

**Minutes of the Regular Meeting of the Board of Managers
Of the Two Rivers Watershed District
Held: June 3, 2020 @ 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, June 3, 2020 in the upstairs meeting room located in the Kittson County Courthouse in Hallock, Minnesota. Due to the ongoing pandemic and limit of 10 people or less at a meeting, the meeting room was open to the Board of Managers, staff and attorney. The meeting was made available to the public via computer “GoTo” meeting with a call-in option.

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

Others present in person included District Administrator Dan Money, Head Technician Matt Thompson, Attorney Jeff Hane (Brink Lawyers), Ethan Johnson (Brink Lawyers)
Participating via phone / GoTo meeting were Engineer Blake Carlson (WSN Engineering), landowner Lonnie Davidson, and Engineer Tony Nordby (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 regular meeting minutes from April 22, 2020. Today’s meeting agenda and the minutes of the April 22, 2020 regular meeting were approved upon a **motion** by Muir, **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 9075 through 9112 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 Klegstad, 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:

- Kittson County Ditch #21: The Board previously authorized cleaning sediment out of an 8,000 foot stretch on the downstream end of the ditch. A call for quotes was sent to area contractors that have survey grade gps capabilities. Only one proposal was received from Kraulik Excavating. Discussion was held and upon a **motion** by Sikorski, **second** by Klein, and **unanimous vote** of the Managers, it was approved to hire Kraulik Excavating for the job at their quoted price of \$17,000.
- Springbrook #10: It was noted that over the past few years areas of willow and brush have established themselves. Discussion was held regarding airplane spraying or helicopter spraying. It was the opinion of the Board that the brush spraying could be done by airplane by a local pilot. Staff were directed to map the areas needing spraying for brush and hire a local airplane to complete the work.
- Annual ditch inspections will begin in June. Any areas needing cattail spraying will be mapped and reported at the July meeting. Inspections will also note any areas of erosion or sloughing, beaver dams, brush and other issues.

- Judicial Ditch #3: As reported in the past, this ditch has numerous field ditch inlets that are contributing significant sediment into the ditch, causing maintenance and water quality issues. Recent surveys have identified around 20 locations where a side water inlet culvert could be installed to help rectify the situation. Funding is available through the Red River Watershed Management Board and through the Kittson SWCD state cost share program that could pay up to 87.5% of the costs. Work anticipated could cost between \$80,000 and \$100,000 to survey, design, and install the side water inlets. Attorney Hane outlined the process to follow through drainage law, including the need to appoint an engineer. Engineer B. Carlson of Widseth provided an estimate of \$14,000 for the engineering work. Upon a **motion** by Klein, **second** by Muir, and **unanimous vote**, resolution 2020-01 as attached was approved Widseth was hired to proceed with the project in consultation with staff.
- Judicial Ditch #10 Branch B: Work has been completed to fix 2 sloughs from 2019, and work on another is scheduled. Each of these is partially funded with either FEMA or State of MN disaster funds. Also, some sediment removal is scheduled upstream and downstream of MN Hwy 220.

Program Report:

One Watershed One Plan: Money reported that the Steering Team has been meeting and has written drafts of sections 3 (Issues) and 4 (Measurable Goals) of the plan. He handed out these sections and discussed the content. A Policy Committee meeting has been scheduled for June 18, 2020 to review and approve these sections. The Board discussed the 1W1P structure, the Board of Water and Soil Resources directives, input from other agencies via the advisory committees, and the pros and cons of doing a 1W1P vs doing an Overall Plan its own. Concern was expressed that a 1W1P may not address all of the core priorities of the Watershed District, and that in the process it is becoming less of a local plan and more of a state plan. It was noted that is where the Policy Committee comes in and must approve what goes into the plan to ensure local input. The Board decided to continue with the 1W1P process, which will be completed by the end of 2020.

2008 ATV: A new ATV has been purchased, and as directed advertisements for bids were published in area newspapers to sell the old one. Eight bids were received ranging from \$460 to 1,625. Upon a **motion** by Sikorski, **second** by B. Anderson and **unanimous vote**, the bid of Ralph Rudnik in the amount of \$1625 was accepted. The Administrator was directed to notify Rudnik and complete the transaction.

Grain Bins: Advertisement for bids on removal of grain bins at the Klondike Clean Water Retention Project were placed in area papers. No bids were received. The Board took no action on the matter, and will not re-advertise. It is anticipated the bins will be removed or salvaged as a part of the construction of the project in the future.

FEMA 2019: Confirmation was recently received from FEMA that all grant applications from the 2019 disaster have been processed and the District has been awarded a total of \$19,433.76. This was split out for JD #10 repairs, reimbursement for time spent flood fighting, monitoring, and reporting, and administrative costs. Payment is pending.

Legislature: Session ended without a bonding bill, but there is talk of a special session in June. It is unknwn whether funding will be approved and whether any would be awarded to the Klondike Clean Water Retention Project.

Project Report:

Klondike Clean Water Retention Prj. #11:

- Engineering – Project engineers from HDR Engineering were unable to attend today’s meeting and therefore no engineering report was given. Money noted that work on an operating plan will need to commence in the near future. Also, the Board will need to discuss what, if anything, will be done to increase the grade of Lateral 1 of State Ditch #95. This has been discussed off and on in the past, and a decision is needed. If a grade change is proposed, this will need to be taken into account when doing wetland delineations and preparing a wetland permit application and mitigation plan. The Board tabled the matter for discussion at the July meeting.
- Right of Way / Land Exchange: No new information as the land exchange with DNR is on hold pending completion of an Environmental Assessment Worksheet.
- Land
 - Kittson County FSA notified the District their intent to remove certain lands from cropland status. In discussion with the renter, it appears FSA is in error, and a letter of appeal was submitted to FSA, who will refer it to the County Committee.
- Permitting
 - Houston Engineering will begin field work in July to do the wetland delineations. Once complete the delineations will be used to prepare and submit a wetland permit application to the BWSR and the US Army Corps of Engineers. It is anticipated that large acreage will be needed for wetland restoration/mitigation, possibly in the range of 1,000 acres. Options for mitigation were discussed. More information will be available after the delineation is completed. Letters will go out to adjacent landowners with project updates and seeking permission to delineate on their property.
- Funding
 - A funding grant request has been submitted to the Lessard Sams Outdoor Heritage Council. We will be notified in July if the application makes the first cut and goes to the second round.
 - Long term funding was discussed. A benefitted area could possibly be set up. Other options should be looked at as well. The Board tabled discussion on the matter and will take it up at a later date, possibly next winter.
- Natural Resources Enhancements
 - Once the COVID – 19 rules have been eased up and larger meetings can be held, it will be necessary to hold a Big Swamp Project Work Team. NRE’s will need to be discussed and concurrence sought, and an operating plan will need to be discussed. This will be scheduled once larger meetings are allowable.

Lonnie Davidson: Mr. Davidson phoned into the meeting to discuss with the Board of Managers permit #1819 issued to Howell Farms in 2019. The permit was to be monitored to see if any adverse effects arise from the work. It was noted that the permit was issued conditional upon the restoration of crossing that was taken out, however due to an extremely wet fall in 2019 and late spring 2020 the crossing has not been installed. The permit was to be monitored until December 1, 2020 to identify any possible adverse effects. Davidson stated this past spring a road had washed out and he would like to see the water coming from the east restricted. It was noted that the conditional pipe needs to be installed and monitored to

determine its effects. The matter was tabled until December 2020 and all parties will monitor the situation until that time.

Attorney's Report:

Attorney Jeff Hane of Brink, Sobolik, Severson, Malm, & Albright, P.A., gave an Attorney's report regarding the following items:

New Office Personnel: Hane introduced Ethan Johnson, who is interning with the law office this summer. He will potentially be working on watershed issues and water law.

Meetings: Hane indicated that due to a change in the court hearing schedules, he most likely will not be able to attend very many Board meetings on Wednesdays. Discussion was held that meeting conflicts also occur with HDR Engineering, and maybe the District could move to meeting on a different day of the week. The matter was tabled until the July meeting.

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.

App. #	Applicant	Location	Purpose	Action
2020-05	Bill Moore	Hallock 6	Ditching/culvert	Denied
	Motion Muir, second Klegstad – unanimous vote. Staff directed to research project alternatives with applicant and possibly re-apply			
2020-07	Butch Kraska	Poppleton 29	Culvert	referred to committee;
	need to check the culvert sizing policy			

Permits approved by committee:

2019-45	J. Dagen	Springbrook 36	Tile Drainage	approved
2020-01	B. Dahl	Svea 31	2 side water inlets	approved
2020-02	Kittson Co. Hwy Dept	Arveson 19	Mill, Fill, Culverts, overlay	approved
2020-03	Roseau Co. Hwy Dept	Barnett 29	12'x6' box culvert	approved
2020-04	Percy Twp	Percy 7	24' center line clvrt	approved
2020-06	J. Wilebski	Poplar Grove 2	Water appropriation	approved
2020-08	Thompson Twp	Thompson 24	replace 42" w/2-30"	approved
2020-09	K. Erickson	Teien 11	crossing w/24"	approved
2020-10	K. Erickson	Teien	Crossing / culvert	Denied
2020-11	K. Erickson	Teien 12	crossing w/24"	approved


Other permit issues:

Red River Dike – During the recent spring flood, alterations were made to an existing dike in North Red River Township. Research on the dike and the DNR permit done. Information was presented regarding the original permit in the late 1970's and a permit amendment in 1991. The permit was originally issued to North Red River Township, which is now disbanded and Kittson County acts as the Township. It was noted therefore the permit holder is Kittson County, and any changes to the dike are contemplated it has to be Kittson County to authorize and / or do the work. Local landowners have been undertaking this work in the recent past. The Kittson County Commission is aware of the situation and therefore the Board of Managers took no action.

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

Attest:


Daryl Klegstad, Secretary


Paul Olsonawski, President

June 3, 2020

Motioned by Manager Klein, seconded by Manager Muir, the following resolution, numbered 2020-01, passed upon a 6-0 vote of the Board of Managers of the Two Rivers Watershed District.

**RESOLUTION OF THE BOARD OF MANAGERS OF THE
TWO RIVERS WATERSHED DISTRICT
To Install Side Water Inlets on JD #3**

WHEREAS, the Two Rivers Watershed District is the Ditch Authority for Judicial Ditch #3, and therefore is charged with maintenance and operation of the ditch; and

WHEREAS, inspections of Judicial Ditch #3 have indicated numerous field inlets to the ditch are contributing large amounts of sediment into the ditch. These deposits of sediment are inhibiting the utility of the ditch to provide proper agricultural drainage; and


WHEREAS, under Minn. Stat. § 103E.021 subdivision 6, a ditch authority may implement side inlet controls where necessary to control erosion and sedimentation, improve water quality, or maintain the efficiency of the drainage system; and

WHEREAS, cost share funding is currently available from the State of Minnesota and from the Red River Watershed Management Board for the design and installation of side water inlets.

NOW THEREFORE, be it resolved by the Two Rivers Watershed District Board of Managers as follows:

1. The Board of Managers has reviewed survey data and ditch inspections and finds that repairs are necessary for the drainage system and the costs of the repairs are within the limitations of section 103E.705.
2. The project is necessary to control excessive sedimentation that is occurring on the ditch, and to improve water quality.
3. The project will reduce long term maintenance costs of excavating sediment.
4. Engineer Blake Carlson of Widseth is hereby appointed to review survey information and prepare plans and specifications to install approximately 20 side water inlets.
5. District staff are hereby directed to proceed with the project in a timely manner.

I certify that the above resolution was adopted by the Two Rivers Watershed District Board of Managers on Wednesday, June 3, 2020.



Dan Money, District Administrator