

**REGULAR MEETING OF THE BOARD OF MANAGERS OF THE
MIDDLE- SNAKE-TAMARAC RIVERS WATERSHED DISTRICT
HELD AT 453 NORTH MCKINLEY STREET, WARREN, MN
8:00 A.M. AUGUST 18, 2003**

The meeting was called to order by Vice President Jim Johnson. Managers Jim Johnson, Jerome Potucek, Doug Sorenson, and Arlyn Stroble were present. Blake Sobolik and Ron Adrian were also present. Managers Carl Green, Alvin Nybladh, and Ron Osowski were not present.

Motion by Mr. Jerome Potucek, seconded by Mr. Doug Sorenson that the agenda be accepted as presented. Motion carried.

Motion by Mr. Arlyn Stroble, seconded by Mr. Jerome Potucek that the minutes of the meeting held July 21 and 30, be accepted as corrected. Motion carried.

Motion by Mr. Doug Sorenson, seconded by Mr. Arlyn Stroble that the treasurer's report be accepted as presented and that checks numbered 11786 through 11833 inclusive for a total of \$861,785.38 be paid from the administrative funds, and that checks numbered 2947 through 2961 inclusive, including the service charge, for a total of \$209.85 be paid from the petty cash funds; and that checks numbered 1995 through 1997 inclusive for a total of \$5,179.18 be paid from the ditch funds. Motion carried.

Correspondence was reviewed from the Senator Leroy Stumpf's office on the upcoming Flood Plain Zoning meeting; from the Board of Water and Soil Resources concerning section 404 court decision concerning ditches; from the Red River Basin Commission concerning the CREP program.

It was announced that the refinancing of the bonds for Judicial Ditch #75, Watershed Ditch #5 and Watershed Ditch #6 is not feasible at this time due to the low rate of return on the investments.

A discussion was held concerning removing of the buildings on the properties owned by the District, in section 18 of Brandt Township and the mowing of the ditches.

A discussion was held concerning the discussion of legal issues at Board Meetings.

A discussion was held concerning mitigation plans being developed by the Northwest Regional Development Commission.

A discussion was held concerning the Angus Oslo #4 project.

A discussion was held concerning the construction of farmstead ring dikes. Mr. Adrian reported that it appears that the current ring dike grant agreement with the State of Minnesota, will be cancelled effective June 30, 2003, and that the District

stands to lose approximately \$35,000 in state ring dike grant agreement funds. Mr. Adrian summarized the current ring dikes under consideration.

A discussion was held concerning the Agassiz Valley Water Management Project.

Motion by Mr. Jerome Potucek, seconded by Mr. Arlyn Stroble that the following permits be issued:

1. Permit (03-41) to Les Howard to install a new field inlet culvert into Branch A of Judicial Ditch #20, from the northwest quarter of section 21 of Warrenton Township provided a culvert with a minimum size of 24" CSP or equivalent be used;
2. Permit (03-42) to Sandsville Township to replace the culvert on Judicial Ditch #24 on the line common to section 9 and 10 of Sandsville Township, with 1-line of 48" corrugated steel pipe or equivalent;
3. Permit (03-43) to the Marshall County Highway Department to replace the culverts on Marshall County Ditch #41 with the equivalent sizes or those recommended by the Engineer of the District.

Motion carried.

A discussion was held concerning the Snake River PL-566 project. It was reported that a concern has been raised concerning the prevailing wages paid by one of the subcontractors on Phase 2; that Strom Construction has been given the go ahead to start phase 3a, as of August 18, 2003, and that the work on the contract for the construction of the crossing of County State Aid Highway #15 should be substantially completed later this week.

A discussion was held concerning the upcoming 2004 proposed budget and levy.

Motion by Mr. Doug Sorenson, seconded by Mr. Jerome Potucek that the following resolution be adopted:

**RESOLUTION SETTING HEARING DATE ON
THE PROPOSED BUDGET**

That the hearing on the Administrative Funds proposed budget be set for 8:00 a.m., September 8, 2003, at the District office, and that notice of hearing be given as required by Minnesota Statutes;

RESOLUTION ADOPTING PROPOSED BUDGET

- 1) the proposed 2004 Administrative Funds Budget be set at:

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Building Maintenance	7,000	Miscellaneous	1,000
Utilities	4,000	Insurance	15,000
Supplies	20,000	Legal & Professional	14,000
Equipment	20,000	Managers Per Diem	20,000
		& Expenses	
Telephone	4,000	Association Dues	2,200
Publication & Printing	3,000	Employee Mileage &	2,000
		Expenses	
Postage	2,000	Vehicle Expenses	12,000
Employee Payroll &	320,000	Contingency	10,000
Fringes			
USGS Stream Gage	2,200	Stream Maintenance	15,000
& Cost Share			
Property Taxes	14,000	Total	487,400
		Less Estimated Project Expenses (1)	318,200
		Net Administrative Fund Budget	169,200

2) that the Secretary certify to the Auditors of Marshall, Polk, Pennington, Kittson and Roseau Counties a proposed Administrative Fund Levy of **\$169,013**.

3) that the Secretary certify to the Auditors of Marshall, Polk, Pennington, Kittson and Roseau Counties a proposed Project Fund Levy of .04836 percent of the estimated Market Value of all the taxable property within the District.

4) that the Secretary certify to the Auditors of Marshall, Polk and Pennington Counties proposed levies for the repair and maintenance of the Ditch funds as listed:

<u>Drainage System No</u>	<u>Percent (Benefits)</u>	<u>Levy Projected Receipts</u>
JD #1		
Marshall	1.00%	4,970
Polk	1.00%	31,680
WD #2		
Marshall	6.00%	2,430
SD #3		
Marshall	30.00%	29,530
WD #4		
Marshall	2.00%	1,950
Polk	2.00%	710
WD #5		
Polk	na	na
BRF	8.06%	206,910
WD #6		
Polk	1.00%	19,400
BRF	6.84%	132,820
JD #14		
Marshall	30.00%	13,480
Pennington	30.00%	6,110
JD #15		
Marshall	0	0
JD #16		
Marshall	1.00%	9,290
JD #17		
Marshall	0.70%	300
Polk	0.70%	4,390
JD #20		
Marshall	2.00%	47,090
JD #21		
Marshall	1.00%	2,790

JD #24		
Marshall	2.00%	4,940
Polk	2.00%	1,850
JD #25-I		
Marshall	6.40%	1,100
Polk	19.20%	6,180
JD #25-II		
Marshall	3.00%	2,120
Polk	3.00%	12,830
Pennington	3.00%	8,100
JD #28		
Marshall	1.00%	560
JD #29		
Marshall	2.00%	44,750
CD #39		
Marshall	1.00%	1,250
CD #39 Improvement		
Marshall	8.12%	8,800
WD #7		
Marshall	2.00%	6,090
Polk	2.00%	4,330
WD #7-Imp		
Marshall	9.55%	7,270
Polk	9.55%	5,180
JD #68		
Polk	3.70%	9,000
JD #75		
Polk	na	0
BRF	4.56%	166,740
CD #175		
Polk	3.00%	35,410

Motion carried.

Colleen Hoffman joined the meeting at approximately 9:30 a.m.

Colleen Hoffman discussed with the Board, providing audit services to units of government in northwest Minnesota.

Dan Thul joined the meeting at approximately 9:45 a.m.

Colleen Hoffman left the meeting at approximately 9:50 a.m.

Motion by Mr. Arlyn Stroble, seconded by Mr. Jerome Potucek that Mr. Adrian be given the authority to retain an auditing firm to do a program audit for the Snake River PL-566 project. Motion carried.

Dan Thul discussed with the Board the Agricultural Levees. He reported that there are four reaches where North Dakota has identified where the levee's have been found to be higher than that allowed in the agreement between the States.

A letter proposed to be sent to each of the individuals involved was reviewed.

Dan Thul left the meeting at approximately 10:20 a.m.

The meeting was closed at 10:20 a.m., for discussions concerning litigation.

The meeting was reopened at 10:35 a.m.

The next regular meeting was scheduled for 7:00 p.m., September 15, 2003, with a special meeting concerning the budget scheduled for 8:00 a.m., September 8, 2003.

The meeting was adjourned at approximately 10:45 a.m.

Ronald Adrian
Acting Secretary

Doug Sorenson
Secretary