

**Minutes of the Regular Meeting of the Board of Managers
Of the Two Rivers Watershed District
Held: May 1, 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, May 1, 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, and Rick Sikorski. Scott Klein was 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 Jeff Langan & Erika Beito (Houston Engineering).

The meeting was called to order by President Olsonawski. Olsonawski then called for any additions or corrections to the proposed meeting agenda, and the meeting minutes from April 3, 2019. Today's meeting agenda and the minutes of the April 3, 2019 regular meeting were approved upon a **motion** by Sikorski, **second** by Klegstad, 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 8751 through 8773 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 Muir, and a **unanimous vote** by the Board.

Klondike Clean Water Retention Project #11:

A meeting with the MN Department of Natural Resources is scheduled for this Friday, May 3, 2019 to discuss details regarding a state environmental assessment worksheet and natural resources benefits and alternatives that the project could provide. A detailed alternatives analysis showing the pros and cons of the proposed north outlet will be needed. This would compare two potential outlets – one to Lat 13 SD 72, and the other to Lat 14 SD 72. The meeting will also delve into the TRWD-DNR land exchange and various natural resource benefits provided to the rich fen located on, adjacent to, and to the north of the proposed project.

A general project update was given by Dalager and Money, considering phased project plans, permitting needs, the Federal environmental assessment being done through the Natural Resources Conservation Service, funding, and project timelines.

Administrator's Report:

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

Legal Ditch Report: The Viewers for the Kittson County Ditch #21 redetermination of benefits have been meeting and continue progressing with their work. The timeline for this process is to have the viewing done and hold the necessary public hearing in August 2019 at the latest in order to be able to certify 2020 tax levies to the county by the September 15th deadline. This process is on schedule.

Program Report:

Office Phone System:

Currently the office system has one phone line for two staff to use. Needs have changed with meetings frequently attended over conference calls, which can require use of the one phone line for hours at a time. Therefore a need exists for a second phone line and a phone equipment upgrade for streamlined conferencing capabilities. Quotes have been obtained from Wiktel and from Marco. Upon a **motion** by R. Anderson, **second** by B. Anderson, and **unanimous vote** it was approved to accept the quote of Wiktel for a one time cost of \$989.34 for equipment and fees and a monthly fee of \$78/ per 2 phone lines. Internet service is an additional monthly cost that is already being provided.

One Watershed One Plan:

Meetings of the Steering Committee, Policy Committee, Technical Advisory Committee and Citizen's Advisory Committee were held during the past month. A project work plan and time line was handed out and discussed showing the process steps. Parts of the plan will begin to be written by D. Money and more committee meetings will be held. A series of public meetings will be held later this summer to gather input on water management issues.

2018 Audit:

Auditors from Brady Martz were at the office to gather information and they are writing the 2018 audit. It will be ready for the Board's review and acceptance at the June 5, 2018 meeting, and it will need to be submitted to the state on or before June 30, 2018. Money is in the process of writing the 2018 Annual Report, which will also be submitted to the State by the end of June.

Legislative Report:

The MN Association of Watershed Districts and Red River Watershed Management Board's legislative reports were distributed and discussed. Several bills of interest have been introduced and are making their way through the process. Refer to the handouts for specific information.

Spring runoff:

District staff monitored spring flows and runoff at numerous locations. The Ross Impoundment was operated and is storing floodwater. Assistance with providing flood elevations was given daily and in cooperation with the National Weather Service. Staff provided assistance with one sandbag dike around a residence near Robbin, MN.

Information & Education:

District staff participated in the Kittson Central School science fair and with the Envirothon, an outdoor education competition for area high schools. Also, a spring newsletter was written and distributed jointly with the Kittson SWCD.

Project Report:

KCD 21 Redetermination of Benefits:

The Viewers for this project have been meeting frequently, gathering data, and field viewing the ditch project. They are on schedule to complete their work later this summer, prior to August.

Great Lakes Gas – tax abatement:

Kittson County has informed the District that Great Lake Gas has appealed to tax court and won their case for an abatement. For the Two Rivers Watershed District, this has been calculated to be \$3,308.92 that will need to be returned. Of that amount a portion will be the responsibility of the Red River Watershed Management Board. More information will be provided by Kittson County at a later date.

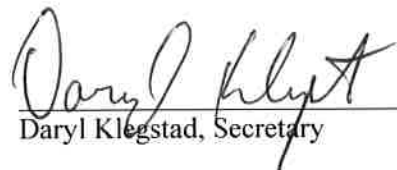
Permits:


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>
2019-01	Howell Farms	Stokes 25	Ditching - ATF permit	Tabled
	Decision to be made at June 5, 2019 meeting – all affected parties will be notified prior			
2019-05	Kittson Co. Hwy	Hallock 31	Co Rd 10/74 Const.	Approved
	Motion Sikorski, Second B. Anderson – unanimous vote			
	Findings of Fact: 1) Although the activity deviates from the culvert sizing policy by allowing more capacity than normally allowed, the project provides and accommodates for future drainage and road improvements for access to an buildings in an industrial area (Canola Plant, Elevator grain storage)			
	Condition: The 24" center line culvert at station 25+05 of the road plans submitted with the application must have a trap installed on its south side.			
2019-06	Blawat Farms	Soler 25, SW1/4	Pumping	Approved by Committee
2019-07	City of Hallock	Hallock Dam	Remove dam/build bridge	Approved
	Motion by Sikorski, Second by Muir – unanimous vote			
2019-08	Blawat Farms	Barto 21-22	culvert installation & alteration	Approved
	Motion by B. Anderson, Second by Klegstad – unanimous vote			
	Condition: Culvert to be installed in township road must be an 18" culvert			
	Findings of Fact: 1) The permitted activity conforms with the District's culvert sizing policy, 2) All affected landowners have signed onto the permit and agree to the activity, 3) There is an adequate outlet and there will be no significant change to the downstream outlet.			
2019-09	Kittson Co. Hwy	SRed River & Teien	reconstruct CSAH 7/clvrts	Approved
	Motion R. Anderson, Second Muir – unanimous vote			
2019-10	Deerwood Twp	Deerwood 33	improve ditch, lower clvrts	Referred to committee

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

Attest:


Daryl Klegstad, Secretary


Paul Olsonawski, President