

**Minutes of the Regular Meeting of the Board of Managers  
Of the Two Rivers Watershed District  
Held: December 5, 2018 @ 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, December 5, 2018 at the District Office located in the Kittson County Courthouse in Hallock, Minnesota.

Managers present included President Darrel Johnson, Secretary Daryl Klegstad, Treasurer Paul Olsonawski, Roger Anderson, Bruce Anderson, Rick Sikorski, and Joel Muir. None were absent.

Others present included District Administrator Dan Money, Head Technician Matt Thompson, Attorney Jeff Hane (Brink, Sobolik, Severson, Malm & Albright, P.A.), Engineer Nate Dalager (HDR Engineering), Engineer Blake Carlson (WSN Engineering), Jeff Langan (Houston Engineering) Lonnie Davidson and Andy Falk.

The meeting was called to order by President D. Johnson. Johnson called for any additions or corrections to the proposed meeting agenda and also the annual meeting minutes from October 31, 2018. Today's meeting agenda and the minutes of the October 31, 2018 regular meeting were approved upon a **motion** by Klegstad, **second** by R. 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 8622 through 8653 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 R. Anderson, a **second** by Muir, and a **unanimous vote** by the Board.

**Administrator's Report:**

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

**Engineering Services:**

President Johnson noted that representatives from several firms are once again present at today's meeting. Jeff Langan from Houston Engineering stated his firm's qualifications, fees, and personnel. Money explained that a few months ago the Board decided to ask for proposals regarding engineering services. Money was directed to obtain rates and qualifications from several firms. 5 firms submitted information, and the Board decided to hold a special meeting to go through the proposals. A special meeting was scheduled for Wednesday, December 19, 2018 beginning at 8:00 a.m. in the District office. The Board indicated they will review and discuss the proposals, and pick the top 3 firms to possibly interview at a later date.

**Program Report:**

*Employee Salary Review:* Salary proposals have been provided to the Salary Committee and the Board of Managers. The current approved step scale will be entering the third year of a 3 year agreement. The only variable needing board action is the cost of living rate. The Salary Committee stated they have not met, and recommended tabling the matter and discussing it at the December 19<sup>th</sup> special meeting.

*MAWD Annual Meeting:* Money and Managers Johnson and R. Anderson attended the MN Association of Watershed District's annual meeting. They attended drainage seminars, watershed management seminars, resolutions meetings, and various technical sessions.

*By Laws:* Copies of the District's By Laws were handed out and discussion was held that with several new Board members now would be a good time to review these and other policies of the District. The Board tabled this review and will discuss the By Laws at the December 19<sup>th</sup> special meeting.

*Annual Meeting:* The Board scheduled the 2019 Annual Meeting of the Two Rivers Watershed District for January 2, 2019 beginning at 8:00 a.m. in the District Office. Money will advertise the meeting as required by statute.

*One Watershed One Plan:* A steering committee meeting will be held on December 13 to review the workplan and budget. This will need to be submitted to the Board of Water & Soil Resources for approval and to release the grant funding. A Policy Committee meeting will need to be held in January 2019. The Board will need to name a delegate and an alternate to the Policy Committee.

*Red River Watershed Management Board:* Information from the last RRWMB meeting was handed out and discussed. One item the RRWMB would like all member districts to complete is a survey that was distributed. The RRWMB is doing some strategic planning and wants all members to discuss the services the RRWMB provides. The questionnaire was discussed and the questions were answered collectively by the Board. Money will submit the completed document.

**Skull Lake:** Ruth Anne Franke of the MN DNR area wildlife office addressed the Board of Managers regarding the outlet pipe and possible need for maintenance. The project was jointly inspected by the DNR, TRWD, and Kittson Co. Highway Dept. this past summer, and it was noted the downstream end of the outlet pipe has heaved upward. The pipe has developed a kink / bend in it and the question has come up whether it needs to be replaced. Franke would like to see it replaced and asked the TRWD if they would cost share on the project. Discussion was held amongst the Board, Engineer, Administrator, and Franke. It was noted that a simple repair could extend the life of the pipe. Franke will discuss with DNR engineers to get an opinion, recommendation, cost estimate and timeframe and will be in touch with the District. The Board tabled the matter pending the forthcoming information.

**L. Davidson:** Lonnie Davidson and Andy Falk addressed the Board of Managers regarding ditching improvements sections 25 and 36 of Stokes Township, Roseau County. They believe a ditch has been enlarged and a culvert has been removed that will cause a negative impact at Davidson's residence. Technician M. Thompson has inspected the site and there was no permit issued for the work that was done. The matter was referred to committee to pursue a violation and possibly an after the fact permit.

**Klondike Clean Water Retention Project #11:**

- ◆ **ROW:** Attorney Jeff Hane of Brink, Sobolik, Severson, Malm, & Albright, P.A. discussed the right of way that is needed before the project proceeds. Information was presented to the public at the public meeting held on November 14, 2018 at Lake Bronson State Park. Most of this right of way is located along the proposed diked inlet and the diversion channels. The Board directed the District Administrator to send out letters to individuals with proposals to purchase right of way according to the terms set by the board at previous meetings.
- ◆ **Natural Resource Enhancements:** Engineer Nate Dalager presented drawings for discussion regarding potential natural resources enhancements. Administrator Money described the general

items that were agreed to by the Big Swamp Project Work Team in 2011. These were to protect, preserve, & enhance the rich fen; address downstream water quality impairments (nutrient and sediment loading) on the Two Rivers; address the harmful algal blooms on Lake Bronson; and provide fish habitat by providing low flow augmentation. Much of this can be accomplished by holding a small pool of water until later in the summer when flows on the river subside, and then slowly draining it dry by releasing it to sustain downstream flows. Dalager displayed a concept sketch of how water could be held and cycled through the project. No action was taken at this time however Dalager and Money were directed to proceed with more detailed plans with potential pools on the south side of the project.

- ◆ Land Exchange with DNR: Money noted that he will meet with DNR regarding the land exchange. DNR will provide some information regarding what parcels they are most interested in, and then the TRWD will need to finalize plans and submit a land exchange application. There are two types of exchanges (one involving state trust land, and one involving state acquired land), and it appears at this point that that DNR trust is generally interested in TRWD land that is currently pastured and DNR wildlife is interested in TRWD lands near the rich fen. More information and a land exchange application will be discussed at the next TRWD meeting.
- ◆ Permits: Updates were given on the various permits. The US Army Corps of Engineers has approved concurrence point 2 (out of a total 4) regarding the 404 wetland permit process. The NRCS / RCPP plan is at review point 3 of 6. Work will begin in 2019 on the State of MN Environmental Assessment Worksheet, the State Wetland Conservation Act permit, and a permit that is needed from the State Ditch #95 joint ditch authority to make alterations to Lat 1 SD 95.

**Roseau CD #4:** Managers Johnson and Sikorski reported that they had met with landowners along the portion of ditch that was recently cleaned. As discussed at previous meetings the landowners would like something done to the last 1.5 miles of ditch, however this stretch has eroded below the legal grade and therefore it cannot be excavated any deeper or wider. Johnson stated his idea of taking dirt from the side slopes and using it to fill in the ditch to bring it back up to grade. Manager B. Anderson expressed concern that filling the ditch may cause further erosion. Money mentioned that ditch law needs to be followed, and care needs to be taken to determine what is allowed under maintenance and what would be considered a formal 'repair' according to statute. Further technical review will be done by staff and reported back to the Board of Managers.

**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>
2018-45	Scott Nelson	Granville 6	Tile drainage	tabled pending info sent to committee
2018-60	Joe Nigg	Hill 30	crossing/culverts	
2018-53	James Dvergsten	Hereim 24	low fjord xing / 2-24" cmp	Approved
2018-57	Craig Halfmann	Springbrook 17	24" in dry crossing	Approved
	• See conditions on permit			
2018-58	Brody Bulow	Skagen 32	swi to SD91; 18" cmp & trap	Approved
2018-59	Gary Johnson	Granville 16	Crossing/18" cmp; move xing	Approved

**Jorgenson Lawsuit:** The District recently received a proposal from Jorgenson to settle his lawsuit. Details of the proposal were discussed. Money was directed to obtain further

information about the pending sale of the land where 3 permit violations are located and the status of the violations. The District's Attorney and Engineer will be consulted regarding the proposal and the possible settlement of the lawsuit. The matter was tabled and will be discussed at a future meeting of the TRWD.

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

Attest:

  
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Daryl Klegstad, Secretary

  
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Darrel Johnson, President