

**BOIS DE SIOUX WATERSHED DISTRICT  
BOARD MEETING MINUTES  
November 2, 2017**

- CALL TO ORDER** The meeting was called to Order by President Vavra at 8:10 a.m. Present: Linda Vavra, Doug Dahlen, Jerome Deal, Scott Gillespie, and Allen Wold. Present by phone: Jason Beyer, John Kapphahn. Also Present: Engineer Chad L. Engels, Engineer Technician Troy Fridgen, Accountant Renee Kannegiesser, and Administrator Jamie Beyer. Absent: Steven Schmidt, Kurt Erlandson.
- DITCH RFM** The meeting was opened and Engineer Fridgen gave an update on ditch maintenance projects.
- TCD #37  
CHANGE ORDER** Upon motion by Beyer, seconded by Gillespie and seconded unanimously, TCD #37 Change Order #1 was approved.
- MUSTINKA  
CORRIDOR &  
REDPATH  
PROJECTS** Grant County Engineer Tracey Von Barga presented a possible funding proposal for watershed projects that could be constructed congruently with MnDOT's Highway 55, Grant County Road 42, and County State Aid Highway 1 road improvement projects. The proposal estimates a total project cost of \$1,800,000; BdSWD's participation would be \$400,000. Von Barga and the Board discussed several benefits for the Watershed, including a reduced permitting processes (by participating with MnDOT's projects) and Mustinka flow reductions (that would result in less water being driven into JD #12, the Rabbit River and Doran Creek). Engineer Engels relayed that this high priority project is a more cost-wise alternative to a traditional impoundment. Deal stated that the BdSWD's participation may be grant eligible. Upon motion by Gillespie, seconded by Dahlen and carried unanimously, President Vavra is authorized to sign a Letter of Intent.
- DORAN CREEK  
RCPP ACCESS  
AGREEMENTS** Upon motion by Gillespie, seconded by Deal and carried unanimously, President Vavra is authorized to sign the Doran Creek RCPP Access Agreements.
- MAWD  
DELEGATES** The Board designated Linda Vavra and Allen Wold as delegates, and Scott Gillespie an alternate, for the upcoming MAWD Resolution Session.
- OFFICE  
MANAGER** Boardmembers shared Office Manager candidate reference information. Upon motion by Gillespie, seconded by Dahlen and carried unanimously, a second interview and pre-employment test will be offered to Robyn Lampert and Lacey Gilsdorf.
- Upon motion by Deal, seconded by Dahlen and carried unanimously, the meeting was adjourned at 9:25 am.

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

- CALL TO ORDER** The meeting was called to Order by President Vavra at 9:00 a.m. Present: Linda Vavra, Jason Beyer, Doug Dahlen, Jerome Deal, Scott Gillespie, Steven Schmidt, and Allen Wold. Also Present: Engineer Chad L. Engels, Engineer James Guhler, Engineer Technician Troy Fridgen, Accountant Renee Kannegiesser, and Administrator Jamie Beyer. Absent: Kurt Erlandson.
- CLAIMS** Upon motion by Wold, seconded by Beyer and carried unanimously, the agenda was approved. Upon motion by Dahlen, seconded by Schmidt and carried unanimously, the Claims of November 16, 2017 were approved as presented.
- MINUTES** Upon motion by Gillespie, seconded by Dahlen and carried unanimously, the Minutes of October 19, 2017 were approved. Upon motion by Gillespie, seconded by Deal and carried unanimously, the Minutes of November 2, 2017 were approved.
- #17-080  
N. WIERTZEMA** Permit #17-080 filed by Neil Wiertzema. Board members reviewed the information, and heard from Mr. Wiertzema and neighbor Sharon Leinen. A letter from Father Joseph Backowski was also reviewed. Upon motion by Gillespie, seconded by Schmidt and carried unanimously, the permit application was approved.
- #17-082  
P. STRONG** Permit #17-082 filed by Paul Strong. Board members reviewed the information, and heard from Mr. Strong and neighbor Ray Pansch. Upon motion by Dahlen, seconded by Gillespie and carried unanimously, the permit application was approved.
- #17-083  
TRAVERSE CO  
HWY DEPT.** Permit #17-083 filed by Traverse County Hwy Dept. Board members reviewed the information, and upon motion by Dahlen, seconded by Deal and carried unanimously, Moore Engineering is authorized to produce plans to repair and replace BdSWD infrastructure in the permitted work zone. Upon motion by Beyer, seconded by Dahlen and carried unanimously, authorization was approved to repair a collapsed culvert acting as a driveway to Cory Morrow's property.
- TCD #37: SUB.  
COMPLETION,  
PAY REQ NO. 4** Upon motion by Wold, seconded by Deal and carried unanimously, the following were approved for TCD #37: Substantial Completion with a Final Checklist for Whaley Excavating, Partial Pay Estimate No. 4 with an additional \$5,000 to be withheld in retainage.
- WCD #1** An engineering evaluation of WCD #1 was reviewed; it is their opinion that the system cannot be adequately repaired - WCD #1 needs an improvement.
- WCD #8** Upon motion by Gillespie, seconded by Beyer and carried unanimously, a resolution clarifying the BdSWD's intention of securing easements for WCD #8 was approved.
- BIG LAKE** Engineer Chad Engels gave a summary of his visit with DNR's Emily Siira and Erik Anthonisen and property owners Mr. and Mrs. David Paquin, regarding the elevation of Big Lake.
- PUBLIC  
HEARINGS FOR  
JD #11** President Vavra opened the Public Hearing on the Repair Report for JD #11. Engineer James Guhler reported that property owners for 55% of the affected land signed the repair petition. Guhler presented the engineer's report and project costs. The Board next held an informal meeting to consider a Request for Redetermination of the Benefits and Damages of JD #11. If the repair and redetermination were approved, staff could apply for grant funding for the repair in August of 2018 and construction could take place Spring of 2019.
- Upon motion by Beyer, seconded by Deal and carried unanimously, the Findings of Fact and Order for JD #11 were approved, ordering the redetermination of benefits, continuing with repair engineering, and appointing viewers.
- NORTH OTTAWA** Engels and Board Managers discussed NRE's and farmland management at North Ottawa for 2018.
- JOB INTERVIEW** Board Managers conducted an interview with Lacey Gilsdorf for the Office Manager position.
- CLA CONTRACT** Upon motion by Beyer, seconded by Dahlen and carried unanimously, the November 14, 2017 Forensic Consulting contract with CliftonLarsenAllen was approved.

**FARMLAND  
LEASES**

Upon motion by Beyer, seconded by Dahlen and carried unanimously, 4 farmland leases will be renewed for 2018, 21 parcels will be bid, and 9 individual leases will be negotiated directly with adjacent landowners.

**JOB INTERVIEW**

Board Managers conducted an interview with Robyn Lampert for the Office Manager position.

**OFFICE  
MANAGER  
POSITION**

Board managers reviewed the Office Manager position description, discussed the details of the position's responsibilities and the compensation to be offered. Upon motion by Beyer, seconded by Dahlen and carried unanimously, the Personnel Committee was authorized to negotiate a job offer for Lacey Gilsdorf.

**M. LAMPERT & B.  
VAN ZOMEREN  
PETITIONS TO  
USE TCD #37 AS  
OUTLETS**

President Vavra opened the Public Hearing to Consider the Petition from Mark Lampert to use TCD #37 as an outlet for NW1/4 Except Lot A of NW1/4NE1/4& NE1/4NW1/4, Section 19, Eldorado Township, Range 44, #16-0065-000 and the Public Hearing to Consider Petition for Barnard Van Zomeren to Use TCD #37 as an Outlet for E1/2 SW1/4 Section 12, Eldorado Township, Range 44, #16-0074-001. Engineering staff stated that the design of TCD #37 is based on a 10-year, 24-hour rain event to benefit the existing Watershed and that TCD #37 could handle these two permits as outlets. Attorney Tom Athens reviewed three options to the Board – to add the two properties to the ditch system with unrestricted access to TCD #37 as an outlet; add the permitted property to the ditch system with access limited to the permitted project; to deny either or both petitions. Upon motion by Wold, seconded by Dahlen and carried unanimously, Board Managers approved the petitions of both property owners to use TCD #37, as an outlet for the permitted projects. Engineering staff will calculate the entrance fees.

The meeting was adjourned at 3:15 pm.