

July17(a)2017.min

**APPROVED** (as corrected August 7, 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. July 17, 2017**

The meeting was called to order by President Ben Kleinwachter. Managers John W Nelson, Roger Mischel, David Bakke, Ben Kleinwachter, Bill Petersen and Brad Blawat were present. Manager Robert Kovar was not present. Connie Kujawa, Tony Nordby, Christina Slowinski, Kyle Schlomann, Dillon Nelson, LeRoy Vonasek, Nick Pribula and Roger Mathsen were also present.

Motion by Mr. John W Nelson, seconded by Mr. Bill Petersen that the agenda be approved, as amended, with the addition of Project Prioritization, Employee resignation, Transition plan and the removal of permit #3. Motion unanimously carried.

Motion by Mr. David Bakke, seconded by Mr. Roger Mischel that the minutes of the July 3, 2017 meeting be approved, as corrected. Motion unanimously carried.

Loren Zutz joined the meeting at approximately 8:35 a.m.

Motion by Mr. John W Nelson, seconded by Mr. Brad Blawat that the agenda be amended to include the payment of bills. Motion unanimously carried.

The financial report was reviewed and filed for audit purposes.

Motion by Mr. John W Nelson, seconded by Mr. Bill Petersen that the following bills be paid: from the Administrative Funds, that payroll checks numbered 6095 through 6105 inclusive for a total of \$15,508.82; that checks numbered 17515 through 17552 inclusive, for a total of \$54,465.16; from the Project funds that checks numbered 2765 through 2780 inclusive, for a total of \$45,087.67; from the RRWMB Fund, check #181 for a total amount of \$70,632.88; and from the Ditch Funds that checks numbered 3087 and 3094, including the service charge, for a total of \$50,758.22 be paid. Motion unanimously carried.

Loren Zutz addressed the Board to discuss a letter he received from the District Administrator and the lawsuit filed by the District against him in regards to the seeding of the grass strip on Judicial Ditch #25-1. He requested the Board follow Administrative procedures, to get the grass strip seeded, however, he did not specify what procedures are not being followed. He also stated he has no issue of allowing access to the seeding of the grass strip so long as the District remains off his property. Mr. Zutz stated before any seeding takes place, he wishes to remove the dirt from the dike he constructed. The Board directed Mr. Zutz to submit a permit application to remove the dike.

Loren Zutz left the meeting at approximately 9:00 a.m.

Nick Pribula, Pribula Engineering, presented the Preliminary Engineers Report for the Improvement of County Ditch #175 and the Watershed Ditch #5 Outlet. The Board informed Mr. Pribula, that they will have the District Engineer, Tony Nordby, and the District Attorney, John Kolb review it to determine if it meets the requirements, and it will be added to the next meeting agenda.

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The following permits were unanimously approved:

1. Permit (17-049) to Andrew Muer with Widseth Smith & Nolting, on behalf of MCHD, to replace the existing bridge 7474 over the Snake River with proposed bridge 45578 (station 10+00), and grade 2400' of approach to match the new structure, N2 of Section 25, Oak Park Township. (Motion by Mr. John W Nelson, seconded by Mr. Roger Mischel)
2. Permit (17-050) to Jeff Gryskiewicz to install a field crossing with an 18" CSP on the south side of CR #30, NE4 NW4, Section 27, Wanger Township. (Motion by Mr. Roger Mischel, seconded Mr. David Bakke)

Tony Nordby, Houston Engineering, stated the proposed works to reslope Judicial Ditch #29 Main would be to stabilize the bottom and install rock structures within the channel. He also reported that the Marshall County SWCD may help fund the installation of rock structures in Lateral 1 and Lateral 2 and that he will have cost estimates and a plan prepared to present at the next meeting of the Board.

Tony Nordby announced all the easements for the Repair of Judicial Ditch #75 have been signed and notarized.

Motion by Mr. John W Nelson, seconded by Mr. Bill Petersen that checks numbered 3095-3105 inclusive, for a total of \$47,491.80 be paid from the Judicial Ditch #75 ditch fund account for the permanent and temporary easements and for the recording fee of the easements. Motion unanimously carried.

Motion by Mr. John W Nelson, seconded by Mr. Brad Blawat that the Chairman and Secretary be authorized to execute the Memorandum of Agreement regarding Township Roads with Sandsville Township. Motion unanimously carried.

Tony Nordby stated the Contract with Gladen Construction for the Repair of Judicial Ditch #75 has a start construction date of September 1, 2017, however, he is requesting approval to change the start date, to a sooner date, provided the District's legal council finds the Contract, Performance and Payment Bonds meet requirements.

Motion by Mr. Bill Petersen, seconded by Mr. David Bakke to allow the District Engineer to change the construction start time of Gladen Construction for the Repair of Judicial Ditch #75, provided the Contract, Performance and Payment Bonds meet requirements. Motion unanimously carried.

Kyle Schlomann met with Tony Nordby at the Houston Engineering office, in Thief River Falls, to gain instruction on HEC-RAS software and to review the hydraulics analysis of Judicial Ditch #1. Tony Nordby stated he will have a report of the hydraulic analysis ready for the next regular meeting.

Roger Mathsen left the meeting at approximately 10:00 a.m.

It was announced a Project Team meeting on the JD #19 RCPP is scheduled for July 26, 2017, at 10:00 a.m., at the Strandquist Community Center.

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Motion by Mr. John W Nelson, seconded by Mr. Roger Mischel that Mr. Bill Petersen and Mr. David Bakke be appointed the District's representatives on the JD #19 RCPP project team. Motion unanimously carried.

Mr. David Bakke left the meeting at approximately 10:15 a.m.

Christina Slowinski reported Attorney John Kolb has reviewed the proposed Permit and Drainage Policy of the District and has suggested some changes. She stated she is incorporating the changes in the policy and requested a meeting be scheduled with the Policy Committee. Christina was directed to schedule a meeting of the Committee and present the proposed Permit and Drainage Policy at the next meeting.

Connie Kujawa reported that Brent Silvis was the District's representative to the MPCA Snake River WRAP. Upon his termination from employment, a new LGU representative will need to be appointed. The Board directed Connie Kujawa to contact Julie Blackburn of RESPEC to request some time for the Board to make a new appointment.

A discussion was held concerning prioritizing the projects the District is currently working on. The staff was directed to make a list of all current projects and where they are in the process. The list is also to include the status of the grass strips.

The Board reviewed two resumes received for the vacant Administrator position.

Motion by Mr. John W Nelson, seconded by Mr. Brad Blawat that the Personnel Committee be authorized to schedule interviews with qualified candidates as they are received. Motion unanimously carried.

Christina Slowinski submitted her resignation from the District, effective September 1, 2017.

Motion by Mr. Bill Petersen, seconded by Mr. John W Nelson, that the District advertise for an Engineer Tech II position. Motion unanimously carried.

In other business, Mr. John W Nelson requested a map depicting the ditches that will be sprayed. Christina Slowinski will provide a map.

Dillon Nelson, HDR Engineering, requested the Confer Ring Dike be added to the next meeting agenda. He also reported the Newfolden Project Team met on July 10, 2017 and will be submitting the Purpose and Need to the MPCA.

The following meetings were announced:

- RRWMB-July 18, 2018, 9:30 a.m., East Grand Forks
- Brandt-Angus/JD #14 Tour-July 19, 2017, 9:30 a.m., Grand Forks
- Middle Snake WRAPS Outreach Event-July 27, 2017, 4:00 p.m., Argyle
- August 7, 2017-Regular Meeting, 8:30 a.m., District Office

By unanimous consent, the meeting was adjourned at approximately 11:20 a.m.

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Connie Kujawa  
Recording Secretary

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David Bakke  
Secretary