

RED LAKE WATERSHED DISTRICT

June 25, 2020

Agenda

9:00 a.m.

Call in 1-218-633-7314 - Conference Number 250 - Password 5800

9:00 a.m.	Call to Order	Action
	Review and approve agenda	Action
	Requests to appear	Information
	June 11, 2020 Minutes	Action
	Financial Report dated June 24, 2020	Action
	Proposed 2021 Budget/Salary Schedule	Information
	Rob Sip, RRWMB	Information
9:40 a.m.	RLWD/Sandhill River WD Boundary Changes – Onstad Township	Info./Action
	Thief River Falls Westside FDR Project, RLWD Project No. 178 Pay Estimate No. 4	Information Action
	RLWD Ditch 16, RLWD Project No. 177 Pay Estimate No. 3	Information Action
	Improvement to Polk County Ditch 39, RLWD Project No. 179	Info./Action
	Black River Impoundment Funding options	Information
	FDR Work Group Budget Fiscal Year 2021	Information
	West Polk SWCD – Memorandum of Agreement-Buffer Law	Info./Action
	Moose River Impoundment, RLWD Project 13	Information
	Shaumburg Ring Dike, RLWD Project 129AR-Final Pay Estimate	Action
	Threat Ring Dike, RLWD Project No. 129AS	Information
	Drainage Dispute-Star Township, Pennington County-Update	Information
	Table Permit No. 20-100, Josh Barrett	Info./Action

Permits: No. 20073, 20078, 20080, 20084, 20086-20088, 20091-20099, Action
20101, 20102-20104, 20107, 20110-20113, 20115, 20117,
20118

Administrators Update Information

Legal Counsel Update Information

Managers' updates Information

Adjourn Action

UPCOMING MEETINGS

July 3, 2020	Independence Day Observed-Office Closed
July 9, 2020	RLWD Board Meeting, 9:00 a.m.
July 21, 2020	RRWMB Meeting, 10:00 a.m.
July 23, 2020	RLWD Board Meeting, 9:00 a.m.
August 13, 2020	RLWD Board Meeting, 9:00 a.m.

RED LAKE WATERSHED DISTRICT
Board of Manager's Minutes
June 11, 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 in person: Managers Dale M. Nelson, Terry Sorenson, Allan Page, LeRoy Ose and Les Torgerson. Present via conference call: Managers Gene Tiedemann and Brian Dwight. Staff Present: Myron Jesme and Tammy Audette and Legal Counsel, Delray Sparby.

The Board reviewed the agenda. Motion by Ose, seconded by Page, and passed by unanimous vote that the Board approve the agenda. Motion carried.

The Board reviewed the May 28, 2020 minutes. Motion by Torgerson, seconded by Sorenson, to approve the May 28, 2020 Board meeting minutes. Upon roll call vote, motion carried unanimously.

The Board reviewed the Financial Report dated June 10, 2020. Motion by Sorenson, seconded by Dwight, to approve the Financial Report dated June 10, 2020. Upon roll call vote, motion carried unanimously.

Staff member Arlene Novak reviewed the Investment Summary as of June 10, 2020.

Staff member Arlene Novak discussed the District's 2020 General Fund Levy, and how the levy is disbursed to the General Fund and the RRWMB. Novak referenced Board meeting minutes from January 29, 1988, and how the levied amount would be calculated. Motion by Ose, seconded by Torgerson, to continue using the same process as in the past. Upon roll call vote, motion carried unanimously.

Staff member Arlene Novak reviewed the General Fund Budget as of May 31, 2020.

Staff member Arlene Novak reviewed the League of MN Cities Insurance Trust 2020-2021 Notice of Premium Options for Standard Premiums of less than \$25,000 Workers Compensation. Following questions of the Regular Premium or Deductible Premium options, a motion was made by Ose, seconded by Page, to select the option of Regular Premium and approve Administrator Jesme to sign the renewal form. Upon roll call vote, motioned carried unanimously.

Staff member Arlene Novak presented information regarding the renewal of the District's League of Minnesota Cities Property and Casualty Liability Insurance and Excess Liability Coverage. Motion by Ose, seconded by Torgerson, to renew the Property and Casualty Liability Coverage with the League of Minnesota Cities, and waive the monetary limits on municipal tort liability to the extent of applicable liability insurance coverage and purchase excess liability coverage in the amount of \$2 million. Upon roll call vote, motioned carried unanimously.

The Board reviewed Pay Estimate No. 3 in the amount of \$356,473.89 to R.J. Zavoral and Sons, Inc. for construction of the Thief River Falls Westside Flood Damage Reduction Project, RLWD Project No. 178. Motion by Page, seconded by Sorenson, to approve Pay Estimate No. 3 in the amount of \$356,473.89 to R.J. Zavoral and Sons, Inc., for construction of the Thief River Falls Westside Flood Damage Reduction Project, RLWD Project No. 178. Upon roll call vote, motion carried unanimously.

The Board reviewed Change Order No. 4 for the construction of the Thief River Falls Westside Flood Damage Reduction Project, RLWD Project No. 178, with R.J. Zavoral and Sons, Inc., in the amount of \$15,594.00. Administrator Jesme stated that Change Order No. 4 is for an increase in the length of the 30-inch steel casing for sanitary sewer force main under Highway 32 by 23 feet which is part of the City of TRF portion of the contract. Motion by Sorenson, seconded by Dwight, to approve Change Order No. 4 in the amount of \$15,594.00 with R.J. Zavoral and Sons, Inc., for construction of the Thief River Falls Westside Flood Damage Reduction Project, RLWD Project No. 178, subject to City of TRF approval. Upon roll call vote, motion carried unanimously. Engineer Nate Dalager, HDR Engineering, Inc., updated the Board on construction progress.

The Board reviewed Pay Estimate No. 2 in the amount of \$86,924.58, to Burski Excavating, Inc., for construction of RLWD Ditch 16, RLWD Project No. 177. Motion by Dwight, seconded by Sorenson, to approve Pay Estimate No. 2 to Burski Excavating, Inc., in the amount of \$86,924.58 for construction of RLWD Ditch 16, RLWD Project No. 177. Upon roll call vote, motion carried unanimously.

Administrator Jesme stated that there is a landowner on Judicial Ditch 2, RLWD Project No. 48, requesting maintenance on a portion of the system. Jesme requested authorization to allow District staff to complete a full survey of the system to develop an updated profile/plan set with current datum of the legal drainage system. Motion by Ose, seconded by Page, to authorize District staff, to complete a full survey of the Judicial Ditch 2, RLWD Project No. 48. Upon roll call vote, motion carried unanimously.

The Board reviewed a Data Practice Request from landowner Mark Holy, requesting information from the Viewer's and Engineer's for the Improvement to Polk County Ditch 39, RLWD Project No. 179. Legal Counsel Sparby stated that he will research the request and send a letter to Mr. Holy. Administrator Jesme stated that the Petitioners of the project have submitted an additional bond for the project. To date, \$120,000.00 in bonds have been secured which will get us through final engineering and final hearing costs. Discussion was held on the potential of holding the Final Hearing. Sparby indicated that a hearing can be held inside but would have to have 25-50% of the capacity of the facility. Discussion was had that due to limited public venues being available due to venues being closed, it may be difficult to hold a live hearing to comply with COVID 19 Government Orders.

The Board reviewed a Lease Agreement with landowner Craig Stroot, for the rental of agricultural land within the Parnell Impoundment, RLWD Project No. 81. Administrator Jesme

stated that Mr. Stroot wishes to extend the lease set to expire in December 2020 at a rate of \$30.00 per acre. Discussion was had as to possible increase of rental rate. After considerable discussion, it was agreed that due to risk of farming within an impoundment, \$30.00 per acre for rental rate seems fair. Motion by Ose, seconded by Tiedemann, to approve the Lease Agreement with landowner Craig Stroot for the Parnell Impoundment, RLWD Project No. 81 at a rate of \$30.00 per acre. Upon roll call vote, motion carried unanimously.

Administrator Jesme stated that several beavers have been removed from a beaver dam near outlet of the Judicial Ditch 5, RLWD Project No. 102 system. Administrator Jesme questioned if the Board would like to have the beaver dam removed. Access to the beaver dam would need to be obtained from the north side of JD 5 and may need approval for access by local landowner. It was the consensus of the Board, to hold off on the removal of the beaver dam until after the court hearing on the 4 Legged Lake appeal to be held in July.

The Board reviewed the 2020 BWSR Grant Agreement for the Red Lake River 1W1P, RLWD Project No. 149, in the amount of \$1,071,149.00. Motion by Ose, seconded by Dwight, to authorize Administrator Jesme the authority to sign the 2020 BWSR Grant Agreement for the Red Lake River 1W1P, RLWD Project No. 149. Upon roll call vote, motion carried unanimously.

Staff members Nick Olson and Dave Marshall discussed repairs needed to the Seeger Dam Project, RLWD Project No. 50. Marshall stated that the estimated cost for repairs to the structure would be \$4,080. Motion by Torgerson, seconded by Page, to approve the repairs to the Seeger Dam, RLWD Project No. 50. Upon roll call vote, motion carried unanimously.

Engineer Nate Dalager, HDR Engineering, Inc., and Wayne Johnson, City of Thief River Falls, appeared before the Board to discuss the potential of the restoration of an oxbow located within the City of Thief River Falls. Dalager stated that it is an old oxbow that is now the home of cattails and seven feet of fill and lime sludge. Restoration of the oxbow would improve water quality, and phosphorus and chloride reduction, with the installation of a sediment pond. Johnson has spoken to the MnDNR, indicating that an Environmental Assessment Worksheet would be required. Johnson requested a partnership with the District, and potential of funding through the RRWMB as this would be a water quality project. Administrator Jesme stated that this project would be like the Bagley Urban Stormwater Project, RLWD Project No. 151. Manager Dwight recommended applying for a Clean Water Fund Application to assist in the funding of the project. Motion by Dwight, seconded by Sorenson, to approve the partnership with the City of Thief River Falls for the restoration of oxbow, to present the project to the RRWMB for funding of a Water Quality Project, RLWD Project No. 46. Upon roll call vote, motion carried unanimously.

The Board reviewed the Release of Claims and Indemnification and Hold Harmless Agreement for the following individuals and projects: LeRoy Christenson, RLWD Project No. 60D, RLWD Project No. 81 and LRWD Project No. 121; Mark Askeland, RLWD Project No. 60C, and, RLWD Project No. 60D; Kyle Novacek, RLWD Project No. 175; John Sorenson, RLWD Project No. 169; Josh Barrett, RLWD Project No. 166; Andrew Johnson, RLWD Project No. 171/171A.

After considerable discussion about terminology in the agreements, Motion by Ose, seconded by Torgerson, to approve the Release of Claims and Indemnification and Hold Harmless Agreements as presented. Upon roll call vote, motion carried unanimously.

Motion by Sorenson, seconded by Page, to approve the purchase of an additional ESRI Desktop Basic and two Spatial Analyst licenses for \$300.00 and AutoCad Civil 3D license at a cost of \$1,506.99. Upon roll call vote, motion carried unanimously.

Staff member Dave Marshall presented three options for additional survey equipment. Motion by Sorenson, seconded by Torgerson, to authorize the purchase of a new data collector, Trimble Software, and upgrades to the GPS units to utilize the latest firmware and available satellites from Frontier Precision at a cost of \$12,759.55. Upon roll call vote, motion carried unanimously. Marshall stated that this price also includes a GPS rod, batteries, charger, carrying bag, and onsite installation/training.

Staff member Nick Olson discussed a letter that was submitted to landowner Robert Miller regarding a drainage dispute located in Section 13, Star Township, Pennington County. Olson stated that Miller removed the blockage, and it appears that it has been brought back to the prior elevation. Discussion was had on District's Rules and Regulations as well as what options were available for landowners to resolve the issue on their own.

The Board reviewed a letter from Enbridge Energy for approval of their Line 3 Replacement Project. Administrator Jesme stated that Enbridge Energy is requesting a written Statement of No Objection. Motion by Torgerson, seconded by Tiedemann, to approve the submittal of a letter to Enbridge Energy for approval of their Line 3 Replacement Project. Upon roll call vote, motion carried unanimously.

Staff member Nick Olson discussed two tile permit applications, where both permits have land that do not pay benefits into the same system where the tile system would outlet into. Olson has been working with Red Lake County Ditch Inspector Kurt Casavan, regarding the addition of property into the benefitted areas. Due to the COVID19 pandemic, holding a hearing at this time is not feasible, therefore Casavan has contacted landowners on both systems for verbal permission to allow the tile permits to proceed. Hearings will be held once it is allowable. Olson stated that both tile permits received pre-approval from him and Manager Page after approval from Casavan. Discussion was held on not allowing pre-approval on tile permits prior to review and approval at a regularly scheduled Board meeting. Discussion was also had on approving permits prior to public hearings being held and the problems that may arise from doing so in the future. Motion by Dwight, seconded by Ose, that all RLWD Tile Permit applications will not be approved until submitted to the Board at a regularly scheduled Board meeting. Upon roll call vote, motion carried unanimously. Discussion was held on submitting a letter to each of the counties within the District, stating that any tile permits that require adding additional lands, that do not currently pay benefits into the benefitted area, will need to comply with the Minnesota State Statutes prior to approval by the Board. Motion by Ose, seconded by Page, to authorize Administrator Jesme to submit a letter to each County Ditch Authority within

the District, indicating that any tile permits will need to comply with Minnesota State Statutes, prior to approval by the District Board. Upon roll call vote, motion carried unanimously.

Motion by Page, seconded by Ose, to approve RLWD Permit No. 20-072, Earl Pederson, Gervais Township, Red Lake County, based on confirmation from Red Lake County Board that a public hearing will be held as directed under Minnesota State Statutes. Upon roll call vote, motion carried unanimously.

Motion by Ose, seconded by Page, to approve RLWD Permit No. 20-089, Kevin Malwitz, River Township, Red Lake County, based on confirmation from Red Lake County Board that a public hearing will be held as directed under Minnesota State Statutes. Upon roll call vote, motion carried unanimously.

The Board reviewed the permits for approval. Motion by Sorenson, seconded by Torgerson, to approve the following permits with conditions stated on the permit: No. 20071, Earl Pederson, Gervais Township, Red Lake County; No. 20073, Earl Roed, King Township, Polk County; No. 20075, Lessor Township, Polk County; No. 20076, Garden Valley Technologies, Sanders Township, Pennington County; No. 20077, Wylie Township, Red Lake County; No. 20081, Pennington County Highway Department, River Falls Township, Pennington County; No. 20082, Pennington County, Deer Park, Pennington County; No. 20083, Shirley Strand, Poplar River Township, Red Lake County; No. 20085, Shirley Strand, Poplar River, Red Lake County; and No. 20090, Robert Finstad, Rocksbury Township, Pennington County. Motion carried unanimously following roll call vote.

Administrators update:

- Jesme and Manager Ose will attend the June 16, 2020 RRWMB meeting via Microsoft Teams. Jesme will update the RRWMB on the TRF Westside FDR Project.
- Jesme attended the RRWMB Finance Committee on June 2, 2020 at the District office.
- Included in the packet was the River Watch Newsletter. Red Lake County won Gold 2 years in a row. Red Lake Falls was recognized for their 20 years of River Watch participation and Sidney Olson (RLCC) was awarded the first River Watch Scholarship in the amount of \$2,000. This is a great reflection of the District's program as well as Staff member Hitts' commitment in making sure the kids have ownership in the program.
- Plans and Specifications for the Threat Ring Dike have been completed and with quotes expected in by June 15th. Staff member Marshall will complete on construction inspection and review of plans and specifications.
- Jesme will participate in a FEMA/DFIRM Coordination meeting on June 17th. The purpose of the meeting is to update community officials and map process, discuss next steps, ordinance information, public comment period and areas of concerns. This is all part of a grant the District and MnDNR partnered in to review the floodplain along the Red Lake River from Thief River Falls to East Grand Forks.

Legal Counsel Sparby discussed the pre-trial conference on the Judicial Ditch 5/Four-Legged Lake, RLWD Project No. 102. Sparby indicated that it appears that it will be mostly on the record that we provide and as agreed to by the parties. Arguments will be held over zoom video, with the Clearwater County Engineer possibly being the only witness called.

Manager Torgerson thanked the District staff members for their efforts in carrying out District business in spite of recent events.

Motion by Torgerson, seconded by Ose, and passed by unanimous roll call vote to adjourn the meeting.

LeRoy Ose, Secretary

RED LAKE WATERSHED DISTRICT
Financial Report for June 24, 2020

Ck#	Check Issued to:	Description	Amount
online	EFTPS	Withholding for FICA, Medicare, and Federal taxes	4,383.75
online	MN Department of Revenue	Withholding taxes	794.20
online	Public Employees Retirement Assn.	PERA	2,672.55
online	EFTPS	Withholding for FICA, Medicare, and Federal taxes	529.64
online	MN Department of Revenue	Withholding taxes	50.00
38235	Burski Excavating, Inc.	Pay request #2, RLWD Ditch 16	86,924.58
38236	R.J. Zavoral & Sons, Inc.	Pay request #3, TRF Westside FDR Proj.	356,473.89
38237	Cenex Credit Card	Gas for vehicles	293.67
38238	Corporate Technologies LLC	Monthly Managed IT (\$885) and MS Office 365 (\$187.50)	1,072.50
38239	East Polk SWCD	Reimburse for RMB Lab costs(9 sample sites)	1,980.00
38240	ESRI	Desktop ArcGIS Desktop and Spacial Analysist Single Use Lice	300.00
38241	Further	FSA monthly account fees	11.80
38242	Erik Haman	Remove 2 beaver each from Proj. 102 and 49	300.00
38243	HDR, Inc.	Construction services for TRF Westside FDR Project	35,518.39
38244	Houston Engineering, Inc.	* See below for explanation	14,972.00
38245	Marco	Monthly telephone (\$329.82) and M-Files/copier issues (\$210)	539.82
38246	Marshall & Polk Rural Water System	Relocation and tie in of water lines for RLWD Ditch 16 Proj.	16,728.25
38247	Matrix Trust Company	Deferred Compensation	1,666.92
38248	NCPERS	Life insurance premium	112.00
38249	Dale M. Nelson	Mileage	44.85
38250	Northwest Beverage, Inc.	H2O for office	47.00
38251	Northwestern Mutual Financial	Deferred Compensation	808.07
38252	Pennington Fast Lube	Tire repair on 2019 Ford	18.00
38253	Reierson Excavating	Remove trash/debris from trash rack at Greenwood St.,Ditch 14	200.00
38254	RMB Environmental Laboratories	Lab analysis-wq samples	2,287.00
38255	RV Sports Inc.	Oil and oil changes on Arctic Cat Four Wheelers	394.73
38256	Speedee Delivery	Overnight delivery of water samples to RMB Labs	17.33
38257	Sun Life Financial	Life insurance premium	144.64
38258	Thibert Chevrolet & Buick, Inc.	Air conditioner and radiator repairs-2015 Chev.	1,284.17
38227	TD Ameritrade Trust Company	Voided check	(1,666.92)
direct	Al Page	Mileage	10.35
direct	Terry Sorenson	Mileage	43.12
online	Cardmember Services	** See below for explanation	1,062.20
direct	Aflac	Staff paid insurances	593.76
	Payroll		
	Check #11969-11980		15,189.01
	Total Checks		\$ 545,801.27

***Houston Engineering, Inc**

Proj. 164 RLWD Ditch 10	10,148.00
PROJ. 60F Grand Marais Restorator	2,258.50
Proj. 43A Burnham Creek Habitat	<u>2,565.50</u>
Total	14,972.00

**** Cardmember Services**

ATT Apple iPhone 11-purchase	876.35
ATT--less downpayment on iPhone	-449.99
ATT-monthly cell phone expense	218.69
Rusty Nail-Board meeting expense	80.94
Walmart-headphones	25.08
Walmart-sanitizing supplies	61.91
HACH Company-Wq supplies	<u>249.22</u>
Total	1,062.20

Banking**Northern State Bank**

Balance as of June 10, 2020	\$ 588,229.48
Total Checks Written	(545,801.27)
Receipt #989777 Mahnomen County-70% of current tax settlement	1,727.54
Receipt #989778 Beltrami County-Current and delinquent tax settlement and special revenue	123,045.55
Receipt #989779 Itasca County-Current and delinquent tax settlement	1,005.95
Receipt #989780 Polk County-Current and delinquent tax settlement and special revenue	868,472.30
Receipt #989781 State of MN-50% of Red Lake River 1W1P based implementation funding	535,575.00
Balance as of June 24, 2020	<u>\$ 1,572,254.55</u>

Current interest rate is .30%

American Federal Bank-Fosston

Balance as of May 27, 2020	\$ 6,245,589.36
Receipt #989773 Craig Stroot-Annual rent for Parnell Impoundment	\$ 4,243.00
Receipt #989774 Marshall County-Delinquent and current tax settlement	3,860.83
Receipt #989775 Roseau County-Current tax settlement	195.47
Receipt #989776 Marshall County-State Ditch 83 delinquent taxes	738.07
Balance as of June 24, 2020	<u>\$ 6,254,626.73</u>

Current interest rate is .75%

2021 General Fund Budget proposed timeline:

- On or before July 23, 2020 Budget and Salary committee meet and prepare budget for July 23 Board meeting
- July 23, budget is presented to full Board for approval and set hearing date of August 27, 2020
- August 27, 2020 Hearing on 2021 Budget
- September 10, 2020 Board secretary sign levies and submit to auditors by September 15, 2020

2019 Minnesota Statutes

103D.911 BUDGET.

§

Subdivision 1. **Hearing.**

(a) Before adopting a budget, the managers shall hold a public hearing on the proposed budget.

(b) The managers shall publish a notice of the hearing with a summary of the proposed budget in one or more newspapers of general circulation in each county consisting of part of the watershed district. The notice and summary shall be published once each week for two successive weeks before the hearing. The last publication shall be at least two days before the hearing.

Subd. 2. **Adoption.**

On or before September 15 of each year, the managers shall adopt a budget for the next year and decide on the total amount necessary to be raised from ad valorem tax levies to meet the watershed district's budget.

History:

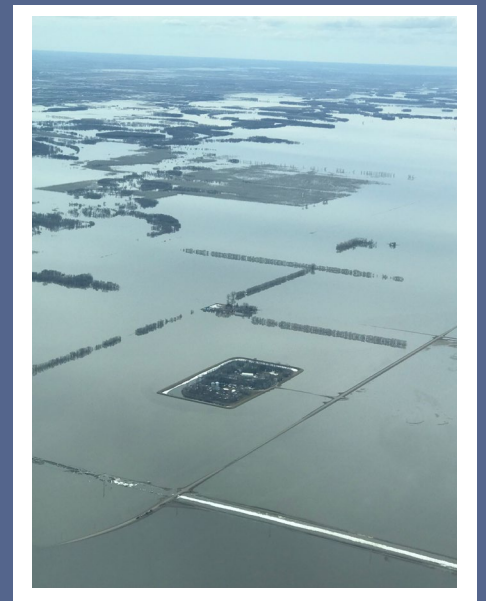
[1990 c 391 art 4 s 70](#); [1994 c 416 art 1 s 2](#)

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2019 YEAR IN REVIEW



March 2020



COVER PHOTOGRAPHS:

- Upper Right – Red River flooding on April 16, 2019 near Oslo, Minnesota looking north.
- Middle – A flood impoundment in the Red Lake Watershed District.
- Lower Right – A farmstead ring dike in the Middle Snake Tamarac Rivers Watershed District. Photograph taken on April 16, 2019.

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BACKGROUND

The purpose of this document is to provide a brief overview of Red River Watershed Management Board (RRWMB) accomplishments in calendar year 2019. This document is not all inclusive and does not replace the 2019 RRWMB annual report, which is currently under development. The forthcoming 2019 annual report will include more detailed budget and financial information related to projects and programs that were funded by the RRWMB. This document was prepared for the 22nd joint annual conference of the RRWMB and the Red River Basin Flood Damage Reduction Work Group (FDRWG) on March 10 and 11, 2020 in Moorhead, Minnesota. The following are key accomplishments for 2019:

- ▶ **Responsiveness to Membership:** A cornerstone of RRWMB customer interaction is responsiveness to membership needs. The RRWMB continued to provide several services to members and continued to enhance how interactions occurred with our members, partners, and stakeholders. The following were key services areas in 2019:
 - **State and Federal Lobbying Efforts:** The RRWMB contracted with a private firm to provide coordinated lobbying services at the direction of the Managers and the Executive Director. These critical services provided member watershed districts with a voice during the Minnesota legislative session. Results from the 2019 Minnesota legislative session are highlighted later in this document.
 - **Financial Resources for Flood Damage Reduction Projects:** Levy authority is used by the RRWMB as one funding source for its member watershed districts to construct regional flood projects that provide multipurpose benefits. The RRWMB funding commitments at the end of 2019 are included in Appendix A.
 - **Coordination of Legal Services:** The RRWMB retained legal counsel, which provided legal expertise and guidance to the RRWMB for issues potentially affecting its members. Several issues were reviewed by legal counsel in 2019, with guidance being shared with members watershed districts.
 - **Unified Voice for Northwest Minnesota Watershed Districts:** The RRWMB participates on statewide, federal, international, or regional groups such as the Minnesota Drainage Work Group (DWG), State Technical Committee for the USDA Natural Resources Conservation Service, Red River Basin Commission (RRBC), International Red River Board Water Quality Committee, and Red River Retention Authority (RRRA).
 - **Tracking of Permit and Regulatory Processes:** Another role of the RRWMB is to track the activities of state and federal agencies regarding water quality, wetland, and environmental permitting, rules, and regulations. The RRWMB reviewed and commented on several water quality rules proposed by state agencies in 2019.
 - **1998 Mediation Agreement:** The RRWMB is the fiscal agent for the Flood Damage Reduction Work Group (FDRWG) and provided many hours of in-kind time related to fiscal management and oversight. This activity also included processing of project team support payments and project acceleration grants through the FDRWG.

- ▶ **Strategic Plan:** The RRWMB approved its first ever strategic plan with seven priority areas and a new vision statement. The existing RRWMB mission, principal objective, and supporting objectives did not change. Below are the priorities in the new strategic plan:
 - Membership
 - Protection of Farmland
 - Funding
 - Multipurpose Drainage Water Management
 - Project Implementation
 - Flood Control and Protection of Infrastructure
 - Water Quality

RRWMB Strategic Plan Vision Statement: We believe in and value a framework that works toward and achieves economic vitality, sustained economic growth for our population base, and enhanced natural resources for the future in the RRB of the North.

We Will: (1) Work with our members, partners, and stakeholders to implement this vision through the mission and objectives of the RRWMB as provided by enabling legislation and our strategic plan and with a basin-wide approach, and; (2) Work with our members to fund and implement projects related to flood damage reduction, and water quality to protect public and private investments in accordance with our governing documents, the 1998 Red River Basin Flood Mediation Agreement, and the 20 percent flow reduction strategy.

- ▶ **Progress Indicators:** The RRWMB developed a Progress Indicators document to illustrate progress in several areas from January 1, 2018 to October 2019. The document does not consider previous years efforts or attempt to assess how the RRWMB developed or adjusted processes and procedures or how the RRWMB functioned prior to new staff being hired and placed. The development of the document also provides information to the RRWMB Managers as they make decisions about existing or new policies and procedures related to the Progress Indicators.

Weblink to RRWMB Progress Indicators:

<https://www.rrwmb.org/Strategic%20Plan/Progress%20Indicators.PDF>

- ▶ **Analysis of Staff and Consultant Costs Completed:** The RRWMB approved an analysis to illustrate costs directly related to staff salaries/benefits and consultants only for calendar years 2017 and 2018. The document does not include office supplies, office rent, technology (internet and telephone), or other general costs to maintain an office on a yearly basis. Costs in calendar year 2018 for staff and consultants was \$84,973 less or 18 percent lower than calendar year 2017. The RRWMB auditing firm reviewed the document and participated in the development of the analysis.

- ▶ **Summer Tour:** The RRWMB worked with several partners including the Minnesota Association of Watershed Districts (MAWD), RRRRA, RRBC, member watershed districts, and local units of government to host a successful and informative tour in the southern Red River Basin. The tour met the needs of all partners for an annual summer tour and below are photographs from the 2019 summer tour. The event was based out of Moorhead, Minnesota and was well attended primarily by people from across the State of Minnesota.



North Ottawa Flood Impoundment: The Bois de Sioux Watershed District (BdSWD) North Ottawa Flood Impoundment was visited. In the photograph at left, Chad Engels, Engineer for the BdSWD, explains how the North Ottawa Flood Impoundment functions and is operated while BdSWD Managers Linda Vavra and Jerome Deal look on.



Discovery Farms: The tour visited a Discovery Farms site at the Jerry and Jared Nordick Farm in Wilkin County. In the photograph at left, Jerry Nordick discusses the importance of the Discovery Farms Program and the value of edge of field monitoring while tour participants listened intently.

- ▶ **Conferences Hosted:** The RRWMB hosted or co-hosted the following events in 2019:
 - **Drainage Conference:** As part of the RRWMB and FDRWG 21st joint annual conference, 85 participants attended the drainage conference. Participants included watershed district managers and staff, soil and water conservation district staff, county commissioners and other local officials, and several partner and stakeholder groups.
 - **2019 Joint Annual Conference:** The FDRWG and RRWMB hosted the 21st joint annual conference with over 100 participants. The KFGO Radio show also broadcasted live from the event. Participants included watershed district managers and staff, soil and water conservation district staff, county commissioners and other local officials, and several partner and stakeholder groups.

- ▶ **Fiscal Management and Processes:** The RRWMB updated its Internal Controls and Treasurers Policy Manual that was adopted in 2018. Several funding agreements along with corresponding scopes of service were approved by resolution in 2019 for numerous flood damage reduction projects of our member watershed districts. The RRWMB continued to focus on process and procedure to ensure that financial resources are managed appropriately and responsibly.

- ▶ **Annually Funded Programs:** The RRWMB provided annual funding to the RRBC, RRRRA, International Water Institute for the River Watch Program, and the United States Geological Survey for stream flow monitoring. Funding agreements and corresponding scopes of service were approved via resolution for each program or activity. More detailed information about these programs and funds allocated will be included in the full 2019 annual report.

- ▶ **Water Quality Program:** The RRWMB approved \$3 million for the 2020 budget for water quality projects of its member watershed districts. The RRWMB directed the Water Quality and Monitoring Advisory Committee to develop process, procedure, and criteria for this Program. It is anticipated that this Program will be approved in the spring of 2020.

- ▶ **Communication Strategy:** The RRWMB updated the existing Communication Strategy that was first developed in 2018, which will continue to guide the efforts of the RRWMB regarding communication and outreach activities. The RRWMB focused on increased communication with its members, county commissioners, partners, and stakeholders in 2019. The RRWMB participated in several conferences in 2019 by attending, speaking, and staffing a booth such as the MAWD and RRBC annual conferences. In addition, the RRWMB and RRRRA had a joint booth at the 2019 Big Iron farm show in Fargo, North Dakota.

- ▶ **Communication and Outreach Tools:** Usage of social media has increased in 2019 with the RRWMB using Constant Contact and Facebook to share meeting packets, meeting highlights, general announcements, and e-newsletters. At least two communications were distributed electronically each month in 2019 to individuals that have enrolled to receive RRWMB information.

- ▶ **Programmatic Adjustments and Changes:** The RRWMB continued regular review of internal processes and procedures related to its Governing Documents. The following items were reviewed in 2019:
 - **Star Value Calculation:** The RRWMB directed its Technical Advisory Committee (TAC) to review the Star Value Calculation for water storage projects. The TAC conducted a review and recommended that no changes would be needed, with the RRWMB accepting this recommendation.
 - **Project Evaluation Worksheet Update:** The Worksheet was adjusted for formatting and minor content.
 - **New Forms:** An application form was developed for Programs, Studies, Testing, and Monitoring Efforts. In addition, a new form was also developed related to Criteria for Accepting and Processing Loan or Funding Advance Requests.

2019 LEGISLATIVE ACCOMPLISHMENTS

The RRWMB had a successful 2019 legislative session and we were able to make the case for our budget and policy issues to the Minnesota Senate and House of Representative and to work in a bipartisan manner. The Environment Policy and Legacy Funding Bill included \$150,000 each year of the biennium to the River Watch Program. The funding to take the program statewide was not part of the negotiated language. The following bills were included in the Environment Finance Bill and went into effect on July 1, 2019:

- ▶ **Per Diem:** Watershed Districts were allowed to increase manager compensation from \$75 per day to \$125 per day.
- ▶ **FDRWG:** The RRWMB had requested an increase in base funding for the FDRWG to \$364,000. Several base funding programs were reduced but the RRWMB was able to maintain its base level of \$264,000 in the respective Environment Finance Bills.
- ▶ **Project Levy:** The RRWMB worked with MAWD on the Project Levy legislation that was amended into the final tax bill. This legislation allows a watershed district to compete for funding for projects through entities like the Clean Water Council to fund projects that need additional financial resources for natural resource enhancements.
- ▶ **Wetland Replacement In-lieu Fee Program:** The RRWMB worked with a coalition to pass legislation allowing the Board of Water and Soil Resources (BWSR) to complete planning frameworks for federal approval of an in-lieu fee program for wetland replacement. This program may assist member watershed districts with the ability to use wetland credits for flood damage reduction projects. The language was vetoed by Governor Mark Dayton but signed in 2019 by Governor Tim Walz.
- ▶ **Coordinated Watersheds:** This language was also signed into law in 2019. The language eliminates duplicative efforts between the state's Total Maximum Daily Loads, Watershed Restoration and Protection Strategy, and One Watershed One Plan.

- ▶ **DWG:** Although the RRWMB participated in crafting the DWG Drainage System Repair Cost Apportionment Option (DSRCA) and the Drainage System Acquisition and Compensation of Buffer Strips, we took a step back this year and did not promote the DWG legislation. The legislation was passed and signed into law in the waning hours of the session. The legislation is optional and will assist drainage authorities if the drainage authority chooses to take the new path.

The DSRCA option enables a voluntary, alternative method for repair cost apportionment to better utilize technology to apportion drainage system repair costs based on relative runoff and sediment. If a drainage authority decides to use this provision it may provide property owners with a more consistent, equitable, timely, and cost-effective repair cost.

The New Law:

- Can only be used for Minnesota Statutes Chapter 103E drainage system repair cost apportionment.
 - Did not change or replace the viewing provisions in Minnesota Statutes Chapter 103E for drainage projects or redetermination of benefits and damages.
 - Did give a drainage authority the ability to utilize current and future technology such as GIS and digital data to evaluate runoff and sediment contributions to a drainage system, together with appropriate on-site verification if the drainage authority chooses to adopt this method.
 - The buffer trip option allowed benefited landowners and their county or watershed district drainage authority to finance and implement ditch buffer strips through low interest loans. This allows public drainage systems to acquire, compensate and maintain ditch buffer strips.
- ▶ **Developers Bill of Rights:** The RRWMB and MAWD were able to hold back the Developer's Bill of Rights. Among other things this legislation would have required a watershed district to go through a Statement of Need and Reasonableness (SONAR) each time it promulgated rules, which could lead to a watershed district having to go before an Administrative Law Judge. The result would have been increased local costs, additional rulemaking, and would have also required the following:
 - County Commissioners must try to find a someone with real estate experience to be on the watershed board.
 - Annual public reporting of all engineering fees.
 - Dictated that board managers could not adopt or enforce certain rules including but not limited to creating a wetland buffer, together with any side slope, grade or other required setback, impose requirements or manage the watershed to mimic resettlement or predevelopment hydrologic conditions.

Legislative Coordination and Outreach: The RRWMB Legislative Committee worked with the Legislative Liaison and Executive Director to develop recommendations for the 2019 Minnesota legislative priorities, which were approved by the RRWMB Managers. Input was also received from RRWMB member watershed districts to develop the priorities. In addition to legislative accomplishments, the RRWMB Legislative Liaison was regularly active with representatives, senators, partners, and stakeholders at all levels to promote the financial needs and to highlight the efforts of the RRWMB.



In the photograph above, RRWMB President John Finney met with Senator Kent Eken to discuss RRWMB legislative priorities in March 2019.

APPENDIX A – RRWMB 2019 END OF YEAR FINANCIAL COMMITMENTS

	Project Name	RRWMB Commitment
RRWD	Roseau River Lake Bottom Project (75/25)	\$3,000,000.00
	Whitney Lake Site A	\$1,650,000.00
	Whitney Lake Site C	\$675,000.00
MSTRWD	Newfolden	\$1,360,000.00
RLWD	TRF Westside FDR Project	\$1,000,000.00
	Black River Impoundment	\$2,366,667.00
TRWD	Klondike Clean Water Retention Proj. No. 11	\$7,250,000.00
BdSWD	Redpath Project (75/25)	\$5,667,000.00
WRWD	Goose Prairie	\$250,000.00
	Hendrum	\$625,000.00
	Halstad	\$1,000,000.00
TOTALS		\$24,843,667.00

Strategic Plan



Approved

December 17, 2019



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HISTORY OF THE RED RIVER WATERSHED MANAGEMENT BOARD: The Red River Watershed Management Board (RRWMB) is an organization initially created to address chronic flooding problems and other water management issues within the drainage basin of the Red River of the North. It is widely recognized that flooding occurs frequently along the mainstem of the Red River and its tributaries. Flooding has been and is the principal water problem in the Minnesota Portion of the Red River of the North Basin. The basin is particularly susceptible to severe flooding for two reasons: (1) Its flat topography, and; (2) The northward flow of the Red River. Spring thaws generally begin in the southern reaches, sending water to streams and rivers, restricted with ice in its northern reaches.

The majority of recorded and observed flood events originate from spring runoff. However, major summer flooding does occur with basin-wide impact (i.e., 1950, 1975 and 1993). Large historic floods were recorded in the basin in 1826, 1852, 1861, 1882, and 1897. Floods in 1950, 1966, 1969, 1975, 1978, 1979, 1985, 1989, 1993, 1996, 1997, 2001, 2002, 2006, 2009, 2010, 2011, 2013, and 2019 have caused enormous economic and environmental disruptions.

Major basin-wide flooding causes extensive and costly damage to crop land, roads, bridges, towns, cities, and farmsteads along and adjacent to the mainstem and its tributaries. Various types of organizations have been created to address the flooding problems of the valley, however, most of these entities had only local jurisdiction. Until 1976, no Minnesota water management organization existed with a Red River basin-wide perspective. The Lower Red River Watershed Management Board (LRRWMB), later renamed the RRWMB, was created by an act of the Minnesota legislature in 1976 to provide an organization with a basin-wide perspective concerning flooding. Historically, the activities of the RRWMB have centered on flood control. Previous efforts in dealing with the flooding problem within the Red River Basin (RRB) consisted of single projects within a localized area, planned with primary regard to local benefits.

The RRWMB actively promotes a basin-wide perspective for water management. To date, the RRWMB has participated in over 40 floodwater retention projects in the RRB. Several more projects are under consideration by the RRWMB for financial support. Hydrologic water management studies have been undertaken by the RRWMB and others to provide an understanding of the characteristic flooding mechanisms of the basin, and to serve as a management tool for the purpose of assisting in making wise funding decisions. In 1980, the RRWMB commissioned a study that would ultimately have great impact on the Board's policy with respect to prioritizing flood control projects for financial support. This study, completed in 1984, established the concept of flood wave timing as a unique characteristic of RRB floods.

The premise of this concept is that the severity of flooding on the Red River mainstem is directly related to the time of travel of flood waves within the headwaters of individual contributing tributaries to the mainstem. The timing concept is used by the RRWMB to establish priorities in financing flood control projects with the most local and mainstem flood reduction benefits. The RRWMB policy for evaluating flood control projects was first articulated in its Project Evaluation Manual, dated November 16, 1976. This document was later updated under the title Application Procedures for Funding Flood Damage Reduction Projects and Related Programs and adopted by the RRWMB on January 15, 1991.

In addition to the name change in 1991, legislation expanded RRWMB authority to include projects and programs of benefit to the RRB. Some of these RRWMB initiatives have included the promotion of basin planning, water quality studies, data acquisition and educational programs and examples include but are not limited to:

- Developing a functional Geographic Information System (GIS) for the RRB to use as a tool for basin planning.
- Developing programs and materials intended to inform the public about natural resource management within the RRB.
- Funding and promoting planning on a watershed and basin-wide basis; funding water quality studies with the intent of understanding the relationship between land use and water quality.

- Cost sharing with the United States Geological Survey in the maintenance and operation of stream gaging stations
- Assisting other units of local government with an inventory of possible wetland restoration locations.
- Water supply.
- Funding for the initial development of the Red River Basin Board (RRBB).
- Funding and promotion of the River Watch program in conjunction with schools throughout the RRB.
- Supporting the mediation process.
- Developing broad-based LiDAR tools including the Project Planning Tool (PPT).

The RRWMB continues to provide a basin-wide perspective to water management in the RRB.

AUTHORITY UNDER LAW: In 1976, the Minnesota legislature passed legislation which enabled existing watershed districts within the Minnesota portion of the RRB to join together in a common effort under a Joint Powers Agreement to form the LRRWMB. This organization was created for the purpose of instituting, coordinating, and financing projects and programs to alleviate flooding and to assure the beneficial use of water in the watershed of the Red River of the North and its tributaries. The 1976 legislation gave the LRRWMB authority for "construction and maintenance of projects of common benefit," and also allowed member watershed districts to levy up to two mills ad valorem tax to be utilized for flood water retention projects.

One-half of the tax collected is retained by the individual member watershed district for projects within the district while the other half is transferred to the LRRWMB. Additional 1991 legislation changed the name of the LRRWMB to the RRWMB and redefined the authority of the Board to "...development, construction, and maintenance of projects and programs of benefit to the RRB." To conform with Minnesota Statutes Section 471.59 as amended in 1992, the current levy limitation is 0.04836 percent of the taxable market value of all property within the district.

As originally formed in 1976, the LRRWMB consisted of seven-member watershed districts (WD): Joe River WD, The Two Rivers WD, Roseau River WD, Middle River-Snake River WD, Red Lake WD, Sand Hill River WD, and the Wild Rice WD. In 1980, the Buffalo Red River WD joined. In 1994, the Bois de Sioux Watershed in the southern end of the RRB joined bringing the number of member districts to nine. The jurisdiction of the renamed RRWMB is limited to that of its member districts. However, the RRWMB does have the power to cooperate with authorities in North Dakota, South Dakota, and Manitoba and to enter into "contracts, compacts and agreements which may be necessary to ensure integration of its projects." Two watershed districts have left membership in the RRWMB since 2002. The Buffalo Red River WD left membership in 2002 and the Sand Hill River WD left membership in 2018.

The RRWMB presently holds quarterly meetings with the Red River Retention Authority (RRRA). The RRRA was formed on May 26, 2010 through a Joint Powers Agreement and is comprised of members of the Red River Joint Water Resource District, a North Dakota political subdivision, and the Red River Watershed Management Board, a Minnesota political subdivision. The primary objective of the RRRA is to ensure joint, comprehensive, and strategic coordination of retention projects in the Red River of the North watershed and facilitating implementation and construction of retention in the RRB.

The RRWMB also participates in activities of the RRBB. The RRBB was formed in 1997 by local, regional, and state/provincial interests in North Dakota, Minnesota, Manitoba, and South Dakota to develop a comprehensive plan for the Basin. In 2002, the RRBB joined with The International Coalition (TIC) and the Red River Water Resources Council (RRWRC) to form the Red River Basin Commission (RRBC).

PUBLIC INFORMATIONAL AND EDUCATIONAL EFFORTS: The RRWMB has funded several education and information efforts over the last 20 plus years. One of the RRWMB primary educational programs is the River Watch Program, which is administered by the International Water Institute and this Program is strongly supported by the RRWMB. The RRWMB developed a Communication and Outreach Strategy in 2018 to share information about RRWMB activities and initiatives and this Strategy will guide how the RRWMB communicates into the future.

BACKGROUND OF STRATEGIC PLANNING PROCESS: The RRWMB initiated a phased Strategic Planning process to restructure and to develop a strategic plan approximately three years ago. The process has resulted in the hiring of a full-time Executive Director and Executive Assistant and the establishment of a permanent co-located office with the Wild Rice Watershed District in Ada, MN (Phase I). The RRWMB commenced Phase II of this Process in March 2018 at the joint annual conference with the Red River Basin Flood Damage Reduction Work Group (FDRWG). During this event, a public input session was facilitated with over 90 individuals to gain input and comments regarding the RRWMB and FDRWG missions and future activities.

In April 2018, the RRWMB held a strategic planning session to discuss the results of the facilitated input session at the annual conference. The RRWMB Managers affirmed that they were committed to continuing the development of a strategic plan at this April 2018 session. The RRWMB Managers also held a special meeting in October 2018 to discuss potential funding of non-retention Flood Damage Reduction (FDR) and water quality projects. As a result, the Managers asked member watershed districts to bring forth non-retention flood damage reduction projects for consideration by the RRWMB for funding.

The Managers also directed staff at this October 2018 special meeting to develop a questionnaire to seek input regarding RRWMB priorities from all watershed districts within the Minnesota portion of the RRB. The RRWMB also distributed a document titled “Strategic Planning Process Results to Date – November 29, 2017 to September 5, 2018” to highlight and illustrate the work that was commenced or completed by the RRWMB during this reorganizational and restructuring timeframe. The RRWMB Managers discussed priorities for the future in June 2019 and asked for final input in July and August 2019 from member watershed districts and immediate stakeholders and partners. As a result of this input process and discussions by the RRWMB Managers, the RRWMB Strategic Plan was approved on December 17, 2019.

RED RIVER WATERSHED MANAGEMENT BOARD VISION STATEMENT: We believe in and value a framework that works toward and achieves economic vitality, sustained economic growth for our population base, and enhanced natural resources for the future in the RRB of the North. We will: (1) Work with our members, partners, and stakeholders to implement this vision through the mission and objectives of the RRWMB as provided by enabling legislation and our strategic plan and with a basin-wide approach, and; (2) Work with our members to fund and implement projects related to flood damage reduction, and water quality to protect public and private investments in accordance with our governing documents, the 1998 Red River Basin Flood Mediation Agreement, and the 20 percent flow reduction strategy.

RED RIVER WATERSHED MANAGEMENT BOARD MISSION: To identify, coordinate, and finance projects and programs to alleviate flooding and assure the beneficial use of water in the watershed of the Red River of the North and its tributaries.

RED RIVER WATERSHED MANAGEMENT BOARD PRINCIPAL OBJECTIVE: The principal objective of the RRWMB is to assist member Watershed Districts with the implementation of water related projects and programs. The purpose of these projects and programs is: (1) The reduction of local and mainstem flood damages, and; (2) To enhance environmental and water resource management.

Projects and programs must be of benefit to the RRB and its member watershed districts in order to qualify for RRWMB funding. The principal objective of the RRWMB, as stated above, is derived from legislation passed in 1976 and 1991. This objective is also in direct support of the RRWMB's Mission Statement. In addition to the RRWMB's principle objective, the Board has adopted several supporting objectives listed in the table below. Taken as a whole, the principal and supporting objectives form an overall policy for the RRWMB.

RED RIVER WATERSHED MANAGEMENT BOARD SUPPORTING OBJECTIVES:

Supporting Objective	Description	Policy Statement
Coordination	Provide leadership for the coordination of projects and programs related to water management.	The RRWMB accepts this leadership role as a matter of policy.
Financial Support	Participate in funding initiatives which include projects and related programs that encourage consideration of mainstem benefits and enhance environmental and water resources.	Participate in funding of projects initiated by a member watershed district-initiated projects meeting RRWMB established criteria for financial support and other initiatives beneficial to the basin.
Basin Planning	Assist private, local, state, interstate, federal, or international water management and natural resource activities within the RRB, through coordination and assistance with implementation.	Assist planning efforts at all levels within the RRB. Committed to supporting basin planning efforts as a matter of Board policy.
Water Quantity	Support projects and programs for the alleviation of damage by floodwater, with an additional emphasis on maintaining low flow conditions for the aquatic environment and providing water supply for public use.	Support flood control and water conservation projects.
Water Quality	Provide assistance for studies, programs, initiatives and projects to improve water quality.	Support ongoing studies, initiatives, and programs for the improvement of water quality.
Erosion and Sedimentation	Provide assistance for studies, programs, and initiatives, including cooperative efforts with other agencies, to reduce soil erosion and sedimentation.	Support studies, programs, and initiatives conducted by federal, state and local agencies for the reduction of soil erosion.
Education	Support development of informational and educational programs related to water and natural resource management concerns.	Utilize education as a tool to inform the public on issues related to the conservation of water, soil, and the preservation and enhancement of natural resources in the Basin.
Research	Provide assistance for basic and applied research related to natural resources management within the RRB.	Commit to an administrative and financial role in supporting and sponsoring relevant research related to water and natural resource management within the RRB.
Public Information	RRWMB to inform the public of water management activities and concerns.	Promote a strong public information program to educate the public regarding its operations and initiatives.

Conflict Resolution	Work toward the resolution of conflicts regarding water management. The RRWMB is committed to the resolution of conflicts and methods to reduce conflict include, but are not limited to negotiation, mediation, arbitration, or legal action.	The RRWMB will commit itself to the speedy and efficient resolution of any conflicts related to managing the Basin's water resources.
Policies, Rules, and Regulations of Other Entities	Will comply with the policies and regulations of other governmental entities. Where inconsistencies in policies and regulations exist, the RRWMB will cooperate with the appropriate governmental entities in resolving the inconsistencies.	Adopt policies and regulations which are consistent with policies and regulations of other governmental entities, and to comply with the regulatory programs of these agencies.

PRIORITIES

1. RRWMB MEMBERSHIP: There are eleven organized watershed districts in the RRB of Minnesota. Seven of these watershed districts are part of the RRWMB through a joint power's agreement, which was established in 1976 by the Minnesota Legislature. Two watershed districts have left the RRWMB since 2003. The RRWMB believes that a unified voice through the RRWMB for all watershed districts in the RRB is beneficial and will commence efforts to increase membership. Without unity, we are fractured in the work we do to reduce flooding, enhance water quality, and to increase fish and wildlife habitat in the RRB.

A. Why is this a priority? Retaining and expanding RRWMB membership will provide a unified voice from the RRB on several issues related to legislative, congressional, and regulatory efforts. The RRWMB provides many services and benefits to its member watershed districts, which includes but is not limited to the following:

- Project and program funding through the RRWMB levy.
- Lobbying services related to policy and funding issues.
- A unified voice at the local, state, and federal level.
- Tracking of regulatory issues at all levels.
- Legal services for issues affecting all members.
- Funding for the RRBC, River Watch, USGS stream flow monitoring, and several other programs.
- Training and informational meetings through the joint annual conference with the FDRWG.
- Access to technical resources through the RRWMB Technical Advisory Committee.
- Constant communication related to or including RRWMB activities, legislative matters, RRWMB post-meeting highlights, meeting packets, and other regular business of the RRWMB.

B. What should be the goal(s) to achieve this priority?

- Regain past members, including the Buffalo Red River and Sand Hill River Watershed Districts.
- Gain new members, including the Pelican River and Cormorant Lakes Watershed Districts.
- Encourage the creation of an organized watershed district for the Ottertail watershed area.

C. What action steps are needed to achieve this priority?

- Start preliminary discussions with non-member watershed districts on benefits of membership upon approval of this strategic plan.

- D. When should these action steps be taken and what are potential timelines to achieve the priority?** The RRWMB will commence a membership drive after January 1, 2020.
- E. Who should be the lead for each priority?** The RRWMB President and Executive Director will work together on this issue including other interested RRWMB Managers.
- F. Are there are people or organizations such as partners or stakeholder groups that can assist to achieve priorities?**
- County commissioners.
 - Member watershed districts.
 - Cities.
 - Soil and Water Conservation Districts (SWCD).
 - The RRWMB may also consider the creation of an advisory, non-voting committee to advise the RRWMB on specific issues. The Committee would meet one or two times a year.
-

2. PROTECTION OF FARMLAND: The farmers in the Minnesota RRB produce several crops including but not limited to sugar beets, potatoes, corn, soybeans, wheat, barley, oats, sunflowers, dry edible beans, alfalfa, canola, annual rye grass, and other specialty crops. Agriculture is a primary driver of local economies and contributes to overall economic vitality in the Minnesota RRB. Protection of farmland is not just a concern for spring flooding and summer flooding during the growing season and excess moisture in the soil profile during fall harvest greatly impacts soil health, water quality, crop productivity, profitability, and local/regional economic vitality.

- A. Why is this a priority?** Landowners, who are also farmers, pay taxes to local governments including counties, townships, watershed districts, and the RRWMB. The RRWMB recognizes that taxes provide funding for Flood Damage Reduction (FDR) and drainage projects so that farmers can have adequate drainage and flood protection. Proper drainage and flood protection also allow farmers and landowners to increase productivity and profitability, which affects local economic vitality. The RRWMB mission, principal objective, and supporting objective are critical in meeting the flood protection and drainage needs of farmers and landowners.
- B. What should be the goal(s) to achieve this priority?** The 1998 Flood Mediation Agreement calls for reducing damages to agricultural lands from 10-year storm events and 25-year storm events when feasible at a minimal incremental cost. The Agreement also calls for the prevention of damage to farm structures, homes and communities. The following are goals to achieve this priority:
- The RRWMB will continue to work towards protecting farmland and damages to farm structures.
 - It is a goal of the RRWMB to primarily protect farmland and pasture and grassland areas for livestock foraging in the Minnesota RRB.
 - The RRWMB will work closely with its member watershed districts to prioritize these areas for protection and will defer to local plans for priorities.
 - The RRWMB will also work with agricultural stakeholder groups to gain better insights into farmland, pasture, and grassland protection needs.
- C. What action steps are needed to achieve this priority?** The 1998 Flood Mediation Agreement, local watershed district comprehensive plans, comprehensive local water management plans, One Water One Plans (1W1P), and other plans will provide additional prioritization for member watershed districts and the RRWMB. However, the following action steps are needed for this priority:

- The RRWMB will provide input and comment on draft 1W1Ps and other local water management plans when possible. Continue the RRWMB core mission of multipurpose water management that includes distributed water retention/detention, FDR activities, water quality, habitat, soil health initiatives, and Natural Resources Enhancements (NRE).
- Promote and fund actions related to 10-year cropland flood protection in accordance with the 1998 Flood Mediation Agreement.
- Promote and fund actions related to 25-year cropland flood protection in accordance with the 1998 Flood Mediation Agreement.
- Create relationships and increase interactions and communication with agricultural groups and gain their support related to this priority.
- Map 10-year flood areas for member watershed districts.
- Map 25-year flood areas for member watershed districts.

D. When should these action steps be taken and what are potential timelines to achieve the priority? This will be an ongoing effort and will continue into the future.

E. Who should be the lead for each priority? RRWMB, member watershed districts, counties, soil and water conservation districts, and townships, can work together to work towards actions to meet this priority.

F. Are there are people or organizations such as partners or stakeholder groups that can assist to achieve priorities? Member watershed districts, counties, and soil and water conservation districts will be the primary entities to meet the goal of farmland protection.

3. FUNDING: FDR, drainage, and habitat projects in the RRB are primarily funded through the RRWMB and local watershed district taxes. Projects funds may also be received through the State of Minnesota via the Outdoor Heritage Fund, Clean Water Fund, Flood Hazard Mitigation Program, and other local, state, or federal sources. While state funding has decreased in recent years and many urban areas are now protected, there is still a demonstrated need to protect agricultural lands and other public and private infrastructure related to drainage and transportation.

The RRWMB continually works with its member watershed districts to identify funding needs for multipurpose FDR projects. Financial needs often exceed the ability of local and RRWMB funds to cover all the costs for projects. The state Flood Hazard Mitigation Program has been a primary funder of projects in the RRB. However, at the time this Strategic Plan was developed, statewide needs for the Flood Hazard Mitigation Program were approximately \$293 million, with bonding years being every other year, and the funding request generally being only \$20 million in recent years

A. Why is this a priority? The RRWMB has several projects in its funding process at various phases. The RRWMB commits funds to projects being developed by member watershed districts and the RRWMB levy cannot entirely fund all projects. State and federal funds are limited but the RRWMB will continue to look towards leveraging funds for projects from all sources. Projects can and do incorporate NREs that also meet goals and objectives of several local, state, federal, regional, and international plans. The RRWMB will also consider partnerships with other stakeholders, both public and private.

B. What should be the goal(s) to achieve this priority? The RRWMB goals are to increase funding from the State of Minnesota and federal government and to work with other public and private partners collectively on projects that meet the mission of the RRWMB. The RRWMB will work towards better defining the need and purpose for funding for the following areas:

- FDR and water quality projects.
- Programs such as River Watch and stream flow monitoring.
- Research initiated or requested by the RRWMB related to FDR, flood and NRE economics, water quality, NREs, wetlands, and technical efforts.

C. What action steps are needed to achieve this priority? The RRWMB will:

- Annually review and update a five-year capital investment plan for projects funded by the RRWMB to determine and assess funding needs.
- Consider funding project development for member watershed districts for engineering, design, permitting, environmental review, and related project activities.
- Develop a funding strategy to provide a framework for the RRWMB to secure and leverage funds for projects of its member watershed districts.
- Create communication tools and messages to meet the goals for this priority.
- Seek additional funding for the River Watch Program and other educational programs.

D. When should these action steps be taken and what are potential timelines to achieve the priority? This will be an ongoing effort.

E. Who should be the lead for each priority? RRWMB staff including the RRWMB Legislative Liaison, the RRWMB Legislative Committee, and the RRWMB Budget and Finance Committee will be primary leads for this priority.

F. Are there are people or organizations such as partners or stakeholder groups that can assist to achieve priorities? We will work with legislators, the congressional delegation, Minnesota Association of Watershed Districts, Association of Minnesota Counties, League of Minnesota Cities, Minnesota Association of Townships, Minnesota Chamber of Commerce, state/federal agencies, and agricultural stakeholder groups in the RRB on this priority.

4. MULTIPURPOSE DRAINAGE WATER MANAGEMENT (DWM): Watershed districts in the RRB are tasked with implemented drainage law (Minnesota Statute 103E) related to public drainage project repairs, improvements, redetermination of benefits, and associated drainage initiatives. Public drainage projects provide benefits for landowners and farmers and these projects provide adequate outlets for private drainage. As a result, soil health can be better managed, and productivity and profitability can be enhanced. The RRWMB has adopted recommended guidelines for its member watershed districts related to surface drainage and sub-surface drainage. The RRWMB is not recognized as a drainage authority under Minnesota Statutes 103E.

In addition, the Red River Retention Authority (RRRA) commissioned the Basin Technical and Scientific Advisory Committee (BTSAC) to review, study and make recommendations related to how surface drainage and sub-surface drainage affects flooding in the RRB. Also, the FDRWG has developed several Technical Papers since 1998 and Technical Paper 11 relates to culvert sizing. These technical papers provide guidance to the RRWMB, watershed districts, counties, and townships as they make decisions about public and private drainage, culverts, and related matters in a unified and consistent manner. The RRWMB also developed a model set of watershed district rules for its member watershed districts to ensure a consistent approach to water management and unmanaged private drainage in the Minnesota RRB. These technical papers and RRWMB recommended guidance can be found at the RRWMB website at the following weblink: <http://www.rrwmb.org/Drainage%20Guidance.html>

A. Why is this a priority? Landowners and farmers pay taxes to the RRWMB and watershed districts in the RRB in addition to counties, townships, and other local governmental entities. The RRWMB recognizes the current farm economy is not conducive to investments in private drainage at the present time and that higher rates of return may come from greater investments in public drainage systems.

Public drainage projects take several years to implement from inception to construction and many processes and procedures must be adhered to according to state statute. Drainage management is a priority because flooding still occurs in the spring and during the growing season. Excess water in the soil profile can also greatly affect fall harvest operations, thus impacting soil health, productivity, profitability, and economic vitality, both locally and regionally.

- B. What should be the goal(s) to achieve this priority?** Adequate and equitable drainage is a key to economic sustainability of the RRB. Multipurpose DWM can work towards and can address altered hydrology, water quality, and habitat issues. The following are the goals for this priority:
- The RRWMB Supports the adoption of BTSAC recommendations and Technical Paper 11 across all drainage authorities in the Minnesota RRB.
 - The RRWMB will also host an annual drainage conference for drainage authorities to share current information about technical, financial, legal, and implementation issues related to public and private drainage.
 - State drainage rules and regulations will need continual/future assessment to ensure that drainage authorities are not limited in implementing proactive drainage solutions at the local level. The RRWMB will continue to participate on the statewide Drainage Work Group (DWG) to represent its member watershed districts.
- C. What action steps are needed to achieve this priority?** The RRWMB will do the following to achieve this priority related to drainage:
- Review the model watershed district rules in relation to drainage at least once every five years.
 - Continue to hold an annual drainage conference.
 - Request the FDRWG review Technical Paper 11 related to culvert sizing once every five years.
 - Request the RRRRA to review BTSAC recommendations every five years.
 - Promote and encourage all drainage authorities to adopt Multipurpose Drainage Water Management techniques including culvert sizing, two-stage ditches, side water inlet controls and other drainage best management practices to enhance water quality and reduce downstream flooding.
 - Fund multipurpose DWM practices of public drainage projects.
 - Monitor drainage legislation and activity participate on the Minnesota DWG.
- D. When should these action steps be taken and what are potential timelines to achieve the priority?** This will be an ongoing effort.
- E. Who should be the lead for each priority?** RRWMB Managers and staff, RRWMB member watershed districts, and all drainage authorities in the Minnesota RRB.
- F. Are there are people or organizations such as partners or stakeholder groups that can assist to achieve priorities?** The RRWMB may partner with other organizations as needed.
-

- 5. PROJECT IMPLEMENTATION:** The implementation of watershed projects can take several years from inception to construction and there several factors can affect this such as duplicative or onerous permitting processes, reduced funding, and technical issues. The 1998 Flood Mediation Agreement also provides for a Project Team Handbook, which illustrates a framework for local project teams. The RRWMB believes that there is great value in the local project team process and that projects in the Red River Basin of Minnesota go through a rigorous process to develop projects and to obtain funding. Regarding NREs, the RRWMB and its members need certainty about the types of NREs that are acceptable by state agencies.

A. Why is this a priority? Watershed districts have limited windows of opportunity and timeframes to align funding, permitting, and engineering/design, and land purchases with local, state, and federal funding and permitting processes. Also, climactic factors often affect the ability of projects to be completed. RRWMB levy income is also affected by market valuations and the overall economy in the Minnesota RRB and there are limited funds available for projects in the RRWMB funding process. The RRWMB has a funding process in addition to the FDRWG (Project Teams, Project Readiness Form, and Project Team Handbook) and the State of Minnesota Process to obtain Flood Hazard Mitigation funds. The RRWMB and its member watershed districts are held to a higher standard than the rest of Minnesota related to project readiness, funding, and permitting.

The RRWMB funding procedures includes several components including technical review by the RRWMBs Technical Advisory Committee, commitment of funding, the Step Process, Star Valuation, and the Project Evaluation Worksheet. The 1998 Mediation Agreement augments the RRWMB procedures with local project teams and the process provided in the Project Team Handbook and technical review by the Technical and Scientific Advisory Committee of the FDRWG.

B. What should be the goal(s) to achieve this priority?

- To obtain greater certainty about state and federal funding and permitting processes given the higher standard that is applied to projects in the RRB of Minnesota.
- The 1998 Flood Mediation Agreement discusses NREs, but greater discussion needs to be held with permitting agencies about the acceptance of the level and type of NREs, for designed/engineered and incidental NRES.

C. What action steps are needed to achieve this priority? The RRWMB will work with the FDRWG and other partners and stakeholders on the following:

- Plans to retain experienced permitting staff.
- Jointly sponsor training opportunities for technical and permitting staff related to permitting and technical issues.
- Consideration the development of “Generally Accepted NREs” by permitting agencies.
- Request state and federal agencies to determine priority NREs for the RRB of Minnesota and the type, amount, and location of NREs needed to meet water quality and habitat needs.
- More transparent information about the prioritization process for Flood Hazard Mitigation Grants.
- Work with the FDRWG to ensure that Technical Paper 14 is still valid.
- Request the FDRWG to complete tasks related to NREs.
- Mine data from past studies to inform decision-making.
- Work with the FDRWG to determine monitoring priorities.
- Determine research needs.
- Continue to annually fund TRRWMB Technical Advisory Committee activities.
- Review current technical tool usage by member watershed districts and determine if existing technical tools should be updated.
- Determine if new technical tools are needed.
- Host a forum or training event on current technical tools funded by the RRWMB.

D. When should these action steps be taken and what are potential timelines to achieve the priority? This will be an ongoing and continual effort.

E. Who should be the lead for each priority? The RRWMB and its member watershed districts will work with permitting agencies at all levels.

F. Are there are people or organizations such as partners or stakeholder groups that can assist to achieve priorities? The RRWMB will seek out additional assistance as needed for this priority area.

6. FLOOD CONTROL AND PROTECTION OF INFRASTRUCTURE: The 2019 flood in the RRB illustrated a continued need for flood protection of public and private infrastructure. Since the 1997 flood, several urban areas and cities have largely been protected. However, agricultural lands, public and private drainage and transportation systems at all levels outside of urban areas across the RRB remain largely unprotected. Continued flooding disrupts traffic flow, increases the risk of infrastructure failure, places high demands on key emergency management personnel, and affects the safety and welfare of the citizens of the RRB.

A. Why is this a priority? While smaller rural populations continue a generally declining trend, there has been an exponential increase in the construction of private agricultural drainage, grain handling, and on-farm infrastructure. This investment by farmers and landowners has resulted in millions of dollars being allocated for private infrastructure. In addition, several private companies have invested significant financial resources into grain elevators and storage, fertilizer storage, and associated transportation infrastructure in smaller rural communities. The 2019 flood in addition to previous years of flooding in the RRB also showed us continued vulnerabilities in public transportation and all drainage infrastructure. Government agencies at all levels continue to update transportation and drainage infrastructure.

B. What should be the goal(s) to achieve this priority?

- It is the goal of the RRWMB to continue with flood protection at all levels as a core activity and to mitigate and reduce damages. The RRWMB will focus on protecting:
 - Transportation systems at all levels.
 - Farmland.
 - On-farm infrastructure.
 - Other public and private infrastructure located outside cities.
 - Cities where unfinished FDR work is left to complete.

C. What action steps are needed to achieve this priority? The RRWMB will commence discussions with public agencies at all levels related to:

- Obtaining more accurate information about public and private flood damages.
- Assessment of flood protection of aging public infrastructure at all levels by RRWMB partners. This also includes public wildlife and natural lands related to flood impacts.
- Consult with partners on FDR priorities related to infrastructure protection for public roads, bridges, culverts, and existing levees.
- Assessment of the need for additional ring dike funding for farmsteads and rural housing developments.

D. When should these action steps be taken and what are potential timelines to achieve the priority? This will be an ongoing and continual effort.

E. Who should be the lead for each priority? RRWMB and public infrastructure partners.

F. Are there are people or organizations such as partners or stakeholder groups that can assist to achieve priorities? The RRWMB will seek out additional assistance as needed for this priority area.

7. **WATER QUALITY:** During the process to obtain input on the RRWMB strategic plan, all Minnesota RRB watershed districts, partners, and stakeholders provided comments on priorities. Water quality was one area receiving the most attention from all commenters and through all commenting opportunities. Several local, state, regional, federal, and international laws, rules, statutes, and plans relate to water quality and the RRWMB has an opportunity to further expand its role into water quality and to obtain alternative or new funding sources for multipurpose FDR projects.

A. Why is this a priority? Member watershed districts are in the process of developing 1W1Ps with various partners. Future state funding for water quality will be directed towards completed 1W1Ps and the RRWMB can potentially leverage funds and provide additional financial resources for projects meeting the RRWMB mission. These local plans include several priority areas and in addition, there are many other plans at all levels that include water quality goals and priorities for action at the international border with Canada, Lake Winnipeg, the mainstem Red River, and tributaries. There is opportunity for the RRWMB to partner with cities and industries on NRE or water quality trading and to potentially tap into new or additional funding sources for multipurpose FDR projects. There is great opportunity for the RRWMB to be a leader in water quality in the RRB.

B. What should be the goal(s) to achieve this priority? The goal of the RRWMB is to support local efforts as identified in 1W1Ps or other local water and resource management plans that contribute to increased or enhanced water quality.

C. What action steps are needed to achieve this priority? The RRWMB approved the 2020 operating budget in July 2019 with a \$3 million allocation for water quality. The RRWMB Water Quality and Monitoring Advisory Committee is working on the development of process, procedure, guidance, and criteria to fund water quality projects for 2020 and beyond at the time this strategic plan was approved. The following are action steps for this priority area:

- Consider how to partner with the Minnesota Department of Agriculture on the Minnesota Agricultural Water Quality Certification Program, which can be used to encourage increased adoption of agricultural practices upstream of FDR projects to reduce sedimentation, pollutant loading, thus potentially reducing FDR project operational, maintenance, and repair costs.
- Consider an annual allocation to member watershed districts for water quality projects, which will help members and their partners leverage additional funds at all levels.
- Consider the creation of an NRE trading system for the Minnesota RRB and work with partners, stakeholders, and non-governmental organizations.
- Consider how to meet pollution reduction needs of cities, National Pollutant Discharge Elimination System permit holders, and other governmental and private entities related phosphorus, nitrogen, TSS, and other water quality parameters.

D. When should these action steps be taken and what are potential timelines to achieve the priority? This will be an ongoing and continual effort. The RRWMB directed the RRWMB Water Quality and Monitoring Advisory Committee to start developing process, procedure, criteria, and guidance for water quality projects being proposed by member watershed districts. The Committee has met once and will continue to develop recommendations with the final product being projected to be presented to the RRWMB Managers for adoption in late 2019 or early 2020.

E. Who should be the lead for each priority? The RRWMB will be the lead and will request assistance from partners as needed.

F. Are there are people or organizations such as partners or stakeholder groups that can assist to achieve priorities? The RRWMB will seek out additional assistance as needed for this priority area.

ASSESSMENT OF PROGRESS: The RRWMB will measure progress ongoing and when this strategic plan is updated after 2025. The RRWMB Managers will adjust this plan as needed and as conditions occur that affect the goals and action steps within this document.

CONTACT INFORMATION:

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**PROGRESS INDICATORS RELATED TO THE
RED RIVER WATERSHED MANAGEMENT
BOARD STRATEGIC PLANNING PROCESS**

APPROVED OCTOBER 15, 2019

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Introduction: The Red River Watershed Management Board (RRWMB) initiated a phased Strategic Planning process to restructure and to develop a strategic plan approximately three years ago. The process has resulted in the hiring of a full-time Executive Director and Executive Assistant and the establishment of a permanent co-located office with the Wild Rice Watershed District in Ada, MN. The process will conclude later in 2019 or early 2020 with the development and finalization of a strategic plan.

The RRWMB is committed to a Strategic Planning process that will bring about openness, communication, and transparency and to ensure that staff were in place to manage the affairs of the RRWMB as an organization. Another key component of the Strategic Planning Process was to continue to ensure that fiscal management and oversight of the RRWMB is strengthened and enhanced. Reduction in costs has occurred with the reorganization and restructuring of the RRWMB and this is critical as the RRWMB moves into the future.

This document is intended to illustrate progress indicators in several areas starting January 1, 2018 to the present. The document does not consider previous years efforts or attempt to assess how the RRWMB developed or adjusted processes and procedures or how the RRWMB functioned prior to new staff being hired and placed. The development of the document also provides information to the RRWMB Managers as they make decisions about existing or new policies and procedures related to the progress indicators.

Table 1 in this document is an illustration of indicators and actions that have been taken by the RRWMB in 2018 and 2019. Comments are also included in Table 1 along with a trend column illustrating progress being made for each indicator and action. Below is a legend for the trend:

RRWMB Indicators and Trends Legend:

	We have met the target.
	We are making good progress towards meeting the target.
	We are continuing our efforts in this area and some improvement is needed.
	Progress is slow or we are not meeting the target and adjustments need to be made.

QUESTIONS ABOUT THIS DOCUMENT CAN BE SUBMITTED TO:

Robert L. Sip
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Website:

www.rrwmb.org

Table 1: Red River Watershed Management Board Indicators and Trends

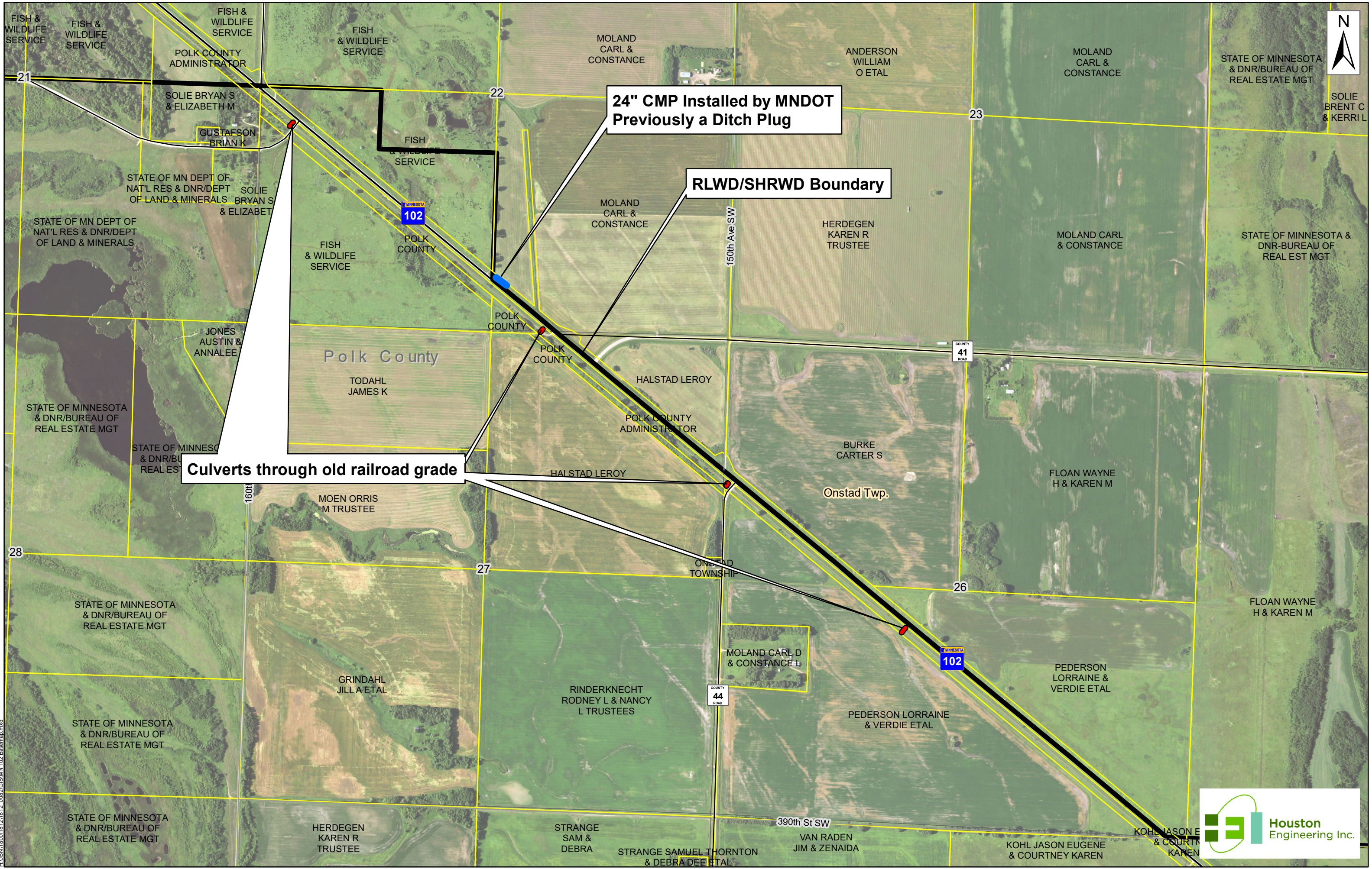
Indicator	Action	Comment	Trend
Transparency and Openness	Permanent Public Office Established	The RRWMB is now co-located in Ada with the Wild Rice Watershed District in alignment and in accordance with the phased Strategic Plan.	
	Hiring and Placement of Staff	The Executive Director and Executive Assistant were hired to manage the affairs of the RRWMB and to ensure accountability, openness, financial responsiveness, and transparency in alignment and in accordance with the phased Strategic Plan.	
	Organized and Structured Regular Meetings	RRWMB monthly meetings result in structured discussion with several decisions being made each month and with appropriate follow-up to RRWMB actions.	
Fiscal Accountability	RRWMB Budget and Finance Committee	The RRWMB Budget and Finance Committee meets regularly to develop the annual operating and program budget, to recommend the RRWMB tax levy rate, review financial matters and to advise the RRWMB Managers on overall financial and fiscal management issues.	
	Internal Controls Adopted	The previous Treasurers Manual was updated to include internal controls based on recommendations and input from the RRWMB Budget and Finance Committee.	
	Credit Card Policy Adopted	Company credit cards were obtained in 2018 to streamline how smaller purchases were made by RRWMB staff. As a result, a credit card use policy was developed.	
	Cost Reductions	An analysis of staff and consultant costs for 2017 and 2018 was developed.	
	Financial Institution Interactions	The RRWMB financial institution attends RRWMB meetings as needed to provide relevant information about banking issues and related matters.	
	Review of Financial Services	The RRWMB conducted a review of the services being provided by the financial institution in 2018. An RFP was developed and distributed to over 80 financial institutions, with the RRWMB electing to remain with the current bank.	
	Review of Bank Signers	Bank signers are reviewed each year to ensure that the correct documentation is in place when changes take place to RRWMB officer positions.	
	Funding Commitments	A funding commitment spreadsheet has been developed and is updated each month to be reviewed and discussed by the RRWMB Managers.	
	Development of Annual Budget	The annual operating and program budget is developed by the Budget and Finance Committee, with information and background materials being developed and shared publicly.	
	Resolutions	Resolutions are now used for all funding agreements or contracts, setting of the annual levy, operating and program budget, and for other relevant issues. Resolutions are developed to provide justification and background regarding how the RRWMB funds projects and programs that meet its mission.	
Indicator	Action	Comment	Trend

Communication	Communication and Outreach Strategy Developed	The first ever Strategy was developed in 2018 and is continually being implemented. The RRWMB Communication and Outreach Committee reviews the Strategy annually and provides direction on implementation of the Strategy.	
	Newsletter	Newsletters were typically developed monthly in the past. The RRWMB will now be developing a newsletter two to four times a year.	
	Annual Report	Annual reports were not developed from 2008 to 2016. An annual report was developed for 2017 and 2018 and the RRWMB will continue this effort ongoing.	
	Internal Communication	Frequent communication between RRWMB Managers and staff occurs daily, weekly, and monthly via email, phone calls, and face to face meetings.	
	External Communication	Meeting packets, post meeting highlights, and other information is shared publicly via Constant Contact. This activity also includes presentations to county boards of commissioners, member watershed districts, and other partners and stakeholders.	
	Meeting Packet	The monthly meeting packet is now distributed via Constant Contact, is placed on the RRWMB website each month, and has a consistent format each month.	
	Monthly Calendar	A monthly meeting calendar is included in the RRWMB meeting packet monthly and includes information about RRWMB, member, and stakeholder meetings.	
	Booth Materials	Pull-up display units and booth materials, factsheets, brochures, and other information along with promotional items are now shared in booths at several partner conferences.	
	Presence at Partner Events	The RRWMB now attends several partner conferences and events with a booth and gives presentations about RRWMB activities.	
	Rebranding	The RRWMB went through a process to rebrand and to update its logo, which is now placed on all materials being developed and distributed by the RRWMB.	
	Annual Conference	The joint annual conference with the RRWMB and Flood Damage Reduction Work Group has been enhanced and has been well attended the last two years. The RRWMB has also secured conference sponsors the last two years.	
	Email Distribution System	The RRWMB uses Constant Contact to distribute all materials, notices, and announcements. This system now has approximately 900 contacts that are continually updated.	
	Website	The RRWMB website is frequently updated to include monthly meeting notices, packets, newsletters, post meeting highlights, committee activities, and new publications such as the annual report and audit.	
	Media Interactions	The RRWMB has renewed interactions with television and radio stations and participates in interviews and radio shows throughout the year.	
	Facebook	The RRWMB has enhanced the use of its existing Facebook website.	
Indicator	Action	Comment	Trend

Data and Information Management	Records Retention Schedule	A Schedule was developed and approved in 2018 and will be reviewed periodically by the RRWMB Managers.	
	Data Request Form	A new form was developed in August 2019 and will be placed on the website.	
Governance	Committee Management	Committee meetings are regularly held, publicly noticed, decisions are captured in meeting minutes/notes, and meeting materials are available to the public.	
	Process and Procedure	Additional processes and procedures have been further implemented since 2018. New policies on ring dike funding and Executive Director authority to enter into contracts in addition to the credit card usage policy have been developed.	
	Strategic Plan	The RRWMB is currently developing its first ever strategic plan.	
	Governing Documents	The Governing Documents are being reviewed currently in conjunction with the development of the strategic plan and are required to be reviewed every five years. RRWMB staff and the Red River Coordinator use this checklist.	
	Project Review Checklist	A checklist has been developed to ensure that projects potentially receiving RRWMB funding adhere to the guidelines and policies as set forth in the Governing Documents.	
Legislative and Regulatory Issues	Legislative Committee	The RRWMB formed a Legislative Committee in 2018 to develop recommendations to the RRWMB Managers on policy and funding issues so that the Legislative Liaison and Executive Director have direction each legislative session. The RRWMB Managers approve the final legislative priorities.	
	Member Input	Member watershed districts are now asked for input into the development of RRWMB legislative priorities via a resolution process.	
	Drainage Work Group (DWG)	The RRWMB attends and actively participates in DWG meetings. The RRWMB is well represented and four to six individuals from the Red River Basin attend.	
	Legislative Representation	The RRWMB hired via contract, a full-time legislative liaison to work with the Legislative Committee and Executive Director to represent the RRWMB at the Minnesota Legislature. The previous liaison retired, and this contract now brings the RRWMB back to a full-time liaison.	
	Legislative Communication	An annual end of session legislative report is now developed and distributed and 2019 was the first year of a detailed report that was shared publicly. Communication occurs during session but will be enhanced in the future.	
	Regulatory Issues	The RRWMB tracks regulatory issues at the state and federal level, discusses pertinent matters at regular monthly meetings, and develops comments on proposed environmental rules potentially affecting its members.	
Indicator	Action	Comment	Trend

Human Resources	Human Resources Committee	The RRWMB Human Resources Committee has met several times in 2018 and 2019 to conduct performance reviews, to review consultant contracts, and to make recommendations on salary and cost of living adjustments to the RRWMB Managers.	
	Employee Performance Reviews	The Committee conducted four performance reviews of its new staff since mid-2018. Committee recommendations are publicly discussed with the full board of Managers in accordance with the closed meeting laws of Minnesota.	
	Employee Position Descriptions	Position descriptions are reviewed, and the Executive Director and Executive Assistant position descriptions were updated in 2019.	
	Committee Decisions	As with all RRWMB Committees, Human Resources Committee meetings are publicly noticed, and all meeting materials are now organized and archived at the official RRWMB office.	
Joint Powers Agreement	Membership	The RRWMB is comprised of seven watershed districts through a joint power's agreement. Four additional watershed districts in the Minnesota portion of the Red River Basin are not currently members of the RRWMB.	
	RRWMB Services Provided to Members	The RRWMB provides several services to its members including but not limited to legal counsel on issues affecting all RRWMB members, tracking of regulatory issues, legislative representation, Drainage Work Group representation, a unified voice for water and environmental management issues, and funding of projects through the RRWMB tax levy.	
	RRWMB Responsiveness to Members	The RRWMB has increased levels of responsiveness to its members and responds to their needs in a timely and efficient manner.	
	RRWMB Outreach to Members	Member meetings are now regularly attended by the Executive Director to share information related to the RRWMB budget, financial information, levy, audit, annual report, and other activities of the RRWMB. Presentations are given and discussions are held with members, with input being received from members.	
Strategic Plan	Input Process	Several opportunities have occurred for member watershed districts, partners, and stakeholders to provide input to the RRWMB as the strategic plan is developed. This has occurred at the annual conference, via a questionnaire, and through other methods. The RRWMB recently discussed the first draft of the strategic plan and reviewed recent input and feedback received from stakeholders and partners during July and August 2019.	
Indicator	Action	Comment	Trend

Stakeholders and Partners	Annual Conference	As previously indicated, the RRWMB attends several partner events and annual conferences with a booth including but not limited to the Red River Basin Commission, Minnesota Association of Watershed Districts, Prairie Grains Conference, Big Iron, and related events.	
	Annual Tours	The RRWMB held a joint annual tour in 2019 with the Minnesota Association of Watershed Districts and several partners in the southern Red River Basin. It is anticipated that a tour will be held annually with various partners in 2020 and beyond.	
	Regular Meetings	The RRWMB also regularly attends several partner meetings on a continual basis to share information and to provide updates on RRWMB activities and initiatives.	



**24" CMP Installed by MNDOT
Previously a Ditch Plug**

RLWD/SHRWD Boundary

Culverts through old railroad grade

HAJBN11800118121812_0082GISMINN_102 BaseMap.mxd



Myron and April,

Please see attached for a location map of the MN Highway 102 area discussed for revising/correcting the boundary. The goal of the effort would be to establish the old railroad grade south of MN 102 as the boundary between the Districts, and close culverts along the line. The boundary revision would also correct the boundary where 40 acres of USFWS land is currently taxed in the SHRWD, however it sounds as though most/all of that water is already going to RLWD due to inefficiencies with culverts through MN 102.

Also, the hope would be that the 24" CMP that MNDOT had installed through the ditch plug would remain in-place to reduce the dependence on the "off-take" ditch that currently diverts water north and then west into USFWS property, where we have channel plugging issues that impact drainage.

As part of the process, I envision that HEI would need to complete the following tasks:

1. Field survey/culvert inventory of the area.
2. Discussion with area landowners/board members as to observed flow conditions.
3. Hydraulic impact analysis to estimate the existing conditions vs the conditions with no culvert flow through the old railroad grade. I thought having this analysis completed would be beneficial to both Districts in the event that there was ever question raised. Results would be summarized in a technical memo format.
4. Attend and present findings as needed (assumed at Change of Boundary Hearing).

My estimate on costs for this is \$5,000-\$8,000.

Let me know if there is anything else that you need from me.

Thanks,

Zach



Contractor's Application and Certificate for Payment Summary

To (Owner): Red Lake Watershed District	From (Contractor): R.J. Zavoral & Sons, Inc.	Via (Engineer): Nathan P. Dalager
Owner's Project No.: 178	Contractor's Project No.:	Engineer's Project No.: 10134290
For (Contract): Thief River Falls Westside Flood Damage Reduction Project	Application No.: 4	Application Period: 6/4/2020 - 6/18/2020


**Application for Payment
Change Order Summary**

Change Orders Approved by Owner:			
Number	Date Approved	Additions	Deductions
1	5/5/2020	\$ 173,944.09	\$ -
2	5/14/2020	\$ -	\$ 27,577.00
3	5/28/2020	\$ 12,204.00	\$ -
4	6/8/2020	\$ 15,594.00	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
TOTALS		\$ 201,742.09	\$ 27,577.00
NET CHANGE BY CHANGE ORDERS		\$ 174,165.09	

1. ORIGINAL CONTRACT PRICE	\$ 6,632,761.68
2. NET CHANGE BY CHANGE ORDERS	\$ 174,165.09
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$ 6,806,926.77
4. TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate)	\$ 1,259,766.57
5. RETAINAGE: 5% of Completed Work and Stored Material	\$ 62,988.33
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5)	\$ 1,196,778.24
7. LESS PREVIOUS PAYMENTS	\$ 746,662.17
8. AMOUNT DUE THIS APPLICATION	\$ 450,116.08
9. BALANCE TO FINISH	\$ 5,547,160.20
10. PERCENT COMPLETE	18.51%

Contractor's Certification

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

Contractor:	
By: 	Date: 6/24/2020

Payment of:
\$ 450,116.08 is recommended.

HDR Engineering, Inc.

By:  Date: 6/24/2020

Red Lake Watershed District

By: _____ Date: _____



Contractor's Application and Certificate for Payment Summary

To (Owner): Red Lake Watershed District	From (Contractor): R.J. Zavoral & Sons, Inc.	Via (Engineer): Nathan P. Dalager
Owner's Project No.: 178	Contractor's Project No.:	Engineer's Project No.: 10134290
For (Contract): Thief River Falls Westside Flood Damage Reduction Project	Application No.: 4	Application Period: 6/4/2020 - 6/18/2020

Summary of Previous Payments

Application No.	Application Period	Payment Amount
1	4/20/2020 - 5/7/2020	\$ 191,120.05
2	5/7/2020 - 5/21/2020	\$ 199,068.23
3	5/21/2020-6/4/2020	\$ 356,473.89

Application No.	Application Period	Payment Amount



Contractor's Application and Certificate for Payment

For (contract):		Thief River Falls Westside Flood Damage Reduction Project					Contractor:		R.J. Zavoral & Sons, Inc.					
Application No.:		4					Application Period:		6/4/2020 - 6/18/2020					
A			B		C		D	E	F	G	H	I	J	
Item					Work Completed			Materials Presently Stored (not in C or D)	Total Completed and Stored To Date (C+D+E)	Percent Complete To Date (%)	Total Cost This Period	Total Cost Complete to Date	Balance to Finish (A - F)	
Item No.	Description	Unit	Contract Quantity	Contract Unit Price	Scheduled Value	From Previous Applications	This Period							
2021.501	MOBILIZATION	LUMP SUM	1	\$259,500.00	\$259,500.00	0.50	0.0	0.0	0.5	50.00%	\$0.00	\$129,750.00	0.50	
2101.501	CLEARING AND GRUBBING	LUMP SUM	1	\$27,725.00	\$27,725.00	1.0	0.0	0.0	1	100.00%	\$0.00	\$27,725.00	0.0	
2104.503	REMOVE 24" CS PIPE CULVERT	LIN FT	68	\$10.00	\$680.00	0.0	61.0	0.0	61	89.71%	\$610.00	\$610.00	7.0	
2104.503	REMOVE 115" x 72" RC ARCH PIPE	LIN FT	92	\$19.00	\$1,748.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	92.0	
2104.503	REMOVE 138" x 88" RC ARCH PIPE	LIN FT	74	\$20.00	\$1,480.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	74.0	
2104.503	REMOVE 154" x 97" RC ARCH PIPE	LIN FT	80	\$23.00	\$1,840.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	80.0	
2104.503	SALVAGE 60" RC ARCH PIPE	LIN FT	150	\$24.50	\$3,675.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	150.0	
2104.502	SALVAGE SIGN TYPE A	EACH	14	\$200.00	\$2,800.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	14.0	
2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	832	\$2.50	\$2,080.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	832.0	
2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	2946	\$8.65	\$25,482.90	0.0	1,286.0	0.0	1286	43.65%	\$11,123.90	\$11,123.90	1660.0	
2105.607	SPOIL HAULING (P)	CU YD	35480	\$7.95	\$282,066.00	1,000.0	0.0	0.0	1,000.00	2.82%	\$0.00	\$7,950.00	34480.0	
2105.504	GEOTEXTILE FABRIC TYPE 5	SQ YD	9876	\$1.55	\$15,307.80	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	9876.0	
2105.507	COMMON EXCAVATION (P)	CU YD	595137	\$2.68	\$1,594,967.16	115,250.0	65,905.0	0.0	181,155.00	30.44%	\$176,625.40	\$485,495.40	413982.0	
2105.507	COMMON BORROW (CV)	CU YD	10035	\$6.80	\$68,238.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	10035.0	
2118.509	AGGREGATE SURFACING, CLASS 1	TON	90	\$17.80	\$1,602.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	90.0	
2118.509	AGGREGATE SURFACING, CLASS 5	TON	2151	\$11.00	\$23,661.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	2151.0	
2211.509	AGGREGATE BASE, CLASS 3	TON	929	\$10.00	\$9,290.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	929.0	
2211.509	AGGREGATE BASE, CLASS 5	TON	1137	\$11.00	\$12,507.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	1137.0	
2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	367	\$90.00	\$33,030.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	367.0	
2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3,B)	TON	175	\$90.00	\$15,750.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	175.0	
2360.509	TYPE SP 12.5 WEARING COURSE MIXTURE (3,C)	TON	409	\$100.00	\$40,900.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	409.0	
2411.507	STRUCTURAL CONCRETE (3G52) (P)	CU YD	21	\$2,000.00	\$42,000.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	21.0	
2411.508	REINFORCEMENT BARS (EPOXY COATED) (P)	POUND	10270	\$2.15	\$22,080.50	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	10270.0	
2412.502	10X8 PRECAST CONCRETE BOX CULVERT END SECTION	EACH	2	\$16,255.00	\$32,510.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	2.0	
2412.502	12X8 PRECAST CONCRETE BOX CULVERT END SECTION	EACH	2	\$17,600.00	\$35,200.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	2.0	
2412.502	12X10 PRECAST CONCRETE BOX CULVERT END SECTION	EACH	1	\$27,365.00	\$27,365.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	1.0	
2412.503	10X8 PRECAST CONCRETE BOX CULVERT	LIN FT	84	\$1,075.00	\$90,300.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	84.0	
2412.503	12X8 PRECAST CONCRETE BOX CULVERT	LIN FT	102	\$1,125.00	\$114,750.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	102.0	
2412.503	12X10 PRECAST CONCRETE BOX CULVERT	LIN FT	120	\$1,335.00	\$160,200.00	0.0	120.0	0.0	120	100.00%	\$160,200.00	\$160,200.00	0.0	
2442.501	REMOVE EXISTING BRIDGE	LUMP SUM	2	\$5,700.00	\$11,400.00	0.0	1.0	0.0	1	50.00%	\$5,700.00	\$5,700.00	1.0	
2451.507	GRANULAR BEDDING (CV)	CU YD	5084	\$11.15	\$56,686.60	300.0	354.0	0.0	654	12.86%	\$3,947.10	\$7,292.10	4430.0	
2461	FLOWABLE FILL CONCRETE	CU YD	211	\$140.00	\$29,540.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	211.0	
2501.502	24" CAS PIPE APRON	EACH	3	\$375.00	\$1,125.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	3.0	
2501.502	30" CAS PIPE APRON	EACH	2	\$598.00	\$1,196.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	2.0	
2501.502	36" CAS PIPE APRON	EACH	4	\$930.00	\$3,720.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	4.0	
2501.502	18" CS PIPE APRON	EACH	18	\$170.00	\$3,060.00	2.0	0.0	0.0	2	11.11%	\$0.00	\$340.00	16.0	
2501.502	24" CS PIPE APRON	EACH	6	\$230.00	\$1,380.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	6.0	



Contractor's Application and Certificate for Payment

For (contract):		Thief River Falls Westside Flood Damage Reduction Project					Contractor:		R.J. Zavoral & Sons, Inc.						
Application No.:		4					Application Period:		6/4/2020 - 6/18/2020						
A			B			C		D	E		F	G	H	I	J
Item			Work Completed												
Item No.	Description	Unit	Contract Quantity	Contract Unit Price	Scheduled Value	From Previous Applications		Materials Presently Stored (not in C or D)	Total Completed and Stored To Date (C+D+E)	Percent Complete To Date (%)	Total Cost This Period	Total Cost Complete to Date	Balance to Finish		
							This Period						(A - F)		
2501.502	36" CS PIPE APRON	EACH	1	\$525.00	\$525.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	1.0		
2501.502	48" CS PIPE APRON	EACH	8	\$1,100.00	\$8,800.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	8.0		
2501.502	FLAP GATE FOR 18"CS PIPE	EACH	16	\$685.00	\$10,960.00	2.0	0.0	0.0	2	12.50%	\$0.00	\$1,370.00	14.0		
2501.502	FLAP GATE FOR 24"CS PIPE	EACH	3	\$760.00	\$2,280.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	3.0		
2501.503	24" CAS PIPE CULVERT	LIN FT	222	\$40.00	\$8,880.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	222.0		
2501.503	30" CAS PIPE CULVERT	LIN FT	68	\$55.00	\$3,740.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	68.0		
2501.503	36" CAS PIPE CULVERT	LIN FT	143	\$65.00	\$9,295.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	143.0		
2501.503	15" CS PIPE CULVERT	LIN FT	20	\$32.00	\$640.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	20.0		
2501.503	18" CS PIPE CULVERT	LIN FT	1054	\$33.00	\$34,782.00	188.0	0.0	0.0	188	17.84%	\$0.00	\$6,204.00	866.0		
2501.503	24" CS PIPE CULVERT	LIN FT	262	\$40.00	\$10,480.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	262.0		
2501.503	48" CS PIPE CULVERT	LIN FT	271	\$105.00	\$28,455.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	271.0		
2501.503	84" CS PIPE CULVERT (BEVEL CUT ENDS)	LIN FT	636	\$187.00	\$118,932.00	444.0	0.0	0.0	444	69.81%	\$0.00	\$83,028.00	192.0		
2501.503	102" SPAN CS PIPE ARCH CULVERT (BEVEL CUT ENDS)	LIN FT	67	\$220.00	\$14,740.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	67.0		
2501.503	30" STEEL CASING PIPE - JACK INSTALLED	LIN FT	169	\$678.00	\$114,582.00	5.0	155.0	0.0	160	94.67%	\$105,090.00	\$108,480.00	9.0		
2501.503	30" STEEL CASING PIPE	LIN FT	106	\$772.00	\$81,832.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	106.0		
2501.503	36" STEEL CASING PIPE	LIN FT	59	\$177.00	\$10,443.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	59.0		
2501.503	54" STEEL CASING PIPE - JACK INSTALLED	LIN FT	168	\$1,500.00	\$252,000.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	168.0		
2501.515	18" RC PIPE APRON	EACH	3	\$540.00	\$1,620.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	3.0		
2501.515	24" RC PIPE APRON	EACH	8	\$630.00	\$5,040.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	8.0		
2501.515	36" RC PIPE APRON	EACH	3	\$1,160.00	\$3,480.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	3.0		
2503.503	36" CS PIPE SEWER	LIN FT	738	\$67.00	\$49,446.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	738.0		
2503.503	12" RC PIPE SEWER DESIGN 3006, CLASS III	LIN FT	23	\$50.00	\$1,150.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	23.0		
2503.503	15" RC PIPE SEWER DESIGN 3006, CLASS III	LIN FT	19	\$55.00	\$1,045.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	19.0		
2503.503	18" RC PIPE SEWER DESIGN 3006, CLASS III	LIN FT	164	\$58.00	\$9,512.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	164.0		
2503.503	24" RC PIPE SEWER DESIGN 3006, CLASS III	LIN FT	1020	\$56.00	\$57,120.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	1020.0		
2503.503	36" RC PIPE SEWER DESIGN 3006, CLASS III	LIN FT	823	\$106.00	\$87,238.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	823.0		
2503.503	48" RC PIPE SEWER DESIGN 3006, CLASS III	LIN FT	2036	\$167.00	\$340,012.00	80.0	0.0	0.0	80	3.93%	\$0.00	\$13,360.00	1956.0		
2503.503	54" RC PIPE SEWER DESIGN 3006, CLASS III	LIN FT	2284	\$212.00	\$484,208.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	2284.0		
2503.503	54" RC PIPE SEWER DESIGN 3006, CLASS IV	LIN FT	108	\$238.00	\$25,704.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	108.0		
2503.503	60" RC PIPE CULVERT DESIGN 3006, CLASS III	LIN FT	16	\$248.00	\$3,968.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	16.0		
2503.602	CONNECT TO EXISTING FORCE MAIN	EACH	2	\$1,800.00	\$3,600.00	2.0	0.0	0.0	2	100.00%	\$0.00	\$3,600.00	0.0		
2506.502	CONSTRUCT DRAINAGE STRUCTURE 36" CS PIPE RISER	EACH	2	\$1,100.00	\$2,200.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	2.0		
2506.502	CONSTRUCT 4X4 DRAINAGE STRUCTURE, PRECAST	EACH	3	\$7,475.00	\$22,425.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	3.0		
2506.502	CONSTRUCT 6X6 DRAINAGE STRUCTURE, PRECAST	EACH	10	\$11,085.00	\$110,850.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	10.0		
2506.502	CONSTRUCT 8X6 DRAINAGE STRUCTURE, PRECAST	EACH	10	\$14,815.00	\$148,150.00	1.0	0.0	0.0	1	10.00%	\$0.00	\$14,815.00	9.0		
2506.502	CONSTRUCT 8X8 DRAINAGE STRUCTURE, PRECAST	EACH	2	\$14,400.00	\$28,800.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	2.0		
2506.502	CONSTRUCT 10X6 DRAINAGE STRUCTURE, PRECAST	EACH	1	\$15,915.00	\$15,915.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	1.0		



Contractor's Application and Certificate for Payment

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Application No.:		4				Application Period:		6/4/2020 - 6/18/2020						
A					B	C		D	E	F	G	H	I	J
Item					Work Completed			Materials Presently Stored (not in C or D)	Total Completed and Stored To Date (C+D+E)	Percent Complete To Date (%)	Total Cost This Period	Total Cost Complete to Date	Balance to Finish (A - F)	
Item No.	Description	Unit	Contract Quantity	Contract Unit Price	Scheduled Value	From Previous Applications	This Period							
2506.502	CONSTRUCT 10X8 DRAINAGE STRUCTURE, PRECAST	EACH	1	\$34,850.00	\$34,850.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	1.0	
2506.502	CASTING ASSEMBLY - BEEHIVE GRATE AND FRAME	EACH	3	\$1,250.00	\$3,750.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	3.0	
2506.502	CASTING ASSEMBLY - COVER AND FRAME	EACH	3	\$780.00	\$2,340.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	3.0	
2511.507	RANDOM RIPRAP - SPECIAL (CLASS 3)	CU YD	1044	\$105.00	\$109,620.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	1044.0	
2511.507	RANDOM RIPRAP - SPECIAL (CLASS 4)	CU YD	362	\$105.00	\$38,010.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	362.0	
2511.507	RANDOM RIPRAP - SPECIAL (D50 = 18")	CU YD	1450	\$105.00	\$152,250.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	1450.0	
2511.507	RANDOM RIPRAP (CLASS 2)	CU YD	225	\$85.00	\$19,125.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	225.0	
2511.507	RANDOM RIPRAP (CLASS 3)	CU YD	2057	\$85.00	\$174,845.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	2057.0	
2511.507	RANDOM RIPRAP (CLASS 4)	CU YD	1063	\$85.00	\$90,355.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	1063.0	
2511.509	GRANULAR FILTER MATERIAL	TON	354	\$85.00	\$30,090.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	354.0	
2531.501	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	110	\$54.00	\$5,940.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	110.0	
2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$25,000.00	\$25,000.00	0.75	0.0	0.0	0.75	75.00%	\$0.00	\$18,750.00	0.3	
2563.601	DETOUR SIGNING	LUMP SUM	1	\$13,550.00	\$13,550.00	0.0	0.2	0.0	0.2	20.00%	\$2,710.00	\$2,710.00	0.8	
2563.602	PORTABLE CHANGEABLE MESSAGE SIGN	EACH	6	\$2,600.00	\$15,600.00	0.0	3.0	0.0	3	50.00%	\$7,800.00	\$7,800.00	3.0	
2573.502	STORM DRAIN INLET PROTECTION	EACH	4	\$125.00	\$500.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	4.0	
2573.503	SEDIMENT CONTROL LOG TYPE WOOD CHIP	LIN FT	782	\$5.50	\$4,301.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	782.0	
2573.503	FLOTATION SILT CURTAIN TYPE MOVING WATER	LIN FT	160	\$17.00	\$2,720.00	100.0	0.0	0.0	100	62.50%	\$0.00	\$1,700.00	60.0	
2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LIN FT	2546	\$3.00	\$7,638.00	337.0	0.0	0.0	337	13.24%	\$0.00	\$1,011.00	2209.0	
2574.505	SOIL BED PREPARATION	ACRE	10.8	\$200.00	\$2,160.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	10.8	
2574.508	FERTILIZER, TYPE 1	POUND	18800	\$0.50	\$9,400.00	2800.0	0.0	0.0	2,800.00	14.89%	\$0.00	\$1,400.00	16000.0	
2574.508	FERTILIZER, TYPE 3	POUND	220	\$0.50	\$110.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	220.0	
2575.504	TURF REINFORCEMENT MAT, CATEGORY 4	SQ YD	3200	\$16.00	\$51,200.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	3200.0	
2575.505	SEEDING	ACRE	75.1	\$300.00	\$22,530.00	14.0	0.0	0.0	14	18.64%	\$0.00	\$4,200.00	61.1	
2575.505	DISK ANCHORING	ACRE	75.1	\$20.00	\$1,502.00	14.0	0.0	0.0	14	18.64%	\$0.00	\$280.00	61.1	
2575.508	SEED MIXTURE, 25-131	POUND	2332	\$4.00	\$9,328.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	2332.0	
2575.508	SEED MIXTURE, 25-141	POUND	4388	\$4.00	\$17,552.00	826.0	0.0	0.0	826	18.82%	\$0.00	\$3,304.00	3562.0	
2575.508	HYDRAULIC MULCH MATRIX	POUND	22260	\$0.85	\$18,921.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	22260.0	
2575.509	MULCH MATERIAL TYPE 1	TON	150.2	\$80.00	\$12,016.00	28.0	0.0	0.0	28	18.64%	\$0.00	\$2,240.00	122.2	
2575.523	WATER	M GAL	223	\$50.00	\$11,150.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	223.0	
2575.604	ROLLED EROSION CONTROL PREVENTION CATEGORY 25	SQ YD	5778	\$1.69	\$9,764.82	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	5778.0	
2582.503	6" SOLID LINE MULTI COMP GR IN (WR)	LIN FT	1156	\$3.20	\$3,699.20	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	1156.0	
2582.503	4" SOLID LINE MULTI COMP GR IN (WR)	LIN FT	265	\$2.00	\$530.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	265.0	
2582.503	4" BROKEN LINE MULTI COMP GR IN (WR)	LIN FT	115.6	\$2.00	\$231.20	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	115.6	
2722.549	8" PVC SDR-26 FORCE MAIN	LIN FT	2408	\$28.00	\$67,424.00	1,966.0	0.0	0.0	1,966.00	81.64%	\$0.00	\$55,048.00	442.0	
2722.549	8" FORCE MAIN DIRECTIONAL BORE (FUSIBLE PVC C900)	LIN FT	344	\$100.00	\$34,400.00	344.0	0.0	0.0	344	100.00%	\$0.00	\$34,400.00	0.0	
2722.549	20" PVC FORCE MAIN	LIN FT	2437	\$74.00	\$180,338.00	335.0	0.0	0.0	335	13.75%	\$0.00	\$24,790.00	2102.0	
2722.554	DUCTILE IRON FITTINGS (8" & 20")	POUND	2623	\$6.50	\$17,049.50	1652.0	0.0	0.0	1,652.00	62.98%	\$0.00	\$10,738.00	971.0	
2722.563	AIR RELEASE MANHOLE	EACH	1	\$15,250.00	\$15,250.00	0.0	0.0	0.0	0	0.00%	\$0.00	\$0.00	1.0	



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A					B	C	D	E	F	G	H	I	J
Item					Work Completed			Materials Presently Stored (not in C or D)	Total Completed and Stored To Date (C+D+E)	Percent Complete To Date (%)	Total Cost This Period	Total Cost Complete to Date	Balance to Finish
Item No.	Description	Unit	Contract Quantity	Contract Unit Price	Scheduled Value	From Previous Applications	This Period						(A - F)
CO-1	SALES TAX REIMBURSEMENT	LS	1	\$173,944.09	\$173,944.09	0.14	0.00	0.0	0.14	14.00%	\$0.00	\$24,352.17	0.86
CO-2	STORM SEWER MANHOLE VALUE ENGINEERING	LS	1	\$27,577.00	\$27,577.00	0.0	0.00	0.0	0	0.00%	\$0.00	\$0.00	1.00
CO-3	30" STEEL CASING PIPE - JACK INSTALLED	LIN FT	18	\$678.00	\$12,204.00	0.0	0.00	0.0	0	0.00%	\$0.00	\$0.00	18.00



Contractor's Application and Certificate for Payment

For (contract):		Thief River Falls Westside Flood Damage Reduction Project - MnDOT Trunk Highway No. 1 (SP 5701-33)					Contractor:		R.J. Zavoral & Sons, Inc.						
Application No.:		4					Application Period:		6/4/2020 - 6/18/2020						
A			B			C		D	E		F	G	H	I	J
Item			Work Completed						Materials Presently Stored (not in C or D)	Total Completed and Stored To Date (C+D+E)	Percent Complete To Date (%)	Total Cost This Period	Total Cost Complete to Date	Balance to Finish (A - F)	
Item No.	Description	Unit	Contract Quantity	Contract Unit Price	Scheduled Value	From Previous Applications	This Period								
2021.501	MOBILIZATION	LUMP SUM	1	\$25,000.00	\$25,000.00	0.0	0	0.0	0	0.00%	\$0.00	\$0.00	1.0		
2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	112	\$2.50	\$280.00	0.0	0	0.0	0	0.00%	\$0.00	\$0.00	112.0		
2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	706	\$9.00	\$6,354.00	0.0	0	0.0	0	0.00%	\$0.00	\$0.00	706.0		
2105.504	GEOTEXTILE FABRIC TYPE 5	SQ YD	826	\$1.55	\$1,280.30	0.0	0	0.0	0	0.00%	\$0.00	\$0.00	826.0		
2118.509	AGGREGATE SURFACING CLASS 1	TON	75	\$18.00	\$1,350.00	0.0	0	0.0	0	0.00%	\$0.00	\$0.00	75.0		
2211.509	AGGREGATE BASE, CLASS 5	TON	236	\$11.00	\$2,596.00	0.0	0	0.0	0	0.00%	\$0.00	\$0.00	236.0		
2232.603	MILLED RUMBLE STRIPS - INTERMITTENT	LIN FT	454	\$5.50	\$2,497.00	0.0	0	0.0	0	0.00%	\$0.00	\$0.00	454.0		
2360.509	TYPE SP 12.5 WEARING COURSE MIX (3,C)	TON	308	\$100.00	\$30,800.00	0.0	0	0.0	0	0.00%	\$0.00	\$0.00	308.0		
2412.502	12X6 PRECAST CONCRETE BOX CULVERT END SECTION	EACH	2	\$12,950.00	\$25,900.00	0.0	0	0.0	0	0.00%	\$0.00	\$0.00	2.0		
2412.503	12X6 PRECAST CONCRETE BOX CULVERT	LIN FT	98	\$1,070.00	\$104,860.00	0.0	0	0.0	0	0.00%	\$0.00	\$0.00	98.0		
2451.507	FINE AGGREGATE BEDDING (CV)	CU YD	368	\$15.00	\$5,520.00	0.0	0	0.0	0	0.00%	\$0.00	\$0.00	368.0		
2511.504	GEOTEXTILE FILTER TYPE 4	SQ YD	220	\$2.15	\$473.00	0.0	0	0.0	0	0.00%	\$0.00	\$0.00	220.0		
2511.607	RANDOM RIPRAP - SPECIAL	CU YD	85	\$105.00	\$8,925.00	0.0	0	0.0	0	0.00%	\$0.00	\$0.00	85.0		
2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$11,500.00	\$11,500.00	0.0	0	0.0	0	0.00%	\$0.00	\$0.00	1.0		
2563.601	DETOUR SIGNING	LUMP SUM	1	\$7,000.00	\$7,000.00	0.0	0	0.0	0	0.00%	\$0.00	\$0.00	1.0		
2563.602	PORTABLE CHANGEABLE MESSAGE SIGN	EACH	2	\$3,900.00	\$7,800.00	0.0	0	0.0	0	0.00%	\$0.00	\$0.00	2.0		
2573.503	SEDIMENT CONTROL LOG TYPE WOOD CHIP	LIN FT	262	\$6.00	\$1,572.00	0.0	0	0.0	0	0.00%	\$0.00	\$0.00	262.0		
2574.508	FERTILIZER TYPE 3	POUND	50	\$0.50	\$25.00	0.0	0	0.0	0	0.00%	\$0.00	\$0.00	50.0		
2575.505	SEEDING	ACRE	0.3	\$500.00	\$150.00	0.0	0	0.0	0	0.00%	\$0.00	\$0.00	0.3		
2575.505	DISK ANCHORING	ACRE	0.3	\$50.00	\$15.00	0.0	0	0.0	0	0.00%	\$0.00	\$0.00	0.3		
2575.508	SEED MIXTURE, 25-141	POUND	15	\$5.00	\$75.00	0.0	0	0.0	0	0.00%	\$0.00	\$0.00	15.0		
2575.509	MULCH MATERIAL TYPE 1	TON	0.5	\$200.00	\$100.00	0.0	0	0.0	0	0.00%	\$0.00	\$0.00	0.5		
2575.604	ROLLED EROSION CONTROL PREVENTION CATEGORY 25	SQ YD	1392	\$1.75	\$2,436.00	0.0	0	0.0	0	0.00%	\$0.00	\$0.00	1392.0		
2582.503	6" SOLID LINE MULTI COMP GR IN (WR)	LIN FT	454	\$3.20	\$1,452.80	0.0	0	0.0	0	0.00%	\$0.00	\$0.00	454.0		
2582.503	4" BROKEN LINE MULTI COMP GR IN (WR)	LIN FT	227	\$0.30	\$68.10	0.0	0	0.0	0	0.00%	\$0.00	\$0.00	227.0		
CO-1	SALES TAX REIMBURSEMENT	LS	1	\$173,944.09	\$173,944.09	0.0	0	0.0	0	0.00%	\$0.00	\$0.00	0.00		

RED LAKE WATERSHED DISTRICT
Application for Payment
Estimate of Work Completed

ESTIMATE NUMBER: 3
PROJECT NAME: RLWD Ditch 16
OWNER: Red Lake Watershed District
CONTRACT AMOUNT: \$1,572,196.70
CONTRACTOR: Burski Excavating, Inc.

DATE: 6/22/2020
PROJECT NUMBER: 177
CONTRACT DATE: 6/7/2019
WORK COMPLETED: 6/21/2020

ITEM NO.	DESCRIPTION	UNIT	CONTRACT QUANTITY	UNIT PRICE	QUANTITY COMPLETED				TOTAL AMOUNT
					PREVIOUS	CURRENT	TOTAL	%	
1	Traffic Control	LS	1	\$31,138.64	0.50	0.00	0.50	50.00%	\$15,569.32
2	Anchored Silt Fence (Type PA - Preassembled)	LF	1,000	\$2.97	0	0	0	0.00%	\$0.00
3	Anchored 12" Bio-Roll Ditch Block (Type 3)	LF	1,040	\$3.51	0	0	0	0.00%	\$0.00
4	Grass Seed Mixture	LBS	8,600	\$3.15	0	0	0	0.00%	\$0.00
5	Grass Seeding (MnDOT 2575.3)	AC	86	\$375.18	0	0	0	0.00%	\$0.00
6	Anchored Wheat Straw Mulch	TON	172	\$178.40	0	0	0	0.00%	\$0.00
7	Riprap, Class 3 (18" & Under) w/type 4 Geotextile	CU.YD.	1,600	\$67.03	0	0	0	0.00%	\$0.00
8	Excavation (topsoil conservation-replacement, SWPPP Prep., Erosion Control, Minor Lateral Hauling and Clearing and Grubbing of Trees in Permanent ROW are incidental)	CU.YD.	366,920	\$1.75	48,550	0	48,550	13.23%	\$84,962.50
9	Remove Bituminous Pavement	SQ.YD.	316	\$17.30	0	730	730	231.01%	\$12,628.45
10	Bituminous Pavement (Type SP 12.5 Wearing Course Mix)	TON	270	\$108.12	0	272	272	100.74%	\$29,408.71
11	Geogrid-Tensar TX 140 (Install Under Aggregate Base)	SQ.YD.	864	\$3.78	0	755	755	87.38%	\$2,857.08
12	Aggregate Roadway Surfacing (Loose Volume), CL 1	CU.YD.	450	\$34.60	0	15	15	3.33%	\$518.98
13	Salvage & Reinstall Granual & Aggregate Material (CV)	CU.YD.	680	\$27.03	0	0	0	0.00%	\$0.00
14	Granular Backfill (Compacted Volume)	CU.YD.	200	\$38.92	0	922	922	461.00%	\$35,887.28
15	Aggregate Road Base and Shoulder Base (CL 5 MOD)(CV)	CU.YD.	288	\$32.44	0	277	277	96.18%	\$8,984.79
16	18" Corrugated Steel Pipe (CSP) Culvert (16 Gauge)	LF	2,050	\$25.41	0	0	0	0.00%	\$0.00
17	80' - 24" SCH 20 Steel Pipe - Directional Bore/Open Cut	EACH	2	\$23,786.46	0	0	0	0.00%	\$0.00
18	24" Corrugated Steel Pipe (CSP) Culvert (16 Gauge)	LF	2,680	\$34.60	0	0	0	0.00%	\$0.00
19	36" Corrugated Steel Pipe (CSP) Culvert (14 Gauge)	LF	190	\$60.55	0	0	0	0.00%	\$0.00
20	49"x33" CSAP Culvert (12 Gauge) w/3:1 Step Ends	LF	70	\$92.98	0	0	0	0.00%	\$0.00
21	53"x41" CSAP Culvert (12 Gauge) w/3:1 Step Ends	LF	320	\$108.12	0	0	0	0.00%	\$0.00
22	60"x46" CSAP Culvert (12 Gauge) w/3:1 Step Ends	LF	160	\$123.26	0	0	0	0.00%	\$0.00
23	81"x59" CSAP Culvert (12 Gauge) w/3:1 Step Ends	LF	385	\$161.10	0	0	0	0.00%	\$0.00
24	78" CSP Culvert (12 gauge) w/3:1 step ends	LF	180	\$170.83	0	0	0	0.00%	\$0.00
25	18" CSP Standard Flared End Section	EACH	44	\$108.12	0	0	0	0.00%	\$0.00
26	24" CSP Standard Flared End Section	EACH	42	\$151.37	0	0	0	0.00%	\$0.00
27	36" CSP Standard Flared End Section	EACH	6	\$410.86	0	0	0	0.00%	\$0.00
28	18" Exterior Flap-Gate	EACH	44	\$491.95	0	0	0	0.00%	\$0.00
29	24" Exterior Flap-Gate	EACH	42	\$589.26	0	0	0	0.00%	\$0.00
30	36" Exterior Flap-Gate	EACH	2	\$1,027.14	0	0	0	0.00%	\$0.00
31	12'x6' Reinforced Conc. Box Culvert (CL 2)	LF	96	\$1,243.38	70	22	92	95.83%	\$114,391.24
32	12'x 6' RC Box Cul. End Sec, (CL 2 w/15 Deg. Skewed End)	EACH	2	\$33,301.04	0	2	2	100.00%	\$66,602.08
Subtotal									\$371,810.43
Additional Material			0	\$0.00	0	0	0		\$0.00
Subtotal									\$0.00
Change Order									
1	Replace 2-15 degree skewed, Type 2, End Sections for the 12'x6'RC Box Culvert	EACH	2	-\$1,974.48	0	2	2	100%	-\$3,948.96
Subtotal									-\$3,948.96
TOTALS									\$367,861.47

SUMMARY:	
Total of Work to Date	\$367,861.47
Less 10% Retainage	\$36,786.15
Amount Paid on Previous Payments	\$165,157.71
Amount Due this Estimate	\$165,917.62
Percentage of work completed	23%
Original Contract Amount Due	\$1,572,196.70
Additional Material	\$0.00
Change Orders	(\$3,948.96)
Total Estimated Contract Costs	\$1,568,247.74

RECAP OF PREVIOUS PAYMENTS:			
	ESTIMATE NO	DATE	PAYMENT AMOUNT
	1	1/31/2020	\$78,333.13
	2	6/11/2020	\$86,824.58
	3		\$0.00
	4		\$0.00
	5		\$0.00
	FINAL PAYMENT		
TOTAL			\$165,157.71

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

Date: _____ Signature:_____

I concur that there are no pending changed condition claims as of this date of this pay estimate _____(Initial)
 Approved by Contractor: Jerry Pribula, Pribula Engineering, PLLC

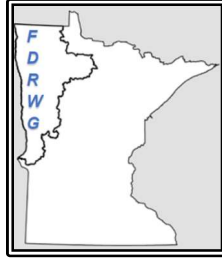
Date: _____ Signature:_____

Approved by Administrator: Myron Jesme, Red Lake Watershed District

Date: _____ Signature:_____

BLACK RIVER IMPOUNDMENT PROJECT - FUNDING ALTERNATIVES

	Alt. 1 - 50% State FDR		Alt. 2 - 50% State FDR		Alt. 3 - \$1M State FDR		Alt. 4 - No State & No Fed		Alt. 5 - No State		Alt. 6 - \$1M State FDR	
	Traditional		RRWMB \$20 Max Yr 2000						\$3 Million Fed		\$3 Million Fed	
Total Project Cost	\$8,400,000.00	100.00%	\$8,400,000.00	100.00%	\$8,400,000.00	100.00%	\$8,400,000.00	100.00%	\$8,400,000.00	100.00%	\$8,400,000.00	100.00%
State of MN Flood Damage Reduction Program	\$4,200,000.00	50.00%	\$4,200,000.00	50.00%	\$1,000,000.00	11.90%	\$0.00	0.00%	\$0.00	0.00%	\$1,000,000.00	11.90%
Federal RCPP AFA Grant	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$3,000,000.00	35.71%	\$3,000,000.00	35.71%
RRWMB Cost	\$2,800,000.00	33.33%	\$2,716,500.00	32.34%	\$4,933,330.00	58.73%	\$5,600,000.00	66.67%	\$3,600,000.00	42.86%	\$2,933,330.00	34.92%
RLWD Cost	\$1,400,000.00	16.67%	\$1,483,500.00	17.66%	\$2,466,670.00	29.37%	\$2,800,000.00	33.33%	\$1,800,000.00	21.43%	\$1,466,670.00	17.46%
RRWMB Cost per Star Value - Year 2020	\$30.83		\$29.91		\$54.32		\$61.66		\$39.64		\$32.30	
RRWMB Cost per Star Value - Year 2000	\$20.62		\$20.00		\$36.33		\$41.23		\$26.51		\$21.60	



FDRWG Budget for Fiscal Year 2021

Approved 5/27/2020

Activity	FY2020 Budget	FY2021 Budget	Notes
Project Team Support	\$120,000	150,000	Average of \$18,750 per WD.
Project Acceleration Grants	23,000	31,000	Subject to check-in with WD's on potential needs.
Project Monitoring	95,000	41,000	Covers: A) final-year monitoring of pre-project conditions at Klondike (TRWD); B) 2 nd cycle of monitoring Brandt Impoundment.
5-year Plan for Monitoring WQ (& other resource conditions)	N/A	25,000	Preliminary estimate. For contractor(s) supporting new initiative. Refine at upcoming Monitoring Committee mtgs.
TSAC Coordination and Projects	11,000	5,000	Completion of Tech Paper updates.
Work Group Meetings and March 2020 Joint Conference	10,000	10,000	Right-sized based on 2020 costs, with some buffer.
Communications and Outreach	5,000	2,000	Placeholder.
Totals:	264,000	264,000	Total available

2021 Fiscal Year is 7/1/20 – 6/30/2021. Funds cannot be rolled over to next FY, since it will be a new biennium.

Exhibit 1
Red Lake Watershed District
Buffer Rule
October 11, 2018

1. It is the policy of the Board of Managers to:

- a. Provide public drainage system drainageways with vegetated buffers and implement water quality practices to achieve the following purposes:
 - 1. Protect state water resources from erosion and runoff pollution;
 - 2. Stabilize public drainage system drainageways' soils, and banks.
- b. Coordinate closely with the Watershed District's landowners, soil and water conservation districts and counties, and utilize local knowledge and data, to achieve the stated purposes in a collaborative, effective and cost- efficient manner.
- c. Integrate Watershed District authorities under Minnesota Statutes §§103D.341, 103E.021, and 103F.48 to provide for clear procedures to achieve the purposes of the rule.
- d. The Watershed District will implement and enforce buffers through the use of Drainage Law (Minnesota Statutes §§103E.021 and 103E.351) and when that cannot be accomplished, through the use of Administrative Penalty Order (APO) powers granted through Minnesota Statute §103F.48.

2. Definitions

BWSR:	Minnesota Board of Water and Soil Resources.
Buffer:	An area consisting of perennial vegetation, excluding invasive plants and noxious weeds.
Buffer law:	Minnesota Statutes §103F.48, as amended.
Commissioner:	Commissioner of the Department of Natural Resources.
Cultivation farming:	Practices that disturb vegetation roots and soil structure, or involve vegetation cutting or harvesting that impairs the viability of perennial vegetation.
Drainage authority:	The public body having jurisdiction over a drainage system under Minnesota Statutes chapter 103E.
NRCS:	U.S. Department of Agriculture, Natural Resource Conservation Service.
Operator:	A party other than a landowner that directly or indirectly controls the condition of riparian land subject to a buffer under the rule.
Person:	Individual or entity.
Public water:	As defined at Minnesota Statutes §103G.005, subdivision 15, and included within the public waters inventory as provided in Minnesota Statutes §103G.201.
Riparian protection:	A water quality outcome for the adjacent waterbody equivalent to that which would be provided by the otherwise mandated buffer, from a facility or practice owned or operated by a municipal separate storm sewer system (MS4) permittee or subject to a maintenance commitment in favor of that permittee at least as stringent as that required by the MS4 general permit in effect.

- Shoreland standards: Local shoreland standards as approved by the Commissioner or, absent such standards, the shoreland model standards and criteria adopted pursuant to Minnesota Statutes §103F.211.
- Structure: An above-ground building or other improvement that has substantial features other than a surface.
- SWCD: Soil and Water Conservation District.

3. Data sharing/management

- 3.1. The District may enter into arrangements with an SWCD, a county, the BWSR and other parties with respect to the creation and maintenance of, and access to, data concerning buffers and alternative practices under this rule.
- 3.2. The District will manage all such data in accordance with the Minnesota Data Practices Act and any other applicable laws.

4. Vegetated Buffer Requirement

- 4.1. Except as subsection 4.3 may apply, a landowner must maintain a buffer on land that is adjacent to a public drainage system ditch identified and mapped on the buffer protection map established and maintained by the Commissioner pursuant to the buffer law.
 - 4.1.1. For a public drainage system ditch, the buffer must be of a 16.5-foot minimum width on either bank. This rule does not apply to the portion of public drainage systems consisting of tile.
 - 4.1.2. The buffer is measured from the top or crown of the bank. Where there is no defined bank, measurement will be from the normal water level. The District will determine normal water level in accordance with BWSR guidance. For a public drainage system, the District will determine top or crown of bank in the same manner as for measuring the perennially vegetated strip under Minnesota Statutes §103E.021.
 - 4.1.3. A buffer may not be used for cultivation farming, but may be grazed, mowed, hayed or otherwise harvested, provided permanent growth of perennial vegetation is maintained.

4.2. The requirement of subsection 4.1

Applies to all public drainage ditches within the Watershed District's boundary for which it is the drainage authority.

4.3. The requirement of subsection 4.1 does not apply to land that is:

- 4.3.1. Enrolled in the federal Conservation Reserve Program;
- 4.3.2. Used as a public or private water access or recreational use area including stairways, landings, picnic areas, access paths, beach and watercraft access areas, provided the area in such use is limited to what is permitted under shoreland standards or, if no specific standard is prescribed, what is reasonably necessary;
- 4.3.3. Used as the site of a water-oriented structure in conformance with shoreland standards or, if no specific standard is prescribed, what is reasonably necessary;

- 4.3.4. Covered by a road, trail, building or other structure;
- 4.3.5. Regulated by a national pollutant discharge elimination system/state disposal system (NPDES/SDS) municipal separate storm sewer system, construction or industrial permit under Minnesota Rules, chapter 7090, and the adjacent waterbody is provided riparian protection;
- 4.3.6. Part of a water-inundation cropping system; or
- 4.3.7. In a temporary non-vegetated condition due to drainage tile installation and maintenance, alfalfa or other perennial crop or plant seeding, or a construction or conservation project authorized by a federal, state or local government unit.

5. Drainage System Acquisition and Compensation for Buffer

- 5.1. In accordance with Minnesota Statutes §103F.48, subdivision 10(b), a landowner owning land within the benefited area of and adjacent to a public drainage ditch may request that the Watershed District, as the drainage authority, acquire and provide compensation for the buffer strip required under this rule.
 - 5.1.1. The request may be made to use Minnesota Statutes §103E.021, subdivision 6, or by petition pursuant to Minnesota Statutes §103E.715, subdivision 1.
 - 5.1.2. The decision on the request is within the judgment and discretion of the District, unless the request concerns a buffer strip mandated by Minnesota Statutes §103E.021.
 - 5.1.3. If the request is granted or the petition proceeds, the requirements of the buffer strip and the compensation to be paid for its incorporation into the drainage system will be determined in accordance with the statutes referenced in paragraph 5.1.1 and associated procedures. When the order establishing or incorporating the buffer strip is final, the buffer strip will become a part of the drainage system and thereafter will be managed by the Watershed District in accordance with the applicable statutory drainage code.
 - 5.1.4. On a public drainage ditch that also is a public water subject to a 50-foot average buffer, the drainage system will be required to acquire only the first 16.5 feet of the buffer.
- 5.2. The Watershed District, on its own initiative pursuant to Minnesota Statutes §§103F.48 and 103E.021, may acquire and provide compensation for buffer strips required under this rule on individual or multiple properties along a public drainage system.
- 5.3. The Watershed District's decision to grant or deny a request under subsection 5.1 is not subject to appeal. However, a determination as to compensation or another term of the order may be appealed as provided for under the drainage code.
- 5.4. This section 5.0 supplements, and does not displace, the terms of Minnesota Statutes chapter 103E requiring or providing for drainage system establishment and acquisition of vegetated buffer strips along public drainageways.

6. Action for Noncompliance

- 6.1. When the Watershed District observes potential noncompliance, actual non-compliance or receives a third-party complaint from a private individual or entity, or from another public agency (such as the SWCD), it will determine the appropriate course of action to confirm

compliance status. This may include communication with the landowner or his/her agents or operators, communication with the shoreland management authority, inspection or other appropriate steps necessary to verify the compliance status of the parcel. On the basis of this coordination, the SWCD may issue a notification of noncompliance to the District. If the SWCD does not transmit such a notification, the District will not pursue a compliance or enforcement action under Minnesota Statutes §103F.48 but may pursue such an action under the authority of Minnesota Statutes §§103E.021 and 103D.341 and paragraph 6.

- 6.2. On receipt of an SWCD notification of noncompliance, or if acting solely under authority of Minnesota Statutes §§103E.021 or 103D.341, the Watershed District will determine first whether sufficient public drainage system easement exists to establish the required vegetative buffer. If sufficient easement does not exist, the District will attempt to acquire the necessary easements through incremental buffer establishment provided in §103E.021, subd. 6 or through a redetermination of benefits provided in Minnesota Statutes §103E.351 and will establish the required buffers. The establishment of the required buffers will occur within 12 months of the determination that inadequate easement exists, and no more than 18 months from the receipt of a SWCD notification of noncompliance or the Watershed District decision to establish the required buffers. If sufficient easement does not exist and the District is unable to acquire the necessary easements through incremental buffer establishment provided in §103E.021, subd. 6 or through a redetermination of benefits, or if sufficient easement does exist and an established buffer has been adversely altered, the District will issue a corrective action list and practical schedule for compliance to the landowner. The District may inspect the property and will consult with the SWCD, review available information and exercise its technical judgment to determine appropriate and sufficient corrective action and a practical schedule for such action. The Watershed District will maintain a record establishing the basis for the corrective action that it requires.
 - 6.2.1. The Watershed District will issue the corrective action list and schedule to the landowner of record. The landowner may be the subject of enforcement liabilities under subsections 7.1 and 7.2. The District may deliver or transmit the list and schedule by any means reasonably determined to reach the responsible party or parties and will document the delivery method. However, a failure to document receipt will not preclude the District from demonstrating delivery, receipt or knowledge in an enforcement proceeding under section
 - 6.2.2. The corrective action list and schedule will identify the tract of record to which it pertains and the portion of that tract that is alleged to be noncompliant. It will describe corrective actions to be taken, a schedule of intermediate or final dates for correction, a compliance standard against which it will judge the corrective action, and a statement that failure to respond to this list and schedule will result in an enforcement action. The Watershed District will provide a copy of the list and schedule to the BWSR.
 - 6.2.3. In addition, at any time a responsible party may supply information in support of a request to modify a corrective action or the schedule for its performance. On the basis of any such submittal or at its own discretion, the Watershed District may modify the corrective action list or schedule and deliver or transmit the modified list and schedule in accordance with paragraph 6.2.1, or may advise the landowner in writing that it is not pursuing further compliance action.
 - 6.2.4. The corrective action list and schedule for compliance may be modified in accordance with subsection 6.2, to extend the compliance timeline for a modification that imposes a substantial new action or significantly accelerates the completion date for an action.

- 6.2.5. At any time after the Watershed District has issued the list and schedule, a landowner, or authorized agent or operator of a landowner, may request that the SWCD issue a validation of compliance with respect to property for which the list and schedule has been issued. On Watershed District receipt of the validation: (a) the list and schedule will be deemed withdrawn for the purpose of subsection 7.2, and the subject property will not be subject to enforcement under that subsection; and (b) the subject property will not be subject to enforcement under subsection 7.1.
- 6.2.6. A corrective action list and schedule is not considered a final decision subject to appeal. An objection to a finding of noncompliance, or to any specified corrective action or its schedule, is reserved to the responsible party and may be addressed in an enforcement proceeding under section 7.0.

7. Enforcement

- 7.1. Under authority of Minnesota Statutes §§103E.021, 103D.545, and 103D.551, the Watershed District may seek remedies for noncompliance with section 4.0 against any responsible party including but not limited to: (a) reimbursement of Watershed District compliance costs under Minnesota Statutes §§103D.345 and 103E.021 and/or an escrow for same; (b) administrative compliance order; (c) district court remedy including injunction, restoration or abatement order, authorization for Watershed District entry and/or order for cost recovery; and (d) referral to county attorney for criminal misdemeanor prosecution.
- 7.2. In instances where existing vegetation on the ditch buffer easement has been adversely altered and has not been restored, the District may collect compliance expenses in accordance with Minnesota Statutes §§103E.021 from a landowner for noncompliance with the corrective action list and schedule, as provided under paragraphs 6.2.1 and 6.2.2. The watershed District will restore any adversely altered buffer and charge the landowner for the cost of the restoration if the landowner does not complete or does not meet the requirements of the corrective action list and schedule.
- 7.3. In instances where a drainageway buffer easement area cannot be established in a timely manner, the Watershed District may issue an administrative order imposing a monetary penalty against a landowner for noncompliance with the corrective action list and schedule, as provided under paragraphs 7.3.1 and 7.3.2. The penalty will continue to accrue until the noncompliance is corrected as provided in the corrective action list and schedule.
 - 7.3.1. The penalty for a landowner on a single parcel that previously has not received a previous administrative penalty order issued by the Watershed District shall be:
 - a) \$0 for 11 months after issuance of the corrective action list and schedule;
 - b) \$200 per parcel per month for the first six (6) months (180 days) following the time period in (a); and \$500 per parcel per month after six (6) months (180 days) following the time period in (b).
 - 7.3.2. The penalty for a landowner on a single parcel that previously has received an administrative penalty order issued by the Watershed District shall be:
 - a) \$50 per parcel per day for 180 days after issuance of the corrective action list and schedule; and
 - b) \$200 per parcel per day for after 180 days following the time period in (a).

- 7.4. The administrative order will state:
- i. The facts constituting a violation of the buffer requirements;
 - ii. The statute and/or rule that has been violated;
 - iii. Prior efforts to work with the landowner to resolve the violation;
 - iv. For an administrative penalty order, the amount of the penalty to be imposed, the date the penalty will begin to accrue, and the date when payment of the penalty is due; and
 - v. The right of the responsible party to appeal the order.

A copy of the APO must be sent to the SWCD and BWSR.

- 7.5. An administrative order under subsection 7.1 or 7.3 will be issued after a compliance hearing before the Watershed District Board of Managers. The landowner and any other responsible parties will receive written notice at least two weeks in advance of the hearing with a statement of the facts alleged to constitute noncompliance and a copy or link to the written record on which District staff intends to rely, which may be supplemented at the hearing. A responsible party may be represented by counsel, may present and question witnesses, and may present evidence and testimony to the Watershed District Board of Managers. The Watershed District will make a verbatim record of the hearing.
- 7.6. After a hearing is noticed and held for consideration of an administrative penalty or other administrative order, the Watershed District Board of Managers may issue findings and an order imposing any authorized remedy or remedies.
- 7.6.1. The amount of an administrative penalty will be based on considerations including the extent, gravity and willfulness of the noncompliance; its economic benefit to the landowner; the extent of the landowner's diligence in addressing it; any noncompliance history; the public costs incurred to address the noncompliance; and other factors as justice may require.
- 7.6.2. The Watershed District Board of Managers findings and order will be delivered or transmitted to the landowner and other responsible parties, as the Watershed District sees fit. An administrative penalty order may be appealed to the BWSR in accordance with Minnesota Statutes §103F.48, subdivision 9, and will become final as provided therein. The Watershed District may enforce the order in accordance with Minnesota Statutes §116.072, subdivision 9. Other remedies imposed by administrative order may be appealed in accordance with Minnesota Statutes §103D.537.
- 7.6.3. The Watershed District Board of Managers, may forgive an administrative penalty, or any part thereof, on the basis of diligent correction of noncompliance following issuance of the findings and order and such other factors as the Watershed District Board of Managers finds relevant.
- 7.7. Absent a timely appeal pursuant to paragraph 7.6.2, an administrative penalty is due and payable to the District as specified in the administrative penalty order.
- 7.8. A landowner agent or operator may not remove or willfully degrade, wholly or partially, a riparian buffer, unless the agent or operator has obtained a signed statement from the landowner stating that written permission for the work has been granted by the Watershed District or that the buffer is not required as indicated in a validation of compliance issued by the SWCD.

7.9. Nothing within this rule diminishes or otherwise alters the Watershed District's authority under Minnesota Statutes, chapter 103E with respect to any public drainage system for which it is the drainage authority, or any buffer strip that is an element of that system.

8. Effect of Rule

8.1. If any section, provision or portion of this rule is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the rule is not affected thereby.

8.2. Any provision of this rule, and any amendment to it, that concerns Watershed District authority under Minnesota Statutes §103F.48 is not effective until an adequacy determination has been issued by the BWSR. Authority exercised under Minnesota Statutes chapter 103D and 103E does not require a BWSR adequacy determination.

We hereby affirm, this document was approved by the Red Lake Watershed District Board of Managers, dated October 11, 2018.

Daum Nelson

Ze Roy Ose

**Memorandum of Agreement Between
West Polk Soil and Water Conservation District and Red Lake Watershed District
For the Administration of the Buffer Law on Watershed District Jurisdictional Ditches.**

This Agreement is made between West Polk Soil and Water Conservation District, hereinafter called WPSWCD and the Red Lake Watershed District, hereinafter called RLWD for the administration of the Buffer Rule pursuant to authoring resolution of the boards of the WPSWCD and RLWD.

The Red Lake Watershed District Buffer Rule policy was approved and signed October 11, 2018 and shown as **Exhibit 1**. This document will be used moving forward with elections of jurisdiction to enforce the provisions of Minn. Stat. Chapter 103F.48 (Buffer Law) on those Minn. Stat. Chapter 103E (Drainage Law drainage systems for which the RLWD is the drainage authority).

The Drainage and Buffer Law have overlapping responsibilities for drainage authorities and SWCDs in instances where a system has acquired permanent strips of perennial vegetation under section 103E.021. This duplication specifically exists relative to efforts for inspections and notification of noncompliance of buffer once acquired by the system.

This agreement is intended to clarify and streamline responsibilities between the SWCD and WD for these systems. This clarification is needed to ensure both parties are fulfilling their statutory obligations.

A. The Red Lake Watershed District agrees to:

1. Carry out the provisions of *§103E and §103F.48* related to the inspections, corrective actions and enforcement of these perennially vegetated strips as needed on these systems consistent with the Buffer Rule as adopted.
2. All legal public drainage systems under the jurisdiction of the WD and located within the boundaries of SWCD comply with the buffer strip law as describe in Minnesota Statutes 103E.021.

B. West Polk SWCD agrees to:

1. Because all public drainage system buffer strips under jurisdiction of RLWD comply and are inspected yearly by RLWD Ditch Inspector to assure compliance using MN Statute 103E.021, there is no action of enforcement or inspection required by the WPSWCD.
2. "Drainage System Map" provided as **Exhibit 2** and included in this document identifies all public drainage systems under the jurisdiction of the RLWD. WPSWCD will not be required to inspect these systems in their yearly enforcement of the Buffer Law under 103F.48.

This Memorandum of Agreement may be amended by mutual consensus of the West Polk SWCD and Red Lake Watershed District by resolutions of their respective boards.

This Memorandum of Agreement shall become effective upon signature of all duly authorized signatures and shall remain in effect until terminated by agreement of the parties or thirty days after written notice of termination by either part to the order

Board Chair West Polk SWCD

Board Chair Red Lake Watershed District

Date

Date

RED LAKE WATERSHED DISTRICT
Application for Payment
Estimate of Work Completed

ESTIMATE NUMBER: FINAL
PROJECT NAME: Shaumbrug Ring Dike
OWNER: Red Lake Watershed District
CONTRACT AMOUNT: \$6,804.00
CONTRACTOR: Higher Ground Paul Zavoral, Inc.

DATE: June 16, 2020
PROJECT NUMBER: 129AR
CONTRACT DATE: September 10, 2019
WORK COMPLETED: June 9, 2020

ITEM NO.	DESCRIPTION	UNIT	CONTRACT QUANTITY	UNIT PRICE	QUANTITY COMPLETED			TOTAL AMOUNT
					PREVIOUS	CURRENT	TOTAL	
1	Remove Township road RC culvert	each	1	\$ 600.00	1	0	1	\$600.00
2	Remove entrance RC culvert and RR ties	each	1	\$ 600.00	1	0	1	\$600.00
3	Class V Gravel	cu.yd.	20	\$ 26.00	12	0	12	\$312.00
4	F&I 18 in. CMP Culvert (1-35 ft.)	lin ft	36	\$ 30.00	36	0	36	\$1,080.00
5	F&I 18 in. CMP Aprons	each	2	\$ 180.00	2	0	2	\$360.00
6	F&I 15 in. CMP Culvert (1-36 ft.)	lin ft.	36	\$ 26.00	36	0	36	\$936.00
7	F&I 15 in. Waterman Flap-Gate	each	1	\$ 768.00	1	0	1	\$768.00
8	See, Mulch, Fertilize, etc.	Lump Sum	1	\$ 1,500.00	0	1	1	\$1,500.00
9	Equipment Hours (for ditch grading)	hr	4	\$ 110.00	0	4	4	\$440.00
Subtotal								\$6,596.00
Additional Material								
					0	0	0	\$0.00

Total \$6,596.00

SUMMARY:

Total of Work to Date	\$6,596.00
Less 0% Retainage	\$0.00
Amount Paid on Previous Payments	\$4,423.20
Amount Due this Estimate	\$2,172.80
Percentage of work completed	97%
Original Contract Amount Due	\$6,804.00
Amount Deleted from Original Contract	\$0.00
Additional Material	\$0.00
Total Estimated Contract Costs	\$6,804.00

RECAP OF PAYMENTS:

DATE	PAYMENT AMOUNT
10/28/19	\$ 4,423.20
06/15/20	\$ 2,172.80
Total	\$6,596.00

Approved by Contractor: Paul Zavoral Higher Ground

Peggy Zavoral

06/15/2020
Date

Approved by Administrator: Myron Jesme, Red Lake Watershed District



6-25-20
Date

June 23, 2020

Star Township, Section 13 Site Investigation

Dave Marshall and Nick Olson

Matt Rindahl and Robert Miller were also present.

Upon arriving on the dispute location, I observed a ridge running along the property line. At the dispute location the field on the south side was not tilled and planted as the rest of the field with an unidentified plant growing. This low area had water standing with flow across the ridge running to the south and ultimately across the field in a swale. The north side of the ridge was a grass with standing water. Immediately north of the dispute location there was deeper pool, about 1.4' deep, that extended north approximately 60 feet.

The landowners explained that a dozer was used last fall to cut across the ridge that provided some additional drainage. This spring, the landowner on the south side, added fill to block the increased drainage. The fill amount was not completed by the operator of the rented land but a hire hand who placed an excessive amount of fill.

I began my investigation with soil probes to determine the existing soil materials immediately adjacent to the dispute cut/fill area on the ridge. I found a very dark (probably 10YR2/1) fine sandy loam topsoil in the ridge area and in the field both north and south of the ridge. Under the topsoil, which varied in thickness, was a dark brown fine sand. This sand layer in locations had iron depletions and concentrations. One area adjacent to the pool area had a grey color indicating long term saturation.

I conducted a series of soil probes across the dispute area. I was able to identify the amount of recent fill material above the topsoil that appeared to match to topsoil adjacent to this disturbed area. The center area had approximately 4 inches of fill above the topsoil. There are numerous rocks in the filled area from the fill material. The ground in this area is highly disturbed. I explained my finding and explained that due to the cutting with the dozer, I was not able to determine what the elevation was before the cut had taken place. Matt suggested that we use 4 inches to be the removal amount. Bobby was a little hesitant but agreed to the 4 inch removal, then said that would be lower than the field to the south. A GPS survey elevation was taken in the field and compared to the ridge and the field was about 15 inches lower than the ridge. I took additional probes across the disputed area and we surveyed the elevation of the topsoil material below any fill material encountered. The center area does contain a large number of rocks.

I explained that without vegetation and the water running over the ridge, erosion may lower the disturbed area.

We discussed an option to create a drainage ditch on the property line to drain the water west, to the road ditch. The landowners were open to the idea so watershed personnel would return to survey the proposed alignment to determine if the option was possible and what the grades would be, including depth of the new drain. At that time, they would also set a grade stake for removal of fill on the ridge to the agreed upon elevation.



Permit # **20-100**

Status Report: **Tabled**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Josh Barrett		44194 140th Street SW East Grand Forks, MN 56721		tel:218-779-4828 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Polk** Township: **Sullivan** Range: **49** Section: **30 1/4**: **SE1/4**

(4) Describe in detail the work to be performed. **Install 18" culvert and field crossing and extend a culvert in the NE1/4.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Additional access and current crossing is too narrow.**

Status

Status	Notes	Date
Tabled		June 24, 2020
Received		June 10, 2020

Conditions

I recommend that this permit be tabled to provide more time for culvert sizing. N.J.O./L.S.

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.

APPLICATION FOR PERMIT
RED LAKE WATERSHED DISTRICT

102 North Main Avenue
P.O. Box 803
Thief River Falls, MN 56701
218-681-5800


TO THE BOARD OF MANAGERS:

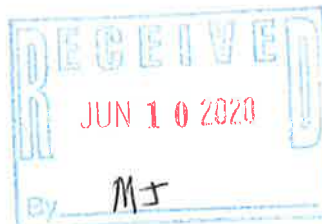
Applicant's Name: Josh Barrett		Telephone Number: 218--779--4828	
Address (Street, RFD, Box No., City, State, Zip): 44194 140th Street SW East Grand Forks, MN 56721			
Project Location: Government Lot _____, Quarter Section(s) SE 1/4, Section(s) 30			
Township (Name & #) ¹⁵² Sullivan Range # R-49-W County Polk			
Type of Work Proposed:			
<input type="checkbox"/> Excavate	<input checked="" type="checkbox"/> Install	<input type="checkbox"/> Channel	<input type="checkbox"/> Dike
<input type="checkbox"/> Fill	<input type="checkbox"/> Remove	<input checked="" type="checkbox"/> Culvert (Size 18")	<input type="checkbox"/> Erosion Control
<input type="checkbox"/> Drain	<input type="checkbox"/> Other	<input type="checkbox"/> Bridge (Size _____)	<input type="checkbox"/> Other
<input checked="" type="checkbox"/> Construct	<input type="checkbox"/> _____	<input type="checkbox"/> Dam	<input type="checkbox"/> _____

Be sure to attach all necessary reports, maps, drawings, photos, other data, etc., to support permit application.

Description of work to be done: Install 18 inch culvert, 60 feet long. to make a field crossing And extend the crossing in the NE corner of field, as its to short	
Estimated drainage area: acres _____ or sq. mile(s) _____	
Work is necessary because: We need to update field crossings to get the crop out of the field	

I hereby make application for a permit to proceed with the proposal described above and have attached all supporting maps, plans, and other information submitted with this application. The information submitted and statements made concerning this application are true and correct to the best of my knowledge. Obtaining a permit from the Managers does not relieve the applicant from the responsibility of obtaining any other additional authorization or permits required by law.

Signature of owner or authorized agent 	Date March 27, 2020
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For Office Use Only P.A. No. 20-100
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Permit # **20-073**

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Earl Roed	E&D Roed Revocable Living Trust	34905 290th Avenue SE McIntosh, MN 56556		tel:218-563-4232 mobile: 218-686-6592 fax:

General Information

(1) The proposed project is a:

Surface Drainage (New Ditch or Improvement)

(2) Legal Description

(3) County: **Polk** Township: **King** Range: **41** Section: **10 1/4: NW1/4**

(4) Describe in detail the work to be performed. **Clean a portion of ditch on south side of abandoned 350th Street for 1100 feet joining to hte point where ditch has already been cleaned and installing culverts.**

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

Status

Status	Notes	Date
Approved		June 4, 2020
Received		May 26, 2020

Conditions

RLWD approval as per NRCS plan set submitted. Work permitted includes cleaning of a south road ditch along an abandoned township road for approximately 1,100' and the installation of a 15" diameter centerline culvert. Applicant may up-size proposed 15" centerline culvert to an 18" diameter culvert. If any work is done within a legal road right of way, applicant shall contact the road authority for their approval. Applicant is responsible for utility locates by calling Gopher 1 at (1-800-252-1166) N.J.O./L.S.

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 # 20-078

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Robert A. Englund		None		tel: mobile: fax:

General Information

(1) The proposed project is a:

No work type selected.

(2) Legal Description

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

(4) Describe in detail the work to be performed.

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

Status

Status	Notes	Date
Approved		June 23, 2020
Received		May 29, 2020

Conditions

Site 1 - RLWD approval to install a 48" diameter field access culvert. If the culvert is installed within Beltrami County Road #44 Right-of-Way, then applicant shall contact Beltrami County Highway Department and meet their spec's/conditions. Site 2 – RLWD approval to install a 48" diameter field entrance culvert; as per approval of Spruce Grove Township, proposed work is within Township Road Right-of-Way. Permit locations are within an abandoned Legal Drainage System, as per Ed Geving at Beltrami County. Applicant is responsible for utility locates by calling Gopher 1 at (1-800-252-1166) N.J.O./ L.S.

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.



Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Cole Perry		None		tel: mobile: fax:

General Information

(1) The proposed project is a:

No work type selected.

(2) Legal Description

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

(4) Describe in detail the work to be performed.

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

Status

Status	Notes	Date
Approved		June 24, 2020
Received		June 2, 2020

Conditions

RLWD approval to clean the north & west side of the NW quarter, section 9, Vineland Township. Applicant shall ensure drainage is adequate for adjacent upstream lands. RLWD approves the removal of three field entrances along the north side of said parcel. RLWD approval to install an 18" diameter culvert in the northeast corner of said parcel, a 24" diameter culvert in the northwest corner of said parcel, and an 18" diameter culvert in the southwest corner of said parcel. Branch 1 of County Ditch 19 lies along the west side of said parcel, applicant shall contact Polk County Ditch Authority for their approval & meet their spec's/conditions prior to doing any work. Applicant shall contact Vineland Township for their approval and meet their spec's/conditions when working within township road right-of-way. All excavation shall be consistent with the existing road and ditch slopes and there shall be no vertical excavation faces. Existing drainage/flow patterns shall not be changed or diverted. Applicant is responsible for utility locates by calling Gopher 1 at (1-800-252-1166) N.J.O./L.S.

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 # 20-084

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Nancy Byklum		None		tel: mobile: fax:

General Information

(1) The proposed project is a:

No work type selected.

(2) Legal Description

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

(4) Describe in detail the work to be performed.

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

Status

Status	Notes	Date
Approved		June 19, 2020
Received		June 2, 2020

Conditions

RLWD approval to install a 48" diameter field entrance culvert; as per approval of Marshall County Ditch Authority, proposed work is within Marshall Judicial Ditch #11 Branch 171 Right-of-Way. Applicant shall also seek approval from Valley Township, permit is within township road Right-of-Way. Applicant is responsible for utility locates by calling Gopher 1 at (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 # **20-086**

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Donald J. Mack		PO Box 454 East Grand Forks, MN 56721		tel:218-779-1444 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Polk Township: Northland Range: 49 Section: 33 1/4: SE1/4 SE1/4**

(4) Describe in detail the work to be performed. **Install culvert where there is currently a dry crossing - Widen crossing.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Improve Drainage - Size of farming equipment**

Status

Status	Notes	Date
Approved		June 12, 2020
Received		June 3, 2020

Conditions

RLWD approval to install a 24" diameter field entrance culvert where there is a dry crossing currently. Applicant may ditch to the north into RLWD Proj. #177 – Ditch 16, where the entire section pays benefits. Applicant is not permitted to ditch land to the south into Polk County Ditch #41. See attached Benefitted Area Maps. Applicant shall contact Northland Township prior to commencement of work and meet their spec's/conditions. Proposed work is within Township Road Right-of-Way. Applicant is responsible for utility locates by calling Gopher 1 at (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 # 20-087

Status Report: **Received**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Donald J. Mack		PO Box 454 East Grand Forks, MN 56721		tel:218-779-1444 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Polk** Township: **Sullivan** Range: **49** Section: **10 1/4: SE1/4 SE1/4**

(4) Describe in detail the work to be performed. **Widen crossing**

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

Status

Status	Notes	Date
Approved		June 12, 2020
Received		June 3, 2020

Conditions

RLWD approval to install a 24" diameter field entrance culvert where there is a dry crossing currently. Applicant may ditch to the north into RLWD Proj. #166 – Ditch 11, where the entire section pays benefits. Applicant is not permitted to ditch land to the south into Polk County Ditch #39. See attached Benefitted Area Maps. Applicant shall contact Northland Township prior to commencement of work and meet their spec's/conditions. Proposed work is within Township Road Right-of-Way. Applicant is responsible for utility locates by calling Gopher 1 at (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 # 20-088

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Roger Love		35178 170th Street SW East Grand Forks, MN 56721		tel:218-779-5133 mobile: fax:

General Information

(1) The proposed project is a:

Tiling

(2) Legal Description

(3) County: **Polk** Township: **Fanny** Range: **47** Section: **1 1/4: NE1/4 SW1/4**

(4) Describe in detail the work to be performed. **Relocate existing tile pump installed prior to 2015.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Unefficient pump/tile outlet.**

Status

Status	Notes	Date
Approved		June 11, 2020
Received		June 3, 2020

Conditions

RLWD approval to re-locate an existing tile grid "Lift Pump" (installed prior to 2015). If the Lift Pump is re-located within a legal road right-of-way, then the applicant shall contact the appropriate road authority for approval and meet their spec's/conditions. The entirety of Section 1, Fanny Township pays benefits to Polk County Ditch #126. For proposed work on lands not owned by applicant, he/she must obtain, in writing, permission from the affected landowners to perform proposed work. Applicant is responsible for utility locates by calling Gopher 1 at (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.



Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Randall & Judith Adamson		10238 160th Street NE Thief River Falls, MN 56701		tel:218-681-7073 mobile: 218-686-5611 fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **Norden** Range: **44** Section: **36 1/4: S1/2 SW1/4**

(4) Describe in detail the work to be performed. **Remove existing driveway culvert and install correct size and length to provide better drainage.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Poor water drainage and spring freeze up. Extreme water backup into west side and north side of yard. Also check collapsed culvert on SE corner to LaRoche Parcel (to east).**

Status

Status	Notes	Date
Approved		June 23, 2020
Received	None	June 8, 2020

Conditions

RLWD approval to replace an 18” diameter driveway culvert, in kind, as per Norden Township specs/conditions; proposed work is within Township Road Road Right-of-Way. Applicant is responsible for utility locates by calling Gopher 1 at (1-800-252-1166) The grade of ditch from 400 feet west of driveway to 600’ east of driveway appears to have positive drainage to the east. The driveway culverts do have sediment buildup within the pipes and at the ends of the pipe. The culvert immediately downstream of the driveway in the application is failing. Coordination with the adjacent landowners to facilitate maintenance on the culverts is advised. If the failing culvert is to be replaced, a permit will be required. D.T.M.

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 # 20-092

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
	Pete Carlson Revocable Trust	15764 120th Avenue NE Thief River Falls, MN 56701		tel: mobile: 218-686-3022 fax:

General Information

(1) The proposed project is a:

Tiling

(2) Legal Description

(3) County: **Pennington** Township: **North** Range: **43** Section: **32 1/4**:

(4) Describe in detail the work to be performed. **Install pattern tile with gravity outflow.**

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

Status

Status	Notes	Date
Approved		June 23, 2020
Received		June 4, 2020

Conditions

The Red Lake Watershed District (RLWD) approves the pattern tile project with 'Gravity' outlets. If the applicant modifies planned side water inlet culverts on RLWD Project #178 for outlet purposes of the pattern tile project, all future maintenance costs will be the sole responsibility of the applicant. If any additional work or maintenance is required within a public road and/or project right-of-way, applicant shall contact the appropriate jurisdictional authority for their approval and must meet their specs/conditions. Directly downstream of the tile and/or pump station(s) outlets, applicant shall ensure that adequate grade and drainage is provided. ■ Note: Please be aware of and review the 'bullet points' on the bottom half of the application. Applicant is responsible for utility locates by calling Gopher 1 at (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 # 20-093

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
	King Township	PO Box 62 McIntosh, MN 56556		tel: mobile: 218-791-1306 fax:

General Information

(1) The proposed project is a:

**Surface Drainage (New Ditch or Improvement)
Culvert Installation / Removal / Modification**

(2) Legal Description

(3) County: **Polk** Township: **King** Range: **41** Section: **2 1/4**: **SW1/4**

(4) Describe in detail the work to be performed. **Replace existing culvert. Would like to downsize the existing culvert to get more gravel over top of culvert. Clean ditches on both sides and widen road at culvert area.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Cannot keep gravel over top of culvert. Road maintainer keeps hitting the culvert and created a hole in the culvert.**

Status

Status	Notes	Date
Approved		June 19, 2020
Received		June 8, 2020

Conditions

Polk County - King Township. RLWD approval to remove a 24" CMP centerline culvert and replace with 2 lines of 18" CMP. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166)

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



Permit # 20-094

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
	King Township	PO Box 62 McIntosh, MN 56556		tel: mobile: 218-791-1306 fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Polk** Township: **King** Range: **41** Section: **10 1/4: NW1/4**

(4) Describe in detail the work to be performed. **Remove and replace existing 18" culvert under township road.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Partial collapse and washing in. Culvert is plugged.**

Status

Status	Notes	Date
Approved		June 19, 2020
Received		June 8, 2020

Conditions

Polk County - King Township. RLWD approval to remove an 18" CMP centerline culvert and replace with an 18" CMP with aprons. Applicant is responsible for utility locates by calling Gopher 1 (1-800-252-1166)

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



Permit # 20-095

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Dale Rupprecht		18141 220th Street NE Thief River Falls, MN 56701		tel: mobile: 218-684-1029 fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Marshall** Township: **Agder** Range: **42** Section: **6 1/4: NE1/4**

(4) Describe in detail the work to be performed. **Install access culvert.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **To access farmland. Safety making left hand turn off of Hwy 2 oncoming traffic is hard to see.**

Status

Status	Notes	Date
Approved		June 19, 2020
Received		June 8, 2020

Conditions

RLWD approval to install a 36" diameter field access culvert, as per approval of Marshall County Ditch Authority; proposed work is within County Ditch 20 Branch #1 Right-of-Way. Applicant shall also seek approval from Agder Township, permit is within township road right of way. Applicant is responsible for utility locates by calling Gopher 1 at (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 # **20-096**

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Bernard Fallon		20706 165th Street SE Plummer, MN 56748		tel:218-465-4378 mobile: 218-686-4110 fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Red Lake** Township: **Emardville** Range: **42** Section: **4 1/4: NE1/4**

(4) Describe in detail the work to be performed. **Replace culvert on driveway.**

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

Status

Status	Notes	Date
Approved		June 18, 2020
Received		June 9, 2020

Conditions

RLWD approval to remove two 18" diameter culverts and replace them with 24" diameter culverts, as per approval of Emardville Township; proposed work is within Township Road Right-of-Way. Applicant is responsible for utility locates by calling Gopher 1 at (1-800-252-1166) N.J.O./L.S.

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 # 20-097

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Douglas Peterson		44194 140th Street SW East Grand Forks, MN 56721		tel:218-779-1993 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: Polk Township: **Grand Forks** Range: 50 Section: 25 1/4: **SE1/4**

(4) Describe in detail the work to be performed. **Install two new fielding crossings-one off of County Road 19 and the other on 220th Avenue SW. Clean township road ditch. Lower culvert hat goes under the township road.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Current access for field is through farmyard.**

Status

Status	Notes	Date
Approved		June 24, 2020
Received		June 10, 2020

Conditions

RLWD approval to install an 18” diameter field entrance culvert, a 24” diameter field entrance culvert, remove and replace a 24” diameter centerline culvert, and to clean a Grand Forks Township road ditch. See map. Applicant shall be aware that other existing culverts and road ditches may need to be re-graded. Applicant shall contact Polk County Highway Department & Grand Forks Township and meet their spec’s/conditions; proposed work is within County & Township Road Right-of-Way. All excavation shall be consistent with the existing road and ditch slopes and there shall be no vertical excavation faces. Existing drainage/flow patterns shall not be changed or diverted. For proposed work on lands not owned by applicant, he/she must obtain, in writing, permission from the affected landowners to perform proposed work. Applicant is responsible for utility locates by calling Gopher 1 at (1-800-252-1166) N.J.O./L.S.

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 # 20-098

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Douglas Peterson	Folson Farms	44194 140th Street SW East Grand Forks, MN 56721		tel:218-779-1993 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Polk** Township: **Sullivan** Range: **49** Section: **20 1/4: SW1/4**

(4) Describe in detail the work to be performed. **Install culvert into dry field crossing.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Culvert was not installed when crossing was put in place.**

Status

Status	Notes	Date
Approved		June 24, 2020
Received		June 10, 2020

Conditions

RLWD approval to install an 18" diameter field entrance culvert and clean a township road ditch. See map. Applicant shall contact Sullivan Township and meet their spec's/conditions; proposed work is within Township Road Right-of-Way. Applicant must ensure that erosion control practices are installed for sediment control, including filter fabric and rock riprap. Applicant shall not infringe on any existing structures. All excavation shall be consistent with the existing road and ditch slopes and there shall be no vertical excavation faces. Existing drainage/flow patterns shall not be changed or diverted. Applicant is responsible for utility locates by calling Gopher 1 at (1-800-252-1166) N.J.O./L.S.

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 # 20-099

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Douglas Peterson		44194 140th Street SW East Grand Forks, MN 56721		tel:218-779-1993 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Polk Township: Sullivan Range: 49 Section: 30 1/4: SW1/4**

(4) Describe in detail the work to be performed. **Remove and replace existing field crossing. Install additional field crossing.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **South crossing is in the middle of the field on south side and the landowner farms the field east and west.**

Status

Status	Notes	Date
Approved		June 24, 2020
Received		June 10, 2020

Conditions

RLWD approval to remove an 18" diameter field entrance and to install an 18" diameter field entrance culvert to the east, as per approval of Polk County Highway Department's spec's/conditions; proposed work is within County Road #19 Right-of-Way. Applicant is responsible for utility locates by calling Gopher 1 at (1-800-252-1166) N.J.O./L.S.

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 # 20-101

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Gary & Faith Riggle		15160 158th Street NE Thief River Falls, MN 56701		tel: mobile: 701-741-4235 fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **Rocksbury** Range: **43** Section: **2 1/4**: **Lot 1**

(4) Describe in detail the work to be performed. **Widen driveway approach to property.**

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

Status

Status	Notes	Date
Approved		June 18, 2020
Received		June 10, 2020

Conditions

RLWD approval to extend an 18" diameter driveway culvert, as per approval of Pennington County Highway Department; proposed work is within County Road #62 Right-of-Way. Applicant is responsible for utility locates by calling Gopher 1 at (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 # 20-103

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Russell Jaspersen		11674 240th Avenue SE Plummer, MN 56748		tel:218-465-4561 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **Mayfield** Range: **41** Section: **7 1/4: SW1/4 NW1/4**

(4) Describe in detail the work to be performed. **Replace existing culvert.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Culvert is rusted out and caved in.**

Status

Status	Notes	Date
Approved		June 19, 2020
Received	None	June 11, 2020

Conditions

Red Lake Watershed District (RLWD) approval to remove and replace a 24" CMP field entrance culvert. The 24" CMP culverts at the driveway and approach just south of the driveway may be reset or replaced with in 24" CMP culverts set at the maintenance grade. The road ditch may be cleaned to the maintenance grade shown on the profile surveyed by RLWD. All excavation shall be consistent with the existing road and ditch slopes and there shall be no vertical excavation faces. All work shall be approved by Mayfield Township and be conducted following their specs/conditions. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) D.T.M.

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 # 20-104

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
	KAM Farmland Holdings GP	18 Crescent Key Bellvue, 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: **Polk** Township: **Badger** Range: **42** Section: **10 1/4: SW1/4**

(4) Describe in detail the work to be performed. **Clean the north side of road ditch adjacent to 300th Street SE.**

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

Status

Status	Notes	Date
Approved		June 18, 2020
Received		June 12, 2020

Conditions

RLWD approval to clean a north township road ditch, as per approval of Badger Township; proposed work is within Township Road Right-of-Way. All excavation shall be consistent with the existing road and ditch slopes and there shall be no vertical excavation faces. Existing drainage/flow patterns shall not be changed or diverted. Applicant is responsible for utility locates by calling Gopher 1 at (1-800-252-1166) N.J.O./L.S.

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.



Applicant Information

Name	Organization	Address	Email	Phone Number(s)
	Enbridge Energy, LP	11 East Superior Street, Suite 125 Duluth, MN 55802		tel:218-522-4825 mobile: fax:

General Information

(1) The proposed project is a:

Utility Installations

(2) Legal Description

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

(4) Describe in detail the work to be performed. **Construct Line 3 replacement across the Lost River**

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

Status

Status	Notes	Date
Approved		June 24, 2020
Received		June 9, 2020

Conditions

Red Lake Watershed District (RLWD) approval as per approval of all affected road and ditch authorities and utilities; as shown in 'Enclosure B', Line 3 Replacement at the Lost River crossing will be installed with 4.9' of cover. For proposed work on lands not owned by applicant, he/she must obtain, in writing, permission from the affected landowners to perform proposed work. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) 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 # 20-110

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Violet Doda		37188 State Hwy 1 NW Warren, MN 56762		tel:218-201-0017 mobile: fax:

General Information

(1) The proposed project is a:

Surface Drainage (New Ditch or Improvement)

(2) Legal Description

(3) County: **Polk** Township: **Euclid** Range: **47** Section: **4 1/4: NW1/4 NW1/4**

(4) Describe in detail the work to be performed. **Remove trees located within the ditch and clean sediment from ditch bottom.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Poor drainage towards legal drain.**

Status

Status	Notes	Date
Approved		June 23, 2020
Received		June 18, 2020

Conditions

RLWD approval to clean a township road ditch, as per approval of Euclid Township; proposed work is within Township Road Right-of-Way. All excavation shall be consistent with the existing road and ditch slopes and there shall be no vertical excavation faces. Existing drainage/flow patterns shall not be changed or diverted. Applicant is responsible for utility locates by calling Gopher 1 at (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 # 20-111

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
John Anton		14451 110th Ave Ne Thief River Falls, MN 56701		tel: mobile: fax:

General Information

- (1) The proposed project is a:
Surface Drainage (New Ditch or Improvement)
- (2) Legal Description
- (3) County: **Pennington** Township: **Sanders** Range: **44** Section: **13 1/4: S1/2**
- (4) Describe in detail the work to be performed. **Clean road ditch**
- (5) Why is this work necessary? Explain water related issue/problem being solved. **Poor drainage**

Status

Status	Notes	Date
Approved		June 19, 2020
Received		June 18, 2020

Conditions

RLWD approval to clean both the north & south county road ditch bottom; as per approval of Pennington County Highway Department, proposed work is within County Road #59 Right-of-Way. A survey of the ditch bottom profile has been completed by the RLWD and a copy of the profile has been sent to the applicant. All excavation shall be consistent with the existing road and ditch slopes, there shall be no vertical excavation faces. Existing drainage/flow patterns shall not be changed or diverted. Applicant is responsible for utility locates by calling Gopher 1 at (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 # 20-112

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
	Peter Carlson Revocable Trust	15764 120th Avenue NE Thief River Falls, MN 56701		tel: mobile: 218-686-3022 fax:

General Information

(1) The proposed project is a:

Tiling

(2) Legal Description

(3) County: **Pennington** Township: **Rocksbury** Range: **43** Section: **5 1/4: NW1/4**

(4) Describe in detail the work to be performed. **Install pattern tile with gravity outflow.**

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

Status

Status	Notes	Date
Approved		June 23, 2020
Received		June 4, 2020

Conditions

The Red Lake Watershed District (RLWD) approves the pattern tile project with 'Gravity' outlets. If the applicant modifies planned side water inlet culverts on RLWD Project #178 for outlet purposes of the pattern tile project, all future maintenance costs will be the sole responsibility of the applicant. If any additional work or maintenance is required within a public road and/or project right-of-way, applicant shall contact the appropriate jurisdictional authority for their approval and must meet their specs/conditions. Directly downstream of the tile and/or pump station(s) outlets, applicant shall ensure that adequate grade and drainage is provided. ■ Note: Please be aware of and review the 'bullet points' on the bottom half of the application. Applicant is responsible for utility locates by calling Gopher 1 at (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 # 20-113

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Mike Wiebolt		11429 Snake Trail SW Motley, MN 56466		tel:218-330-5713 mobile: fax:

General Information

- (1) The proposed project is a:
Surface Drainage (New Ditch or Improvement)
- (2) Legal Description
- (3) County: **Pennington** Township: **Sanders** Range: **44** Section: **25 1/4: NW1/4**
- (4) Describe in detail the work to be performed. **Clean road ditch.**
- (5) Why is this work necessary? Explain water related issue/problem being solved. **Poor drainage.**

Status

Status	Notes	Date
Approved		June 24, 2020
Received		June 19, 2020

Conditions

RLWD approval to clean both the east & north county road ditch bottom, as per approval of Pennington County Highway Department; proposed work is within County Road #57 & #72 Right-of-Way. A survey of the ditch bottom profile has been completed by the RLWD and a copy of the profile has been sent to the applicant. All excavation shall be consistent with the existing road and ditch slopes, there shall be no vertical excavation faces. Existing drainage/flow patterns shall not be changed or diverted. Applicant is responsible for utility locates by calling Gopher 1 at (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 # 20-115

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
	Sanders Township	13007 130th Street NW Thief River Falls, MN 56701		tel: mobile: 218-689-2913 fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **Sanders** Range: **44** Section: **2 1/4: NE1/4**

(4) Describe in detail the work to be performed. **Replace failing pipe with same size, length and aprons.**

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

Status

Status	Notes	Date
Approved		June 24, 2020
Received	None	June 23, 2020

Conditions

RLWD approval to remove a 42" CMP centerline culvert and replace with a 42" CMP with aprons as per Pennington County Highway Department specs/conditions; proposed work is within County Road # 72 Right-of-Way and the culvert is in CD 96. Applicant is responsible for utility locates by calling Gopher 1 at (1-800-252-1166) D.T.M.

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 # 20-117

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
	Louisville Township	16292 210th Street SW Red Lake Falls, MN 56750		tel: mobile: 218-686-4288 fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Red Lake** Township: **Louisville** Range: **45** Section: **7 1/4: SW1/4**

(4) Describe in detail the work to be performed. **Replace existing 48" culvert.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Keeps washing hole in middle of road. Four pieces of pipe put together leaks in one joint.**

Status

Status	Notes	Date
Approved		June 24, 2020
Received		June 23, 2020

Conditions

RLWD approval to remove and replace a 48" diameter culvert, in kind, at the same elevation. Applicant shall coordinate with Judicial Ditch 60 Authority to ensure proper grade of the new culvert. Applicant is responsible for utility locates by calling Gopher 1 at (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 # 20-118

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
	Louisville Township	16292 210th Street SW Red Lake Falls, MN 56750		tel: mobile: 218-686-4288 fax:

General Information

(1) The proposed project is a:

Surface Drainage (New Ditch or Improvement)

(2) Legal Description

(3) County: **Red Lake** Township: **Louisville** Range: **45** Section: **20 1/4**:

(4) Describe in detail the work to be performed. **Clean township road ditch.**

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

Status

Status	Notes	Date
Approved		June 24, 2020
Received		June 23, 2020

Conditions

RLWD approval clean township road ditch. Applicant is responsible for utility locates by calling Gopher 1 at (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.

Red Lake Watershed District - Administrators Report

June 25, 2020

Red River Watershed Management Board – LeRoy and I attended the RRWMB June 16, 2020 meeting via Microsoft Teams. The meeting went through the lunch hour and adjourned around 1:30 or so. The end of the meeting was rushed through so never did give the presentation of the TRF Westside FDR Project as was anticipated.

I was asked to participate in the Governing Document meeting which will be held July 7th at 9:30 am. They would like me to take part in the portion of the document where they will discuss Step 3 funding options.

Clearwater 1W1P – The application for Watershed Based Funding on the Clearwater River was submitted June 12th. I guess we will have to wait and see how many are funded due to the reduced revenue projections.

FEMA D/FIRM/RLWD Project 172 – I participated in a virtual FEMA Coordination meeting held from 10:00 – 11:00 am, June 17, 2020. The purpose of the meeting was to update community officials and discuss the map process, next steps, ordinance information, public comment period and areas of concern. This was all part of a grant that Red Lake Watershed District and MnDNR partnered in to review the floodplain along the Red Lake River from Thief River Falls to East Grand Forks.

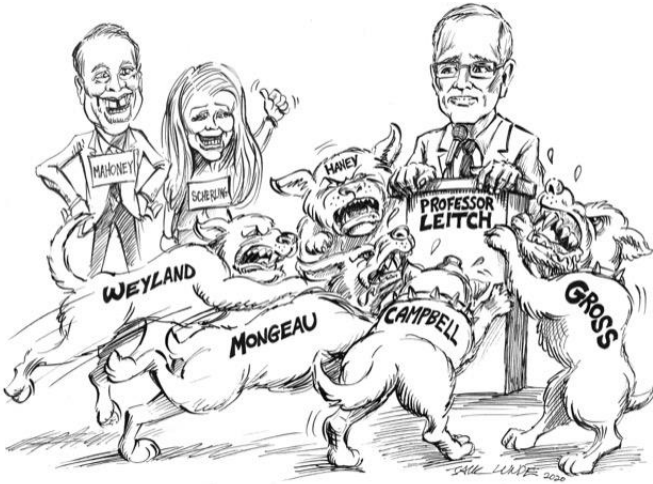
Buffer Strip Mowing – Christina has inspected all drainage systems and have appropriated custom mowing of all buffer strips. There have been some issues in that contractors have either broken down or not started in a timely manner. Christina is working through that and reallocating ditches to contractors that are being prompt.

Thief River Oxbow Project – RLWD is working with the City and HDR to get a proposal and funding package together to present to the RRWMB at their next meeting held July 21, 2020. When we get this proposal together, we will present it to the Board for approval to submit.

Wahpeton Daily News Article – I have included in your packet, a news article that was printed in the Wahpeton Daily News June 4, 2020. It is an interesting read concerning a Watershed District Board and his “removal” from the Watershed Board.

Office Closed and Vacation – District office will be closed July 3rd as part of the July 4th Holiday. I am hoping to take vacation from July 2nd to July 8th but may have to partake in the Governing Document telephone conference on the 7th.

Water Quality Report – I have included in your packet, Corey’s April Water Quality Report. Some of the highlights are 2020 spring flooding, buffers or no buffers, River Watch, updates on 1w1p and various other items of interest.



Speaking the truth will get you fired in Clay County, just ask Jay Leitch. Dr Leitch, a Vietnam veteran with a Master's degree in Natural Resource Management and a PhD in Economics, was the president of the Buffalo Red River Watershed District (BRRWD). A retired economics professor and the former Dean of NDSU's College of Business, Dr. Leitch was appointed to the BRRWD in 2016 by the Clay County Commission. The core of Leitch's professional experience involved work on the economics of public water resource projects. Extensively published and experienced working with US Army Corps of Engineers, the Clay County Commission couldn't have chosen a stronger or more qualified candidate to perform the duties of a manager of the BRRWD, and that was their mistake.

Watershed districts in Minnesota are independent organizations created by statute and required by law to “conserve the natural resources of the state by land use planning, flood control . . . using sound scientific principles for the protection of the public health and welfare.” Although appointed by the county commissions, watershed districts exercise independent authority, and their managers are required to take an oath swearing to faithfully fulfill those independent legal duties. The BRRWD specifically requires its managers to “promote the use of the waters and related resources within the District . . . so as to improve the general welfare and public health for the benefit of *its present and future residents*.” (Emphasis added).

The pressure upon Dr. Leitch began almost immediately after he took office. Ignoring the law, the Clay County Commissioners presumed that they could dictate how Dr. Leitch chaired watershed meetings, what he included on the agenda, and even when and how he would vote. His expertise ignored, his independence was challenged publicly by commissioners at meetings and in the media. His job, according to certain commissioners, was not to act independently to protect the health and welfare of the residents of the entire watershed district which includes Becker, Ottertail and Wilkin counties, but to be a rubber stamp for Commissioner Kevin Campbell and the FM Diversion. He was bullied plain and simple, and the tone and tenor of that bullying increased over time. Dr. Leitch did an impressive job managing watershed meetings while trying to deflect the improper threats and demands by Campbell and his four toadies. The Clay County Commissioners did not want his experience, knowledge, judgment, or expertise and they certainly did not want his integrity.

Last week the Clay County Commissioners voted to remove him. They did so without notice, unlawfully and in violation of procedure and open meetings law. They acted scurrilously, cowardly, and without giving Dr. Leitch any opportunity to respond.

It's no secret why he was removed. A majority of the managers of the BRRWD denied the FM Diversion a permit and then voted to contest the proposed DNR permit of Plan B. As president of the water board, Dr. Leitch was recently required to provide sworn testimony regarding his opinion of the FM Diversion. An honorable man and a veteran to whom an oath matters, Dr. Leitch would not buckle under or shirk his duty to the residents of the BRRWD. Dr. Leitch testified as follows:

“Plan B is neither reasonable nor practical, since the cities of Fargo and Moorhead are close to having 100-year+ protection as a result of extensive and on-going in-town levees, flood walls, buyouts, and flood proofing. Plan B does not promote public welfare since the present value of construction and annual operational costs greatly exceeds the present value of the benefits over the life of the project. In short, Plan B promotes development in an existing floodplain to facilitate urban growth at the expense of rural residents and future taxpayers.”

Despite Clay County Commission's unlawful action, Dr. Leitch's testimony will be considered this month by the Judge who is to determine whether Fargo's diversion truly serves the residents of Clay County and Minnesota. Dr. Leitch, thank you for your service. You deserved better.

By Corey Hanson, Red Lake Watershed District Water Quality Coordinator. 6/24/2020

2020 Flooding

District staff photographed some high water levels and flooding in rivers and ditches. District Engineering Technicians publicly shared information on impoundment operations on the District's Facebook page. A floating bog was removed from the Pine Lake Outlet Structure on April 6, 2020. Gates on the Shirrick Dam, Brandt Impoundment, Euclid East Impoundment, and Parnell Impoundment were closed in early April to reduce downstream flooding. The timing of the gate closures was based on predicted stage levels in the Red River of the North. The District began releasing water from Shirrick Dam, Brandt Impoundment, Euclid East Impoundment, and Parnell Impoundment in mid-April.

Red Lake River along Riverside Street in Crookston (flooding streets)



Red Lake River at Central Park in Crookston



Shirrick Dam outlet structure



Aerial view of Shirrick Dam



**RED LAKE WATERSHED DISTRICT
MONTHLY WATER QUALITY REPORT**

April 2020

A large Ice Jam in the Red Lake River at Huot caused flooding problems



Two adjacent fields along CSAH 11, west of Red Lake Falls, demonstrated the importance of riparian buffer strips. One field was farmed to the edge of the ditch and there was extensive erosion and sedimentation. The other field had a buffer that prevented erosion along the edge of the field and there was no visible sedimentation within the ditch.

Field with no buffer strip



Well-buffered field



**RED LAKE WATERSHED DISTRICT
MONTHLY WATER QUALITY REPORT**

April 2020

Locations where side water inlets and improved buffers are needed became obvious in the aftermath of 2020 spring runoff:



Erosion along the Red Lake River downstream of the Highway 75 Bypass Bridge (Kreutzberg Property).



District Office Took Actions in Reaction to the Covid-19 Pandemic

In response to the Covid-19 pandemic, the Red Lake Watershed District Board of Managers declared 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.

Legal Counsel Delray Sparby indicated that the RLWD is an essential critical sector entity so therefore staff could report to office, however, it is encouraged to have staff work at home, if possible.

Administrator Jesme stated that a few staff have been coming into office as needed and but mostly working remotely from their home. Jesme also indicated that he felt that this working from home policy has worked out well with only some minor issues. Consensus of the Board was staff should work remotely and report to office as needed.

River Watch

Natural Resource Technician Ashley Hitt worked with International Water Institute staff to help plan a virtual River Watch forum. Ashley graded River Watch projects and helped International Water Institute staff choose the top 5 projects so a winner can be chosen.

Red Lake River Watershed One Watershed One Plan

The Planning Work Group worked on drafting a workplan and budget for an upcoming 319 Small Watershed Focus Grant request for proposals.

- Reduce E. Coli in Black River and CD 96 in critical loading areas within priority management areas.
 - Implement cattle exclusion practices, septic system upgrades, grazing management, and other practices identified in the 9-Element Plan to reduce E. coli.
 - Conduct outreach to smaller livestock operations (50-299 Animal Units) to encourage development and implementation of manure management plans in critical loading areas.
- Reduce sediment in critical loading areas within priority management areas utilizing PTMApp and provide a secondary benefit to reduce phosphorus loading and improve index of biological integrity.
 - Implement structural Best Management Practices (BMPs) that include grade stabilization structures, Water and Sediment Control Basins (WASCOB), streambank stabilization projects, and stabilization of ditch outlets other structural practices included in the 9-Element Plan.
 - Implement Non-structural practices such as cover crops, field borders, riparian forest buffers, riparian buffers, critical area plantings, and other related non-structural practices included in the 9-Element Plan.

Clearwater River One Watershed One Plan

District staff reviewed the components of previous 1W1P documents and which ones could be created in-house to reduce consultant costs and take advantage of local expertise.

Bartlett Lake Management Plan

The Bartlett Lake Management Plan was edited based on notes from the previous meeting and comments submitted by planning partners.

Clearwater River Watershed Restoration and Protection Strategy (WRAPS)

District staff completed a detailed read-through and review of the draft Clearwater River WRAPS document and applied those edits. Further edits will be completed when MPCA staff complete a review and submit comments.

District staff edited some maps and figures for the Clearwater River Total Maximum Daily Load report to help the MPCA with some final edits prior to submittal to the EPA.

Upper/Lower Red Lakes Watershed Restoration and Protection Strategy (WRAPS)

Red Lake DNR staff shared a draft Upper/Lower Red Lakes WRAPS report to gather comments and editing recommendations. District staff reviewed the report and provided comments. While reviewing the Restoration and Protection Strategy tables that list strategies that will be used to address water quality issues, District staff examined each subwatershed (in aerial photos) to find opportunities for projects that could improve water quality and aquatic habitat.

Other Notes

- District staff reviewed and researched the MPCA's 401 Certification program and requirement, including the "Anti-degradation Form for Applicants."
- A February 2020 Red Lake Watershed District Water Quality Report was completed and posted on the RLWD website:
<http://redlakewatershed.org/waterquality/MonthlyWQReport/2020%2002%20February%20Water%20Quality%20Report.pdf>
- District Staff reviewed preliminary plans and information for a project that will clean sediment from stormwater runoff that has accumulated and filled an oxbow wetland in Thief River Falls. The oxbow is located on the west (downstream) side of Pennington Ave, between Greenwood Street East and Parkview Street East. The project will also involve treatment of future stormwater that flows into the wetland to remove trash and sediment.

- District staff discussed zebra mussel sampling in Lake Lomond and downstream with Clearwater SWCD staff. Zebra mussel research was reviewed to learn more about the risks to waters downstream of an infested waterbody.
 - Lakes downstream of infested waters are 27 times more likely to become infested.
 - The months of June through August should be targeted for early detection sampling.
 - Stationary long-term samplers could be deployed in downstream waters like the Bagley stormwater pond that is located between Lake Lomond and the Clearwater River.
 - Densely vegetated wetlands may serve as barriers that can limit the dispersal of zebra mussels.
- A March 2020 Red Lake Watershed District Water Quality Report was completed and posted on the RLWD website:
<http://redlakewatershed.org/waterquality/MonthlyWQReport/2020%2003%20March%20Water%20Quality%20Report.pdf>
- Construction began on the Thief River Falls Westside Flood Damage Reduction Project, including the stabilization of the outlet downstream of Highway 32.
- The District's Natural Resource Specialist completed maps of known tiled fields throughout the watershed (mostly based upon the District's tile permitting records).
- District water quality staff provided water quality information to the District Administrator to help with compiling the Black River Impoundment Project RCPP application.

Water quality related notes and minutes from the April 9, 2020 Red Lake Watershed District Board of Managers meeting.

- Administrator Jesme informed the Board that a landowner, approximately two miles downstream of the Euclid East Impoundment, had contacted him regarding the outlet channel of the impoundment. Discussion was that the landowner or multiple landowners may have an interest in a two-stage ditch design similar to the outlet of the Brandt Impoundment. Jesme also informed the Board that Polk County Ditch authority would have to be contacted as the outlet to the Impoundment is Polk County Ditch 66 Branch C. Motion by Tiedemann, seconded by Sorenson, to give staff the authority to pursue a survey and a cost estimate to complete the design requested for the outlet improvement to the Euclid East Impoundment. Upon roll call vote, motion passed unanimously. Manager Dwight also inquired about investigating purchasing easements of property directly downstream of the Euclid East Impoundment which had been discussed at a prior Board meeting. Administrator Jesme said the RLWD would look at it as a holistic package and would include that area as well.
- The Board voted to adopt and will begin implementation of the approved Thief River Comprehensive Watershed Management Plan.
- The Red Lake Watershed District previously entered into a cost sharing engineering agreement with Marshall County Drainage Authority in conjunction with Marshall County Ditch 20 and State Ditch 83. As part of this agreement, RLWD Project 14D was approved to assist in the reduction of sediment from CD #20 depositing into State Ditch #83 ditch system. As part of that project, there were various side water inlet culverts installed along with flap gates. Marshall County Ditch authority has asked if the Red Lake Watershed District would assist in the cost share to repair one of the SWI's as the spoil has settled and culvert and water is going over the spoil and causing flood concerns to an adjacent landowner. An extension would be installed on the culvert and a berm built higher. Motion by Ose, seconded by Page, and passed unanimously by

roll call vote to approve cost share of 50/50 with Marshall County to repair an area of Marshall County Ditch 20/State Ditch 83.

- Pennington Soil and Water Conservation District thanked the Red Lake Watershed District for their financial support for the 2020 Envirothon, but due to the COVID-19 pandemic, the event was cancelled for this year. Pennington SWCD inquired how the RLWD wished to handle the 2020 financial support given them. Motion by Tiedemann, seconded by Ose, and passed unanimously following roll call vote, to apply the support to the 2021 Envirothon.

Water quality related notes and minutes from the April 23, 2020 Red Lake Watershed District Board of Managers meeting.

- The Board reviewed Task Order No. 3 from HDR Engineering, Inc., for Final Engineering for the Pine Lake Subwatershed Project, RLWD Project No. 26. Engineer Nate Dalager, HDR Engineering, Inc., stated that through a series of meetings and Project Team meetings, we have focused on a final alternative to replace the outlet structure of Pine Lake with an operable dam. Task Order No. 3 would get the project to construction. Manager Torgerson asked if replacement of the outlet structure would address the oxygen levels within the lake. Administrator Jesme stated that a provision was discussed that would call for a tube to be installed into the lake that would remove bottom water from the lake during drawdown which would prevent the release of higher oxygenated water from leaving the lake. Discussion was held on the financing of the project.

Meetings and Events from April 2020

- **April 2, 2020** – Red Lake River 319 Small Watershed Focus Grant discussion with the Red Lake River 1W1P Planning Work Group
 - The group needs to prepare a work plan for the upcoming request for proposals that describes the work that will be done in the watershed.
 - The rules and timing of the RFP process were discussed.
- **April 7, 2020** – Red Lake River and Thief River 1W1P Joint Meeting to discuss organizational capacities for completing the tasks in those work plans.
- **April 8, 2020** - Red Lake River 319 Small Watershed Focus Grant work plan discussion with the Red Lake River Planning Work Group
 - Project ideas
 - Black River streambank stabilization
 - Browns Creek erosion control
 - Black River Impoundment project area side water inlets
 - Red Lake River streambank stabilization
 - Prevent/stabilize meander cut-offs (two can be found between Red Lake Falls and Huot)
 - Grazing management in the Black River watershed, Browns Creek, and CD 96
 - “Bang for the buck” cost-effective projects

- Create a Bank Erosion Hazard Index map for Red Lake River geomorphology reconnaissance reaches, particularly the portion of the Red Lake River from St. Hilaire through Huot.
- Peter Nelson, Pennington SWCD, will be the Coordinator and the RLWD will be the fiscal agent. As the fiscal agent, the RLWD will be entering into the contract. Denise Oakes will be the MPCA Project Manager. The start date will be sometime after October 1, 2020. The budget will be \$280,000 in grant funds and at least \$187,000 in matching funds.
- Target critical loading areas.
- This will be a four-year grant (2021, 2022, 2023, and 2024 construction seasons).
- The closest SWCD grazing specialist is based in Perham. Bryanna Grefthen is being trained-in, but it is a year-long process.
- The group will need to list deliverables, set goals for the quantities of practices that will be installed, and estimate pollutant load reductions.
- Landowner outreach can be part of the project, but not project development. The money should be used to complete projects where we already know what we want to do.
- District staff will work with Pennington SWCD staff to estimate measurable outcomes.
- **April 10, 2020** – Staff Meeting teleconference
 - One of the side water inlets installed for the Grade Stabilization for Reduction of Sedimentation in the Thief River project has settled, has been getting overtopped by runoff, and needs to be replaced.
- **April 16, 2020** – Black River Impoundment 401 Certification Skype Meeting
 - St. Paul MPCA 401 certification staff expressed their concerns about the project, which included 1) increase in flow to the Black River due to ditch expansion and 2) construction of a fish passage barrier to construct the impoundment.
 - Local staff and consultants explained that 1) the Black River Impoundment is a flood damage reduction project that will decrease peak flows in the Black River and 2) the impoundment is not being constructed on an existing channel and is not obstructing any channels that may have provided fish habitat. The future location of the impoundment is a field with a private drainage channel that only conveys water during runoff events.
 - Local RLWD and MPCA staff explained the downstream water quality concerns within the Black River that are caused by high peak flows (erosion and high total suspended solids) and low base flows (low dissolved oxygen concentrations). Lowering peak flows and extending the duration of base flows will help reduce erosion and improve dissolved oxygen levels for the benefit of fish and macroinvertebrates in the Black River. There will be limits on the rate of discharge from the impoundment and there will be extended discharge.
 - There was a lot of discussion about communication (the 401 Certification process was not communicated to LGU or regional MPCA staff), timing (“11th hour”), and costs (having to work through the permitting and wetland mitigation process with multiple state agencies).
 - Regional MPCA staff had worked with the St. Paul MPCA staff to obtain a 401 Certification waiver for this project.

- **April 16, 2020** – Red Lake River 319 Small Watershed Focus Grant work plan discussion with Peter Nelson.
- **April 17, 2020** - Red Lake River 319 Small Watershed Focus Grant work plan discussion with Peter Nelson.
- **April 21, 2020** – Red Lake River and Thief River 1W1P joint Webex meeting to discuss organizational capacity to complete the work in the 1W1P annual workplans. Some organizations will be working on projects from both watersheds’ annual workplans.
 - Estimated technical and engineering hours that will be spent by each local government unit (LGU)
 - Discussion about different Technical Service Area (TSA) staffing levels throughout the state.
 - Discussion about whether local staff can design side water inlets with sufficient training and the process of gaining sign-off authority
 - Concurrence that larger projects would still need an engineer to sign-off on designs
 - Discussion about hiring an engineer or technician
 - Watershed district staff can’t get job approval authority under the current system. If they receive training, the watershed district board can decide that they have authority to sign-off on a project. The work could be limited to smaller, low-risk projects to reduce liability.
- **April 22, 2020** - Red Lake River and Thief River 1W1P joint Webex meeting to review and discuss PTMApp tools that are being developed by Henry Van Offelen (BWSR) to help with prioritization of projects within priority subwatersheds.
 - Apply “filters” to the PTMApp data to identify the most effective practices within the highest loading catchments.
 - Protection practices (side water inlets and grade stabilization in areas with high stream power index values), source reduction (cropping/tillage BMPs), and filtration (buffers) were chosen as the practice groups that will be most important when prioritizing areas that will be targeted for implementation projects using 1W1P funding.
 - Use tons/acre instead of total loading to factor-out the variable of catchment size.
 - The Judicial Ditch 30 subwatershed was used as an example.
 - These tools will be important for SWCDs that need to make decisions about which fields are eligible for limited cost share funds. The Pennington SWCD cover crop policy requires that a field has to be identified as priority by PTMApp to be eligible for cover crop cost share funding.
 - Practices are sorted by high/medium/low effectiveness in order to filter-out practices that are small and ineffective. Henry also filtered-out practices with artificially exaggerated drainage areas.
 - Ashley Hitt will work Henry Van Offelen, Mary Steinlicht, and Matt Drewitz to create the filtered PTMApp GIS layers for other subwatersheds in the Red Lake River and Thief River watersheds.
- **April 23, 2020** – Red Lake River 319 Small Watershed Focus Grant work plan teleconference with the Red Lake River 1W1P Planning Work Group

- The Red Lake SWCD has had some success working with landowners to implement grazing management.
- The group discussed and made adjustments to the grant application's budget.
- **April 27, 2020** – Staff Meeting teleconference
- **April 28, 2020** – Red Lake River Corridor Enhancement Project Zoom meeting
 - 2018 Grant Project Completion
 - Docks have been ordered for park in Crookston – 2 fishing piers and a kayak launch.
 - St. Hilaire is getting a kayak launch.
 - The Gentilly access construction is ready to go. The bid was let last fall.
 - A 50-foot Mobi-mat will be installed at the access that is located east of Crookston, north of the intersection of Highway 2 and Highway 102.
 - 3 kayak launches are planned for Pennington County river accesses
 - A nature playground could be planned for Sportsman's Park in Red Lake Falls
 - A bird watching spot might be created at the Red Lake Falls wastewater treatment ponds
 - One idea for the Red Lake Falls Area is a bike trail that connects Sportsman's Park to the existing bike trail.
 - Signage has been ordered.
 - Huot Park doesn't need a dock, but trees are needed. District staff followed up with Red Lake SWCD staff to see if they still had some trees available and forwarded the list of available trees and prices to Manager Page.
 - 2019 Grant Approval Process – Not much new information
 - 2021 Application Process including "Connecting to Outdoors" pillar dedicated funding that is available. Brainstorming ideas for future projects:
 - More Mobi-mats?
 - Discussion about how to identify and serve disadvantaged populations in communities
 - Pollinator plantings that involve students and service groups
 - Kayak launches at more locations
 - Rain gardens and shoreland restorations
 - Some activities may be hard to do while practicing social distancing. Pay attention to news about how sunlight and wind affect the SARS-CoV-2 virus throughout the summer.
 - Focus more on connecting trails
 - Keep trails clean (trail maintenance)
 - Aunt Polly's slough trail – better signage to discern trail access points from private property.
 - Online maps of parks and trails
 - Native plantings along trails like the Greenwood Trails.
 - Add primitive trails
 - Improvements to the Kreutzberg Trails in Crookston (let people know the public is welcome, warn of any hazards).
 - Traffic signs to let people know "there's a trail over here, check it out sometime."

- Facilitate and allow winter recreation (skiing and snowshoeing). Stop destroying the Crookston sledding hill with snowmobile races.
- Check out kayaks at the library
- Work with teachers
- **April 29, 2020** – Red River Watershed Management Board Water Quality Monitoring Advisory Committee meeting to discuss applications for RRWMB water quality funding.
 - Wild Rice River Watershed District Corridor Habitat Program
 - Land purchases along a 23-mile reach of the Wild Rice River corridor will improve water quality by reducing overland erosion, improving riparian vegetation (and bank stability), and allowing for stream channel restoration projects in later phases of the project. The work has been partially funded by a Lessard-Sams grant. The reach is currently impaired by high total suspended solids. In addition to filtering runoff, the land use changes in the river corridor will reduce erosion that occurs when the river breaks out of its channel. It will flow through a vegetated corridor instead of through fields and will pick up less sediment. There is a lot of landowner support for the project.
 - Roseau River Watershed District
 - This project will restore meanders along 13.6 miles of stream channel within the Roseau River WMA. This excellent habitat restoration project has received \$3.5 million in Outdoor Heritage Funding. The habitat benefits are great, but the water quality benefits weren't as clear. There was a lack of existing impairments or reaches of the river that were identified as being a priority for protection projects. The river was formerly impaired by low dissolved oxygen, but it was recategorized and removed from the 303(d) List of Impaired Waters because the low dissolved oxygen levels came from natural causes. Influxes of water with low dissolved oxygen concentrations seeps into the river from wetlands during summer rain events. The committee recommended funding with the condition that rock riffles are installed to mechanically aerate water (while providing other structural and habitat benefits) to improve the low dissolved oxygen levels in the river.
 - Bois de Sioux Watershed District
 - This project will use structural rock riffle drop structures to stabilize a severely eroding public ditch outlet along the shore of Lake Traverse. The erosion had deposited a delta of sediment within the lake. Engineers worked with DNR experts to design the rock riffle structures and have completed velocity modeling. The RRWMB will leverage funding from a BWSR Clean Water Fund Grant.
 - District staff will help RRWMB staff put together a check-list to aid with future application reviews.
 - District staff inquired about submitting an application to fund side water inlet installations in the Black River Impoundment project area using the \$100,000 of RRWMB Water Quality Base Funding. The consensus of the committee was to encourage the District to move forward with that application.
- **April 29, 2020** - Red Lake River and Thief River 1W1P joint Webex meeting to review and discuss PTMApp tools

RED LAKE WATERSHED DISTRICT MONTHLY WATER QUALITY REPORT

April 2020

- Henry Van Offelen demonstrated some of the shapefiles that he created by filtering PTMApp data to find the highest priority locations for implementation of projects and practices.
- The catchments with top 33% highest tons/acre sediment loading rates were filtered from the PTMApp data and highlight the small sub-basins where priority projects will be located. The top practices within those catchments were then identified.
- Ditch inventory layers can be overlain on the PTMApp layers to see where issues noted during the ditch inventory overlap with the critical areas that are highlighted by the PTMApp data filtering.

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.rlwdwatersheds.org.

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

By Corey Hanson, Red Lake Watershed District Water Quality Coordinator. 6/24/2020

Stage and Flow Monitoring

District staff deployed water level loggers at the District's flow monitoring sites. Some of the stations needed new deployment pipes because the old pipes had been washed away during the high Fall 2019 or Spring 2020 flows. Some loggers had low batteries and were shipped to Onset for battery replacement. Flow was measured in Grand Marais Creek at the 110th St NW crossing, at the Brandt Impoundment inlet (250th Ave), and at the Brandt Impoundment outlet (260th Ave).

District staff worked on compiling and correcting continuous water level and flow data from tributaries of the Thief River and providing that compiled data to Minnesota Department of Health staff. Minnesota Department of Health staff also requested velocity data for a time of travel analysis. Original flow measurement data was located and used to create velocity rating curves that could be used to estimate average flow velocities based on stage measurements.

Long-Term Water Quality Monitoring Program

The start of 2020 water quality sampling for the District's long-term stream monitoring program was changed from May to June. The quantity of sampling planned for the program will remain the same, but the timing of sampling will be shifted to different months than what was originally planned. Rounds of sampling throughout the District will now be completed during the months of June, July, August, and September 2020.

It is important to sample during all five summer months (May – September) for lakes, so Long Lake was still sampled in May. While preparing to contact the landowner, Charles Evenwoll, to update him on last year's sampling results and obtain permission for this year's sampling, District staff sadly learned that he had passed away in October (<https://www.ceasefuneralhome.com/obituaries/Charles-Evenwoll?obid=8163276>). Charles had welcomed District staff in 2019 for a tour of an old splash dam along the Clearwater River and had shared a lot of information about the history of the area (see the "Logging Legacy" article in the June 2019 Red Lake Watershed District Water Quality Report: <http://redlakewatershed.org/waterquality/MonthlyWQReport/2019%2006%20June%20Water%20Quality%20Report.pdf>.) District staff was able to contact the Evenwoll family to offer condolences and receive permission for another season of sampling. The May 27, 2020 sample exceeded the total phosphorus standard but met the chlorophyll-a and Secchi disk transparency standards.

The MPCA finished compiling 2019 RLWD water quality data (lab data in electronic data delivery format and field data) into a data review spreadsheet. District staff reviewed 20% of the records and returned the data file, along with a few corrections, to the MPCA.

River Watch

Due to COVID-19, the 25th Annual River Watch Forum was cancelled. River Watch organizers from the International Water Institute and the RLWD (Natural Resource Technician, Ashley Hitt) created a series of videos for a Virtual River Watch Forum. To share the results of the Forum Project Competition, a series of videos will be shared throughout the first week of May 2020.



Day 1, Introductions and River Watch History: <https://www.facebook.com/watch/?v=663276907554987>

Day 2, showed off the 2020 t-shirt and sunglasses that were designed for the 25th Anniversary of River Watch: <https://www.facebook.com/watch/?v=239411973933320>

Day 3, this video highlighted all the hard work that our students put in this past year: <https://www.facebook.com/watch/?v=3063737690349122>

Day 4, the River Watch staff shared some of their project highlights as well as the winners of this year's People's Choice Award: <https://www.facebook.com/watch/?v=2731257276997553>

Day 5, Winners Announced: <https://www.facebook.com/watch/?v=1701477463325770>

Red Lake River Watershed One Watershed One Plan

District staff were contacted by landowners near Red Lake Falls about an erosion problem that has washed away a significant portion of a campground and is threatening infrastructure. Though the eroded bank is long, it is not extremely high (approximately 10 feet) and might be fixable with a project that is similar to other nearby projects that have been completed by the Red Lake SWCD. The project would have the added benefit of willing landowners who may have access to material (rock) and the means to move it to the project site. This erosion problem can be included among the potential streambank stabilization projects that could be completed with watershed-based funding, 319 grant funding, or other future funding sources.

Clearwater River One Watershed One Plan (1W1P)

District staff reviewed the Clearwater River Application and provided technical information and other comments.

Clearwater River Watershed Restoration and Protection Strategy (WRAPS)

Comments from the MPCA on the Clearwater River WRAPS were received from the MPCA and District staff began using those comments to apply additional edits to the draft Clearwater River WRAPS document.

Other Notes

- District staff drafted a Thief River Monitoring Request form with locations where additional data could be beneficial to the 2023 water quality assessment and the stressor identification process.
- District staff, as part of the Red River Watershed Management Board's Water Quality Monitoring Advisory Committee, reviewed a checklist that was being created to standardize the process of reviewing applications for RRWMB water quality funding.
- District staff continued to communicate with City of Thief River Falls staff and their consultant to develop a plan for restoring the oxbow wetland downstream of Pennington Avenue South. Project partners discussed different alternatives for removing trash from stormwater runoff and discussed options for reducing runoff from the snow dumping area on the east side of Pennington Ave S. A later phase of the project should also include stormwater runoff reduction strategies further upstream within the stormwater drainage system that flows into that wetland. A large source of sediment has been eliminated when the city removed the sludge ponds that were located within the block to the north of the oxbow wetland. Sediment samples revealed that a large portion of the sediment in the oxbow wetland was lime sludge that came from those ponds.



- District staff helped City of Northome staff get information from local DNR staff about how to properly remove a beaver dam near the outlet of Bartlett Lake.
- District water quality staff reviewed the Black River Impoundment Project Regional Conservation Partnership Program (RCPP) application that was being drafted by the District Administrator.
- District staff worked on drafting proposals for RRWMB base water quality funding.
- District staff made some additions to the Thief River Watershed monitoring request form (for 2011-2012 intensive watershed monitoring) based on comments received from the Pennington SWCD and sent the form to the MPCA.
- Construction was underway on the Thief River Westside Flood Damage Reduction project, including the stabilization of the drainage system's outlet. An online map was created by MnDOT to explain the projects that were planned for 2020 around the city of Thief River Falls (including a new bridge and new roundabouts).
<https://mndot.maps.arcgis.com/apps/MapSeries/index.html?appid=2672e3339467430d97633d461ea5ea55>
- Flooding within Old Crossing Treaty Park, near Huot, caused significant damage to the park and its trees. District staff stopped to photograph the aftermath of the flooding while traveling around between water level logger deployment sites. There had been discussion during a recent Red lake River Corridor Enhancement Project meeting about replacing some of the trees in the park and the reasons for that need were evident.



- While traveling across the watershed to deploy water level loggers, District staff photographed fresh erosion problems, including georeferenced photos of sites that need side water inlets to prevent gully erosion in fields and sedimentation in ditches.

Erosion on the west side of 120th Ave SE, near Lower Badger Creek



Erosion along the south side of 220th St. SW, west of Cyr Creek



RED LAKE WATERSHED DISTRICT MONTHLY WATER QUALITY REPORT

May 2020

- High flows in September/October 2019 and Spring 2020 caused damage to the Russia 13 stabilization project. There are plans to complete the project and repair the damage in early summer 2020.



- Trees had been cleared from the north bank of Polk CD 79, east of 180th Ave SW.



Water quality related notes and minutes from the May 14, 2020 Red Lake Watershed District Board of Managers meeting.

- The Board reviewed Task Order No. 3 for the Pine Lake Project, RLWD Project No. 26 with HDR Engineering, Inc. for Final Engineering of the Project in the amount of \$181,420.00. Discussion was held on the project design and support of the MnDNR. Legal Counsel Sparby stated that once the Plans and Specifications are submitted, the District will hold a hearing on the project. Motion by Dwight, seconded by Page, to approve the Task Order No. 3 with HDR Engineering, Inc. for the Pine Lake Project, RLWD Project No. 26. Upon roll call vote, motion carried unanimously.
- Administrator Jesme discussed the various partners that are assisting in the submittal of a NRCS RCPP funding application for the Black River Impoundment Project, RLWD Project No. 176.
- Engineer Tony Nordby, Houston Engineering, Inc., reviewed the costs and construction plans for the outlet repairs to Ditch 10, RLWD Project No. 161. Nordby stated that additional right-of-way will be required for the project. The District is still waiting to hear from FEMA. Administrator Jesme stated that some funding was earmarked in the Red Lake River 1W1P Work Plan for repairs to the outlet. Jesme stated he will present a cost breakdown at the next Board meeting. Motion by Dwight, seconded by Page, to approve the Plans and Specifications for the outlet repairs to Ditch 10, RLWD Project No. 161. Upon roll call vote, motion carried unanimously.

Water quality related notes and minutes from the May 28, 2020 Red Lake Watershed District Board of Managers meeting.

- The Board reviewed a Memorandum of Agreement for the Clearwater River 1W1P, RLWD Project No. 149B. Administrator Jesme stated that the Clearwater SWCD has taken the lead on the project. Discussion was held on the appointment of Board members to the Policy Committee and Advisory Committee. Motion by Ose, seconded by Torgerson, to authorize President Nelson the authority to sign the Memorandum of Agreement for the Clearwater River 1W1P, RLWD Project No. 149B and appoint Manager Torgerson as the Delegate, and Manager Dwight as the Alternate to the Policy Committee and Manager Sorenson to the Advisory Committee. Upon roll call vote, motion carried unanimously.

May 2020 Meetings and Events

- **May 4, 2020** – RLWD staff meeting teleconference
- **May 7, 2020** - Phone/Skype/Teams meeting with USGS staff to discuss errors that were found on the USGS Streamstats website. District staff, while using the USGS Streamstats website, found errors in the routing of flows in the Thief River Watershed between the Moose River and Agassiz National Wildlife Refuge and reported them to the USGS. District staff helped USGS staff discover the sources of the errors and document them for future correction if funding becomes available.
- **May 11, 2020** – RLWD staff meeting teleconference
 - District staff will be completing the Clearwater River Watershed culvert inventory in May so that the Clearwater River Watershed LiDAR digital elevation model can be hydroconditioned in preparation for the development of a PTMApp model for the watershed.
 - The Board hired an Engineering Specialist, Dave Marshall. Dave has many years of experience working watershed districts, SWCDs, and consultants. His surveying and

design (AutoCAD) skills will be a valuable addition to the staff and help implement the many projects that are planned for drainage system improvements and 1W1P implementation.

- **May 14, 2020** – Thief River Falls Source Water Funding teleconference (City of Thief River Falls staff, Thief River Falls Mayor Holmer, Minnesota Department of Health, Minnesota Pollution Control Agency, Environmental Protection Agency)
 - Funding for relocating the city of Thief River Falls intake for the city’s drinking water was discussed. After Mayor Holmer made a trip to Washington D.C. and met with officials, he was optimistic that there would be Federal funding available to fund the project. Rather than grants, however, the agency representatives on this call discussed loans like the state of Minnesota’s Clean Water Stated Revolving Fund program and the EPA Water Finance Clearing House. The city, however, is concerned about borrowing additional money and is worried about having to raise rates.
 - There was some discussion about the “long-term” solutions that would involve changes in the management of sediment and water within Agassiz Pool. There was discussion about permits related to the excavation. It was noted that the USFWS proceeded with the clean-out of the JD 11 channel within the pool was permitted as a drainage project along a legal ditch system. It was also noted that excavation of the JD 11 channel was primarily a habitat improvement project that may have had different permitting requirements. Issues with the USFWS operation of Agassiz Pool will be moved up the ladder of authority within the USFWS.
- **May 18, 2020** – Webex meeting to discuss ideas for the Thief River Falls oxbow wetland cleanout project. The city property to the north of the oxbow (where the sludge ponds had been located) was ruled out as a location for a stormwater treatment pond because it has a very small drainage area. Some of the trash removal options have been ruled out due to maintenance and aesthetic concerns. Discussion of stormwater treatment came to focus on something (vegetation, pond, trash rack, higher riser, tile drainage, etc) near the riser that drains water from the snow dumping area to the oxbow wetland. The group discussed different strategies and their trade-offs. Space for a pond may be limited because of the space required to store all the snow that is moved to the site over a winter. It appears that much of the sediment and trash currently settles-out throughout the area. Removal of some of that sediment for use as fill material was discussed.
- **May 18, 2020** – Koochiching County Local Work Group teleconference to discuss conservation priorities
 - The group reviewed rankings of different resource concerns and causes.
 - Addressing excess nutrient runoff was one of the priorities
 - Erosion was the highest priority concern. There was some discussion about whether to include pasture as an erosion concern. Multiple people were in favor of including pasture as an erosion concern due to the damage that cattle can do to streambanks.
 - The ranking of sediment transport was increased because it covers sediment and nutrient transport to lakes.
- **May 20, 2020** – Red River Watershed Management Board conference call to discuss and comment on anticipated cuts to Clean Water Funding to BWSR, MPCA, and DNR programs due to decreased sales tax revenue caused by the Covid-19 pandemic.
- **May 26, 2020** – RLWD staff meeting teleconference

**RED LAKE WATERSHED DISTRICT
MONTHLY WATER QUALITY REPORT**

May 2020

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.rlwdwatersheds.org.

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