

RED LAKE WATERSHED DISTRICT
Monday, December 30, 2019
Agenda
9:00 a.m.

9:00 a.m.	Call to Order	Action
	Review and approve agenda	Action
	Requests to appear	Information
	December 12, 2019 Minutes	Action
	December 17, 2019 Minutes	Action
	Financial Report dated December 27, 2019	Action
	Investment Summary	Info./Action
	General Fund Budget	Information
	Capital Project Fund Transfers	Action
	Thief River Falls Westside FDR Project, RLWD Project No. 178	Information
	Black River Impoundment, RLWD Project No. 176	Information
	Thief River 1W1P, RLWD Project No. 149A-Draft Plan Submittal	Info./Action
	Burnham Creek, RLWD Project No. 43A CPL Grant	Information
	Brandt Impoundment, RLWD Project No. 60D-Salentine	Info./Action
	Agassiz NWR-Culvert Replacement, RLWD Project No. 180A Pay Estimate No. 1, Davidson Construction	Action
	Polk County Ditch 63 Improvement, RLWD Project No. 134	Information
	Polk County Ditch 33 Improvement, RLWD Project No. 135	Information
	Permits: No. 19212-19214	Action
	Copier Quotes	Info./Action

Administrators Update	Information
Legal Counsel Update	Information
Managers' updates	Information
Adjourn	Action

UPCOMING MEETINGS

January 9, 2020	RLWD Board Meeting, 9:00 a.m.
January 14, 2020	RRWMB Meeting, 9:30 a.m.,
January 14-16, 2020	37 th Annual Red River Basin Land & Water International Summit Conference-Fargo
January 23, 2020	RLWD Board Meeting, 9:00 a.m.
January 27, 2020	2 nd Annual Red River Basin Drainage Conference

RED LAKE WATERSHED DISTRICT
Board of Manager's Minutes
December 12, 2019

DRAFT

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, Gene Tiedemann, LeRoy Ose, Terry Sorenson, Allan Page, and Brian Dwight. Absent: Les Torgerson. Staff Present: Myron Jesme and Tammy Audette and Legal Counsel Delray Sparby.

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

The Board reviewed the November 26, 2019 minutes. Motion by Dwight, seconded by Page, to approve the November 26, 2019 Board meeting minutes. Motion carried.

The Board reviewed the Financial Report dated December 11, 2019. Motion by Ose, seconded by Tiedemann, to approve the Financial Report dated December 11, 2019, as presented. Motion carried.

Staff member Arlene Novak reviewed the 2019 League of Minnesota Cities Insurance Trust Property/Casualty Dividend Report, noting that the \$278 dividend the District received is listed in the Financial Report and goes into the General Fund Miscellaneous Revenue Account.

The Board reviewed the Investment Summary as of December 11, 2019. Staff member Arlene Novak stated a Certificate of Deposit will mature on December 27, 2019 with Edward Jones. Novak recommended investing the maturing Certificate of Deposit into a 6-month Certificate of Deposit. Motion by Ose, seconded by Dwight, to reinvest the maturing Certificate of Deposit with Edward Jones for 6-months. Motion carried.

Staff member Arlene Novak reviewed the General Fund Budget as of December 11, 2019.

Darren Carlson, Marshall County SWCD, stated that in 2018 the SWCD installed side water inlet (SWI) culverts within the District's boundary which were in part, funded with the assistance from the District's Erosion Control Funds, RLWD Project No. 164. Carlson requested additional funding from the 2019 Erosion Control Funds, RLWD Project No. 164, in the amount of \$12,500 to assist in the design of the structures and installation of SWI culverts located within the District's boundary. Motion by Ose, seconded by Tiedemann, to approve cost share in the amount of \$12,500 to assist in the design and installation of side water inlet culverts for the Marshall County SWCD from the 2019 Erosion Control Funds, RLWD 164. Motion carried.

Engineer Nate Dalager, HDR Engineering, Inc., discussed the U.S. Army Corps of Engineers (Corps) permit for the Thief River Falls Westside FDR Project, RLWD Project No. 178. Dalager noted that the Corps is not regulating the outlet as a wetland, rather they are regulating it as a

stream since they state it is a tributary to the Red Lake River. There was discussion concerning the channel in reference as an outlet to Pennington County Ditch #1 and would it have other regulatory rules if the Corps recognized the channel as a legal drainage system? Dalager indicated that the Corp is also regulating the portion of Pennington County Ditch #1 west of TH #32 as a stream so he doubted that would matter. Dalager discussed the Corps' concern with stabilization of the bank of the outlet. Dalager and Administrator Jesme will work with staff from the Corps to ensure that all information is provided in hopes of a timely and positive determination for receipt of the permit.

Administrator Jesme stated that the Policy Committee for the Thief River 1W1P approved the revisions to the draft plan after the 60-day comment period. Legal Counsel Sparby discussed his recommended revisions to the Memorandum of Agreement. Motion by Ose, seconded by Tiedemann, to authorize the signature of the Memorandum of Agreement for the Thief River 1W1P, RLWD Project No. 149A. Motion carried.

Engineer Tony Nordby, Houston Engineering, Inc., stated that there will be a conference call on December 15, 2019, with members of the Technical Evaluation Panel (TEP) for discussion on the mitigation of wetlands in the diversion ditches and lateral affect to adjacent wetlands for the Black River Impoundment, RLWD Project No. 176. Once all permits are received, a Step 3 submittal will be presented to the RRWMB.

The Board reviewed the permits for approval. Motion by Sorenson, seconded by Ose, to approve the following permits with conditions stated on the permit: No. 19210, Minnesota Department of Transportation, Rocksbury Township, Pennington County, and No. 19211, Shawn Hyde, Badger Township, Polk County. Motion carried.

The Board reviewed a Proposal for Continued Work for temporary part-time employee Marissa Newton. Administrator Jesme stated that Newton has completed the culvert inventory in the Clearwater subwatershed. District staff is requesting additional assistance with entering tile permit data into GIS, data entry for water quality projects and M-filing District project files. Jesme stated that this would be 30 to 40 days of temporary employment which will last throughout the winter to accomplish the goals set forth. Motion by Page, seconded by Tiedemann, to approve the Proposal for Continued Work for temporary part-time employee Marissa Newton. Motion carried.

Administrators Report:

- Jesme and Manager Ose will attend the RRWMB Board meeting on December 17, 2019 in Ada. The RRWMB meeting will also include participation from legislators throughout the Red River Valley (RRV). A presentation will be given to share FDR funding concerns along with other items of interest to the RRV.
- Jesme and Managers Tiedemann, Ose, Page, Dwight and Sorenson attended the MAWD Annual meeting in Alexandria. Watershed District Administrators' meeting was also held in conjunction with the MAWD Annual meeting. Additional training sessions were held for staff and managers. Jesme attended a meeting with Rob Sip, Lisa Frenette, and

Administrators from the RRWMB to discuss resolutions and other items that Frenette may need information on for when the legislative session begins. The Red Lake Watershed District was recognized for 50 Years of Service, with the Buffalo Red River Watershed District awarded the Project of the Year.

- Staff from Marco completed the District's quarterly review on December 3rd. This service is an all-day review that is covered under our maintenance agreements. Marco does recommend upgrading Windows 7 operating system to Windows 10 on one of the District computers.
- The Upper/Lower Red Lake WRAPS public meeting will be held on December 12th, from 4:00-6:00 p.m. at the North Beltrami County Community Center in Kelliher, MN.
- Staff member Hanson participated in a Public Open House for Bartlett Lake on December 5th in the Northhome City Hall. The next meeting will be held on January 22, 2020 at 10:00 a.m. at the Northhome City Hall. Notes from the meeting were included in the packet.

Manager Dwight commented on a discussion he had with MnDNR Staff regarding alternatives for the Pine Lake Project, RLWD Project No. 26.

Manager Dwight discussed the Manager Seminar he attended at the MAWD Annual meeting, and the discussion on holding a Truth and Taxation meeting. Legal Counsel Sparby will report back to the Board on this topic.

The District received word of the passing of former Board Member, Vernon Johnson. Mr. Johnson served on the District Board for 21 years. He also served on the RRWMB Board.

Motion by Ose, seconded by Dwight, to adjourn the meeting to December 17, 2019 at 10:00 a.m., to allow the Board to attend the Open House and Board meeting of the Red River Watershed Management Board in Ada, MN. Motion carried.

Terry Sorenson, Secretary

RED LAKE WATERSHED DISTRICT
Board of Manager's Minutes
December 17, 2019

DRAFT

Present were: Managers Gene Tiedemann, LeRoy Ose, Terry Sorenson, and Allan Page.

Vice Chairman Gene Tiedemann called the meeting to order at 10:00 a.m. at the Red River Watershed Management Board (RRWMB) Office, Ada, MN, to allow the Board to attend the RRWMB legislative update and the Open House.

Motion by Page, seconded by Sorenson, to adjourn the meeting at 1:00 p.m. Motion carried.

Terry Sorenson, Secretary

RED LAKE WATERSHED DISTRICT
Financial Report for December 27, 2019

Ck#	Check Issued to:	Description	Amount
online	EFTPS	Withholding for FICA, Medicare, and Federal taxes	3,924.44
online	MN Department of Revenue	Withholding taxes	740.60
online	Public Employees Retirement Assn.	PERA contributions	2,501.11
online	EFTPS	Withholding for FICA, Medicare, and Federal taxes	261.12
online	EFTPS	Withholding for FICA, Medicare, and Federal taxes	317.39
online	MN Department of Revenue	Withholding taxes	50.00
online	MN Department of Revenue	Withholding taxes	19.57
37924	Myron Jesme	Mileage-MAWD	109.62
37925	EaZy Pack N Ship	Ship water quality equipment	41.53
37926	Michael and Connie Gasper	Net permanent and temporary damages-Ditch 16	18,725.66
37927	Kevin Johnson etal	Net permanent and temporary damages-Ditch 16	18,818.91
37928	Ronald D. & Laurel A. Johnson	Net permanent and temporary damages-Ditch 16	16,808.50
37929	Voided	Voided	-
37930	Marshall County SWCD	Cost share of 2019 Erosion Control project	12,500.00
37931	Patricia Palya	Net permanent and temporary damages-Ditch 16	428.13
37932	Pennington SWCD	Reimburse for RL1W1P expenses	3,482.81
37933	Douglas A. & Linda Peterson	Permanent and temporary damages-Ditch 16	12,680.00
37934	Red Lake SWCD	Reimburse for RL1W1P expenses	900.45
37935	James P. Stengl	Net permanent and temporary damages-Ditch 16	8,513.18
37936	Patrick & Tina Klemmer Van Eps	Net permanent and temporary damages-Ditch 16	1,699.88
37937	Shane, Angela and Genevieve Vonasek	Net permanent and temporary damages-Ditch 16	381.99
37938	West Polk	Reimburse for RL1W1P expenses	5,393.52
37939	MN BWSR	Annual maintenance fee for wetland bank	446.88
37940	Ray H. & Irene Larson,etal Life Estate	Net permanent and temporary damages-Ditch 16	21,293.40
37941	Ace Hardware	Bathroom fan timer	17.99
37942	Brault Construction LLC	* See below for explanation	4,015.80
37943	Brodin Comfort Systems	2 furnace filters	84.00
37944	Cenex Credit Card	Gas for Traverse and Ford pickup	69.60
37945	Further	FSA Account fees	5.90
37946	HDR	**See below for explanation	16,420.60
37947	Hugo's #7	Meeting supplies for various meetings	97.25
37948	Ihle Sparby & Haase PA	*** Legal Services	5,958.00
37949	Harvey Klipping	Trap gophers along Ditch 10	298.00
37950	RRWMB	2nd Half of taxes	841,343.14
37951	Marco	**** See below for explanation	524.32
37952	MN Department of Natural Resources	License for Arctic Cat 400 ATV	66.00
37953	NCPERS Group Life Insurance	Life insurance premium	112.00
37954	Dale M. Nelson	Mileage	32.48
37955	Northern Motors, Inc.	Rotate tires on Traverse	41.25
37956	Northwest Beverage, Inc.	H2O for office	50.75
37957	Northwestern Mutual Financial	Deferred Compensation	567.95
37958	Olson Construction	Ditch cleaning-Roisland project	4,500.00
37959	LeRoy Ose	Mileage	307.40
37960	Sun Life Financial	Life insurance premium	125.36
37961	Widseth Smith Nolting	Threat Ring Dike professional services	1,912.75
direct	Al Page	Mileage	60.32
online	Aflac	Staff paid insurances	593.76
online	Further	Medical FSA	20.00
online	Further	Medical FSA	526.19
online	Cardmember Services	***** See below for explanation	4,283.19
	Payroll		
	Check #11835-11845 & 7451		12,887.34
	Total Checks		<u>\$ 1,024,960.03</u>

* Brault Construction LLC	
Proj. 43B Straighten culverts,riprap,band	3,115.80
Proj. 119 straighten culvert,etc.	<u>900.00</u>
Total	4,015.80

** HDR, Inc.	
Proj. 26 Pine Lake	2,342.00
Proj. 178 TR Westside FDR	<u>14,078.60</u>
Total	16,420.60

*** Ihle Sparby & Haase PA	
Proj. 01 Administrative	4,176.00
Proj. 90 Permits	198.00
Proj. 102 Four Legged Lake	882.00
Proj. 149A TR1W1P	90.00
Proj. 177 RLWD Ditch No. 16	342.00
Proj. 178 TR Westside FDR	<u>270.00</u>
Total	5,958.00

**** Marco	
Monthly Microsoft Office 365 (15)	187.50
Monthly telephone expense	<u>336.82</u>
Total	524.32

***** Cardmember Services	
AT&T-cell phone expense	319.87
MAWD-Registrations Board & staff	2,425.00
Amazon-containment mats for garage	350.55
Pennington Square-20 vehicle washes	106.66
Ness Café-Meeting expense-Pine Lake	58.76
DLT Solutions-Civil 3D maint.	<u>1,022.35</u>
Total	4,283.19

Banking

Northern State Bank	
Balance as of December 11, 2019	\$ 1,144,578.95
Total Checks Written	(1,024,960.03)
Receipt #989674 State of Minnesota-PERA aid, Market Value Aid, and Disparity aid	<u>127,292.30</u>
Balance as of December 27, 2019	<u>\$ 246,911.22</u>

Border State Bank	
Balance as of December 11, 2019	\$ 18,294.38
No activity	-
Balance as of December 27, 2019	<u>\$ 18,294.38</u>

American Federal Bank-Fosston	
Balance as of December 11, 2019	\$ 2,403,068.54
Receipt #989670 Agassiz NWR-Reimburse for mowing dike	\$ 60.00
Receipt #989671 Marshall County-State Ditch 83 settlement	7,499.65
Receipt #989672 RRWMB-1st Qtr. Project Work Team reimbursement	7,681.06
Receipt #989673 Pennington County-Special Assessments	796.08
Balance as of December 27, 2019	<u>\$ 2,419,105.33</u>

Bremer Bank	
Balance as of December 11, 2019	\$ 2,312,948.68
No activity	\$ -
Balance as of December 27, 2019	<u>\$ 2,312,948.68</u>

Receipt #989675 used to record the reinvestment of matured CD at Edward Jones

Red Lake Watershed District
as of December 27, 2019

<u>Name of Institution</u>	<u>Purchase/ Current Value</u>	<u>Int. Rate</u>	<u>Mat. Date</u>	<u>*Maturity Amount</u>
10010 Northern State Bank (checking)	\$ 246,911.22	0.70%		\$ 246,911.22 *
10020 Border State Bank (Investor savings) Thief River Falls	\$ 18,294.38	0.55%		\$ 18,294.38
10030 American Federal Bank Fosston	\$ 2,419,105.33	1.74%		\$ 2,419,105.33
10040 Bremer Bank Detroit Lakes	\$ 2,312,948.68	1.72%		\$ 2,312,948.68 **
10720 Amalgamated Bank, New York, NY (int.pd monthly via check)	\$ 246,000.00	2.25%	4/30/2020	\$ 246,000.00
10720 First National Bank of Omaha (int.pd monthly via check)	\$ 246,000.00	2.25%	4/30/2020	\$ 246,000.00
10720 First United Bank, Dimmitt, TX (int.pd monthly via check)	\$ 246,000.00	2.25%	4/30/2020	\$ 246,000.00
10720 TowneBank, Portsmouth, VA (int.pd monthly via check)	\$ 246,000.00	2.25%	4/30/2020	\$ 246,000.00
10720 TriState Bapital Bank, Pittsburgh, PA (int.pd monthly via check)	\$ 216,000.00	2.25%	4/30/2020	\$ 216,000.00
10380 Edward Jones (Bank Baroda NY)	\$ 200,000.00	1.75%	7/31/2019	\$ 201,750.00
10260 CDARS-The Park Nat'l Bank, Newark,OH (int.pd quarterly via check)	\$ 200,000.00	2.25%	9/5/2020	\$ 200,000.00
10710 CDARS-Poppy Bank & Park Nat'l Bank (int.pd monthly via check)	\$ 200,000.00	2.50%	10/1/2020	\$ 200,000.00
10880 Ultima Bank-Fosston (int. compounded sem-annually)	<u>\$ 600,000.00</u>	2.00%	10/22/2020	<u>\$ 612,000.00</u>
	<u>\$ 7,397,259.61</u>			<u>\$ 7,411,009.61</u>

**** \$2.3 million designated for Ditch 16**

2019 GENERAL FUND BUDGET

as of December 27, 2019

(unaudited)

	2019 BUDGET	2019 Exp	(over) under	
		TO 12-11-19		
Manager's fees, salaries	20,000.00	22,185.00	(2,185.00)	5
Board of Manager's expense	22,000.00	19,642.69	2,357.31	
Staff salaries	472,500.00	472,483.46	16.54	Est.
Payroll taxes	36,146.00	38,850.00	(2,704.00)	Est.
Employee benefits	73,492.00	66,700.00	6,792.00	Est.
Travel and meetings(inc. mileage & exp.	5,000.00	4,546.54	453.46	
Audit	9,000.00	9,000.00	0.00	
Legal	16,000.00	15,997.00	3.00	
Office supplies	15,000.00	19,089.16	(4,089.16)	1, 4
Office equipment	18,000.00	10,446.72	7,553.28	
Appraiser/Viewer Expense	2,000.00	9.99	1,990.01	
Professional services (inc. Eng. Fees)	20,000.00	26,829.70	(6,829.70)	2, 4
Dues and subscriptions	10,000.00	9,794.00	206.00	
Insurance and bonds	25,000.00	23,047.00	1,953.00	
Repairs and maintenance-Building	10,000.00	12,564.31	(2,564.31)	3
Utilities	10,000.00	9,731.10	268.90	
Advertising and publications	4,000.00	2,707.49	1,292.51	
Telephone	11,000.00	10,363.94	636.06	
Vehicle expense and maintenance	14,000.00	16,263.50	(2,263.50)	4
Engineering supplies	3,000.00	1,798.60	1,201.40	adj.
Engineering equipment	40,000.00	36,528.33	3,471.67	
Interest	0.00	0.00	0.00	
TOTAL	836,138.00	828,578.53	7,559.47	
Less: Overhead	708,750.00	727,215.09	18,465.09	Est.
Less: Miscellaneous revenue	7,000.00	13,802.91	6,802.91	4
General Fund Budget	120,388.00	87,560.53	32,827.47	

TO 12-27-19

January 1, 2019 Beg. Balance	240,037.89	240,037.89
County levies revenue	0.00	0.00
Misc. revenue (see above)		0.00
Gross balance with revenue		<u>240,037.89</u>
Less net expenses		<u>(87,560.53)</u>
Subtotal- General Fund		152,477.36
Plus interest earned		<u>101,686.08</u>
General Fund Balance 12-27-19		<u>254,163.44</u>

1=computer monitors in June; iPad; increase in copier maint. and colored copies; insurance claim items: monitor, cable, and 12 backups (853.32)

2=Setup 3 computers (\$1,190), increase in monthly managed IT, setup lightning damaged computers (\$630-insurance);setup hosted phones (\$4,097), M-Files software support (\$2,087.50)

3=LED fixtures/labor-\$747; Brodins-\$712; cedar mulch-\$300; attic access/wall repair-\$150;

cordless blower; more snow removal than usual; increased rates in cleaning and lawn maint.; insurance.for GFCI

4 = Insurance claims for pickup (\$2,439.50) and from League for lightning strike (\$8,857.55)

5 = increase in manager fees

**Red Lake Watershed District
Balances as of December 27, 2019**

Proj. #	Project Name	YTD Expenses	Fund Balance	Recommended Transfer	Contract End
001E	Website	2,429.71	(2,429.71)	1,214.85	
13	Moose River	22,333.25	(22,333.25)	22,333.25	
16	Baird Beyer Dam	84.10	(84.10)	84.10	
17	Lost River	286.01	(286.01)	286.01	
21	Stream Gaging	47,577.51	(47,577.51)	47,577.51	
24	Culvert Sizing	7,187.00	(7,187.00)	7,187.00	
25	Schirrick Dam	16,537.55	(16,537.55)	16,537.55	
26	Pine Lake PWT	34,168.46	(383,454.56)	0.00	
26A	Little Pine Lake	963.47	(963.47)	963.47	
31	Hydrologic Analysis	33,841.83	(33,841.83)	33,841.83	
34	Benchmarks	812.23	(812.23)	812.23	
37	Emergency Fund	112,229.47	112,229.47	0.00	
40	RRWMB	17,820.94	(17,060.60)	17,060.60	
43A	Burnham Creek BR6	5,688.31	(5,688.31)	5,688.31	
43C	Burnham Creek Erosion Control	164.04	(164.04)	164.04	
43D	Burnham Creek Fish Habitat	273.40	(273.40)	273.40	
46	Water Quality	172,133.34	(172,133.34)	172,133.34	
50	Maintenance on dams	3,018.49	(3,018.49)	3,018.49	
50A	Odney Flaot Dam	504.60	(504.60)	504.60	
50B	Latundresse Dam	30.65	(30.65)	30.65	
50C	Miller Dam	61.30	(61.30)	61.30	
50D	Seeger Dam	160.73	(160.73)	160.73	
50E	Blackduck Lake Dam	2,448.26	(2,448.26)	2,448.26	
52	Elm Lake	1,366.56	(1,366.56)	1,366.56	
60C	Euclid East Impoundment	24,301.75	(23,009.24)	23,009.24	
60D	Brandt Impound.	19,464.73	(19,362.73)	19,362.73	
60E	Brandt Channel	9,666.58	(9,666.58)	9,666.58	
60F	Grand Marais Restoration	14,323.17	(14,323.17)	14,323.17	
60FF	Grand Marais Cut Channel	2,530.24	(2,530.24)	2,530.24	
67	Good Lake	0.00	0.00	0.00	
81	Parnell Impoundment	31,153.70	(26,909.90)	26,909.90	
82F	Clearwater Nonpoint-Public Education	33,657.16	(33,657.16)	33,657.16	
90	Permit	116,416.40	(116,416.40)	116,416.40	
92	Project Development	31,526.45	(31,526.45)	31,526.45	
92A	RRB Long Term Flood Control Studie	3,087.13	(1,813,500.92)	0.00	
102A	4 Legged Lake PWT	796.18	(166,712.34)	166,712.34	?
121	Louisville Parnell	2,563.42	3,360.08	(3,360.08)	
122A	Challenger realignment	1,794.56	(1,794.56)	1,794.56	
129	Ring dikes	3,841.21	(3,841.21)	0.00	
129AR	Schaumburg Ring Dike	5,075.86	(4,070.36)	0.00	
129AS	Threat Ring Dike	6,831.85	(6,831.85)	0.00	
133C	BWSR Site 1	3,496.06	(3,496.06)	3,496.06	
145	GIS	28,498.11	(28,498.11)	28,498.11	
147	Wetland Banking	2,597.11	(2,597.11)	2,597.11	
149	Red Lake 1W1P	92,553.53	245,304.47	0.00	
149A	Thief River 1W1P	58,924.41	(78,554.23)	0.00	
149AA	Thief River PTMapp grant	19,547.07	(48,395.08)	0.00	
154	Parnell Storage Site	1,075.90	(1,075.90)	1,075.90	
157	TMDL	1,304.46	(1,304.46)	1,304.46	
157B	TR TMDL	2,097.83	(2,097.83)	2,097.83	
157C	RL Rvr WS Assessment	4,023.68	(2,043.57)	2,043.57	
157D	Grand Marais WRAP	1,241.04	(1,276.46)	1,276.46	
157E	Clearwater WRAP	36,095.03	(19,092.34)	11,592.34	
159	Red River Corridor	419.64	(419.64)	419.64	

**8/1/2018
3/31/2019
1/14/2019
3/31/2019**

**Red Lake Watershed District
Balances as of December 27, 2019**

Proj. #	Project Name	YTD Expenses	Fund Balance	Recommended Transfer	Contract End
164	Erosion Control Projects	22,986.23	49,430.14	(49,430.14)	12/31/2018
167	WS Ditch Inv. & Map.	56.93	(56.93)	56.93	
167A	Drainage Inv. & Insp.	12,195.73	(29,407.08)	29,407.08	
172	DFIRM Grant	109.33	(109.33)	109.33	
176	Black River Impoundment	158,700.73	(806,061.82)	0.00	
178	TRF Westside FDR	913,488.96	(959,562.78)	0.00	
180	State/Local/Federal grants	601.98	(601.98)	601.98	
180A	Agassiz NWR Wetland Grant	2,263.37	(4,251.60)	0.00	
180B	Agassiz NWR JD 11 Silt Removal	2,246.38	(2,246.38)	0.00	
	TOTALS	2,153,675.11	(4,573,395.14)	811,443.43	

***** To include year-end salaries, anticipated revenue, etc. and interest when calculated**

Balance in Capital Projects Funds (Admin. Construction fund) as of 12-27-19	9,504,002.22
Net balance (Sum of Column 4 less Capital funds balance) as of 12-27-19	4,930,607.08

**RED LAKE WATERSHED DISTRICT
TOTAL TAXES COLLECTED & SUBMITTED TO RRWMB IN 2019
as of December 27, 2019**

County	*1st Qtr delinq.	1st Qtr. current	1st Qtr. Add'l delinq.	Add'l 1st Qtr. current	2nd Qtr. delinq.	2nd Qtr. current	TOTAL
Beltrami	\$ 3,797.82	\$ -	\$ 3,241.66	\$ 70,995.60	\$ 556.67	\$ 35,500.69	\$ 114,092.44
Clearwater	3,731.50	178,299.55	-	-	761.26	100,300.73	283,093.04
Itasca	22.27	-	24.18	627.17	1.57	171.69	846.88
Koochiching	-	-	5,763.23	6,498.96	172.17	5,280.50	17,714.86
Koochiching-2018	-	-	-	-	-	-	-
Mahnomen	47.13	948.26	-	410.01	3.83	954.49	2,363.72
Marshall	4,972.45	42,635.34	-	-	222.60	25,617.15	73,447.54
Pennington	8,918.04	-	1,531.03	230,596.54	-	139,412.80	380,458.41
Polk	25,973.50	533,465.42	-	-	1,250.37	385,518.42	946,207.71
Red Lake	2,829.53	121,643.91	2,441.09	-	-	59,307.75	186,222.28
Roseau	1.55	125.02	-	-	-	42.93	169.50
State of Minnesota	-	-	-	-	-	86,267.52	86,267.52
TOTAL	\$ 50,293.79	\$ 877,117.50	\$ 13,001.19	\$ 309,128.28	\$ 2,968.47	\$ 838,374.67	\$ 2,090,883.90

2019 RRWMB levy = 2,099,629.87

* Taxes are considered delinquent when received in current year for a previous year(s) assessment-
i.e. taxes received January 1, 2019 or later for 2018 levy were considered delinquent

Tammy Audette

From: Fischer, Matthew (BWSR) <matt.fischer@state.mn.us>
Sent: Sunday, December 15, 2019 8:13 PM
To: Myron Jesme; Drew Kessler; Josh Johnston; Corey Hanson; 'Nelson, Peter - NRCS-CD, Thief River Falls, MN'; Zachrie Gutknecht; Carlson, Darren - NRCS-CD, Warren, MN; Van Offelen, Henry (BWSR); Tammy Audette
Cc: Tony Nordby; Jeff Langan
Subject: RE: Draft Plan for Local Approval

Myron,

That's correct, but here are a few more details.

- Looking for approval to submit to BWSR from each individual board in January. Everybody please get the draft plan to your boards to review ASAP and then have as a decision item at your January board meetings. This just needs to be a motion to submit the draft plan to BWSR. For those of you that are acting on behalf of both the SWCD and County it will need to go to both boards.
- If all individual boards approve, then it will get submitted to BWSR. Submittal will include the draft plan, copy of all written comments received during 60-day review, record of the public hearing, and the summary of responses to comments. We are hoping to have all this submitted by mid-February to take to the BWSR Board in March.
- If it is submitted by mid-February it will go to the BWSR Northern Regional Committee on March 5th where they will review the plan and make a recommendation to the full BWSR Board. The committee meeting will include a presentation of the plan from the partnership. We will need a volunteer or two to lead that presentation. You can ask Drew to help also, but I believe the committee gets the most value out of the presentation when it comes from the local staff. Beyond those that end up presenting, you are all welcome to attend that meeting to help answer any questions the committee may have. I hope we can get at least a couple policy committee members as well.
- After the Northern Regional Committee makes their recommendation it will go to the full BWSR Board on March 25th for approval. There's no expectation for anyone from the partnership to attend that meeting.
- After the plan is approved the partnership will be notified and then each individual board will have 120 days to adopt the plan. That will need to be in the form of a resolution which I will provide templates for when the time comes. Hopefully we can get that done much sooner than 120 days because we will need all those resolutions before we send out the implementation funds. When the resolutions to adopt are brought to the individual boards it may also be a good time have them enter into the joint powers collaboration for implementation. This could also be done as soon as the January meeting or anytime in-between, but will also need to be completed before we send out the implementation funds.
- The work plan can be brought to the policy committee for approval anytime and I would recommend doing that in March or April at the latest. That way once everything else above is completed you will be ready to submit the fund request in eLINK as soon as we get things ready on BWSR's end. If all goes as planned, we will hopefully have the grant agreement executed and the first 50% payment out to you by sometime in May.

I know that was a lot of information. Please let me know if there are any questions. I will be tracking the progress as we go and sending reminders and next steps as needed.

Matt

From: Myron Jesme <Myron.Jesme@redlakewatershed.org>
Sent: Friday, December 13, 2019 4:22 PM

**DIVISION OF FISH AND WILDLIFE
CONSERVATION PARTNERS LEGACY GRANT**

Revision: 20191104

Data Date: December 17, 2019

PROJECT CONTACT

Project Name: Burnham Creek Wildlife Habitat Structure Repair
Organization Name: Red Lake Watershed District
Organization Type: Government
Mailing Address 1: 1000 Pennington Avenue South
City, State ZIP Code: Thief River Falls, MN 56701

Project Manager: Myron Jesme
Title: Administrator
Phone: 218-681-5800
Email: myron.jesme@redlakewatershed.org

PROJECT OVERVIEWSites / Location

County Name: Polk
Project Site Name: Burnham Creek
Total Project Sites: 1
Total Project Acres: 82

Land Ownership

Primary Land Ownership: State
Additional Land Ownerships: (N/A)

Habitat

Primary Type: Fish, Game or Wildlife Habitat
Additional Types: (N/A)

Activities

Primary Activity: Enhancement
Additional Activities: Restoration

PROJECT FUNDING SUMMARY

Grant Type: Statewide
Grant Request Level: Over \$25,000

Total Grant Amount Requested: \$168,420
Total Match Amount Pledged: \$17,880
Additional Funding Amount: \$0

Total Project Cost: **\$186,300**

PROJECT SUMMARY

In 1988, a multi-purpose flood control project known as the "BR-6 Impoundment" was completed in Polk County, Minnesota in partnership with the Red Lake Watershed District, Soil Conservation Service, Minnesota Department of Natural Resources and West Polk Soil Conservation Service. The project contained upland habitats, a restored marsh, and a flood storage impoundment, designed to reduce flooding in the Burnham Creek Watershed while providing benefits for wetland and prairie wildlife. The Burnham Creek Unit lies within a contiguous block of conservation-focused land owned and managed by various entities, including the State of Minnesota, the U.S. Fish and Wildlife Service, and The Nature Conservancy, that totals approximately 33,000 acres. This wetland lies within the Glacial Ridge Core Area of the MN Prairie Conservation Plan and would advance this plan's goal of invasive species control and intensive water level management. This wetland is also within a high ranked area of the Wildlife Action Network, and is within the Glacial Ridge Important Bird Area as identified by Audubon Minnesota. The Burnham Creek Unit is open to public hunting, trapping, and other compatible uses, except from September 1 through October 31 when the Unit functions as a wildlife sanctuary. It should also be noted this project is adjacent to the recently established Glacial Ridge National Wildlife Refuge. The current water control structure consists of a concrete drop inlet with a screw gate that can be used for drawdowns. This structure design restricts management capability by opening from the bottom, making partial drawdowns very difficult and labor-intensive. The concrete drop inlet has recently failed and is in need of replacement.

PROBLEM STATEMENT

The existing outlet structure on Burnham Creek Wildlife Management Area (WMA) has been heaved up by frost, causing the outlet pipe to become separated from the drop inlet structure, thus creating embankment instability and water storage restrictions for the wildlife pool. It no longer allows proper maintenance of water levels in the wildlife pool, and can no longer

PROBLEM STATEMENT *(Continued)*

function as the original design. The lack of active water level management has hindered the ability of managers to effectively manage hybrid cattail and encourage a more diverse wetland plant community and high quality wetland wildlife habitat. A 1990-1991 biological inventory of the area identified that the areas within the wildlife pool that provided dense hardstem bulrush appeared to be favored areas for over-water nesting birds such as canvasbacks, ruddy ducks, least bittern, American coot, yellow-headed blackbirds, and pied-billed grebes and the fine-leaved grasses and sedges were favored nesting sites for black terns and soras (Svedarsky 1992). Habitat management will focus on increasing these bulrush and sedge communities. This project would replace a damaged water control structure on an 82-acre wetland complex on the Burnham Creek Wildlife Management Area (WMA). The current water control structure was installed in 1988 as part of a multi-purpose flood control project in partnership with the Red Lake Watershed District, Soil Conservation Service, Minnesota Department of Natural Resources and West Polk Soil Conservation Service. The components of the original project included the creation of a "flood pool" impoundment, which was intended to decrease downstream flooding along Polk County Ditch 140, and the restoration of this 82-acre sedge/bulrush marsh called the "wildlife pool" to restore high quality wildlife habitat. This project created an inlet ditch from Polk County Ditch 140 to allow controlled flow into the wildlife pool in an effort to supply the pool with fresh water. Prior to this connection, the pool received most inputs as precipitation and groundwater from the uphill beach ridges. With this infusion of water from the ditch, the wetland plant community has shifted from being dominated by sedges and hardstem bulrush to a monotypic stand of hybrid cattail. As part of the establishment of Glacial Ridge Wildlife Refuge, the inlet ditch from Polk County Ditch 140 has been abandoned permanently to restore a more natural water regime to the wildlife pool.

PROJECT OBJECTIVES

This project would replace the 31 year old water control structure on an 82-acre wetland complex on the Burnham Creek Wildlife Management Area (WMA). The proposed structure would include a concrete weir with a stoplog bay that would allow more flexibility and efficiency in managing the water levels for native wetland vegetation. The life expectancy of the proposed structure is approximately 50-60 years. While cattail can provide important ecosystem benefits, it is well documented that hybrid cattail can create monotypic stands, reduce native vegetation abundance, and decrease the dispersion of open water within shallow wetlands or lakes. Monotypic stands of cattail can inhibit the use of wetlands by waterfowl and other water birds. The hybrid cattails on the wildlife pool were treated with an aquatic-approved herbicide in 2015 and a follow-up treatment is planned for the summer of 2020. With this project, water level management will be used in conjunction with prescribed burning and herbicide application as currently accepted best management practices but may also be important in upcoming cattail control techniques such as bio-harvesting, crushing/disking and prescribed grazing. The goal of these management actions will be to decrease hybrid cattail and increase the native plant community and open water areas. A 1990-1991 biological inventory of the area identified that the areas within the wildlife pool that provided dense hardstem bulrush appeared to be favored areas for over-water nesting birds such as canvasbacks, ruddy ducks, least bittern, American coot, yellow-headed blackbirds, and pied-billed grebes and the fine-leaved grasses and sedges were favored nesting sites for black terns and soras (Svedarsky 1992). Habitat management will focus on increasing these bulrush and sedge communities. At this point, the Red Lake Watershed District is committed to the project but without additional funding being provided, the project will not be completed in the foreseeable future.

Literature Cited Svedarsky, W. D. 1992. Biological inventory of a multi-purpose flood control impoundment in northwest Minnesota and potentials for nongame and game bird management. Final report submitted to the Minnesota Department of Natural Resources. 115 pp.

METHODS

This project will be constructed by a combination of a general civil construction contractor, subcontractors, and MN DNR personnel. The contracted work will go through a competitive bid process and the final selection made by the Red Lake Watershed Board of Managers. The method of construction will be heavy civil including backhoe, bull dozer, and skid steer. Removal of the existing structure has been selected as the preferred alternative due to the expected lifespan of the existing versus a new structure. The existing structure is over 30 years old and has begun failing at the joints and been displaced by frost. The purpose of managing the wildlife pool levels can only be achieved through an operable structure, and the stop log bay meets that purpose with easier operation than a gate that releases water from the invert. Construction will begin with the excavation of embankment material on the existing structure, and removal of the existing structure. Removal method will be at the discretion of the contractor. Next, excavation to prepare the placement of the new structure will be done with an excavator and granular backfill material will be placed. Any dewatering necessary for these activities will be done by the contractor and incidental to the quoted price. This may include coffer dams or pumping to remove excess water from the construction area. All erosion control will be the responsibility of the general contractor. Erosion control may consist of silt fencing, filter logs, mulch, or any other approved methods. The new concrete structure will be built using forms, steel reinforcement will be placed and tied,

METHODS *(Continued)*

and concrete will be poured in place. After successful concrete pour, forms will be removed and earthen embankment material will be backfilled against the new structure. A walkway and stop log channels will be installed on site by the contractor. Final embankment grading will be done with a bull dozer and skid steer, topsoil will be spread evenly on top and MN DNR staff will place seed with a native seed mixture. This complete replacement alternative was selected in order to provide a 50- to 75-year life span while allowing full operating range of pool levels while maintaining the original design elevations.

EXPERIENCE / ABILITIES

The Red Lake Watershed District (RLWD) has partnered in various Clean Water Partnership Grants over the years as well as various Flood Hazard Mitigation Grants from the State of Minnesota. Some of the most recent projects completed using CWP Grants was the replacement of the Blackduck Lake Outlet Project which was in partnership with Hines Township as well as MnDNR (Construction costs totaling \$93,081.25), Burnham Creek Modification (\$50,000 State grant) in partnership with USFWS (\$40,000) and West Polk SWCD. Total Cost to that project was approximately \$350,000. One of the largest projects the RLWD has completed using grant dollars was the Grand Marais Outlet Restoration Project (Project costs totaling \$6,008,467). This project was the first grant any watershed district in the state of Minnesota received from the Lessard Sams Outdoor Heritage Council (\$2.32 million). Other grants for this project included, Working Land Initiative (\$108,075), State of Minnesota Flood Hazard Mitigation Grant (\$1.3 million), USFWS (\$285,300) along with various other funding partners. All these projects mentioned above were completed within the timelines of the grants and all goals for the projects were accomplished. The Grand Marais Outlet Restoration Project will be featured at the upcoming Water Resources Conference in October 2019.

PROJECT TIMELINE

Time Frame	Goal
Late summer or fall 2020	Restore pool area for waterfowl habitat

Estimated Project Completion Date: 2021-01-01

PROJECT INFORMATION

1. Describe the degree of collaboration and local support for this project.

The Burnham Creek Wildlife Habitat Structure Repair is project that has the support of MnDNR, Red Lake Watershed District Board of Managers and Red Lake River Watershed One Watershed One Plan Policy Committee. The Red Lake River Comprehensive Watershed Management Plan was approved by the Board of Water and Soil Resources on April 26, 2017. This plan was developed by the citizens of the Red Lake River Watershed, with the Burnham Creek Sub Watershed being one of the largest sub-watersheds located in the Red Lake River Watershed. The wetland complex has been around for 31 years and has been used by avid bird watchers to view various bird species.

2. Describe any urgency associated with this project.

Delay of the repair of this structure will result in the loss of the wetland complex as well as habitat that has taken 30 years to develop. Due to timelines and costs of other projects the Red Lake Watershed District is presently working on, fully funding this project cannot be accomplished or prioritized in the near future. The existing structure is in disrepair and cannot be restored without a major replacement project such as the one being proposed. MnDNR staff has requested to the Red Lake Watershed District the need to repair/replace this structure and we agreed that this grant is the most efficient way of assuring this project would get constructed in a timely manner. The loss of this resource would be a shame considering the recent completion of Glacial Ridge Wildlife Refuge that lies to the east of this complex and was developed with great public support.

3. Discuss if there is full funding secured for this project, the sources of that funding and if CPL Grant funds will supplement or supplant existing funding.

Should this grant amount be approved, the Red Lake Watershed will assure all funding shortfalls will be addressed. The financial match by the District is already budgeted for this project and if there is a funding shortfall after the bid process has been completed, the State can be assured the Red Lake Watershed District will make sure additional funding can be had.

4. Describe public access at project site for hunting and fishing, identifying all open seasons.

Consistent with WMA policy, Burnham Creek WMA is open to foot traffic by the public. Access is off township road 138th Ave. MnDNR staff maintains a grass parking area for vehicles, and the USFWS has a parking area across the road on the Glacial Ridge National Wildlife Refuge. The township road ends at the gated two-track road used by Red Lake Watershed

CONSERVATION PARTNERS LEGACY GRANT

PROJECT INFORMATION *(Continued)*

District and MnDNR staff to maintain the BR - 6 Impoundment and the wildlife pool. Over the years this site has been a popular place for bird watching. The Burnham Creek unit is open to public hunting, trapping, and other compatible uses, except from September 1 through October 31 when it functions as a wildlife sanctuary. The Glacial Ridge NWR surrounds the Burnham Creek unit on 3 sides and is open to public hunting (deer and upland game on the west; migratory birds, deer, and upland game on the east).

5. Discuss use of native vegetation *(if applicable)*.

Native vegetation will be established on the construction portion of this project and will be provided by the MnDNR. Seed will be harvested from a remnant prairie on a Wildlife Management Area in Polk County. The site will be seeded by MnDNR staff as part of our agreement. All mixtures will be incorporated using the guidelines set forth by MnDNR policy.

6. Discuss your budget and why it is cost effective.

In discussion with MnDNR staff, all measures have been taken to utilize staff already in place to complete portions of the project such as preparing the site for seeding as well as seeding the constructed area into native seed mixtures already in possession of MnDNR. Red Lake Watershed District and MnDNR staff have met various times with the consulting engineer to assure the most cost effective measures have been taken in the design, at the same time assuring the longevity of this project will not be compromised.

7. Provide information on how your organization encourages a local conservation culture. This includes your organization's history of promoting conservation in the local area, visibility of work to the public and any activities and outreach your organization has completed in the local area.

The Red Lake Watershed District has been in existence for 50 years and during those years have partnered in various multi-purpose projects that promote waterfowl and upland wildlife habitat. Some of the projects that have been completed other than Burnham Creek Wildlife Habitat Pool are as follows: Moose River Impoundment located in Beltrami County, Elm Lake/Farmes Pool WMA near Thief River Falls, Blackduck Lake Outlet Structure located near Blackduck, Grand Marais Outlet Restoration Project located in Polk County and a newly construct outlet structure for Little Pine WMA located upstream of Pine Lake in Clearwater County. All these project are multi-purpose projects which have been constructed and completed in direct partnership with the MnDNR. These projects have proven to be great projects which promoted Flood Damage Reduction along with Natural Resource Enhancements. I should note that all these projects, other than Grand Marais are open to public hunting under MnDNR guidance.

BUDGET INFORMATION

Organization's Fiscal Contact Information

Name: Myron Jesme

Street Address 1: 1000 Pennington Avenue South

Title: Administrator

Email: myron.jesme@redlakewatershed.org

City, State ZIP Code: Thief River Falls, MN 56701

Phone: 218-681-5800

Budget Details

Personnel

<u>Name</u>	<u>Title / Work to be completed</u>	<u>Amount</u>	<u>Grant/Match</u>	<u>In-kind/Cash</u>
Arlene Novak	Accounting/Admin	\$2,500	Match	In-Kind
Myron Jesme	Adminstrator	\$1,500	Match	In-Kind
Nick Olson	Engineering Specialist	\$3,500	Match	In-Kind

Contracts

<u>Contractor Name</u>	<u>Contracted Work</u>	<u>Amount</u>	<u>Grant/Match</u>	<u>In-kind/Cash</u>
TBD	Construction	\$143,420	Grant	(N/A)
TBD	Construction	\$10,380	Match	Cash

Professional Services

<u>Professional Name</u>	<u>Description of Services</u>	<u>Amount</u>	<u>Grant/Match</u>	<u>In-kind/Cash</u>
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CONSERVATION PARTNERS LEGACY GRANT

BUDGET INFORMATION *(Continued)*

Professional Services *(Continued)*

Professional Name	Description of Services	Amount	Grant/Match	In-kind/Cash
Jacob Huwe	Engineering and Inspection	\$25,000	Grant	(N/A)

Additional Funding

Additional Funding Amount: \$0

Budget Overview

Item Type	Grant	Match	Total
Personnel	-	\$7,500	\$7,500
Contracts	\$143,420	\$10,380	\$153,800
Fee Acquisition with PILT	-	-	-
Fee Acquisition without PILT	-	-	-
Easement Acquisition	-	-	-
Easement Stewardship	-	-	-
Travel (in-state)	-	-	-
Professional Services	\$25,000	-	\$25,000
DNR Land Acquisition Cost	-	-	-
Equipment/Tools/Supplies	-	-	-
Additional Budget Items	-	-	-
Totals:	\$168,420	\$17,880	\$186,300

SITE INFORMATION

You may group your project sites together as long as land ownership, activity and habitat information is the same for the land manager.

Land Manager

Name: Emily Hutchins

Phone: 218-687-2294

Organization: MnDNR

Email: emily.hutchins@state.mn.us

Title: Area Wildlife Manager-Section of Wildlife

Site Information

Habitat: Fish, Game or Wildlife Habitat

Activity: Restoration

Land Ownership: Local Government

(1) **Site Name:** Burnham Creek WMA

Open to Public Hunting? Yes - some

DOW Lake #: (N/A)

Open to Public Fishing? Yes - all

Acres: 82

PLS Section: Township - 148, Range - 45W, Section - 1

NATURAL HERITAGE DATABASE REVIEW

Natural Heritage elements were found within my project site(s): Yes

Natural Heritage Sites and Managers: (N/A)

Natural Heritage Elements: (N/A)

NATURAL HERITAGE DATABASE REVIEW *(Continued)*

Natural Heritage Mitigation: MN listed plants and animals identified on the Burnham Creek WMA:

- Yellow rail, Nelson’s sparrow, Greater prairie chicken – Special Concern
- Wilson’s phalarope – Threatened
- Few-flowered spikerush – Special Concern
- Sterile sedge, Hair-like beak rush – Threatened

DNR Area Wildlife Manager sightings of MN listed species on Burnham Creek WMA:

- Marbled godwit, short-eared owl, trumpeter swan, moose – all Special Concern

MN listed plants found within a mile of Burnham Creek WMA:

- Western prairie fringed orchid – Threatened
- Hall’s sedge, Northern single-spike sedge – Special Concern

Mitigating/avoiding impacts to listed elements:

The purpose of this project is to replace an existing water control structure (screw gate) with a new structure (stop log) of the same operating range of elevations. Actual disturbance will be limited to the construction site. Construction will take place after the primary nesting season to limit impacts to nesting birds. Wetland birds, such as yellow rail, Wilson’s phalarope, Nelson’s sparrow, trumpeter swan, and marbled godwit will benefit from habitat maintenance. Calcareous fen plants will be unimpacted as the fens are upslope.

ATTACHMENTS

Additional Documentation

Attach additional documentation as applicable using the appropriate categories below. If you exceed the size limit while uploading, contact CPL Grant staff to discuss your options.

Partner Commitment Letter

File Name	Description
Environmental_Impact_Statement_(ID_4134).pdf	Environmental Impact Statement
Partner_commitment_letter_EH_signed.pdf	MN DNR Commitment letter

Photo

File Name	Description
BC_Wildlife_Pool_high_water_20190508.jpg	Existing screw gate structure; note heaving on upstream side
IMG_0011.JPG	Crack between concrete drop inlet and concrete culvert of outlet structure
P7240403.JPG	Standing at existing water control structure facing east toward wildlife pool
P7240420.JPG	Access point and signage at Burnham Creek WMA

Engineering/Survey/Design Plan

File Name	Description
RLWD_BR-6_WLP_Concept_Report_03AUG2018.pdf	Initial concept report with four structure replacement options
WEIR_Structure_WITH_STOPLOGS_AUG2019.jpg	Final plan for structure replacement

Supplemental Document

File Name	Description
Biological_Inventory_(ID_4135).pdf	W.D Svedarsky, Wildlife Biologist, and BJ Holder, Soil Scientist

ATTACHMENTS (Continued)

Supplemental Document (Continued)

File Name	Description
Cooperative_Agreement_O___M_Agreement_(ID_20170).pdf	Operating and Maintenance Agreement

FINAL APPLICATION SUBMISSION

- P** I certify that I have read the Conservation Partners Legacy Grants Program Request for Proposal, Program Manual and other program documents, and have discussed this project with the appropriate public land manager, or private landowner and easement holder.
- P** I certify I am authorized to apply for and manage these grant and match funds, and the project work by the organization or agency listed below. I certify this organization to have the financial capability to complete this project and that it will comply with all applicable laws and regulations.
- P** I certify that all of the information contained in this application is correct as of the time of the submission. If anything should change, I will contact CPL Grant staff immediately to make corrections.
- P** I certify that if funded I will give consideration to and make timely written contact to Minnesota Conservation Corps or its successor for consideration of possible use of their services to contract for restoration and enhancement services. I will provide CPL Grant staff a copy of that written contact within 10 days after the execution of my grant, should I be awarded.
- P** I certify that I am aware at least one Land Manager Review and Approval form is required for every application and at least one Public Waters Contact form is required for all public waters work. I am aware I must submit all completed forms by uploading them into this application. I have attached the required type and number of forms as necessary for this project.
- P** I am aware that by typing my name in the box below, I am applying my signature to this online document.

Signature: [Myron Jesme](#)
 Title: [Administrator](#)

Organization / Agency: [Red Lake Watershed District](#)
 Date Signed: [September 18, 2019](#)

(CPL Grant Application ID = 1541)

Ron Salentine Tree Clearing



75

Hwy 75

19

Euclid



An aerial photograph showing a landscape with a winding river or stream. The river is dark brown and meanders through a green, vegetated area. To the left of the river, a red line is drawn across the ground, indicating a spoil pile. The surrounding area consists of green fields and a dense forest on the far left. The text "Approx. 725' Existing Spoil Pile" is overlaid in white at the bottom left of the image.

Approx. 725' Existing Spoil Pile



Proposed 200' Berm - 1.5'
above natural ground at it's
highest

Approx. 725' Existing Spoil Pile

Proposed Berm to be built - 2'
above natural ground at it's
highest

Action/Info

- ▶ Spoil Pile is Adequate in elevation - Board Approval to Remove Trees
 - ▶ Work with Ron Salentine to Bury/Burn Trees
- ▶ Hourly Rate or Quotes?

RED LAKE WATERSHED DISTRICT
Application for Payment
Estimate of Work Completed

ESTIMATE NUMBER: 1
PROJECT NAME: Agassiz NWR Wetland Habitat Quality & Mngmt Enhancement
OWNER: Red Lake Watershed District
CONTRACT AMOUNT: \$95,600.00
CONTRACTOR: Davidson Construction, Inc.

DATE: 12/27/2019
PROJECT NUMBER: 180A
CONTRACT DATE: 6/17/2019
WORK COMPLETED: 12/27/2019

ITEM NO.	DESCRIPTION	UNIT	CONTRACT QUANTITY	UNIT PRICE	QUANTITY COMPLETED				TOTAL AMOUNT
					PREVIOUS	CURRENT	TOTAL	%	
1	Remove 2 - CMP Arch Pipes (6'x4'x50)	LS	1	\$2,000.00	0	0	0	0.00%	\$0.00
2	F&I Class 2 - 12'x6'x46' Precast Concrete Box Culvert	LS	1	\$60,000.00	0	0.55	0.55	55.00%	\$33,000.00
3	F&I Type 1 - 12x6' Precast Concrete End Sections	Each	2	\$10,000.00	0	1.50	1.50	75.00%	\$15,000.00
4	F&I Sand Bedding	LS	1	\$3,000.00	0	0	0	0.00%	\$0.00
5	Class III Fracture Granite Riprap	Cu.yd.	90	\$90.00	0	0	0	0.00%	\$0.00
6	Turf Establishment Seed Mixture 25-141	LS	1	\$2,500.00	0	0	0	0.00%	\$0.00
							Subtotal		\$48,000.00
Additional Material									
			0	\$0.00	0	0	0		\$0.00
							Subtotal		\$0.00
Change Order									
							Subtotal		\$0.00
							TOTALS		\$48,000.00

SUMMARY:	
Total of Work to Date	\$48,000.00
Less 5% Retainage	\$2,400.00
Amount Paid on Previous Payments	\$0.00
Amount Due this Estimate	\$45,600.00
Percentage of work completed	50%
Original Contract Amount Due	\$95,600.00
Additional Material	\$0.00
Change Orders	\$0.00
Total Estimated Contract Costs	\$95,600.00

RECAP OF PREVIOUS PAYMENTS:		
	ESTIMATE NO	DATE
	1	
	2	
	3	
	4	
	5	
	FINAL PAYMENT	
TOTAL		\$0.00

I concur that there are no pending changed condition claims as of this date of this pay estimate _____ (Initial)
Approved by Contractor: Kevin Davidson, Davidson Construction, Inc.

Date: _____ Signature: _____

I concur that there are no pending changed condition claims as of this date of this pay estimate _____ (Initial)
Approved by Agassiz NWR: Jim Graham

Date: _____ Signature: _____

Approved by Administrator: Myron Jesme, Red Lake Watershed District

Date: _____ Signature: _____

Red Lake Watershed District Project 134

County Department # 848

Bond issue titles:

\$ 390,000 G.O. Watershed District Bonds, Series 2000B (\$157,000 for RL 134)

\$ 595,000 G.O. Refunding Bonds, Series 2008A (\$80,000 for RL 134)

Special Assessment tax codes 52134-0, 52134A-0

REVENUES

Pre-paid special assessments	\$	1,756.36
Special assessments, from tax settlemnts	\$	242,527.81
Bond sale proceeds 2000B issue, 134 portion	\$	155,245.39
Bond sale proceeds 2008A refunding issue	\$	82,881.94
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	\$	482,411.50

Expenditures/uses

2000B Bond sale proceeds to Red Lake for project costs	\$	(144,584.00)
Legal, bank and professional fees	\$	(6,509.98)
Regular principal payments 2000B bond issue	\$	(77,000.00)
Refunding principal payments 2000B bond issue	\$	(80,000.00)
Interest payments 2000B bond issue	\$	(53,595.00)
Principal payments 2008A bond issue	\$	(84,545.45)
Interest payments 2008A bond issue	\$	(21,325.46)
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	\$	(467,559.89)
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Surplus funds	\$	14,851.61

Red Lake Watershed District Project 135

County Department # 849

Bond issue titles:

\$ 390,000 G.O. Watershed District Bonds, Series 2000B (\$233,000 for RL 135)

\$ 595,000 G.O. Refunding Bonds, Series 2008A (\$120,000 for RL 135)

Special Assessment tax codes 52135-0, 52135A-0

REVENUES

Pre-paid special assessments	\$	104.04
Special assessments, from tax settlemnts	\$	336,222.59
Bond sale proceeds 2000B issue, 135 portion	\$	230,396.00
Bond sale proceeds 2008A refunding issue	\$	124,325.86
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	\$	691,048.49

Expenditures/uses

2000B Bond sale proceeds to Red Lake for project costs	\$	(207,126.00)
Legal, bank and professional fees	\$	(9,652.46)
Regular principal payments 2000B bond issue	\$	(113,000.00)
Refunding principal payments 2000B bond issue	\$	(120,000.00)
Interest payments 2000B bond issue	\$	(79,663.33)
Principal payments 2008A bond issue	\$	(126,819.20)
Interest payments 2008A bond issue	\$	(31,989.68)
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	\$	(688,250.67)
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Surplus funds	\$	2,797.82



Permit # 19-212

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Steven Dahlin	K-S Dahlin Farms	34080 140th Street SW Euclid, MN 56722		tel:701-741-9309 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Polk** Township: **Keystone** Range: **48** Section: **23 1/4: SE1/4**

(4) Describe in detail the work to be performed. **Install 24" culvert with flapgate.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **To improve the drainage of this field and fill in the low area.**

Status

Status	Notes	Date
Approved		Dec. 10, 2019
Received		Dec. 5, 2019

Conditions

Red Lake Watershed District (RLWD) approval to install a 24" diameter centerline culvert with flap-gate, as per approval of Keystone Township; proposed work is within Township Road Right-of-Way. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) N.J.O.

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 # 19-213

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: **Sullivan** Range: **49** Section: **19 1/4: SW1/4**

(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. **Increased agricultural production.**

Status

Status	Notes	Date
Approved		Dec. 18, 2019
Received		Dec. 9, 2019

Conditions

The Red Lake Watershed District (RLWD) approves the pattern tile project with a 'Lift Pump' outlet. 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. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) N.J.O.

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 # 19-214

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
	Gorve Park Tilden Township	17742 US Hwy 2 SE Mentor, MN 56736		tel:218-637-0558 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Polk** Township: **Grove Park** Range: **43** Section: **18 1/4: SE1/4**

(4) Describe in detail the work to be performed. **Install extensions on culvert to widen crossing.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Crossing is too narrow for trucks to get in to service wells for the City of Crookston.**

Status

Status	Notes	Date
Approved		Dec. 17, 2019
Received		Dec. 13, 2019

Conditions

Red Lake Watershed District (RLWD) approval to extend or replace a 36" diameter field entrance culvert, as per approval of Judicial Ditch #64 Ditch Authority, proposed work is within said ditch system. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) N.J.O.

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.

Copier Quotes

The District's current Cannon copier was purchased in 2012: \$10,250
 Current Monthly Maintenance Cost: \$520.11
 2018 we paid overage of \$582
 2019 we paid overage of \$472

Marco – Konica C458	
Option 1 Purchase	\$7,595.00
Rebate	\$1,000.00
Net Purchase Option	\$6,595.00
Option 2 Lease	
60 Month FMV Lease rebate check to customer	\$ 153.42 month
Option 3 Lease	
60 Month FMV Lease with rebate applied	\$ 133.22 month
Service and Support	\$331.63 est. month*
Staples Included	*Billed by usage \$0.0073 black and white \$0.049 color

Marco - Cannon C5550	
Option 1 Purchase	\$6,895.00
Option 2 60 Month FMV Lease	\$ 139.28 month
Service and Support	\$331.63 est. month*
Staples NOT Included	*Billed by usage \$0.0073 black and white \$0.049 color

Loffler (formerly Laser Systems) Cannon C5550i	
Option 1 Purchase	\$7,361.68
Option 2 60 Month Lease	\$ 144.29 month
Service and Support	Billed by usage
Staples NOT included	\$0.0074 black and white \$0.0504 color

Liberty Business Systems, Inc. Kyocera TASKalfa 5053 ci	
Option 1 Purchase	\$9,916.25
Option 2 63 Month FMV Lease	\$ 188.90
Service and Support	\$275.23 est. month*
Staples NOT included	*Billed by usage \$0.0065 black and white \$0.0405 color