

**APPROVED** (September 4, 2018)  
**REGULAR MEETING OF THE BOARD OF MANAGERS OF THE  
MIDDLE- SNAKE-TAMARAC RIVERS WATERSHED DISTRICT  
HELD AT 453 NORTH MCKINLEY STREET, WARREN, MN  
8:30 A.M. August 20, 2018**

The meeting was called to order by President John W Nelson. Managers John W Nelson, Brad Blawat, Bill Petersen and Roger Mischel were present. Manager David Bakke was not present. Joel Praska, LeRoy Vonasek, Tony Nordby, Kyle Schlomann, Tyler Larson, Connie Kujawa, Jeremy Misselhorn, Ken Johnson, Lon Aune, Jarod Peterson and Rolland Miller were also present.

Motion by Mr. Roger Mischel, seconded by Mr. Bill Petersen that the agenda be approved, as amended with the correction to permit (18-084). Motion unanimously carried.

Manager, Mr. Robert Kovar, joined the meeting at approximately 8:34 a.m.

Motion by Mr. Bill Petersen, seconded by Mr. Roger Mischel that the minutes of the August 6, 2018 meeting be approved, as presented. Motion unanimously carried.

The financial report was reviewed and filed for audit purposes.

Motion by Mr. Robert Kovar, seconded by Mr. Brad Blawat that the following bills be paid: from the Administrative Funds, that payroll checks numbered 6241 through 6250 inclusive for a total of \$13,939.57; that checks numbered 17980 through 18005 inclusive, including ACH withdrawal and service charge for a total of \$14,843.16; from the Project funds that checks numbered 2919 through 2934 inclusive, for a total of \$115,453.91; and from the Ditch Funds that checks numbered 3206 through 3220 inclusive, including the service charge, for a total of \$69,967.36 be paid. Motion unanimously carried.

The following permit was tabled until Polk County determines if the lands can be added to the benefited area of County Ditch #42:

1) Permit (18-069) Jarod Peterson & Dwight Peterson to install 760 acres drain tile; (2) 10 HP (3,500 GPM) VFD pumps; ¼" coefficient; 50' & 100' spacing, outletting into N Township road ditch, Section 15 & 14, Brislet Township. (Motion by Mr. Roger Mischel, seconded Mr. Robert Kovar)

The following permits were unanimously approved:

2) Permit (18-062) to MC Highway Department to remove (2) 36" RCP culverts and replace with a 52" x 77" CMPA, County Ditch #42, SE4, Section 14, Foldahl Township. (Motion by Mr. Robert Kovar, seconded by Mr. Bill Petersen).

Lon Aune left the meeting at approximately 9:02 a.m.

3) Permit (18-076) to Jarod Peterson to install a field crossing with an 18" culvert, NW4 NE4, Section 15, Brislet Township. (Motion by Mr. Robert Kovar, seconded Mr. Brad Blawat).

4) Permit (18-080) to Jarod Peterson to install 155 acres drain tile; 5 HP (800 GPM) VFD pump; ¼" coefficient; 80' spacing; provided the existing culvert outletting into Judicial

**APPROVED (September 4, 2018)**

Ditch #1 is used as the outlet (Sta 585+00), SW4, Section 18, Farley Township. (Motion by Mr. Robert Kovar, seconded Mr. Roger Mischel).

5) Permit (18-081) to Jarod Peterson to install 155 acres drain tile; 5 HP (800 GPM) VFD pump; ¼" coefficient; 80' spacing; provided the existing culvert outletting into MC Ditch #41 is used as the outlet, SE4, Section 34, Vega Township. (Motion by Mr. Robert Kovar, seconded Mr. Bill Petersen).

6) Permit (18-082) to Jarod Peterson to install 155 acres drain tile; 5 HP (800 GPM) VFD pump; ¼" coefficient; 80' spacing; NW4, Section 25, Warrenton Township, provided MN DOT specs prove the water drains South. (Motion by Mr. Bill Petersen, seconded Mr. Roger Mischel).

Jared Peterson left the meeting at approximately 9:45 a.m.

7) Permit (18-083) to Ken Johnson to install 144 ac drain tile; 3/8" coefficient; 35' spacing; outlet to SE4 of Section 23, N2 S2, Section 24, Big Woods Township. (Motion by Mr. Brad Blawat, seconded Mr. Robert Kovar)

8) Permit (18-084) to Ken Johnson to install 40 acres drain tile in S 40 acres; 3/8" coefficient; 10 hp (1100 gpm) VFD pump; 35' spacing; out letting to Swift Coulee, SE4, Section 2, Warrenton Township. (Motion by Mr. Robert Kovar, seconded Mr. Roger Mischel)

9) Permit (18-075) to Enbridge Energy Lpt to replace Line 3 of pipeline with new 36" pipe along Enbridge's mainline corridor. (Motion by Mr. Brad Blawat, seconded Mr. Bill Petersen).

Nate Dalager, HDR Engineering, joined the meeting at approximately 9:47 a.m.

10) Permit (18-078) to Jordan Johnson to install 312 acres drain tile; 3 gravity outlets; ¼" coefficient; 44' spacing, outletting into Judicial Ditch #1, NW4, NE4 SW4, NW4 SE4, & W2 NE4, Section 21, Sandsville Township. (Motion by Mr. Bill Petersen, seconded Mr. Robert Kovar).

11) Permit (18-079) to Tim Sedlacek to install 80 acres drain tile; gravity outlet (376 GPM); ¼" coefficient; 40' spacing, out letting into Judicial Ditch #1 (sta 611+40), N2 SE4, Section 18, Farley Township. (Motion by Mr. Roger Mischel, seconded Mr. Brad Blawat).

The following permits were Administratively Approved and reviewed:

12) Permit (18-071) to Richard Nelson to extend the inlet end of a 36" culvert by 20' on Watershed Ditch #5 (Sta 38+74) NE4, Section 9, Esther Township.

13) Permit (18-072) to Tamarac Township to remove a 30" x 36' culvert and replace with a 30" x 50' culvert, same location and elevation, SW4, Section 31 Tamarac Township and SE4, Section 36 Parker Township.

14) Permit (18-073) to MN Dept of Transportation to replace a 24" culvert with a 24" x 50' culvert, SE4, Section 23, Deerwood Township.

**APPROVED (September 4, 2018)**

15) Permit (18-074) to Craig Halfmann to widen a field crossing and extend a 24" culvert, NW4, Section 17, Augsburg Township.

16) Permit (18-077) to Oak Park Township to remove and replace an existing 24" culvert, same location and elevation, SE4, Section 14, Oak Park Township.

Motion by Mr. Robert Kovar, seconded by Mr. Roger Mischel to recess the regular meeting for purposes of conducting the scheduled and noticed Hearing on the 2019 Budget. Motion unanimously carried.

The regular meeting was recessed at approximately 9:57 a.m.

Motion by Mr. Roger Mischel, seconded by Mr. Bill Petersen that the 2019 Budget Hearing be convened. Motion unanimously carried.

The 2019 Budget Hearing convened at 10:00 a.m.

Chairman Nelson entertained comments from the public regarding the proposed 2019 Budget. There being no comments the following motion was adopted:

Motion by Mr. Roger Mischel, seconded by Mr. Robert Kovar to adopt the 2019 Administrative and Project Fund levies as follows:

Building Maintenance	40,000	Legal/Profession/Administrative Services	53,000
Utilities	5,500	Managers Per Diem/Expenses	25,000
Supplies/Equipment	16,000	Association Dues	7,416
Telephone	5,000	Employee Mileage/Expenses	3,000
Publication/Printing	6,000	Vehicle Expenses	12,000
Postage	2,000	Employee Payroll/Fringes	268,000
Miscellaneous	700	Project Construction	48,384
Insurance	28,000	USGS Stream Gage & Cost Share	8,500
Property Taxes	56,000	Stream Maintenance	3,500
			<b>553,800</b>
		Less Estimated Project Expenses	303,800
		Net Administrative Budget	<b>250,000</b>

2) That the secretary certify to the Auditors of Marshall, Polk, Pennington, Kittson and Roseau Counties an Administrative Fund Levy of \$250,000;

3) That the secretary certify to the Auditors of Marshall, Polk, Pennington, Kittson and Roseau Counties a Project Fund Levy of .0048360 percent of the Estimated Market Value of all taxable property within the District. Motion unanimously carried.

Motion by Mr. Bill Petersen, seconded by Mr. Brad Blawat, the Secretary certify the following Ditch repair and maintenance levies, to the Auditors of Marshall, Polk and Pennington Counties:

<u>Drainage System No</u>	<u>Percent (Benefits)</u>	<u>Levy Projected Receipts</u>
JD #1		
Marshall	4.12%	20,484
Polk	1.37%	43,412
WD #2		
Marshall	.99%	401
SD #3		

APPROVED (September 4, 2018)

Marshall	12.00%	11,812
WD #4		
Marshall	.99%	968
Polk	2.25%	800
WD #5		
Polk	.50%	12,840
BRF	4.251%	109,167
WD #6		
Polk	.50%	9,703
BRF	3.611%	70,079
WD #7		
Marshall	0.50%	1,522
Polk	0.50%	170
WD #7-Imp		
Marshall	0.75%	570
Polk	0.75%	406
JD #14		
Marshall	3.00%	29,516
Pennington	5.00%	16,470
JD #15		
Marshall	2.75%	42,230
JD #16		
Marshall	.50%	4,646
JD #17		
Marshall	0.00%	0
Polk	1.00%	6,271
JD #20		
Marshall	1.50%	35,323
JD #21		
Marshall	0.50%	1,399
JD #24		
Marshall	0.10%	247
Polk	0.10%	92
JD #25-I		
Marshall	4.00%	15,546
Polk	4.00%	22,841
Pennington	4.00%	2,161
JD #25-II		
Marshall	4.00%	2,832
Polk	4.00%	17,118
Pennington	4.00%	10,802
JD #28		
Marshall	20.00%	11,198
JD #29		
Marshall	2.50%	55,947
CD #39		
Marshall	.99%	1,244
CD #39 Improvement		
Marshall	.99%	1,073
CD #43		
Polk	3.00%	35,284
CD #44		
Polk	1.70%	17,018
JD #68		
Polk	0.10%	248
JD #75		
Polk	3.00%	109,603
CD #175		

APPROVED (September 4, 2018)

Polk	2.75%	32,464
PL 566 (lien)		
Marshall	0.26147%	30,473
PL 566 (maint)		
Marshall	0.150%	17,480
PL 566 (operation)		
Marshall	0.029%	3,380

Motion unanimously carried.

Motion by Mr. Roger Mischel, seconded by Mr. Bill Petersen that the 2019 Budget hearing be closed and the regular meeting be resumed. Motion unanimously carried.

The 2019 Budget hearing was closed and the regular meeting resumed at approximately 10:10 a.m.

Administrator Praska presented and reviewed the Viewer's Report prepared by H2Overviewers, on the Determination and Redetermination of Benefits of Polk County Ditch #175. The Board deferred accepting the Viewer's Report, stating they would like to review the report and requested this be an agenda item for the September 4, 2018 meeting. Administrator Praska also distributed the Final Engineers Report, prepared by Pribula Engineering, with the adjustments made to the report as requested by the Board at the August 6, 2018 meeting.

A discussion was held concerning how many miles of sediment removal should be done on Judicial Ditch #20 Branch B. Administrator Praska stated there are approximately 8 miles with the approximated cost of \$5,000.00 per mile. It was consensus of the Board to proceed with the sediment removal, beginning at the outlet end, once the crops in the vicinity of the work have been removed.

Randy Huderle joined the meeting at approximately 10:27 a.m.

Dean Peterson joined the meeting at approximately 10:30 a.m.

Administrator Praska reported the following bids were publicly received and opened on August 13, 2018, at the District office, for the Outlet Repair of Judicial Ditch #1:

M & M Contractors	\$270,724.05
Triple D Construction	\$237,357.20
Red Lake Builders	\$327,578.45
Zavoral Construction	\$205,867.40
Gladen Construction	\$314,813.70

Administrator Praska stated the bids were audited and the bid bond of the apparent low bidder was forwarded to Attorney Jeff Hane for review, and Attorney Hane has verified the bid bond meets the requirements.

Motion by Mr. Robert Kovar, seconded by Mr. Brad Blawat that the District accept the bid of Zavoral Construction, in the amount of \$205,867.40, for the Outlet Repair of Judicial Ditch #1. Motion unanimously carried.

Tony Nordby stated he will be scheduling a pre-construction meeting with Zavoral Construction, later this week.

APPROVED (September 4, 2018)

Technician, Danny Omdahl, joined the meeting at approximately 10:30 a.m.

Tony Nordby reported he determined the cost to repair the sloughing on County Ditch #43, in section 8 of Angus Township, at approximately \$50,000.00. The Board directed Tony Nordby to check with the Polk County SWCD to see if funding is available to assist with the cost of the rock structures and side inlets.

A discussion was held with Randy Huderle and Dean Peterson regarding unpermitted work on section line 5/8 Brandt Township, performed by Randy Huderle on Judicial Ditch #25-2. A profile survey was displayed on the SmartBoard. Mr. Peterson stated he would like the Board to declare, by motion, that the South spoilbank to be designated by 1 foot higher than the North side in this reach. He said he intends to build up a low area, depicted on the survey, in the westerly 40 acre parcel of section 8.

Mr. Huderle stated he would like to continue to haul dirt from the south spoil to the north spoil to better protect the property. He said the current work is a continuation of the work in 2016, which the Board did not request he apply for a permit. The original ditch construction had all of the spoil placed on the south side of the ditch. The result is that the property in section 5 regularly floods, causing severe erosion. He would also like the ditch to be surveyed for sediment. Technician Omdahl suggested the District perform additional survey work and that Mr. Huderle and Mr. Peterson submit permit applications for their proposed work. The Board directed the District staff to survey the area, prepare a design, and permit applications be submitted by Randy Huderle and Dean Peterson.

Dean Peterson and Randy Huderle left the meeting at approximately 11:05 a.m.

Administrator Praska reported the District received a contract from the Marshall County SWCD, for financial assistance in the Repair of State Ditch #3. He stated the total cost of proposed work is \$67,190.00 and if the contract is approved by the Marshall County SWCD Board, they would provide funding in the amount of \$42,955.00, which would leave the District's portion to be \$24,235.00.

Motion by Mr. Bill Petersen, seconded by Mr. Robert Kovar that the Chairman be authorized to execute the Operation and Maintenance Plan as presented, with the Marshall County SWCD, for assistance in the Repair of State Ditch #3. Motion unanimously carried.

The Board directed, Tony Nordby to seek quotes for the Repair of State Ditch #3, pending the Contract with the Marshall County SWCD is approved. Administrator Praska inquired if the Board would authorize him to accept the low quote. The Board requested this be added to the September 4, 2018 agenda.

Technician Omdahl reported the traffic gate Northwest outlet of the Brandt/Angus Impoundment was damaged, but is still functional.

Nate Dalager, HDR Engineering, reported they have finished the survey work, they are in the final stages of finishing the Preliminary Engineers Report, and are pursuing funding with the Red River Watershed Management Board for the Newfolds/Middle River Project. He also reported he solicited and received the following quotes to perform soil borings:

NTI	\$18,965.00
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APPROVED (September 4, 2018)

Interstate Services	\$21,600.00
Terracon	\$23,575.00

Motion by Mr. Robert Kovar, seconded by Mr. Brad Blawat that HDR Engineering be directed to accept the quote of NTI, in the amount of \$18,965.00, to perform soil borings for the Newfolden/Middle River Project. Motion unanimously carried.

Administrator Praska reported the CRP contract on the Angus/Oslo #1 property is not eligible for a one year extension. He stated the property may be eligible when the new farm bill passes in 2019.

Administrator Praska also reported the CRP contract, on approximately 68 acres, on the Agassiz Valley Water Resource Management Project has been granted a 1 year extension, while the other approximate 69 acres were able to be enrolled in a 15 year contract.

Correspondence from the Minnesota Association of Watershed Districts regarding the 2018 Resolutions Process and Timeline was distributed.

Due to the absence of Manager, David Bakke, the presentation of the plaque will be added to the September 4, 2018 agenda.

It was announced the Red River Watershed Management Board meeting will be held on August 21, 2018, at the Red Lake Watershed District, in Thief River Falls, with a tour of the Newfolden/Middle River Project, Black River Impoundment Project and Westside Flood Damage Reduction Project, to follow.

Connie Kujawa reported she will be attending the COGNA meeting in Erskine, Minnesota on August 21, 2018.

The following meetings were announced:

September 4, 2018-Regular Meeting, 8:30 a.m., District Office  
September 17, 2018-Regular Meeting, 8:30 a.m., District Office

By unanimous consent, the meeting was adjourned at approximately 11:44 a.m.

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Connie Kujawa  
Recording Secretary

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Roger Mischel  
Assistant Secretary/Treasurer