

Resolution Declaring a State of Emergency for COVID-19 Pandemic

WHEREAS the COVID-19 pandemic event will impact the population of Red Lake Watershed District due to the disruption of services to include the closure of schools, arenas, theaters, businesses and other services that will negatively impact day to day life; and

WHEREAS the COVID-19 pandemic event will cause an impact to public services due to the closure of schools, arenas, businesses and other services; and

WHEREAS the COVID-19 pandemic event will place hardship and challenges on the business owners, employees, children and families of the Red Lake Watershed District; and

WHEREAS, the World Health Organization has declared a global pandemic is occurring as the COVID-19 (Coronavirus) has spread across the United States and Minnesota; and

WHEREAS, the daily operations of county and state and local government are anticipated to be impacted to comply with Minnesota Department of Health and Center for Disease Control recommendation to minimize the spread of COVID-19; and

WHEREAS, the President of the United States has declared a National Emergency enacting the Stafford Act and the Governor of Minnesota has declared a Peacetime State of Emergency; and

WHEREAS, the President of the Red Lake Watershed District requests the Board of Managers to declare the Red Lake Watershed District in a State of Emergency for the COVID-19 Pandemic Event of 2020;

WHEREAS, a State of Emergency is hereby declared by the Red Lake Watershed District Board of Managers on the 9th day of April 2020, and

NOW, THEREFORE, The Red Lake Watershed District, a political subdivision of the State of Minnesota, is hereby in a State of Emergency for the period of 30 days effective April 9, 2020 through May 9, 2020 or until circumstances no longer require a State of Emergency.

Motion by: Manager _____, Second by Manager _____,

Ayes:

Nays:

Motion Carried.

Date: 4-09-2020

Dale Nelson President

RED LAKE WATERSHED DISTRICT

April 9, 2020

Agenda

9:00 a.m.

Audio Meeting by Telephone

9:00 a.m.	Call to Order	Action
	Resolution Declaring a State of Emergency for COVID 19 Pandemic	Action
	Review and approve agenda	Action
	Requests to appear	Information
	March 12, 2020 Minutes	Action
	March 16, 2020 Minutes	Action
	March 20, 2020 Minutes	Action
	Financial Report dated April 8, 2020	Action
	Investment Report and CD maturities	Info./Action
	Thief River Falls Westside FDR Project No. 178	
	HDR Engineering, Inc.-Task Order #3 Construction Services	Action
	Contract Agreement with R.J. Zavoral & Sons	Information
	Preconstruction Meeting/Notice to Proceed	Information
	Improvement to Polk County Ditch 39, RLWD Project No. 179	Information
	RLWD Ditch 16, RLWD Project No. 177	Information
	2020 Interest and Payment Allocation	Action
	Black River Impoundment, RLWD Project No. 176	Information
	Permitting	Information
	Land Rental	Info./Action
	RLWD Ditch 10, RLWD Project No. 161	
	FEMA	Information
	Final Plans and Cost Estimate	Information
	Euclid East Impoundment, RLWD Project 60C-Outlet Discussion	Information
	Thief River 1W1P, RLWD Project No. 149A	Information
	Local Appeal Procedures for WMD Charges-BWSR	Info./Action
	Adoption of Plan	Action

Marshall County Ditch 20/State Ditch 83, RLWD Proj. 43D-Cost Share	Info./Action
Impoundment Update	Information
Area I Envirothon Donation	Info./Action
Draft 2019 Annual Report	Information
Table Permit No. 20007, BRAF Farmland Holdings, GP	Action
Table Permit No. 20012, Brent Strand	Action
Permits: No. 20006, 20008-20011, 20013, 20014	Action
COVID19 Discussion	Info./Action
Administrators Update	Information
Legal Counsel Update	Information
Managers' updates	Information
Adjourn	Action

UPCOMING MEETINGS

April 9, 2020	RLWD Board Meeting, 9:00 a.m.
April 23, 2020	RLWD Board Meeting, 9:00 a.m.
May 14, 2020	RLWD Board Meeting, 9:00 a.m.

RED LAKE WATERSHED DISTRICT
Board of Manager's Minutes
March 12, 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 Dale M. Nelson, Gene Tiedemann, Terry Sorenson, Allan Page, Brian Dwight, LeRoy Ose. 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 Tiedemann, seconded by Ose, and passed by unanimous vote that the Board approve the agenda. Motion carried.

The Board reviewed the February 27, 2020 minutes. Motion by Sorenson, seconded by Dwight, to approve the February 27, 2020 Board meeting minutes with corrections. Motion carried.

The Board reviewed the Financial Report dated March 11, 2020. Motion by Tiedemann, seconded by Page, to approve the Financial Report dated March 11, 2020. Motion carried.

Staff member Arlene Novak reviewed the Investment Summary as of March 11, 2020.

The Board reviewed a proposal for engineering services for the repairs to the Burnham Creek/BR 6 Impoundment Structure, RLWD Project No. 43A, from HDR Engineering, Inc., in an amount up to \$25,000. Motion by Tiedemann, seconded by Sorenson, to authorize Administrator Jesme the authority to sign the engineering services agreement with HDR Engineering for the repairs to Burnham Creek/BR 6 Impoundment Structure, RLWD Project No. 43A. Motion carried.

Administrator Jesme stated that the MnDNR Flood Hazard Mitigation Grant application for the Thief River Falls Flood Damage Reduction Project, RLWD Project No. 178, will expire on June 30, 2020. Jesme has requested an extension of either six months or a year. Pat Lynch indicated that he may just extend the agreement for a year to assure we complete the project within the amended grant agreement timeline. Motion by Ose, seconded by Tiedemann, to authorize Administrator Jesme to sign the extension for the MnDNR Flood Hazard Mitigation Grant for the Thief River Falls Flood Damage Reduction Project, RLWD Project No. 178. Motion carried.

The District received the U.S. Army Corps of Engineers permit for the Improvement to Polk County Ditch 39, RLWD Project No. 179. Administrator Jesme stated that all permits have been acquired for the project. The Board reviewed, for acceptance and filing, the Final Advisory Report from the Commissioner of the MnDNR. Motion by Ose, seconded by Page, to schedule the Final Hearing for the Improvement to Polk County Ditch 39, RLWD Project No. 179, for April 20, 2020 at 9:30 a.m. at the District office. Motion carried.

Staff member Nick Olson updated the Board on the snow sampling survey he completed as of March 7, 2020.

Staff member Nick Olson stated that he contacted the MnDNR regarding pulling additional boards on the Pine Lake Project, RLWD Project No. 35, to lower the water level prior to the spring flood event. Olson was informed that pulling boards now would remove oxygen from the lake. Administrator Jesme received a call from MnDNR Staff member Dave Rave regarding operation of the Little Pine WMA, RLWD Project No. 26A.

The 25th Annual River Watch Forum will be held on March 25, 2020 at the Alerus Center in Grand Forks.

The Board reviewed information regarding the Red River Basin Commission's June Board Tour and meeting that will be held June 3, 2020. The tour will include several of the District's projects.

West Polk SWCD submitted a request for a financial donation for the Area I Envirothon. The Area I Envirothon will be held on May 6, 2020, at Rydell Refuge, Erskine, MN. Motion by Dwight, seconded by Page, to donate \$300 to the Area I Envirothon to promote education and awareness of water quality issues. Motion carried

Staff member Tammy Audette updated the Board on changing Managed IT from Marco to Corporate Technology. Audette stated that that District will need to purchase a new Barracuda, and will have a yearly subscription for updates. The subscription will include the replacement of the Barracuda every four years.

Administrators update:

- Jesme and Manager Ose attended the RRWMB meeting in Moorhead on March 10th.
- Jesme participated in the BWSR sponsored "Building capacity for watershed-based funding in the Red River Basin" that ran in conjunction with the RRWMB meeting.
- Jesme and Managers Ose, Tiedemann, Sorenson, Page, and Dwight and Staff member Corey Hanson attended the RRWMB/FDR Work Group Conference in Moorhead on March 10-11th. The second day featured two very well-done presentations: "Soil is Not a Dirty Word; and Wildlife Benefits from the Burnham Creek Impoundment, a Multi-Purpose Control Project NW MN -Lessons Learned.
- A Thief River 1W1P Policy Committee meeting will be held on March 16, 2020 at the District office. Agenda items include review of bylaws, determining the fiscal agent and coordinator and approval of the 2020/2021 Work Plan.
- District Board room video upgrade will be completed somewhere between March 17-19th.
- The District's Overall Advisory Committee meeting will be held on March 16th at 9:30 a.m.
- There will be a Red River Basin Commission Tour of projects located within the District and the Middle Snake Tamarac Rivers Watershed District on June 3, 2020. The tour will include the Thief River Falls Westside FDR Project.

- Jesme and various Board members will attend the MAWD Legislative Breakfast at the Capital in St. Paul on March 18-19th. Jesme will have a meeting with DNR officials Shannon Lotthammer and Peter Hark to discuss bonding and how it will work under the new regime. This meeting was organized by Lisa Frenette and Rob Sip.

The BWSR Northern Region Committee approved the Thief River 1W1P submittal to the full BWSR Board.

Bid opening for the Thief River Falls Westside FDR Project, RLWD Project No. 178, will be held at 10:00 a.m. on March 20, 2020. Discussion was held on the levy to the Watershed Management District.

Manager Ose stated that the RRWMB will be reviewing the RRWMB Governing Documents on April 2, 2020 at the District office.

Discussion was held on applications received for the Engineering Technician position.

The District Advisory Committee meeting will be held on Monday, March 16, 2020 at 9:30 a.m. at the District office. Managers Tiedemann, Page, Sorenson, and Ose plan to attend.

Motion by Ose, seconded by Sorenson, to adjourn the meeting to the District's Advisory Committee meeting to be held at the District office at 9:30 a.m. on March 16, 2020. Motion carried.

LeRoy Ose, Secretary

DRAFT

RED LAKE WATERSHED DISTRICT
Board of Manager's Minutes
March 16, 2020
9:30 a.m.

Present were: Managers LeRoy Ose, Allan Page, and Terry Sorenson. Absent: Les Torgerson, Dale M. Nelson, Brian Dwight and Gene Tiedemann. Staff present: Myron Jesme, Nick Olson, Tammy Audette, Christina Slominski, Corey Hanson, and Ashley Hitt.

Secretary LeRoy Ose called the meeting to order. Since there was no quorum present, Secretary Ose adjourned the meeting to March 20, 2020 at 10:00 a.m. at the Red Lake Watershed District Office for the Bid Opening for the Thief River Falls Flood Damage Reduction Project, RLWD Project No. 178 and any other business to come before the Board.

LeRoy Ose, Secretary

RED LAKE WATERSHED DISTRICT
Board of Manager's Minutes
March 20, 2020, 10:00 a.m.

DRAFT

President Nelson called the meeting to order at 10:00 a.m. at the Red Lake Watershed District Office, Thief River Falls, MN.

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

At 10:00 a.m., President Nelson stated that the bid opening for the construction of the Thief River Falls Westside Flood Damage Reduction Project, RLWD Project No. 178 would be conducted. Legal Counsel Sparby noted the time and that no further bid proposals would be accepted after the 10:00 a.m. bid submittal deadline. Bids were opened and bid amounts were publicly announced and are on file at the District office. The following bids were received:

R.J. Zavoral & Sons, Inc., East Grand Forks, MN, \$6,632,761.68;
Davidson Construction & Ready Mix, Inc., Newfolden, MN, \$6,890,960.55;
Gladen Construction, Laporte, MN, \$7,430,000; and
Spruce Valley Corporation, Middle River, MN, \$8,038,253.43.

Motion by Tiedemann, seconded by Ose, and passed by unanimous vote to accept the apparent low bid from R.J. Zavoral & Sons, Inc., in the amount of \$6,632,761.68 for construction of the Thief River Falls Westside Flood Damage Reduction Project, RLWD Project No. 178, contingent upon the audit by staff and review of the bids and approval by Legal Counsel Sparby, District staff, and Project Engineer Nate Dalager, HDR Engineering, Inc.

Motion by Ose, seconded by Tiedemann, that the Notice of Award for the construction of the Thief River Falls Westside Flood Damage Reduction Project, RLWD Project No. 178, cannot be signed until the Minnesota Department of Transportation Cooperative Agreement has been executed. Motion carried.

Motion by Tiedemann, seconded by Ose, to grant authority to Administrator Jesme to sign the Red Lake River IWIP, RLWD Project No. 149 Grant Agreement in the amount of \$1,071,149, with the Minnesota Board of Water and Soil Resources. Motion carried.

Administrator Jesme discussed advertising for the Final Hearing for the Improvement to Polk County Ditch 39, RLWD, RLWD Project No. 179. Jesme stated that in order to hold the hearing April 20, 2020, as ordered by the Board at our previous meeting held March 12, 2020, the deadline for starting the three week publication for the final hearing must be submitted to the newspaper by the end of day on March 20, 2020. Discussion was held on the options for holding a public hearing in lieu of State guidelines that have been set due to the COVID19 virus pandemic. Motion by Sorenson, seconded by Page, to cancel the Publication and to approve setting the final hearing for the Improvement to Polk County Ditch 39, RLWD Project No. 179, to a later date. Motion carried.

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

LeRoy Ose, Secretary

RED LAKE WATERSHED DISTRICT
Financial Report for April 8, 2020

Ck#	Check Issued to:	Description	Amount
online	EFTPS	Withholding for FICA, Medicare, and Federal taxes	\$ 3,779.26
online	MN Department of Revenue	Withholding taxes	667.70
online	Public Employees Retirement Assn.	PERA	2,390.59
online	EFTPS	Withholding for FICA, Medicare, and Federal taxes	3,854.31
online	MN Department of Revenue	Withholding taxes	681.85
online	Public Employees Retirement Assn.	PERA	2,431.03
online	EFTPS	Withholding for FICA, Medicare, and Federal taxes	126.98
online	EFTPS	Withholding taxes	408.02
online	EFTPS	Withholding for FICA, Medicare, and Federal taxes	\$ 3,739.63
online	MN Department of Revenue	Withholding taxes	698.46
online	Public Employees Retirement Assn.	PERA	2,429.68
38078	Myron Jesme	Per diem meals	37.00
38079	MN Assn. of Watershed Districts	2020 Dues	7,500.00
38080	Pennington County Recorder	Record final certificates	46.00
38081	Budget Electronics	(4) Samsung TVs, wall mounts, install, receivers and senders	5,499.90
38082	Brady Martz & Assoc., P.C.	Balance due of 2019 audit	3,450.00
38083	Greg Dyrdal	Advisory Committee mileage	1.72
38084	Forestry Suppliers	Water Quality calibration/buffer solutions	332.71
38085	Further	FSA account fees	11.80
38086	John Gunvalson	2018 and 2020 Advisory committee mileage	128.77
38087	HDR, Inc.	*Engineering fees	17,505.88
38088	Houston Engineering, Inc.	** Engineering fees	14,327.00
38089	David Kiecker	Advisory Committee mileage	40.25
38090	Mark Larson	Advisory Committee mileage	69.00
38091	Steve Linder	Advisory Committee mileage	29.90
38092	Roger Love	Advisory Committee mileage	50.60
38093	Marco	Staples for copier	55.63
38094	NCPERS	Life insurance premium	112.00
38095	Dale M. Nelson	Mileage	52.90
38096	Arlene Novak	Reimb.recording notary & per diem and exp. for acctng software	75.09
38097	Northwest Beverage, Inc.	H2O for office	38.00
38098	Northwestern Mutual Financial	Deferred Compensation	531.01
38099	Oil Boyz	Oil change on Equinox	47.24
38100	LeRoy Ose	Mileage	82.80
38101	Voided		-
38102	Larry Peterson	Advisory Committee mileage	65.55
38103	David Rodahl	Advisory Committee mileage	11.50
38104	Daniel Schmitz	Advisory Committee mileage	24.15
38105	Mary Ann Simmons	Advisory Committee mileage	54.05
38106	James Sparby	Advisory Committee mileage	21.85
38107	Sun Life Financial	Life insurance premium	125.36
38108	Thief River Falls Times	One year subscription	44.00
38109	West Polk SWCD	Donation for the Envirothon	300.00
38110	Pennington SWCD	Pay out portion (22%) of remaining TR1W1P grant	6,216.37
38111	Tammy Audette	Clean offices in March	360.00
38112	City of Thief River Falls	Heat, electricity, water, sewer, etc.	741.51
38113	Delta Dental	Dental insurance premium	437.45
38114	Digi-Key Corporation	Adapter cable for tv	24.01
38115	Voided		-
38116	Farmers Union Oil Company	Gas for vehicles	176.32
38117	Houston Engineering, Inc.	Software subscription and Prof.service for Drainage DB	4,000.00
38118	Hugo's #7	Cleaning & bldg. maint.supplies, meeting supplies, & Adv. Committee mtg.	485.29
38119	Les's Sanitation Inc.	Garbage pickup	34.70
38120	Marco	**** See below for explanation	3,310.79
38121	MN Energy Resources Corp	Heating expense	51.20

38122 Northdale Oil Inc.	Gas for vehicles	111.09
38123 Northwest Beverage, Inc.	H2O for office	45.25
38124 Northwest Power Systems, Inc.	Premium Universal fluid for Schirrick dam operation	92.32
38125 Olson Construction	Snow plow parking lot in March	120.00
38126 Pitney Bowes Global Financial	Quarterly rent of postage meter	84.00
38127 Purchase Power	Postage with additional account fee	503.50
38128 Richards Publishing Co.	1 yr. subscription Leader Record (\$40) and Eng. Tech. ads	184.00
38129 Rincken Noonan	Monthly retainer (\$200) and Improv.to Po.Co.Ditch 39 (\$1,527.50)	1,727.50
38130 Sjoberg's Cable TV	Monthly internet expense	106.95
38131 TRF Times	Envelopes (\$95.50) and Eng. Tech ads (\$422.00)	517.50
38132 Widseth Smith Nolting	Engineering fees for Threat ring dike	1,175.00
online Aflac	Staff paid insurances	890.64
online Cardmember Services	***see below for explanation	356.23
direct Allan Page	Mileage	59.80
online Blue Cross Blue Shield	Health insurance premium	3,431.00
direct Brian Dwight	Mileage and per diem meals	388.73
online Allan Page	Mileage	202.40
online Terry Sorenson	Mileage	232.89
36701 John Gunvalson	Lost check/voided-2018 Advisory Committee mileage	(63.22)

Payroll

Check #11898-11928 & 7453	39,633.31
Total Checks	<u>\$ 137,515.70</u>

***HDR, Inc.**

Pine Lake PWT	\$791.50
TRF Westside FDR	<u>16,714.38</u>
	\$17,505.88

**** Houston Engineering, Inc.**

Proj. 13 Moose River	\$2,065.00
Proj. 164 Ditch 10 repair	4,789.00
Proj. 176 Black River Impoundment	<u>7,473.00</u>
Total	\$14,327.00

***** Cardmember Service**

Walmart-Neon labels for Bartlett Lake	\$9.68
AT&T-Cell phone expense	321.20
Indeed, Inc.-Advertise for Eng. Tech.	<u>25.35</u>
Total	\$356.23

****** Marco**

Monthly Microsoft Office 365 (15)	187.50
Monthly telephone expense	355.46
Monthly copier expense	118.29
Setup computers to work remotely	1,100.00
Monthly managed IT expense	<u>1,549.54</u>
Total	3,310.79

Banking**Northern State Bank**

Balance as of March 11, 2020	\$ 126,535.45
Total Checks Written	(137,515.70)
Receipt #989729 State of Minnesota-Agassiz Wetland	45,664.84
Receipt #989730 Transfer in from Bremer Bank	75,000.00
Receipt #989731 Northern State Bank-Monthly interest	99.02
Balance as of April 8, 2020	<u>\$ 109,783.61</u>

Current interest rate is .30%

American Federal Bank-Fosston

Balance as of March 11, 2020	\$ 2,192,332.67
Receipt #989733 American Federal Bank-Monthly interest	2,485.48
Receipt #989734 Loren/Marjean Sanderson-Reimburse for health and dental insurance	761.45
Receipt #989735 Red Lake County-Delinquent taxes	976.67
Receipt #989736 Unity Bank (CDARS)-Interest on CDS	3,102.91
Balance as of April 8, 2020	<u>\$ 2,199,659.18</u>

Current interest rate is 1.00%

Bremer Bank

Balance as of March 11, 2019	\$ 2,242,747.19
Receipt #989730 Transfer in from Bremer Bank	(75,000.00)
Receipt #989732 Bremer Bank-Monthly interest	2,169.17
Balance as of April 8, 2020	<u>\$ 2,169,916.36</u>

Current interest rate is .75%

Red Lake Watershed District
as of April 8, 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)	\$ 109,783.61	0.30%		\$ 109,783.61
10030 American Federal Bank Fosston	\$ 2,199,659.18	1.00%		\$ 2,199,659.18
10040 Bremer Bank Detroit Lakes	\$ 2,169,916.36	0.75%		\$ 2,169,916.36
10880 Ultima Bank-Fosston (int. compounded sem-annually)	\$ 600,000.00	2.00%	4/22/2020	\$ 612,000.00
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%	7/31/2020	\$ 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
	<u>\$ 6,879,359.15</u>			<u>\$ 6,893,109.15</u>

* \$ designated for Ditch 16



March 12, 2020

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

<delivered via email>

RE: Proposal – Thief River Falls Westside Flood Damage Reduction Project – Task Order #3 – Construction Services

Dear Mr. Jesme,

HDR Engineering, Inc. (HDR) is pleased to provide the following proposal for Task Order #3 – Construction Services. Future project tasks and services required to successfully complete the flood damage reduction and transportation project will be identified separately as they arise, under additional task orders.

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.

Nathan Dalager, P.E.
Project Manager

Christine Wiegert
Vice President / MN-WI Area Manager

Encl: Proposal, Task Order #3
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) is interested in constructing a Flood Damage Reduction project of significance, as the RLWD works towards resolving chronic flood problems in the region. This scope of work includes tasks and deliverables deemed necessary to complete the construction stage of the project. These tasks include the following:

1. Project Management & Coordination
2. FDR Construction Services
3. Outlet Channel Construction Services
4. TH 1 Construction Services
5. TH 32 Construction Services
6. PCHD Construction Services
7. TRF Storm Sewer Construction Services
8. As-Built Survey & Plans

Proposed Action Description

The proposed Thief River Falls Westside Flood Damage Reduction Project consists of diverting Pennington County Ditch 70, culvert upsizing, ditch grade lowering, increasing ditch cross-section capacity, storm sewers and grass swales, and utility relocations. The final engineering phase for this Project is complete, and construction is the next and final phase of this important flood damage reduction project. The Red Lake Watershed District Board of Managers has selected the South Alignment as the preferred alternative and has directed HDR to advertise a full set of plans and specifications.

Proposed Project Team

The project team will consist of HDR staff that has experience in construction engineering and documentation in addition to well established relationships with agency experts that will likely be involved in this process. The team may consist of the following staff:

Role	Staff
Client/Project Manager	Nate Dalager, PE
Water Resources Engineer	Dillon Nelson, EIT
Design Technician / Inspector	Randy Knott
CAD	Joel Wright
Inspector	Kael Fontaine
Geotechnical Engineer	Kerrie Berg, PE



Scope of Services

1.0 Project Management & Coordination

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

- 1.1 **Project Management & Administration.** 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 **Partner Coordination.** Schedule, review, prepare, participate, and help conduct coordination meetings amongst partners. Significant collaboration will occur with Red Lake Watershed District (RLWD), Pennington County, and the City of Thief River Falls staff and Board members. Other agency stakeholders likely to be involved include MnDOT.
- 1.3 **Assist the Owner with Bid Activities.** HDR will assist the owner with bid opening activities such as attending the bid opening, initial screening of bids, bid evaluation, and recommendation of award.
- 1.4 **Pay Estimates.** HDR will develop and review bi-monthly progress payments to the Contractor for the RLWD as requested.
- 1.5 **Weekly Construction Coordination Meetings.** Schedule, conduct and document weekly construction coordination meetings.
- 1.6 **Water Management District.** HDR will assist RLWD staff in finalizing and implementing the water management district for the Project. This includes providing maps, finalizing the water management district spreadsheet, and organizing the final landowner tax statements.

DELIVERABLES:

- Monthly invoices for each individual task and coordination with RLWD Administrator.
- Recommendation of construction contract Award to the Owner.
- Draft Notice to Award and Proceed of construction contract provided to Owner.
- Attendance at RLWD Board meetings, presentations, and updates to the Board.
- Provide data for RLWD to implement a Water Management District.
- Document Project completion and quantities.
- Prepare and review bi-monthly contractor progress payments.
- Facilitate/attend/document weekly site meetings to discuss Project status.

ASSUMPTIONS:

- Duration of the task is ~9 months.
- A total of 18 RLWD Board meetings are anticipated.
- All meetings will be held in Northwest Minnesota and attended by 1 or 2 HDR staff persons.
- Up to 64 hours of assistance will be provided toward finalizing the Water Management District
- 24 weekly site meetings will include at a minimum one HDR, Watershed, City, County, and MnDOT staff.
- Recommendation of construction contract and draft notice of award and proceed will be prepared by HDR, though final approval and contract award/proceed will be the responsibility and authority of the RLWD.

- 12 bi-monthly progress payments to the contractor will be prepared by HDR.
- Progress payments will be cross-checked with daily construction diaries by HDR but final approval will be made by the RLWD.

2.0 FDR Construction Services

This task includes the overall management of the construction for the Flood Damage Reduction Project Phase which includes the diversion channel along Alignment 1, storm sewer and ditch regrading along Alignment 2, ditch regrading along Alignment 4, ditch regrading along Alignment 7, and the construction of the 8" force main along Alignment 11.

- 2.1 **Document Pre-Construction Site Conditions.** Conduct a pre-construction site surface condition visual assessment of existing features reasonably expected to be impacted by either indirect construction operations or direct construction of design features/elements, and provide documentation of the pre-construction condition of the project site and surroundings.
- 2.2 **Review & Approve Shop Drawings.** HDR will review and approve contractor submitted drawings and concrete mix designs prior to construction.
- 2.3 **Construction Inspection.** HDR will perform daily inspection and overview of the Project construction. Daily field observation forms and photographs will be documented and filed. Project completion status and quantities will be documented daily.
- 2.4 **Substantial completion, final completion, and Project close-out.** Work with the Contractor, Engineer and Owner to confirm the work is substantially complete and ready for use by the Owner. Confirm that closeout documents are submitted in accordance with the contract requirements.

DELIVERABLES:

- Photographic documentation of existing site conditions.
- Daily field observation forms and photo documentation.
- FDR Punch list.

ASSUMPTIONS:

- 1 shop drawing submittal for culverts and storm sewer along Alignment 2 will be reviewed by HDR.
- HDR will have the primary inspection role. HDR will provide recommendations to the Owner and all disputes and final decisions will be resolved by the Owner.
- 2 RFI's will be documented and addressed by HDR.
- 115 construction days

3.0 Outlet Channel Construction Services

This task includes the overall management of the construction for the outlet channel from TH 32 to the Red Lake River.

- 3.1 **Document Pre-Construction Site Conditions.** Conduct a pre-construction site surface condition visual assessment of existing features reasonably expected to be impacted by either indirect construction operations or direct construction of design features/elements, and provide documentation of the pre-construction condition of the project site and surroundings.
- 3.2 **Construction Inspection.** HDR will perform daily inspection and overview of the Project construction. Daily field observation forms and photographs will be documented and filed. Project completion status and quantities will be documented daily.

- 3.3 **Substantial completion, final completion, and Project close-out.** Work with the Contractor, Engineer and Owner to confirm the work is substantially complete and ready for use by the Owner. Confirm that closeout documents are submitted in accordance with the contract requirements.

DELIVERABLES:

- Photographic documentation of existing site conditions.
- Daily field observation forms and photo documentation.
- Outlet Channel Punch list.

ASSUMPTIONS:

- 15 construction days.
- HDR will have the primary inspection role. HDR will provide recommendations to the Owner and all disputes and final decisions will be resolved by the Owner.
- 1 RFI will be documented and addressed by HDR.

4.0 TH 1 Construction Services

This task includes the overall management of the construction for the TH 1 box culvert.

- 4.1 **Document Pre-Construction Site Conditions.** Conduct a pre-construction site surface condition visual assessment of existing features reasonably expected to be impacted by either indirect construction operations or direct construction of design features/elements, and provide documentation of the pre-construction condition of the project site and surroundings.
- 4.2 **Review & Approve Shop Drawings.** HDR will review and approve contractor submitted drawings and concrete mix designs prior to construction.
- 4.3 **Construction Inspection.** HDR will perform daily inspection and overview of the Project construction. Daily field observation forms and photographs will be documented and filed. Project completion status and quantities will be documented daily.
- 4.4 **Substantial completion, final completion, and Project close-out.** Work with the Contractor, Engineer and Owner to confirm the work is substantially complete and ready for use by the Owner. Confirm that closeout documents are submitted in accordance with the contract requirements.

DELIVERABLES:

- Photographic documentation of existing site conditions.
- Daily field observation forms and photo documentation.
- TH 1 Punch list.

ASSUMPTIONS:

- 5 construction days.
- 1 shop drawing submittal for the box culvert will be reviewed by HDR.
- MnDOT will have the primary inspection role. All disputes and final decisions will be resolved by MnDOT.
- 1 RFI will be documented and addressed by HDR.

5.0 TH 32 Construction Services

This task includes the overall management of the construction for the TH 32 box culvert.



- 5.1 **Document Pre-Construction Site Conditions.** Conduct a pre-construction site surface condition visual assessment of existing features reasonably expected to be impacted by either indirect construction operations or direct construction of design features/elements, and provide documentation of the pre-construction condition of the project site and surroundings.
- 5.2 **Review & Approve Shop Drawings.** HDR will review and approve contractor submitted drawings and concrete mix designs prior to construction.
- 5.3 **Construction Inspection.** HDR will perform daily inspection and overview of the Project construction. Daily field observation forms and photographs will be documented and filed. Project completion status and quantities will be documented daily.
- 5.4 **Substantial completion, final completion, and Project close-out.** Work with the Contractor, Engineer and Owner to confirm the work is substantially complete and ready for use by the Owner. Confirm that closeout documents are submitted in accordance with the contract requirements.

DELIVERABLES:

- Photographic documentation of existing site conditions.
- Daily field observation forms and photo documentation.
- TH 32 Punch list.

ASSUMPTIONS:

- 10 construction days.
- 1 show drawing submittal for the box culvert and cast-in-place apron will be reviewed by HDR.
- MnDOT will have the primary inspection role. All disputes and final decisions will be resolved by MnDOT.
- 1 RFI will be documented and addressed by HDR.

6.0 PCHD Construction Services

This task includes the overall management of the construction for the CSAH 7, CR 61, and CR 62 culverts.

- 6.1 **Document Pre-Construction Site Conditions.** Conduct a pre-construction site surface condition visual assessment of existing features reasonably expected to be impacted by either indirect construction operations or direct construction of design features/elements, and provide documentation of the pre-construction condition of the project site and surroundings.
- 6.2 **Review & Approve Shop Drawings.** HDR will review and approve contractor submitted drawings and concrete mix designs prior to construction.
- 6.3 **Construction Inspection.** HDR will perform daily inspection and overview of the Project construction. Daily field observation forms and photographs will be documented and filed. Project completion status and quantities will be documented daily.
- 6.4 **Substantial completion, final completion, and Project close-out.** Work with the Contractor, Engineer and Owner to confirm the work is substantially complete and ready for use by the Owner. Confirm that closeout documents are submitted in accordance with the contract requirements.

DELIVERABLES:

- Photographic documentation of existing site conditions.
- Daily field observation forms and photo documentation.



- PCHD culvert punch lists.

ASSUMPTIONS:

- 12 construction days.
- 2 shop drawing submittals for the box culverts will be reviewed by HDR.
- PCHD will have the primary inspection role. All disputes and final decisions will be resolved by PCHD.
- 1 RFI will be documented and addressed by HDR.

7.0 TRF Storm Sewer Construction Services

This task includes the overall management of the construction for the Thief River Falls Storm Sewer Phase.

- 7.1 **Document Pre-Construction Site Conditions.** Conduct a pre-construction site surface condition visual assessment of existing features reasonably expected to be impacted by either indirect construction operations or direct construction of design features/elements, and provide documentation of the pre-construction condition of the project site and surroundings.
- 7.2 **Review & Approve Shop Drawings.** HDR will review and approve contractor submitted drawings and concrete mix designs prior to construction.
- 7.3 **Construction Inspection.** HDR will perform daily inspection and overview of the Project construction. Daily field observation forms and photographs will be documented and filed. Project completion status and quantities will be documented daily.
- 7.4 **Substantial completion, final completion, and Project close-out.** Work with the Contractor, Engineer and Owner to confirm the work is substantially complete and ready for use by the Owner. Confirm that closeout documents are submitted in accordance with the contract requirements.

DELIVERABLES:

- Photographic documentation of existing site conditions.
- Daily field observation forms and photo documentation.
- Storm Sewer Punch list.

ASSUMPTIONS:

- 3 shop drawing submittals for concrete culverts and structures will be reviewed by HDR.
- HDR will have the primary inspection role. All disputes and final decisions will be resolved by the City of Thief River Falls.
- 4 RFI's will be documented and addressed by HDR.

8.0 As-Built Survey & Plans

This task includes processing construction survey data, updating the plan drawings, and providing an as-built construction plan.

- 8.1 **Survey.** HDR will perform survey of the completed Project. This will include cross-sections of the ditches and spoil berms, storm sewer flow line, structure and culvert inverts, and utility locations as they are available.
- 8.2 **Preparation of As-Built Plans.** HDR will update the final plans with the as-built survey data.

DELIVERABLES:

- As-built survey points.



- One electronic (PDF) of the as-built construction plans with approximately 168 sheets.
- 2 printed copies of the as-built construction plans.

ASSUMPTIONS:

- Two HDR employees will survey for four, 8-hour days.

Schedule

The construction dates and key milestones are outlined as summarized below. These dates are subject to change due to weather and unforeseen delays in construction, which may also require scope and fee changes.

Begin Construction: May 1, 2020

Milestone 1

Milestone 1 is to be complete by June 1, 2020.

Milestone 1 completion includes construction of the following items:

- Clear and Grub at Outlet Channel (Station 2+35 - 19+00)

Milestone 2

Milestone 2 is to be complete by June 10, 2020.

Milestone 2 completion includes construction of the following items:

- Install Trunk Highway 1 box culvert (Station 219+25)
- Install Trunk Highway 32 box culvert (Station 17+50)
- Alignment 1 (Station 195+00 to 218+15)
- Provide and install 8" Force Main (Station 1101+00 to 1129+53)

Milestone 3

Milestone 3 is to be complete by August 1, 2020.

Milestone 3 completion includes construction of the following items:

- Alignment 1 (Station 2+00 to 195+00, Station 219+25 to 231+15)
- Alignment 10 (Station 1000+00 to 1027+00)

Substantial Completion: September 15, 2020

Final Completion: October 15, 2020





Cost Estimate

The design fee estimate for the completion of Tasks 1 through 8 is \$260,655, 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 separately for construction service items 2-7 as identified on Page 2. 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 including unforeseen delays in construction, it may be necessary to review scope changes and our cost estimate.

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.

Nathan Dalager, PE, CFM
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

Title: _____

Title: Vice President / 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.

Business Group:	Water	Business Class:	Dams, Levees, Civil Works
Project Name:	TRF Westside FDR Project	Project Manager:	Nate Dalager
Client:	Red Lake Watershed District		

DATE: 03/12/20

TASKS AND DESCRIPTION		RESOURCE CATEGORIES									HRS	COSTS
TASK NO.	Employee/Staff Name	PM	EIT	Civil Tech	CAD	Inspector	Clerical	Accounting			TOTAL HOURS	Labor Fee
	Billing Rates	\$190.00	\$120.00	\$135.00	\$105.00	\$90.00	\$102.50	\$102.50				
1	Task Name - Project Management											
	Project Management	40.0	68.0	0.0	0.0	0.0	27.0	27.0			162.0	\$ 21,295
	Partner Coordination	32.0	24.0	0.0	0.0	0.0	0.0	0.0			56.0	\$ 8,960
	Bid Activities	6.0	10.0	10.0	0.0	0.0	0.0	0.0			26.0	\$ 3,690
	Pay Estimates	12.0	48.0	24.0	0.0	0.0	0.0	0.0			84.0	\$ 11,280
	Weekly Construction Coordination Meetings	48.0	48.0	48.0	0.0	0.0	0.0	0.0			144.0	\$ 21,360
	Water Management District	0.0	24.0	40.0	0.0	0.0	0.0	0.0			64.0	\$ 8,280
	Task Subtotal	138.0	222.0	122.0	0.0	0.0	27.0	27.0	0.0	0.0	536.0	\$74,865.00
2	Task Name - Construction Services											
	Document Pre-Construction Site Conditions	0.0	4.0	0.0	0.0	4.0	0.0	0.0			8.0	\$ 840
	Review & Approve Shop Drawings	0.0	7.0	14.0	0.0	0.0	0.0	0.0			21.0	\$ 2,730
	Construction Inspection	80.0	270.0	350.0	0.0	300.0	0.0	0.0			1000.0	\$ 121,850
	Substantial completion, final completion, and Project close-out	8.0	56.0	56.0	0.0	0.0	0.0	0.0			120.0	\$ 15,800
	Task Subtotal	88.0	337.0	420.0	0.0	304.0	0.0	0.0	0.0	0.0	1149.0	\$141,220.00
3	Task Name - As-Built Survey & Plans											
	Survey	0.0	24.0	24.0	0.0	16.0	0.0	0.0			64.0	\$ 7,560
	Preparation of As-Built Plans	0.0	80.0	0.0	136.0	0.0	0.0	0.0			216.0	\$ 23,880
	Task Subtotal	0.0	104.0	24.0	136.0	16.0	0.0	0.0	0.0	0.0	280.0	\$31,440.00
TOTAL LABOR HOURS & COSTS											1965.0	\$247,525.00
											TOTAL EXPENSES	\$ 13,130
											TOTAL ESTIMATED COST	\$ 260,655

DIRECT EXPENSES		
Mileage (Mile)	Equipment Rental (EA)	Printing / Plotting (EA)
\$0.54	\$350.00	\$1.00
1 Project Management		
0	0	0
0	0	0
0	0	0
0	0	0
0	0	0
0	0	0
0	0	0
\$ -	\$ -	\$ -
2 Construction Services		
0	0	0
4500	24	0
0	0	0
0	0	0
\$ 2,430	\$ 8,400	\$ -
3 As-Built Survey & Plans		
0	6	0
0	0	200
\$ -	\$ 2,100	\$ 200
\$ 2,430	\$ 10,500	\$ 200

BOND DEBT SERVICE

Red Lake Watershed District Project
 20 Years - Level Debt Service (Levy 2019 / Collections 2020)

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
02/01/2020			49,778.06	49,778.06	49,778.06
08/01/2020			37,025.00	37,025.00	
02/01/2021	80,000	4.000%	37,025.00	117,025.00	154,050.00
08/01/2021			35,425.00	35,425.00	
02/01/2022	85,000	4.000%	35,425.00	120,425.00	155,850.00
08/01/2022			33,725.00	33,725.00	
02/01/2023	90,000	3.000%	33,725.00	123,725.00	157,450.00
08/01/2023			32,375.00	32,375.00	
02/01/2024	90,000	4.000%	32,375.00	122,375.00	154,750.00
08/01/2024			30,575.00	30,575.00	
02/01/2025	95,000	4.000%	30,575.00	125,575.00	156,150.00
08/01/2025			28,675.00	28,675.00	
02/01/2026	100,000	4.000%	28,675.00	128,675.00	157,350.00
08/01/2026			26,675.00	26,675.00	
02/01/2027	100,000	4.000%	26,675.00	126,675.00	153,350.00
08/01/2027			24,675.00	24,675.00	
02/01/2028	105,000	3.000%	24,675.00	129,675.00	154,350.00
08/01/2028			23,100.00	23,100.00	
02/01/2029	110,000	3.000%	23,100.00	133,100.00	156,200.00
08/01/2029			21,450.00	21,450.00	
02/01/2030	110,000	3.000%	21,450.00	131,450.00	152,900.00
08/01/2030			19,800.00	19,800.00	
02/01/2031	115,000	3.000%	19,800.00	134,800.00	154,600.00
08/01/2031			18,075.00	18,075.00	
02/01/2032	120,000	3.000%	18,075.00	138,075.00	156,150.00
08/01/2032			16,275.00	16,275.00	
02/01/2033	120,000	3.000%	16,275.00	136,275.00	152,550.00
08/01/2033			14,475.00	14,475.00	
02/01/2034	125,000	3.000%	14,475.00	139,475.00	153,950.00
08/01/2034			12,600.00	12,600.00	
02/01/2035	130,000	3.000%	12,600.00	142,600.00	155,200.00
08/01/2035			10,650.00	10,650.00	
02/01/2036	135,000	3.000%	10,650.00	145,650.00	156,300.00
08/01/2036			8,625.00	8,625.00	
02/01/2037	140,000	3.000%	8,625.00	148,625.00	157,250.00
08/01/2037			6,525.00	6,525.00	
02/01/2038	140,000	3.000%	6,525.00	146,525.00	153,050.00
08/01/2038			4,425.00	4,425.00	
02/01/2039	145,000	3.000%	4,425.00	149,425.00	153,850.00
08/01/2039			2,250.00	2,250.00	
02/01/2040	150,000	3.000%	2,250.00	152,250.00	154,500.00
	2,285,000		864,578.06	3,149,578.06	3,149,578.06



BOARD OF WATER
AND SOIL RESOURCES

March 27, 2020

Red Lake Watershed District
c/o Myron Jesme, Administrator
1000 Pennington Avenue South
Thief River Falls, MN 56701

RE: Recommendation to Develop Local Appeal Procedure for Water Management District Charges

Dear Red Lake Watershed District:

With the approval of the Thief River Comprehensive Watershed Management Plan (CWMP) on March 25, 2020, the watershed district now has water management districts established in both the Thief River and Red Lake River subwatersheds. Both the Thief River CWMP and Red Lake River CWMP include a local appeal procedure that allows a landowner affected by a water management district to appeal the establishment of the water management district.

Under the local appeal procedure found in both plans, step 6 reads, "Further appeal, if any, shall be as provided in Statutes Chapter 103D and existing authorities and procedures of the BWSR Board." The Board of Water and Soil Resources (BWSR) is recommending that a local appeal procedure be adopted that allows a landowner in a water management district to dispute the charges to be collected for their land in the water management district before those appeals would be raised to the district court or the BWSR as provided by MN Statutes Section 103D.535.

Adding a local appeal procedure for water management district charges will increase the number of disputes that can be resolved locally, by the watershed district board, where there is a greater understanding of the project and resource needs. Attached for your reference is a template local appeal procedure for water management district charges. The watershed district may want to discuss this recommendation with your legal counsel. Please contact me at 218-755-2683 or matt.fischer@state.mn.us if further assistance is needed in this matter.

Sincerely,

Matt Fischer, Board Conservationist
Minnesota Board of Water and Soil Resources

Enclosure: Template Appeal Procedure

Bemidji	Brainerd	Detroit Lakes	Duluth	Mankato	Marshall	Rochester	St Cloud
403 Fourth Street NW Suite 200 Bemidji, MN 56601 (218) 755-2600	1601 Minnesota Drive Brainerd, MN 56401 (218) 203-4470	26624 N. Tower Road Detroit Lakes, MN 56501 (218) 846-8400	394 S. Lake Avenue Suite 403 Duluth, MN 55802 (218) 723-4752	11 Civic Center Plaza Suite 300 Mankato, MN 56001 (507) 344-2826	1400 East Lyon Street Marshall, MN 56258 (507) 537-6060	3555 9 th Street NW Suite 350 Rochester, MN 55901 (507) 206-2889	110 Second St. South Suite 307 Waite Park, MN 5638

Local Appeal Procedures for Water Management Districts

Subpart 1. **Applicability.** This part applies when an owner of land in a water management district disputes the charges to be collected for their land in the water management district. This part does not apply to the validity of a water management district being in place.

Subpart. 2. **Petition.** A petition may be made by an owner of land in a water management district to appeal the charges to be collected for their land in the water management district. A petition must be made in writing to the **Red Lake Watershed District**. The petition must state the reasons the water management district charges are calculated improperly for their land.

Subpart 3. **Petition review process.**

A. Within ten working days of receiving a petition, the watershed district, its staff, legal counsel or consultants (District), are required to acknowledge in writing to the petitioner receipt of the petition.

B. The District must complete an assessment of the reasons stated in the petition to revise the charges. The District may request further information from the petitioner, have discussions with the petitioner or their legal counsel, view the property that is the subject of the petition, conduct onsite investigations, and such other fact finding as the District deems necessary to evaluate the petition.

C. The results of the assessment shall be reviewed by the Board of Managers and a decision made on the findings and recommendations in the assessment.

D. Upon the Board of Managers approval of an assessment, the assessment must be provided to the petitioner or their legal counsel accompanied with notification of the deadline for the petitioner to submit evidence to the District refuting the assessment.

Subpart 4. **Decisions.**

A. The District must notify the petitioner or their legal counsel in writing at least ten working days before the meeting in item B takes place.

B. On receipt of any information from, or lapse of the time period in, subpart 3, item D, the Board of Managers must:

1. advise staff to conduct additional fact finding it considers necessary and report back to the managers accordingly;
2. direct staff to attempt to resolve the matter and to advise the managers further; or
3. issue findings of fact and conclusions of its investigation on the petition.

C. The District shall provide written notice of the decision in item B to the petitioner or their legal counsel within five working days of the decision.

Subpart 6. **Limitations.** A petition may not be filed more than once in ___[5]___ years for a specific parcel of land unless significant land alterations or land use changes have occurred since the charges were calculated or since a previous petition was filed with the watershed district.

Subpart 7. **Withdrawal of petition.** If agreement is reached at any time before the above procedures are completed the petitioner may withdraw their petition and the District may revise the charges if needed.

**Resolution to Adopt and Implement
the Thief River
Comprehensive Watershed Management Plan**

Whereas, the Red Lake Watershed District has been notified by the Minnesota Board of Water and Soil Resources that the Thief River Comprehensive Watershed Management Plan has been approved according to Minnesota Statutes §103B.801 and Board Resolution #16-17:

Now, Therefore, Be it Resolved, the Red Lake Watershed District hereby adopts and will begin implementation of the approved Thief River Comprehensive Watershed Management Plan.

CERTIFICATION

**STATE OF MINNESOTA
Red Lake Watershed District**

I do hereby certify that the foregoing resolution is a true and correct copy of a resolution presented to and adopted by Red Lake Watershed District at a duly authorized meeting thereof held on the 9th of April 2020.

Dale M. Nelson, President

RLWD Impoundment Update

as of April 8th, 2020

- **Little Pine WMA #26A**

Stop Logs installed April 8th to provide 2' of storage.

- **Pine Lake Project #35**

Lake Elevation is 1285.15 (2019 Crest 1285.48'), Inlet flows have dropped slightly since yesterday, All boards Out at dam on April 6th. Large bog removed that day also by excavator. Aeration System off as of April 1st.

- **Schirrick Dam #25**

Pool Elevation- 988.50' (1997 - Record Crest - 988.75') Gates were shut on April 3rd at 1pm in accordance with the operating plan trigger point in EGF. Road Barricades and signage were installed prior for adjacent roads. Yesterday, April 8th, the west gate was raised 3.5' to alleviate high water from going over the emergency spillway. This also occurred in 1997. Very High inflows.

- **Parnell #81**

Pool Elevation – 940.6' - Current Record Crest! (2019 – Previous Record Crest - 940.1') West Gate & JD 60 Lateral 2 Weir were shut in accordance with the operating plan trigger point in EGF April on 1st. Various Township Roads have been underwater due to local flooding. CD 126 is snow plugged in various locations. Inflows have dropped.

- **FSE Site 1 (Tiedemann Site)**

Gate is open 2.5', 0.5'+- of water is flowing over the emergency spillway (Gopher Holes). Receiving Parnell West pool Overflow Water.

- **Euclid East #60C**

Pool Elevation – 904.75 – (2019 – Record Crest – 905.9') Gate was shut in accordance with the operating plan trigger point in EGF on April 1st. Inflows have increased in recent days. Snow was dug out of inlet channel April 1st.

- **Brandt #60D**

Pool Elevation – 911.9 – (2019 – Record Crest – 915.45') Gate was shut in accordance with the operating plan trigger point in EGF on April 1st. This impoundment has the most storage yet available in the Euclid Area. Inflows have increased in recent days.

- **Moose River #13**

Gates have been shut since last November, no outflows. Pool Levels well within the “Norm”. Will Coordinate Releases with downstream parties when conditions allow.



PENNINGTON SOIL & WATER CONSERVATION DISTRICT

201 Sherwood Avenue South • Suite 3
Thief River Falls, MN 56701-3407
Phone: (218) 683-7075
www.penningtonswcd.org

March 31, 2020

Dear Red Lake Watershed District:

The Pennington Soil and Water Conservation District would like to thank you for your continued support of the Minnesota Area 1 Envirothon competition. We regret to inform you, the 2020 Envirothon at Agassiz National Wildlife Refuge has been canceled due to the COVID-19 Pandemic.

We are contacting you, in light of this cancelation, to determine how you would like us to handle your donation. Would you rather have us return your donation to you or hold it in reserve for the 2021 Envirothon? We are happy to accommodate whichever you prefer. Please email donna.christianson@pennington.mnswcd.org or call 218-683-7075 with your preference.

Envirothon has always been well supported by many sponsors from Pennington County. Thank you again for your generous donation to our event. We hope to work with you again on Envirothon 2021.

Thank you,

A handwritten signature in blue ink that reads "Donna Christianson".

Donna Christianson
Outreach Coordinator
Pennington SWCD
201 Sherwood Ave S
Thief River Falls MN 56701
(218) 683-7075 x124
donna.christianson@pennington.mnswcd.org





Permit # 20-007

Status Report: **Tabled**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
	Braf Farmland Holdings GP	18 Crescent Key Bellevue, WA 98006		tel:425-301-0728 mobile: fax:

General Information

(1) The proposed project is a:

Surface Drainage (New Ditch or Improvement)

(2) Legal Description

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

(4) Describe in detail the work to be performed. **Perform general ditching to maintain proper drainage.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **There has been a lack of ditching on this property, which is leading to an abundance of drown outs.**

Status

Status	Notes	Date
Tabled		March 18, 2020
Received		March 10, 2020

Conditions

I recommend this permit be "Tabled" until after the 2020 spring run-off. This will allow for adequate time to observe runoff conditions, water elevations, and existing flow patterns. RLWD staff will perform a ditch bottom profile survey and pipe sizing. 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 # 20-012

Status Report: **Tabled**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Brent Strand		3542 6th Street East West Fargo, ND 58078		tel:218-686-7886 mobile: fax:

General Information

(1) The proposed project is a:

Surface Drainage (New Ditch or Improvement)

(2) Legal Description

(3) County: Polk Township: Badger Range: 42 Section: 13 1/4: NW1/4, NE1/4

(4) Describe in detail the work to be performed. **Starting with about 500' on the north west end of the NE1/4 of Section 13 and continuing going west for about 1000' on the north east end of the NW1/4 of Section 13. Applicant will haul all the spoil bank material back onto applicants land on the NE1/4 of Section 13 to avoid any impact on the DNR property.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Years of neglect, silting in and vegetation causing slowing and stoppage of water drainage.**

Status

Status	Notes	Date
Tabled		March 18, 2020
Received		March 15, 2020

Conditions

I recommend this permit be "Tabled" until after the 2020 spring run-off. This will allow for adequate time to observe runoff conditions, water elevations, and existing flow patterns. RLWD staff will perform a ditch bottom profile survey and pipe sizing. 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 # 20-006

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Donovan Dyrdal		13142 180th Street Thief River Falls, MN 56701		tel:218-686-3464 mobile: fax:

General Information

(1) The proposed project is a:

Tiling

(2) Legal Description

(3) County: **Pennington** Township: **Norden** Range: **44** Section: **20** 1/4:

(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. **Agricultural drainage.**

Status

Status	Notes	Date
Approved		March 18, 2020
Received		March 3, 2020

Conditions

Red Lake Watershed District (RLWD) approval to install 2 sub-surface tile grids with a pump outlet at each tile grid, as per approval of Judicial Ditch #25 Authority; proposed work is within Judicial Ditch 25 Right-of-Way. Applicant must meet the standards required by said authority, especially regarding erosion control of pump outlets. 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 # 20-008

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
	City of Thief River Falls	405 Third Street Thief River Falls, MN 56701		tel:218-681-8506 mobile: fax:

General Information

(1) The proposed project is a:

Land Development

(2) Legal Description

(3) County: **Pennington** Township: **North** Range: **43** Section: **34 1/4: SE1/4**

(4) Describe in detail the work to be performed. **Construct multi-use trail over former County Ditch No. to Belleville Court.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **The project is part of a safe route to school project.**

Status

Status	Notes	Date
Approved		March 25, 2020
Received		March 11, 2020

Conditions

The Project Engineer for RLWD Project #171, which the proposed trail is adjacent to, feels that the proposed pipes; three lines of 24" diameter pipes, are suitable to the overall capacity of the RLWD Project #171 overflow ditch at the proposed location.
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 # 20-009

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
	Minnkota Power Cooperative, Inc.	Grand Forks, ND 58201		tel:701-795-4000 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Red Lake** Township: **Lambert** Range: **41** Section: **2 1/4: NW1/4**

(4) Describe in detail the work to be performed. **Install 18" culvert and driveway.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Rebuilding substation due to existing substation being at the end of its life cycle. Adding driveway for ease in and out of property.**

Status

Status	Notes	Date
Approved		March 18, 2020
Received		March 11, 2020

Conditions

Red Lake Watershed District (RLWD) approval to install an 18" diameter culvert for an electrical sub-station entrance, as per approval of Red Lake County Highway Department; proposed work is within County Road #6 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 # 20-010

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
	Pheasants Forever, Inc.	18965 County Hwy 82 Fergus Falls, MN 56537		tel:218-849-7719 mobile: fax:

General Information

(1) The proposed project is a:

Wetland Restoration or Other Water Retention Related Structures

(2) Legal Description

(3) County: **Polk** Township: **Rosebud** Range: **40** Section: **24** 1/4: **NW1/4, SW1/4**

(4) Describe in detail the work to be performed. **Restoring wetlands filling ditches, constructing ditch plugs and removing sediment from within wetlands.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **These activities are necessary in order to restore the wetlands to their historical state.**

Status

Status	Notes	Date
Approved		March 18, 2020
Received		March 11, 2020

Conditions

Red Lake Watershed District (RLWD) approval to restore wetlands, construct ditch plugs, and remove sediment from within wetlands as per approval of East Polk County Soil and Water Conservation District and any other applicable government agencies. Plan-set has been submitted with the permit application. Work shall not impede neighboring lands drainage. 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 # 20-011

Status Report: **Tabled**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Tom Goddard	Evans Scrap and Steel, Inc.	13203 190th Street NE Thief River Falls, MN 56701		tel:218-686-9453 mobile: fax:

General Information

(1) The proposed project is a:

Dike / Levee

(2) Legal Description

(3) County: **Pennington** Township: **North** Range: **43** Section: **21 1/4: NW1/4**

(4) Describe in detail the work to be performed. **Create ring dike around Evans Scrap and Steel yard.**

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

Status

Status	Notes	Date
Tabled		March 18, 2020
Received		March 12, 2020

Conditions

I recommend this permit be "Tabled" until after the 2020 spring run-off. This will allow for adequate time to observe runoff conditions, water elevations, and existing flow patterns. RLWD staff will perform a topographical survey.

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 # 20-013

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
	Minnesota Pipe Line Company, LLC	3120 117th Street East Inver Grove Heights, MN 55077		tel:651-480-3892 mobile: fax:

General Information

(1) The proposed project is a:

Other

(2) Legal Description

(3) County: **Clearwater** Township: **Nora** Range: **37** Section: **2 1/4**:

(4) Describe in detail the work to be performed. **Excavation over existing pipeline to perform inspection and repair of pipeline.**

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

Status

Status	Notes	Date
Approved		March 26, 2020
Received		March 25, 2020

Conditions

RLWD approval as per plan set and drawings submitted with permit application to excavate an area over existing pipeline for maintenance/inspection. Proposed work is on private property. Applicant shall follow permit requirements set by the Minnesota Department of Natural Resources. 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 # 20-014

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
	Minnesota Department of Transportation	3920 Highway 2 West Bemidji, MN 56601		tel:218-755-6527 mobile: fax:

General Information

(1) The proposed project is a:

**Culvert Installation / Removal / Modification
Road Grading**

(2) Legal Description

(3) County: **Polk** Township: **Tilden** Range: **44** Section: **None** 1/4:

(4) Describe in detail the work to be performed. **The project consists of concrete pavement replacement to eastbound lanes from RP 42.206 to RP 56.463. The project will also include culvert replacements, new turn lane construction, existing turn lane extensions and center median removals. The intersection of US 2 and MN 32 will be reconstructed to a reduced conflict u turn (R-CUT) design because it is a sustained crash location.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Pavement surface ride quality index is projected to drop below acceptable levels, the intersection of US 2 and MN 32 is a sustained crash location, and there is roadside infrastructure in need of repair.**

Status

Status	Notes	Date
Approved		April 7, 2020
Received		March 31, 2020

Conditions

RLWD approval as per plan set and drawings submitted with permit application. Proposed project is the eastbound lane on US Highway 2 from Marcoux Corner to Erskine. Proposed hydraulic infrastructure work includes removal of two box culverts and replacing them with equal size round culverts, all other culverts are to be replaced in kind. 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.

**Red Lake Watershed District
President's Determination Regarding Conducting Meetings
by Telephone or Other Electronic Means**


As the President of the Red Lake Watershed District, I find as follows:

- a. The coronavirus ("COVID-19") has been declared a health pandemic and national and state emergencies have been declared.
- b. On January 31, 2020, the Secretary of the U.S. Health and Human Services declared a public health emergency in response to COVID-19.
- c. On March 11, 2020, the World Health Organization (WHO) recognized the global outbreak COVID-19 as a pandemic.
- d. On March 13, 2020, President Donald J. Trump proclaimed the outbreak of COVID-19 in the United States a national emergency.
- e. On March 20, 2020, Governor Timothy J. Walz issued Executive Order 20-01 under Minn. Stat. Ch. 12 declaring the outbreak of COVID-19 in Minnesota a peacetime emergency. On March 16, 2020, the Minnesota Executive Council extended Executive Order 20-01 for 30 days.
- f. On March 25, 2020 Governor Timothy J. Walz issued an Executive Order 20-20 under Minn. Stat. Ch. 12 declaring a statewide shelter in place order.
- g. The Minnesota Department of Health has provided specific guidance encouraging postponement or cancelation of events that do not allow social distancing or at least six feet.
- h. Minnesota Statutes, section 13D.021 authorizes cities to meet by telephone or electronic means if it is determined that meeting in person is not practical or prudent because of a health pandemic or an emergency declared under Minnesota Statutes, chapter 12.
- i. I have the consulted with the Red Lake Watershed's legal counsel and administrator regarding the current situation.

Based on the above findings, I determine has follows:

1. Due to the current pandemic and state of emergency, complying with the provisions of Minnesota Statutes, Chapter 13D, would threaten the health safety and welfare of Red Lake Watershed District Managers, staff, and the public.
2. Due to the current pandemic and state of emergency declared under Minnesota Statutes, Chapter 12, it is not practical or prudent for the Red Lake Watershed District to conduct in person meetings.
3. Until further notice, or until such time as the State of Minnesota determines to no longer be in a state of emergency, all meetings of the Red Lake Watershed District governed by Minnesota Statute, Section 13D shall be conducted by telephone or other electronic means.
4. All meetings of the Red Lake Watershed District Board of Mangers shall comply with the requirements of Minnesota Statute, section 13D.021.

Dated: April 7, 2020.


Dale Nelson, President
Red Lake Watershed District

President's Declaration of a State of Emergency due to COVID-19 Pandemic

WHEREAS the COVID-19 pandemic event will impact the population of Red Lake Watershed District due to the disruption of services to include the closure of schools, arenas, theaters, businesses and other services that will negatively impact day to day life; and

WHEREAS the COVID-19 pandemic event will cause an impact to public services due to the closure of schools, arenas, businesses and other services; and

WHEREAS the COVID-19 pandemic event will place hardship and challenges on the business owners, employees, children and families of the Red Lake Watershed District; and

WHEREAS, the World Health Organization has declared a global pandemic is occurring as the COVID-19 (Coronavirus) has spread across the United States and Minnesota; and

WHEREAS, the daily operations of county and state and local government are anticipated to be impacted to comply with Minnesota Department of Health and Center for Disease Control recommendation to minimize the spread of COVID-19; and

WHEREAS, the President of the United States has declared a National Emergency enacting the Stafford Act and the Governor of Minnesota has declared a Peacetime State of Emergency; and

WHEREAS, the President of the Red Lake Watershed District hereby declares the Red Lake Watershed District in a State of Emergency for the COVID-19 Pandemic Event of 2020;

WHEREAS, a State of Emergency is hereby declared to be effective for three (3) days, unless further extended by affirmative vote of the Red Lake Watershed District Board of Managers on the 9th day of April 2020, and

NOW, THEREFORE, The President of the Red Lake Watershed District, a political subdivision of the State of Minnesota, hereby declares a State of Emergency for the period of 3 days effective April 7, 2020 through April 9, 2020, unless extended by affirmative vote of the Red Lake Watershed District Board of Managers at their regular meeting on April 9, 2020.

Date: 4-07-2020


Dale Nelson President

Red Lake Watershed District - Administrators Report

April 9, 2020

Red River Watershed Management Board – LeRoy and I attended the RRWMB via conference call and will be held at 10:00 am April 21, 2020.

Thief River 1W1P – Policy Committee meeting was held at 1:30 pm Monday March 16, 2020 at the District Board room. Some of the agenda items that were covered included the review of bylaws, determining a fiscal agent and a plan coordinator as well as discussion and approval of the 2020 and 2021 workplan. Some of the highlights were distribution of contingency funds in the amount of \$11,577 based on overrun by Pennington SWCD and the RLWD. The Policy Committee also approved the RLWD as fiscal agent and Darren Carlson, Marshall SWCD as Project Coordinator. The Policy Committee also approved the workplan which is part of the Thief River

Overall Advisory Committee – The Advisory Committee meeting was held Monday March 16th at 9:30 am. All staff members gave short presentations to the committee. Due to the fear of COVID-19, attendance was down however I felt there was great discussion by the committee in reference to the presentations. If any Board members who were present would like to give an update, feel free to add as you see fit.

Red River Basin Commission Tour – I have not received any additional news on the upcoming Red River Basin Commission Tour scheduled for June 3, 2020 and will consist of projects located within the Middle-Snake-Tamarac Rivers Watershed District and the Red Lake Watershed District. I understood that TRF Westside and Black River Impoundment will be part of the tour, but details are sketchy. I understand Bryan Holmer is organizing the tour on behalf of the Red River Basin Commission and will share details as they become available.

Water Quality Report – I have included in your packet Corey's water quality reports dated January and February 2020.

By Corey Hanson, Red Lake Watershed District Water Quality Coordinator. 3/23/2020

River Watch

District staff met twice with the Red Lake County Central River Watch students to answer questions about their River Watch Forum project. Their project was an educational program to teach 3rd grad students about aquatic invasive species (especially zebra mussels).



District staff also participated in a River Watch Forum planning meeting that was held in Crookston.

Bartlett Lake Management Plan

District staff prepared an agenda and an outline of a lake management plan for the January Bartlett Lake Management Planning meeting. Meeting notes were typed and shared with the planning partners. A planning meeting was held on January 22, 2020. The meeting included a review of what was done to initiate the planning process in late 2019, a review of a draft plan outline, a review of information from the draft TMDL and WRAPS reports, a list of problems that could be addressed, and a list of actions to address problems. Fourteen people attended the meeting.

Thief River One Watershed One Plan (1W1P)

Thief River 1W1P partners began the processing of locally approving the Thief River Comprehensive Watershed Management Plan Memorandum of Agreement and approving submittal of the plan to BWSR.

Clearwater River Watershed Total Maximum Daily Load and Watershed Restoration and Protection Strategy

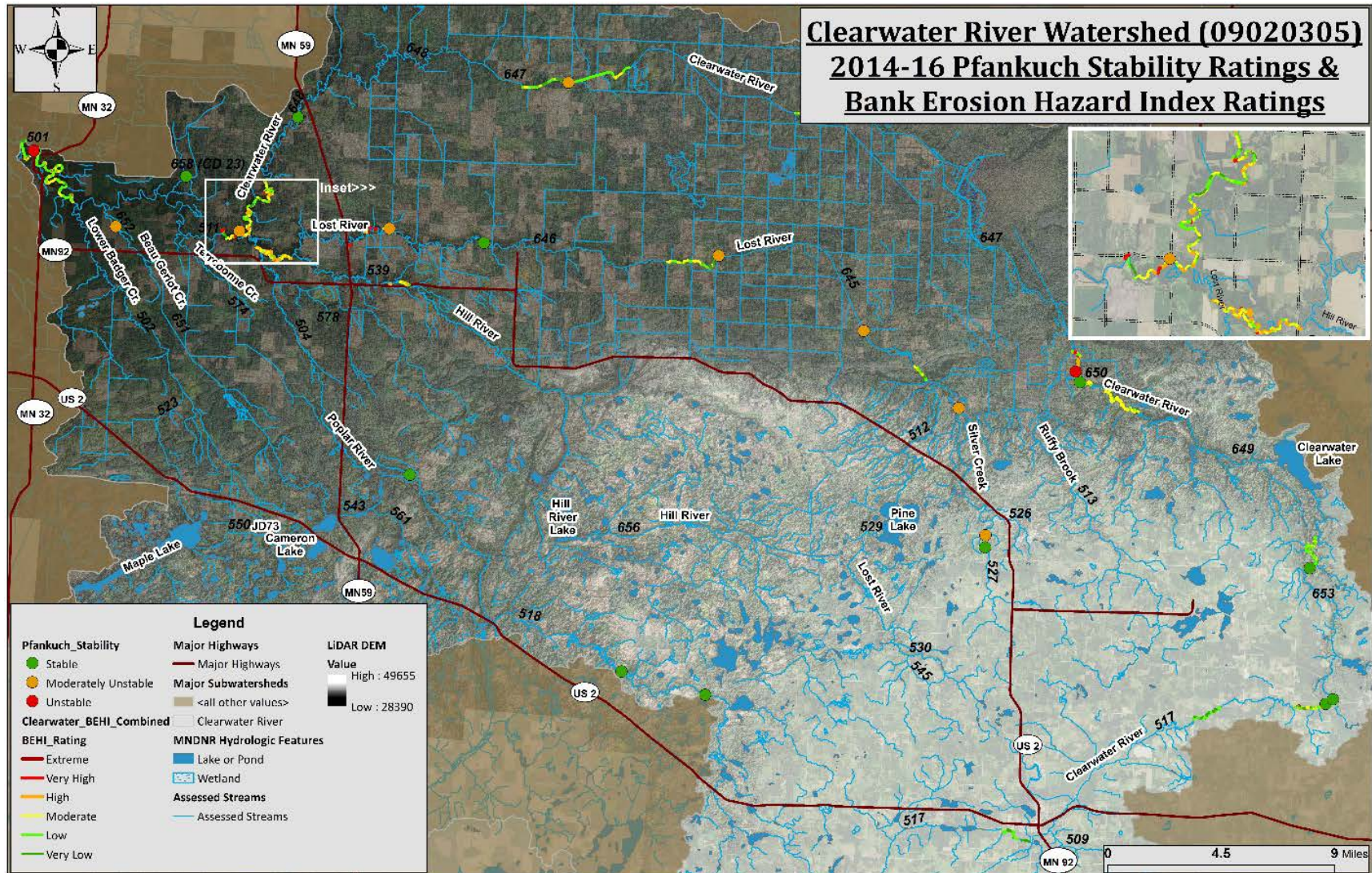
District staff completed a revision of the Clearwater River Watershed Total Maximum Daily Load document.

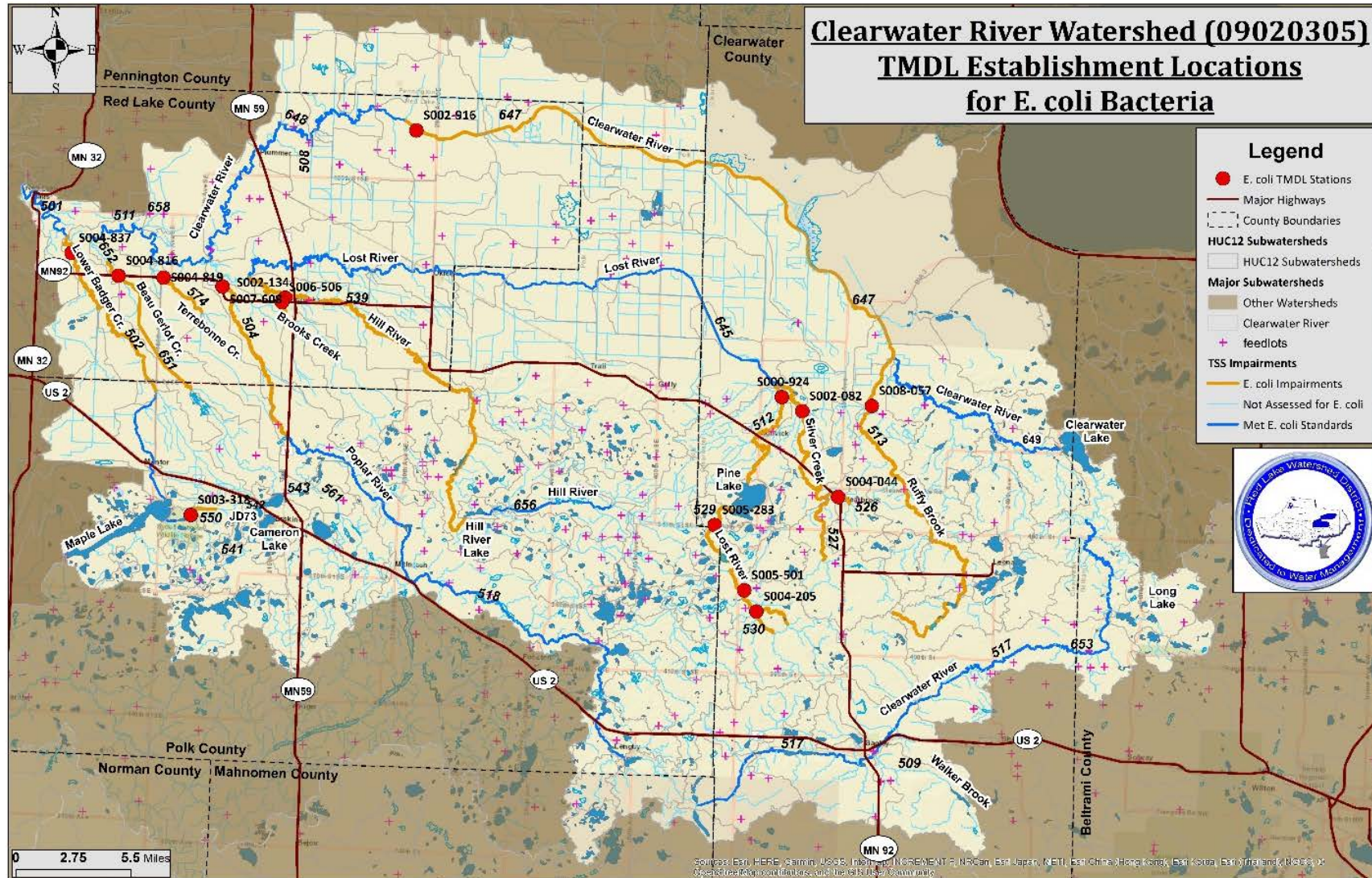
- *E. coli* load reduction goals were revised using loading capacity rather than load allocations.
- Boundary conditions for total suspended solids, *E. coli*, and total phosphorus were explained and incorporated into TMDLs where needed. Water quality conditions in tributaries were evaluated to determine which ones were meeting standards (not contributing to Clearwater River impairments) and which were exceeding standards (likely contributing to Clearwater River impairments). The table below, for example, shows that most tributaries met the TSS standard (<10% of samples exceeded the 30 mg/L) standard. However, the Lost River did exceed the standard at the furthest downstream Lost River sampling site. Because of the high frequency of excess total suspended solids in the Lost River, a wasteload allocation for total suspended solids was required for the Oklee wastewater treatment facility.

Site-Specific Assessment (Years 2006-2015) of Total Suspended Solids for Pour-Point Sampling Stations on Tributaries of the Clearwater River

Clearwater River Tributary Stream:	Lower Badger Creek	Beau Gerlot Creek	Terrebonne Creek	Poplar River	Hill River	Lost River	Ruffy Brook
Furthest Downstream AUID (09020305-XXX):	502	652	574	504	539	505	513
Furthest Downstream AUID with Sufficient 2006-2015 TSS Data (09020305-XXX):	502	651	574	504	539	646	513
Furthest Downstream Station Number(s) with Sufficient TSS Data:	S004-837	S004-816	S004-819	S007-608	S002-134	S002-133	S007-848 S008-057
Number of Daily Mean TSS Values at Furthest Downstream Station	59	27	36	25	54	85	23
Percentage that Exceed 30 mg/L	6.4%	0.0%	2.8%	0.0%	3.7%	11.8%	4.3%

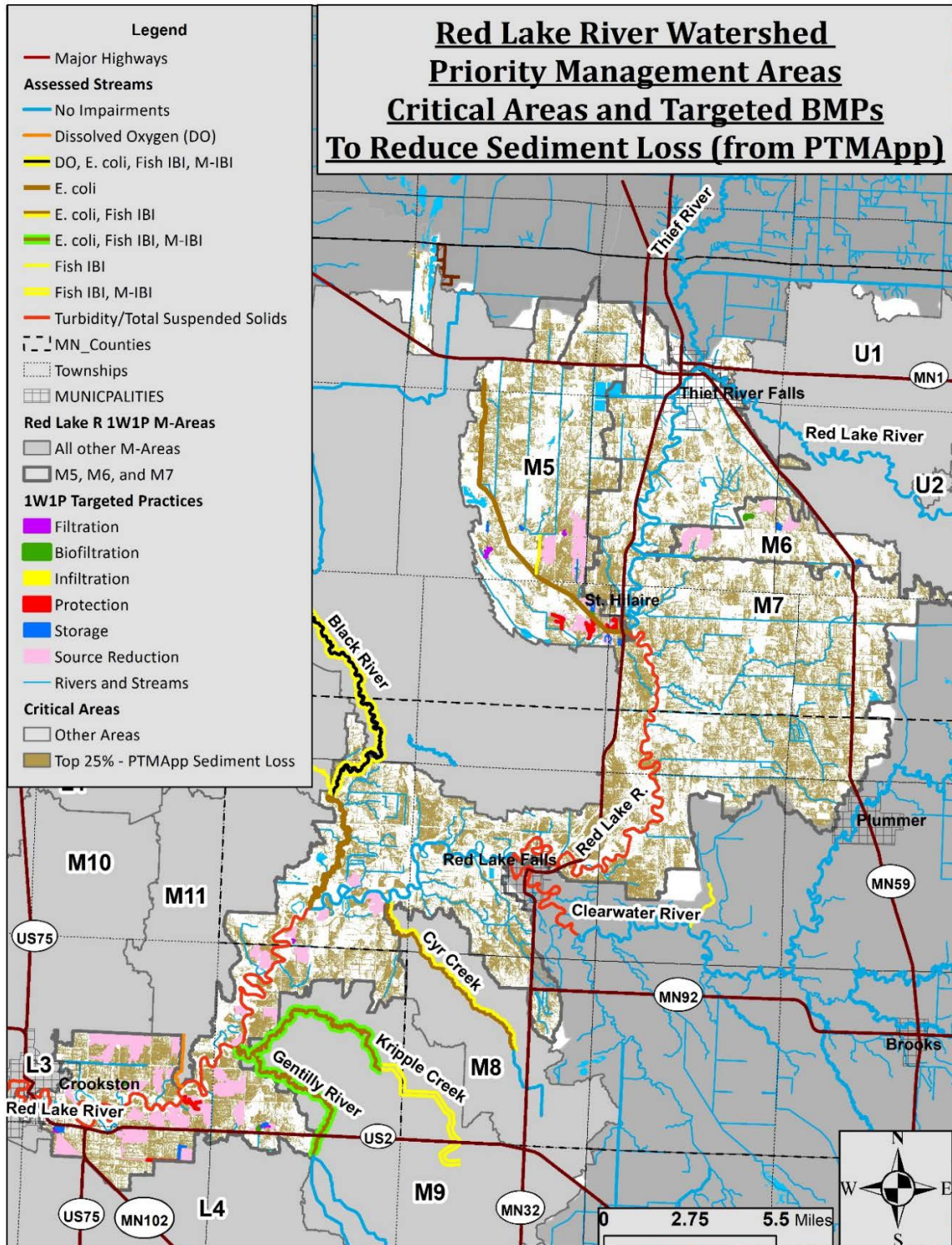
- The bank erosion hazard index rating (fluvial geomorphology results) map was revised.
- A map of feedlots within the Clearwater River watershed was created and added to the TMDL.
- After TMDLs had been revised, the load-based prioritization pedal was revised.

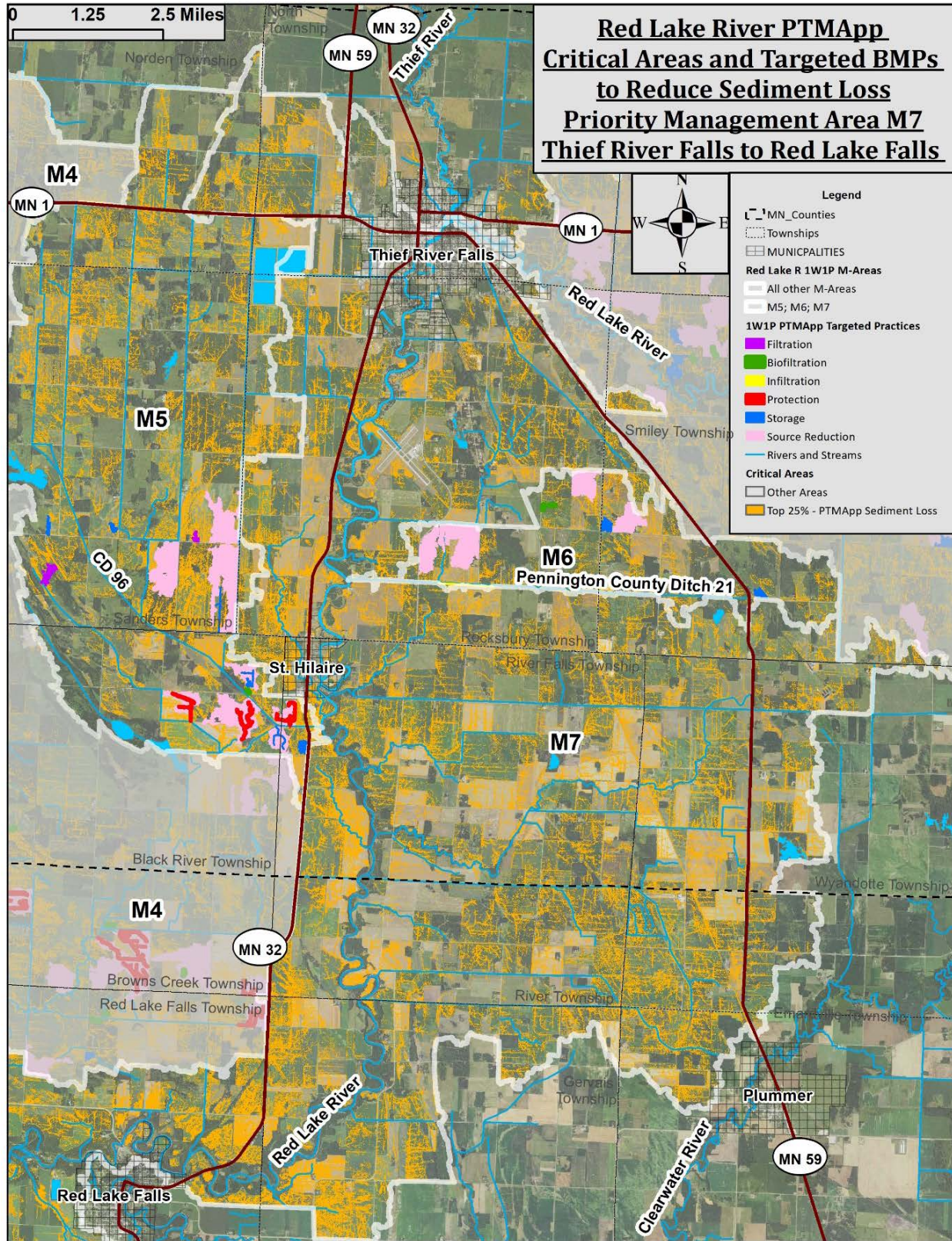


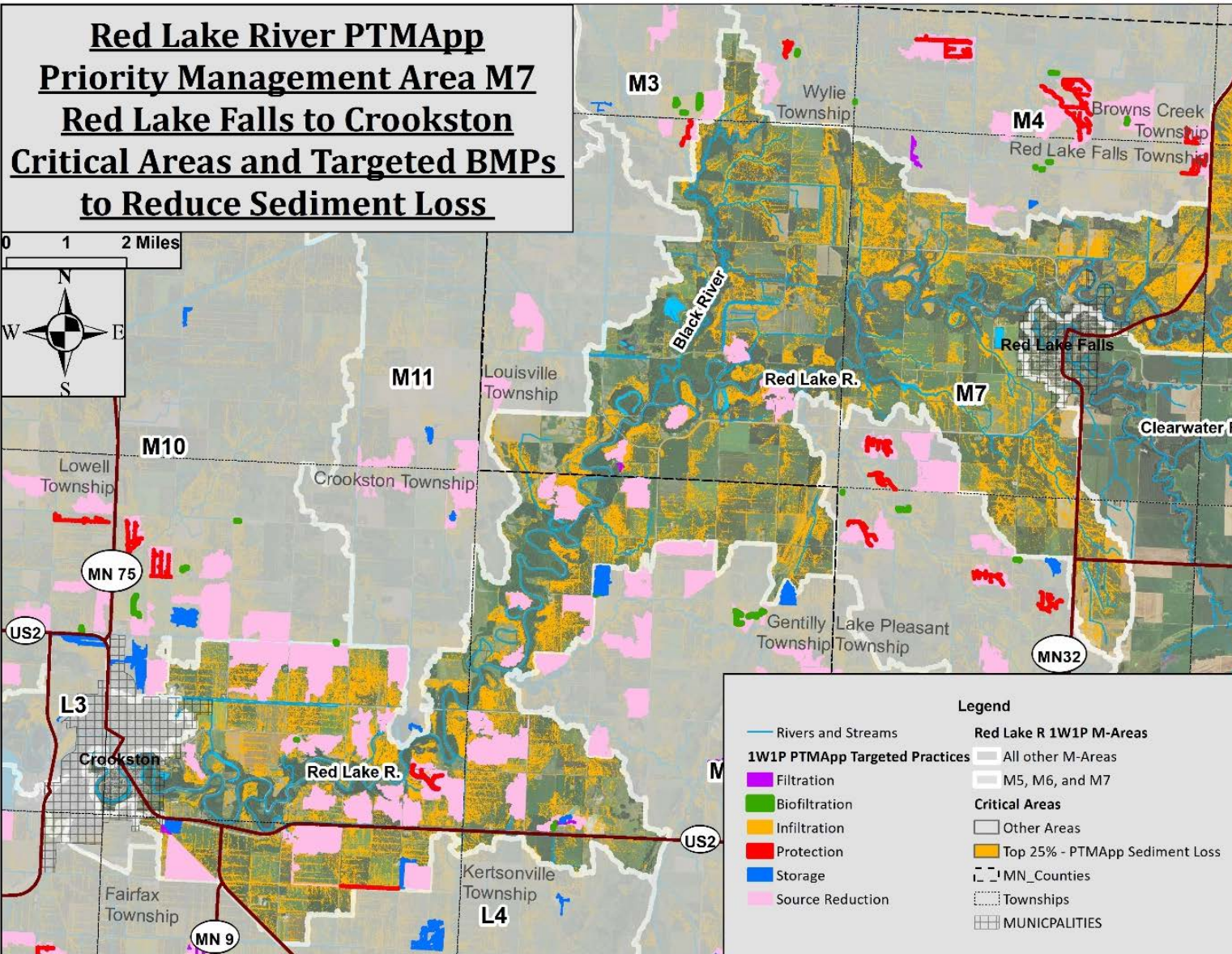


Red Lake River Watershed One Watershed One Plan

District staff created new maps for the Small Watershed Focus 319 Grant workplan.



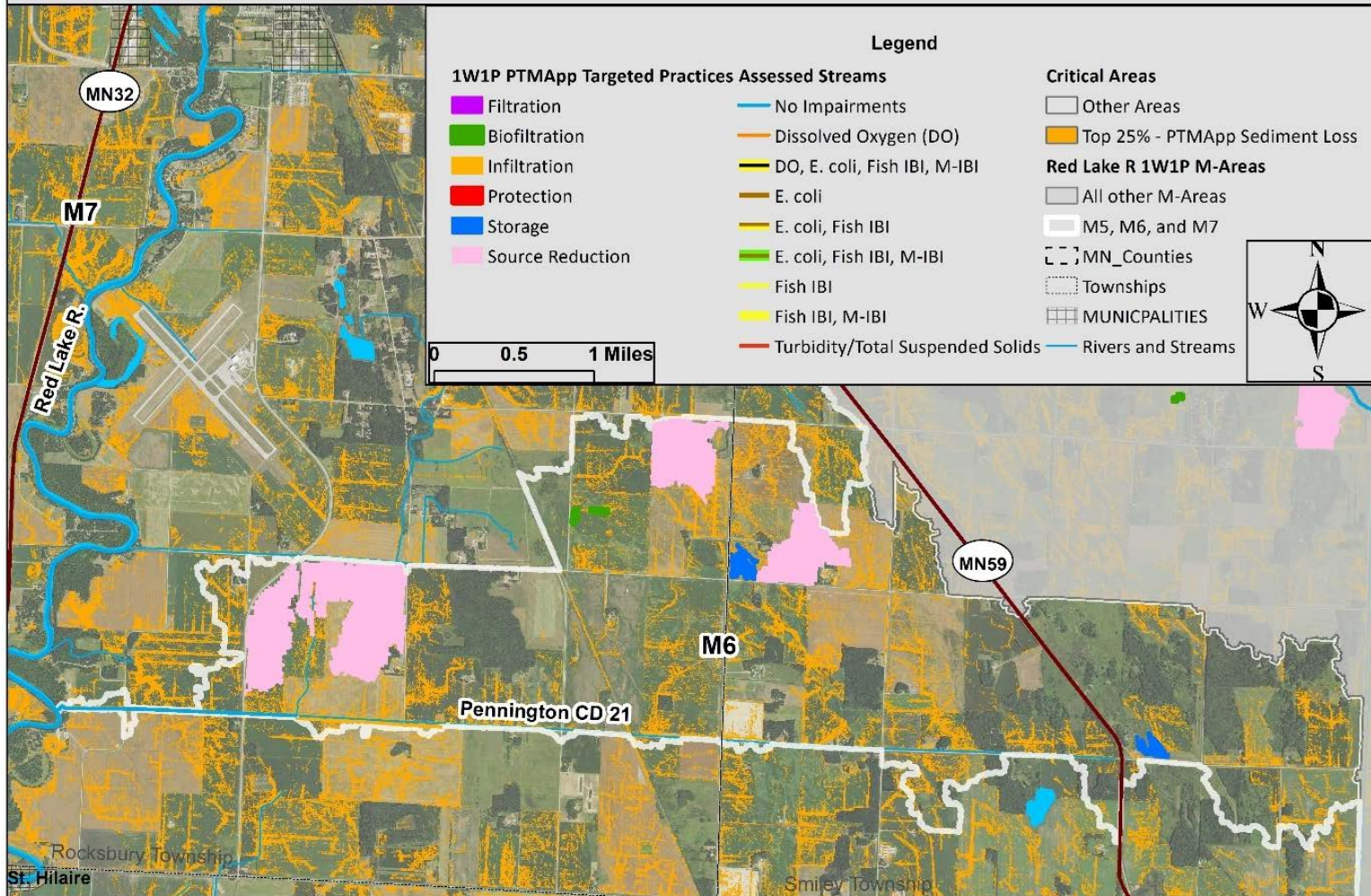




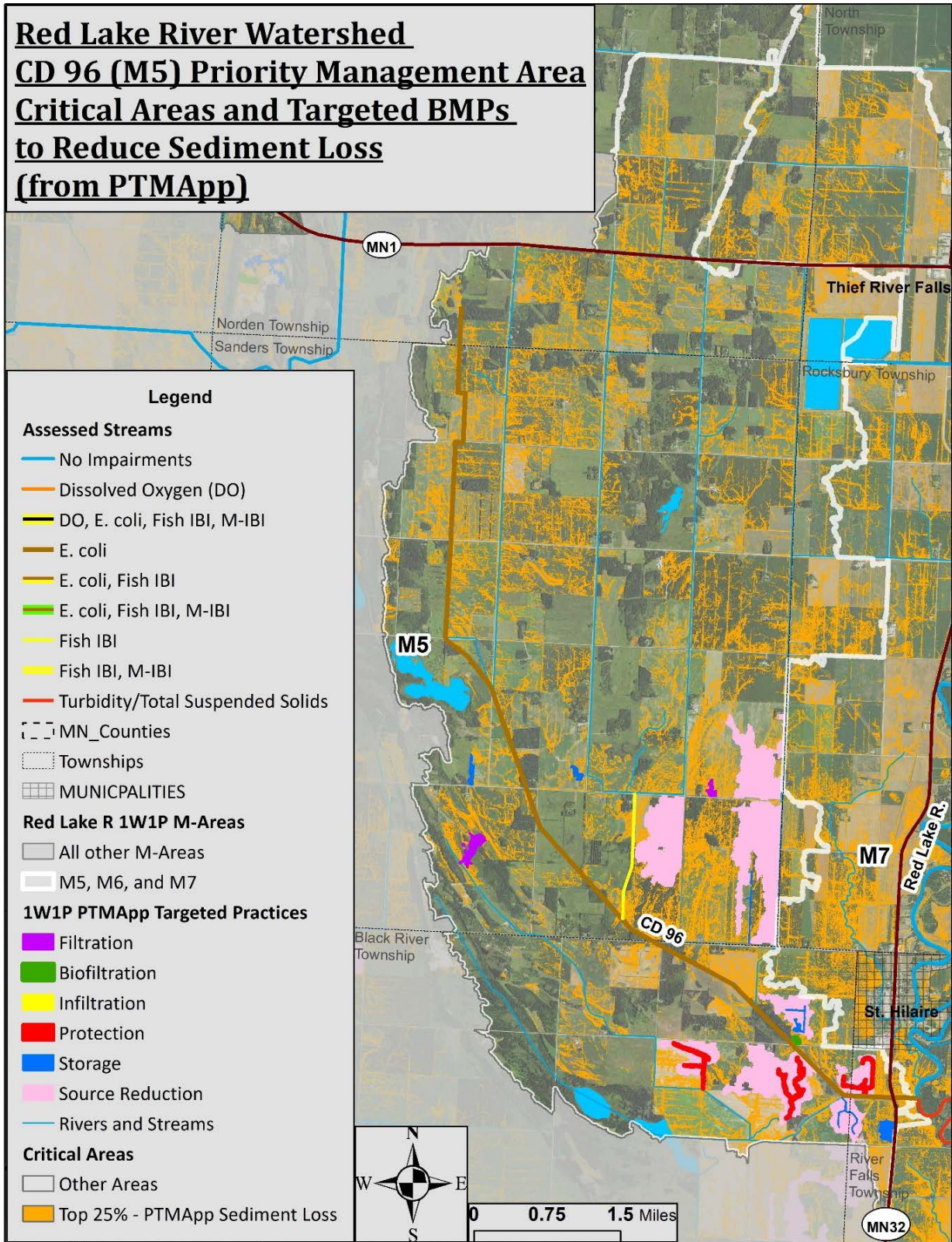
Red Lake River Watershed

Pennington County Ditch 21 (M6) Priority Management Area

Critical Areas and Targeted BMPs to Reduce Sediment Loss (from PTMApp)

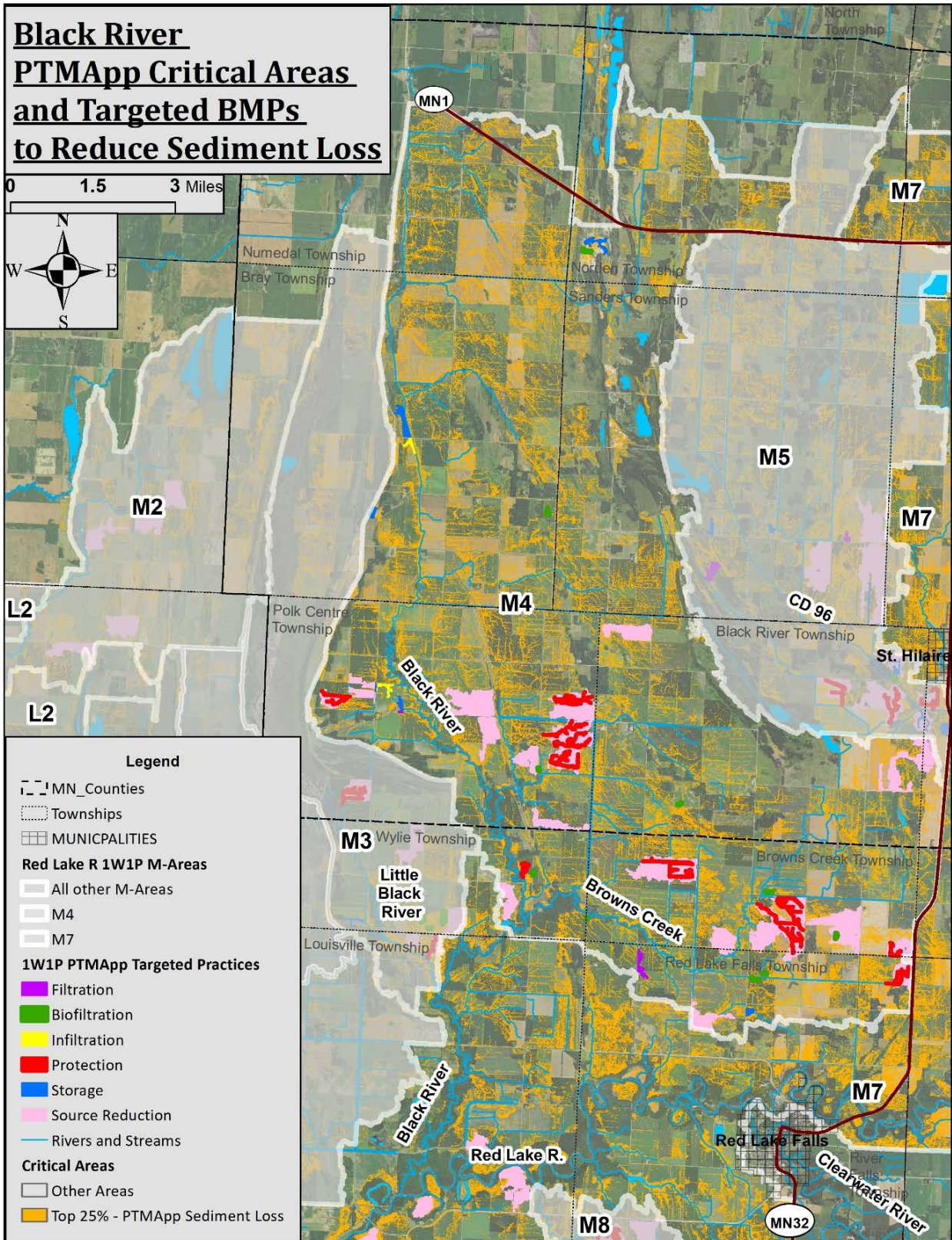


Red Lake River Watershed
CD 96 (M5) Priority Management Area
Critical Areas and Targeted BMPs
to Reduce Sediment Loss
(from PTMApp)



**Black River
PTMApp Critical Areas
and Targeted BMPs
to Reduce Sediment Loss**

0 1.5 3 Miles

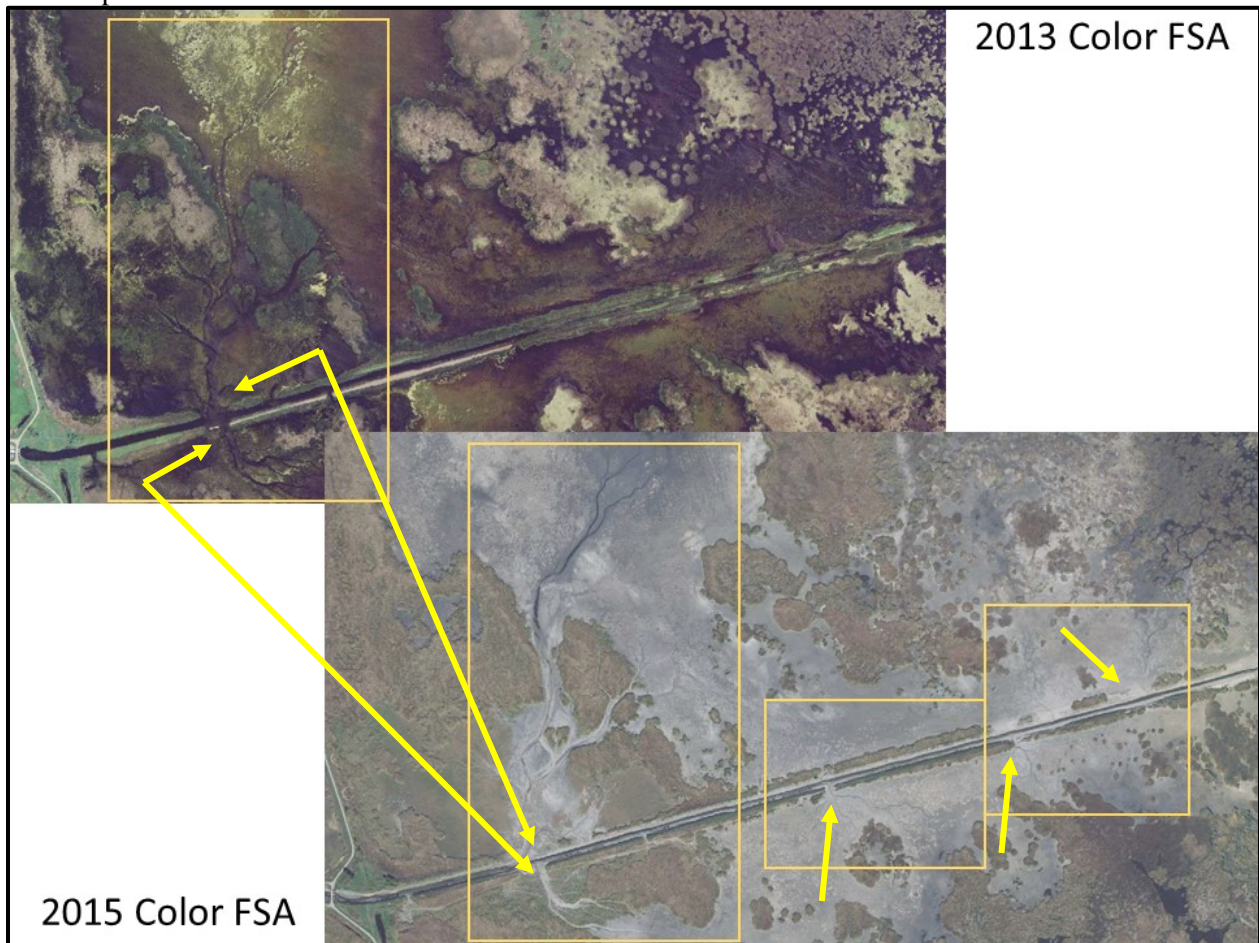


Legend

- MN_Counties
- Townships
- MUNICIPALITIES
- Red Lake R 1W1P M-Areas**
- All other M-Areas
- M4
- M7
- 1W1P PTMApp Targeted Practices**
- Filtration
- Biofiltration
- Infiltration
- Protection
- Storage
- Source Reduction
- Rivers and Streams
- Critical Areas**
- Other Areas
- Top 25% - PTMApp Sediment Loss

Other Notes

- District technicians and staff have been staying up to date on 2020 flood forecasts and have been sharing information on the District's Facebook page.
- District staff worked on writing water quality reports for September, October, November, and December 2019.
- District staff compiled links to existing information about the Thief River for the City of Thief River Falls and created a fact sheet about Thief River water quality.
- A comparison of 2013 and 2015 aerial photos of the Judicial Ditch 11 channel within Agassiz Pool (pre/post JD 11 clean-out) confirmed that the excavation and flushing of sediment from the JD 11 was not the only concern with the JD 11 excavation. The breaches in the spoil bank allowed gully erosion to expand into the pool. Gully erosion had been occurring near the radial gate outlet (bottom, left corner of the following aerial photos) prior to the additional cleaning of the JD 11 channel. The gully erosion within the pool was documented in the Assessment of Water Quality Conditions: Agassiz National Wildlife Refuge, 2012 report (<https://ecos.fws.gov/ServCat/DownloadFile/23563?Reference=24863>) that was written by United States Fish and Wildlife staff. Those in-pool gullies were so large that they were given names within the report. Cleaning additional JD 11 channel created more locations in which head differential between the pool and the JD 11 channel encourages extensive erosion of pool sediment.



RED LAKE WATERSHED DISTRICT
MONTHLY WATER QUALITY REPORT

January 2020

- District staff contacted RMB Environmental Laboratories to assemble an electronic data deliverable file of 2019 water quality sampling data. New sampling stations from 2019 were established in EQUIS.
- West Polk SWCD District Manager Nicole Bernd named 2019 Outstanding Soil and Water Conservation District Employee: https://bwsr.state.mn.us/sites/default/files/2020-01/Snapshots-story-2-January-2020-MASWCD_0.pdf
- District staff helped MPCA staff review a list of sites that may be reclassified as Class 4C waters (One or more designated uses are impaired or threatened but establishment of a TMDL is not required because the impairment or threat is not caused by a pollutant). Many of these reclassifications were supported by information in TMDL documents and stressor identification reports.

Potential Recategorization Requests for the 2020 Draft List of Impaired Waters (January 2020)				
Watershed	HUC 8	Reach	Reach Name	Reach Description
Grand Marais Creek	9020306	507	Grand Marias Creek	Headwaters to CD2
		509	RLWD Ditch 15	Headwaters to CD66
		515	CD2	CD66 to Grand Marais Creek
		517	CD43 (JD25)	Unnamed Ditch to CD7
		520	JD75	CD7 to Red River
Thief River	9020304	505	Moose River	Headwaters to Thief Lake
		507	Mud River	Headwaters to Agassiz Pool
Red Lake River	9020303	547	CD43	Unnamed Ditch to Red Lake River
		545	Penn. CD96	Unnamed Ditch (Br2 CD96) to Unnamed Creek (CD96)
		558	Black River	-96.4328 48.0146 to Little Black River
		525	Kripple Creek	Unnamed Creek to Gentilly River
		526	Kripple Creek (CD66)	Unnamed Ditch to Unnamed Creek
		554	Gentilly River	CD140 to Red Lake River
		515	Burnham Creek	Polk CD15 to Red Lake River
Clearwater River	9020305	517	Clearwater River	Headwaters to T148R36WS36 east line
		529	Lost River	T148R38WS17 south line to Pine Lake
		550	JD73	Unnamed Ditch (near 187th Ave SE) to Tamarack Lake
		539	Hill River	Hill River Lake to Lost River
		561	Unnamed Creek	Gerdin Lake to Poplar River Diversion
		652	Beau Gerlot Creek	-96.1947 47.8413 to Clearwater River
		658	Red Lake CD23	-96.1479 47.8855 to Clearwater River
		527	Silver Creek	Headwaters to Anderson Lake

Water quality related notes and minutes from the January 9, 2019 Red Lake Watershed District Board of Managers meeting.

- Engineer Nate Dalager, HDR Engineering, Inc., reviewed the agenda for the January 17, 2020 Pine Lake Project Work Team. Dalager stated that the Project Team will look at the potential of replacing the existing dam, which would allow the District to lower the lake level to get more Flood Damage Reduction benefits. Lowering the lake level would also help with less oxygen degeneration. Dalager noted that if the existing dam was replaced, a new Operating Plan would need to be put in place. Administrator Jesme reminded that Board that the current structure is a petitioned for project, with a benefitted area that pays for any maintenance and operating cost. The Board suggested that Administrator Jesme and Legal Counsel Sparby research the legalities

of replacing a structure that is currently a petitioned project, should the project team recommend an alternative which could involve the existing structure. Dalager stated an example that the lake level could be lowered after Labor Day or a time agreed to by the property owners. Manager Torgerson discussed the concerns of the landowners regarding the ability to replenish the water released in the fall. Additional discussion was held on the potential of ring dikes/cabin flood proofing program.

Water quality related notes and minutes from the January 23, 2019 Red Lake Watershed District Board of Managers meeting.

- Wayne Johnson, City of Thief River Falls, appeared before the Board to discuss the Clean Water Act as it pertains to the collection of data within the Red Lake River and Thief River. Johnson stated that the City of Thief River Falls is entertaining the idea of moving the intake of water supply for residents of the City of Thief River Falls to the Red Lake River instead of the current site on the Thief River, which would require installation of a pipe down the middle of the river. Johnson indicated that they have a good idea of where the source of contamination of the current site comes from. Johnson requested information collected by the District and other agencies, to assist in preparing a fact sheet to present to federal legislators to aid their plight. It was the consensus of the Board, that Administrator Jesme direct District staff, to work with Mr. Johnson for the development of a fact sheet with data collected by the District to assist the City of Thief River Falls.
- Engineer Tony Nordby, Houston Engineering, Inc., discussed three alternatives for repair to the outlet of Ditch 10, RLWD Project No. 161. Nordby stated that after the Spring 2019 event and Fall 2019 rain event, additional cracks have formed, with water starting at the top, disappearing as it goes down the riprap and then spraying out towards the bottom. FEMA is currently reviewing site information for potential federal funding. Discussion was held on Alternative 3, which would require the installation of a pipe that would outlet into the existing plunge pool. Nordby stated that with this option, the current in-place rock and concrete would be used as a secondary outlet for high flows. The estimated construction cost for Alternative 3 is \$220,000, for a total of \$322,000 with contingencies. Motion by Dwight, seconded by Ose, to authorize Nordby to explore Alternative 3 for additional design, specifications and cost, for the repairs to the outlet of Ditch 10, RLWD Project No. 161. Motion carried.
- Engineer Nate Dalager, HDR Engineering, Inc., discussed the information he presented at the Pine Lake Project, RLWD Project No. 26, team meeting that was held January 17, 2020. Dalager discussed the achievable goals and alternatives. Administrator Jesme discussed applying for a CPL Grant due to this project having the possibility of fish passage. Additional research will need to be completed on the outlet structure. Dalager discussed the potential of an additional 600 acft. of storage, that could be used as Star Value with the RRWMB for potential funding.
- Administrator Jesme stated that he received notice that the District was awarded a CPL Grant in the amount of \$168,420 for the Burnham Creek Project, RLWD Project No. 43B, for repairs to a wildlife outlet structure that failed. This project is an 80-acre complex owned by the District but managed by the MN DNR. Jesme will meet with staff from HDR Engineering, Inc., next week to work towards getting the project ready for the Advertisement for Bids.

Meetings and Events from December 2019

January 7, 2020 – Civic engagement co-learning workshop in Bemidji

- A group of MPCA staff and local government staff shared experiences and brainstormed ways to provide incentives to improve public meeting attendance, ways to get a “bigger bang for your

buck” by combining programs, planning programs with multiple partners, and distributing information after meetings.

January 9, 2020 – Franklin Middle School science fair judging

- One of the projects that District staff judged was recommended to the Pennington SWCD for their annual award, which the student then won:
http://trfradio.com/2020/01/28/science-fair-award-winner/?fbclid=IwAR3y7WwinIxzqL3eMbCeDxiZxDsvghsLRj_RqJ31TVNMD1bZTyWM-gmZKM

January 13, 2020 – Pennington County Water Resources Advisory Committee

- Clean Water Fund Project Updates
 - SWCD staff worked with Pennington County staff to install 11 side water inlet pipes for the CD 96, 21, 16 Gully Control and Buffer Implementation project
 - SWCD staff submitted a Clean Water Fund grant application for cover crops and side water inlets in the lower Thief River and JD 30/18/13 Watersheds.
 - SWCD staff met with Wes Drake, TSA Engineer, on the Hartz Park and Greenwood Streambank Sites. Survey and design work began for the Hartz Park and Greenwood St. Bridge streambank stabilization projects.
- Cooperative Weed Management Area Grant
- One Watershed One Plan updates
- Buffers
- Geologic Atlas
 - Chris Rohlfing was hired to work on the geologic atlas project and has located over 100 wells.
- Activity Reports

January 16, 2020 – Red Lake River One Watershed One Plan Planning Work Group meeting

- Finalize 2020-2021 Workplan
- Project tracking database
- Glen Kajewski (Minnesota Agriculture Water Quality Certification Program)
 - Piggyback funding to offer high incentives

January 22, 2020 – Bartlett lake Management Plan meeting in Northome.

January 27, 2020 – Red River Basin Monitoring Advisory Committee meeting to plan the Annual Red River Basin Water Quality Training

Red Lake Watershed District Monthly Water Quality Reports are available online:

<http://www.redlakewatershed.org/monthwq.html>.

Learn more about the Red Lake Watershed District at www.redlakewatershed.org.

Learn more about the watershed in which you live (Red Lake River, Thief River, Clearwater River, Grand Marais Creek, or Upper/Lower Red Lakes) at www.rldwatersheds.org.

“Like” the Red Lake Watershed District on [Facebook](https://www.facebook.com/redlakewatershed) to stay up-to-date on RLWD reports and activities.

City of Thief River Falls Drinking Water Supply: Upstream Water Quality in the Thief River and Red Lake River



Current Water Quality Conditions in the Thief River and Red Lake River

The city of Thief River Falls obtains its drinking water from a surface water intake on the Red Lake River downstream from the Red Lake River's confluence with the Thief River. High concentrations of total suspended solids (TSS) and other pollutants in the Thief River, between Agassiz Pool in Agassiz and the Red Lake River confluence in Thief River Falls have violated state water quality standards for the protection of aquatic life, contributed to violations of Safe Drinking Water Act drinking water standards in the City of Thief River Falls' water supply, contributed to taste and odor complaints, affected water treatment costs, and contributed to sedimentation within the Thief River Falls Reservoir.

The Thief River, between Agassiz Pool and the Red Lake River, is listed as impaired by excess turbidity and exceeds the 30 mg/L total suspended solids (TSS) water quality standard at a frequency that exceeds the 10% impairment threshold. The TSS impairment of the Thief River extends upstream to a monitoring station near the outlet of Agassiz Pool.

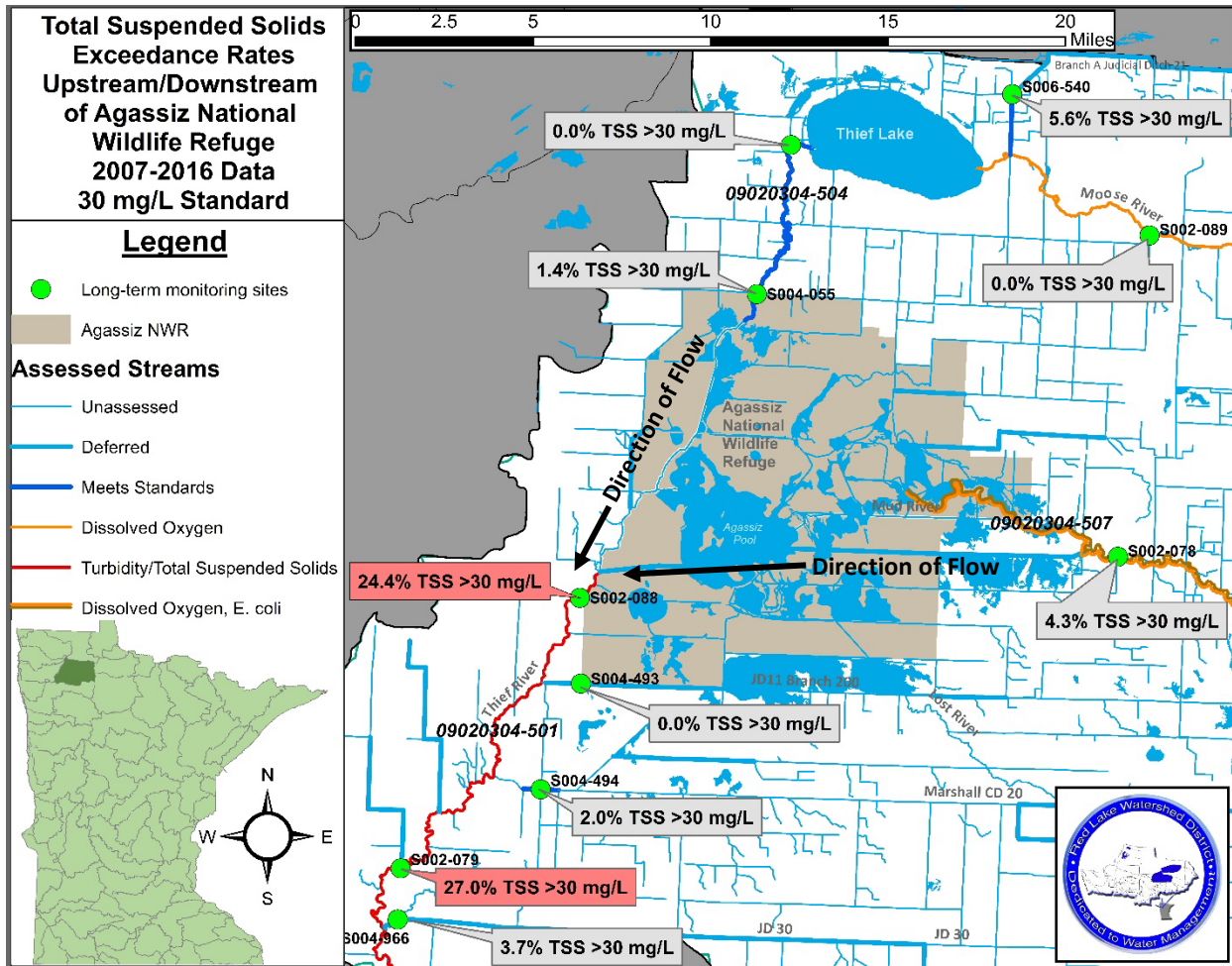
Station	Stream	Location	Average 2007-2016 April - Sept. TSS Concentration (mg/L)	90th Percentile 2007- 2016 April - Sept. TSS Concentration (mg/L)
S002-078	Mud River	Hwy 89, upstream of Agassiz Pool	8.7	19
S004-055	Thief River	380th St. NE, upstream of Agassiz Pool	9.3	18.5
S002-088	Thief River	Marshall CSAH 7, downstream of Agassiz Pool	32.3	60
S002-079	Thief River	140th Ave, near Thief River Falls	22.9	45.4
S007-063	Red Lake River	Pennington CSAH 7, upstream of Thief River Falls	9.0	23.8

Exceedances of the TSS standard are infrequent in the Thief River and Mud River upstream of Agassiz Pool and infrequent in the Red Lake River upstream of Thief River Falls. Only one sample (4.35% of 23 samples) exceeded the 30 mg/L standard at the CSAH 7 crossing of the Red Lake River (S007-063) in 2007-2016 data. Concentrations of TSS have been strongly trending upward in the Thief River at CSAH 7,

City of Thief River Falls Drinking Water Supply: Upstream Water Quality in the Thief River and Red Lake River

downstream of Agassiz Pool. Trends in the Thief River and Red Lake River near Thief River Falls have been a mixture of upward, downward, and steady trends.

Sources of Excess Sediment and other Pollutants



Multiple studies sought to explain why TSS levels and assessment statistics are worse downstream of Agassiz Pool compared to upstream stations even though upstream waters meet the TSS standard and the pool has been capturing sediment. Erosion from high-flow discharges caused erosion of the Judicial Ditch 11 outlet channel in the past, but that channel has been repaired and stabilized. Reports from the USFWS document a sediment management strategy and results of drawdowns upon sediment and vegetation within the pool. Those reports reveal plans to flush sediment downstream and describe how extensive erosion has occurred within the pool during drawdowns. Those activities are the most likely cause of excess TSS that has been recorded in the Thief River at CSAH 7.

High flows and erosion (streambank erosion and agricultural runoff) contribute to total suspended solids (TSS) concentrations. Riparian buffers were lacking in extent or quality along some channels. The Minnesota Buffer Law has helped by requiring perennial vegetative buffers along rivers and ditches. Hydrological Simulation Program Fortran (HSPF) models identified relatively high sediment yield rates for subwatersheds along the Thief River compared to the upstream, eastern portion of the Thief River Watershed and compared to the Red Lake River upstream (east) of Thief River Falls.

City of Thief River Falls Drinking Water Supply: Upstream Water Quality in the Thief River and Red Lake River

Unstable streambanks have been documented along the length of the Thief River and its tributaries. Fluvial geomorphology studies found unstable Pfankuch stability ratings at 2 of 3 stations along the Thief River between Agassiz Pool and the Red Lake River. Each station along the Red Lake River, upstream of Thief River Falls, received a “stable” Pfankuch stability rating. Erosion rates along the Agassiz Pool to Red Lake River portion of the Thief River ranged from 31.7 tons/mile/year to 161 tons/mile/year. Erosion rates along the Red Lake River were lower with a range of 12.7 tons/mile/year to 45.8 tons/mile/year.

A stormwater drainage system within the city of Thief River Falls, was found to be contributing high concentrations of *E. coli* bacteria to the Thief River Falls Reservoir. Progress has been made on reducing pollutants in that channel through septic system upgrades and city sewer hook-ups.

Sedimentation and Water/Sediment Management of Agassiz Pool

Multiple rivers/ditches flow into Agassiz Pool, within Agassiz National Wildlife Refuge. The Mud River (also known as Judicial Ditch 11) enters the pool from the east. The Thief River (State Ditch 83) enters the pool from the north. The Sediment (suspended and bed load) accumulates within Agassiz Pool. A portion of the Judicial Ditch 11 channel crosses the pool from east to west. The pool has been accumulating sediment since its construction. A radial gate dam is used to flood and drain the pool. The accumulation of sediment has filled-in portions of the pool and affected waterfowl habitat.

Analysis of water quality data in figures on page 59 of the Thief River Watershed Restoration and Protection Strategy show that TSS concentrations have generally decreased in the Mud River upstream of Agassiz Pool and increased in the Thief River downstream of Agassiz Pool since regular monitoring began in the 1990s.

A 2008-2010 study by the United States Geologic Survey recorded higher loads of sediment at the two Agassiz Pool outlets (12,939 tons/year plus 2,175 tons/year) than the total of loads that were recorded at three monitored inlets (3,065 tons/year).

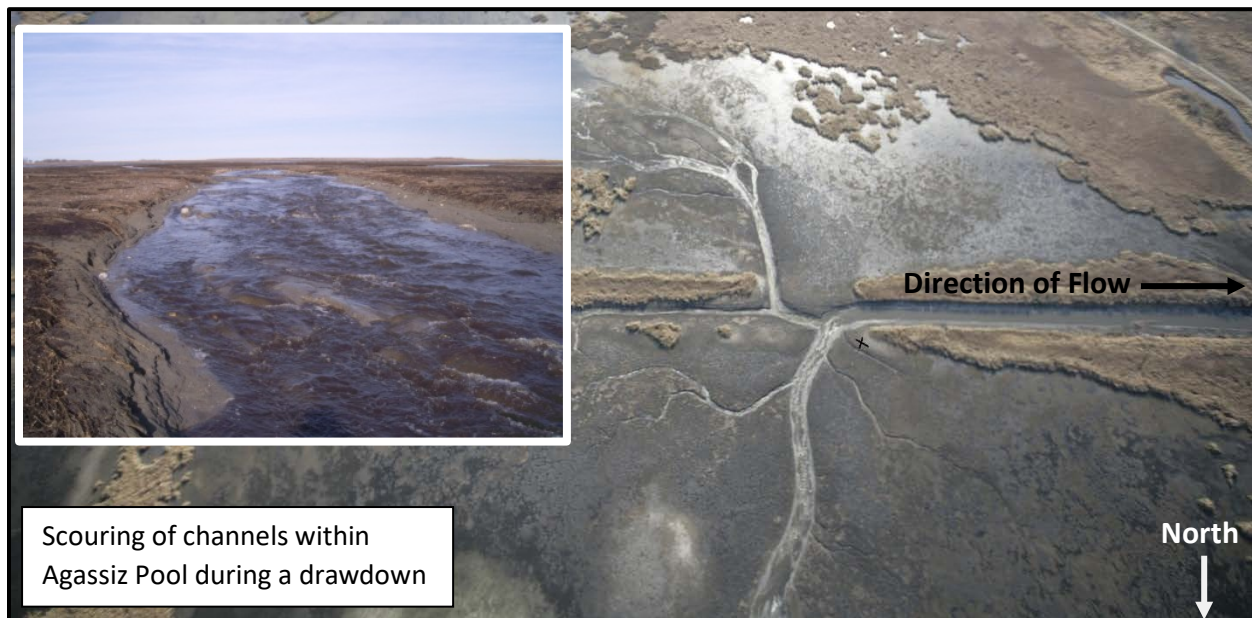
The 2011 Sediment Loading and Sources to Agassiz National Wildlife Refuge study by Shawn Schottler and Daniel Engstrom used sediment cores and radioisotope soil fingerprinting to characterize the amount of sedimentation within Agassiz Pool and likely sources. The dominant source of the sediment within Agassiz Pool was erosion of upland and fields. The study estimated that 1.2 million metric tons of inorganic sediment have accumulated in Agassiz Pool since controlled inundation of the refuge (approximately 1940). The study identified a concern that the Judicial Ditch 11 channel was full of sediment and infilling of the pool could accelerate.

A project was funded in 2012 by the Clean Water Fund (Agassiz Pool Accelerated Sediment Reduction) to target the watershed of Agassiz Pool with grassed filter strips, grade stabilization structures, and windbreaks to reduce runoff.

The United States Fish and Wildlife Service adopted a strategy for removing existing sediment from the Refuge through flushing and scouring from multiple drawdowns and breaches over several years. High TSS concentrations have been recorded during drawdowns, especially while flow rates are receding. The pooled water is relatively low in TSS, but erosion within the pool begins as the water levels drop. The high TSS concentrations occurred after much of the pooled water had drained and flow became concentrated within the ditch channel and gullies that formed at breaches in the Judicial Ditch 11 spoil bank.

City of Thief River Falls Drinking Water Supply: Upstream Water Quality in the Thief River and Red Lake River

A 2012 study by the United States Fish and Wildlife Service examined the effects of a drawdown and reported that “the drawdown within the pool caused significant disturbance to emergent wetland vegetation and substrate in the immediate vicinity of the Ditch-11 Outlet. The head differential created between water surface elevations in the main ditch system extending upstream of the Ditch-11 Outlet and water surface elevations within Agassiz Pool appear to have created velocities sufficient to flatten vegetation and scour multiple networks of channels.



References

- Thief River Watershed Restoration and Protection Strategy (WRAPS) Report:
 - <https://www.pca.state.mn.us/sites/default/files/wq-ws4-49a.pdf>
- Thief River Watershed Total Maximum Daily Load (TMDL) Report:
 - <https://www.pca.state.mn.us/sites/default/files/wq-iw5-11e.pdf>
- Assessment of Nutrients and Suspended Sediment Conditions in and near the Agassiz National Wildlife Refuge, Northwest Minnesota, 2008–2010:
 - <https://pubs.usgs.gov/sir/2012/5112/sir2012-5112.pdf>
- Assessment of Water Quality Conditions: Agassiz National Wildlife Refuge, 2012:
 - <http://ecos.fws.gov/ServCatFiles/reference/holding/23563?accessType=DOWNLOAD>
- Sediment Loading and Sources to Agassiz National Wildlife Refuge:
 - <https://catalog.data.gov/dataset/sediment-loading-and-sources-to-agassiz-national-wildlife-refuge>
- Decision Analysis of Mitigation and Remediation of Sedimentation Within Large Wetland Systems—A Case Study Using Agassiz National Wildlife Refuge:
 - <https://pubs.usgs.gov/of/2014/1180/pdf/ofr2014-1180.pdf>
- Sediment Loading and Sources to Agassiz National Wildlife Refuge
 - By Shawn Schottler and Daniel Engstrom (not currently available online)

By Corey Hanson, Red Lake Watershed District Water Quality Coordinator. 4/3/2020

February 2020 was a month that was spent getting caught up on reports and data submittals while assembling work plans for 2020 and 2021.

River Watch

The Red Lake County Central River Watch Team set up an informational Aquatic Invasive Species (mainly Zebra mussels) booth up at a basketball game on Feb 4th. The booth featured information and games for visitors. District staff also completed two River of Dreams classroom visits.

Bartlett Lake Management Plan

District staff completed a revision of a Draft Bartlett Lake Management Plan in preparation for the February 20, 2020 planning meeting. District staff also prepared an agenda for the meeting. The meeting was well attended, had lots of discussion, and concluded with a dot voting exercise in which attendees voted for the goals/action that they felt were most important. MPCA staff gathered and shared information from an alum treatment workshop that will be reviewed by District staff and summarized at the next meeting. BWSR staff shared information about the type of feasibility study that is required for alum treatment grant applications.

Thief River One Watershed One Plan (1W1P)

District staff updated the Thief River 1W1P website so that it contains all the documents that are required to submit the plan to the Minnesota Board of Water and Soil resources and to announce that the Final Draft Thief River Comprehensive Watershed Management Plan has been completed and prepared for submittal to the Minnesota Board of Water and Soil Resources, along with supporting information (<https://www.rlwdwatersheds.org/thiefriver1w1p>).

The Thief River 1W1P Comprehensive Watershed Management Plan was approved by all the Local Governmental Units and submitted for final review by the agencies. The plan will be reviewed by the BWSR Northern Regional Committee meeting on March 4, 2020.

Red Lake River Watershed One Watershed One Plan

BWSR approved the funding request for the 2020 Watershed Based Funding submitted on January 22nd. The Red Lake River watershed is receiving \$1,071,149 in watershed-based funding from the Minnesota Board of Water and Soil Resources (BWSR). With the required matching funds, its work plan has a total budget of \$1,178,264. Priority projects and actions in the plan include.

1. Three grade stabilization projects in the Black River subwatershed
2. Stabilization of the RLWD Ditch 10 outlet
3. Grade stabilization in the Burnham Creek subwatershed
4. Grade stabilization structure or WASCORB in the Browns Creek drainage area
5. Grade stabilization near the Red Lake River, north of Red Lake Falls
6. Exclusion fencing and grazing management in multiple subwatersheds
7. Stabilization of the CD 96 outlet

RED LAKE WATERSHED DISTRICT MONTHLY WATER QUALITY REPORT

February 2020

8. Grade stabilization of a large erosion problem near the Red Lake River west of Red Lake Falls
9. Cover crops in priority management areas
10. Agricultural practices in areas that were prioritized by PTMApp

The West Polk SWCD submitted a project funding request for stabilization of a severe, recurring erosion near the RLWD Project 43B portion of Burnham Creek. This erosion problem had been noted during Red Lake River WRAPS reconnaissance of the Burnham Creek watershed.



Other Notes

- District staff reviewed 2019 field data entries, compiled the data into an EQUIS submittal spreadsheet and sent the data to the MPCA.
- A July 2019 Water Quality Report was completed and posted on the District's website: <http://redlakewatershed.org/waterquality/MonthlyWQReport/2019%2007%20July%20Water%20Quality%20Report.pdf>
- A September 2019 Water Quality Report was completed and posted on the District's website: <http://redlakewatershed.org/waterquality/MonthlyWQReport/2019%2009%20September%20Water%20Quality%20Report.pdf>

RED LAKE WATERSHED DISTRICT MONTHLY WATER QUALITY REPORT

February 2020

- A October 2019 Water Quality Report was completed and posted on the District's website: <http://redlakewatershed.org/waterquality/MonthlyWQReport/2019%2010%20October%20Water%20Quality%20Report.pdf>
- A November 2019 Water Quality Report was completed and posted on the District's website: <http://redlakewatershed.org/waterquality/MonthlyWQReport/2019%2011%20November%20Water%20Quality%20Report.pdf>
- A December 2019 Water Quality Report was completed and posted on the District's website: <http://redlakewatershed.org/waterquality/MonthlyWQReport/2019%2012%20December%20Water%20Quality%20Report.pdf>
- District staff reviewed the Pelican River Watershed District's monitoring plan at their request.
- District staff wrote articles for the 2019 Red Lake Watershed District Annual Report.
- District staff prepared a revised presentation on the use of standard operating procedures for the upcoming Annual Red River Basin Water Quality Monitoring Training.
- The International Water Institute shared a 2019 Year in Review newsletter: <https://mailchi.mp/89779f45c4d5/iwi-river-rendezvous-newsletter-winter-2018-845877?e=b6f98d18cb>

Water quality related notes and minutes from the February 13, 2019 Red Lake Watershed District Board of Managers meeting.

- The District was notified that a U.S. Army Corps of Engineers' permit was approved for the Thief River Falls Westside Flood Damage Reduction Project.
- Administrator Jesme was informed that the Clearwater SWCD was forming an application process to begin the Clearwater River 1W1P process. Jesme indicated the need to form a Policy Committee and Planning Work Group, prior to the start of the application.
- The Board reviewed information on the water quality of the Thief River as it pertains to the City of Thief River Falls' drinking water supply.
- Pennington SWCD submitted a request for a financial donation for the Area I Envirothon. The Area I Envirothon was scheduled for April 29, 2020, at Agassiz National Wildlife Refuge. Motion by Page, seconded by Dwight, to donate \$300 to the Area I Envirothon to promote education and awareness of water quality issues. (The 2020 Envirothon was eventually canceled due to the COVID19 pandemic.)
- Administrator Jesme stated that the Red Lake SWCD has inquired on the possibility of hiring a Joint Engineer between the District and the SWCD's involved in the 1W1P. Jesme will have discussions with the various offices and report back to the Board.

Meetings and Events from February 2020

- **February 7, 2020** – Meeting with Minnesota Department of Health, Minnesota Pollution Control Agency, and city of Thief River Falls representatives in Bemidji to discuss Thief River Falls drinking water issues that have been caused by poor water quality in the Thief River.
 - The drinking water problem in Thief River will be split into two categories:
 - Short-Term Solution (moving the intake to upstream of the Thief River confluence with the Red Lake River)
 - More feasible but will require \$5-7 million
 - The current intake will be kept as a backup

- Long-Term Solutions (addressing sources of sediment and other pollutants in the watershed, including the discharge of sediment and other pollutants from Agassiz Pool during drawdowns)
 - High-level agency discussions with local city and MPCA staff will continue.
- Spring hydrogen sulfide issues at the Thief River Falls dam have lessened since the rock riffle structures were constructed along the JD 11 outlet channel downstream of Agassiz Pool.
- There may be a need to conduct more intensive monitoring in 2020 during Agassiz Pool drawdowns.
- **February 10, 2020** – Thief River One Watershed One Plan conference call
 - Plan submittal to BWSR: District staff will put together the materials for submittal including the plan, 60-day comments, record of public hearing, and responses.
 - Planning for the North Region Committee meeting that will be held on March 4, 2020
 - Memorandum of Agreement status updates: Six of the seven LGUs have approved the MOA.
 - Coordinator role updates/discussion
 - Workplan development and funding request
- **February 20, 2020** – Bartlett Lake Management Planning meeting in Northome
- **February 25, 2020** – Red River Watershed Management Board Monitoring Advisory Committee.
 - A RRWMB Water Quality meeting was held in the District office on February 25th to develop criteria for funding water quality projects, using funds that were appropriated by the RRWMB.
 - Comments on the International Joint Commission water quality standards (0.150 mg/L total phosphorus and 1.15 mg/L total nitrogen) for the Red River of the North were also reviewed.
 - District staff reviewed and provided comments on the Application Packet for Water Quality Projects and the Application Packet for Programs.
 - The RRWMB water quality funding can be used as matching funds for BWSR Clean Water Fund grants (for 1WIP projects). It can be used to help fund projects that didn't "make the cut" for BWSR Clean Water Fund competitive grant funding. The seven member watershed districts are the only organizations that are eligible funding, but they can subcontractor with other entities to accomplish projects.
- **February 27, 2020** – PTMAApp workshop
- **February 27, 2020** – Thief River One Watershed One Plan Planning Workgroup meeting

Red Lake Watershed District Monthly Water Quality Reports are available online:
<http://www.redlakewatershed.org/monthwq.html>.

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Learn more about the watershed in which you live (Red Lake River, Thief River, Clearwater River, Grand Marais Creek, or Upper/Lower Red Lakes) at www.rlwdwatersheds.org.

"Like" the Red Lake Watershed District on [Facebook](#) to stay up-to-date on RLWD reports and activities.