

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

Call to Order 9:00 am Present:
Board members: Linda Vavra, Jerome Deal, Allen Wold, Doug Dahlen, Jason Beyer, Scott Gillespie
Engineer: Chad Engels and Jim Guler
Technician Troy Fridgen, Attorney JJ Kiline, Accountant Renee Kannegiesser

Absent board members: Kurt Erlandson, Steven Schmidt, John Kappahn

AGENDA Agenda addition: discussion of WCD 8 requested by Wilkin County Commissioner Eric Klindt, motion to accept agenda with addition made by Deal, second by Beyer, motion carried.

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

MINUTES Motion to accept the minutes of meeting held on 2/16/2017 was made by Gillespie, second by Wold, motion carried.

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

ACCOUNTANT'S Report Motion to accept accountant's report made by Beyer, second by Deal motion carried.

Public Comment Period: No comments were put forth.

BWSR Pete and Dale went through the Assessment worksheet to answer questions and evaluate board policies.

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

Permits

17-002 – Troy presented concern with discharging into Herman storm sewer and pumping when City cannot handle flow. Purpose for surface inlet is to catch water from Big Lake during low flows and keep it out of their ditch system. High flows will still flow through ditch.

City of Herman Comments: Tom Blume: Not concerned with tiling into it. Just wants to be able to have permission to shut pump off. City actually feels tile could help to control that water in that area.

Gillespie makes motion to approve permit with the applicant being required to shut-off the pump, at the request of the City of Herman, when flood conditions in the City warrant, also has to make sure tile line does not affect transmission line. Beyer seconds. Motion carried.

17-007 – Fish&Wildlife Comments: Effective area to wetlands is 490 feet according to F&W. They want tile to stay 490 feet away. Due to present BdSWD policy, Beyer made a motion to approve permit as landowner presented it, Dahlen seconds motion, motion carried to approve permit as landowner proposed.

17-009 – Landowner presented project, NRCS did a wetland determination to make sure tile lines did not affect wetlands. F&W stated they appreciated getting notice from BdSWD before tile was put in so they could work with the landowners and resolve issues before tile was put in the ground. Landowner has concern with ditch 4 capacity and additional flows into it. They stated JD 4 needs a cleanout. Big Stone Co is ditch authority of JD 4.

Gillespie made a motion to approve permit as landowner presented, second by Deal, motion carried.

BdSWD is to help where possible with communicating the need for JD 4 to be maintained.

Gillespie made a motion to have BdSWD staff send letter to Big Stone County to support getting JD 4 into repair, second by Wold, motion carried.

Ditch RFM - Engels went over ditch RFM that are in progress. Fridgen to organize and coordinate with contractors. Request MEI help as needed.

Discussion on paying damages to crops if it occurs during maintenance to the ditch during the summer. Gillespie feels that it should be on a case by case basis depending on what the landowners of that ditch want.

Ditches

JD 11 - Hydraulic analysis in progress. MEI's goal is to present at April meeting.

TCD 43 - RFM: Beyer made a motion to authorize the repair of TCD 43 as requested, second by Gillespie, motion carried.

TCD 52 - Want to clean out and lay back the last mile of the ditch. Nothing can be done until the watershed project moves forward.

WCD 9 and 10 - Engels presented cleanout depth and improvement depth. He will have a recommendation on improvement and cost at the April meeting.

Don B – Wilkin Co SWCD – Feels fixing WCD 9 and 10 is a win-win. If the projects use water quality benefits, he would want to team up to help apply for clean water legacy funding.

Beyer stated digging in 2019 would be a good goal for WCD 9 and 10.

WCD 8 – Engels presented cost estimate and options to reduce cost. Beyer would like to direct Wilkin County to do work and bill the watershed. Don B. (Wilkin Co SWCD) stated he has no knowledge of contractors in the area pushing back on the County doing the work.

Eric Klindt – Wilkin county commissioner – lives in the middle of WCD 8, 9, 10. Wonders why north of Otter Tail River the ditches are being cleaned and not in the BdSWD area. Would like to have Wilkin County complete the work to save tax payer money as is done in the other parts of the county.

Question on spending over \$100k on a project. Traverse County employees stated they have usually tried to work around that number with grants to try and stay under that number. Athens to advise.

Deal made a motion to have attorney Athens look into creating a working agreement between BdSWD and Wilkin County, Dahlen seconded, motion carried.

Gillespie made a motion to have Fridgen purchase survey equipment, second by Beyer, motion carried.

Deal discussed the North Ottawa presentation that he and Aaron from RRBC presented to the Izaak Walton League. Deal also presented the new updates on discussions going on at the capitol.

WCD 20 – Landowners and James Harnold of Champion Township wanted to discuss cost share of culverts. MEI to prepare estimate of cost and preliminary plans to replace three culverts on WCD 20 as was discussed in the landowner meeting and February board meeting. Need to lengthen culverts and place fill to stabilize the channel. Assume 4:1 slopes for crossing. Field entrances may be a little narrow. Plan for longer culverts.

North Ottawa Impoundment - Fridgen showed the board the pamphlets and poster that is going to be posted on site. Need to discuss management plans so we know which cells will be farmed to allow renter to do fall work.

Dahlen made a motion to change the North Ottawa powerpoint picture, second by Beyer, motion carried.

Engels to find out how long the RRBC is able to use the North Ottawa cells.

Engels discussed meeting with BWSR and Army Corp on wetland banking in north Ottawa. Since not natural wetlands BWSR rules would not give credit.

Redpath Impoundment - No update, just continuing with work.

BdS Direct RCPP - March 28th, Project Team Meeting to discuss alternatives.

Five Mile Creek - Big Lake - A meeting with DNR occurred. BdSWD stated they did not want to spend a lot of money just to be turned down by DNR. BdSWD would require a certain amount of storage agreed upon before proceeding. DNR's primary concern with lowering water during the summer is that it will affect the wetland surrounding the area. DNR requested some info on studying pool elevation to understand how pool will change during different rain events.

Dahlen made a motion to have MEI prepare the data DNR is requesting, second by Gillespie, motion carried.

Moonshine Lakebed - Gillespie has been discussing with landowners. The Big Stone Co engineer has put in his two weeks' notice; Stevens county engineer may help out.

Managers' Report - Wold presented recent conversations with state legislators. Trying to convince them that buffers will not fix the issue and more money should be put into retrofits to actually fix the problem and keep landowners satisfied.

Buffer Strip Update - Linda presented on recent meetings regarding buffer strip enforcement. Stevens County has not yet made a decision. Grant county will be handling the buffers with the assumption that it is voluntarily to do so. Traverse County SWCD does not want to handle buffers, they would like either Traverse County or the ditch authority to do so.

Attorney Update

JD 14 - no update.

WCD 8 Petition - Waiting to deliver petition until final plan with Wilkin county is finalized.

WCD 9 and 10 - legal aspects of consolidation: no update from JJ

TCD 37 - No update from JJ.

Beyer made a motion to have MEI prepare final plans and specifications to take project to bid, second by Gillespie, motion carried. Will plan on bid opening in early May. Will be written to give 60 days after bid before board will award the project. This 60-day review will hopefully allow Athens time to finalize land purchases.

Gillespie made a motion to authorize attorney to spend fees to motion and deposit money with the court to keep process moving for purchase of land, second by Beyer, motion carried.

Administrator

TCD 37 Grant work plan submitted and executed.

JD 12 landowner meeting: scheduled

Drainage policy committee meeting: scheduled

RRWMB and RRBC in March - Gillespie made a motion to authorize expenses for hotels and travel for the RRWMB and RRBC meeting as well as the MAWD legislative reception, second by Beyer, motion carried.

Letters and correspondence - Linda mentioned recent newspaper article from Wahpeton paper on Wilkin Co.

Beyer made a motion to adjourn the meeting, second by Dahlen, motion carried.

Linda Vavra, President

Michelle Swenson, Administrator

Motion:

Second:

Date:

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

1.) Permitting Update

- a. 18 permits so far in 2017
- b. Permits to discuss
 - i. 17-002, 17-007, 17-010

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 10 stream gages on 2/28/17. Approximately 12 still need repair

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. Troy to schedule
 - ii. 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. Request for maintenance procedure (Policy updated at December Meeting)
- b. Ditch Fund Balance Policy (Policy updated at January Meeting)
- c. Ditch inspection rotation procedures – completed.
- d. Drainage committee meeting scheduled for 3/27/17
- e. Beaver Dam removal procedure that does not require board approval
- f. Engineering review of permits
- g. Tile pump shutoff
- h. Permit policy for land in the watershed but not the benefit area of ditch system
- i. Dike/Dam definition for permitting
- j. 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. Need authorization to prepare final plans/specs and advertise for bid at March meeting.
- d. Send contract documents to Tom for review, need his comments on contract documents
- e. Tom to develop timeline for acquiring lands. Affects bid and award schedule.

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. BOARD AUTHORIZED CLEANOUT OF LATERAL 6 (Troy to handle)
 - 2. Board authorized hydraulic study of main channel and crossings. No cost estimate.
 - 3. Look at field approach, recommend if should be removed
 - ii. WCD 8 – Held February 9, 2016 Landowner Meeting
 - 1. Landowners recommend: Redetermination & retrofit. Provide petition for signatures
 - 2. Board authorized Tom to draft petition for redetermination and repair
 - 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.
 - 2. Board authorized cleaning east half section 11, removal all beaver dams (Troy)
 - 3. Board authorized Moore to communicate with township regarding joint project to replace 2 or 3 downstream crossing.

- iv. TCD 27 – Presented to board @ February meeting, board decided no landowner meeting needed
 - 1. Both RFM authorized, clean as described in RFM (Troy)
- v. WCD #9 and #10
 - 1. Moore authorized to develop improvement recommendation and cost estimate
- vi. JD 12 – Need landowners to donate lands if repair is to proceed
 - 1. March 27 landowner meeting scheduled
 - 2. Develop table and maps showing acres needed from each landowner, including buffer.
- vii. TCD 13 – RFM authorized by board (Troy)
- viii. **TCD 43 – RFM Section 16 Tintah Twp., Need board action.**

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.
- c. **Need authorization from board to complete H&H tasks for DNR request.**

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. February 27th meeting in Elbow Lake held.

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 meeting, March 28, 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.