNR to initiate two land exchanges between the TRWD and the DNR. At this time we have not yet heard back from DNR regarding either one, however status reports will be periodically obtained.
- Funding – The TRWD will be seeking \$0.8 million from the DNR flood hazard mitigation program. It is hopeful that a bonding bill will be approved by the legislature this year. The project has been broken into 5 phases to aid in the funding process.

- Engineering Plans – Jake Huwe of HDR Engineering presented the updated 5 phased plans. The TRWD has directed HDR to proceed with the detailed plans and specifications for the project. Huwe requested confirmation of the dike alignment pending land exchanges.

Upon a **motion** by Muir, **second** by Klegstad, and **unanimous vote**, the Board of Managers decided to place the dike alignment along the east edge of the W ½, W ½, sections 2 and 11, Klondike Township, Kittson County and leave the northerly ¾ of section 10 outside of the impoundment. The motion is contingent upon the DNR giving phase 1 of the project adequate credit under the 1998 mediation agreement for natural resources enhancements to qualify for 75% funding through the DNR flood damage reduction grant program, and also allow lateral 13 State Ditch 72 to be used as the northerly outlet for the project.

- Permitting – The District has received approval of concurrence point 2 (out of 4) from the US Army Corps of Engineers 404 wetland permitting. Other permits that will be needed include an Environmental Assessment Worksheet, MN Wetland Conservation Act, DNR Dam Safety, State Historic Preservation Office, 103E permission to impound waters, and various others. A federal Environmental Assessment is being completed through the NRCS / Regional Conservation Partnership Program grant funding, which will aid in obtaining other permits.
- Natural Resources Enhancements – Discussion was held regarding the natural resources aspects of the project, and Money distributed information regarding nutrient reduction, flow moderation, algal blooms at Lake Bronson, sediment reduction, and habitat. One idea to address these issues is to have an interior holding pond that would store water between May and September. This water would be slowly released in mid to late summer to provide low flow augmentation and water quality benefits. A Big Swamp Project Work Team will be held in order to discuss the natural resources benefits and potential structural and non structural measures that could be implemented. The Board of Managers reviewed and approved a listing of appointees to the Big Swamp Project Work Team and scheduled the meeting for February 25, 2019.

**Houston Engineering:** Jeff Langan of Houston Engineering was in attendance to address the Board regarding their inquiry to his firm for services they provide. He had been asked to provide an analysis regarding a permit application the District had received last year, in order to compare the analysis with the analysis that had been done at the time on the permit application. Langan presented a technical memorandum regarding his findings and discussion was held. The information will be taken under advisement and the matter was tabled.

**Hallock Dam:** Langan provided information regarding a large project that would modify the existing dam at Hallock on the South Branch Two Rivers, and provide fish passage. The project would maintain the existing pool / reservoir elevation, remove the dam, provide a bridge to the Two Rivers Golf Club, and install a series of rock rapids that would allow fish to migrate upstream of the current dam. The project is planned for construction between 2019-2020 and has received funding from the Lessard Sams Outdoor Heritage Council.

**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.


<u>App. #</u>	<u>Applicant</u>	<u>Location</u>	<u>Purpose</u>	<u>Action</u>
2018-45	Scott Nelson	Granville 6	Tile drainage	tabled pending info

Permit issues were discussed regarding projects that have been undertaken in the vicinity of section 25 Stokes Township, Roseau County, and Section 35 Klondike Township, Kittson County. The permit committee will review these comments and recommend what action to take.

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