

# RED LAKE WATERSHED DISTRICT

March 12, 2020

Agenda

9:00 a.m.

9:00 a.m.	Call to Order	Action
	Review and approve agenda	Action
	Requests to appear	Information
	February 27, 2020 Minutes	Action
	Financial Report dated March 11, 2020	Action
	Investment Summary	Information
	Burnham Creek/BR 6 Impoundment, RLWD Proj. 43A Agreement with HDR Engineering, Inc.	Info./Action
	Thief River Falls Westside FDR Project, RLWD Project No. 178 Flood Hazard Mitigation Grant Extension Request	Information Action
	Improvement to Polk County Ditch 39, RLWD Project No. 179 U.S. Army Corps of Engineers Filing of MnDNR Commissioners Final Advisory Report Schedule Final Hearing	Information Information Action Action
	Snow Survey Data and NWS Flood Outlook	Information
	River Watch Forum	Information
	Red River Basin Commission June Board Tour and Meeting	Information
	Area 1 Envirothon-West Polk SWCD	Action
	Managed IT Update	Information
	Administrators Update	Information
	Legal Counsel Update	Information
	Managers' updates	Information
	Adjourn	Action

## UPCOMING MEETINGS

March 16, 2020	RLWD Advisory Board Meeting, 9:30 a.m.
March 18-19, 2020	MAWD Legislative Breakfast and Day at the Capitol
March 20, 2020	Special Board Meeting, TRF Westside FDR Project Bid Opening, 10:00 a.m.
March 25, 2020	River Watch Forum, Alerus Center, 9:30 a.m.
March 26, 2020	RLWD Board Meeting, 9:00 a.m.
April 9, 2020	RLWD Board Meeting, 9:00 a.m.

RED LAKE WATERSHED DISTRICT  
Board of Manager's Minutes  
February 27, 2020

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

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

Engineer Tony Nordby, Houston Engineering, Inc., requested to appear for discussion on the Black River Impoundment, RLWD Project No. 176. Nordby stated that the Wetland Conservation Act permit application was submitted on February 19, 2020, which officially kicks off the review and timeline for the agencies to respond to the permit application. A conference call will be held the week of March 2, with the Technical Evaluation Panel to discuss the possibility of moving forward with the wetland banking site plan on this project. There has been considerable work already completed on this site but it was put on hold until the permit application was submitted. Nordby noted that the Flood Damage Reduction Work Group met last week and awarded the District a \$23,000 Project Acceleration Grant to be split between the Black River Impoundment Project No. 176 and the Pine Lake Project, RLWD Project No. 26.

The Board reviewed the February 13, 2020 minutes. Motion by Sorenson, seconded by Page, to approve the February 13, 2020 Board meeting minutes as presented. Motion carried.

The Board reviewed the Financial Report dated February 26, 2020. Motion by Ose, seconded by Page, to approve the Financial Report dated February 26, 2020. Motion carried.

Staff member Arlene Novak stated that she is reviewing the 2019 Audit. Once the audit is finalized, staff from Brady Martz will present it to the Board.

Staff member Arlene Novak reviewed the General Fund Budget as of December 31, 2019. Motion by Page, seconded by Dwight, to approve the General Fund Budget as of December 31, 2019 as presented. Motion carried.

The Board reviewed a Special Construction Proposal from CenturyLink for construction costs to relocate their lines as part of the Thief River Falls Westside FDR Project, RLWD Project No. 178. The estimated cost for CenturyLink to relocate their fiber optic lines within the project area is \$21,455.04. Motion by Sorenson, seconded by Page, to approve the payment and authorize Administrator Jesme the authority to sign the CenturyLink Special Construction Proposal in the amount of \$21,455.04. Motion carried.

The Board reviewed the Waiver of Procedural Inconsistencies regarding certain land acquisition for the Thief River Falls Flood Damage Reduction Project, RLWD Project No. 178, with landowners Kyle and Misty Mehrkens. Administrator Jesme stated that the Waiver was drafted for the landowners to approve the changes in permanent and temporary damages that occurred since the hearing was held and the Order was approved.

The Board reviewed the Authorization for Final Payment of Damages for Right of Way Acquisition for the Thief River Falls Flood Damage Reduction Project, RLWD Project No. 178. Administrator Jesme stated that this document is for the payment of permanent and temporary damages, plus 4% interest, from the date of the hearing. Motion by Ose, seconded by Page, to approve Authorization for Final Payment of Damages for Right of Way Acquisition for the Thief River Falls Flood Damage Reduction Project, RLWD Project No. 178. Motion carried.

The Board reviewed the Final Certificate for the Acquisition of Property Interests for the Thief River Falls Flood Damage Reduction Project, RLWD Project No. 178. Motion by Sorenson, seconded by Dwight, to authorize the approval of the Final Certification for the Thief River Falls Flood Damage Reduction Project, RLWD Project No. 178. Motion carried.

The Board reviewed information on the Pre-Bid meeting that was held February 26, 2020 for the Thief River Falls Westside Flood Damage Reduction Project, RLWD Project No. 178. Engineer Nate Dalager, HDR Engineer, Inc., stated that contractors at the Pre-bid meeting made an unusual request for the AutoCAD file which provides the surface/existing terrain of the project area which is used by HDR to not only compute quantities but also is used during construction staking. Dalager indicated that there is some risk in turning over these files in that if the contractor was to download the information and failed to do it properly, there could be some wrong numbers which could make them miss some quantities on their respective bids. Dalager stated that he would typically provide that information to the Contractor that was awarded the project which then allows the engineer and contractor to verify the datum in the field prior to starting construction. It was the consensus of the Board to inform the contractors that this is not a normal practice to provide the requested information and that the District will not provide the AutoCAD surface datum as requested.

Staff member Christina Slowinski discussed a bridge that has deteriorated on Polk County Ditch 33 Improvement, RLWD Project No. 135. Discussion was held on the private or public nature of the bridge, various sizes of in-place culverts, and old ditch plans. It was the consensus of the Board, to bring additional information back to the Board at a future meeting.

Staff member Christina Slowinski discussed various methods of controlling thistle on RIM acreage within the Grand Marais Creek Restoration Project, RLWD Project No. 60F. Slowinski determined that the best method was to ground spray the thistle with Milestone. The Board reviewed two quotes received to complete the task. Motion by Ose, seconded by Dwight, to hire LM Road Services, LLC, to ground spray thistle on RIM acreage within the Grand Marais Creek Restoration Project, RLWD Project No. 60F, at an approximate cost of \$1,588.67. Motion carried. Slowinski noted that spraying will be completed by mid-June.

Administrator Jesme stated that the Viewers are close to completing the Redetermination of Benefits for Judicial Ditch 72, RLWD Project No. 41, which is a joint ditch project between the District and Polk County. In 2017, it was determined that a redetermination of benefits should be completed on the entire system. If approved, it is anticipated that the District would have sole jurisdiction over JD 72, with Polk County having complete jurisdiction over County Ditch 61, and that the District may likely want to rename the legal drainage system thus eliminating Judicial Ditch 72 and the Joint Board.

Engineer Jeff Langan, Houston Engineering, Inc., stated that he and Staff member Nick Olson inspected the north and south pool structures on the Moose River Impoundment, RLWD Project No. 13. Langan stated that he saw no immediate changes from the inspection report that was completed in 2007, but recommended completing a detailed report like what was completed in 2007. Outflows would need to be shut off to determine the measurements and plumbness of the walls, and to determine if the walls have shifted. Langan stated that the day they inspected the structures they encountered open water, which they did not anticipate seeing this time of year. It was the consensus of the Board to authorize Houston Engineering, Inc. complete a detailed inspection of the structure(s) and report back to the Board.

Staff member Nick Olson stated that the inlet channel to the south pool of the Moose River Impoundment, RLWD Project No. 13, has trees and brush growing along the slope. Olson recommended mechanical brushing, followed by the spraying of herbicide to alleviate the growth. It was the consensus of the Board, to authorize staff to complete the clearing of the inlet slope of the south pool to the Moose River Impoundment.

Staff member Nick Olson reviewed the snow survey sampling week ending February 22, 2020.

The Board reviewed the permits for approval. Motion by Page, seconded by Ose, to approve the following permits with conditions stated on the permit: No. 20004, Minnesota Department of Transportation, North Township, Pennington County; and No. 20005, Pennington County Highway Department, Rocksbury Township, Pennington County. Motion carried.

Staff member Tammy Audette stated that in finalizing details of switching the District's Managed IT to Corporate Technologies, it was determined that the District's Barracuda is provided by Marco Technologies. Staff will report back to the Board at a later date.

Administrators update:

- Jesme and Manager Nelson attended the February 18th RRWMB meeting in Ada.
- A RRWMB Water Quality meeting was held in the District office on February 25<sup>th</sup> to develop criteria for funding water quality projects, using funds that were appropriated by the RRWMB.
- Included in the packet was the MnDNR funding requests for the upcoming bonding session.
- Jesme will attend the RRWMB March conference held in Moorhead on March 10<sup>th</sup> and 11<sup>th</sup>.

- A Thief River 1W1P Planning Workgroup meeting will be held today to discuss the 2020/2021 Workplan. The agenda for the meeting was included in the packet.
- The Thief Lake and Agassiz Interagency meeting was held on February 19<sup>th</sup> in the District office. The meeting was held to allow the agencies to give updates on future projects as well as discussion on flood forecast and operation of impoundments for Spring of 2020.
- The Parnell Advisory meeting was held March 26<sup>th</sup> at the District office. Considerable discussion was held on the rainfall events last Fall and the forecast for Spring flooding.

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

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LeRoy Ose, Secretary

**RED LAKE WATERSHED DISTRICT**  
**Financial Report for March 11, 2020**

<b>Ck#</b>	<b>Check Issued to:</b>	<b>Description</b>	<b>Amount</b>
online	EFTPS	Withholding for FICA, Medicare, and Federal taxes	408.02
online	MN Department of Revenue	Withholding taxes	51.34
38045	Everett Ault	Easements and interest-Proj. 178, TRF Westside FDR Proj.	43,393.16
38046	Pete C. & Debra M. Carlson	Easements and interest-Proj. 178, TRF Westside FDR Proj.	65,043.96
38047	Patrick and Nancy Gerszewski	Easements and interest-Proj. 178, TRF Westside FDR Proj.	7,172.84
38048	JMS TRF LLC	Easements and interest-Proj. 178, TRF Westside FDR Proj.	384.59
38049	Mehrkens Farms Inc.	Easements and interest-Proj. 178, TRF Westside FDR Proj.	25,099.87
38050	Kyle H. and Misty T. Mehrkens	Easements and interest-Proj. 178, TRF Westside FDR Proj.	18,884.74
38051	Terrance E. & Linda S. Timm	Easements and interest-Proj. 178, TRF Westside FDR Proj.	45,845.15
38052	City of Thief River Falls	Easements-Proj. 178, TRF Westside FDR Proj.	18,480.00
38053	Pennington County Treasurer	Easements-Proj. 178, TRF Westside FDR Proj.	4,620.00
38054	TRF Regional Airport Authority	Easements-Proj. 178, TRF Westside FDR Proj.	13,020.00
38055	Centurylink Asset Acctng-BART	Relocate Centurylink facilities	21,455.04
38056	Ace Hardware	Roof melt tablets	24.99
38057	Ameripride Services, Inc.	Office rug rental	45.39
38058	Tammy Audette	Clean offices in February	320.00
38059	City of Thief River Falls	Electricity, water, sewer, etc.	933.33
38060	Digi-Key Corporation	Batteries for office	55.31
38061	Farmers Union Oil Company	Gas for vehicles	262.44
38062	HDR, Inc.	Engineering fees for TRF Westside FDR Project	22,869.24
38063	Houston Engineering, Inc.	Engineering fees for Black River Impoundment	12,962.25
38064	Hugo's #7	Meeting supplies for various meetings & cleaning supplies	211.98
38065	International Water Institute	Registration for RLF HS & RLCC HS WQ Monitoring forum	140.00
38066	Les's Sanitation, Inc.	Garbage pickup	34.70
38067	Marco	* See below for explanation	1,980.57
38068	MN Energy Resources Corp	Heating expense	55.60
38069	Northwest Beverage, Inc.	H2O for office	29.75
38070	Olson Construction	Plow and sand parking lot in February	220.00
38071	Rinke Noonan	** See below for explanation	2,881.50
38072	Sjoberg's Cable TV	Internet expense	106.95
38073	Skalsky Electric, Inc.	Calibrated and tested CO system in garage	90.68
38074	Sun Life Financial	Life insurance premium	125.36
38075	TD Ameritrade Trust Company	Deferred Compensation	978.91
38076	Gene Tiedemann	Mileage	322.00
38077	Thief River Falls Times	Notary stamp, daily and monthly diary sheets & Bid opening ad Pjt. 178	368.32
online	Blue Cross Blue Shield	Health Insurance premium	3,431.00
online	Further	Medical FSA	133.00
direct	Brian Dwight	Mileage and per diem meal	512.00
direct	Terry Sorenson	Mileage	232.86

**Payroll**

Check #11895-11897	1,080.74
<b>Total Checks</b>	<b>\$ 314,267.58</b>

**\*Marco**

Monthly telephone expense	331.91
Monthly IT services	1441.43
Monthly copier maintenance	<u>207.23</u>
	1980.57

**\*\* Rinke Noonan**

Proj. 178 TRF Westside FDR	2,569.00
Proj. 176 Black River Impoundment	112.50
Monthly legal services retainer	<u>200.00</u>
<b>Total</b>	<b>2,881.50</b>

**Banking****Northern State Bank**

Balance as of February 26, 2020	\$ 142,385.35
Total Checks Written	(314,267.58)
Receipt #989719 Transfer in from American Federal Bank	200,000.00
Receipt #989720 Northern State Bank-Monthly interest	97.74
Receipt #989726 Proceeds from closing of Border State Bank account	18,319.94
Receipt #989728 Check #1001 from Bremer Bank	80,000.00
Balance as of March 11, 2020	<u>\$ 126,535.45</u>

**Border State Bank**

Balance as of February 26, 2020	\$ 18,311.42
Receipt #989721 Border State Bank-Monthly interest	7.97
Receipt #989726 Border State Bank-additional interest	0.55
Receipt #989726 Proceeds from closing of Border State Bank account	(18,319.94)
Balance as of March 11, 2020	<u>\$ -</u>

**American Federal Bank-Fosston**

Balance as of February 26, 2020	\$ 2,385,440.96
Receipt #989719 Transfer to Northern State Bank	(200,000.00)
Receipt #989722 American Federal Bank-Monthly interest	3,175.09
Receipt #989724 Unity Bank (CDARS)-Monthly interest on CDs	2,902.55
Receipt #898725 Loren/Marjean Sanderson-Reimburse for health and dental insurance	761.45
Receipt #989727 Aflac-Reimburse portion of insurance	52.62
Balance as of March 11, 2020	<u>\$ 2,192,332.67</u>

**Bremer Bank**

Balance as of February 26, 2019	\$ 2,319,677.60
Receipt #989723 Bremer Bank-Monthly interest	\$ 3,069.59
Receipt #989728 Check #1001 Deposit in NSB account	\$ (80,000.00)
Balance as of March 11, 2020	<u>\$ 2,242,747.19</u>

Red Lake Watershed District  
as of March 11, 2020

<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)	\$ 126,994.81	0.70%		\$ 126,994.81
10020 Border State Bank (Investor savings) Thief River Falls	\$ -	0.55%		\$ -
10030 American Federal Bank Fosston	\$ 2,192,332.67	1.58%		\$ 2,192,332.67
10040 Bremer Bank Detroit Lakes	\$ 2,242,747.19	1.47%		\$ 2,242,747.19
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 Capital 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>\$ 6,962,074.67</u>			<u>\$ 6,975,824.67</u>

\* \$ designated for Ditch 16





March 2, 2020

Mr. Myron Jesme, Administrator  
Red Lake Watershed District

<delivered via email>

**RE: Proposal – Burnham Creek Wildlife Habitat Structure Repair – RLWD Project #43A**

Dear Mr. Jesme,

In response to your request for engineering services for the Burnham Creek Wildlife Habitat Structure Repair Project, HDR Engineering, Inc. (HDR) is pleased to provide the following proposal for construction plans, permitting, and inspections.

We look forward to the opportunity to work with you on this project. If you have any questions regarding the attached scope of services, please contact me at (218) 681-6100.

Sincerely,

**HDR Engineering, Inc.**

Jacob Huwe, P.E.  
*Project Manager*

Christine Wiegert, Vice President  
*MN/WI Area Manager*

Encl: Proposal  
HDR Engineering, Inc. Terms and Conditions for Professional Services  
Budget Spreadsheet





## Project Understanding and Scope of Services

HDR understands that the Red Lake Watershed District (RLWD) has contracted with the Minnesota Department of Natural Resources (MN DNR) to partner in replacing the wildlife pool structure inside of the RLWD BR-6 impoundment. This scope of work includes tasks and deliverables deemed necessary to complete the engineering plans and construction portion of the project. These tasks include the following:

1. Project Management
2. Construction Plans
3. MN DNR Dam Safety Permit Application
4. Construction Inspection

## Proposed Project Team

The project team will consist of HDR staff that has experience in developing engineering plans and specifications. The team may consist of the following staff:

Role	Staff
Client/Project Manager	Jacob Huwe, PE
Water Resources Engineer	Dillon Nelson, EIT Brendon Gearhart, EIT
Design Technician	Randy Knott
GIS Analyst	Kael Fontaine
Structural Engineer	Jesse Freeberg, PE
Geotechnical Engineer	Kerrie Berg, PE
QA/QC	Nate Dalager, PE

## Scope of Services

### 1.0 Project Management

This task consists of the overall management of the project, project communication, and coordination of meetings.

- 1.1 **Project Management.** Monitor and control the Project budget, scope of work, and schedule; management of the Project goals and objectives; management and coordination of resources including staff scheduling and invoicing.
- 1.2 **Project Meetings.** Schedule, review, prepare, participate, and help conduct meetings.

#### DELIVERABLES:

- Monthly invoices and coordination with RLWD Administrator.
- Attendance at one RLWD Board meeting.
- Attendance at one coordination meeting with Project partners.

#### ASSUMPTIONS:

- Duration of the task is ~6 months.
- All meetings will be held in Thief River Falls, MN and attended by 1 HDR staff person.



## 2.0 Construction Plans

This task includes providing plans for removal and replacement of the existing wildlife pool structure. A conceptual design has been selected and will include a cast-in-place concrete structure with a stoplog bay and a stabilized outlet spillway. Since this structure is located within an existing impoundment, there is minimal risk involved in the hydrologic and hydraulic design. The following steps will be included:

- 2.1 **Hydraulic/Hydrologic Design Data.** Perform hydrologic analysis to determine the 100-year, 24-hour peak flow at the structure. Based on the 100-year, 24-hour peak flow, determine the structure hydraulic design and spillway dimensions.
- 2.2 **Soil Borings.** HDR will determine if soil borings are required for the proposed structure. HDR will coordinate the solicitation of bids, scheduling, and facilitating the completion of the borings by a third party. HDR will review the geotechnical report that will be delivered by a third party and incorporate the findings in the plans and specifications as needed.
- 2.3 **General Notes & Quantities.** One sheet with all construction notes will be included in the plans with estimated quantities. Design data will be included on this plan sheet.
- 2.4 **Demolition Plan.** One site plan will be provided to direct the excavation and removal of the existing structure.
- 2.5 **Site Plan.** One site plan sheet will be provided that shows the final grading and proposed construction with all components of the finished project. GPS survey benchmarks will be noted on this sheet.
- 2.6 **Erosion Control Plan.** One erosion control plan sheet will be provided that includes any riprap design and other erosion control considerations for areas of potentially erosive flows.
- 2.7 **Structural Plan.** HDR will perform stability checks and reinforcement designs for the cast-in-place concrete structure. Detail drawings will be included in the plans with up to two sheets of details.

### *DELIVERABLES:*

- Up to seven plan sheets, including a cover sheet, as described in this section will be provided.

### *ASSUMPTIONS:*

- Soil borings and lab testing may be performed by a third party hired by RLWD. HDR will provide assistance and coordination.
- Detailed hydrologic and hydraulic modeling will not be required.
- Plans will be provided in the North American Vertical Datum of 1988.
- One round of review by MN DNR Dam Safety will occur in April, and final plans will be completed before June 1.

## 3.0 Dam Safety Permit

This task involves support activities which are necessary for coordination with MN DNR Dam Safety.

- 3.1 **Pre-application Meeting.** HDR will provide a draft plan and supporting information in advance of a permit application. Due to the wildlife management area restrictions, which prevent work from occurring after August 30, an early coordination meeting with MN DNR Dam Safety is planned.
- 3.2 **Permit Application.** HDR will provide a draft plan to be included with the MN DNR Dam Safety permit application. RLWD and MN DNR Wildlife will provide supporting documentation as needed.

**DELIVERABLES:**

- Attendance at one electronic meeting with MN DNR Dam Safety.

**ASSUMPTIONS:**

- Site disturbance will be less than 1 acre.
- No other permits will be required for this project.
- The application and plans will be reviewed by MN DNR Dam Safety in April, and up to one round of edits to the plans may be necessary.
- No hydrologic or hydraulic technical information will be needed to apply and receive this permit.

## 4.0 Construction Inspection

This task involves inspections on site during construction. It also includes daily documentation of the contractor's progress and up to three pay estimates.

- 4.1 **Pre-construction Meeting.** An on-site meeting for up to four hours with the contractor will take place before construction begins.
- 4.2 **Construction Inspections.** Up to three full days of on-site inspections, to be coordinated with RLWD staff inspection days. A summary of the progress and pictures of construction will be combined into a daily report for the project records.
- 4.3 **Pay Estimates.** Provide up to three pay estimates for work completed, to be approved by the RLWD Board. This includes two partial pay estimates and one final pay estimate.

**DELIVERABLES:**

- Up to three daily construction reports, detailing the progress and project status.
- Up to three pay estimates, including the final pay estimate.

**ASSUMPTIONS:**

- RLWD staff will provide up to 5 days of site inspections and progress updates.
- RLWD Board of Managers will approve pay estimates.
- HDR will only be required on site for three days during construction, as detailed in this scope of services and budget spreadsheet.

## Cost Estimate

The design fee estimate for the completion of Tasks 1 through 4 is \$25,000, as outlined in the attached breakdown of tasks, hours, and expenses. This work will be performed on a time and materials not-to-exceed basis. HDR will invoice monthly based on work progress. Our estimated costs are based upon our local experience and understanding of the scope of work and assumptions listed. Should the scope of work be modified, it may be necessary to review scope changes and our cost estimate.

## Future Task Orders – Final Design

The following tasks are anticipated for future phases of this project. *These tasks are not included in the price proposal provided herein*, and would be provided separately at such time as RLWD elects to initiate them.

- As-Built Plans



Please indicate your acceptance of this proposal by signing the Notice to Proceed (below) and returning one copy of the signed proposal to HDR. If you have any questions, please contact me at 218.681.6100.

Regards,  
HDR Engineering, Inc.

Jacob Huwe, PE  
Project Manager/Engineer

Christine Wiegert, Vice President  
MN-WI Area Manager

Encl: HDR Engineering, Inc. Terms and Conditions for Professional Services

**NOTICE TO PROCEED**

Owner: **Red Lake Watershed District**

Consultant: **HDR Engineering, Inc.**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: Christine Wiegert, Vice President

Title: \_\_\_\_\_

Title: MN-WI Area Manager



# HDR Engineering, Inc.

## Terms and Conditions for Professional Services

### 1. STANDARD OF PERFORMANCE

Notwithstanding any other provision of any contract term between the ENGINEER and the CLIENT, the standard of care for all professional engineering, consulting and related services performed or furnished by ENGINEER and its employees under this Agreement will be the care and skill ordinarily used by members of ENGINEER's profession practicing under the same or similar circumstances at the same time and in the same locality. ENGINEER makes no warranties, express or implied, under this Agreement or otherwise, in connection with ENGINEER's services.

ENGINEER and CLIENT agree that no other party is an intended or unintended third-party beneficiary of this contract, and that ENGINEER's duties run solely to CLIENT.

### 2. INSURANCE/INDEMNITY

ENGINEER agrees to procure and maintain, at its expense, Workers' Compensation insurance as required by statute; Employer's Liability of \$250,000; Automobile Liability insurance of \$1,000,000 combined single limit for bodily injury and property damage covering all vehicles, including hired vehicles, owned and non-owned vehicles; Commercial General Liability insurance of \$1,000,000 combined single limit for personal injury and property damage; and Professional Liability insurance of \$1,000,000 per claim for protection against claims arising out of the performance of services under this Agreement caused by negligent acts, errors, or omissions for which ENGINEER is legally liable. Upon request, OWNER shall be made an additional insured on Commercial General and Automobile Liability insurance policies and certificates of insurance will be furnished to the OWNER. ENGINEER agrees to indemnify OWNER for claims to the extent caused by ENGINEER's negligent acts, errors or omissions.

### 3. OPINIONS OF PROBABLE COST (COST ESTIMATES)

Any opinions of probable project cost or probable construction cost provided by ENGINEER are made on the basis of information available to ENGINEER and on the basis of ENGINEER's experience and qualifications, and represents its judgment as an experienced and qualified professional engineer. However, since ENGINEER has no control over the cost of labor, materials, equipment or services furnished by others, or over the contractor(s)' methods of determining prices, or over competitive bidding or market conditions, ENGINEER does not guarantee that proposals, bids or actual project or construction cost will not vary from opinions of probable cost ENGINEER prepares.

### 4. CONSTRUCTION PROCEDURES

ENGINEER's observation or monitoring portions of the work performed under construction contracts shall not relieve the contractor from its responsibility for performing work in accordance with applicable contract documents. ENGINEER shall not control or have charge of, and shall not be responsible for, construction means, methods, techniques, sequences, procedures of construction, health or safety programs or precautions connected with the work and shall not manage, supervise, control or have charge of construction. ENGINEER shall not be responsible for the acts or omissions of the contractor or other parties on the project. ENGINEER shall be entitled to review all construction contract documents and to require that no provisions extend the duties or liabilities of ENGINEER beyond those set forth in this Agreement. OWNER agrees to include ENGINEER as an indemnified party in OWNER's construction contracts for the work, which shall protect ENGINEER to the same degree as OWNER. Further, OWNER agrees that ENGINEER shall be listed as an additional insured under the construction contractor's liability insurance policies.

### 5. CONTROLLING LAW

This Agreement is to be governed by the law of the state where ENGINEER's services are performed.

### 6. CLIENT-PROVIDED SERVICES AND INFORMATION

CLIENT will provide all criteria and information pertaining to the project in CLIENT's possession, and any requirements or budgetary limitations. The CLIENT agrees to bear full responsibility for the technical accuracy and content of CLIENT-furnished documents, information and services.

In performing services hereunder, it is understood by CLIENT that ENGINEER is not engaged in rendering any type of legal, insurance or accounting services, opinions or advice. Further, it is the CLIENT's sole responsibility to obtain the advice of an attorney, insurance counselor or accountant to protect the CLIENT's legal and financial interests.

### 7. SUCCESSORS AND ASSIGNS

OWNER and ENGINEER, respectively, bind themselves, their partners, successors, assigns, and legal representatives to the covenants of this Agreement. Neither OWNER nor ENGINEER will assign, sublet, or transfer any interest in this Agreement or claims arising therefrom without the written consent of the other.

### 8. RE-USE OF DOCUMENTS

All documents, including all reports, drawings, specifications, computer software or other items prepared or furnished by ENGINEER pursuant to this Agreement, are instruments of service with respect to the project. ENGINEER and CLIENT retain joint ownership of all such documents. OWNER may retain copies of the documents for its information and reference in connection with the project; however, none of the documents are intended or represented to be suitable for reuse by OWNER or others on extensions of the project or on any other project. Any reuse without written verification or adaptation by ENGINEER for the specific purpose intended will be at OWNER's sole risk and without liability or legal exposure to ENGINEER, and OWNER will defend, indemnify and hold harmless ENGINEER from all claims, damages, losses and expenses, including attorney's fees, arising or resulting therefrom.

### 9. TERMINATION OF AGREEMENT

OWNER or ENGINEER may terminate the Agreement, in whole or in part, by giving seven (7) days written notice, if the other party substantially fails to fulfill its obligations under the Agreement through no fault of the terminating party. Where the method of payment is "lump sum," or cost reimbursement, the final invoice will include all services and expenses associated with the project up to the effective date of termination. An equitable adjustment shall also be made to provide for termination settlement costs ENGINEER incurs as a result of commitments that had become firm before termination, and for a reasonable profit for services performed.

### 10. SEVERABILITY

If any provision of this agreement is held invalid or unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term or condition shall not be construed by the other party as a waiver of any subsequent breach of the same provision, term or condition.

### 11. INVOICES

ENGINEER will submit monthly invoices for services rendered and OWNER will make prompt payments in response to ENGINEER's invoices.

ENGINEER will retain receipts for reimbursable expenses in general accordance with Internal Revenue Service rules pertaining to the support of expenditures for income tax purposes. Receipts will be available for inspection by OWNER's auditors upon request.

If OWNER disputes any items in ENGINEER's invoice for any reason, including the lack of supporting documentation, OWNER may temporarily delete the disputed item and pay the remaining amount of the invoice. OWNER will promptly notify ENGINEER of the dispute and request clarification and/or correction. After any dispute has been settled, ENGINEER will include the disputed item on a subsequent, regularly scheduled invoice, or on a special invoice for the disputed item only.

OWNER recognizes that late payment of invoices results in extra expenses for ENGINEER. ENGINEER retains the right to assess OWNER interest at the rate of one percent (1%) per month, but not to exceed the maximum rate allowed by law, on invoices which are not paid within thirty (30) days from the date of the invoice. In the event undisputed portions of ENGINEER's invoices are not paid when due, ENGINEER also reserves the right, after seven (7) days prior written notice, to suspend the performance of its services under this Agreement until all past due amounts have been paid in full.

## 12. CHANGES

The parties agree that no change or modification to this Agreement, or any attachments hereto, shall have any force or effect unless the change is reduced to writing, dated, and made part of this Agreement. The execution of the change shall be authorized and signed in the same manner as this Agreement. Adjustments in the period of services and in compensation shall be in accordance with applicable paragraphs and sections of this Agreement. Any proposed fees by ENGINEER are estimates to perform the services required to complete the project as ENGINEER understands it to be defined. For those projects involving conceptual or process development services, activities often are not fully definable in the initial planning. In any event, as the project progresses, the facts developed may dictate a change in the services to be performed, which may alter the scope. ENGINEER will inform OWNER of such situations so that changes in scope and adjustments to the time of performance and compensation can be made as required. If such change, additional services, or suspension of services results in an increase or decrease in the cost of or time required for performance of the services, an equitable adjustment shall be made, and the Agreement modified accordingly.

## 13. CONTROLLING AGREEMENT

These Terms and Conditions shall take precedence over any inconsistent or contradictory provisions contained in any proposal, purchase order, requisition, notice-to-proceed, or like document. In resolving inconsistent or contradictory provisions between this Agreement and any other document or understanding, the terms of these Terms and Conditions shall control.

## 14. EQUAL EMPLOYMENT AND NONDISCRIMINATION

In connection with the services under this Agreement, ENGINEER agrees to comply with the applicable provisions of federal and state Equal Employment Opportunity for individuals based on color, religion, sex, or national origin, or disabled veteran, recently separated veteran, other protected veteran and armed forces service medal veteran status, disabilities under provisions of executive order 11246, and other employment, statutes and regulations, as stated in Title 41 Part 60 of the Code of Federal Regulations § 60-1.4 (a-f), § 60-300.5 (a-e), § 60-741 (a-e).

## 15. CERTIFICATIONS

The use of the word "certify" or "certification" by a registered professional engineer in the practice of professional engineering or land surveying constitutes an expression of professional opinion regarding those facts or findings which are the subject of the certification, and does not constitute a warranty or guarantee, either expressed or implied. Certification of analyses is a statement that the analyses have been performed correctly and in accordance with sound engineering practices. Certification of structural works is a statement that the works are designed in accordance with sound engineering practices and client approved design loads. Certification of "as built" conditions is a statement that the structure(s) has been built according to specifically identified drawings, specifications and contract documents to the extent the structure(s) is readily observable, is in place, and is fully functioning. The definition and legal effect of any and all certifications shall be limited as stated herein.

## 16. EXECUTION

This Agreement, including the exhibits and schedules made part hereof, constitute the entire Agreement between ENGINEER and OWNER, supersedes and controls over all prior written or oral understandings. This Agreement may be amended, supplemented or modified only by a written instrument duly executed by the parties.

## 17. LIMITATION OF LIABILITY

In the event that any damage, loss, or claim is asserted by a third party, and said damage, loss, or claim arises out of or is in connection with the performance of ENGINEER'S services, including ENGINEER and its employees professional negligent acts, errors, or omissions, each party (ENGINEER and CLIENT) shall release, indemnify, and hold the other harmless, together with their agents, employees and assigns, PROVIDED THAT, said damage, loss, or claim is within the parties' combined limits of applicable insurance. In the event that any damage, loss or claim exceeds the parties' combined available limits of applicable insurance, then each party shall bear their own liability in direct proportion to their own individual fault.

## 18. LITIGATION SUPPORT

In the event ENGINEER is required to respond to a subpoena, government inquiry or other legal process related to the services in connection with a legal or dispute resolution proceeding to which ENGINEER is not a party, CLIENT shall reimburse ENGINEER for reasonable costs in responding and compensate ENGINEER at its then standard rates for engineering services when gathering information and documents and shall pay ENGINEER its standard rates for providing expert witness services when attending depositions, hearings, and trial.

If ENGINEER and CLIENT are made a party to any litigation concerning CLIENT's flood control structures, CLIENT and ENGINEER shall each bear their own costs and expenses for defense pending a final determination of each party's liability. Upon a finding by a court of competent jurisdiction of any negligence, all of the parties' reasonable total costs for defense of the matter shall be combined, and the total reasonable defense costs of both parties shall be pro-rated between the parties based on their respective shares of fault.

## 19. MAINTENANCE OF STRUCTURES AND SYSTEMS

CLIENT agrees that structures and systems studied, reviewed, analyzed or designed by the ENGINEER's are dependent upon CLIENT's continued operation and maintenance of the project structures and systems in accordance with all, permits, laws and regulations that permit the construction and operations of the structure(s) and systems including any Engineer prepared operations and maintenance plans. Should CLIENT fail to maintain the structures to be in full compliance permits, approvals, and operations and maintenance plans, ENGINEER shall have no liability to CLIENT, and CLIENT shall indemnify, release and hold ENGINEER and its employees harmless from any liability resulting from any direct or consequential damage resulting from such non-compliance, including but not limited to claims made by third-parties against ENGINEER.

## 20. VISUAL INSPECTIONS

For visual inspections, CLIENT hereby releases, holds harmless, indemnifies and agrees to defend ENGINEER against any claims, damages, losses, liabilities, expenses or costs arising out of any failure to detect hidden, covered, inaccessible, or internal structural or material defects, corrosion, or damages in components, embedment, reinforcing, anchorages and parts of equipment, structures, or mechanisms being inspected, that are not readily discernible by external visual inspection through reasonable efforts.





**DEPARTMENT OF THE ARMY**  
**ST. PAUL DISTRICT, CORPS OF ENGINEERS**  
180 FIFTH STREET EAST, SUITE 700  
ST. PAUL, MN 55101-1678

REPLY TO ATTENTION OF  
REGULATORY BRANCH

03 March 2020

Regulatory File No. MVP-2020-00217-LSP

Myron Jesme  
Red Lake Watershed District  
1000 Pennington Avenue South  
Thief River Falls, Minnesota 56701

Dear Mr. Jesme:

This letter is in response to your request for an approved jurisdictional determination for Ditch 17. The project site is in Section 13, Township 152 North, Range 49 West, Polk County, Minnesota. The review area for our jurisdictional determination is identified on the enclosed figures, labeled MVP-2020-00217-LSP Page 1 of 13 through 13 of 13.

The review area contains no waters of the United States subject to Corps of Engineers (Corps) jurisdiction. Therefore, you are not required to obtain Department of the Army authorization to discharge dredged or fill material within this area. The rationale for this determination is provided in the enclosed Approved Jurisdictional Determination form. This determination is only valid for the review area shown on the enclosed figures.

If you object to this approved jurisdictional determination, you may request an administrative appeal under Corps regulations at 33 CFR 331. Enclosed you will find a Notification of Appeal Process (NAP) fact sheet and Request for Appeal (RFA) form. If you request to appeal this determination, you must submit a completed RFA form to the Mississippi Valley Division Office at the address shown on the form.

In order for an RFA to be accepted by the Corps, the Corps must determine that it is complete, that it meets the criteria for appeal under 33 CFR 331.5, and that it has been received by the Division Office within 60 days of the date of the enclosed NAP. It is not necessary to submit an RFA form to the division office if you do not object to the determination in this letter.

This approved jurisdictional determination may be relied upon for five years from the date of this letter. However, the Corps reserves the right to review and revise the boundary in response to changing site conditions, information that was not considered during our initial review, or off-site activities that could indirectly alter the extent of wetlands and other resources on-site. This determination may be renewed at the end of the five year period provided you submit a written request and our staff are able to verify that the limits established during the original determination are still accurate.

Regulatory Branch (File No. MVP-2020-00217-LSP)

If you have any questions, please contact me in our Bemidji office at (651) 290-5339 or Lawrence.S.Puchalski@usace.army.mil. In any correspondence or inquiries, please refer to the Regulatory file number shown above.

Sincerely,

A handwritten signature in blue ink that reads "Lawrence S. Puchalski". The signature is written in a cursive style with a large initial 'L'.

Lawrence S. Puchalski  
Project Manager, Northwest Section

Enclosures

cc:  
Aaron Habermehl, Polk West SWCD  
Stephanie Klamm, MnDNR Waters

# PRELIMINARY CONSTRUCTION PLANS

FOR  
THE CONSTRUCTION OF  
RED LAKE WATERSHED DISTRICT DRAIN NO. 17

DECEMBER 2019

PROJECT CONSISTS OF THE CONSTRUCTION OF 10.2 MILES OF RED LAKE  
WATERSHED DISTRICT DRAIN NO. 17, CMP CULVERTS & INCIDENTALS



## VICINITY MAP

### INDEX

SHEET 1	TITLE PAGE
SHEET 2	PROJECT STATIONING / VICINITY MAP
SHEET 3 - 4	TYPICAL SECTIONS
SHEET 5 - 6	SURFACE WATER INLETS
SHEETS 7 - 17	PLAN AND PROFILE
SHEET 18 - 42	CROSS SECTIONS
SHEET 43	EARTHWORK

### PROJECT NOTES

PROJECT DATUM/BENCHMARK: NAVD 1988 - NGS Benchmark 6017E located east of Minnesota Highway No. 220 and north of 110th Street NW = 819.34 (NAVD 88)

PROJECT LENGTH = Approx. 10.2 miles

UTILITY LOCATIONS: All utility locations shown on this plan are approximate. Contractor shall notify Gopher State One Call for locates (1-800-252-1166) 48 hours, 2 working days, not including holidays or weekends prior to any excavation on site.

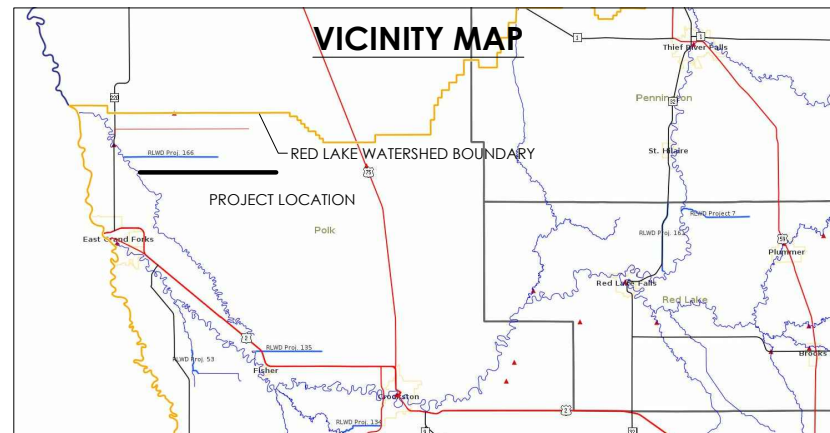
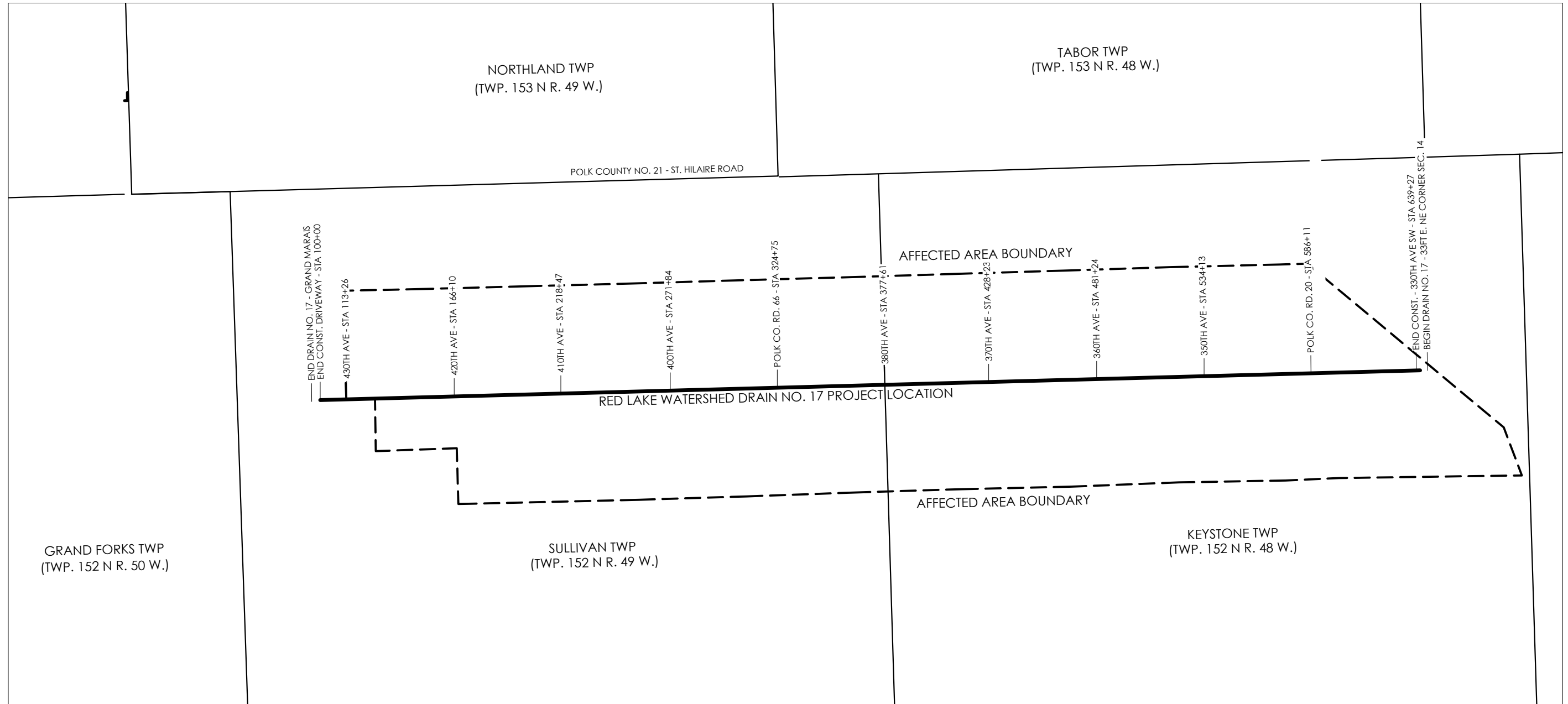
I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Registered Engineer under the laws of the State of Minnesota.

Gerald D. Pribula  
Minnesota License No. 13468

Date: December 30, 2019

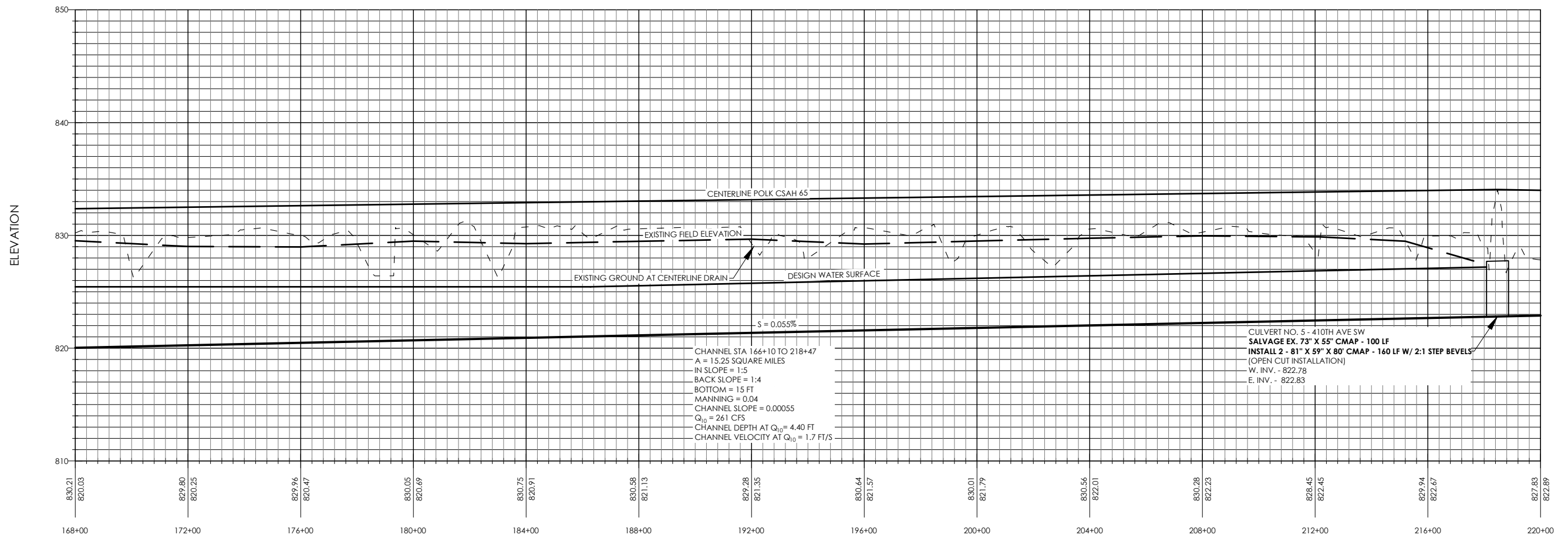
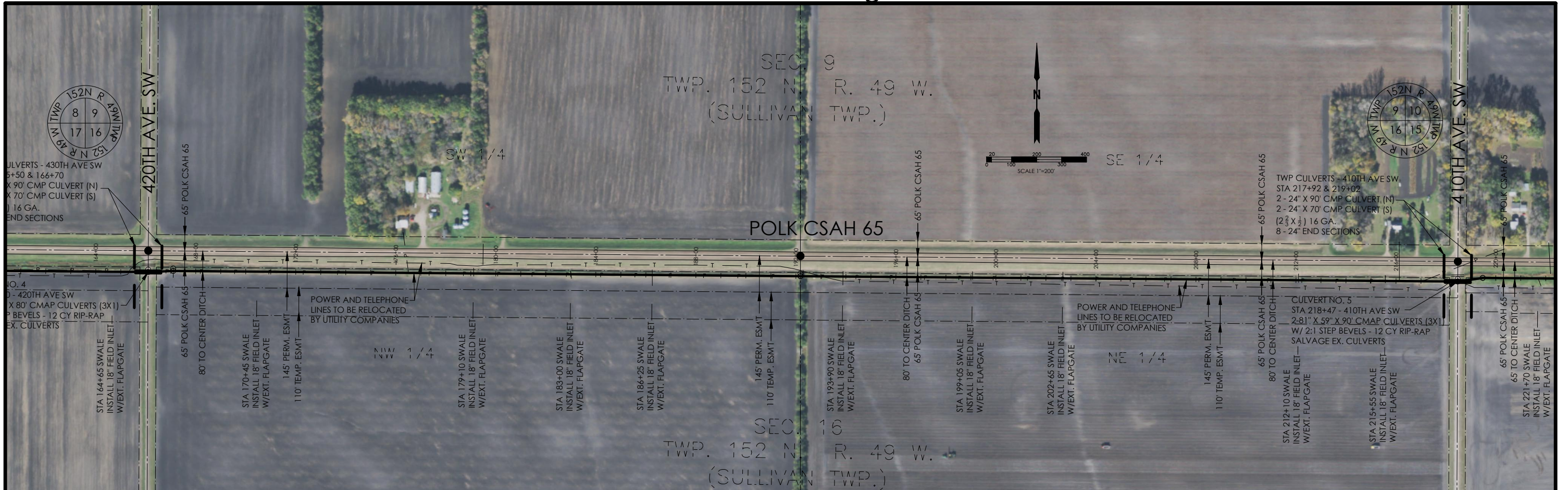
**PRIBULA ENGINEERING, PLLC**  
208 3RD AVENUE NW  
EAST GRAND FORKS, MN 56721  
701-772-7058  
PLAN SET: 12-30-2019

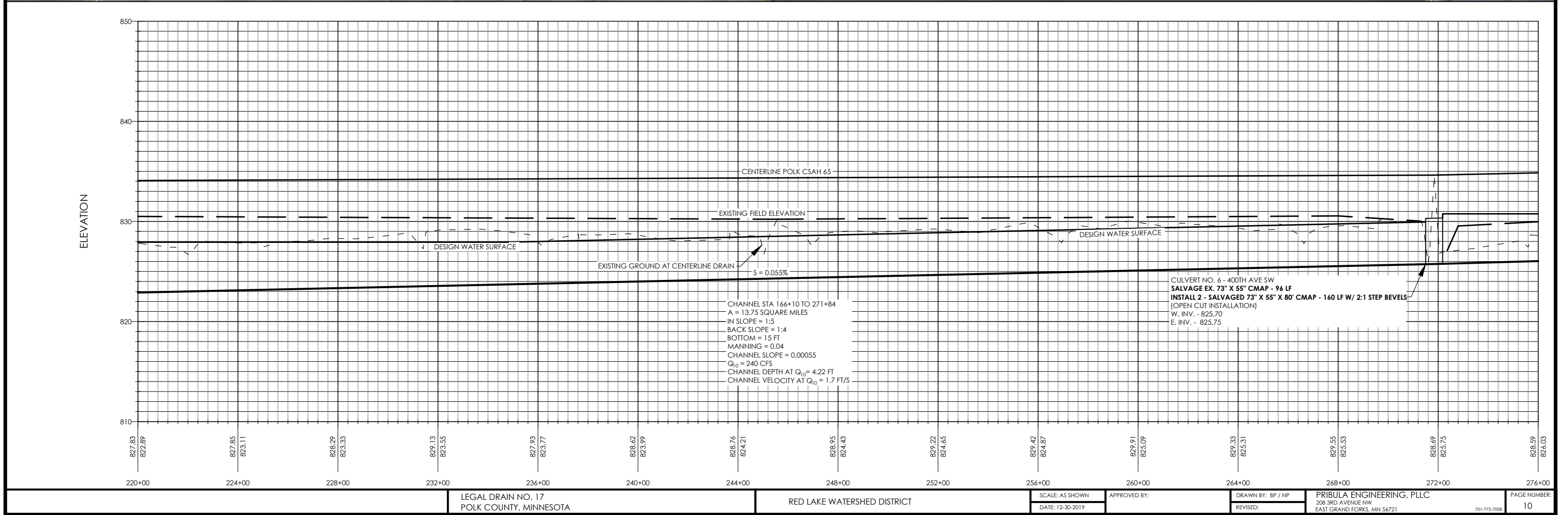
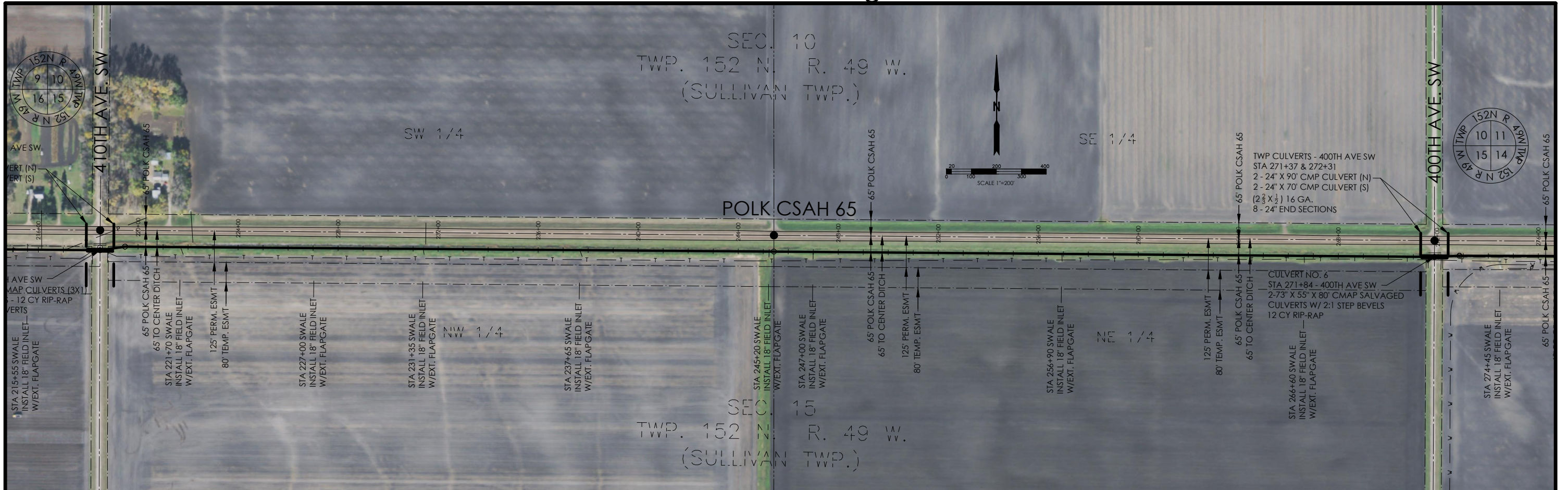
**PROJECT STATIONING**



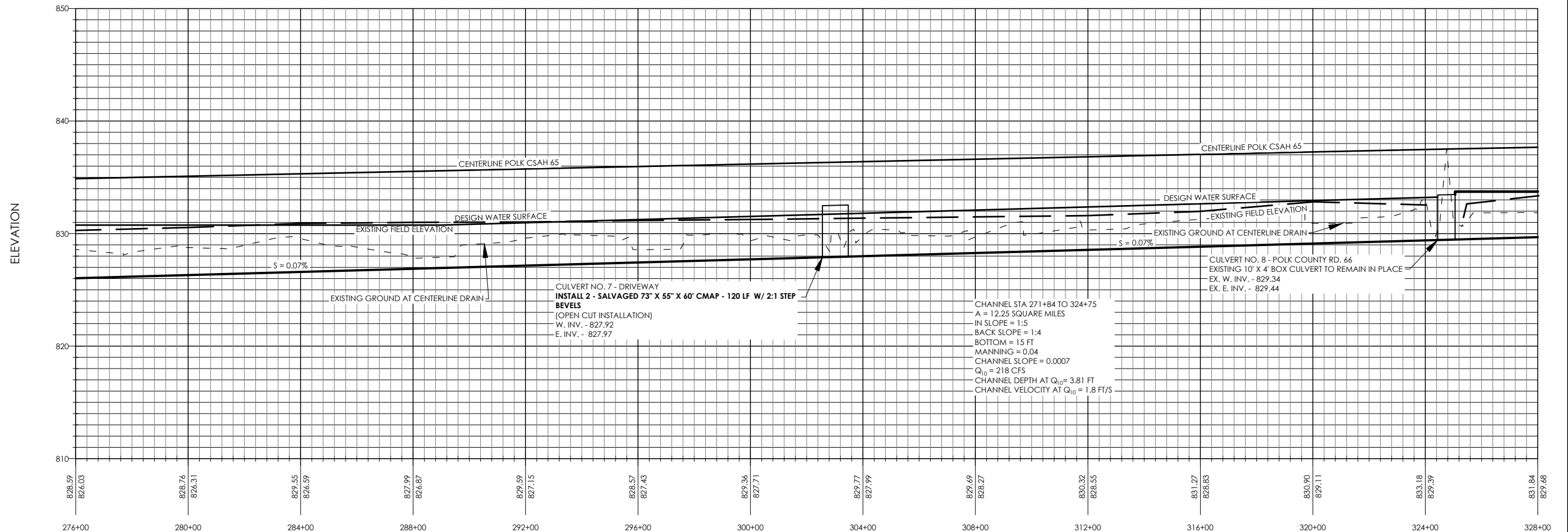
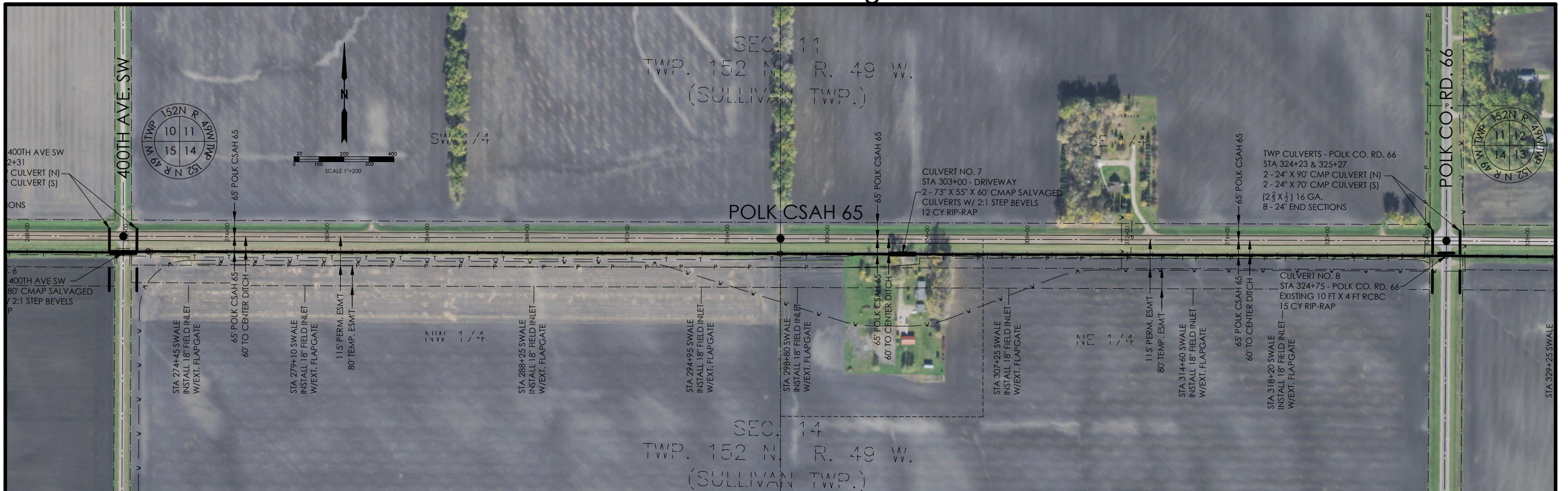


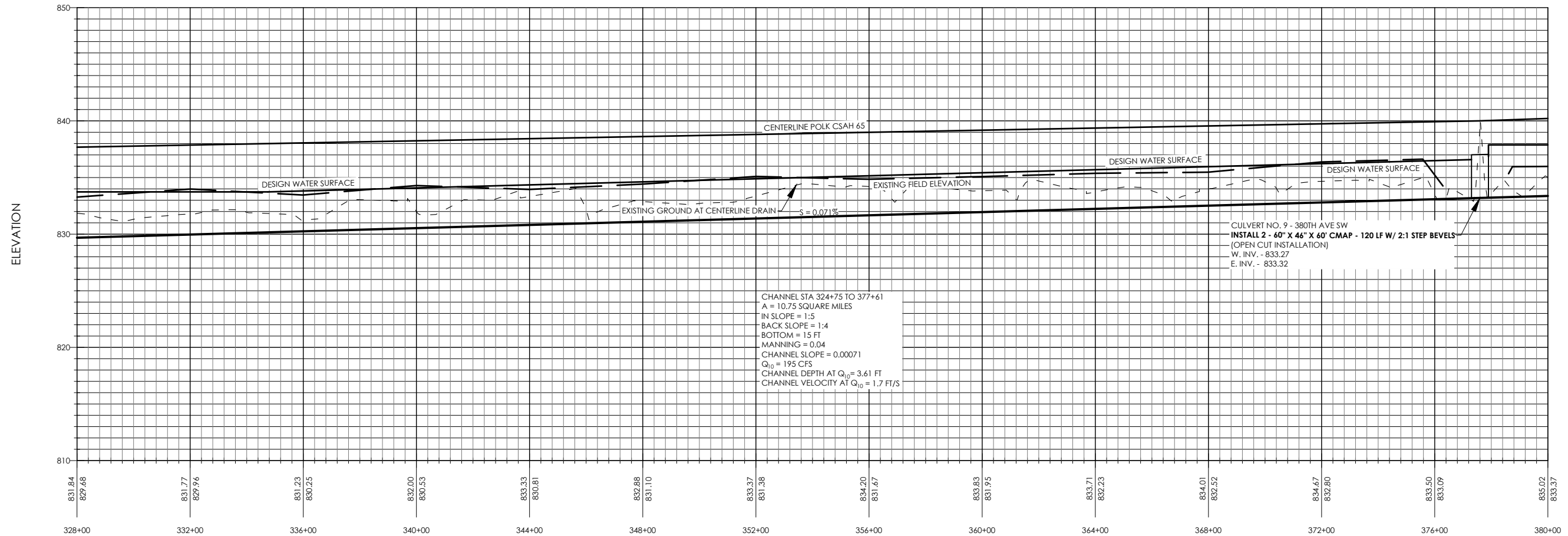
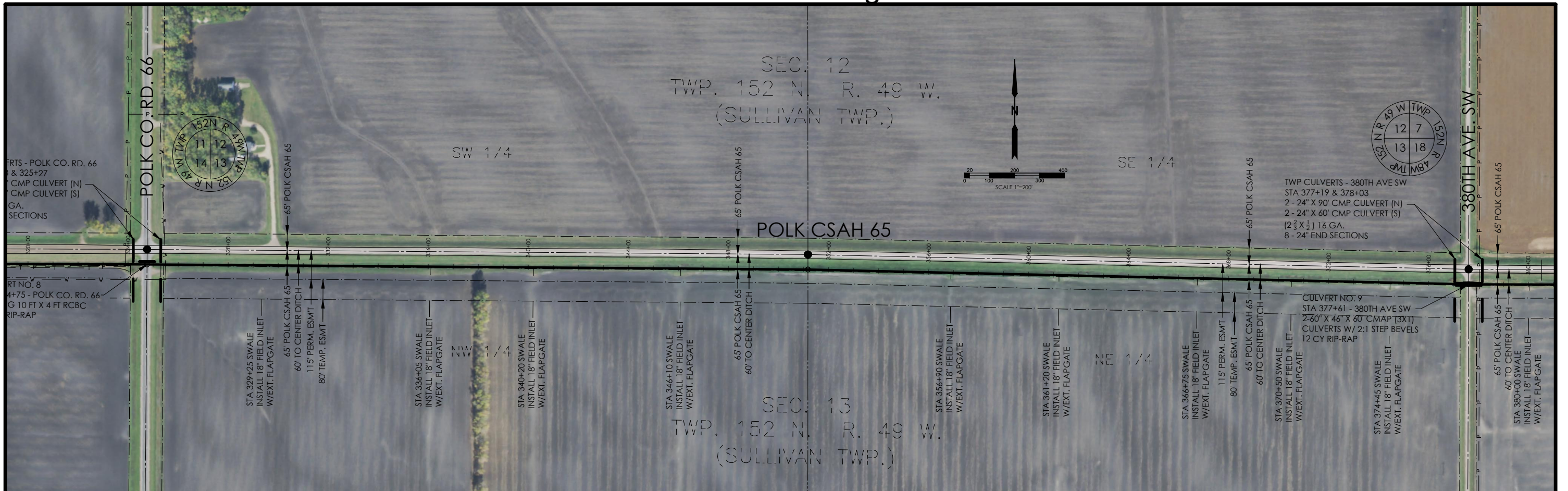


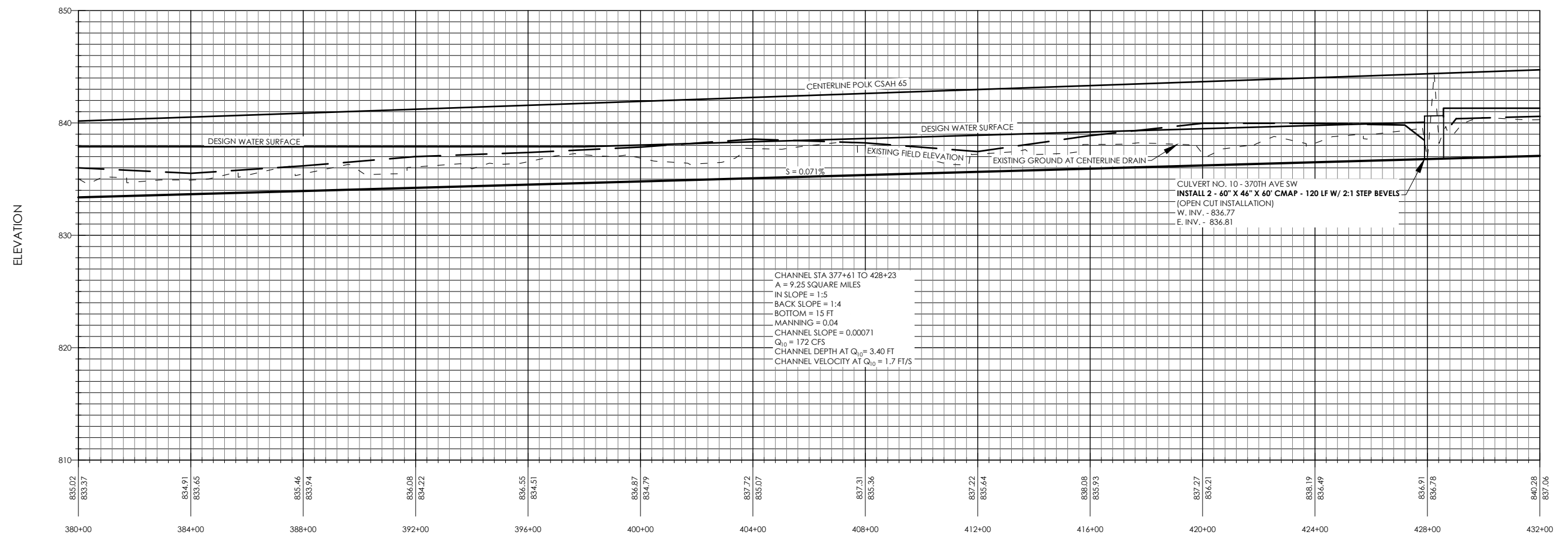
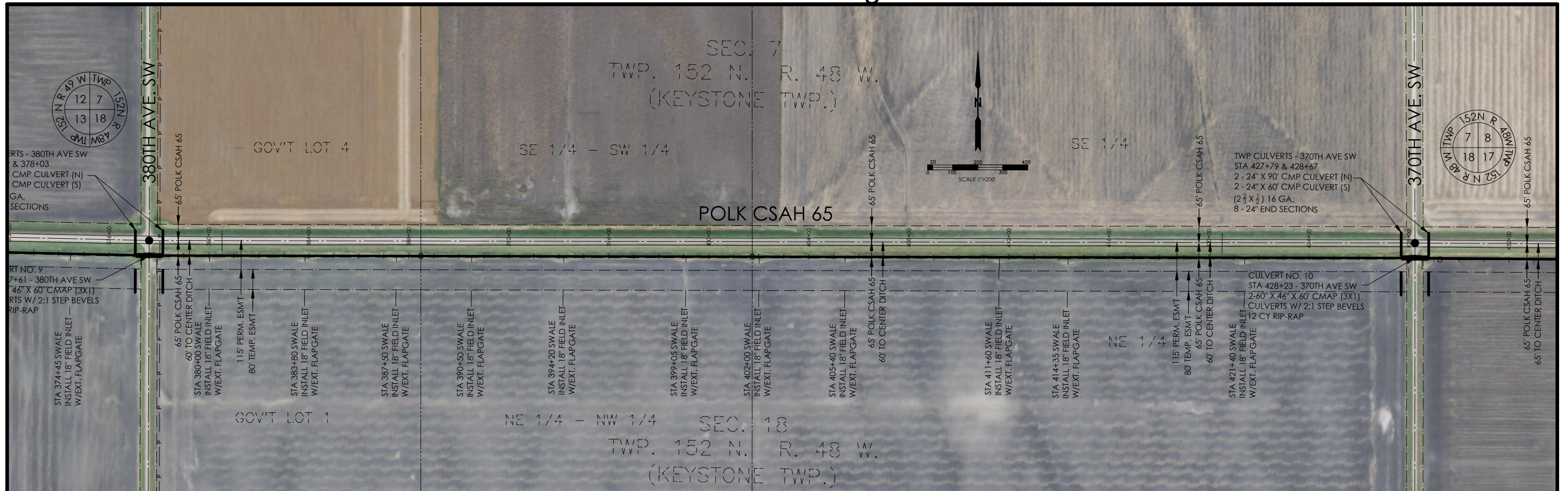






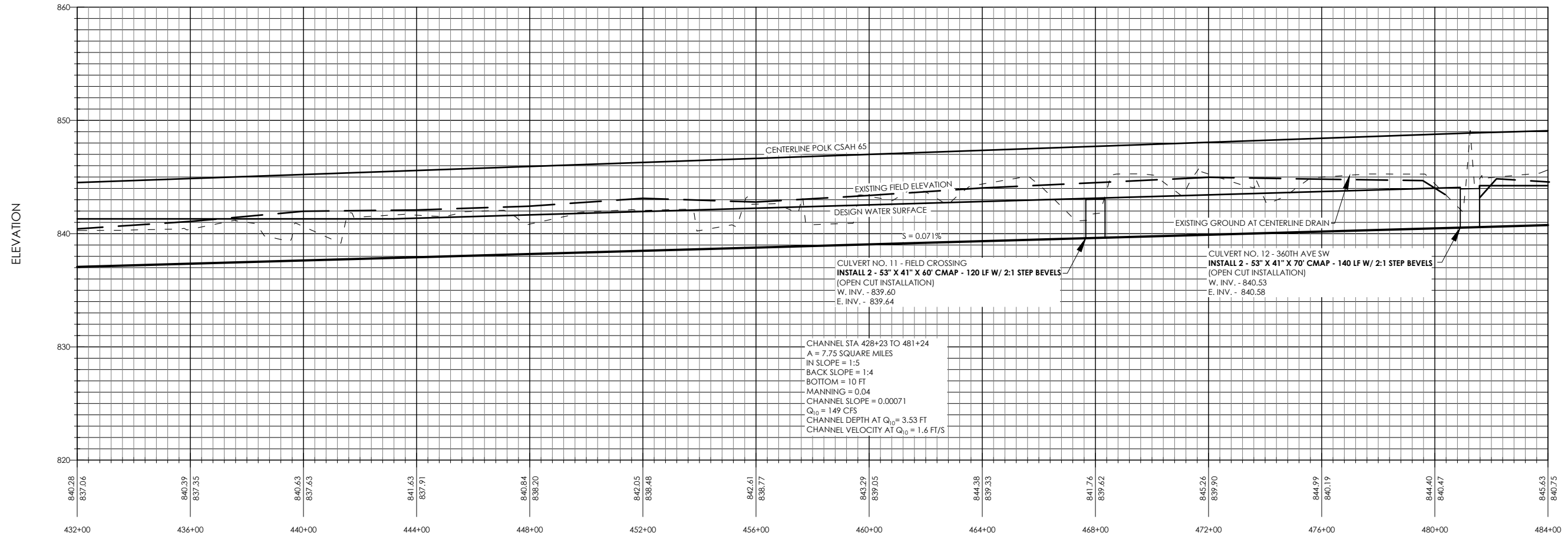
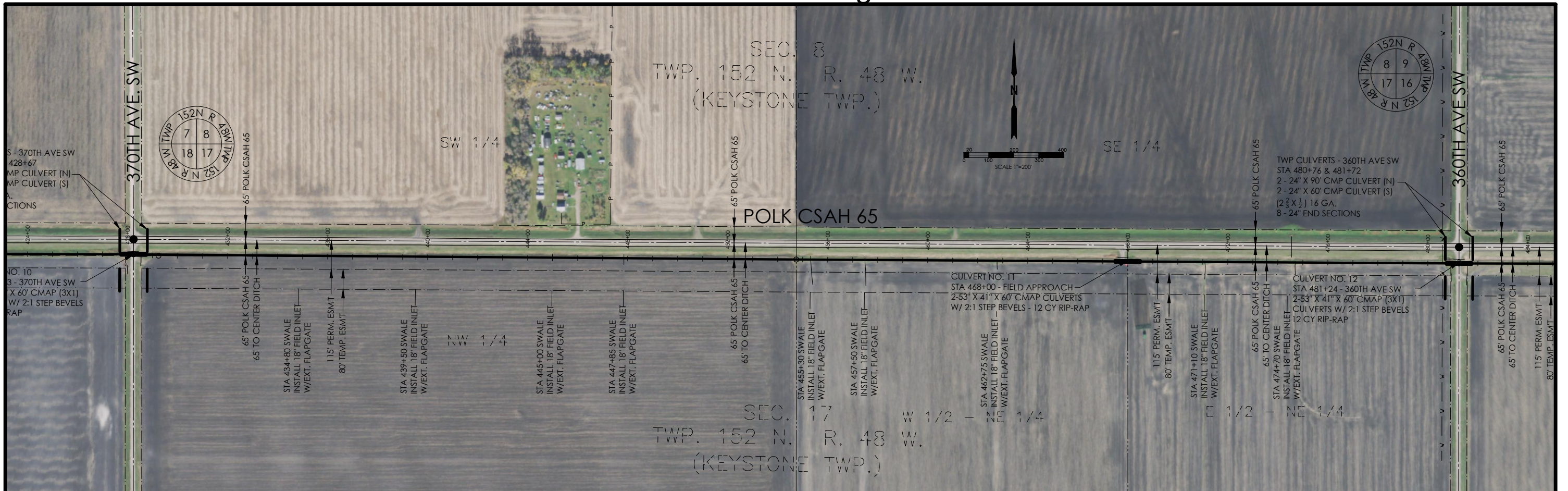


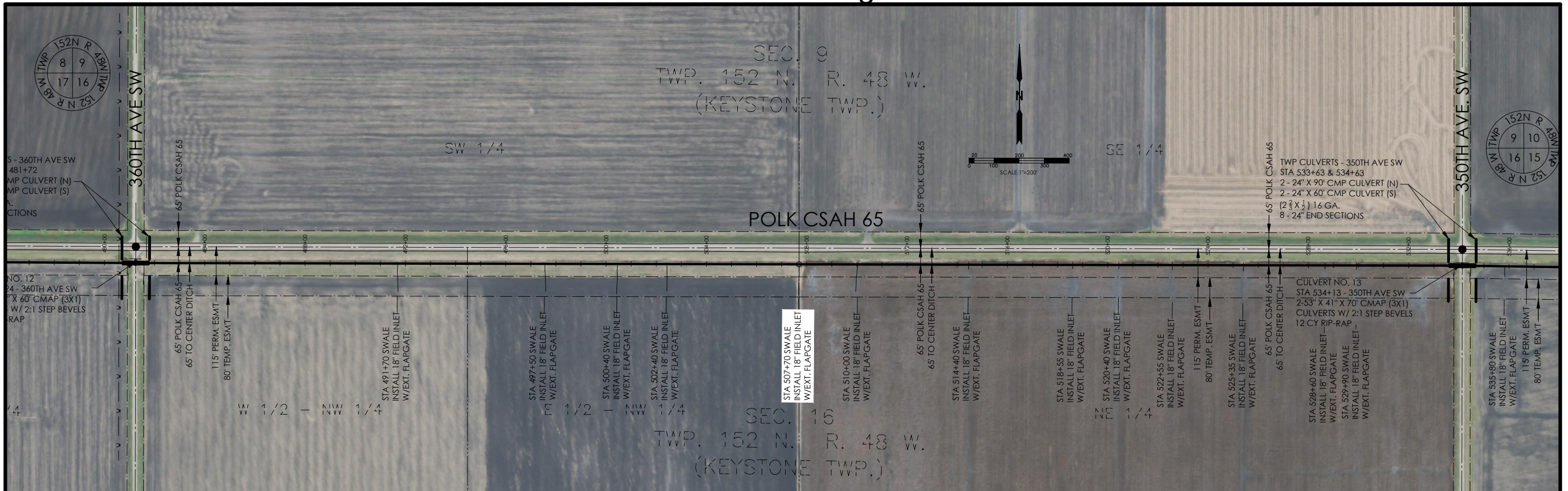


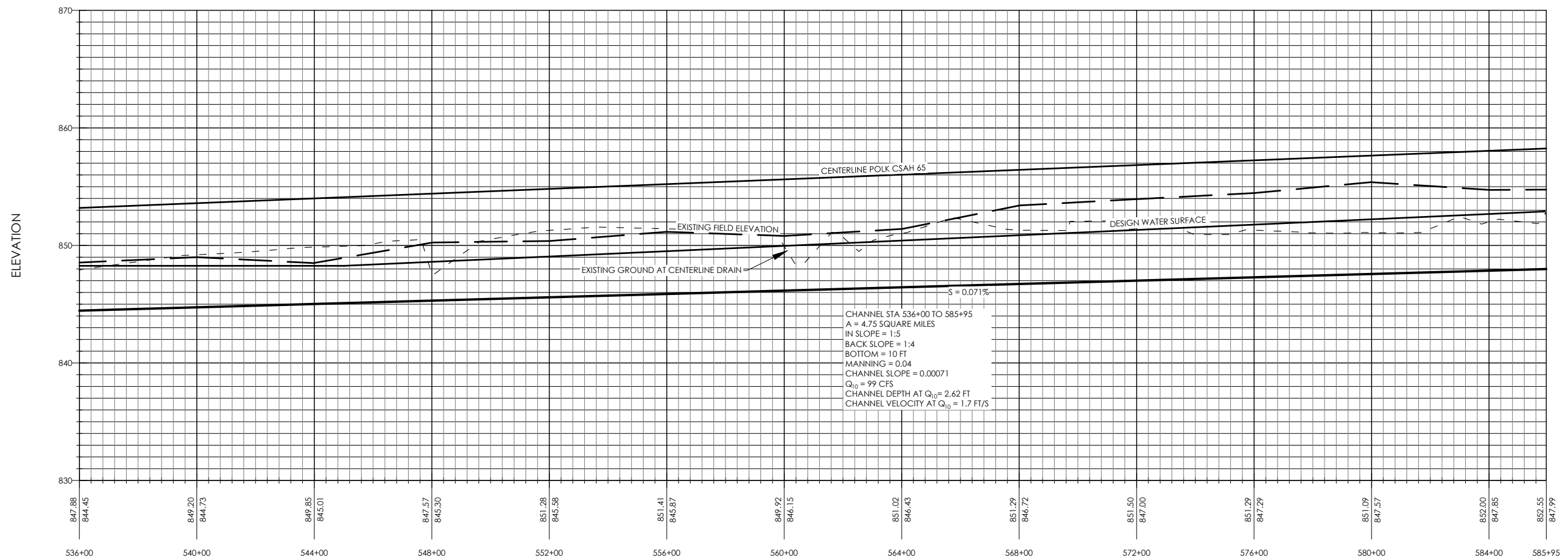
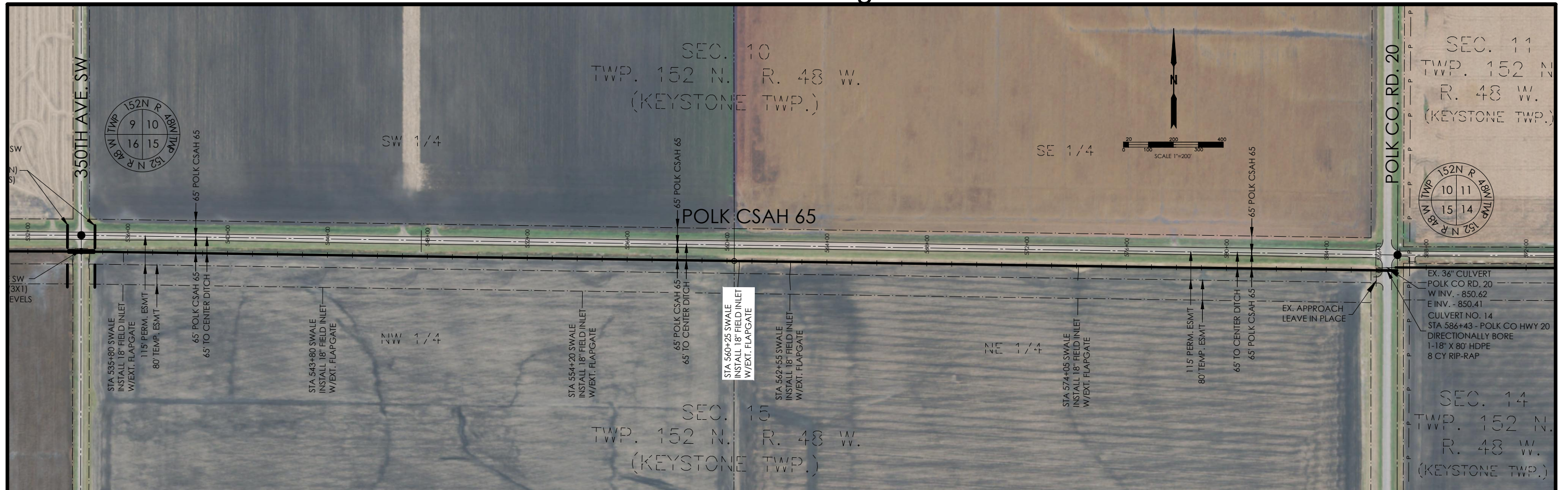


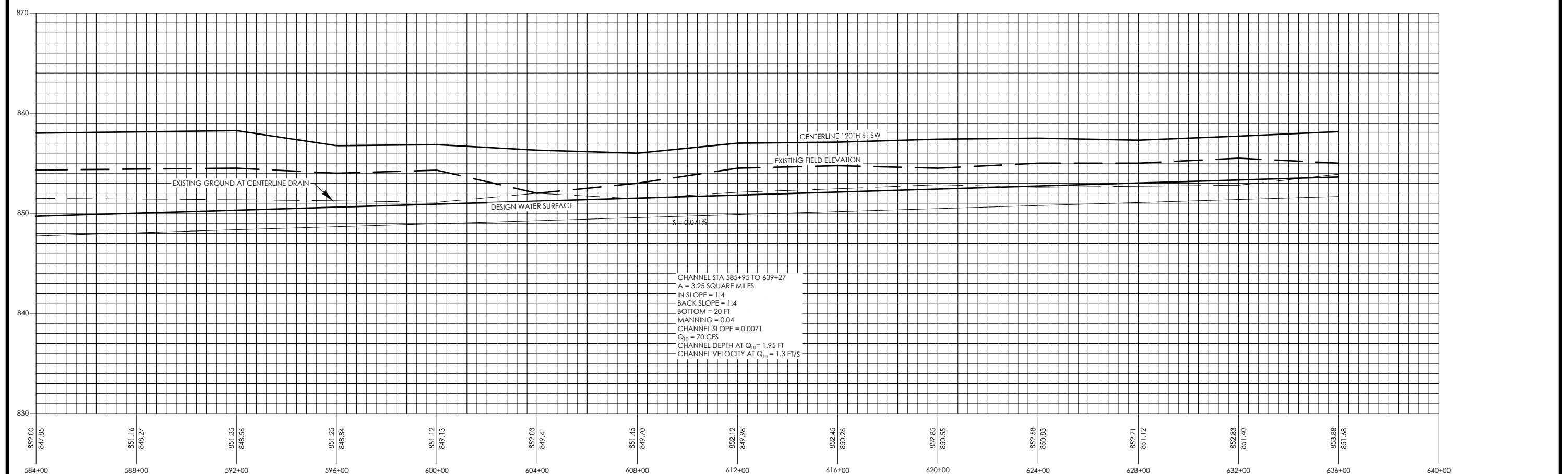
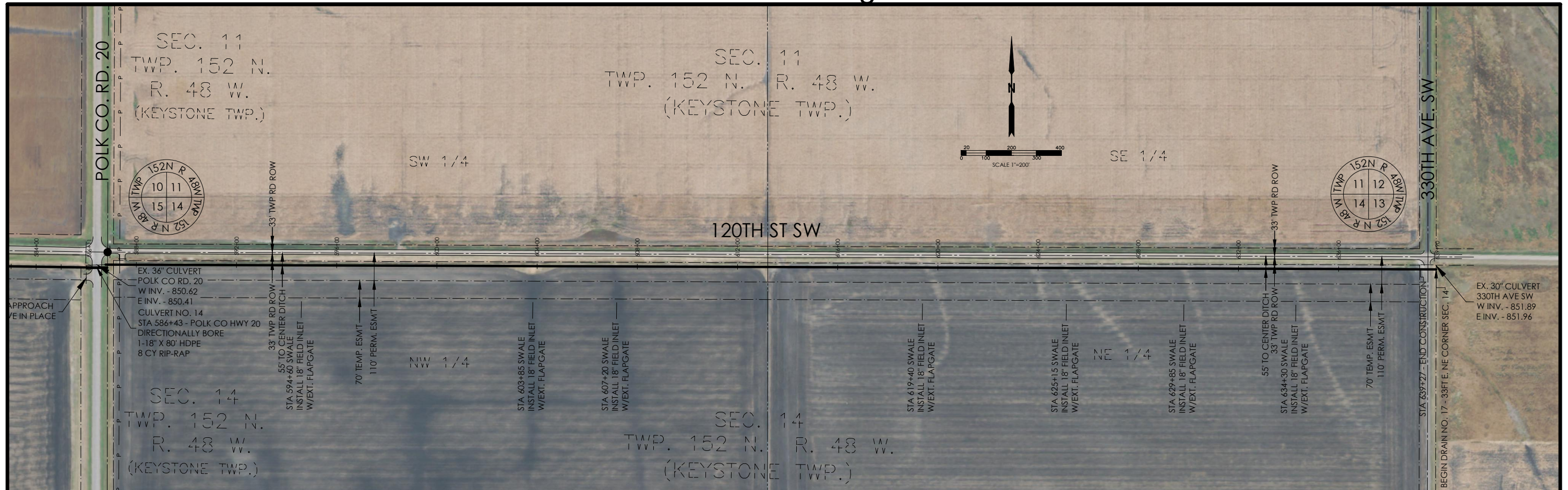
CHANNEL STA 377+61 TO 428+23  
 A = 9.25 SQUARE MILES  
 IN SLOPE = 1:5  
 BACK SLOPE = 1:4  
 BOTTOM = 15 FT  
 MANNING = 0.04  
 CHANNEL SLOPE = 0.00071  
 $Q_{10} = 172$  CFS  
 CHANNEL DEPTH AT  $Q_{10} = 3.40$  FT  
 CHANNEL VELOCITY AT  $Q_{10} = 1.7$  FT/S

CULVERT NO. 10 - 370TH AVE SW  
 INSTALL 2 - 60" X 46" X 60" CMAP - 120 LF W/ 2:1 STEP BEVELS  
 (OPEN CUT INSTALLATION)  
 W. INV. - 836.77  
 E. INV. - 836.81











**Ecological and Water Resources**  
**2115 Birchmont Beach Rd NE**  
**Bemidji, MN 56601**

February 28, 2020

Myron Jesme  
Administrator  
Red Lake Watershed District  
1000 Pennington Ave South  
Thief River Falls, MN 56701

**RE: Final Director's Advisory Report: Improvement of Polk County Ditch No. 39, RLWD Project No. 179**

Dear Watershed District Managers:

On behalf of the Commissioner of the Department of Natural Resources (DNR), I offer the following comments on the Final Engineer's Report for the above-cited project in accordance with Minnesota Statutes Section 103E.301. The Final Survey and Engineer's Report is approved as an acceptable plan to drain the property affected, however, we ask for consideration of the following recommendations:

1. Please continue to work with the West Polk SWCD Wetland Conservation Act (WCA) Administrator and the US Army Corp of Engineers (USCOE) on completing a wetland delineation report in the project vicinity. This is a requirement on all projects that may impact wetlands.
2. Please continue to consult with the State Historic Preservation Office on the project. If possible, obtain written documentation that SHPO has reviewed the area and there are no historical or cultural features within the project footprint.
3. To prevent wildlife entanglement in webbing, DNR recommends using wildlife-friendly erosion control. These are Category 3N or 4N in the 2016 & 2018 MnDOT Standards Specifications for Construction. Visit the MN DNR online handout on [Wildlife Friendly Erosion Control](#) for additional information. We also recommend utilizing cellulose-based hydro mulch without Malachite Green colorant. Products containing plastic/polypropylene fiber and Malachite Green colorant additives should be avoided.



4. DNR recommends that the seed mixes incorporate perennial flowers and forbs that are pollinator friendly. You can find native state seed mixes for the Prairie Parklands Eco-Region on the [Board of Soil and Water Resources website](#).

Thank you for your considerations of these comments. We look forward to continuing to work with the Red Lake Watershed District on this and other projects. For any questions or further details on our concerns, please contact DNR Area Hydrologist, Stephanie Klamm at 218-219-8585 or [stephanie.klamm@state.mn.us](mailto:stephanie.klamm@state.mn.us).

Sincerely,



Nathan Kestner

Eco-Waters Regional Manager

Cc: Christine Herwig, Assistant Regional Manager  
Jaimé Thibodeaux, Env. Assessment Ecologist  
Stephanie Klamm, Eco-Waters Area Hydrologist  
Randall Doneen, Conservation Assistance and Regulation Section Manager

*Equal Opportunity Employer*

**Links:**

Wildlife Friendly Erosion Control

<https://files.dnr.state.mn.us/eco/nongame/wildlife-friendly-erosion-control.pdf>

BWSR seed mixes

<https://bwsr.state.mn.us/seed-mixes>

# RED LAKE WATERSHED DISTRICT

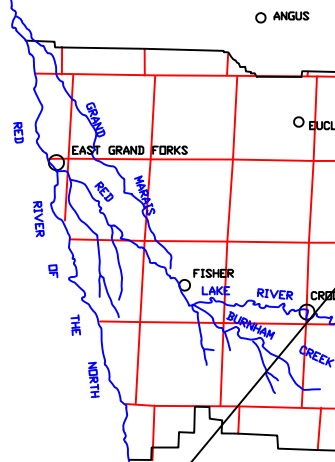
SNOW SURVEY – WEEK ENDING March 7, 2020

MnDNR  
THIEF LAKE WMA  
SNOW DEPTH –  
MOISTURE CONTENT –

US F&WS  
AGASSIZ NW REF.  
SNOW DEPTH –  
MOISTURE CONTENT –

SITE #1  
UPSTREAM OF ELM LK. IMP.  
NEAR DITCH #200  
SNOW DEPTH – 16.30”  
MOISTURE CONTENT – 2.99”

SITE #6 – NO LONGER USED  
SANDERS TWP.  
BLACK RIVER WATERSHED  
SNOW DEPTH –  
MOISTURE CONTENT –



SITE #3  
MOOSE R. WATERSHED  
SNOW DEPTH – 16.15”  
MOISTURE CONTENT – 2.80”

SITE #2  
MUD RIVER WATERSHED  
SNOW DEPTH – 17.00”  
MOISTURE CONTENT – 3.55”

SITE #4  
GOOD LAKE IMP. – RED LK. RIVER  
SNOW DEPTH – 14.75”  
MOISTURE CONTENT – 3.15”

SITE #7  
POLK CENTRE TWP.  
BLACK RIVER WATERSHED  
SNOW DEPTH – 13.40”  
MOISTURE CONTENT – 2.38”

SITE #8  
CLEARWATER R. WATERSHED  
SNOW DEPTH – 14.65”  
MOISTURE CONTENT – 3.22”

SITE #5  
LOST R. WATERSHED  
SNOW DEPTH – 17.95”  
MOISTURE CONTENT – 4.40”

*You're Invited!*  
-Use doors 4-6 near Ballroom.  
-Free General Parking  
Contact Asher Kingery at 701-331-9259  
or [asher@iwinst.org](mailto:asher@iwinst.org)

## *25<sup>th</sup> Annual River Watch Forum*

**Theme: 20/20: A Clear Vision for the Red River Basin**

**March 25, 2020**

**Alerus Center-Grand Forks, ND**

- 8:30 Doors Open: Registration & Breakfast
- 9:30 Welcome & Opening Remarks  
~~Keynote Address~~
- 9:40 Dave & Amy Freeman  
-Educators, Adventurers, Authors, Advocates.
- 10:40 Announcements and Door Prizes
- 11:00 See yourself in the Basin
- 12:00 Lunch
- 1:00 Focus on the future
- 1:30 Highlights of 2019 and Plans for 2020
- 2:00 Awards and Recognition of Service
- 2:15 Adjourn



Dave and Amy Freeman, named *National Geographic* Adventurers of the Year in 2014, have a lot of miles under their belts. Since 2001, they have logged over 30,000 miles by kayak, canoe, and dogsled from the Amazon to the Arctic, and they are using their experiences to inspire and educate everyone from kids to business leaders. They run the Wilderness Classroom, an educational non-profit that introduces kids to wild places and unique cultures. The couple is well known for their Year in the Wilderness - 366 days in the Boundary Waters Canoe Area Wilderness to advocate for the area's protection and preservation.





## **Red River Basin Commission June Board Tour and Meeting** **Red Lake Watershed**

**Wednesday, June 3, 2020 – 11:00 a.m.**

**\*Please RSVP to the RRBC to reserve a spot on the bus 701-356-3183**

- **Meet at Crookston Cobblestone Hotel and Suites, 2304 Sahlstrom Drive, Crookston, MN to board the bus and leave at 11:00 a.m.**
- **Tour of various sites in the Red Lake Watershed, City of Crookston and City of Thief River Falls areas.**
  - Lunch provided along the route
  - Tour bus estimated to return around 5 p.m. to Cobblestone Hotel and Suites in Crookston

**For those spending the night to attend the board meeting the next day:**

- **Check into rooms at the Cobblestone Hotel and Suites**
  - Reserve your room by calling 218-470-1111 -request the Red River Basin Commission block
  - Double queen and single king rooms are available at a rate of \$99+tax. Deadline to book a room from this block is May 27, 2020.
  - Dinner at 6pm at Drafts Sports Bar and Grill (925 Fisher Ave, Crookston).

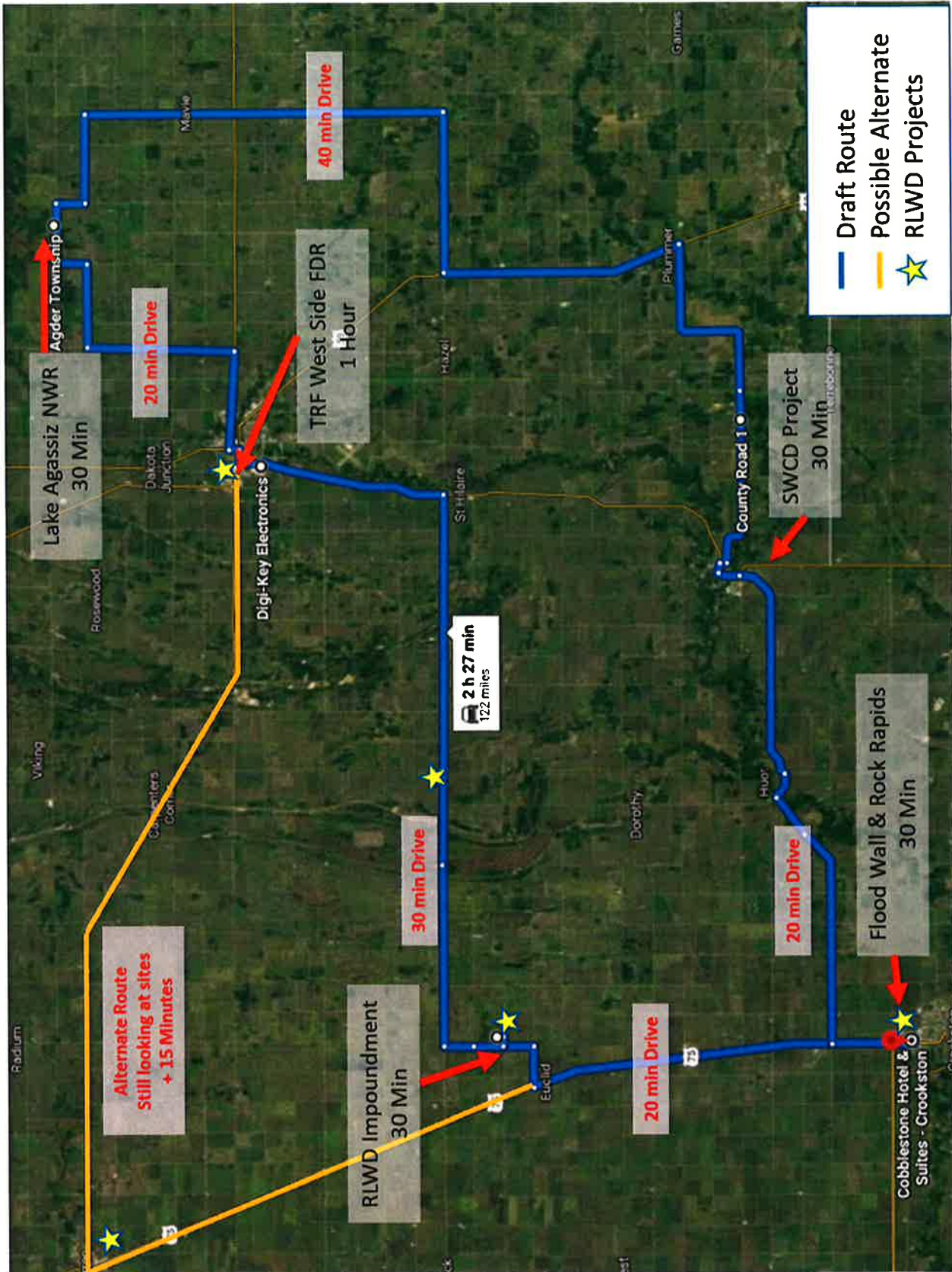
### **Thursday, June 4, 2020 – RRBC Board Meeting, 10 a.m. U of M Crookston**

- **Breakfast on your own—complimentary breakfast available at the hotel**
- **Board meeting to be held from 10 a.m. until approximately 3 p.m. in Bede Ballroom on the Second Floor of the Sergeant Student Center at University of Minnesota Crookston**
  - Lunch to be provided
- **Board meeting Agenda will be available soon.**

**Some details subject to change – this a draft tour route. Hotel and meeting location information will not change.**

**Check the website for updates: [www.redriverbasincommission.org](http://www.redriverbasincommission.org)**

**\*Please RSVP to the RRBC to reserve a spot on the bus 701-356-3183.**





# West Polk Soil & Water Conservation District

528 Strander Avenue  
Crookston, Minnesota 56716-2912  
Telephone: (218) 281-6070  
[www.westpolkswcd.org](http://www.westpolkswcd.org)

AN EQUAL OPPORTUNITY EMPLOYER

March 11, 2020

Dear Envirothon Sponsor:

The West Polk SWCD is requesting financial support for the Area I Envirothon. It will take place on Wednesday, May 6th, 2020, at the Rydell Refuge, Erskine MN. The Envirothon is a problem-solving, natural resources competition in which teams, usually comprised of five students, are tested on their knowledge of natural resources management and issues.

This is an outdoor environmental learning event/competition for Minnesota high school students. Schools from Northwestern Minnesota are invited to participate in our Area I event.

**We are asking for donations of \$25 - \$300.** This money will help finance trophies, prizes, noon lunch for the students and advancement to the state competition.

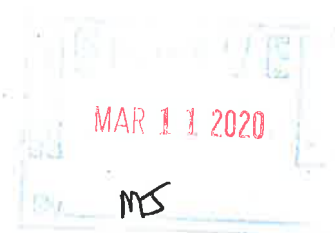
**If you wish to donate, please make the check payable to Area I Envirothon, and send it to our office by Wednesday, April 15<sup>th</sup>, 2020.**

Your support is greatly appreciated!

If you have any questions, please call 218-281-6070.

Sincerely,

Nicole Bernd  
District Manager



(Pictures Courtesy of West Polk SWCD)



(Area Envirothon)



(State Envirothon)

THANKS AGAIN FOR YOUR SUPPORT!!



**2020 Red River Basin Drainage Conference  
Monday – January 27, 2020  
Marriott Hotel and Convention Center, Moorhead, MN**

**CONFERENCE EVALUATION FORM**

Please share your feedback and ideas to help us make this event even better next year.

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. The speakers were <b>prepared and organized</b> .	5 55% 16	4 45% 13	3	2	1
2. The sessions were an <b>effective learning experience</b> .	5 45% 13	4 45% 13	3.5 3% 1	3 3% 1	2 3% 1
3. The materials covered <b>matched the session description</b> .	5 59% 17	4 38% 11	3 3% 1	2	1
4. I learned something I can <b>apply at my workplace</b> .	5 59% 17	4 28% 8	3 14% 4	2	1
5. Overall, <b>I was satisfied</b> with the presentation.	5 45% 13	4 52% 15	3 3% 1	2	1
	52%	41%	1%	5%	1%

**Overall Event** – Use the back side for additional space

- What did you like most about the conference?
  - Speaker well versed in drainage law
  - Variety of topics
  - Location, very good speakers
  - Legal information
  - Great review of past study and experience
  - Short speakers 1 hr is good
  - Good content
  - Nice to see state agencies show up instead of hiding behind emails
  - John Kolb
  - Thought well done
  - Legal information presented by John Kolb
  - Speaker presentations were very informative and well presented.
  - On time
  - Including DNR and the topics they covered

- Provided information, excellent presentations
- On time, moved right along.
- All
- Very informative

2. What parts of the conference could be improved?

- Beyond your control but another speaker besides John would have been good.
- Increase attendance by letting more know-PT, ect (not criticizing/don't know what you did)
- Like panel
- None Keep up the good work
- Pretty well rounded!
- Shorten it up for people that have to drive long distance
- More attendance would be good. Evaluate the advertising or notices?
- DNR Wetland presentation wasn't very good
- None at this time
- 1:45 pm talk was very repetitive-same presentations as previous conferences.(Jerry Bents-TAC presentation)
- diversify the audience
- Got a little chilly but stayed awake.
- Nothing

3. Do you have suggestions for speakers or general thoughts as we plan for future drainage events?

- COE-Streambank Program, MPCA-TALU
- How is water quality going to enter into discussions-long term (in terms of moving water from 1 body to another!)
- FEMA, map, people
- Yes
- Not at this time
- Maybe have more group discussions/activities
- Pros/cons of tiling. How does it affect groundwater/infiltration? Can we run the water any faster off the landscape??
- Discuss coordination w/usace &WCA on drainage repairs and projects, 1W1P and drainage repair/projects
- More irrigator participation

4. Does this time of the year work to hold the conference?

- Yes-22
- Yes, great time
- Good, next year in Grand Forks
- Yes, before the construction begins
- A little later -into February



5. Please comment on the conference facility, meals, or breaks.
  - Great-4
  - Fine
  - Very good-4
  - Great facility; meals & snacks-good; meeting room rather cool.
  - Good-4
  - Excellent
  - Very Please
  - Facility and meals were great. Would be nice to have short breaks between each presentation/speaker.
  - All good
  - Very accommodating. Thank you!
  - The food was very good.
  - Very nice to have snacks, drink, and lunch provided.
  - Location and breaks worked well
  - Ok
  
6. Please provide any additional comments or questions below.
  - Looking forward to having access to power points on website.
  - Keep up the good job!, Don't let presenters play videos.
  - Thanks for your hard work in getting this conference on the ground.
  - Wetland inventory-boring; to long of a program.
  - Great work! What we will face this coming spring may be a topic to consider for next year.
  - Very helpful to keep it on time.
  - PS-Doing well until video (audio) attend. I should have taped this to put me to sleep at bedtime.