

**BOIS DE SIOUX WATERSHED DISTRICT
BOARD MEETING MINUTES
February 16, 2017**

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

Absent board members: Kurt Erlandson, Steven Schmidt

AGENDA Motion to accept the Agenda made by Deal, second by Wold, motion carried.

CLAIMS Motion to accept Claims of February 16, 2017 was made by Deal, second by Gillespie, motion carried.

MINUTES Motion to accept the minutes of meeting held on 1/26/2017 was made by Dahlen, second by Kapphahn, motion carried.

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

ACCOUNTANT'S Report Renee said there is between \$500,00 and \$600,000 left in the Redpath funds. Tom indicated there is approximately \$1.1MM left of land to purchase. Motion to accept Accountant's Report was made by Dahlen, second by Kapphahn, motion carried.

Public Comment Period: No comments were put forth.

BWSR Pete Waller discussed the Assessment, BWSR has grants of up to \$10,000 for implementation. The assessment will help identify details that are lacking, the surveys are confidential. A special meeting will be required to go over the results of the survey. BWSR will be back to move forward with this process in March and May. The assessment is valid for 10 years.
1W1P – Sara and Bruce are working on the MoU, Swenson and House are working on the BWSR grant.
FY17 BWSR grant – Work plan is due March 3rd.

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

JD 11 Motion made by Gillespie to have Moore Engineering investigate the hydraulics on main channel only of JD 11, second by Deal, motion carried.

** Printed on front and back **

- WCD 20** Motion made by Gillespie to clean half of Section 11, remove nuisance beaver dams, and work with the township on culvert replacements; rip rap would be part of replacing culverts 1,2 and 3, second by Dahlen, 3 items carried.
- WCD 8** Landowners at the meeting requested a petition for redetermination. Gillespie made a motion for Athens to draft a petition for repair with a request for redetermination, second by Deal, motion carried.
- WCD 9 and 10** Engineering is required to determine if the two ditches should be consolidated. Athens stated the engineering process must be done before the legal process can begin. The engineer's report needs to be brought to the landowners with a cost estimate. The consolidation prevents double assessment to some landowners. Deal made a motion to authorize Athens to research legal aspects and Engels to prepare a cost estimate for a landowner meeting, second by Beyer, motion carried.
- RRBC Report** Aaron Ostlund reported on the water quality enhancements provided by North Ottawa. He also presented the habitat enhancement data from the DNR. He said there could be grants available specifically for the flood reduction, water quality improvement and habitat enhancement if they are stacked together as green infrastructure. He will be submitting the project for an award.
- TCD 37** Motion made by Gillespie to execute the BWSR grant for \$135,000, second by Dahlen, motion carried. Athens stated approximately \$200,000 would be required to proceed with land procurement for this project. Gillespie made a motion to self-finance in order to begin work on TCD 37, with option to bond in the future. Second by Beyer, motion carried.
- Attorney's Report** Athens recommended that the board finance TCD 37 internally. He was instructed to give us an idea on how long it will take to procure land for TCD 37, the board would like work to begin this Spring.
- JD 12** A landowner meeting was held a year ago, but it did not move forward because property is required. Another landowner meeting is desired to discuss a retrofit. To make this financially feasible, land will need to be donated by the owners along the ditch. A redetermination would be required if land has to be purchased. The amount of land would be 20' from daylight plus another 10 feet in extreme cases. BdSWD could apply for a BWSR grant. A landowner meeting is to be held in March, Chad will provide approximate acres donated per person.
- RFM 2-17** Ditch 27 – Deal made a motion to remove nuisance beavers and remove the dam when the beavers are gone, second by Dahlen, motion carried.
- RFM** TCD 13 - Motion made by Gillespie to have Fridgen survey Section 13 of Taylor Township upon acquiring survey equipment, second by Deal, motion carried.

- RFM 16-003** B2W Branch 1 Section 7 along Hwy 75 causes problems for those downstream. Chad suggested a landowner meeting in the future for a large repair. Deal made a motion to clean ½ mile of this ditch, second by Gillespie, motion carried.
- North Ottawa** Michelle and Chad to attend a meeting with BWSR to discuss possible Wetland Credits on March 13.
- Redpath** Athens informed the board that a form entitled “Declaration if Financed by Bond” must be used and land purchased with a state bond cannot be sold without approval of the state.
- BdS Direct** Team meeting in March.
- Big Lake** Meeting with DNR officials Feb. 23 to discuss moving the project forward.
- JD 14** All papers are filed for the appeal; the State Supreme Court has not decided if they will hear the case.
- Beaver** Motion made by Gillespie to put \$20,000 into the Beaver Account, using Colt Violet as the approved trapper, second by Deal, motion carried.
- Grant SWCD** Swenson informed the board of a request from Grant County SWCD to fund \$10 per acre of the cost of CRP buffers and wetland restoration practices, this was approved by a motion in 2007.
- NRCS** Swenson to meet with Dave Jones, NRCS Area Engineer to discuss the BdS Direct project.
- Adjourn** Dahlen made a motion to adjourn at 2:15, second by Beyer and carried.

Linda Vavra, President

Michelle Swenson, Administrator

Motion:

Second:

Date:

**BdSWD Board Meeting
February 16, 2017
Engineer's Report**

1.) Permitting Update

- a. 5 permits so far in 2017

2.) Stream Gage Repairs

- a. Board authorized repair of all gages at August meeting. Will complete before spring with Troy

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.

4.) 2017 Culvert Inventory

- a. Anticipate final project completion in 2017, need 2017 work authorization for spring survey.

5.) Drainage Committee Tasks

- a. Request for maintenance procedure (Policy updated at December Meeting)
- b. Ditch Fund Balance Policy (Policy updated at January Meeting)
- c. Ditch inspection procedures – complete.
- d. Schedule drainage committee meeting – after March meeting?
- e. Tile pump shutoff
- f. Beaver Dam removal procedure that does not require board approval
- g. Permit policy for land in the watershed but not the benefit area of ditch system
- h. Dike/Dam definition for permitting
- i. Stream gage location, monitoring, flow measurement, contacts – Moore and Troy to work out.

6.) TCD 37 Repair Petition

- 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! March 3 work plan submittal due and April 7 grant agreement due. Review with board at March meeting.
- c. Need authorization to prepare final plans/specs and advertise for bid at March meeting.

7.) Ditches

- a. Maintenance Work In Progress (Complete in Spring 2017) – Troy can complete inspection/coordination.
 - i. TCD 41 – 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.
- b. RFM Investigation In Progress
 - i. JD 11 Lat 6 – Held February 9, 2016 Landowner Meeting 1. Landowners recommend: Clean Lateral 6 and investigate cost of retrofit
 - 2. Need board authorization to prepare preliminary retrofit plans and cost estimate.

- ii. WCD 8 – Held February 9, 2016 Landowner Meeting 1. Landowners recommend: Redetermination & retrofit. Provide petition for signatures
- iii. WCD 20 – Held February 9, 2016 Landowner Meeting 1. Landowners recommend: Remove beaver dams, clean half of section 11, and work with township on replacing two or three aging culverts.
- iv. TCD 27 – Present to board @ February meeting, schedule landowner meeting
- v. WCD #9 and #10 – Discuss redetermination of benefits with board
- vi. JD 12 – Tom and Chad to work out plan for moving forward with a retrofit repair.

8.) North Ottawa

- a. Kiosk site poster complete, needs to be printed on a site poster.
- b. MEI/Admin developing operation tracking procedure in conjunction with website
- c. Update on WSN work tasks at March meeting.
- d. Estimated annual O&M cost completed
- e. Brian Kjesbo SW ¼ Section 10, Gorton Twp. Board authorized investigation – Analysis complete, need meeting
- f. Work with Troy to transfer responsibilities
- g. March 13 BWSR/USACE Overview and Wetland Banking Meeting. 11:00 AM Moore Engineering.

9.) Moonshine Lakebed

- a. Analysis was presented to board at June 16th meeting. Scott G. will speak with landowners.

10.) 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.

11.) 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.

12.) 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. Next meeting is February 27th in Elbow Lake.

13.) 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, March 2017.
- g. Working on FM Diversion Funding with Tom (Brandrup 9 approved for Phase 1 funding – 5% of \$659,900)

14.) 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.