

**Minutes of the Regular Meeting of the Board of Managers  
Of the Two Rivers Watershed District  
Held: February 5, 2020 @ 9:00 a.m.**

The Board of Managers of the Two River Watershed District held their regular meeting beginning at 9:00 a.m. on Wednesday, February 5, 2020 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, Bruce Anderson, Rick Sikorski, and Scott Klein. Treasurer Joel Muir was absent.

Others present included District Administrator Dan Money, Head Technician Matt Thompson, Attorney Jeff Hane (Brink, Sobolik, Severson, Malm & Albright, P.A.), Engineers Jake Huwe & Nate Dalager (HDR Engineering), Engineer Blake Carlson (WSN Engineering), Kittson County Engineer Kelly Bengtson, and Ericka 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, the annual meeting minutes from January 8, 2020, the regular meeting minutes from January 8, 2020, and the special meeting minutes from January 29, 2020. Today's meeting agenda and the minutes of the January 8, 2020 regular and annual meetings and the January 29, 2020 special meeting were approved upon a **motion** by Sikorski, **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 8996 through 8998 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 Klegstad, 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:

**Legal Ditch Report:** Information was distributed by Money regarding the ditches and projects under the TRWD's jurisdiction. Fund balances, maintenance needs, and potential activities for 2020 were discussed. Technician Matt Thompson has completed surveys on Kittson County Ditch #21, Kittson County Ditch #7, JD 10 Branch B, and a partial survey on Springbrook 10. Thompson reviewed the surveys and gave his recommendations as listed below:

KCD 7: The survey shows that the ditch is currently either at or below its legal ditch grade, and therefore no major work is recommended. There is one slough and one culvert is

partially blocked with sediment. It was noted that the slough should be repaired and the sediment plug should be removed in 2020.

KCD 21: The survey shows there is sediment that should be removed along most of the ditch. However the current ditch fund is negative. A survey of the outlet of the ditch also shows a sediment blockage for about 300 feet past the end of the legal ditch. Discussion was held on how to proceed. Upon a **motion** by Klein, **second** by B. Anderson, and **unanimous vote** of the Managers, it was decided to apply for the necessary DNR protected waters permit and to clean from 300 feet north of the outlet of the ditch to the section line between sections 13 and 24 of North Red River Township, a distance of about 8,000 feet. Staff were directed to apply for the necessary permits, negotiate with landowners for temporary right of way, and get quotes from available contractors. The Board specified they would like to hire a contractor that has GPS or RTK capabilities. It was also noted that spraying for cattail should be considered in 2020 in the upstream areas of this ditch. This partial work will be done in 2020 to address drainage concerns while at the same time recognizing the current low amounts in the ditch fund. Future levies will be adjusted accordingly and further work will be necessary in either 2021 or 2022.

JD 10 Branch B: This ditch sustained damage in the spring 2019 flooding and a sloughed area will be repaired using FEMA disaster funding. Another slough occurred in the fall 2019 flooding and this will be repaired using State of Minnesota disaster assistance. Survey work that was completed indicates that the ditch is in relatively good shape with little or no sediment. However, there is some minor cleaning that should be done both upstream and downstream from the MN Hwy 220 culvert. Upon a **motion** by R. Anderson, **second** by Klein, and **unanimous vote**, staff were directed to hire contractors to repair the various sloughs and to spot clean the sediment near MN Hwy 220.

#### Program Report:

*One Watershed One Plan:* A joint Steering Team and Advisory Committee meeting was held to further discuss and develop overall goals for the plan. About 20 goals are being discussed and each will need to have measurable results, as required by BWSR. The next steering team meeting will be held on February 20<sup>th</sup> to finalize the goals. In addition, the PTMApp data has been compiled and it will be used to create a series of maps show areas where conservation practices can be located and optimized. The next steps will be to develop a targeted implementation program, look at funding sources, and determine plan administration and coordination.

*2019 Audit:* Work needs to begin on the 2019 audit, which is required to be submitted to the State of MN by June 30, 2020. Money has contacted auditors Brady Martz, who will perform the audit for the same price as last year, \$7,000. Upon a **motion** by Klein, **second** by Sikorski and **unanimous vote** of the Managers, it was approved to hire Brady Martz to perform the 2019 audit for \$7,000.

*Insurance:* Discussion was held regarding liability insurance and the declarations from the District's insurance carrier, MN Counties Intergovernmental Trust. The current 'errors and omissions' insurance that covers faithful performance of duty and employee dishonesty has a \$5,000 limit. Discussion was held to raise this to \$50,000 at an estimated cost of \$156. Upon a **motion** by Sikorski, **second** by Klegstad, and **unanimous vote** of the

Managers, authorization was approved to raise the limit to \$50,000. Money was directed to contact MCIT to complete the transaction.

*MAWD Legislative meetings:* The MAWD legislative day at the capitol will be held on March 18-19. This will be an excellent opportunity for Board members to talk to legislators and get informed on priorities and funding opportunities. Money was authorized to attend, and any Board members that are interested should let him know in order to get registered for the event.

*Roseau River WD joint meeting:* A joint meeting between the Two Rivers Watershed District and the Roseau River Watershed District will be held from 11:00 a.m. to 1:00 p.m. at the Nordhem restaurant in Karlstad, MN on Wednesday, February 12, 2020. Discussion will be held on each District's impoundments that are in operation, the fall 2019 flooding, crossovers that occur between the 2 districts, and other issues.

*RRWMB:* Discussion was held regarding RRWMB legislative priorities, including obtaining bonding money for watershed projects like the TRWD's Klondike Clean Water Retention Project. The RRWMB will be lobbying to secure \$30 to \$40 Million in bonding dollars for flood damage reduction.

### **Project Reports:**

#### *Klondike Clean Water Retention Prj. #11:*

- Updated Project Fact Sheet – Money has updated the fact sheet for the project describing the 2-phased plans and illustrating project flood damage reduction and natural resources enhancement components. This will be used to inform the public and local, state, and federal officials regarding the project.
- Land Exchange – The DNR has informed the TRWD that this will be on hold until such time that the project Environmental Assessment Worksheet is completed. They also have requested information regarding the project description, goals, timelines, NEPA compliance, cultural resources review, and endangered species review. Money will be working to provide this information to the DNR as it becomes available.
- Permitting – Once the project plans are completed by HDR Engineering, they will be utilized to determine the amounts of proposed impact to wetlands. The federal and state wetland permits can then be written and submitted. Also the EAW will be written and submitted, and after that other permits like the ditch hearings can begin. A cultural resources review has been requested to NRCS and they will begin that process. It is anticipated that permitting will take at least one year to complete.
- Funding – The project is included in the RRWMB's legislative efforts to acquire legislative bonding money. As the project moves forward, it will be imperative to find and secure substantial construction funding.
- Natural Resources Enhancements – the Big Swamp Project Work Team / NRE Subcommittee has been meeting monthly and is close to providing recommendations to the Big Swamp PWT. A meeting of the full PWT will be scheduled to discuss these and other issues.

- Survey Points / Engineering – HDR Engineering reviewed the prior survey work provided by Fischer Land Surveying and has identified several more section corners that will need to be located. Fischer has provided an estimate of \$8,000 to provide this information. The matter was tabled, and the Engineer and Administrator were directed to discuss with Fischer and report back at the next Board 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 and filed with the permit documentation in the District office. Conditions, if any, are listed on the permit sent to the individual.

<b>App. #</b>	<b>Applicant</b>	<b>Location</b>	<b>Purpose</b>	<b>Action</b>
2019-43 committee	Schwenzefier	Hampden 2	2 side water inlets	approved by
2019-44 committee	Christopherson	Hampden 11	1 side water inlet	approved by
2019-45 further information	J. Dagen	Springbrook 36	tile	on hold pending
2020-01 committee	B. Dahl	Svea 31	18" side water inlet	referred to

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

Attest:

  
Daryl Klegstad, Secretary

  
Paul Olsonawski, President