

**Minutes of the Regular Meeting of the Board of Managers
Of the Two Rivers Watershed District
Held: Thursday, June 27, 2024 @ 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, June 27, 2024. 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, Bruce Anderson, and Scott Klein. Mark Langehaug was absent.

Others present included District Administrator Dan Money, District Technician Tyler Coffield, Attorney Jeff Hane (Brink Lawyers), Engineer Jake Huwe (HDR Engineering), and Engineer Tony Nordby (HEI Engineering).

The meeting was called to order by President Sikorski. Sikorski then called for any additions or corrections to the proposed meeting agenda, which was then approved upon a **motion** by Olsonawski, **second** by R. Anderson and **unanimous vote** of the Managers. The regular meeting minutes from June 6, 2024, were reviewed and approved upon a **motion** by Klein, **second** by Klegstad and **unanimous vote**.

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 10166 through 10186 and electronic funds transfers to PERA, MN Dept. of Revenue, Electronic Federal Tax Payment System, and MN State Retirement System as reported and contained within the report.

The treasurer's report was then approved upon a **motion** by B. Anderson, a **second** by R. Anderson, 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:

KCD #13 Improvement – Administrator Money provided follow up information from last month's meeting. Before the project can move forward, a bond totaling \$75,000 will need to be provided by the petitioners. Money noted that he has contacted the H2Overviewers and they are available at an estimated cost of \$9,400. In addition, HEI Engineering estimates about \$35,000 of expense to complete the final engineer's report. The work done to date is just under \$24,000. Upon a **motion** by Klegstad, **second** by Klein and **unanimous vote**, Administrator Money was directed to contact the petitioners regarding the bond, and once that is received to hire the H2Overviewers to complete the necessary viewing.

Program Report:

Buffer Law Enforcement: Marshall SWCD has reported several buffer law violations along Branch B of JD #10. TRWD has sent out letters and all but two properties have come into compliance. Upon a **motion** by Klein, **second** by Klegstad and **unanimous vote** of the Managers, it was decided to schedule a hearing for the perpetrators to appear and have Attorney Hane send notification of this and their options under the Rules of the TRWD. The hearing was scheduled for 8:30 a.m. on 8/1/24 but will be cancelled if the landowners come into compliance prior to the hearing date.

DNR Natural Heritage Information System: This data base consists of rare features data for each county. A license and user agreement is required to access it, and this data is useful for watershed work, permitting, and to look up project information. The license is free and the agreement is for two years. Upon a motion by R. Anderson, second by Klein and **unanimous vote** of the Managers, Administrator Money was authorized to obtain the license and sign all related documents on behalf of the TRWD.

District Bookkeeper / Admin Assistant: Discussion was held regarding staffing. As discussed in the past, a part time, 2 day per week position would be useful to help with bookkeeping, grant reporting, website development, filing, and various other office duties. Upon a **motion** by Olsonawski, **second** by Klegstad and **unanimous vote** of the Managers, the Administrator was directed to solicit a quote from the local auditing firm of Dahl, Hatton, Muir & Reese to perform these duties, discuss with the officers and potentially hire them. The other option to consider is to advertise to hire a part time 16 hours per week staff position.

DNR Culvert Policy: Information on the new culvert policy of the DNR was presented. Discussion was held how this does or does not fit with the District's current culvert sizing policy. It seems that this should be brought to the Red River Watershed Management Board and maybe the Flood Damage Reduction Work Group to see how this could integrate with Technical Paper 15 and BTSAC paper 3.

Greenwood Cemetery: As was discussed at last month's meeting, there is a serious sloughing issue along the river in Hallock next to the Greenwood Cemetery which is endangering grave sites. Engineer Nordby obtained a quote from Braun Intertec to perform a geotechnical soils investigation of \$53,414. No other quotes have been received yet, but Nordby has contacted other firms. The matter was tabled in order to solicit additional quotes. It was noted we may want to discuss with other potential funding partners, such as the City of Hallock, Kittson County, or Kittson SWCD.

Preston Dagen / Lake Bronson Sediment Project Team: Dagen thanked the Board of Managers for the funding and technical support regarding this project. He gave an update on the meetings with the DNR. The group is utilizing TRWD assistance and is preparing a "feasibility report" which will identify the issues in the lake of water quality, navigation, recreation and habitat as it appears sedimentation is affecting many areas of the lake. Depending upon the report, the next steps may be to write an Environmental Assessment

Worksheet, procure other permits and procure funding. Dagen asked the TRWD to commit to further technical and other assistance for this process. The board discussed the matter, and would like to see the results of the feasibility report before making a decision. Because this affects a State Park, it may be useful to discuss with Senator Johnson and Representative Burkel. Money will invite both to the next TRWD meeting.

President Sikorski left the meeting at 10:10 and turned the gavel over to Vice President Anderson.

Project Report:

Horseshoe (Skull) Lake Dam:

- Three bids were received from contractors and were opened on June 26th. All three were over 30% more than the Engineer's estimate. The Board of Managers held discussion about the bids, current prices, and why the bids were all so high. This could be because the time of year, variable market prices, or other factors. It was also discussed whether the engineer's estimate should be revised. A **motion** was made by B. Anderson and **seconded** by Klegstad to reject all bids and ask the Engineer to revise his estimate. The **motion failed** on a 3-2 vote. A **motion** was then made by Klein, **seconded** by Olsonawski and **unanimously approved** to reject all bids and not update the Engineer's estimate.
- The board decided to wait on the project and advertise for bids during the winter of 2025. The projected deadline to complete the construction will be December 31, 2025. Advertisements will be done in December 2024 – January 2025 with bids to be opened February 5th and reviewed by the Board at their February 6, 2025 meeting.
- Administrator Money will notify the contractors and also the MN DNR area wildlife office of the decision. An extension on the funding from FEMA will be requested as well.
- Other sources of funding were discussed, and these include DNR, FEMA, and the Red River Watershed Management Board.

Klondike Clean Water Retention Prj. #11:

- Engineering – Engineer Huwe reported he has been working on the phase 1 final plans and developing the phase 2 plans. HDR has applied for the DNR dam safety permit and has been meeting with DNR. That permit will hopefully be obtained by the end of 2024. Huwe has also prepared additional information that was requested by landowners during the right of way meetings.
- Right of Way – Jeff Hane reported he will be sending out letters to two landowners to follow up with the meeting we held. He also noted that he will contact Roseau County to discuss right of way needed from them along the diked inlet.
- Land Exchange – The DNR has asked that TRWD provide additional information regarding the title insurance. Brink Lawyers have been working with The Title Team to provide this information.
- Permitting – Mark Aanenson of Houston Engineering phoned into the meeting to give a wetland permit update. He noted the only permit left to get approval is the US Army Corps of Engineers. He explained the 3 year timeline so far and the process to obtain approval. The USCOE has asked for more and more information regarding the mitigation site hydrology and vegetation. HEI submitted additional

info to the USCOE and asked for a prompt review and decision. We now will wait for them, keep prompting for a decision, and provide any info they request. Aanenson also noted he is working on a cost estimate to do the wetland restoration by restoring ditches, spraying out unwanted vegetation, or removing by mechanical means and re-seeding.

- Public Outreach – Discussion was held regarding communication about the project to the public. The Board scheduled a Public Meeting for Tuesday July 23, 2024 in Greenbush. Engineer Huwe and Administrator Money will prepare meeting materials, agendas, and advertise for this meeting. The primary purpose will be to give a project update and to provide opportunity for the public to ask questions.

Permits:

The Board acted on the following permits. The review and comments of the Permit Review Group (PRG) were carefully considered and taken into consideration. Any comments provided by members of the PRG, 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.

App. #	Applicant	Location	Purpose	Action
2024-08	Brian Jensen Awaiting tile agreement from landowner	N. Red River 11	Tile Drainage	Tabled
2024-26	John Grandstrand Referred to review group - need more information. Staff to write letter to neighboring landowner to address concerns that have been raised.	Augsburg 2	Ditching	Tabled
2024-27	Cody Kraska Referred to staff/review group	Hazelton 3	Crossing w/18" cmp	Tabled
2024-28	Hallock Township Referred to review group - need more information regarding design	Hallock 8	River Bank Stabilization	Tabled
2024-29	Klein Farms Referred to review group - need more information	Thompson 7	Grade Ditch; Lower culvert 1'	Tabled
2024-30	Waage Farms Referred to review group	Barnett 20	Tile Drainage	Tabled
2024-31	Bev Swenson Motion Olsonawski, second Klegstad - Unanimous	Richardville 22	Crossing – no culvert	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