

**Minutes of the Regular Meeting of the Board of Managers
Of the Two Rivers Watershed District
Held: Thursday, November 3, 2022 @ 8:00 a.m.**

The Board of Managers of the Two Rivers Watershed District held their regular meeting beginning at 8:00 a.m. on Thursday, November 3, 2022. The meeting was held in the District office in the Kittson County Courthouse, 410 S. 5th Street, Hallock, MN.

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

Others present included District Administrator Dan Money, District Technician Tyler Coffield, Attorney Jeff Hane (Brink Lawyers), Executive Director Rob Sip (Red River Watershed management Board), and Engineer Blake Carlson (Widseth). Wetland specialist Mark Aanenson (HEI Engineering) attended a portion of the meeting by phone.

The meeting was called to order by President Sikorski. Sikorski then called for any additions or corrections to the proposed meeting agenda, and the agenda and meeting minutes from September 1, 2022 were then approved upon a **motion** by B. Anderson, **second** by Olsonawski 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 9708 through 9755 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 Olsonawski, and a **unanimous vote** by the Board.

Administrator's Report:

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

Program Report:

Board Manager Resignation: Manager Paul Johnson submitted a letter of resignation to the Board. He indicated his last day would be December 31, 2022. Money forwarded the letter to Kittson County, who will need to advertise the position and make an appointment to fill the vacant position.

Personnel Committee: Annual employee reviews and salary discussions are usually held at the December meeting. The Board directed the salary committee to meet with employees prior to the December meeting and provided their recommendations at that meeting. Money will schedule the meeting.

December 2022 Meeting Change: The MN Association of Watershed Districts will be holding their annual meeting on December 2, 2022 which is the same day as the next scheduled Board meeting. Upon a **motion** by Olsonawski, **second** by B. Anderson and **unanimous vote** of the Board, the TRWD meeting was re-scheduled for 8:00 a.m. on Thursday, December 8, 2022.

MN Association of Watershed Districts: The MAWD annual meeting will be held November 30 – December 3, 2022 in Alexandria, MN. Upon a **motion** by Johnson, **second** by Klegstad and **unanimous vote** of the Board, Manager Anderson, Administrator Money, and Technician Coffield were authorized to attend. Manager Anderson was appointed the TRWD delegate to the meeting.

MN State Retirement System: Employee participation in the MSRS's 'Health Care Savings Plan' and 'Deferred Compensation Plan' was approved at prior Board meetings. In order to participate, the MSRS is requiring a change to language in the District's employment policy. Money handed out and discussed the proposed change to section VI. H. on page 5 of the District's policy. The change designates that contributions to the HCSP shall be 2.5% of employee pay, unused vacation over and above the 15 days that can be carried over at the end of the year, and 50% of eligible employee severance pay upon separation of employment. The changes were approved upon a **motion** by Olsonawski, **second** by Klegstad, and **unanimous vote** of the Board.

Beaver Bounty: Discussion was held regarding an increase to the current \$75 bounty the District pays for beavers on District ditches and projects. This rate has been in place since 2014. Discussion was held regarding the time since the last increase, the rising cost of gas, and the limited pool of beaver trappers. Upon a **motion** by Olsonawski, **second** by Johnson, and **unanimous vote** of the Board, the beaver bounty was raised to \$100 per beaver.

Stream Gaging Equipment: Discussion was held regarding the District's stream gaging program and the need to update equipment. The current equipment was purchased in 1996 and is showing its age. New updated equipment would give better information and would allow staff to collect stream flow information more efficiently. Money was directed by the Board to get some quotes for new equipment and present to the Board at the December meeting.

Office Closure: Staff requested the office to be closed on November 10th, as both staff would like to take the day off. Both staff would be available via cell phone, but the office would be closed. The Board approved the request and the office will be closed for the day.

Horseshoe (Skull) Lake: A problem with the outlet structure on the dam was discussed. At the annual inspection it was discovered water is piping alongside of the outlet pipe. Engineer Carlson indicated that this will eventually lead to a dam failure if not addressed. He recommends replacement of the structure at an estimated cost of \$91,000. A meeting will be held with the DNR, Kittson County, TRWD, & St. Joseph Township to discuss the issues and decide how to move forward. The impoundment is currently drained and will not be filled until a solution is determined.

Roseau River Overflows: Managers Sikorski and B. Anderson and Administrator Money have been participating in meetings with Roseau County, Roseau River WD, and Kittson County to discuss recurring flooding issues and potential solution alternatives for the crossover flood. Public infrastructure includes SD 69, SD 72, and Roseau County Road #7.

Overall Plan: Information was presented on the outline of the plan, various items to be contained within the plan, updates, and the timeline. Money hopes to have a draft ready in early 2023 which can be submitted to BWSR for approval by mid 2023.

Legal Ditch Report:

Roseau CD #4 Redetermination of Benefits: The Board of Managers began this process and hired Viewers about 2 years ago. The Viewers began their work in earnest, but have not met in at least 6 months. The Board of Managers indicated they would prefer to get this project

completed very soon, since it has been longer than anticipated. Money was directed to contact the Viewers and get them to finish their work. It is hopeful that a hearing could be held in early 2023.

Kittson CD #21: flood damages included sedimentation and gully erosion along the side slopes of the ditch. Kraulik Excavating has been hired to fix the gullies and clean sediment from a 1 mile stretch of ditch. Costs will be submitted to FEMA for reimbursement.

Judicial Ditch #10 Branch B: 4 areas of sloughing have occurred from the spring flood. Widseth provided a repair plan and Kraulik Excavating has been hired to do the repairs. These are also eligible for reimbursement from FEMA.

JD 10: Discussion was held on a survey that was completed last year and the need to hold a landowner meeting on potential cleaning of the ditch, funding and timing. Money will schedule a meeting for sometime between Thanksgiving and Christmas.

Project Report:

Klondike Clean Water Retention Prj. #11:

- Permitting – Mark Aanenson of Houston Engineering phoned into the meeting at 10:00 a.m. to discuss progress and status of permit requirements from the State of MN and also the US Army Corps of Engineers. He discussed the Federal 401 Certification process, the Wetland Conservation Act application strategy, the USACE mitigation plan, and field work performed on the proposed mitigation site in section 31 of Juneberry Township.
 - Money discussed several other permits and their status, including ditch petitions, road petitions, environmental assessment worksheet, DNR protected waters, and others.
- Funding – The District will be working with the RRWMB to apply for bonding money from the 2023 legislature. We will be seeking \$13 million for the project.
 - The RRWMB approved a 3 year extension for funding under the step process. The TRWD is currently at step 2 and will need to proceed to step 3 within the next 3 years.

Red River Watershed Management Board / Rob Sip:

Executive Director Sip attended the meeting to give an update regarding various RRWMB items:

- There is approximately \$300,000 available in pass through money from the RRWMB to construct farmstead ring dikes. Applications are being taken on a continuous basis until the money is expended.
- The RRWMB will be active at the 2023 legislature, seeking \$50 million in bonding money for flood hazard mitigation projects.
- Reported on the North Dakota Ag Network, who is seeking to expand its network and capabilities.
- Presented flood imagery collected during the 2022 flood
- Presented information on the latest collection of LIDAR data, its uses, and when it will be available to member districts
- Discussed upcoming conferences and meetings of the Flood Damage Reduction Work Group and MAWD.

Engineer's Report / Blake Carlson:

Kittson County Ditch #7 Improvement: Information regarding the design of this project was presented. In particular design options for dealing with the portion of the ditch that crosses over several gas pipelines was discussed. Carlson will present a full engineer's report at an upcoming meeting.

Retirement: Carlson announced his upcoming retirement at the end of the year. He has worked with the TRWD since 1996 and has been an integral part of the Nereson Sub Impoundment, Kennedy #6 project, Ross Impoundment, Springbrook Project, and numerous flood fights, data collections, permit reviews, and ditch improvement projects. He will be available for a time in 2023 to finish several projects he is currently involved with but will not be taking on new projects.

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.

<u>App. #</u>	<u>Applicant</u>	<u>Location</u>	<u>Purpose</u>	<u>Action</u>
2022-39	MNDOT	Hwy 32	overlay; culverts	Tabled
2022-42	D. Younggren	Hill 28	crossing w/30"	Approved
	Motion B. Anderson, second Olsonawski – unanimously approved			
2022-43	Erik Younggren	Hampden 15	add 24" to existing 24"	Approved
	Motion Klegstad, second B. Anderson – unanimously approved			

The following permit applications were previously approved by the Permit Review Group.

2022-26	Aakre / Dagen	Springbrook 22	tile	Approved
	Condition – requires signed tile agreement, gates at outlets, and erosion control			
2022-28	Sander Dagen	Jupiter 28	culvert-crossing	Approved
2022-29	Jerod Hanson	Skane 11	culvert-crossing	Approved
2022-30	Terry Osowski	S. Red River 10	culverts-crossing	Approved
2022-32	Mike Olsonawski	N.Red River 2	culvert-crossing	Approved
2022-33	Justin Osowski	S. Red River 13	install flap gate	Approved
2022-34	KCHD	Klondike 1	replace 36" & 24" w/48"	Withdrawn
2022-35	Poplar Grove Twp	Poplar Grove 3	ditching; install 3-18" cm[Approved
2022-36	Teien Township	Teien 9	replace 60" w/ 36" & 48"	Approved
2022-37	Jackson Klein	N. Red River 2	tile	Approved
2022-38	Jason Sobolik	Tegner 6	18" culvert – crossing	Approved
2022-40	BDJ Farms	Hallock 22	24" culvert – crossing	Approved
2022-41	City of Badger	Skagen 12	Replace 10" w/ 24"	Approved

With no other matters to come before the Board of Managers, the meeting was adjourned at 11:50 a.m.

Attest:

Daryl Klegstad, Secretary



Rick Sikorski, President