

RED LAKE WATERSHED DISTRICT

May 10, 2018

Agenda

9:00 a.m.

9:00 a.m.	Call to Order	Action
	Review and approve agenda	Action
	Requests to appear	Information
	April 26, 2018 Minutes	Action
	Financial Report dated May 9, 2018	Action
	Blackduck Lake Structure, RLWD Proj. No. 50E Joint Powers Board Insurance	Action
9:15 a.m.	Burnham Creek Structure Repair (MnDNR) Emily Hutchins & Matthew Morin	Info/Action
9:30 a.m.	NRCS RCPP – Deb Walchuk, Keith Weston	Information
10:00 a.m.	Pine Lake Township-Darrell Dolalie Violation	Information
	Little Pine Lake WMA, RLWD Project No. 26 Outlet Structure Replacement Plans and Specifications	Info./Action
	Thief River Falls West Side FDR Project No. 178-Update	Information
	Black River Impoundment, RLWD Project No. 176-Rental Agreement	Information
	Ditch 16, RLWD Project No. 177-Update	Information
	Louisville Parnell, RLWD Proj. 121 Wetland Banking Update-USCOE	Information
	State Grant Agreements Authority for Signature	Action
	Red Lake River 1W1P, RLWD Project No. 149-Work Plan	Action
	Euclid East, RLWD No. Project 60C-Water Supply	Info./Action
	Release of Claims Form-Gopher Trapping RLWD Ditch 3, Project No. 7 RLWD Ditch 10, Project No. 161	Action

Permits: No. 18001, 18017, 18020-18022	Action
Administrators Update	Information
Legal Counsel Update	Information
Managers' updates	Information
Adjourn	Action

UPCOMING MEETINGS

May 15, 2018	RRWMB Board Meeting, Fertile, 9:30 a.m.
May 24, 2018	RLWD Board Meeting, 9:00 a.m.
May 28, 2018	Memorial Day-Office Closed
June 14, 2018	RLWD Board Meeting, 9:00 a.m.
June 20-22, 2018	MAWD Summer Tour

DRAFT

RED LAKE WATERSHED DISTRICT
Board of Manager's Minutes
April 26, 2018

President, Dale M. Nelson, called the meeting to order at 9:00 a.m. at the Red Lake Watershed District Office, Thief River Falls, MN.

Present were: Managers Dale M. Nelson, Terry Sorenson, Brian Dwight, Allan Page, Gene Tiedemann, LeRoy Ose and Les Torgerson. Staff Present: Myron Jesme and Tammy Audette and Legal Counsel Sparby.

The Board reviewed the agenda. A motion was made by Tiedemann, seconded by Page, and passed by unanimous vote that the Board approve the agenda. Motion carried

The Board reviewed the April 12, 2018 minutes. Motion by Sorenson, seconded by Tiedemann, to approve the April 12, 2018 Board meeting minutes as presented. Motion carried.

The Board reviewed the Financial Report and Investment Summary dated April 25, 2018. Motion by Tiedemann, seconded by Sorenson, to approve the Financial Report and Investment Summary dated April 25, 2018 as presented. Motion carried.

Manager Sorenson recommended transferring funds from the Edward Jones Investment Funds Account into the American Federal Bank-Fosston Money Market Account. Motion by Sorenson, seconded by Dwight, to transfer \$200,000 from the Edward Jones Investment Funds Account into the American Federal Bank-Fosston Money Market Account. Motion carried.

Sarah Mielke and Rachel Klein, East Polk SWCD, appeared before the Board to discuss the East Polk Lake Monitoring Program located within the Clearwater River Watershed. The East Polk SWCD is requesting funding in the amount of \$1,980 per year over a period of three years for a total of \$5,940. Funds from the District would cover the costs of the RMB Lab analysis at 9 sites throughout the Clearwater River Watershed. Motion by Torgerson, seconded by Sorenson, to approve cost share in the amount of \$5,940 for the East Polk SWCD Lake Monitoring Program from the District's Water Quality Funds, RLWD Project No. 46. Motion carried.

Glen Kajewski, East Polk SWCD appeared before the Board to present the Minnesota Agricultural Water Quality Certification Program (MAWQCP) through the Minnesota Department of Agriculture. Kajewski stated that the MAWQCP is a voluntary program that helps famers and landowners protect the streams, rivers, and lakes. SWCD staff work with the farmers and landowners to become certified. Those seeking certification can obtain specially designated technical and financial assistance to implement practices that promote water quality.

Engineer Nate Dalager, HDR Engineering, Inc., updated the Board on the Four-Legged Lake Project, RLWD Project No. 102A. The Four-Legged Lake Project has a 10 sq.mi. drainage area that outlets into Ruffy Brook. Dalager discussed the public and project team meetings held and issues associated with water levels. A petition for the abandonment of Judicial Ditch 5, RLWD Project No. 102, which flows through the Four-Legged Lake basins was tabled to allow for the

Project Team process, as part of a flood damage reduction project, to move forward. Dalager discussed the goals of the Project Team were to reduce flood damages to Clearwater County roads, lake shore property, and the shoreline of Four-Legged Lake. Secondary benefits to the project may include: contribution to the regional goal of reducing peak flows downstream to Ruffy Brook and the Red River of the North by 20% during large flooding events; establish stable water surface elevation for the benefit of flood damage reduction, wildlife and lake aesthetics; and establish an outlet structure and culverts that will provide operational variability and maintenance access throughout the Four-Legged Lake system. Dalager discussed the four alternatives, stating he would recommend Alternative 3 with an elevation of 1426 at the west basins and the east basins at an elevation of 1427. Dalager stated that Alternative 3 meets the design criteria, provides less damage to county roads and aesthetics. Alternative 3 would provide up to 1,800 ac.ft. of gated storage. Manager Torgerson stated that after speaking with landowners, he recommends nothing lower than an elevation of 1426.0. Discussion was held on the procedure to resume the abandonment petition process of the legal drainage system.

At 10:00 a.m., President Dale M. Nelson reconvened the general meeting and called the Preliminary Hearing for Ditch 16, RLWD Project No. 177 to order. President Nelson turned the meeting over to Legal Counsel Sparby to address the hearing and its process. Sparby indicated that the hearing is being videotaped and will be available for viewing at the RLWD office. It was noted that the appropriate notices as required by statute had been given. Jerry Pribula and Nick Pribula, Pribula Engineering, engineers for the project, presented the Engineers Preliminary Survey Report for the project and entertained questions from the Board and the audience. The MN DNR Director's Advisory Report and MN BWSR Advisory Report were read into the record and placed as part of the record. After all in attendance were given a chance to ask questions and/or make comments, the preliminary hearing was closed for public comment. Nelson then opened the hearing up for Board questions. After discussion by the Board, a motion was made by Ose, seconded by Torgerson, to approve the Engineers Preliminary Survey Report for RLWD Ditch No. 16, RLWD Project No. 177. Motion carried. Motion by Dwight, seconded by Tiedemann, to appoint viewers consisting of three disinterested residents of the state to complete a Viewer's Report for the Project and authorize the Engineer to complete the Detailed Survey Report for RLWD Ditch 16, RLWD Project No. 177. Motion carried. Administrator Jesme noted that he will work with the Petitioner's to increase the bond amount.

Administrator Rod Otterness, City of Thief River Falls and Engineer Nate Dalager, HDR Engineering, Inc., discussed the Thief River Falls West Side FDR Project, RLWD Project No. 178. Dalager stated that the Minnesota Department of Transportation (MNDOT), due to timing for the final design needs for future MNDOT construction projects, needs a letter of partnership commitment from the District for the Thief River Falls West Side FDR Project. Discussion was held regarding funding uncertainties through the state's Flood Damage Reduction Grant Assistance Program. Otterness stated that Thief River Falls Mayor, Brian Holmer, is currently at the Minnesota State Capital lobbying for funding for the proposed project. Dalager stated that he will present the Preliminary Engineers Report to the Board at the May 24, 2018 meeting. It was the consensus of the Board, to authorize Administrator Jesme, to submit a letter of intent of commitment to the project, if funding through the state is not available.

Discussion continued on the Four-Legged Lake Project, RLWD Project No. 102A and the abandonment of Judicial Ditch No. 5, RLWD Project No. 102. Motion by Torgerson, seconded by Page, to remove the abandonment from the table regarding the Petition for Abandonment of Judicial Ditch No. 5, RLWD Project No. 102. Motion carried. Motion by Torgerson, seconded by Ose, to set a continued hearing date for the Petition for Abandonment for Judicial Ditch No. 5, RLWD Project No. 102, for June 14, 2018 at 10:00 a.m. at the RLWD office. Motion carried. Dalager stated that he will make a report to the Board to be presented for public testimony at the hearing.

Legal Counsel Sparby is waiting for an opinion from the Attorney General for an additional seat on the Board of Managers for the Red Lake Band of Chippewa Indians.

Legal Counsel Sparby stated that he had submitted corrective recommendations to the Lease Agreement with Nick Knott for rental of agricultural land on the Black River Impoundment, RLWD Project No. 176.

The Board adjourned for lunch at 12:00 p.m.

President Nelson convened the meeting at 1:15 p.m.

Engineer Tony Nordby, Houston Engineering, Inc. appeared before the Board to present the Preliminary Engineers Report for the Black River Impoundment, RLWD Project No. 176. Nordby stated that the Preliminary Engineers Report was submitted to the RRWMB for funding consideration. As part of the RRWMB process, the report was reviewed by the TSAC committee, with recommended revisions. Nordby stated that the revisions are included as a Technical Memorandum within the presented report. Comments on the report were received from the Minnesota Department of Natural Resources and Minnesota Board of Water and Soil Resources. Nordby stated that the project has a drainage area of 14.4 square miles and will include 12 miles of diversion ditch, outlet channel, impoundment site area, primary outlet structure, and emergency earthen spillway. Nordby discussed the recommendations from the Geotech Report completed by Terracon and completion of the Final Plan. The Technical Evaluation Panel will meet mid-May to field verify the wetland impacts. After the field verification is complete, the permit applications will be submitted. Nordby is currently working on the comments received from the Scoping Document for wetland banking credits. Motion by Ose, seconded by Page, to accept the Preliminary Engineers Report for the Black River Impoundment, RLWD Project No. 176. Motion carried. Discussion was held on coordination of the hearing with the local ditch authority.

The Board reviewed a Release of Claims and Indemnification and Hold Harmless Agreement for haying on District projects. Motion by Tiedemann, seconded by Torgerson, to approve the Release of Claims and Indemnification and Hold Harmless Agreements for Mark Askeland, RLWD Project No. 60C and 60D. Motion carried.

Administrator Jesme reviewed information regarding subsurface tile drainage. Manager Dwight discussed erosion control activities and the need to review pump on/off conditions. Discussion was held on surface water inlets and location of tile pump outlets. It was the consensus of the Board, for Managers Tiedemann and Dwight to review the District's Tile Drainage Permit and Rules and report back to the Board.

Motion by Tiedemann, seconded by Page, to deny Permit No. 18006, Allan Merrill, Vineland Township, Polk County. Motion carried.

The Board reviewed the permits for approval. Motion by Ose, seconded by Sorenson, to approve the following permits with conditions stated on the permit: No. 18003, Greater Minnesota Transmission, LLC, Fanny Township, Polk County; No. 18004, Jamie Wayne Hegland, Holt Township, Marshall County; No. 18005, Marc Hanson, Excel Township, Marshall County; No. 18007, Wells Concrete, Polk Centre Township, Pennington County; No. 18012, Jordey Marquis, Silverton Township, Pennington County; No. 18015, Shirley Inman, Holt Township, Marshall County; No. 18016, Burlington Northern SanteFe, Crookston Township, Polk County; No. 18018, Karl Tollefson, Hammond Township, Polk County; and No. 18019, Russell Jaspersen, Wyandotte Township, Pennington County. Motion carried.

Discussion was held on the Red Lake Band of Chippewa Indians membership on the RLWD Board. Legal Counsel Sparby will contact the Attorney General's office on the matter.

The Board reviewed a quote from ESRI for a maintenance subscription on four District computers for ArcGIS in the amount of \$2,569.86. Motion by Ose, seconded by Torgerson, to approve the quote in the amount of \$2,569.86 from ESRI for a maintenance subscription for ArcGIS. Motion carried.

Discussion was held on filling the cracks, seal coating and striping of the District parking lot. Jesme reviewed a quote he received from E&A Services LLC. Motion by Ose, seconded by Torgerson, to authorize Administrator Jesme to seek an additional quote for maintenance on the District parking lot and proceed with the completion of the work. Motion carried.

The Board reviewed the draft 2017 Annual Report. Administrator Jesme stated that staff is currently reviewing the document for final revisions. Meetings will be scheduled in the near future with County Commissions to present the Annual Report.

Administrators Report:

- Jesme and Manager Ose attended the RRWMB meeting held in the District office on April 17, 2018. The meeting was followed by the Strategic Plan update which lead to some interesting discussions. The next RRWMB meeting will be held on May 15, 2018 in Fertile.
- Included in the packet was the MAWD update dated April 23, 2018.

- The Thief River 1W1P Advisory Committee and Policy Committee met on April 11, 2018, followed by a meeting with the Planning Work Group to receive an update on the Zonation process of the plan.
- Staff members Hanson and Slowinski and Manager Dwight attended the Upper/Lower Red Lake WRAP public meeting held in Kelliher on April 24, 2018. The purpose of the meeting was to show the health of the lakes and streams within the watershed. It should be noted that at the request of the District, this WRAP is being completed in cooperation with the Red Lake DNR through the MPCA.
- Due to rapid snowmelt the Euclid East, Brandt and Parnell/JD 60 Weir Impoundments were closed on April 19, 2018. Moose River and Good Lake Impoundments remain closed and will be monitored as spring runoff continues.
- Included in the packet was the February and March Water Quality Reports.

Motion by Page, seconded by Dwight to adjourn the meeting. Motion carried.

LeRoy Ose, Secretary

RED LAKE WATERSHED DISTRICT
Financial Report for May 9, 2018

Ck#	Check Issued to:	Description	Amount
online	EFTPS	Withholding for FICA, Medicare, and Federal taxes	\$ 3,648.41
online	MN Department of Revenue	Withholding taxes	673.30
online	Public Employees Retirement Assn.	PERA	2,512.42
online	EFTPS	Withholding for FICA, Medicare, and Federal taxes	206.56
36781	Ameripride Services Inc.	Office rugs rental	31.70
36782	Tammy Audette	Clean offices in April	280.00
36783	Mark Beito	Remove beaver from north and south pools of Moose River Imp	1,650.00
36784	Ben Meadows	Buffer solution and shipping	167.70
36785	Centurylink	Long distance telephone service	269.44
36786	City of Thief River Falls	Electricity,water, sewer, etc.	551.94
36787	Forestry Suppliers, Inc.	Spray paint, flags and flagging	349.24
36788	Houston Engineering, Inc.	*Engineering fees	12,027.75
36789	Hugo's #7	Meeting supplies	155.90
36790	Les's Sanitation, Inc.	Garbage pickup	33.70
36791	Marco	Monthly copier maintenance-\$394.49 & Managed IT-\$1347.13	1,741.62
36792	MCI	Long distance telephone service	53.88
36793	MN Energy Resources Corp	Heating expense	59.52
36794	NCPERS	Life insurance premium	128.00
36795	Northwest Beverage, Inc.	H2O for office	45.00
36796	Oil Boyz Express Lube	Oil change on 2015 Ford pickup	48.32
36797	Olson Construction	Clean snow from office parking lot in April	60.00
36798	Gerald Rychlock	Read and observe north and south pools of Moose River Imp.	135.00
36799	Sjoberg's Cable TV	Internet expense	125.42
36800	TD Ameritrade Trust Company	Deferred Compensation	346.31
36801	Gene Tiedemann	Mileage	215.27
36802	Thief River Falls Times	Black River Ag land rental ad	131.25
online	Blue Cross Blue Shield	Health insurance premium	6,488.50
online	SelectAccount	FSA medical account	118.33
direct	Brian Dwight	Mileage	430.00
direct	Terry Sorenson	Mileage	189.65
	Payroll		
	Check #11398 -11408		12,227.21
	Total Checks		\$ 45,101.34

***Houston Engineering, Inc.**

Proj. 149A TR1W1P	10,459.25
Proj. 149AA PTMapp	<u>1,568.50</u>
TOTAL	12,027.75

Northern State Bank

Balance as of April 25, 2018	\$ 736,345.66
Total Checks Written	(45,101.34)
Receipt #016535 Edward Jones (Vanessa Martell)-Ally Bank CD mature & additional interest	200,062.53
Receipt #016536 Transfer matured CD funds to American Federal Bank	(200,000.00)
Receipt #016537 Northern State Bank-Monthly interest earned	373.02
Receipt #016540 State of Minnesota-Water quality grant reimbursement	4,522.30
Receipt #016541 CDARS (Unity Bank) Monthly interest on CDs	1,421.47
Balance as of May 9, 2018	<u>\$ 697,623.64</u>

Border State Bank

Balance as of March 31, 2018	\$ 18,153.13
Receipt #016538 Monthly interest	3.73
Balance as of April 30, 2018	<u>\$ 18,156.86</u>

American Federal Bank-Fosston

Investment of funds	\$ 500,000.00
Receipt #016536 Transfer of matured CD (Ally Bank) from Edward Jones	\$ 200,000.00
Receipt #016539 Monthly interest	272.88
Balance as of April 30, 2018	<u>\$ 700,272.88</u>

Clearwater Co.
Pine Lake Twp. - sec. 29

Drainage Complaint
Darrell Dolalie Property

May 10, 2018
Red Lk. Watershed Dist. Board Meeting

Loren Sanderson



W Pine Lake Rd

Lost River Rd

HANSON PROP.

DOLALIE PROP.

Co Rd 121

Image USDA Farm Service Agency
Data SIO, NOAA, U.S. Navy, NGA, GEBCO
© 2010 Google

© 2007 Google™

Pointer lat 47.700985° lon -95.550397° elev 1295 ft

Streaming 100%

Eye alt 7139 ft

2017 - 2018

Pine Lk. Twp., Local Landowners & Darrell Dolalie Dispute
Blockage of Flow
Section 29, T-149-N R-38-W

Late July 2017 – Property owner (upstream and adjacent to Dolalie) and renter contacted the RLWD about possible alternate drainage on south side of township road, eastward towards Pine Lake

August 4, 2017 – RLWD performed an elevation survey to verify the existing conditions

August 10, 2017 – RLWD met with Pine Lake Twp. and renter to explain and discuss survey information – this alternative is not practicle/feasible because of the significant elevation difference in the existing ditch, difficulty obtaining adequate grade, and also to meet slope requirements for the road (RLWD – Loren – walked the Dolalie property channel, and took pictures of the 2 blocked culvert areas)

Local(s) are going to contact Darrell and try to work with him to get the channel open and functioning

October – no resolve – channel not open – township and landowner ask RLWD for assistance

October 26, 2017 – Discussion and review (of past and present problems) at RLWD Board meeting
Board authorized that a letter be sent to Mr. Dolalie

Nov. 1, 2017 – first letter sent

Nov. 14, 2017 – second letter sent – Certified Mail – postal carrier notes indicated he tried, but was unable to contact Mr. Dolalie on Nov. 15, 20, & 24, 2017

Nov. 26, 2017 – Date of Darrell Dolalie letter – Certified Mail - to Watershed Office

Nov. 29, 2017 – RLWD office received Dolalie letter – Certified Mail – response to Nov. 1, 2017 letter

Dec. 4, 2017 – RLWD Nov. 14th Certified letter to Dolalie returned to RLWD office (gone for winter)

2018

April/May - Complaints about blockage from adjacent landowner – nothing has changed

Dolalie renter showed Darrell a possible alternate ditch outlet and Darrell said “not interesred”



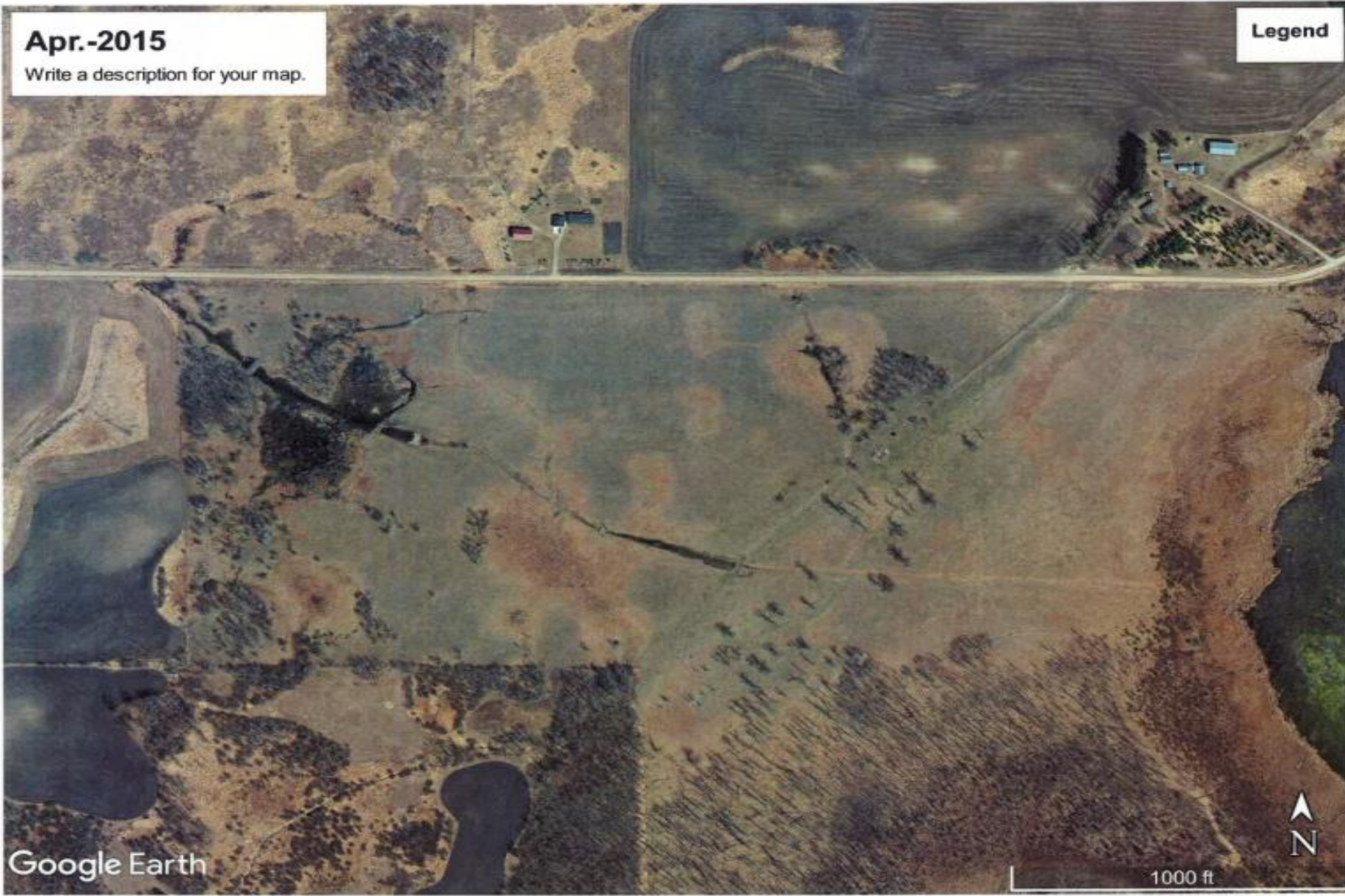
Apr.-2015

Write a description for your map.

Legend

Google Earth

1000 ft



2017



Generated with the GeoMOOSE Printing Utilities

Looking NW (upstream)
From most upstream crossing (#1)

Twp. Rd.



8-31-2017

Looking SE (downstream)
From crossing #1



8-31-2017

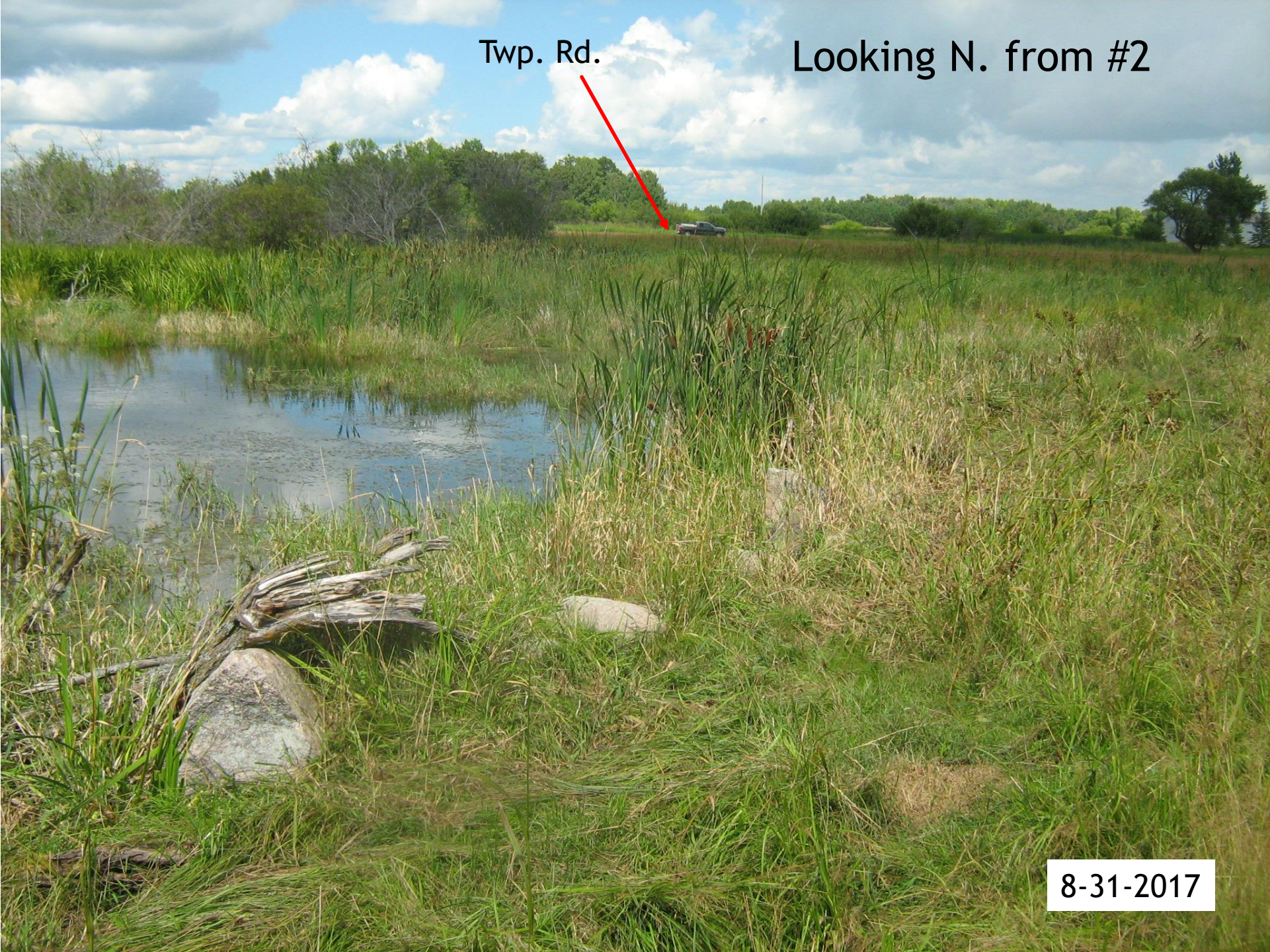
Looking SE (downstream)
Crossing #2



8-31-2017

Twp. Rd.

Looking N. from #2



8-31-2017



Upstream
Downstream

Looking S. from #2

8-31-2017

Looking SE (downstream)

Crossing #3



8-31-2017

Looking NW (upstream) from the
Downstream side of #3



8-31-2017



Looking SE (downstream)
from #3

8-31-2017

Looking mainly S.
At crossing #3



8-31-2017



Looking SE from Twp. Rd.
May 1, 2018

Hanson Property
Looking S. from Twp. Rd.
May 1, 2018

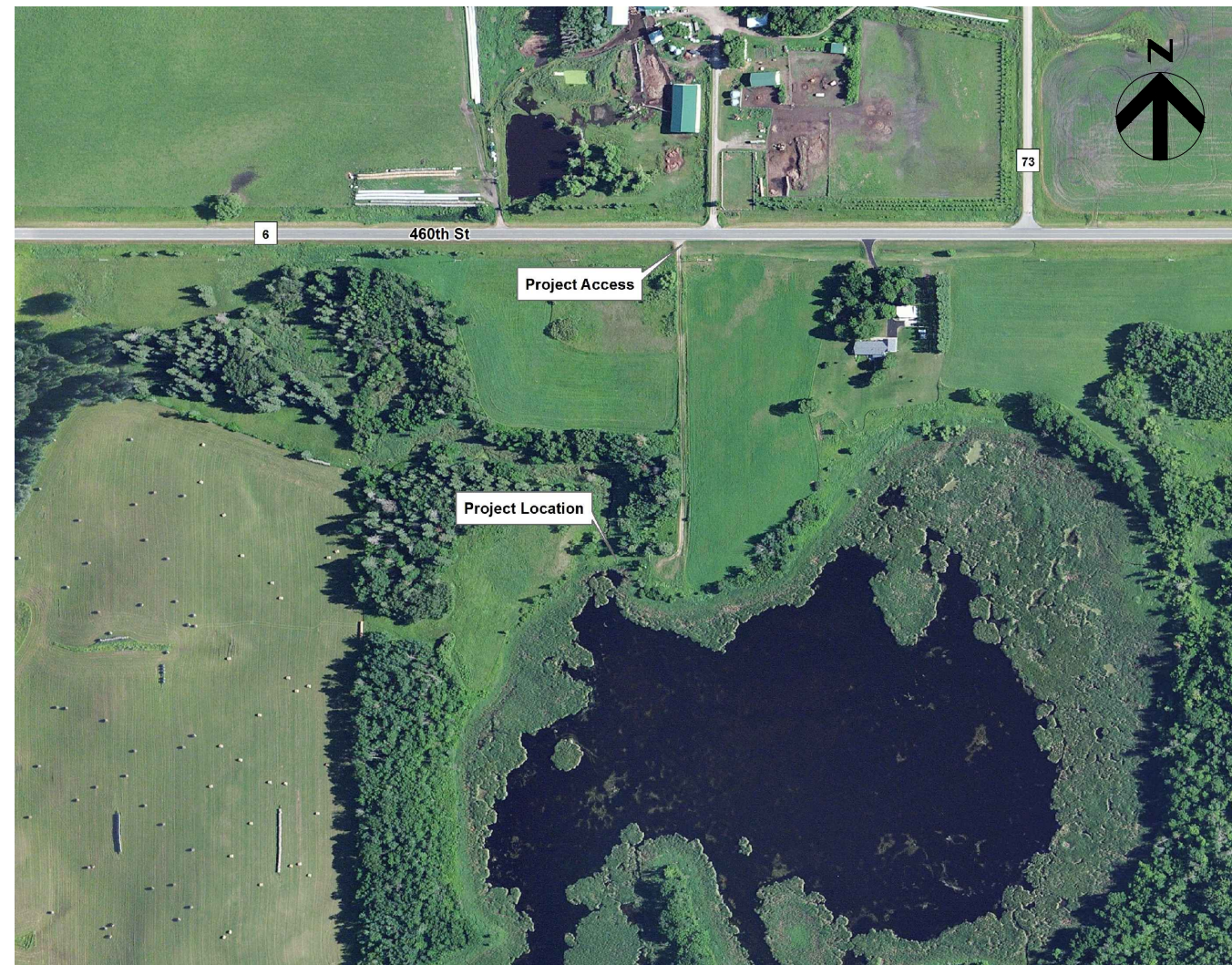
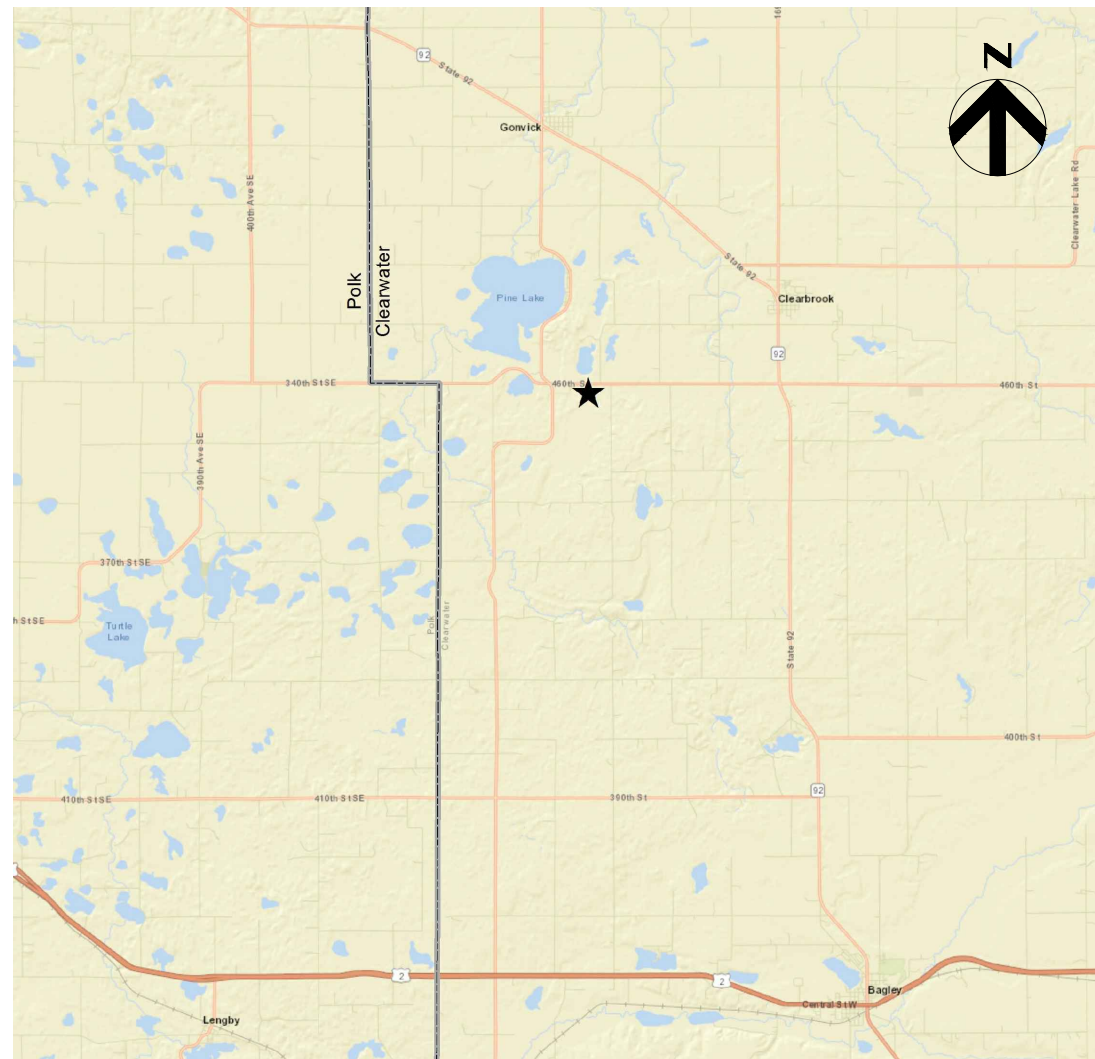


RED LAKE WATERSHED DISTRICT IN COOPERATION WITH MINNESOTA DEPARTMENT OF NATURAL RESOURCES DIVISION OF FISH AND WILDLIFE



Contract Drawings For

Little Pine Lake WMA - Outlet Structure Replacement Project



Elevations listed in this plan refer to NAVD 88 Vertical Datum

Clearwater County, Minnesota
MARCH 2018

INDEX OF DRAWINGS

00-G01	QUANTITIES AND NOTES
00-C01	DEMOLITION PLAN
00-C02	SITE PLAN
00-C03	WATER CONTROL STRUCTURE PROFILE
00-S01	WATER CONTROL STRUCTURE DETAILS
00-S02	STRUCTURAL DETAILS
00-S03	STRUCTURAL GENERAL NOTES

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE 4/30/2018 REG. NO. 41241

J. Mulvihill
JEROME W. MULVIHILL

LITTLE PINE LAKE WMA - OUTLET STRUCTURE REPLACEMENT PROJECT

CONTRACTOR: _____

QUOTE SCHEDULE

ITEM DESCRIPTION	UNITS	QTY	UNIT COST	TOTAL COST
MOBILIZATION	LS	1	\$ _____	\$ _____
RESTORATION AND MAINT. OF HAUL ROADS	LS	1	\$ _____	\$ _____
DEWATERING	LS	1	\$ _____	\$ _____
REMOVE 36" CS PIPE CULVERT	LF	80	\$ _____	\$ _____
REMOVE 60" CS PIPE RISER AND CONCRETE SLAB	LS	1	\$ _____	\$ _____
REMOVE 9'x12'x1' CONCRETE SLAB	LS	1	\$ _____	\$ _____
SALVAGE AND RE-ATTACH 36" CS TEE OUTLET STRUCTURE	LS	1	\$ _____	\$ _____
WATER CONTROL STRUCTURE	LS	1	\$ _____	\$ _____
RANDOM RIPRAP, CLASS II	CY	58	\$ _____	\$ _____
RANDOM RIPRAP, CLASS V	CY	45	\$ _____	\$ _____
FLOATATION SILT CURTAIN	LF	110	\$ _____	\$ _____
TURF ESTABLISHMENT	LS	1	\$ _____	\$ _____

**ALL FINISH AND SITE WORK NOT MEASURED FOR PAYMENT SHALL BE CONSIDERED INCIDENTAL TO THE WORK.

TOTAL (IN WORDS) _____

TOTAL \$ _____

(I) (WE) FURTHER PROPOSE TO PERFORM THIS WORK AT THE FOLLOWING PRICES:

QUOTE SUBMITTED TO:

RED LAKE WATERSHED DISTRICT
1000 PENNINGTON AVENUE SOUTH
THIEF RIVER FALLS, MN 56701
218.681.5800

QUOTES DUE:
9:30 AM, JUNE 14TH, 2018
WORK MUST BE COMPLETED BY:
AUGUST 31, 2018

REPRESENTATIVES FROM HDR ARE AVAILABLE TO ADDRESS ANY QUESTIONS CONCERNING THE PROJECT DESIGN AND CAN BE REACHED AT (218) 681-6100

THE RLWD RESERVES THE RIGHT TO REJECT ANY AND ALL QUOTES.

CONTRACTORS NAME, ADDRESS, PHONE, EMAIL SIGNATURE DATE

(A) CONSTRUCTION NOTES

- ALL MATERIALS NOT DESIGNATED FOR SALVAGE AND ALL DEBRIS SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND BE DISPOSED OF OUTSIDE THE PROJECT AREA. REMOVAL OF 36" CS PIPE CULVERT SHALL INCLUDE ANY AND ALL ANTI-SEEPAGE DIAPHRAGMS, IF PRESENT.
- CULVERT EXCAVATION, WRAPPING OF GEOTEXTILE FABRIC AT PIPE JOINTS, AND CONNECTION OF PRECAST CULVERT TO THE CAST-IN-PLACE CONCRETE STRUCTURE ARE ALL INCIDENTAL BID ITEMS.
- AMOUNTS SHOWN IN THE QUOTE SCHEDULE SHALL BE FULL COMPENSATION FOR ALL MATERIALS, LABOR, AND EQUIPMENT REQUIRED TO CONSTRUCT THE PROJECT AS SHOWN IN THE CONTRACT DRAWINGS.
- THE WATER CONTROL STRUCTURE MUST BE CONSTRUCTED IN THE DRY. THIS WILL REQUIRE THE USE OF COFFERDAMS AND PUMPS TO DEWATER THE AREA. THE COFFERDAM MUST BE HIGHER THAN THE ELEVATION OF THE EMBANKMENT'S ADJACENT EMERGENCY SPILLWAY. THE CONTRACTOR MUST PROVIDE A DEWATERING PLAN AT THE PRE-CONSTRUCTION MEETING FOR ENGINEER'S REVIEW. DESIGN AND MAINTENANCE OF COFFERDAM IN SAFE CONDITION IS THE RESPONSIBILITY OF THE CONTRACTOR. ALL EFFORTS DESCRIBED HERE-IN ARE INCLUDED IN DEWATERING LUMP SUM.
- GEOTEXTILE FABRIC AND EXCAVATION ARE INCIDENTAL TO THE RANDOM RIPRAP BID ITEM. SEE SHEET 00-C03.
- A MINIMUM OF THREE (3) INCHES OF TOPSOIL SHALL BE SPREAD OUT UNIFORMLY ON ALL FINISHED AREAS DISTURBED BY THE CONTRACTOR, WITH THE EXCEPTION OF GRAVELED AGGREGATE SURFACES. ALL CONSTRUCTED SLOPES SHALL BE BLENDED INTO ADJACENT EXISTING GROUND.
- THE WATER CONTROL STRUCTURE SHALL BE CONSTRUCTED AS SHOWN IN THE CONTRACT DRAWINGS AND SHALL BE COMPENSATION IN FULL FOR ALL MATERIALS AND EFFORTS REQUIRED TO BUILD THE STRUCTURE, INCLUDING PRE-CAST PIPE, PRECAST FLARED END SECTION, CORRUGATED STEEL PIPE, AND STOPLOGS.

(B) SOIL NOTES

- TURF ESTABLISHMENT
PROVIDE FOR THE FOLLOWING TURF ESTABLISHMENT IN AREAS DISTURBED BY THE CONSTRUCTION:
- TURF ESTABLISHMENT INCLUDES MINIMUM 3 INCH TOPSOIL REPLACEMENT, FERTILIZER, SEED MIXTURE, AND MULCH ON ALL DISTURBED AREAS.
 - THE CONTRACTOR IS RESPONSIBLE FOR RE-ESTABLISHING TURF IN ALL DISTURBED AREAS USING MNDOT SEED MIX 25-141 AT A RATE OF 60 LBS PER ACRE. THE BULK RATE OF SEED APPLICATION WILL BE GREATER THAN THE RATE OF PURE LIVE SEED DUE TO PURITY AND GERMINATION RATES OF LESS THAN 100%. THE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING THE SEEDED AREAS, REPAIRING DAMAGED AREAS, RE-SEEDING AREAS WHERE ORIGINAL SEED FAILED TO GROW, AND RE-MULCHING AREAS WHERE MULCH HAS WASHED AWAY, ERODED, OR BLOWN AWAY UNTIL THE DISTRICT, MN DNR, AND THE ENGINEER HAVE PROVIDED FINAL ACCEPTANCE OF THE PROJECT.
 - TEMPORARY EROSION CONTROL - TEMPORARY EROSION CONTROL DEVICES HAVE BEEN SHOWN IN THE PLANS ALONG WITH PAY ITEMS FOR THEIR USE. PLACING EROSION CONTROL DEVICES AT THE LOCATIONS SHOWN IN THE EROSION CONTROL PLAN DOES NOT RELIEVE THE CONTRACTOR OF HIS RESPONSIBILITY TO CONDUCT CONSTRUCTION IN A MANNER THAT WILL CONTROL EROSION. RESPONSIBILITY FOR CONTROLLING EROSION IS SET FORTH IN MN/DOT SPECIFICATIONS 1717.2, 2575, AND THE MINNESOTA CONSTRUCTION STORMWATER PERMIT.

(C) GENERAL CONSTRUCTION NOTES

- THE CONTRACTOR SHALL LOCATE AND PROTECT ALL UTILITIES WHETHER OR NOT THEY ARE SHOWN IN THE PLANS. THE CONTRACTOR IS RESPONSIBLE FOR CONTACTING GOPHER ONE CALL FOR A UTILITY LOCATE AT LEAST 72 HOURS PRIOR TO COMMENCEMENT OF WORK.
- THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CII/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."
- CONTRACTOR WILL BE RESPONSIBLE FOR IMPLEMENTATION AND MAINTENANCE OF EROSION AND SEDIMENT CONTROL MEASURES.
- CONSTRUCTION LIMITS TO BE IDENTIFIED IN THE FIELD BY THE ENGINEER OR REPRESENTATIVE. SEE SHEET 00-C01 FOR WORKING LIMITS.
- CONTRACTOR WILL GRADE GROUND ADJACENT TO SPOIL TO RESTORE PRE-EXISTING DRAINAGE PATTERNS.
- EXTREME CARE MUST BE TAKEN BY CONTRACTOR WHEN WORKING AROUND ANY EXISTING STRUCTURE. ANY DAMAGE INCURRED IS THE RESPONSIBILITY OF THE CONTRACTOR.

(D) CONSTRUCTION SEQUENCE

- ARRANGE AND ATTEND PRE-CONSTRUCTION MEETING WITH THE RED LAKE WATERSHED DISTRICT INSPECTOR, PROJECT ENGINEER, AND THE CONTRACTOR. INSTRUCTIONS REGARDING BORROW AND STAGING SITE WILL BE PROVIDED AT THIS TIME.
- CONTRACTOR TO CONTACT UTILITY COMPANIES THAT MAY BE AFFECTED BY CONSTRUCTION; THE GOPHER STATE ONE CALL NUMBER IS 1-800-252-1166.
- MAINTAIN ALL EXISTING UTILITY SERVICES DURING CONSTRUCTION.
- PROJECT ENGINEER TO ESTABLISH AND STAKE OUT CONTROL POINTS FOR WORK; CLEARING LIMIT, WORKING LIMITS AND STAGING AREA LIMITS ALONG ROAD.
- INSTALL FLOATATION SILT CURTAIN OUTSIDE OF COFFER DAM, SILT FENCE AND MAINTAIN SITE DURING CONSTRUCTION.
- PROVIDE DE-WATERING, BUILD COFFERDAM, EXCAVATE AND REMOVE EXISTING WATER CONTROL STRUCTURE, PROVIDE NEW WATER CONTROL STRUCTURE, BACKFILL, INSTALL RIPRAP, REMOVE COFFERDAM, CLEANUP SITE, RAKE SMOOTH AND ESTABLISH TURF.
- REMOVE EXCESS EXCAVATED MATERIALS, TRASH DEBRIS, AND WASTE MATERIALS; DISPOSE OF IN AUTHORIZED LOCATION AT NO COST TO THE OWNER.
- REMOVE TEMPORARY EROSION CONTROL MEASURES ONCE SITE IS DETERMINED TO BE STABILIZED BY PROJECT ENGINEER.

(E) MNDOT STANDARD PLATES

THE FOLLOWING STANDARD PLATES SHALL APPLY ON THIS PROJECT	
3000L	REINFORCED CONCRETE PIPE
3006G	GASKET JOINT FOR R.C. PIPE
3100G	CONCRETE APRON FOR REINFORCED CONCRETE PIPE
3145G	CONCRETE PIPE OR PRECAST BOX CULVERT TIES



ISSUE	DATE	DESCRIPTION
1	4/30/2018	ISSUED FOR BID

PROJECT MANAGER	JEROME W. MULVIHILL
DESIGNER 1:	M. PETERSON
DESIGNER 2:	J. FREEBERG
DRAWN BY:	R. PARKE
CHECKED BY:	R. KNOTT
PROJECT NUMBER	10022560

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DATE 4/30/2018 REG. NO. 41241

[Signature]
JEROME W. MULVIHILL

Red Lake Watershed District
Little Pine Lake WMA -
Outlet Structure Replacement
Project

QUANTITIES AND NOTES

0 0.5" 1"	FILENAME	00-G01.dwg
	SCALE	NONE

SHEET
00-G01



LEGEND

- DEMOLITION
- APPROXIMATE EDGE OF WATER
- WORKING LIMITS



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JEROME W. MULVIHILL

Red Lake Watershed District

Little Pine Lake WMA -
 Outlet Structure Replacement
 Project

DEMOLITION PLAN

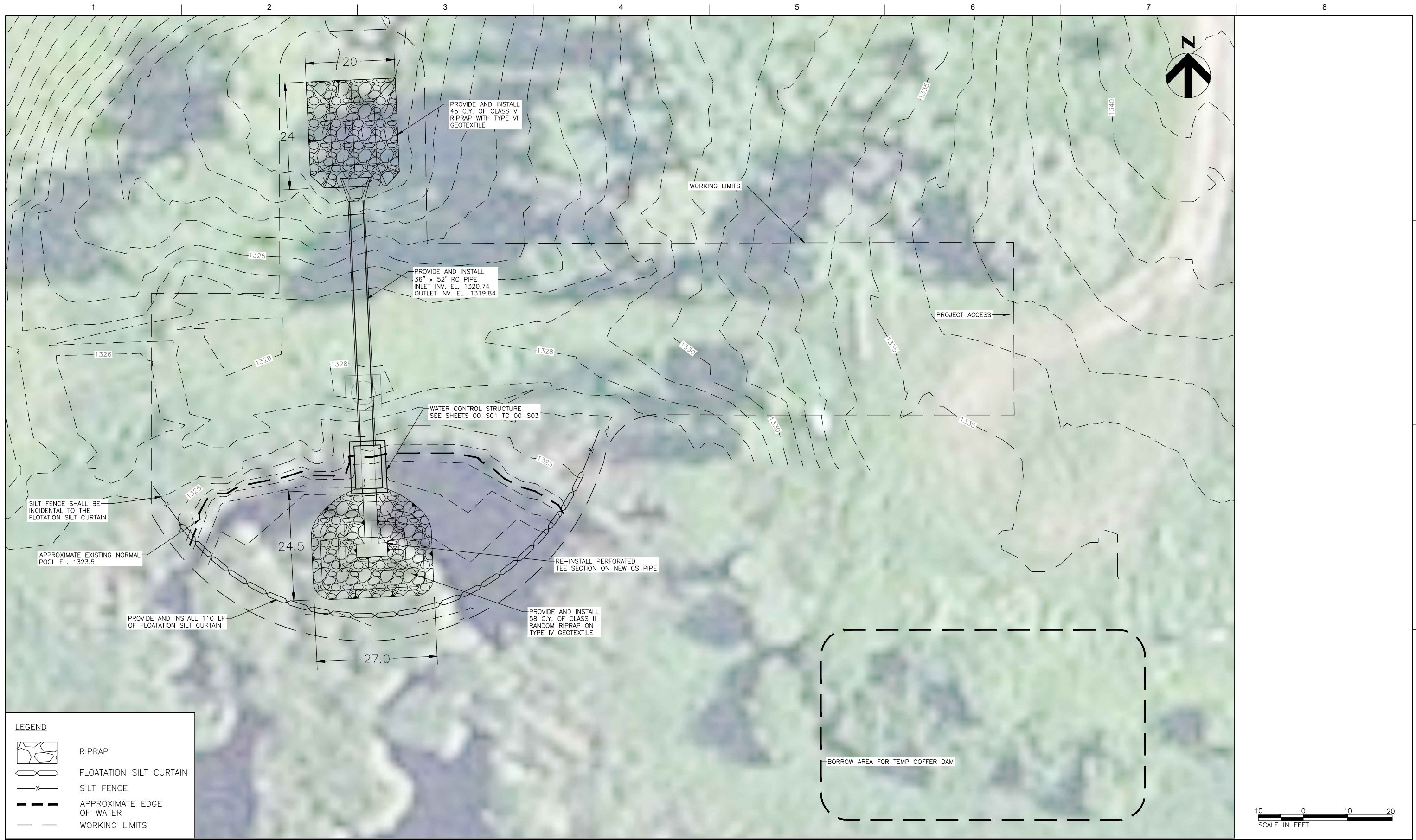
SCALE 1" = 20'

FILENAME 00-C01.dwg

SCALE 1" = 20'

SHEET

00-C01



LEGEND

- RIPRAP
- FLOATATION SILT CURTAIN
- SILT FENCE
- APPROXIMATE EDGE OF WATER
- WORKING LIMITS



ISSUE	DATE	DESCRIPTION
1	4/30/2018	ISSUED FOR BID

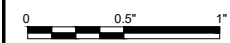
PROJECT MANAGER	JEROME W. MULVIHILL
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DATE 4/30/2018 REG. NO. 41241

J. Mulvihill
JEROME W. MULVIHILL

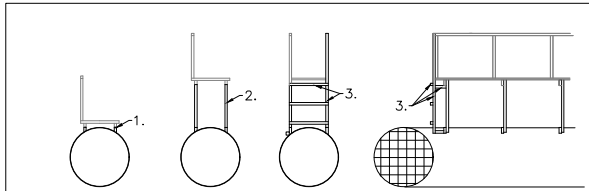
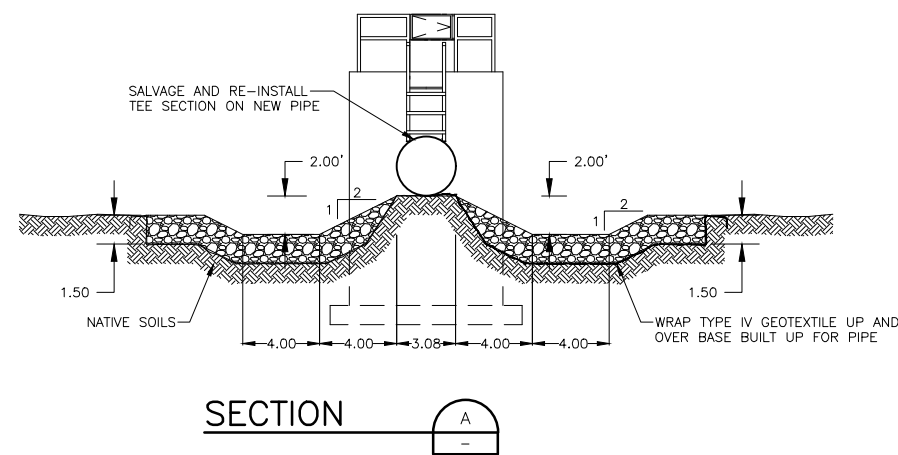
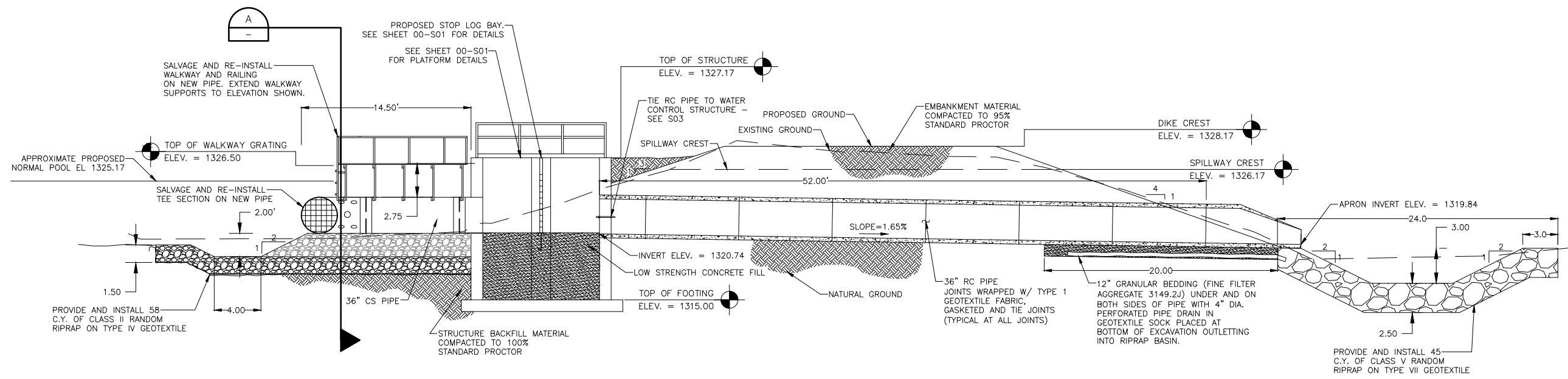
Red Lake Watershed District
Little Pine Lake WMA -
Outlet Structure Replacement
Project



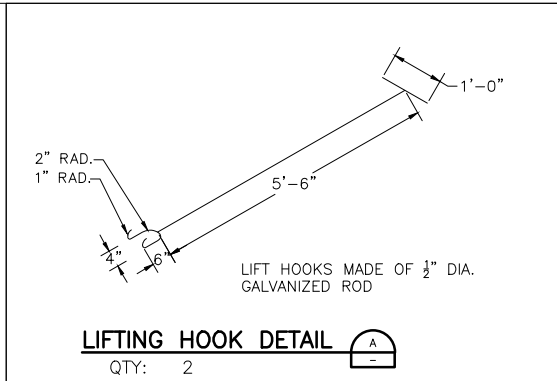
SITE PLAN

FILENAME 00-C02.dwg
SCALE 1" = 20'

SHEET
00-C02



- WALKWAY MODIFICATIONS:**
- CUT EXISTING WALKWAY OFF OF TEE PIPE.
 - ADD GALVANIZED SQUARE TUBING ALONG SIDE OF EACH EXISTING TUBE SUPPORT AT REQUIRED LENGTH, WELDING TO TOP AND BOTTOM CUT SECTIONS.
 - ADD VERTICAL AND HORIZONTAL TUBES ON THE END OF THE CATWALK, WITH HORIZONTALS SPACED AT 1'-0" MAX TO SERVE AS LADDER FRAME AND STEPS FOR ACCESS DOWN ONTO TOP OF TEE PIPE. PROVIDE HORIZONTAL TUBES WHICH TIE BACK TO EXTENDED SUPPORTS.



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DATE 4/30/2018 REG. NO. 41241

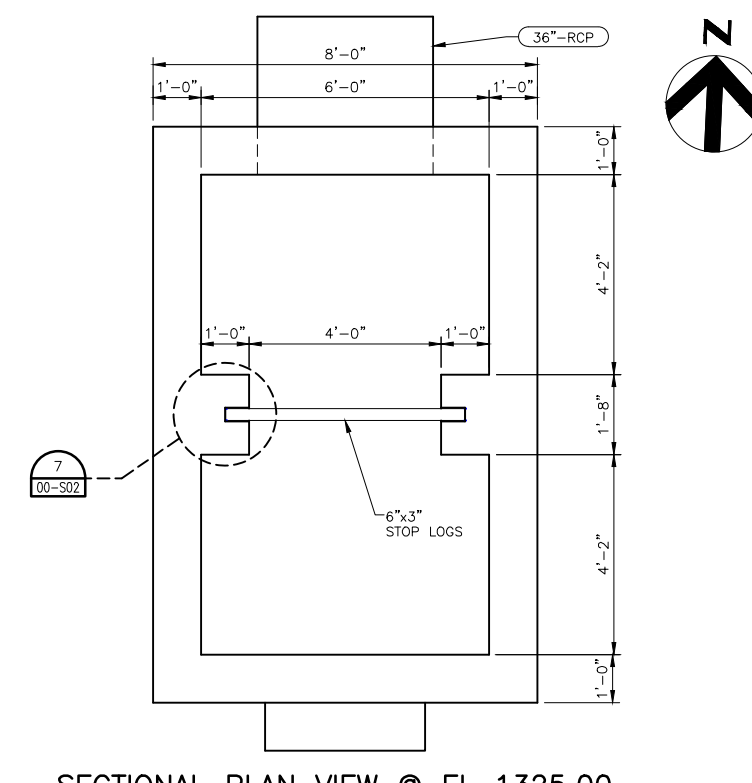
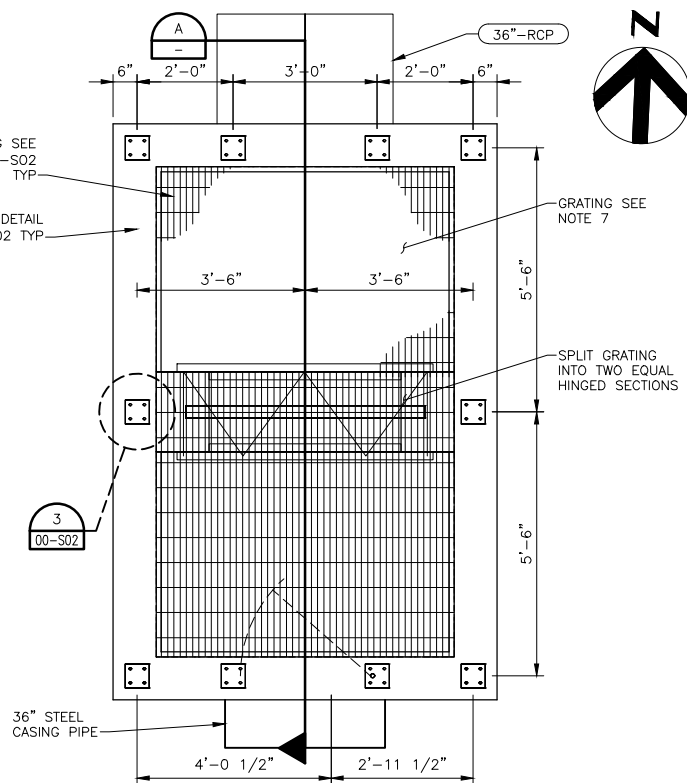
Jerome W. Mulvihill
JEROME W. MULVIHILL

Red Lake Watershed District
Little Pine Lake WMA -
Outlet Structure Replacement
Project

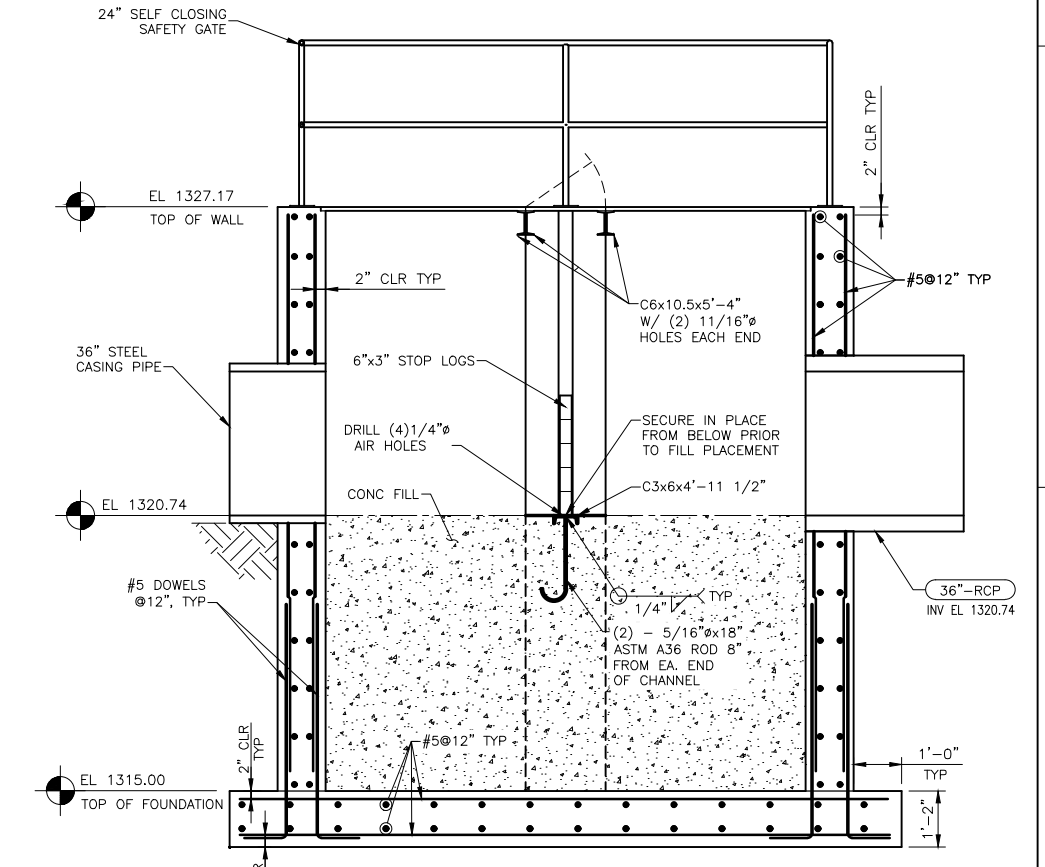
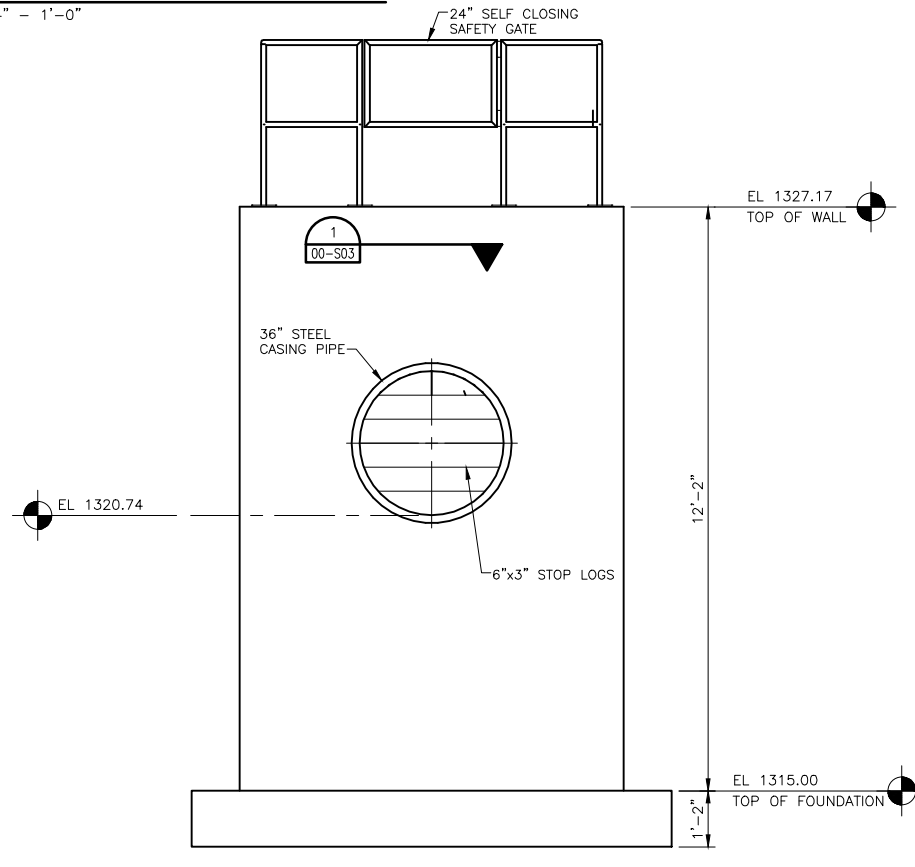
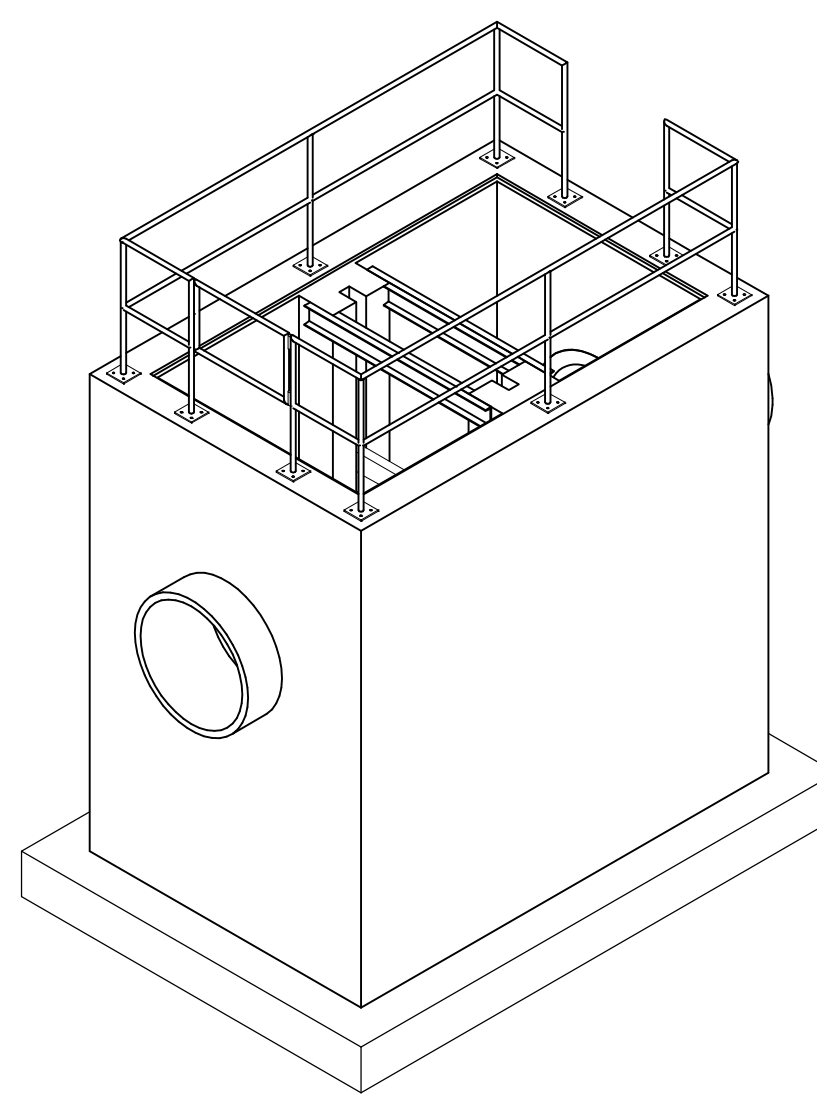
WATER CONTROL STRUCTURE PROFILE

FILENAME 00-C03.dwg
SCALE 1" = 5'

SHEET
00-C03



- GENERAL NOTES:**
1. CONCRETE STRENGTH, $f_c=4,500$ PSI
 2. CONCRETE REINFORCING, ASTM, A615, GRADE 60, DEFORMED BARS.
 3. STRUCTURAL STEEL:
 - a. STRUCTURAL SHAPES, PLATES AND CONNECTIONS: ASTM A36
 4. WELDING: MINIMUM 1/4" FILLET WELD UNLESS OTHERWISE SPECIFIED.
 5. FABRICATED METAL, INCLUDING BUT NOT LIMITED TO, WALKWAY PLATFORMS, GRATING, LADDER, RAILING, BOLTS AND FASTENERS, AND SELF CLOSING GATE SHALL BE GALVANIZED AFTER FABRICATION PER SPECIFICATIONS.
 6. FABRICATE AND CONSTRUCT TO ASTM A123 AND ASTM 153.
 7. GRATING: SERRATED 3/16" x 1 1/4" DEEP BEARING BARS AT 1 3/16" O.C. RATED FOR 100 P.S.F. LIVE LOAD WITH 1/4" MAXIMUM DEFLECTION. ANCHOR TO STRUCTURE WITH SADDLE AT MAXIMUM SPACING OF 2'-0" O.C. WITH MINIMUM OF (2) PER SIDE.
 8. STOP LOGS SHALL BE SELECT STRUCTURAL GRADE DOUGLAS FIR, PRESSURE TREATED WITH ALKALINE COPPER QUATERNARY OR COPPER AZOLE. LOGS SHALL BE FITTED WITH (2) 9" GALVANIZED THREADED 1/2" ROD, DRILLED THROUGH LOG 1'-0" FROM EITHER END AND HELD IN PLACE WITH NUTS AND WASHERS TO BE USED FOR LIFTING LOGS OUT OF CHANNEL, 3" OF ROD SHALL EXTEND OUT FROM FACE OF LOG ON EACH SIDE.



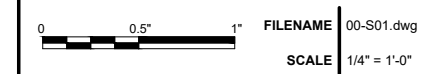
PROJECT MANAGER JEROME W. MULVIHILL		
DESIGNER 1: M. PETERSON		
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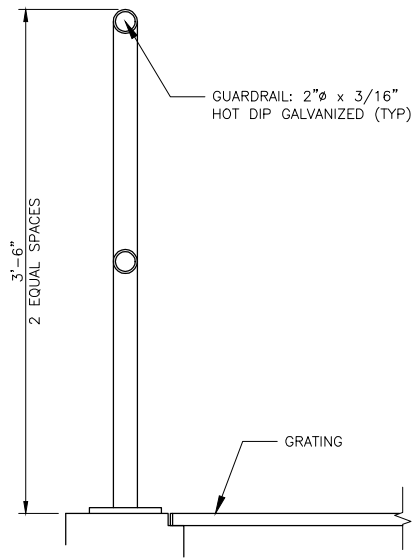
DATE 4/30/2018 REG. NO. 41241
JEROME W. MULVIHILL

Red Lake Watershed District
Little Pine Lake WMA -
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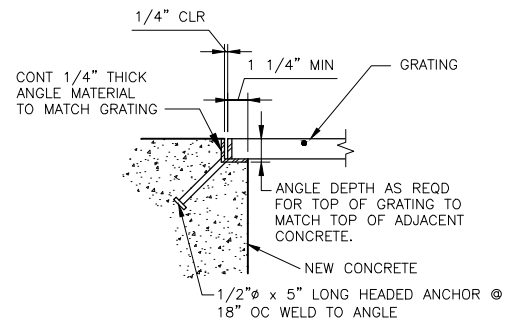
**WATER CONTROL STRUCTURE
DETAILS**



SHEET
00-S01

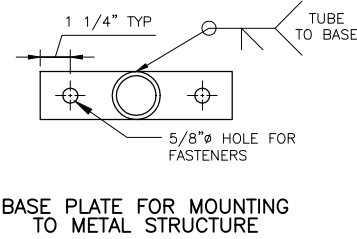


GUARD RAIL DETAIL
NOT TO SCALE

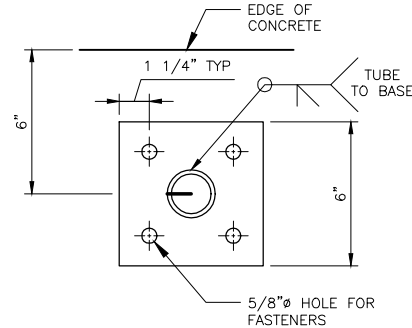


- NOTES:**
- GRATING 1 1/2" x 3/16" SERRATED. ANCHORS SHALL BE TYPE 316 SST.
 - ALL ENDS AND OPENINGS SHALL BE BANDED.
 - ATTACH GRATING TO ALL SUPPORT ANGLES WITH BOLTED CLIPS, SPACED AT 2'-0" MAX CENTERS.

GRATING AND SUPPORT DETAIL
NOT TO SCALE

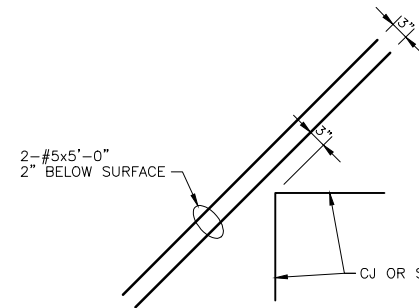


BASE PLATE FOR MOUNTING TO METAL STRUCTURE

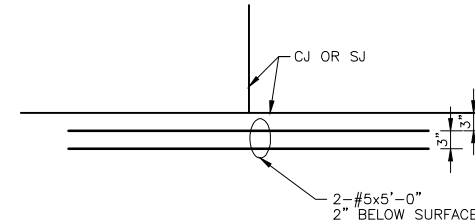


BASE PLATE FOR MOUNTING TO CONCRETE

STEEL POST BASE PLATE DETAIL
NOT TO SCALE

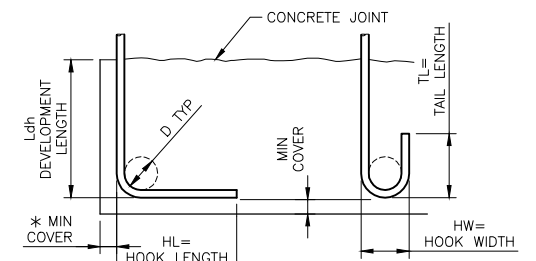


RE-ENTRANT CORNER



DISCONTINUOUS JOINT INTERSECTION

ADDITIONAL SLAB REINFORCING
NOT TO SCALE



90 DEG STD HOOK 180 DEG STD HOOK

BAR SIZE	HL	HW	TL	D**	f'c=4.5 KSI
GRADE 60					Ldh *
#3	6"	3"	3"	2 1/4"	6"
#4	8"	4"	4 1/2"	3"	7"
#5	10"	5"	5"	3 3/4"	9"
#6	1'-0"	6"	6"	4 1/2"	10"
#7	1'-2"	7"	7"	5 1/4"	12"
#8	1'-4"	8"	8"	6"	14"
#9	1'-7"	11 3/4"	10 1/2"	9 1/2"	15"
#10	1'-10"	1'-1 1/4"	11 1/2"	10 3/4"	17"
#11	2'-0"	1'-2 3/4"	1'-1"	12"	19"

* COMPLYING WITH MINIMUM COVER REQUIREMENTS OF ACI 318, 12.5.3. OTHERWISE Ldh MUST BE RE-CALCULATED.

** ALL REINFORCING BENDS ON THE PROJECT EXCEPT STIRRUPS AND TIES SHALL USE THESE BEND DIAMETERS.

REINFORCING STD HOOK AND BAR BEND SCHEDULE
NOT TO SCALE

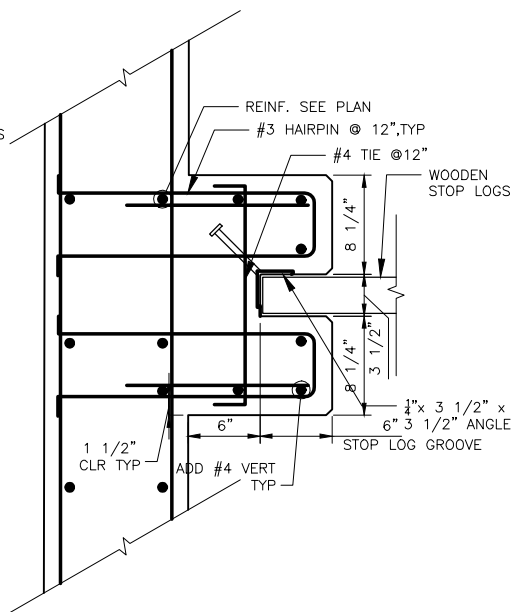
NOTES:

- PROVIDE ADDITIONAL REINFORCING THE SAME SIZE AS DISCONTINUOUS REINFORCEMENT AT OPENING. QUANTITY OF REINFORCING IN EACH DIRECTION SHALL BE EQUAL TO OR ONE GREATER THAN THE NUMBER OF DISCONTINUOUS BARS. PLACE 1/2 OF ADDITIONAL REINFORCING BARS EACH SIDE OF OPENING, PLACE ADDITIONAL REINFORCEMENT AT 3" OC (TYPICAL BOTH DIRECTIONS AND ALL LAYERS OF REINFORCEMENT). START FIRST BAR 2" CLEAR TO OPENING. PLACE ADDITIONAL REINFORCING IN SAME PLANES AS INTERRUPTED TYPICAL REINFORCING.
- EXTEND ADDITIONAL REINFORCING BEYOND EDGE OF OPENING AS SHOWN ABOVE. ADDITIONAL BARS MAY TERMINATE AT THE END OF THE WALL WITH A STANDARD HOOK WHERE THE LENGTH OF THE WALL WILL NOT PERMIT BARS TO EXTEND AS SHOWN ABOVE.
- TYPICAL WALL OR SLAB REINFORCING NOT SHOWN FOR CLARITY. TERMINATE TYPICAL REINFORCING 2" CLEAR TO OPENING.

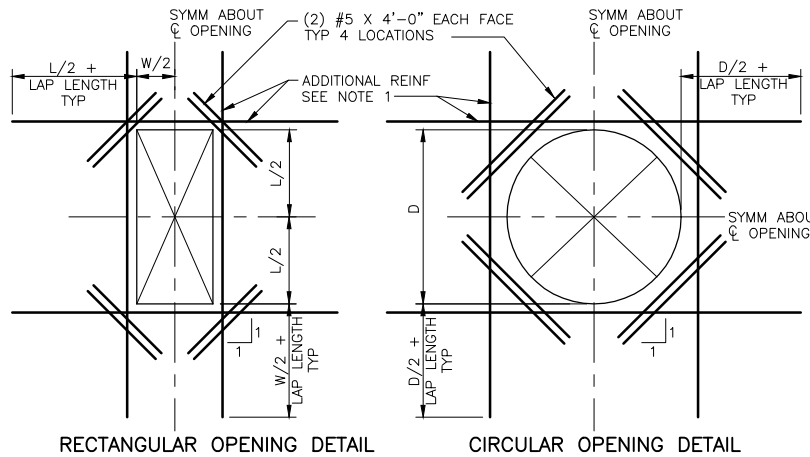
LAP SPLICE AND EMBEDMENT LENGTHS
fy = 60 ksi
f'c = 4.5 ksi

BAR	BARS SPACED GREATER THAN 4"	BARS SPACED LESS THAN OR EQUAL TO 4"
#3	14"	20"
#4	19"	32"
#5	29"	46"
#6	39"	62"
#7	55"	87"
#8	69"	107"
#9	76"	116"
#10	97"	140"
#11	120"	146"

- NOTES:**
- PROVIDE MINIMUM LAP SPLICE LENGTHS AND EMBEDMENTS PER TABLE UNLESS NOTED OTHERWISE. EMBEDMENT LENGTH EQUALS THE LAP SPLICE LENGTH UNLESS OTHERWISE NOTED.
 - BAR SPACING AT LAP SPLICE IS THE MINIMUM CLEAR DISTANCE BETWEEN LAPPED BARS PLUS ONE BAR DIAMETER.
 - ALL SPLICES TO BE CONTACT SPLICES AND WIRED TOGETHER UNLESS OTHERWISE APPROVED BY ENGINEER.



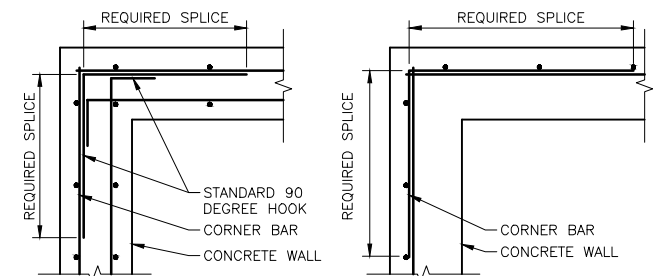
STOP LOG DETAIL
NOT TO SCALE



RECTANGULAR OPENING DETAIL

CIRCULAR OPENING DETAIL

EXTRA REINFORCING AROUND OPENINGS
NOT TO SCALE



DOUBLE LAYER

SINGLE LAYER

NOTES:

- CORNER BARS TO BE SAME SIZE AND SPACING AS HORIZONTAL BARS.

TYPICAL WALL REINFORCING @ CORNER
NOT TO SCALE

CONCRETE REINFORCING LAP AND EMBEDMENT SCHEDULE
NOT TO SCALE



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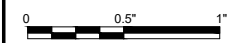
PROJECT MANAGER	JEROME W. MULVIHILL
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Red Lake Watershed District
Little Pine Lake WMA -
Outlet Structure Replacement
Project



STRUCTURAL DETAILS

FILENAME 00-S02.dwg
SCALE NONE

SHEET
00-S02

GENERAL STRUCTURAL NOTES (GSN)

GENERAL

- G1. **SCOPE**
THE NOTES ON THIS SHEET AND THE STANDARD STRUCTURAL DETAILS ARE GENERAL AND APPLY TO THE ENTIRE PROJECT WHETHER SPECIFICALLY CALLED OUT OR NOT, EXCEPT WHERE THERE ARE SPECIFIC INDICATIONS TO THE CONTRARY ON STRUCTURAL SHEETS. IF THERE ARE QUESTIONS, THEY SHALL BE SUBMITTED TO THE STRUCTURAL ENGINEER AND ANSWERED IN WRITING PRIOR TO CONSTRUCTION.
- G2. **APPLICABLE SPECIFICATIONS AND CODES**
A. 2015 MINNESOTA STATE BUILDING CODE WITH APPLICABLE EDITIONS OF THE CODE REFERENCED STANDARDS.
B. ACI 318
- G3. **DESIGN CRITERIA**
A. APPLIES TO ALL STRUCTURES (UNO)
1. DEAD LOAD:
a. ACTUAL TRIBUTARY STRUCTURE WEIGHT
2. LIVE LOAD:
a. WALKWAYS, STAIRS, GRATING: 60 PSF
3. WIND:
a. BASIC WIND SPEED: 105 MPH
b. EXPOSURE: C
c. IMPORTANCE FACTOR: III
- G4. THE FOLLOWING NON-CONTRACTUAL GEOTECHNICAL INVESTIGATION REPORT WAS DEVELOPED FOR THIS PROJECT AND IS THE BASIS OF THIS STRUCTURAL DESIGN:
GEOTECHNICAL FIRM NAME: BRAUN INTERTECH, INC.
ADDRESS: LITTLE PINE LAKE WMA PROJECT
RED LAKE WATERSHED DISTRICT
CLEARWATER COUNTY, MN
REPORT DATE: 2017
REPORT NUMBER: B1706562
- G5. **SAFETY**
SAFETY AND STRUCTURE STABILITY DURING CONSTRUCTION ARE THE SOLE RESPONSIBILITY OF THE CONTRACTOR. STRUCTURES HAVE BEEN DESIGNED TO RESIST THE DESIGN LIVE LOADS ONLY AS A COMPLETED STRUCTURE.
- G6. **OPENINGS**
OPENINGS FOR PIPES, DUCTS, CONDUITS, ETC. ARE NOT ALL SHOWN ON THE STRUCTURAL DRAWINGS. COORDINATE AND PROVIDE OPENINGS AS REQUIRED TO ACCOMMODATE ALL WORK SHOWN OR SPECIFIED IN THE CONTRACT DOCUMENTS AND OTHERWISE REQUIRED FOR THE FURNISHING OF A FUNCTIONALLY COMPLETE PROJECT. REINFORCE AROUND OPENINGS PER STANDARD STRUCTURAL DETAILS UNLESS OTHERWISE SHOWN.
- G7. **SPECIAL INSPECTIONS**
SPECIAL INSPECTIONS ARE REQUIRED IN ACCORDANCE WITH CHAPTER 1 AND CHAPTER 17 OF THE IBC. PAYMENT FOR THESE INSPECTIONS IS NOT THE RESPONSIBILITY OF THE CONTRACTOR. THE CONTRACTOR SHALL PROVIDE FOR FULL ACCESS TO THE WORK BY THE SPECIAL INSPECTOR AND SHALL PROVIDE FOR THESE INSPECTIONS IN HIS CONSTRUCTION SCHEDULE IN ACCORDANCE WITH THE SPECIFICATIONS.
- G8. ALL ELEVATIONS REFER TO NAVD88.
- G9. **STANDARD DETAILS**
THE STANDARD DETAILS DEPICT TYPICAL DETAILING TO BE USED ON THIS PROJECT. IF CONDITIONS ARE NOT EXPLICITLY SHOWN ON THE DRAWINGS THEY SHALL BE MADE SIMILAR TO THE STANDARD DETAILS. OBTAIN APPROVAL OF ENGINEER IN WRITING FOR SIMILAR CONDITIONS PRIOR TO CONSTRUCTION.

GENERAL STRUCTURAL NOTES (CONTINUED)

- G10. THE CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS AND ELEVATIONS OF EXISTING CONSTRUCTION AS REQUIRED TO COORDINATE NEW CONSTRUCTION. SUBMIT REQUIRED CHANGES FOR APPROVAL.
 - G11. CONTRACTOR TO SUBMIT FOR REVIEW ALL EQUIPMENT SIZES, OPERATING WEIGHTS, VIBRATION FORCES, SUPPORT LOCATIONS, ALONG WITH ANY FLOOR OPENINGS, NOTCHES, AND RECESSES REQUIRED BY SUCH EQUIPMENT. CONCRETE SUPPORT PADS AND/OR FRAMING REQUIRED TO SUPPORT SAID EQUIPMENT SHALL NOT BE FABRICATED AND PLACED UNTIL THE CONCRETE SUPPORT PADS AND/OR FRAMING IS APPROVED TO SUPPORT THE EQUIPMENT.
 - G12. GRANULAR BEDDING UNDER OUTLET PIPE SHALL BE FIRMLY COMPACTED FINE FILTER AGGREGATE GRADED IN ACCORDANCE WITH MNDOT SPEC 3149.2J
 - G13. COMPACT EMBANKMENT MATERIALS USING THE SPECIFIED DENSITY METHOD TO 100% STANDARD PROCTOR MAXIMUM DRY DENSITY (ASTM D698) AROUND STRUCTURE. COMMON BORROW - EMBANKMENT SHALL HAVE MOISTURE CONTENT BETWEEN 1% BELOW OPTIMUM AND 3% ABOVE OPTIMUM MOISTURE CONTENT. THE CONTRACTOR IS FULLY RESPONSIBLE FOR PROVIDING THE WORK AND MEETING MOISTURE CONTENT AND DENSITY REQUIREMENTS.
- CONCRETE**
- C1. **DESIGN STRENGTHS:**
CONCRETE COMPRESSIVE STRENGTH = $F_c = 4,500$ PSI
REINFORCEMENT BAR YIELD STRESS = $F_y = 60,000$ PSI
LOW STRENGTH CONCRETE FILL, $F_c = 3,000$ PSI
 - MN/DOT MIX DESIGN 3B44
AIR ENTRAINMENT 6.5% +/- 1.5%
NOMINAL MAXIMUM AGGREGATE SIZE 1 1/2"
SLUMP RANGE 2" - 4"
 - C2. **CONCRETE COVER**
UNLESS OTHERWISE NOTED, PROVIDE CONCRETE COVER FOR REINFORCING AS FOLLOWS:
CONCRETE DEPOSITED AGAINST EARTH: 3"
ALL OTHER: 2"
SEE DRAWINGS FOR EXCEPTIONS
 - C3. SEE SPECIFICATIONS FOR REINFORCING PLACEMENT REQUIREMENTS.
 - C4. REFER TO OTHER DISCIPLINE DRAWINGS PRIOR TO CONSTRUCTION FOR EMBEDDED ITEMS AND PENETRATIONS NOT SHOWN ON STRUCTURAL DRAWINGS. AS REQUIRED TO ACCOMMODATE ALL WORK SHOWN OR SPECIFIED IN THE CONTRACT DOCUMENTS AND OTHERWISE REQUIRED FOR THE FURNISHING OF A FUNCTIONALLY COMPLETE PROJECT. REINFORCE AROUND OPENINGS PER STANDARD STRUCTURAL DETAILS UNLESS OTHERWISE SHOWN.
 - C5. PROVIDE 3/4" CHAMFERS AT ALL EXPOSED EDGES. NOT ALL CHAMFERS MAY BE SHOWN ON DRAWINGS.
 - C6. FIELD ADJUST REINFORCING AT OPENINGS AND EMBEDDED ITEMS AS INDICATED.
 - C7. ANCHOR BOLTS NOT SPECIFIED BY ENGINEER SHALL BE DESIGNED AND CERTIFIED BY A REGISTERED PROFESSIONAL ENGINEER, RETAINED BY THE CONTRACTOR, IN ACCORDANCE WITH APPLICABLE PROJECT AND CODE REQUIREMENTS. SUBMIT AS A SHOP DRAWING FOR REVIEW AND APPROVAL BY THE ENGINEER. COORDINATE LOCATION, SIZE AND EMBEDMENT PRIOR TO CASTING CONCRETE.
 - C8. ABSOLUTELY NO WELDING OF REINFORCING BARS OR TORCHING TO BEND REINFORCING BARS SHALL BE ALLOWED WITHOUT SPECIFIC APPROVAL FROM THE STRUCTURAL ENGINEER.
 - C9. ALL POST-INSTALLED ADHESIVE ANCHORS INDICATED IN THE STRUCTURAL DOCUMENTS SHALL COMPLY WITH APPENDIX D OF ACI 318 AND CHAPTER 19 OF THE IBC. ALL ADHESIVE ANCHORS SHALL HAVE THE ICC REPORT SHOWING EQUIVALENT LOAD CAPACITY. SUBMIT AND INSTALL PER THE ICC EVALUATION REPORT.

STEEL

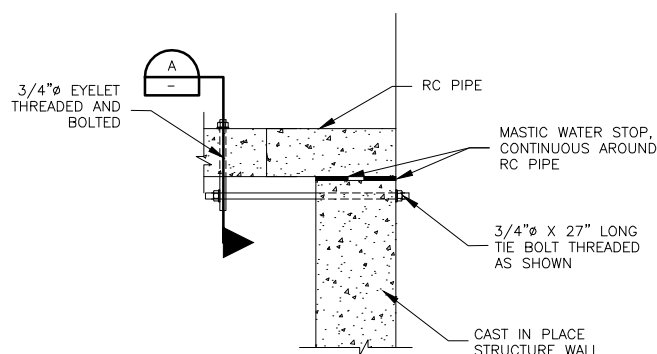
- S1. **DESIGN STRENGTHS:**
WIDE FLANGE AND TEES: $F_y = 50$ KSI
PIPES: $F_y = 35$ KSI
STAINLESS STEEL: $F_y = 33$ KSI
HSS SECTIONS: $F_y = 46$ KSI
ALL OTHER PLATES AND SHAPES: $F_y = 36$ KSI
- S2. **DIMENSIONS:**
TO CENTERLINES OF COLUMNS AND BEAMS. TOP SURFACES OF BEAMS AND TUBES AND BACKS OF CHANNELS AND ANGLES UNO.
- S3. **ELEVATIONS:**
TOP OF STEEL REFERS TO TOP SURFACE OF MEMBER OR FLANGE UNO.
- S4. WHEN FILLET WELD SIZE IS NOT INDICATED, PROVIDE MAXIMUM WELD SIZE BASED ON MATERIAL THICKNESS IN ACCORDANCE WITH AISC SPECIFICATIONS.
- S5. ALL BOLTED STRUCTURAL CONNECTIONS ARE BEARING TYPE CONNECTIONS UNLESS OTHERWISE SPECIFIED TO BE SLIP-CRITICAL. PROVIDE LOAD INDICATING WASHERS AT SLIP-CRITICAL CONNECTIONS.
- S6. CONFORM TO AISC 360, STEEL CONSTRUCTION MANUAL.

GRATING

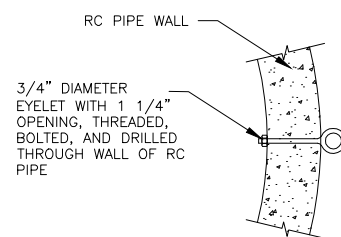
- G1. FABRICATE GRATING IN ACCORDANCE WITH NAAMM MBG 531.
- G2. **BEARING BARS:**
A. RECTANGULAR 1-1/4 X 3/16 IN UNLESS SHOWN OTHERWISE ON DRAWINGS.
B. MAXIMUM 1-3/16 IN OC SPACING.
- G3. **CROSS BARS:**
A. WELDED, SWAGED OR PRESSURE LOCKED TO BEARING BARS.
B. MAXIMUM 4 IN OC SPACING.
- G4. TOP EDGES OF BARS: SERRATED OR GROOVED.
- G5. HINGED GRATING SECTIONS: NOT WIDER THAN 2 FT AND NOT MORE THAN 35 LBS EACH.
- G6. **FINISH:**
A. HOT DIP GALVANIZED IN ACCORDANCE WITH ASTM A123.
B. CLIPS AND BOLTS: STAINLESS STEEL OR GALVANIZED.
C. SEAT ANGLES: GALVANIZED STEEL.
- G7. ENDS AND PERIMETER EDGES: BANDED.
- G8. PROVIDE JOINTS AT OPENINGS BETWEEN INDIVIDUAL GRATING SECTIONS.
- G9. FABRICATE GRATING SO THAT BEARING BARS AND CROSS BARS IN ADJACENT SECTIONS ARE ALIGNED.
- G10. ANCHOR GRATING WITH SADDLE CLIPS AND 1/4" SELF-TAPPING BOLTS
A. MAXIMUM SPACING OF 2'-0" WITH MINIMUM OF (2) PER SIDE.

GUARD RAILING

- GR1. CUSTOM FABRICATE PIPE RAILINGS TO DIMENSIONS AND PROFILES SHOWN ON DRAWINGS.
- GR2. **GUARD RAILS:**
A. TOP RAILS AND INTERMEDIATE RAILS: SCHEDULE 40, 2" IN NOMINAL DIAMETER PIPE.
B. VERTICAL POSTS: SCHEDULE 80, 2" IN NOMINAL DIAMETER PIPE.
- GR3. SPACE VERTICAL POSTS AS REQUIRED BY LOADING REQUIREMENTS BUT NOT MORE THAN 4 FT OC.
A. AVOID LOCATING VERTICAL POSTS AT CHANGES IN DIRECTION OF RAILING.
B. HOLD VERTICAL POST BACK FROM CORNER AND PROVIDE RADIUS CORNERS.
- GR4. **BASE PLATE FOR VERTICAL GUARDRAIL POSTS MOUNTED TO TOP OF CONCRETE SURFACE:**
A. 3/8 X 6 X 6 IN SQUARE PLATE WELDED TO THE VERTICAL POST.
B. PREDRILLED TO ACCEPT FOUR (4) ANCHORS.
- GR5. PROVIDE 1/4 X 4 IN HIGH TOE BOARDS AT ELEVATED WALKWAYS.
A. CLEARANCE BETWEEN BOTTOM OF TOE BOARD AND WALKING SURFACE SHALL NOT EXCEED 1/4 IN.
- GR6. **WELDED RAILING FABRICATION:**
A. ALL WELDING TO BE CONTINUOUS IN ACCORDANCE WITH AWS D1.1.
1. ALL WELDED RAILING JOINTS SHALL HAVE FULL PENETRATION WELDS.
B. ALL EXPOSED WELDS TO BE GROUND AND BUFFED SMOOTH AND FLUSH TO MATCH AND BLEND WITH ADJOINING SURFACES.
- GR7. FIT EXPOSED ENDS OF GUARDRAILS AND HANDRAILS WITH SOLID TERMINATIONS.
- GR8. **INSTALL WEEPS TO DRAIN MOISTURE FROM HOLLOW SECTIONS OF RAILING.**
A. DRILL 1/4 IN WEEP HOLE IN RAILINGS CLOSED AT BOTTOM:
1. 1 IN ABOVE WALKWAY SURFACE AT BOTTOM OF POSTS.
2. DRILL HOLE PRIOR TO GALVANIZING.
3. DO NOT DRILL WEEP HOLES IN BOTTOM OF BASE PLATE.
- GR9. **FINISH: GALVANIZED AFTER FABRICATION.**
- GR10. GUARD RAILING BASE PLATES SHALL BE ANCHORED WITH 1/2 IN DIAMETER HILTI HIT-HY 200 + HIT-Z-R ADHESIVE ANCHORS WITH 4 IN EMBEDMENT.



RC PIPE TIE TO CIP STRUCTURE DETAIL
NOT TO SCALE



SECTION
NOT TO SCALE



ISSUE	DATE	DESCRIPTION
1	4/30/2018	ISSUED FOR BID

PROJECT MANAGER	JEROME W. MULVIHILL
DESIGNER 1:	M. PETERSON
DESIGNER 2:	J. FREEBERG
DRAWN BY:	R. PARKE
CHECKED BY:	R. KNOTT
PROJECT NUMBER	10022560

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE 4/30/2018 REG. NO. 41241

J. Mulvihill
JEROME W. MULVIHILL

Red Lake Watershed District
Little Pine Lake WMA -
Outlet Structure Replacement
Project

STRUCTURAL
GENERAL NOTES



FILENAME 00-S03.dwg
SCALE AS SHOWN

SHEET
00-S03

Red Lake Watershed District

President
Dale M. Nelson

Vice President
Gene Tiedemann

Treasurer
Terry Sorenson

1000 Pennington Avenue South
Thief River Falls, MN 56701
218-681-5800
218-681-5839 FAX
e-mail: rlwaters@wiktel.com
www.redlakewatershed.org

Secretary
LeRoy Ose

Managers
Les Torgerson
Allan Page
Brian Dwight

May 4, 2018

Minnesota Department of Transportation

RE: Thief River Falls Westside Flood Damage Reduction

To Whom It May Concern:

At the April 26, 2018 Red Lake Watershed District (RLWD) Board meeting, the Board agreed to move forward with design of the petitioned project referred to as Thief River Falls Westside Flood Damage Reduction Project. It is the intention of the Board to proceed with the design of the Project with an understanding that a funding package is still under development.

The RLWD is hereby requesting that MnDOT continue to coordinate drainage design elements with the RLWD Project Engineer in order to take advantage of this unique opportunity, which includes a design alternative that diverts drainage south along the west side of State Aid Highway #16.

On behalf of our project partners, the City of Thief River Falls and Pennington County, the RLWD commends MnDOT for its willingness to partner on this important project.

If you have questions or need additional information please contact the Red Lake Watershed District office at 218-681-5800.



Myron Jesme
Administrator

LEASE AGREEMENT

This Lease Agreement is made, effective the 12th day of April 2018, by and between the Red Lake Watershed District, (hereinafter referred to as Lessor) and Nick Knott, (hereinafter referred to as Lessee).

1. DESCRIPTION OF PROPERTY. Lessor leases to Lessee, to occupy and use for agricultural farming and related purposes, the following described property, located in the County of Pennington, State of Minnesota, to-wit:

East Half of the Northeast Quarter (E $\frac{1}{2}$ NE $\frac{1}{4}$), Section Four (4), Township One Hundred Fifty-two (152) North, of Range Forty-five (45) West of the Fifth Principal Meridian;

South Half of the Northwest Quarter (S $\frac{1}{2}$ NW $\frac{1}{4}$) and Lots Three (3) and Four (4), Section Three (3), Township One Hundred Fifty-two (152) North, of Range Forty-five (45) West of the Fifth Principal Meridian;

The Northeast Quarter (NE $\frac{1}{4}$) and the North Half of the Southeast Quarter (N $\frac{1}{2}$ SE $\frac{1}{4}$), Section Three (3), Township One Hundred Fifty-two (152) North of Range Forty-five (45) West of the Fifth Principal Meridian, EXCEPTING THEREFROM THE FOLLOWING TWO PARCELS:

Beginning at a point on the North Line of Section 3, Township 152, Range 45, 1264 feet West of the Northeast Corner of said Section; thence East 1264 feet; thence South 2652 feet to the quarter Section corner; thence West 522 feet; thence Northwesterly to the point of beginning;

AND

Beginning at a point 522 feet West of the quarter Section corner on the East line of Section 3, Township 152, Range 45; thence East 522 feet; thence South 1320 feet; thence West 95 feet; thence northwesterly to a point of beginning.

2. TERM. The term of this Lease shall be from the 1st day of January 2018, through the 31st day of December 2018. All crops planted on this property must be harvested by September 1, 2018 and will not be subject for reimbursement of damages should crop be left on the field after that date. The terms will be on a cash rental basis, which includes till back procedures and payment timeline.

3. RENTAL. The Lessee shall pay rent on 396.23 acres of "Cropland" as specified in the Farm Service Agency document received April 11, 2018 and agrees to pay at the rate of \$72.00 per acre which totals \$28,528.56 a year. Rent shall be paid in full by June 1, 2018.

4. EXPENSES. Lessee shall be responsible for all expenses associated with his agricultural farming operation, the only duty of Lessor being to provide the acreage which is to be farmed.

Lessee shall be responsible for all fertilizer, seed, and other items planted on said real property.

Lessee shall be responsible for all farm machinery and equipment and the repairs of such machinery and equipment.

Lessee shall be responsible for all labor necessary to operate the farm efficiently.

5. **SYSTEM OF FARMING.** It is the intention of the parties that the farm be operated as an agricultural crop growing business and no livestock shall be permitted on the rented premises.

At the end of the lease term, Lessee shall plow back, or chisel plow twice, all areas farmed at that crop year end.

Lessee agrees to use all best farming practices and to conduct the farming operation in a fashion and manner which shall not cause damage to the impoundment levies.

Access to the leased premises shall be made through public road right of way or through Lessor's property.

6. **INSURANCE.** Lessee shall during the term of this Lease, at his expense, maintain a policy or policies of liability insurance with respect to the premises and the business of Lessee, in which Lessee and Lessor shall be covered by being named as insured parties under reasonable limits of liability of not less than \$500,000 combined single limit for injury, death, and damage to property.

The insurance which Lessee is required to procure and maintain shall be insured by an insurance company or companies licensed to do business in the State of Minnesota and acceptable to Lessor. The insurance policy shall provide for not less than 10 days written notice to Lessor before cancellation, non-renewal, termination or change in coverage, and Lessee shall deliver to Lessor a duplicate original or Certificate of such insurance policy or policies.

7. **AT OWN RISK.** Lessee acknowledges that all farming done on the rented premises is at Lessee's own risk and with full knowledge of Lessor's right to proceed with construction of the proposed Black River Impoundment Flood Damage Reduction Project after September 1, 2018 and that no crop damage will be paid by the Lessor's after said date.

8. **POSTING.** Lessee may post the farmable land; Lessor assumes no responsibility to enforce any no trespassing areas posted by Lessee.

9. **ASSIGNMENT.** Lessee shall have no right to assign this lease agreement without the prior written consent of Lessor.

10. RESERVATION. Lessor reserves the right to enter upon the rented acreage for purpose of maintenance and operation of the Parnell Impoundment.

11. TITLES AND HEADINGS. The titles and headings used herein are for convenience only and do not constitute any part of this Agreement.

12. ENTIRE AGREEMENT INVALIDITY. This Agreement sets forth the entire arrangement between the parties and there are no representations or warranties except as expressly set forth herein. No amendment or modification of this Agreement shall be valid unless in writing and signed by the parties hereto. Should any clause or provision of this Agreement become invalid for any reason, such invalidity shall not result in the invalidity or unenforceability of any other clause or provision of this Agreement.

13. GOVERNING LAW. This Agreement shall be governed and construed in accordance with the laws of the State of Minnesota.

14. NOTICES. All notices and other communications required herein shall be in writing, mailed by certified mail, return receipt requested, to the last known address of the other party, to be effective on the date of mailing. The address of each party, unless otherwise notified as required herein, is as follows:

Lessor:
Red Lake Watershed District
1000 Pennington Avenue South
Thief River Falls, MN 56701

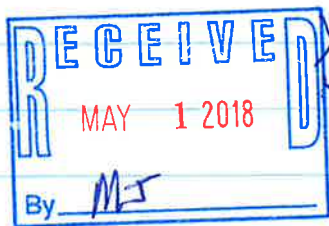
Lessee:
Nick Knott
18641 125th Ave. SW
PO Box 153
Red Lake Falls, MN 56750

15. SUCCESSORS AND ASSIGNS. This Agreement shall be binding upon the parties hereto, their heirs, personal representatives, successors and assigns.

Sirs,

Just letting you know that Gerald and Mary Mozinski are against the construction of a public drainage ditch known as Lake Watershed District Ditch No. 16, Red Lake Watershed District Project No. 127. We do not see any benefit from the project as we already have a big drainage ditch to the North and to the South. We don't need the assessment and we will lose 4 acres of land for which we could have been rented out. If the project goes thru are they going to take the 4 acres off the tax rolls? The land description is: Northland Township - Section 36 - Town 153 - Range 049 N2 NW 4

Our address and phone number if you need to reach us is: 701 775 3565
1915 S 19 ST - Grand Forks, ND 58201



Yours Truly

Mary Mozinski
Gerald Mozinski

4-30-18

Louisville Parnell Wetland Bank Crediting

11.30 acres of wetland and 6.93 acres of upland under conservation easement.

As-Is Scenario

9.55 acres of wetland not meeting veg standards credited at 33% = 3.1515 credits

1.75 acres of wetland meeting veg standards credited at 50% = 0.875 credits

6.93 acres of Upland Buffer dominated by non-native invasive vegetation credited a 10% = 0.693 credits

Total credit yield = 4.7195 credits

Vegetative Management Scenario

11.30 acres of wetland credited at 50% = 5.65 credits

6.93 acres of upland buffer dominated by non-native invasive vegetation credited at 10% = 0.693 credits

Total credit yield = 6.343

RED LAKE WATERSHED DISTRICT
Board of Manager's Minutes
August 25, 2005

President Orville Knott called the meeting to order at 9:00 a.m. at the Red Lake Watershed District office, Thief River Falls, MN.

Present were: Managers Orville Knott, Dale M. Nelson, Lee Coe, Allan Carlson, Arnold Stanley, and Gene Tiedemann. Absent: Vernon Johnson. Staff present: Myron Jesme and Arlene Novak, and Legal Counsel Delray Sparby.

The board reviewed the agenda. A motion was made by Nelson, seconded by Tiedemann, and passed by unanimous vote that the Board approve the agenda.

Arlene Novak read the minutes of August 11, 2005. A motion was made by Carlson, seconded by Tiedemann, that the Board approve the minutes. Motion carried.

The board reviewed the Financial Report as of August 24, 2005. A motion was made by Nelson, seconded by Coe, and passed by unanimous vote that the Board approve the Financial Report dated August 24, 2005.

Authorization is needed for signing of grants for the RLWD. A motion was made by Nelson, seconded by Tiedemann, and passed by unanimous vote that the board adopt the following resolution:

WHEREAS, the Red Lake Watershed District applies for grants from the MN Department of Natural Resources, Federal Emergency Management Agency, and the State of Minnesota, and

WHEREAS, authorized signatures are needed on these documents;

NOW, THEREFORE BE IT RESOLVED, that the Red Lake Watershed District authorizes the Administrator of the RLWD to sign these grant applications for funding from the entities previously noted.

A motion was made by Nelson, seconded by Tiedemann, and passed by unanimous vote that the board approve the following resolution for the Flood Hazard Mitigation Grant Agreement with the Department of Natural Resources for the Grand Marais Creek Subwatershed Project, RLWD Project No. 60B.

BE IT RESOLVED that Red Lake Watershed District, hereinafter referred to as the "Applicant" act as legal sponsor for the project contained in the Flood Damage Reduction Grant Assistance Program Application to be submitted on August 25, 2005 and that Myron Jesme, Administrator is hereby authorized to apply for the Department of Natural Resources for funding of this project on behalf of the Applicant.

**FY 2018 STATE OF MINNESOTA
BOARD OF WATER and SOIL RESOURCES
WATERSHED BASED FUNDING GRANTS PROGRAM
GRANT AGREEMENT**

Vendor:		VN#:	
PO#:	3000009100	Date Paid:	

This Grant Agreement is between the State of Minnesota, acting through its Board of Water and Soil Resources (Board) and **Red Lake WD, 1000 Pennington Ave S Thief River Falls Minnesota 56701** (Grantee).

<i>This grant is for the following Grant Programs :</i>		
C18-1020	Red Lake River 1W1P 2018-2019	\$677,551
Total Grant Awarded: \$677,551		

Recitals

1. The Laws of Minnesota 2017, Chapter 91, Article 2, Section 7 (a), appropriated Clean Water Funds (CWF) to the Board for the FY 2018 Watershed-based Funding Pilot Program.
2. The Board adopted the FY 2018 Clean Water Fund Watershed-based Funding Pilot Program Policy and authorized the FY 2018 Competitive Grants Program in Board Resolution 17-57.
3. The Board adopted Board Resolution 17-96 to allocate funds for the FY 2018 Watershed-based Funding Pilot Program.
4. The Grantee has submitted a BWSR approved work plan for this Program which is incorporated into this agreement by reference.
5. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant agreement to the satisfaction of the State.
6. As a condition of the grant, Grantee agrees to minimize administration costs.

Authorized Representative

The State's Authorized Representative is Marcey Westrick, Clean Water Coordinator, BWSR, 520 Lafayette Road North, Saint Paul, MN 55155, 651-284-4153, or her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services and performance provided under this Grant Agreement.

The Grantee's Authorized Representative is: **Myron Jesme/Red Lake Watershed District Administrator
1000 Pennington Avenue North
Thief River Falls, MN 56701
218-681-5800**

If the Grantee's Authorized Representative changes at any time during this Grant Agreement, the Grantee must immediately notify the Board.

Grant Agreement

1. **Term of Grant Agreement.**
 - 1.1. **Effective date:** The date the Board obtains all required signatures under Minn. Stat. § 16B.98, Subd.5. **The State's Authorized Representative will notify the Grantee when this grant agreement has been executed. The Grantee must not begin work under this grant agreement until it is executed.**
 - 1.2. **Expiration date:** December 31, 2021, or until all obligations have been satisfactorily fulfilled, whichever comes first.

1.3. **Survival of Terms:** The following clauses survive the expiration or cancellation of this Agreement: 7. Liability; 8. State Audits; 9. Government Data Practices; 11. Publicity and Endorsement; 12. Governing Law, Jurisdiction, and Venue; 14. Data Disclosure; and 18. Intellectual Property Rights.

2. Grantee's Duties.

The Grantee will comply with required grants management policies and procedures set forth through Minn. Stat. § 16B.97, Subd. 4(a)(1). The Grantee is responsible for the specific duties for the Program as follows:

- 2.1. **Implementation:** The Grantee will implement their work plan, which is incorporated into this Agreement by reference.
- 2.2. **Reporting:** All data and information provided in a Grantee's report shall be considered public.
 - 2.2.1. The Grantee will submit an annual progress report to the Board by February 1 of each year on the status of program implementation by the Grantee. Information provided must conform to the requirements and formats set by the Board. All individual grants over \$500,000 will also require a reporting of expenditures by June 30 of each year.
 - 2.2.2. The Grantee will prominently display on its website the Clean Water Legacy Logo and a link to the Legislative Coordinating Commission website.
 - 2.2.3. Final Progress Report: The Grantee will submit a final progress report to the Board by February 1, 2022 or within 30 days of completion of the project, whichever occurs sooner. Information provided must conform to the requirements and formats set by the Board.
- 2.3. **Match:** The Grantee will ensure any local match requirement will be provided as stated in Grantee's approved work plan.

3. **Time.** The Grantee must comply with all the time requirements described in this Grant Agreement. In the performance of this Grant Agreement, time is of the essence.

4. Terms of Payment.

- 4.1. Grant funds will be distributed in three installments: 1) The first payment of 50% will be distributed after the execution of the Grant Agreement. 2) The second payment of 40% will be distributed after the first payment of 50% has been expended and reporting requirements have been met. An eLINK Interim Financial Report that summarizes expenditures of the first 50% must be signed by the Grantee and approved by BWSR. Selected grantees may be required at this point to submit documentation of the expenditures reported on the Interim Financial Report for verification. 3) The third payment of 10% will be distributed after the grant has been fully expended and reporting requirements are met. The final, 10% payment must be requested within 30 days of the expiration date of the Grant Agreement. An eLINK Final Financial Report that summarizes final expenditures for the grant must be signed by the grantee and approved by BWSR.
- 4.2. All costs must be incurred within the grant period.
- 4.3. All incurred costs must be paid before the amount of unspent grant funds is determined. Unspent grant funds must be returned within 30 days of the expiration date of the Grant Agreement.
- 4.4. The obligation of the State under this Grant Agreement will not exceed the amount stated above.
- 4.5. This grant includes an advance payment of 50 percent of the grant's total amount. Advance payments allow the grantee to have adequate operating capital for start-up costs, ensure their financial commitment to landowners and contractors, and to better schedule work into the future.
- 4.6. Contracting and Bidding Requirements per Minn. Stat. §471.345, Grantees that are municipalities as defined in Subd. 1 must do the following if contracting funds from this grant contract agreement for any supplies, materials, equipment or the rental thereof, or the construction, alteration, repair or maintenance of real or personal property.
 - 4.6.1. If the amount of the contract is estimated to exceed \$100,000, a formal notice and bidding process must be conducted in which sealed bids shall be solicited by public notice. Municipalities may, as a best value alternative, award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat. §16C.28, Subd. 1, paragraph (a), clause (2).

- 4.6.2.If the amount of the contract is estimated to exceed \$25,000 but not \$100,000, the contract may be made either upon sealed bids or by direct negotiation, by obtaining two or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding. All quotations obtained shall be kept on file for a period of at least one year after receipt thereof. Municipalities may, as a best value alternative, award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat.§16C.28, Subd. 1, paragraph (a), clause (2) and paragraph (c).
- 4.6.3.If the amount of the contract is estimated to be \$25,000 or less, the contract may be made either upon quotation or in the open market, in the discretion of the governing body. If the contract is made upon quotation, it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after their receipt. Alternatively, municipalities may award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat.§16C.28, Subd. 1, paragraph (a), clause (2).
- 4.6.4.Support documentation of the bidding process utilized to contract services must be included in the Grantee's financial records, including support documentation justifying a single/sole source bid, if applicable.
- 4.6.5.For projects that include construction work of \$25,000 or more, prevailing wage rules apply per Minn. Stat. §§177.41 through 177.44. Consequently, the bid request must state the project is subject to prevailing wage. These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole. A prevailing wage form should accompany these bid submittals.

5. Conditions of Payment. All services provided by the Grantee under this Grant Agreement must be performed to the State's satisfaction, as set forth in this Agreement and in the BWSR approved work plan for this program. Compliance will be determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, State, and local laws, policies, ordinances, rules, FY 2018 Clean Water Fund Competitive Grants Policy, and regulations. All Grantees must follow the Grants Administration Manual policy. Minnesota Statutes §103C.401 (2014) establishes BWSR's obligation to assure program compliance. If the noncompliance is severe, or if work under the grant agreement is found by BWSR to be unsatisfactory or performed in violation of federal, state, or local law, BWSR has the authority to require the repayment of grant funds, or an additional penalty. Penalties can be assessed at a rate up to 150% of the grant agreement.

6. Assignment, Amendments, and Waiver.

- 6.1. **Assignment.** The Grantee may neither assign nor transfer any rights or obligations under this Grant Agreement without the prior consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Grant Agreement, or their successors in office.
- 6.2. **Amendments.** Any amendment to this Grant Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Grant Agreement, or their successors in office. Amendments must be executed prior to the expiration of the original agreement or any amendments thereto.
- 6.3. **Waiver.** If the State fails to enforce any provision of this Grant Agreement, that failure does not waive the provision or its right to enforce it.

7. Liability. The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this Grant Agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this Grant Agreement.

8. State Audits. Under Minn. Stat. § 16B.98, subd. 8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this Grant Agreement or transaction are

subject to examination by the Board and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Grant Agreement, receipt and approval of all final reports, or the required period of time to satisfy all State and program retention requirements, whichever is later.

8.1. The books, records, documents, accounting procedures and practices of the Grantee and its designated local units of government and contractors relevant to this grant, may be examined at any time by the Board or Board's designee and are subject to verification. The Grantee or delegated local unit of government will maintain records relating to the receipt and expenditure of grant funds.

8.2. The Grantee or designated local unit of government implementing this Agreement will provide for an audit that meets the standards of the Office of State Auditor. The audit must cover the duration of the Agreement Period and be performed within one year after the end of the Agreement Period or when routinely audited, whichever occurs first. Copies of the audit report must be provided to the Board if requested.

9. **Government Data Practices.** The Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this Grant Agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the State.

10. **Workers' Compensation.** The Grantee certifies that it is in compliance with Minn. Stat. § 176.181, subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

11. **Publicity and Endorsement.**

11.1. **Publicity.** Any publicity regarding the subject matter of this Grant Agreement must identify the Board as the sponsoring agency. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Grant Agreement.

11.2. **Endorsement.** The Grantee must not claim that the State endorses its products or services.

12. **Governing Law, Jurisdiction, and Venue.** Minnesota law, without regard to its choice-of-law provisions, governs this Grant Agreement. Venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate State or federal court with competent jurisdiction in Ramsey County, Minnesota.

13. **Termination.**

13.1. The State may cancel this Grant Agreement at any time, with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

13.2. In the event of a lawsuit, an appropriation from a Clean Water Fund is canceled to the extent that a court determines that the appropriation unconstitutionally substitutes for a traditional source of funding.

14. **Data Disclosure.** Under Minn. Stat. § 270C.65, Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and State tax agencies and State personnel involved in the payment of State obligations. These identification numbers may be used in the enforcement of federal and State tax laws which could result in action requiring the Grantee to file State tax returns and pay delinquent State tax liabilities, if any.

15. **Prevailing Wage.** It is the responsibility of the Grantee or contractor to pay prevailing wages on construction projects to which State prevailing wage laws apply (Minn. Stat. 177.42 – 177.44). All laborers and mechanics

employed by grant recipients and subcontractors funded in whole or in part with these State funds shall be paid wages at rates not less than those prevailing on projects of a character similar in the locality.

- 16. Constitutional Compliance.** It is the responsibility of the Grantee to comply with requirements of the Minnesota Constitution regarding use of Clean Water Funds to supplement traditional sources of funding.
- 17. Signage.** It is the responsibility of the Grantee to comply with requirements for project signage as provided in Minnesota Laws 2010, Chapter 361, article 3, section 5 (b) for Clean Water Fund projects.
- 18. Intellectual Property Rights.** The State owns all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents *created and paid for under this grant*. Works means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this grant. Works includes "Documents." Documents are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents, or subcontractors, in the performance of this grant. The Documents will be the exclusive property of the State and all such Documents must be immediately returned to the State by the Grantee upon completion or cancellation of this grant at the State's request. To the extent possible, those Works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the Works and the Documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

IN WITNESS WHEREOF, the parties have caused this Grant Agreement to be duly executed intending to be bound thereby.


Approved:

Red Lake WD

Board of Water and Soil Resources

By: Myron Jesme
(print)

By: _____


(signature)

Title: Administrator

Title: _____

Date: May 10, 2018

Date: _____

**RELEASE OF CLAIMS AND
INDEMNIFICATION AND HOLD HARMLESS AGREEMENT**

That Releasor, Harvey Klipping, being of lawful age, for the sole consideration, allowing entry onto RLWD Ditch 3, RLWD Project No. 7 and RLWD Ditch 10, RLWD Project No. 161 to remove gopher along the spoil bank, receipt of which is hereby acknowledged, do hereby and for their heirs, successors, and assigns release, acquit and forever discharge the Red Lake Watershed District, its Board Members, Employees, Representatives Staff and their successors and assigns, (hereinafter "the Red Lake Watershed District"), of and from any and all claims, actions, causes of action, demands, rights, damages, costs, expenses and compensation of whatever kind and of whatever nature, which now exist or which may hereafter accrue on account of or in anyway growing out any negligence on the part of the parties hereby released in regards to the removal/ trapping of gopher on portions of the RLWD Ditch 3, RLWD Project No. 7 and RLWD Ditch 10, RLWD Project No. 161 between Releasors and the Red Lake Watershed District between Releasors and the Red Lake Watershed District.

Furthermore, the Releasors, jointly and severally, agree to indemnify and hold harmless the Red Lake Watershed District from any liability to third parties, including attorney's fees and costs, for any liability or claims against the Red Lake Watershed District in relation to the above referenced matter between Releasors and the Red Lake Watershed District.

The Releasors hereby declare and represent that no promise, inducement or agreement not herein expressed has been made to the Releasors, and that this Release contains the entire agreement between the parties hereto, and that the terms of this Release are contractual and not a mere recital.

THE RELEASORS HAVE READ THE FOREGOING RELEASE AND FULLY UNDERSTAND IT.

DATED: 5-7-18

Harvey Klipping
Releasor
Phone: 218-689-4884

DATED: _____

Releasor





Permit # 18-001

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Todd and Debra Stanley		72552 Hwy 89 NW Grygla, MN 56727		tel: mobile: 218-689-1399 fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Marshall** Township: **Espelie** Range: **39** Section: **10 1/4: N1/2**

(4) Describe in detail the work to be performed. **Install culvert in two locations in County Ditch 32.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Field entrances are too far apart.**

Status

Status	Notes	Date
Approved	None	May 10, 2018
Tabled	I recommend this permit be "tabled" until after the 2018 Spring melt. This will allow for adequate time to observe runoff conditions, water elevations, flow patterns and to determine existing culvert sizes.	Feb. 22, 2018
Received	None	Jan. 17, 2018

Conditions

P.A. #18001 – Previously "Tabled" Red Lake Watershed District (RLWD) approval to install two separate field entrances, each with a 48 in. diameter culvert, as per approval of Marshall County specs/conditions; proposed work is in Lat. #2 of County Ditch #32 Right-of-Way. Contact person at Marshall Co. Hwy. Dept. is Engineer Lon Aune at 218-745-4381 For proposed work on lands not owned by applicant, For he/she must obtain, in writing, permission from the affected landowners to perform proposed work. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166)

NOTE: This permit does not relieve the applicant of any requirements for other permits which may be necessary from Township, County, State, or Federal Government Agencies.



Permit # 18-017

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Roger Hagen		13929 State Hwy 220 SW East Grand Forks, MN 56721		tel: 218-779-2248 mobile: fax:

General Information

(1) The proposed project is a:

Tiling

(2) Legal Description

(3) County: Polk Township: Grand Forks Range: 50 Section: 36 1/4: NE1/4

(4) Describe in detail the work to be performed. **Install pattern tile with lift station pump.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Drainage**

Status

Status	Notes	Date
Approved	None	May 10, 2018
Received	None	April 16, 2018

Conditions

P.A. #18017 The Red Lake Watershed District (RLWD) approves the pattern tile project and lift station. If any work is within a public road and/or public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval, and must meet their specs/conditions. Directly downstream of the tile and/or pump station(s) outlets, applicant shall ensure that adequate grade and drainage is provided. ■ **Note: Please be aware of, and review the 'bullet points' on the bottom half of the application. For proposed work on lands not owned by applicant, he/she must obtain, in writing, permission from the affected landowners to perform proposed work. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166)**

NOTE: This permit does not relieve the applicant of any requirements for other permits which may be necessary from Township, County, State, or Federal Government Agencies.



Permit # 18-020

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
James Harder		20543 160th Street NE Thief River Falls, MN 56701		tel: 218-681-0467 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **Smiley** Range: **42** Section: **3 1/4: NE1/4**

(4) Describe in detail the work to be performed. **Extend existing culvert or install new 18" culvert (Pennington County Road #62 ROW)**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Existing entrance is too narrow.**

Status

Status	Notes	Date
Approved	None	May 10, 2018
Received	None	April 25, 2018

Conditions

P.A. #18020 Red Lake Watershed District (RLWD) approval to install an entrance with an 18 in. diameter culvert, as per approval of Pennington County specs/conditions; proposed work is in County Road #62 Right-of-Way. Contact persons at Pennington Co. Hwy. Dept. are Engineer Mike Flaagen or Assistant Mike Stennes at 218-683-7017. For proposed work on lands not owned by applicant, For he/she must obtain, in writing, permission from the affected landowners to perform proposed work. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166)

NOTE: This permit does not relieve the applicant of any requirements for other permits which may be necessary from Township, County, State, or Federal Government Agencies.



Permit # 18-021

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Dean Philipp		510 Arnold Avenue North Thief River Falls, MN 56701		tel: 218 681 2863 mobile: 218 684 4780 fax:

General Information

(1) The proposed project is a:

Surface Drainage (New Ditch or Improvement)

(2) Legal Description

(3) County: **Pennington** Township: **Rocksbury** Range: **43** Section: **1 1/4: NE1/4**

(4) Describe in detail the work to be performed. **Clean road ditch. May need to lower 24" culvert in NE1/4 NE1/4.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Land does not drain.**

Status

Status	Notes	Date
Approved	None	May 10, 2018
Received	None	April 27, 2018

Conditions

P.A. #18021 Red Lake Watershed District (RLWD) approval as per approval of both Pennington Co. Hwy. Dept. and Rocksbury Twp. specs/conditions; proposed work is within Penn. Co. Road #80 Right-of Way and Rocksbury Twp. road Right-of Way. All excavation shall be consistent with the existing road and ditch slopes and there shall be no vertical excavation faces. Existing drainage/flow patterns shall not be changed or diverted. Contact persons at Pennington Co. Hwy. Dept. are Engineer Mike Flaagen or Asst. Engineer Mike Stennes at 218-683-7017 For proposed work on lands not owned by applicant, he/she must obtain, in writing, permission from the affected landowners to perform proposed work. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166)

NOTE: This permit does not relieve the applicant of any requirements for other permits which may be necessary from Township, County, State, or Federal Government Agencies.



Permit # 18-022

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
David Rodahl		10893 230th Street NE Thief River Falls, MN 56701		tel:218-684-4830 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **Agder** Range: **42** Section: **7 1/4: SE1/4**

(4) Describe in detail the work to be performed. **Replace existing 15" culvert with 18" culvert. Extend length.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Culvert now working, crossing to narrow.**

Status

Status	Notes	Date
Approved	None	May 10, 2018
Received	None	May 3, 2018

Conditions

P.A. #18022 Red Lake Watershed District (RLWD) approval to install field entrance with an 18 in. dia. culvert, as per approval of Marshall County specs/conditions; proposed work is in County Rd. #120 Right-of-Way. Contact person at Marshall Co. Hwy. Dept. is Engineer Lon Aune at 218-745-4381 For proposed work on lands not owned by applicant, he/she must obtain, in writing, permission from the affected landowners to perform proposed work. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166)

NOTE: This permit does not relieve the applicant of any requirements for other permits which may be necessary from Township, County, State, or Federal Government Agencies.

Red Lake Watershed District - Administrators Report

May 10, 2018

Red River Watershed Management Board – Leroy and I will be attending the RRWMB meeting which will be held at the Sandhill Watershed District office, at 9:30 am, May 15, 2018.

Thief River 1W1P- The Advisory met at 9:00 am Tuesday, May 9, 2018 in Grygla, MN followed by the Policy Committee meeting at 11:00. The main item for the Advisory Committee meeting was the discussion of Section 3, Measurable Goals, as well as introduction of Section 4, Tools for Targeting Purposes.

Impoundment update – Euclid East, Brandt and Parnell JD 60 are releasing water as we speak. I was called by Gary Pulkrabek and commended the staff as well as operation of impoundments this past week. Gary indicated that he has never seen so fast of a melt with so much water in that short period of time.

Enbridge Pipeline – I have included in your packet a guided tour schedule for their pipeline stations in our area. Loren and I also participated in a conference call with Enbridge Environmental staff concerning permitting through the Red Lake Watershed District in preparation of the installation of their line 3 replacement.

Grand Marais Outlet Restoration – I was scheduled to meet Brad Dokken, Outdoor Writer for Grand Forks Herald, out at the Grand Marais Outlet Restoration Project Tuesday but weather canceled that tour. We hope to reschedule the tour for Thursday, May 17th.



Mr. Myron Jesme
 Administrator
 Red Lake Watershed District
 1000 Pennington Ave
 Thief River Falls, MN 56701-4013

Dear Mr. Jesme,

You're invited! Join us for a guided tour of a local Enbridge pump station in your area.

This is an opportunity to see a local, state-of-the-art facility and learn how operations in the Enbridge pipeline system serve as a vital link to reliable energy supplies for Minnesota and the Midwest. Enbridge representatives will be available on the tour to answer your questions.

There are multiple tours available. Please determine which date and time is best for you and RSVP with your choice.

Tuesday, May 8, 2018 Donaldson Station	One tour only	3:00 PM – 5:00 PM
Tuesday, May 8, 2018 Viking Station	One tour only	6:30 PM – 8:30 PM
Wednesday, May 9, 2018 Plummer Station	Option One	1:00 PM – 3:00 PM
	Option Two	4:00 PM – 6:00 PM
Thursday, May 10, 2018 Clearbrook Terminal	Option One	1:00 PM – 3:00 PM
	Option Two	4:00 PM – 6:00 PM
Tuesday, May 15, 2018 Cass Lake Station	Option One	1:00 PM – 3:00 PM
	Option Two	4:00 PM – 6:00 PM
Wednesday, May 16, 2018 Deer River Station	Option One	1:00 PM – 3:00 PM
	Option Two	4:00 PM – 6:00 PM
Thursday, May 17, 2018 Floodwood Station	Option One	1:00 PM – 3:00 PM
	Option Two	4:00 PM – 6:00 PM



How to RSVP:

This event is by invitation only and is not open to the general public.

Please RSVP by Friday, May 4 by calling 715-817-6102 or emailing us at laura.kircher@enbridge.com. Each tour is limited to 10 participants. RSVPs are first-come, first-served.

How to Attend:

Due to limited parking at the pump station, the tour will begin at a central meeting location where a shuttle will transport all participants to the facility. We will provide you with the central meeting location when you RSVP.

What to Wear:

All guests will need to wear long pants and sturdy, closed-toe boots. Safety glasses and hard hats will be provided for the tour as-needed.

Enbridge is committed to safely delivering the energy that supports the growth of local economies here in Minnesota and throughout the region. As neighbors of our pipeline system, you play a critical role in this effort. We look forward to bringing you to our facilities to share more about the technology and operations that make safe energy transportation possible.

Sincerely,



Laura Kircher

Community Engagement Advisor



Land and Water Shall Be Preserved

Education Committee

2018 Chair: Duane Willenbring,
Sauk River WD

Purpose	The purpose of the Education Committee is to guide the implementation of a high impact training program that aims to empower managers, administrators, and staff to be able to do the best job they can do in their respective roles.
Tasks	<p>The Education Committee will annually review the training plan and make the following recommendations to the MAWD Board:</p> <ul style="list-style-type: none"> • Note the activities that have been completed that can be removed. • Prioritize the next activities to be completed. • Make recommendations for any new items that should be added. <p>The Education Committee will assist with identifying trainers, vendors, and sponsors who could enhance training efforts.</p> <p>The Education Committee will study issues assigned to them by the MAWD Board and submit back recommendations as requested.</p>
Meeting Logistics	An annual meeting will be held in person in February . Additional meetings or conference calls may be called as deemed necessary at the discretion of the Chair.
Membership	In addition to the committee chair, there should be a minimum of 6 additional members, one manager and one administrator from each MAWD region.



Land and Water Shall Be Preserved

Events Committee

2018 Chair: Tim Dritz,
Yellow Medicine River WD

Purpose	<p>The purpose of the Events Committee is to ensure MAWD events provide high quality educational and networking opportunities for managers, administrators, staff, industry representatives, and partnering agencies. There are 3 events held each year: Annual Convention (late November, early December), Legislative Briefing / Day at the Capitol (March), and Summer Tour (June or July). There are 3 subcommittees that support the efforts of the Events Committee: Summer Tour, Annual Meeting, and Awards.</p>
Tasks	<p>The Events Committee will oversee planning efforts of all MAWD events by:</p> <ul style="list-style-type: none"> • Recommending event venues and locations. • Setting event objectives. • Assisting with preparation of agendas. • Identifying trainers, vendors, and sponsors to enhance events. • Reviewing feedback after each event and make recommendations for changes that could be made at next year's events. <p>The Summer Tour and Annual Meeting Subcommittees do more in-depth planning, such as preparing agendas, arranging speakers, and confirming event details.</p> <p>The Awards Subcommittee recognizes outstanding work through two awards: (1) Capital Improvement Project of the Year, and (2) Watershed Program of the Year.</p> <p>The Events Committee and its subcommittees will study issues assigned to them by the MAWD Board and submit back recommendations as requested.</p>
Meeting Logistics	<p>The Events Committee will hold conference calls during most months to review progress of event coordination. The Summer Tour Subcommittee will meet as needed. The Annual Convention Subcommittee will meet in person in July to kick off planning efforts. Follow up conference calls and emails may be requested. The Awards Subcommittee will conduct all business over emails and conference calls in the fall.</p>
Membership	<p>In addition to the committee chair, there should be a minimum of 6 additional members, one manager and one administrator from each MAWD region. Subcommittee membership is as follows:</p> <ul style="list-style-type: none"> • Summer Tour – staff from host districts, MAWD staff • Annual Convention – chair, 3 administrators, 3 managers, MAWD staff • Awards – chair, 3 administrators, 3 managers



Land and Water Shall Be Preserved

Finance Committee

2018 Chair: Craig Leiser,
Brown's Creek WD

Purpose	<p>The purpose of the Finance Committee is to manage the finances of MAWD. While a smaller Executive Finance Committee will handle the day-to-day financial decisions, this committee will deal with the larger big picture issues, like preparing an annual budget and making recommendations on the annual dues structure.</p> <p>The Executive Finance Committee consists of the treasurer, co-treasurer (if one exists), president and the accountant who acts as a non-voting resource member.</p>
Tasks	<p>The Finance Committee will:</p> <ul style="list-style-type: none"> • Analyze past expenditures and financial projections to make a recommendation to the MAWD board for annual dues. • Prepare an annual budget for submittal to the MAWD Board. • Engage the services of a certified accounting firm to process and maintain the financial records of the organization. <p>The Executive Finance Committee will:</p> <ul style="list-style-type: none"> • Work with the accountant to prepare an Annual Review of Financial Procedures (identified as the audit). • Regularly interface with the accountant. • Transfer funds between accounts when necessary. • Present financial reports at MAWD board meetings. • Receive and sign checks for invoices or services rendered, oversee employee payroll documentation as performed by the accountant and execute contracts for auditing or accounting services as required. <p>The Finance Committee will study issues assigned to them by the MAWD Board and submit back recommendations as requested.</p>
Meeting Logistics	<p>An annual meeting will be held in person in the metro area, typically at the office of the accountant (currently Hopkins) in AUGUST. Follow-up conference calls may be necessary to finish up business from the October meeting. Members should be present at the annual meeting to answer questions by other members about upcoming dues and the annual budget.</p>
Membership	<p>The treasurer will be the chair of the committee and there should be a minimum of 6 additional members, one manager and one administrator from each MAWD region.</p>



Land and Water Shall Be Preserved

Governance and Planning Committee

2018 Chair: Mary Texer, Capitol Region WD

Purpose	<p>The purpose of the Governance and Planning Committee is to ensure the governance documents of the organization are kept up to date and adequately guide the organization as times change. It is comprised of two subcommittees:</p> <ul style="list-style-type: none"> • Bylaws and the Manual of Policies and Procedures (MOPP) Subcommittee • Strategic Planning Subcommittee
Tasks	<p>The Bylaws and MOPP Subcommittee members will:</p> <ul style="list-style-type: none"> • Review the bylaws annually and make recommendations to the MAWD board for changes that may be needed as laws and circumstances change. Note: the MAWD board may propose changes to the bylaws but changes are subject to a vote by the full membership. • Review the MOPP annually and make recommendations to the MAWD board for changes that may be needed as laws and circumstances change. Note: changes to the MOPP are made by majority vote of the MAWD Board and are not subject to a vote of the full membership. • Review and make recommendations on any bylaws or MOPP changes proposed through the annual resolutions process. <p>The Strategic Planning Subcommittee will review the MAWD Strategic Plan annually and make the following recommendations to the MAWD Board:</p> <ul style="list-style-type: none"> • Note the activities that have been completed that can be removed • Prioritize the next activities to be completed • Make recommendations to the board for any new items that should be added to the plan or whether a new strategic plan would be in order. <p>Both subcommittees will study issues assigned to them by the MAWD Board and submit back recommendations as requested.</p>
Meeting Logistics	<p>The subcommittees will each meet at least once per year in JULY. Meetings will be held both in person and using web conferencing software with screen sharing capabilities.</p>
Membership	<p>In addition to the committee chair, there should be a minimum of 6 additional members, one manager and one administrator from each MAWD region.</p>



Land and Water Shall Be Preserved

Resolutions/Policy Committee

2018 Chair: Sherry Davis White,
Minnehaha Creek WD

<p>Purpose</p>	<p>The purpose of the Resolutions/Policy Committee is to oversee the resolutions process as directed by the bylaws:</p> <p><i>“The Chair of the MAWD Resolutions/Policy Committee will send a request for resolutions, along with a form for submission, to the membership at least 3 months prior to the annual MAWD membership meeting. Resolutions and their justification must be submitted to the MAWD Resolutions / Policy Committee in the required format at least 2 months prior to the annual MAWD membership meeting for committee review and recommendation. The committee will present these resolutions and their recommendations to the MAWD Board of Directors and the MAWD membership at least 1 month prior to the start of the annual MAWD membership meeting. The MAWD Board may make additional recommendations on each proposed resolution through its board meeting process. This same procedure will be used when policy issues are to be considered at any special MAWD membership meeting.”</i></p>
<p>Tasks</p>	<p>The Resolutions Committee will review all submitted resolutions and:</p> <ul style="list-style-type: none"> • Send resolutions that impact the bylaws or the Manual of Policy and Procedure (MOPP) to the Bylaws/MOPP subcommittee. • Reject resolutions that are duplicative of current policy. • Clarify the intent of resolutions when not immediately obvious. • Work with districts that submit similar resolutions to combine them into one. • Debate resolutions in advance of the annual meeting and offer recommendations for pass/fail/neutral to the membership. <p>Following the annual meeting, the Resolutions Committee will evaluate how smoothly the resolutions process went and make recommendations for the following year.</p> <p>The Resolutions Committee will study issues assigned to them by the MAWD Board and submit back recommendations as requested.</p>
<p>Meeting Logistics</p>	<p>One meeting will be held in person in early OCTOBER. Follow-up conference calls may be necessary to finish up business from the October meeting. Members should be present at the annual meeting to assist with the resolutions process and answer questions by other members.</p>
<p>Membership</p>	<p>In addition to the committee chair, there should be a minimum of 6 additional members, one manager and one administrator from each MAWD region.</p>