

**Minutes of the Regular Meeting of the Board of Managers
Of the Two Rivers Watershed District
Held: Thursday, September 1, 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, September 1, 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, Vice President Roger Anderson, Secretary Daryl Klegstad, Treasurer Gerald Olsonawski, and Manager Bruce Anderson. Managers Scott Klein and Paul Johnson were absent.

Others present included District Administrator Dan Money, District Technician Tyler Coffield, Attorney Jeff Hane (Brink Lawyers), and Engineer Nate Dalager (HDR Engineering). Engineer Blake Carlson (Widseth) and Wetland specialist Mark Aanenson (HEI Engineering) attended a portion of the meeting by phone.

Budget Hearing:

At 8:00 a.m. a hearing was called to order to review and discuss the draft budget for 2023. It was noted the hearing is required by statute and that it has been publicly noticed as required by law.

Administrator Money handed out the draft budget for 2023. The Board of Managers reviewed the various line items and discussed each in detail. The proposed budget total is \$254,000. Upon a **motion** by B. Anderson, **second** by R. Anderson, and **unanimous vote** of the Managers, the budget for 2023 was adopted at \$254,000.

Money provided a spreadsheet regarding the watershed district general levy, the Red River Watershed Management Board levy, and the ditch and project levies. The Red River Watershed Management Board is responsible for setting its levy each year. By law, member districts keep ½ of the levy for local projects, and the RRWMB keeps the other ½ for projects in the Red River basin. For 2023, the RRWMB has set its levy at 75%, which amounts to \$571,111 within the Two Rivers Watershed District.

Under law, the TRWD can set their General Levy not to exceed \$250,000 per year. Discussion was held regarding the General Levy. Upon a **motion** by Olsonawski, **second** by Klegstad, and **unanimous vote**, the Board approved the 2023 levy at \$250,000.

Ditch and project levies were discussed. The current fund balances were reviewed and potential maintenance issues were identified for each ditch. It was noted by the Board that the District would like to keep a positive fund balance for each that amounts to \$5,000 for each mile of open channel. 2023 levies were considered for each, and upon a **motion** by R. Anderson, **second** by B. Anderson and **unanimous vote** the following ditch levies were approved for 2023:

North Branch Project:	\$10,000
KCD #10	\$14,000
KCD #21	\$50,000
SD #50	\$ 1,000
JD 10	\$ 9,500
Kennedy #6	\$ 5,000
SB #10	\$15,000
RCD 4	\$ 5,000
Soler \$4	\$ 2,500

Ditch outlet fees were considered. Upon a **motion** by R. Anderson, **second** by Olsonawski and **unanimous vote** of the Managers the following outlet fees were set for 2023:

- The City of Karlstad is to pay \$1,500 to Kittson County Ditch #10
- Kittson County Ditch #10 is to pay \$5,100 to Springbrook #10
- Springbrook #10 is to pay \$7,800 to Judicial Ditch #10

The Budget Hearing was closed at 8:27 a.m.

Regular Meeting:

The regular monthly meeting was called to order at 8:30 a.m. by President Sikorski. Sikorski then called for any additions or corrections to the proposed meeting agenda, which was then approved along with the meeting minutes of the August 4, 2022 regular meeting upon a **motion** by Olsonawski, **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. The treasurer's report was then approved upon a **motion** by Olsonawski, 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:

Program Report:

Lesard Sams Outdoor Heritage Council: As discussed at last month's meeting, the LSOHC has awarded a grant to the TRWD for the Klondike Clean Water Retention Project. The Board previously authorized the President and the Administrator to sign and execute the grant. However, the state is requiring the grant documents all be signed electronically. Therefore, in order to efficiently and quickly process the grant documents, a **motion** was made by Klegstad, **seconded** by R. Anderson and **unanimously approved** to solely authorize the Administrator to electronically sign and execute the documents on behalf of the TRWD.

Red River Watershed Management Board: The RRWMB has recently updated its Governing Documents. As a part of the update a new Joint Powers Agreement was written, and all member watershed districts must sign. Discussion was held regarding the changes that were made and upon a **motion** by B. Anderson, **second** by Olsonawski and **unanimous vote** of the Board, the changes were accepted and the President and Secretary were authorized to sign the Joint Powers Agreement.

MN Association of Watershed Districts:

- o Strategic Plan – a committee has been updating the MAWD strategic plan, and suggested edits have been provided to all members. MAWD has asked each member to review and provide comments. The Board of Managers had no additions, corrections, or comments.
- o Resolutions – MAWD is seeking resolutions from members to be discussed at the annual meeting in December. Money presented information asking MAWD to work to ask the legislature for stable funding for the flood hazard mitigation program. Upon a **motion** by Olsonawski, **second** by R. Anderson a resolution was **unanimously approved**.

Project Report:

Nereson: Discussion was held regarding the Nereson impoundment and operations this past spring during the flood. TRWD staff were in close contact with DNR staff regarding the operation. A meeting was recently held with Nereson Township, DNR, Roseau County, the TRWD, and representative John Burkel. The Township was concerned with flows from the impoundment and icing of the downstream ditches. One of their roads had to be cut this spring to avoid flooding a farmstead. DNR will adjust their fall-winter operations for one year and periodic monitoring will be done to document changes, what works, and what doesn't.

Roseau River Crossover Flooding: A meeting was held with Roseau County and Roseau River Watershed District to discuss the repeated crossover flooding that occurs during larger runoff events. History of flooding, various known and emerging issues in the area, and possible next steps were discussed. The group is willing to work together to alleviate flooding issues, and the next meeting was to be determined for the last week in October.

North Branch / Horseshoe Lake:

An annual inspection was performed by TRWD, DNR, and Kittson County. It was discovered that water is piping alongside the outlet culvert through the impoundment. If not addressed, this most likely will lead to a dike failure at some point in the future. Discussion was held as to the role of each entity and how to move forward. It was decided by the Board to have Blake Carlson put together a recommendation to repair, replace or otherwise fix the problem along with a cost estimate. It was also noted that some sort of temporary repair should be completed this year to avoid a failure of the structure. Disaster funding for the repair or replacement may be available from FEMA and the TRWD will submit the necessary paperwork. Money was directed to discuss further with Carlson and with the DNR.

Klondike Clean Water Retention Prj. #11:

- Permitting –
 - Wetlands -Mark Aanenson from Houston Engineering participated via phone call and updated the Board regarding the status of the US Army Corps of Engineers section 404 permit and also the MN Board of Water & Soil Resources wetland conservation act permit. Meetings have been held on the mitigation site with state and local agencies to determine feasibility and extent of mitigation activities. A wetland restoration specialist has been consulted and a drone flight has been done to document the current conditions. Field work will be completed and a mitigation plan will be put together and submitted for both permits in the next 1 to 2 months. HEI will prepare a cost estimate and itemization for the work needed to complete mitigation necessary for the permits.
 - EAW – D. Money reported the DNR as provided significant comments to the draft EAW. Many are considered valid, others are in need of discussion, and others are easily addressed. A meeting will be held with DNR to discuss and address their comments. Once that is held it is likely the EAW can be edited and submitted for public comments. The timeline is to have it submitted within the next month and potentially complete the EAW process by the end of the year.
- Funding – Nate Dalager with HDR Engineering was in attendance to discuss with the board final plans and project management. He and D. Money have been discussing next steps in the funding from the Red River Watershed Management Board. A step 3 submittal is due to the RRWMB by the end of October. At this point, project delays have occurred with securing funding, securing permits, obtaining right of way and other factors. It is recommended that the TRWD apply for an extension to submit step 3 to the RRWMB while these issues are being worked out. Considerations for future funding include options of no state funding, 50% state funding, and 75% state funding. More information will be provided as it becomes available.

Legal Ditch Report:

- JD 3 – Discussion was held regarding the proposed installation of a culvert through a township road on the ditch between the NW corner of section 31 and the SW corner section 30 of Svea Township. It was noted that the project could disrupt traffic and therefore should be delayed until after harvest assuming conditions are favorable yet this year to do the work. If not, the Board opined that this should be done in 2023 after spring planting.
- KCD 7 Improvement – Engineer B. Carlson of Widseth continues to work on the Engineer’s report and he is waiting for information from the pipeline companies to be able to determine the design grades. Once his report is given, the Board will need to formally determine whether to proceed and a new bond would then be needed from the petitioners. It is anticipated that when the report is filed a meeting will be held with the petitioners, sometime prior to the end of the year.
- KCD 21 – as noted there is significant sediment accumulation in parts of the ditch as a result of the spring flood. An issue has arisen in that a bill was received from a landowner. It seems the landowner took it upon himself to hire a contractor to clean out the portion of the ditch adjacent to his land and has asked the TRWD to pay the bill. Discussion was held and the Board indicated that they will not pay this bill. The Administrator was directed to inform the landowner that he is prohibited from doing any work within the ditch. As the ditch authority under MN Statute 103E, the TRWD is charged with maintaining the ditch to its legal grade and cross section and the general public is not allowed to perform work in the ditch.
- Flood Repairs – Kittson County Ditch 21, Judicial Ditch 10 Branch B, and the Horseshoe Lake water control structure all sustained damages during the spring flood. These have all been submitted to FEMA, and it is not known when FEMA will be in the area to process the claims. A potential issue is that with our short construction season these sites may not be approved for assistance before freeze up and the work will be delayed. It was the opinion of the Board that these sites be repaired regardless of their FEMA status.

Manager R. Anderson left the meeting at 10:30 a.m.

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.

<i>App. #</i>	<i>Applicant</i>	<i>Location</i>	<i>Purpose</i>	<i>Action</i>
2022-24	Hallock Township	Hallock 20	Replace 1-30” w/3-30”cmp	Approved
2022-25	Norman Klegstad	Deerwood 11	culvert-crossing	Approved
2022-26	Aakre / Dagen	Springbrook 22	tile	Tabled
2022-27	David Karol	McKinley 32	culvert-crossing	Denied
	Needs larger culvert to conform to culvert sizing policy – alternative could be a Texas crossing.			
2022-31	Mark Melby	Dewey 13	tile	Approved
	Conditions: no discharges when downstream flooding; must sign tile agreement			

Manger Olsonawski left the meeting at 10:40 a.m. Due to a lack of a quorum, the following permit applications were referred to the permit review group for discussion and action.

2022-28	Sander Dagen	Jupiter 28	culvert-crossing	Tabled
2022-29	Jerod Hanson	Skane 11	culvert-crossing	Tabled
2022-30	Terry Osowski	S. Red River 10	culverts-crossing	Tabled
2022-32	Mike Olsonawski	N.Red River 2	culvert-crossing	Tabled
2022-33	Justin Osowski	S. Red River 13	install flap gate	Tabled
2022-34	KCHD	Klondike 1	replace 36" & 24" w/48"	Tabled
2022-35	Poplar Grove Twp	Poplar Grove 3	culverts & ditching	Tabled

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

Attest:


Daryl Klegstad, Secretary


Rick Sikorski, President

