

February6(a)2017.min

APPROVED (February 21, 2017)
**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. February 6, 2017**

The meeting was called to order by President Ben Kleinwachter, at approximately 8:40 a.m. Managers David Bakke, Brad Blawat, Ben Kleinwachter and Robert Kovar were present. Managers Roger Mischel and John W Nelson were not present. Tony Nordby, Connie Kujawa, Brent Silvis, Christina Slowinski, Dillon Nelson, Naomi Goral, LeRoy Vonasek, Nate Dalager and Rolland Miller were also present.

Motion by Mr. Robert Kovar, seconded by Mr. Brad Blawat that the agenda be approved, as amended, to include update on District website. Motion unanimously carried.

Motion by Mr. David Bakke, seconded by Mr. Brad Blawat that the minutes of the January 17, 2017 meeting be approved, as presented. Motion unanimously carried.

Naomi Goral, Administrator of the Red River Watershed Management Board gave an update on what the Red River Watershed Board is doing and reviewed the programs, studies, testing and monitoring projects that are and have been funded by the Red River Watershed Management Board.

Administrator Silvis reported that it appears that damages have not been paid on some ditch systems within the District for the establishment of a grass strip. He stated he would like to make the grass strips a top priority matter and requested the District advertise for an Engineer Tech 1 position, to assist in the implementation of the grass strips, surveying and other duties.

Motion by Mr. Robert Kovar, seconded by Mr. Brad Blawat that Administrator Silvis be authorized to advertise for a full-time Engineer Tech 1 position. Motion unanimously carried.

Tony Nordby, Houston Engineering, gave an update on the Judicial Ditch #14 Project Team meeting, held January 31, 2017. He reported, the hydraulic and hydrology report and the feasibility study were reviewed. He stated the next step would be to develop a purpose and need for the project. Administrator Silvis and Tony Nordby will work on developing the purpose and need report.

Dillon Nelson, HDR Engineering, gave a recap of the Newfolden/Middle River Project Team meeting held on January 31, 2017. He stated the various alternatives were reviewed along with the benefits and the purpose and need to alleviate flooding within the Middle River subwatershed.

Nate Dalager, HDR Engineering, discussed the proposed scope of services to develop a Flood Damage Reduction project to remove the City of Newfolden from the flood plain. He stated the proposed alternatives will need to be narrowed down, funding options explored, and meetings held with affected landowners. It was the consensus of the Board, that HDR Engineering proceed with cost estimates for the proposed alternatives, seek funding options, and have discussions with the affected landowners.

APPROVED (February 21, 2017)

Administrator Silvis reported that he inadvertently stated, at the last meeting, that the rental agreement on the lands at Agassiz Valley Water Resource Management Project have expired, which was incorrect.

Motion by Mr. Robert Kovar, seconded by Mr. David Bakke that the minutes of the January 17, 2017 meeting, be amended, to remove the Agassiz Valley property from those properties whose rental agreements have expired. Motion unanimously carried.

Administrator Silvis reported he received four bids, ranging from \$2,275.00 to \$3,766.25, for alternate heating at the Omdahl house. He stated the bids do not include electrical work that may be needed or the lease of a propane tank.

Motion by Mr. Robert Kovar, seconded by Mr. Brad Blawat that Administrator Silvis accept the bid of \$2,275.00, for an Empire 65,000 BTU propane heater, as an alternate heat source in the Omdahl house. Motion unanimously carried.

Administrator Silvis reported a data practice request has been received from an individual from Middle River, Minnesota and the request has been satisfied.

Motion by Mr. Brad Blawat, seconded by Mr. Robert Kovar that the District solicit and advertise for equipment rental bids for the 2017 construction season. Motion unanimously carried.

Motion by Mr. David Bakke, seconded by Mr. Brad Blawat that the proposed changes to the District Personnel Policy be adopted, as presented. Motion unanimously carried.

Motion by Mr. Robert Kovar, seconded by Mr. Brad Blawat that the District pay the 2017 dues to the Minnesota Viewers Association, in the amount of \$150.00. Motion unanimously carried.

The Board reviewed the proposed contract with Keystone Waters, LLC, to perform the PRAP review.

Motion by Mr. Brad Blawat, seconded by Mr. Robert Kovar that the District accept the contract with Keystone Waters LLC, to perform the PRAP review. Motion unanimously carried.

Administrator Silvis reported the Permit Committee met on January 30, 2017, to review the preliminary permitting rules and guidelines and Christina Slowinski is preparing the final draft for the Board's review. He stated the draft will be forwarded to the Managers once it is completed.

Administrator Silvis stated he interviewed an individual for the part time clerical position. He stated the primary duties would be digitizing the District records, building a culvert database and constructing a database of ditch inspections.

Motion by Mr. Robert Kovar, seconded by Mr. Brad Blawat that Administrator Silvis, be authorized to offer Perlie Johnson, a part-time position, for approximately 10 hours per week, at a rate of \$12.50 per hour. Motion unanimously carried.

Administrator Silvis reported Attorney Jeff Hane, is working on a letter to Lind Brothers, in regards to the permit (16-061) violation.

APPROVED (February 21, 2017)

The insurance policies of the District, currently in effect for 2017, were distributed for the Board's review.

Christina Slowinski reported she is putting the finishing touches on the District's new website, and that it should be live by end of the week.

A discussion was held on the upcoming hearing scheduled by the Marshall County Commissioners, on March 2, 2017, to hear the concerns of landowners within the Watershed District.

It was announced the Minnesota Legislative Breakfast, Reception and Day at the Capital is scheduled for March 29-March 30, 2017 at the Embassy Suites, in St. Paul, Minnesota. Managers Ben Kleinwachter, John W Nelson and possibly Robert Kovar will be attending, as will Administrator Silvis.

The following meetings were announced:

- February 13, 2017-Drainage & Wetland Conference, St. Cloud, MN
- February 16, 2017-Swift Coulee Project Team, 10:00 a.m., Bremer Bank, Warren
- February 21, 2017-Regular Board Meeting, 8:30 a.m., District Office, Warren
- February 21, 2017-RRWMB Meeting, 9:30 a.m., RLWD, Thief River Falls
- February 21, 2017-Flood Damage Reduction Work Group Meeting, 1:00 p.m.,
RLWD, Thief River Falls
- March 22-23, 2017-RRWMB/FDRWG Conference-Courtyard by Marriott, Moorhead
- March 29-30-MAWD Legislative Reception/Breakfast, Embassy Suites, St. Paul
- June 21-23, 2017-MAWD Summer Tour, Bemidji

By unanimous consent, the meeting was adjourned at approximately 11:00 a.m.

Connie Kujawa
Recording Secretary

David Bakke
Secretary