

**BOIS DE SIOUX WATERSHED DISTRICT
BOARD MEETING MINUTES
April 20, 2017**

Call to Order 9:00 am Present:
Board members: Linda Vavra, Jerome Deal, Allen Wold, Doug Dahlen, Jason Beyer, John Kappahn,
Steven Schmidt
Engineer: Chad Engels, Administrator Michelle Swenson, Technician Troy Fridgen, Attorney Tom Athens,
Accountant Renee Kannegiesser

Absent board members: Kurt Erlandson, Scott Gillespie

AGENDA Agenda additions: Aaron Ostlund to speak after Berger, discuss beaver nuisance during ditch discussion,
motion to accept agenda with additions made by Deal, second by Dahlen, motion carried.

CLAIMS Motion to accept Claims of April 20, 2017 was made by Wold, second by Schmidt, motion
carried.

MINUTES Motion to accept the minutes of meeting held on 3/16/2017 was made by Wold, second by Deal,
motion carried.

TREASURER'S REPORT Motion to accept the Treasurer's Report was made by Schmidt, second by Dahlen, motion carried.

ACCOUNTANT'S REPORT Kannegiesser will work with the audit firm to resolve issues and will continue to do project reporting.
Motion to accept accountant's report made by Wold, second by Deal motion carried.

Public Comment Period: Brian Kjesbo asked if the funds in ditch accounts are from past or future projects.
Athens stated they are from past projects and recommended the board consider assessing forward looking
project funding (assess ahead of spending). There are rules stating a maximum of 20% of the ditch value or
\$100,000 can be held in a ditch account.

North Ottawa Engels sent a request to WSN for an official O & M Manual update. Berger will provide a contract to
spray cattails in ditches, Engels offered to share the ditch inspection before July. Berger has DNR permits
and liability insurance, the cost is ~30 cents/acre. Schmidt made a motion to accept contract contingent
upon favorable review of said document, second by Dahlen, motion passed.

RRBC Ostlund offered to partner with BdSWD on a North Ottawa event and RRBC Cattail Conference June 1.
He is applying for a grant to continue water quality research for three more years at North Ottawa and
requested the board's approval to move forward with the process. The goal of this data is to approach
non-point source pollution mitigation options plus flood reduction. Deal said he is trying to get
impoundments as an Alternative Practice so buffer strips are not required; this data supports his
efforts. Ostlund is requesting two cells within the impoundment. Deal made a motion to consider to

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allow RRBC to continue with this study for three years, contingent upon grant approval, second by Schmidt. Roll call vote: Kappahn yes, Schmidt yes, Dahlen yes, Vavra yes, Beyer no, Deal yes, Wold yes. Motion carried.

Engineer's Report - see page 1 and 2 of Engineer's Report

Permits

Fridgen requested gravel be put on North Ottawa Impoundment road. Dahlen made a motion to approve the gravel, second by Deal, motion carried.

17-015 and 17-016 – Wilkin County is proposing smaller culverts than currently exist when replacing them. Engels recommended approval as the crossings are oversized for a ten-year rain event. A 25 or 50-year event could possibly cause water back up, but the design standard requirements are for a ten-year event. Beyer made a motion to approve both permits, second by Deal, motion carried.

Ditch RFM

RFM 006-17 - Brian Kjesbo wanted information on how to move forward with a redetermination. Athens and Vavra explained the board requires signatures on a petition from 50% of the affected landowners in order to mitigate liability and promote transparency before repairing a ditch aggressively. The benefit for TCD 11 is \$17,000, a retrofit would cost approximately between \$50,000 and \$83,000 depending on the cost of construction and level of repair desired by landowners. Schmidt made a motion to spend up to \$17,000 to take out the high spots on TCD 11, get consistent, and work with Engels on the plan, second by Beyer, motion passed.

RFM 007-17 – Sediment removal requested in JD 12 lat 1. Kappahn made a motion to have Fridgen survey, Deal seconded, motion passed.

Ditches

JD 11 - Moore Engineering hydraulic study is almost complete.

WCD 8 - Engels will reconfigure the cost estimate after the construction bid opening May 5.

WCD 9 and 10 – Engels will provide a cost estimate for full and partial repairs.

Swenson was instructed to set up a Retrofit Ditch Committee meeting on May 2 at 10:00 am to discuss construction options for WCD 8, 9, and 10.

Moore Engineering Drone Presentation – Drone mapping capabilities were demonstrated; the cost is \$75/hour for the drone and \$140 for the operator.

Beaver Nuisance in ditches – Colt Violet trapped 144 beavers in ditches over which the BdSWD has authority. Schmidt made a motion to approve payment as per the agreement with Violet, second by Kapphahn, motion carried.

North Ottawa Impoundment - A dedication was proposed to dovetail into the RRBC Cattail bus tour of North Ottawa on June 1. Swenson to continue with communication and logistics.

Redpath Impoundment - Athens is working on the final land acquisitions. It may require four formal appraisals.

BdS Direct RCPP - Engels, Vavra, and Swenson met with the Doran City Council April 11 to explain the RCPP application process.

Big Lake - Engels has completed the hydraulic study of the wetlands surrounding Big Lake as requested by the DNR. Swenson to schedule a meeting with DNR to present the data.

Attorney Update

JD 14 – remains open in Judge Glasrud’s court.

TCD 37 – Checks for sent for TCD 37 easements with receipts to landowners, Final Certificate can be filed.

Redpath – Finalized purchase of 15 pieces.

Administrator

Traverse planning commission requested comments on a new plat on Lake Traverse, a letter was written in response warning of a flood easement. Dahlen made a motion to accept and send the letter, Kapphahn seconded, motion carried.

Swenson to schedule an Advisory Committee meeting in late June and request Vernell Wagner to join the team.

Swenson advised the board of the high cost to advertise construction bids. Athens advised writing up procedures to target newspapers in close proximity of the proposed construction and request board approval. A motion was made by Dahlen instructing Swenson to do so, second by Kapphahn, motion carried.

Fridgen brought up the need for a trailer to carry his four-wheeler to sites. Schmidt made a motion to have Kapphahn assist Fridgen to find a suitable trailer, second by Linda, motion carried.

Dahlen made a motion to adjourn the meeting at 1:45 second by Deal, motion carried.

Linda Vavra, President

Michelle Swenson, Administrator

Motion:

Second:

Date:

**BdSWD Board Meeting
April 20, 2017
Engineer's Report**

- 1.) **Permitting Update**
 - a. 22 permits so far in 2017
 - b. Permits to discuss
 - i. 17-015, 17-016
- 2.) **Stream Gage Repairs**
 - a. Board authorized repair of all gages at August meeting. Will complete before spring with Troy
 - i. MEI and Troy repaired 21 stream gages as of 4/20/17. One stream gage left.
- 3.) **2017 Ditch Inspections**
 - a. Troy Fridgen is Ditch Inspector. Board authorized 2017 inspection of Area 1 and off-road ditches not inspected in 2016. Moore Engineering to assist Troy with inspection for training purposes.
 - i. Training with Troy complete
 - ii. Troy to complete field work, MEI to assist with GIS.
 - iii. Moore to present drone technology at April meeting
- 4.) **2017 Culvert Inventory**
 - a. Anticipate final project completion in 2017, need 2017 work authorization for spring survey
- 5.) **Drainage Committee Tasks**
 - a. Engineering review of permits – discussed 3/27/17
 - b. Tile pump shutoff – discussed 3/27/17
 - c. Permit policy for land in the watershed but not the benefit area of ditch system – discussed 3/27/17
 - d. Dike/Dam definition for permitting
 - e. Stream gage location, monitoring, flow measurement, contacts – Moore and Troy to work out.
- 6.) **TCD 37 Repair Petition – GOING TO FINANCE INTERNAL**
 - a. TCD #37 Hearing was held Aug. 18th, Sept. 15th, and Oct. 24th. Redetermination & Repair approved 10/24/2016.
 - b. Clean Water Fund MDM Grant application submitted August 8th, 2016. Grant awarded! Work plan has been submitted and grant agreement has been executed.
 - c. Board authorized final plans/specs and advertise for bid on March 16, 2017.
 - d. Sent contract documents to Tom for review.
 - e. Tom authorized to procure Mathias property.
 - f. Bid Opening May 5th at 11:00 a.m. with 60 days award period.
 - g. Staked project R/W including spoil easement area before spring seeding as of 4/12/17.
- 7.) **Ditches**
 - a. Maintenance Work In Progress (Complete in Spring 2017) – Troy can complete inspection/coordination.
 - i. TCD 41 – Spoil leveling & seeding
 - ii. TCD 16 – Excavation and Seeding
 - iii. JD 11 Lateral 7 and 8 – Spoil leveling & seeding
 - iv. TCD 23 – Excavation and Seeding
 - v. JD 6 - Seeding
 - vi. WCD 9 – Spoil leveling & seeding – look to see if work is complete to road.
 - vii. Summer work and payment for crop damages can occur if landowners are willing
 - viii. JD 11 Lat 6 – RFM 002-16 (Troy) MEI to recommend if field approach should be removed.
 - ix. TCD 27 – RFM 003-16 and 002-17. (Troy)
 - x. TCD 13 - RFM 001-17 (Troy)
 - xi. TCD 43 – RFM 003-17 (Troy)
 - xii. WCD 20 – RFM 007-16 board authorized cleaning of east half section 11, removal all beaver dams (Troy)
 - b. RFM Investigation In Progress
 - i. JD 11 – Held February 9, 2016 Landowner Meeting
 1. Board authorized hydraulic study of main channel and crossings. No cost estimate. Present in May
 2. Look at field approach, recommend if should be removed
 - ii. WCD 8 – Held February 9, 2016 Landowner Meeting
 1. Board authorized Tom to draft petition for redetermination and repair
 2. Tom authorized to work on agreement with Wilkin County (specifically construction crew)
 3. Update design concepts (topsoil stripping, flared end sections, inline culvert re-use, riprap at inline culverts, etc.). Assume donated R/W, reduced engineering.
 - a. Utilize TCD 37 Bid Prices
 - b. Wilkin County to submit bid to compare updated engineers estimate of cost (May)

4. Meet with Tom about using Wilkin County Construction crew.
 5. Work with Don Biumpa on Clean Water Legacy Grant for all Wilkin County ditches
 - iii. WCD 20 – Held February 9, 2016 Landowner Meeting
 1. Board authorized Moore to complete preliminary plans and cost estimate for 3 downstream road crossings. Provide plans and estimates to Champion Twp. (James Harnold??). Use 4:1 slopes from shoulder to top of pipe and widen field entrances to 30' top. (May)
 - iv. WCD #9 and #10
 1. Moore authorized to develop improvement recommendation and cost estimate
 2. Complete hydraulic analysis for full improvement option & partial Improvement option.
 3. Complete Eng. Opinion of Cost for partial improvement option only. (May)
 - v. JD 12 – Need landowners to donate lands if repair is to proceed
 1. Landowner meeting held March 27, 2017
 2. Hold another landowner meeting in early July
 3. Send letter to landowners describing 2 options – Retrofit or Band-Aid Repair
 4. Use 10' ditch bottom upstream of North Ottawa confluence to limit needed R/W
 5. Re-calculate R/W needs for the 2 options using 10' ditch bottom. (May)
 6. The ditch can pay for the buffer of retrofitted areas
 - vi. JD 4 Big Stone County – Letter has been sent to Big Stone County encouraging them to clean the ditch.
- 8.) North Ottawa**
- a. MEI/Admin developing operation tracking procedure in conjunction with website
 - b. Need Update on WSN work tasks.
 - c. Brian Kjesbo SW ¼ Section 10, Gorton Twp. Board authorized investigation – Analysis complete, need meeting
 - d. Work with Troy to transfer responsibilities
 - e. Find out if RRBC cattail research is to 2018 or through 2018.
- 9.) Redpath**
- a. Wetland Mitigation Plan finalized – Approved WCA April 19th, 2016
 - b. MEI and Accountant has determined remaining reimbursable grant budget to be approximately \$500,000. Project development work has moved forward again (starting in October) until funds run out.
 - c. Working on FM Diversion Funding with Tom (Approved for Phase 1 funding – 5% of \$1,800,000)
 - d. 4 property acquisitions remaining for the project.
 - e. Bonding bill needed. Funding is an issue for project development. Ideal request is \$2.0 Million.
 - f. CRP property line has been staked, working on CRP contract boundaries.
- 10.) Big Lake**
- a. Small Group DNR Meeting : February 23rd at 1 p.m. Michelle, Linda, and Chad to attend.
 - b. EAW Proposal presented at May 19th meeting. Need board decision on this.
 - c. Board authorized additional H&H tasks for DNR request (\$5,000).
- 11.) Overall Plan**
- a. Board authorized moving forward with 1W1P at Sept. 15th board meeting.
 - b. Board passed resolution to request BWSR deadline extension for overall plan update 10/24/2016.
 - c. Moore/Barr to develop task/schedule guidance at the appropriate time.
 - d. Kickoff meeting was held 9:30 AM January 25th at Traverse County SWCD office.
 - e. February 27th meeting in Elbow Lake held.
- 12.) BdS Direct - NRCS RCPP Watershed Planning**
- a. Kickoff Agency Scoping Meeting held June 8, 2016
 - b. Project Team Meeting 1 – Problem Definition – Held July 13, 2016 9:00 AM Breckenridge, MN
 - c. Public Meeting 1 – Problem Definition – Held July 27, 2016 9:00 AM Breckenridge, MN
 - d. Project Team Meeting 2 – Draft Purpose & Need, Held August 23, 2016 8:30 AM Breckenridge, MN
 - e. Project Team Meeting 3 – Final Purpose & Need / Alternatives, November 2, 2016 8:30 AM Breckenridge, MN
 - f. Project Team Meeting 4 – Alternatives meeting held March 28, 2017.
 - g. Purpose and need meeting with agencies and Wilkin County held 4/10/17.
 - h. Met with City of Doran held 4/11/17.
 - i. Project Team Meeting 5 – Scheduled for early June.
 - j. Working on FM Diversion Funding with Tom (Brandrup 9 approved for Phase 1 funding – 5% of \$659,900)
- 13.) Traverse County Ditch 52**
- a. Walls Windsor Watershed Improvement Project – Impoundment and Erosion Control
 - i. Landowner meeting held on April 1st. Need landowner support for impoundment configuration, waiting.
 - b. 103E Project – Drainage Improvement Upstream of Impoundment
 - i. Awaiting Landowner Petition and Bond (no rush)
 - c. Moore authorized to re-evaluate legal grade line. Complete.