

**Minutes of the Regular Meeting of the Board of Managers
Of the Two Rivers Watershed District
Held: November 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, November 6, 2019 at the District Office located in the Kittson County Courthouse in Hallock, Minnesota.

Managers present included Secretary Daryl Klegstad, Treasurer Joel Muir, Bruce Anderson, Rick Sikorski, and Scott Klein. President Paul Olsonawski and Vice President Roger Anderson were absent.

Others present included District Administrator Dan Money, Head Technician Matt Thompson, Attorney Jeff Hane (Brink, Sobolik, Severson, Malm & Albright, P.A.), and Engineer Jake Huwe (HDR Engineering).

The meeting was called to order by Treasurer Muir. Muir then called for any additions or corrections to the proposed meeting agenda and the regular meeting minutes from October 2, 2019. Today's meeting agenda and the minutes of the October 2, 2019 regular meeting were approved upon a **motion** by Klegstad, **second** by B. Anderson, 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 8909 through 8931 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 Klein, a **second** by Sikorski, and a **unanimous vote** by the Board.

Administrator's Report:

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

MN Association of Watershed Districts: The MAWD Annual Meeting will be held in Alexandria on December 5-7, 2019. It was noted that Managers who wish to attend need to let D. Money know soon in order to meet the registration deadline. Manager R. Anderson has stated he will attend, and Managers Muir and Sikorski indicated they may possibly attend. Money will register all managers who let him know on or before the deadline of November 27th. Three rooms have been reserved. Upon a **motion** by B. Anderson, **second** by Klegstad, and **unanimous vote** of the Managers, Roger Anderson and Joel Muir were appointed as delegates and Rick Sikorski was appointed alternate.

Office Equipment: It was noted the chairs being used for the audience at regular board meetings are over 30 years old and need to be replaced. It was also suggested that a movie screen is needed for use at board meetings. Upon a **motion** by Sikorski, **second** by B. Anderson and **unanimous vote** of the Managers, the District Administrator was directed to order 4 chairs and a projector screen for the office.

Personnel Committee: Typically employee reviews and wage recommendations are discussed and acted upon at the December board meeting each year. Most years the Personnel Committee (Olsonawski, Muir, Sikorski) meets with the employees, discusses performance and wage rates, and makes recommendations to the full Board of Managers regarding wages. The Board requested the

Personnel Committee meet with the employees and make recommendations to be acted on at the December 4th, 2019 meeting.

One Watershed One Plan: The planning process is proceeding very close to schedule. The Land and Water Narrative portion of the plan has been drafted and comments to it are being sought from the Citizen's & Technical Advisory Committee. The next step of the plan is to identify the issues within each sub-watershed planning zone, and to identify overall issues as well. This process is being done by the steering committee with input from the Citizen's and Technical Advisory Committee. The Prioritize, Target, & Measure computer Application is being finalized and it will also be utilized to begin identifying measurable goals for the plan. A Policy Committee meeting will be held on November 21, 2019 to present and approve these items.

Fall Flood Damages: District Technician M. Thompson reported that a slough has appeared on JD 10 Branch B as a result of the fall flooding. An estimate of around \$4,000 was given to fix it by installing geotextile fabric and repairing it in a series of lifts. Upon a **motion** by Sikorski, **second** by Klegstad, and **unanimous vote** of the Managers, staff were directed to proceed to fix the damages.

Project Report:

Klondike Clean Water Retention Prj. #11:

- Funding - It was noted that it may be prudent to invite our local legislators to the next monthly Board meeting. The purpose would be to discuss the recent flooding, flood damages, and inform them of the need and urgency to fund the Klondike Clean Water Retention Project. A meeting with them would provide opportunity to explain the severity and repetitive nature of the flooding and need for funding for this project and others like it.
- Natural Resources Enhancements – The natural resources enhancement project work team has been meeting monthly and progress is being made to identify and quantify the NRE's that the project will be able to provide. NRE's being considered are a low flow augmentation pool, fen protections and enhancement, and water quality improvements. One item that came up was that if the lands owned by the TRWD on the 'Quick' project site were to be put into a permanent easement (currently they are in a 30 year easement), then credit could be given for fen restoration. The Board of Managers authorized the Administrator to negotiate to use the 'Quick' lands as a permanent easement to obtain NRE credit.

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>
2019-31	Matt Anderson	Cannon 6	Culvert & Crossing	Approved by Committee
0219-33	Myles/Devan Efta	Barto 21	18" center line	Tabled-referred to Committee
2019-38	Kyle Levenhagen	Percy 7/18	24" culvert / drainage	Denied
2019-41	Lyle Mattson	Hereim 15	18" cmp for drainage	Approved by Committee

Other Permit Issues:

Thompson reported to the Board of Managers regarding a prior permit issued to Howell Farms, which was conditional upon the installation of an 18" cmp. The condition has not been met as of today's meeting. The Board of Managers discussed the permit and its condition and

made note of the recent and unusual fall flooding. It was the opinion of the Board of Managers that they will extend the time needed to install the culvert because of the extremely wet fall and the onset of freezing temperatures. The issue will be re-visited in the springtime when conditions become favorable for installation.

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

Attest:


Daryl Klegstad, Secretary



Joel Muir, Treasurer



1

