The meeting was called to order by President Ben Kleinwachter. Managers Ben Kleinwachter, John W Nelson, David Bakke and Jim Jubie were present. Managers Robert Kovar, Roger Mischel and Brad Blawat were not present. Tony Nordby, Connie Kujawa, Christina Slowinski, Brent Silvis, LeRoy Vonasek, Dillon Nelson, Sig Selnas, Ted Dvorak, John Wawrzyniak, Dean Danielski, Richard Abrahamson, Rolland Miller and Todd Dvorak were also present.

Manager Mr. Robert Kovar joined the meeting at approximately 4:02 p.m.

Motion by Mr. David Bakke, seconded by Mr. John W Nelson that the agenda be approved, as presented. Motion unanimously carried.

Motion by Mr. John W Nelson, seconded by Mr. Jim Jubie that the minutes of the October 3, 2016 meeting be approved, as corrected. Motion unanimously carried.

Earl McGregor and Joey McGregor joined the meeting at approximately 4:05 p.m.

The financial report was reviewed and filed for audit purposes.

Motion by Mr. Robert Kovar, seconded by Mr. David Bakke that the following bills be paid; from the Administrative Funds: that payroll checks numbered 5993 through 6004 inclusive for a total of $12,237.20; that checks numbered 17181 through 17212 inclusive, including the service charge, for a total of $20,396.89; from the Project funds that checks numbered 2669 through 2679 inclusive, including the wire transfer fee, for a total of $41,655.96; and from the Ditch Funds that checks numbered 3006 through 3015, inclusive, including the service charge, for a total of $15,148.12 be paid. Motion unanimously carried.

Ted Dvorak, Earl McGregor and Joey McGregor stated their recollection of the installation of the 48" culvert, in the NW4 of Section 24, Sandsville Township. They said years ago high water took the culvert out and at that time the Watershed District had the culvert repaired. Ted Dvorak stated he believes the culvert was installed in the 1960’s, which was before the District was established. The Board questioned whether there would be enough material available for the repair. Todd Dvorak stated material would be available if the District proceeds with the repair.

Motion by Mr. John W Nelson, seconded by Mr. David Bakke that the District staff review District records to determine if and when any culvert work was done in the NW4 of Section 24 of Sandsville Township and to check with Polk County for any documents pertaining to Judicial Ditch #1 prior to the ditch being turned over to the District, and relay the information to Attorney John Kolb for his review and if the advice received from Attorney John Kolb is favorable, the District Administrator be authorized to have the culvert, in the NW4 of Section 24 of Sandsville Township repaired or replaced. Motion unanimously carried.
Regular Meeting Minutes
October 17, 2016
Page-2

APPROVED (November 7, 2016)

Earl McGreogr, Joey McGregor and Ted Dvorak left the meeting at approximately 4:32 p.m.

Administrator Silvis reported he and Danny Omdahl attended a meeting with landowners, Ruth Anne Franke and Representative Dan Fabian on October 11, 2016 in Karlstad, Minnesota to discuss options to improve the drainage, in the vicinity of the Florian WMA in Section 23 of Wright Township. He stated the problem is water is backing up within the WMA then spilling westward over the ridge. He reported some possible solutions would be to remove the beaver dam(s) plugging the outlet channel, burning of the cattails within the Florian WMA and reinsertion of a culvert which would move water west along the North side of County Road #30.

Richard Abrahamson and John Wawrzyniak stated the water could go North if a culvert was installed and the ditch along Section 26 of Wright Township was cleaned.

The Board directed Administrator Silvis to attend the Marshall County Commissioner’s meeting to discuss the landowner concerns regarding the drainage in the vicinity of the Florian WMA.

Richard Abrahamson and John Wawrzyniak left the meeting at approximately 4:54 p.m.

Sig Selnas discussed the request of Preston Solberg to tile the NW4 and the NE4 of Section 6 of McCrea Township. He stated he is not opposed to the tiling request, however, he has concerns that the Marshall County #33 road ditch cannot take on more water as the ditch is already full of water due to the overgrowth of cattails and Marshall County has not maintained the ditch.

Motion by Mr. John W Nelson, seconded by Mr. Robert Kvar that permit (16-084) of Preston Solberg to install 40 acres of drain tile; ¾’’ coefficient; 120’ spacing on the W ¾ and 40’ spacing on the E ¾; with a gravity outlet in the NW corner, in the NW4 & NE4 of Section 6, McCrea Township, be tabled until a workable outlet can be determined. Motion unanimously carried.

Christina Slowinski was directed to contact Preston Solberg and Sig Selnas and see if both parties are willing to work with Marshall County on this matter and share the cost of cleaning Marshall County ditch #33.

Sig Selnas left the meeting at approximately 5:14 p.m.

The following permits were unanimously approved:

1) Permit (16-074) to Chad Anvinson to install a 24” steel CL culvert with a trap, thru CSAH #22, from the SE4 SW4 south into WD #5, in the SW4 of Section 12 of Esther Township, with the condition a permit is granted by Polk County. (Motion by Mr. John W Nelson, seconded Mr. Jim Jubie)

2) Permit (16-081) to Halfmann Farms to install an 18” CSP and field crossing, SE4 of Section 2, Sinnott Township. (Motion by Mr. John W Nelson, seconded Mr. Robert Kvar)
3) Permit (16-082) to Todd Dvorak to install 160 ac drain tile; ¼" coefficient; 40' spacing; 7.5 HP VFD (752 GPM) pump; outletting into Cty Road ditch, SE4, Section 24, Sandsville Township, with Watershed District tiling conditions. (Motion by Mr. John W Nelson, seconded Mr. Robert Kovar)

4) Permit (16-083) to Steve Kovar to install an 18" culvert with flapgate into WD 5, at approximate station 410+00, on the northeast side of the NW4 section 13 Northland Township. Conditions: the outlet must have riprap for erosion control. (Motion by Mr. David Bakke, seconded Mr. Robert Kovar)

5) Permit (16-084) to Michael/Donald Hoff to install 156 ac drain tile; 3/8" coefficient; 40' spacing; 10 HP (1092 GPM) VFD pump, outletting into MN Trunk Hwy #220 East ditch and flowing North into CD #44; N2 SW4 and S2 NW4 of Section 21, Oak Park Township, with conditions of break in pipe, watershed tiling conditions and permission is received from State of Minnesota. (Motion by Mr. John W Nelson, seconded Mr. Jim Jubie)

The following permit was approved:

6) Permit (16-079) to Donald Yutrzenka/ Damon Stroble to install 272 ac drain tile; 3/8" coefficient; 50' spacing; 15 HP VFD (1923 GPM) pump; outletting into the Swift Coulee; NE4 and NW4 of Sec 2, Warrenton Township, with conditions of break in pipe and watershed tiling conditions. (Motion by Mr. John W Nelson, seconded Mr. David Bakke, with Mr. Jim Jubie opposing)

Motion by Mr. David Bakke, seconded by Mr. Jim Jubie that permit (16-078) of Damon Stroble to install a 24" side water inlet outletting into CD #3, NE corner of NW4 of Section 4, Warrenton Township, be denied, until the drainage area is reviewed to determine if there is adequate drainage to warrant the culvert. Motion unanimously carried.

Administrator Silvis gave a brief summary of the maintenance currently being conducted on the various ditches and projects of the District and what is anticipated to be completed by the end of the year.

Todd Dvorak left the left the meeting at approximately 6:00 p.m.

Administrator Silvis reported:

- Tony Nordby has provided a work plan for repairing the scour holes along Judicial Ditch #16, in Section 36/25 of Vega Township. The proposed work would include filling the hole with fill and rip rapping. He stated he contacted Harlan Boman, Supervisor of Vega Township, inquiring if the Township would be willing to cost share on the repair and he is waiting for a response from him.

- District staff have identified some areas on Judicial Ditch #20 that could be spot cleaned to remove sediment. The Board took no action but will address this matter when all the branches of Judicial Ditch #20 have been surveyed.

- a bill for ½ of the slough repair on Judicial Ditch #25-2 has been sent to Brandt Township for reimbursement as per the agreement. He also reported Houston
Engineering is monitoring a crack that occurred in the vicinity of the repair and the final payment to Olson Construction TRF is being retained in case the crack will need to be fixed.

- Houston Engineering is preparing a cost estimate to repair the sloughing issue on Judicial Ditch #29, in Section 15 of Parker Township. Administrator Silvis stated once the figures are calculated he will present them to the Parker Township officials.

- due to the amount of ditches within the District that require grass strips, he would like authorization to purchase "right-of-way" markers. The cost for 225 markers would be approximately $3,050.00 or $3,670.00 for markers with UV protection.

Motion by Mr. Robert Kvor, seconded by Mr. John W Nelson that Administrator Silvis be authorized to purchase 225 right of way markers at an approximate cost of $3,050.00. Motion unanimously carried.

Dillon Nelson of HDR Engineering presented the Middle River Subwatershed Feasibility Study. He stated the report has been completed to analyze the benefits of the various alternatives that are being explored to alleviate flood impacts within the subwatershed. The primary alternatives that are being explored include modifications to the railroad structures in the Middle River, East of MN State Hwy #59; a dike within the City of Newfolden; a diversion structure, and detention sites upstream and downstream of the City of Newfolden.

Dillon Nelson stated the next steps to consider would be to hold a meeting with the Project Work Team members to determine the project direction, communicate with potential funding partners, coordinate with landowners, and proceed with actions items assigned by the Watershed District and Project Team members.

The Board directed Administrator Silvis to work with HDR Engineering and schedule a meeting with the Middle River Project Work Team.

Dean Danielski left the meeting at approximately 6:50 p.m.

Administrator Silvis reported, that at the last meeting, he was directed to contact Loren Zutz, to see if he would be willing to cost share, the cost of the gravel, for the North access road at the Off Channel Storage Site. He stated Loren Zutz informed him that when he offered the use of the road to the District, the District committed to maintaining the road and thus he is not willing cost share on the gravel. The Board directed Administrator Silvis to contact Ronald J Adrian and get his recollection on this matter.

Chairman Kleinwachter executed the Grant Agreement, as authorized by the Board, with the Minnesota Department of Natural Resources for the Hydraulic Modeling of Alternative Floodway Options in the vicinity of Oslo, Minnesota.

Administrator Silvis reported the Northwest Minnesota Foundation is unable to manage the endowment funds the District received from the National Audubon. He stated he discussed this matter with Attorney Jeff Hane and it is his recommendation the Board have an investor attend a board meeting to discuss options on investing the endowment funds in municipal bonds.
Administrator Silvis presented a bill received from Town and Country Plumbing for repairs at the house located at the Agassiz Audubon Sanctuary and inquired if the Board wished to pay it.

Motion by Mr. Robert Kovar, seconded by Mr. John W Nelson that the bill to Town and Country Plumbing for repairs to the water softener located in the house at the Agassiz Audubon Sanctuary, be paid. Motion unanimously carried.

Administrator Silvis stated he is waiting to hear back from one of the contractors, who submitted a bid for shingling the house at the Agassiz Audubon Sanctuary, to verify the weight of the shingles and inquired how the Board wished to dispose of the old house. Administrator Silvis was directed to contact the Warren Fire Department to see if they are interested in burning down the old house as a training session.

Administrator Silvis reported he has been in contact with Matt Fischer, of the Board and Soil Water Resources, concerning performing a Level 3 Performance Review Report (PRAP) on the District. He also stated BWSR has cost share funding available to assist in the PRAP. Chairman Kleinwachter directed Administrator Silvis to prepare a proposal of how to address the PRAP recommendations for the next board meeting.

Administrator Silvis announced that Christina Slowinski will be attending the BWSR Academy on October 24 and October 26, 2016 in Brainerd, Minnesota.

Administrator Silvis reported:

- Danny Omdahl went on a tour with Representative Dan Fabian to view and discuss the proposed cattail removal project at the Agassiz Valley Water Resource Management Project.

- Connie Kujawa sent a report to the Board managers listing the starting times of past meetings of the Board and also the starting times of other Watershed Districts. Chairman Kleinwachter requested the Board review the report and give some thought as to whether the Board wishes to change the starting time of the Board meetings.

- the 2016 Minnesota Association of Watershed District’s Annual Meeting will be held on December 1-3, 2016 at the Arrowwood Conference Center in Alexandria, Minnesota. Managers Mr. John W Nelson, Mr. Ben Kleinwachter and Mr. David Bakke stated they will be attending, as will Administrator Silvis. Managers Mr. Roger Mischel and Mr. Brad Blawat will be contacted to see if they wish to attend.

Motion by Mr. Robert Kovar, seconded by Mr. John W Nelson that Mr. David Bakke and Mr. John W Nelson be appointed the MSTRWD delegates and Mr. Ben Kleinwachter be appointed the alternate delegate to the 2016 MAWD Annual Meeting. Motion unanimously carried.

Connie Kujawa reported the Minnesota Viewers Association dues have been paid for 2017.

It was announced the Red River Watershed Management Board meeting will be held on October 18, 2016, at the Red Lake Watershed District, in Thief River Falls, at 9:30 a.m.
Administrator Silvis stated Attorney John Kolb is still trying to schedule a mediation date with Marshall County Attorney Don Aandal and Loren Zutz regarding the seeding of the grass strip on Judicial Ditch #25-1.

The following meetings were announced:
- October 19, 2016-Judicial Ditch #75, 10:00 a.m., Tabor, MN
- October 24, 2016-CD #175, 2:00 p.m., Tabor, MN
- October 26-27, 2016-RCCP PL566 Watershed Planning Training, Fargo, ND
- November 7, 2016-Regular Board Meeting, 4:00 p.m., District office
- November 16, 2016-FDR Meeting, time and location TBD
- November 21, 2016-Advisory Committee Meeting, 1:30 p.m., Bremer Bank, Warren
- November 21, 2016-Regular Board Meeting, 4:00 p.m., District office
- November 30, 2016-ADA Meeting, Arrowwood Conference Center, Alexandria, MN

By unanimous consent, the meeting was adjourned at approximately 7:44 p.m.

Connie Kujawa
Recording Secretary

David Bakke
Secretary