

RED LAKE WATERSHED DISTRICT

July 13, 2023

9:00 a.m.

Agenda

9:00 a.m.	Call to Order	Action
	Review and approve agenda	Action
	Requests to appear	Information
	June 29, 2023 Minutes	Action
	Financial Report dated July 12, 2023	Action
	General Fund Budget – June 2023	Information
	Maple Lake Outlet Dam	Information
	Pine Lake, RLWD Project No. 35-beaver dams on Lost River	Information
	Turtle Cross Connection Project, RLWD Project No. 114 Project Work Team Facilitation	Info/Action
	Red River Basin FDRWG Project Team Funding Process	Information
	FDRWG Project Monitoring Program	Info/Action
	Demarais/Hanson Outlet Repairs RLWD Project No. 149-Update	Information
	Thibert Dam RLWD Project No. 50G-Update	Information
	Ring Dikes Updates: Fladeland RLWD Project No. 129AX-Funding Amendment Beich RLWD Project No. 129AY	Info/Action Information
	Permits: No. 23015, 23032, 23076, 23078, 23080, 23083, 23086, 23088-23090, 2309-23098, 23100-23103, 23107, and 23109	Action
	Computer Purchase	Action
	Administrators Report	Information
	Legal Counsel Update	Information
	Managers' Updates	Information
	Adjourn	Action

UPCOMING MEETINGS:

July 13, 2023	RLWD Board Meeting, 9:00 am
July 18, 2023	RRWMB Meeting, Ada, 10 am
July 21, 2023	Turtle Cross Connection Project Team Meeting, Fosston, 9:00 am
July 27, 2023	RLWD Board Meeting, 9:00 am
July 27, 2023	Mud River Project Work Team, 1:00 pm
July 28, 2023	BWSR Watershed Manager Orientation, Warren, 9:00 am -12:00 pm
August 16-18, 2023	MACATFO & MADI Drainage Conference

DRAFT

RED LAKE WATERSHED DISTRICT
Board of Manager's Minutes
June 29, 2023

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: Managers: Dale M. Nelson, Gene Tiedeman, Terry Sorenson, Tom Anderson, LeRoy Ose, and Allan Page. Absent: Brian Dwight. Staff Present: Myron Jesme, Tammy Audette, Ann Joppru, Melissa Bushy and Legal Counsel, Delray Sparby. Guests: Nate Dalager, Tony Nordby, Kelly Dahlen, Matt Fischer, Brian Fuder, and Keith Weston.

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

A request to appear was made by Keith Weston, Red River Retention Authority.

The Board reviewed the June 8, 2023, minutes. Motion by Tiedemann, seconded by Ose, to approve the June 8, 2023, Board meeting minutes as presented. Motion carried.

The Board reviewed the Financial Report dated June 28, 2023. Motion by Sorenson, seconded by Anderson, to approve the Financial Report dated June 28, 2023. Motion carried.

Staff member Ann Joppru presented an Invoice for the District's 2024 Workers Compensation Premium from the League of Minnesota Cities in the amount of \$4,411.00. Motion by Tiedemann, seconded by Page, to approve the premium and to pay the invoice in the amount of \$4,411.00 to the League of Minnesota Cities. Motion carried.

The Board reviewed the 2024 Budget and Salary timeline. The Budget and Salary Committee will meet prior to the July 27, 2023, Board meeting to prepare the budget.

Administrator Jesme addressed Ditch No. 1, RLWD Project No. 175, indicating that District staff found several areas of bank sloughing and erosion. Jesme noted that this project received damage from the 2022 Spring rain event that will be paid for through FEMA and repaired this summer. Jesme is recommending that the additional work be completed by the same contractor at an hourly rate. Motion by Tiedemann, seconded by Sorenson, to authorize District staff, the authority to complete the necessary ditch repairs at the hourly equipment rental rate for Ditch No. 15, RLWD Project No. 175. Motion carried.

Matt Fischer, BWSR, reviewed the most recent BWSR Legislative Update. This included a comprehensive summary of 2023 legislation impacting BSWR's work – including the work of our external partners statewide, particularly Soil and Water Conservation Districts and Watershed Districts.

Manager Nelson introduced landowner Kelly Dahlen. Mr. Dahlen farms near the Good Lake Impoundment, RLWD Project No. 67, and has concerns with downstream drainage. Dahlen

spoke with Al Pemberton, Red Lake DNR, who gave written permission for Dahle to be the Gate Tender for the project. Motion by Ose, seconded by Page, to approve Kelly Dahlen as the Gate Tender for the Good Lake Project, RLWD Project No. 67. Motion carried.

Keith Weston, Red River Retention Authority, informed the Board of his intention to retire from his position late this Fall. Weston introduced Brian Fuder, who will replace Weston.

Administrator Jesme stated that a small amount of additional permanent and temporary right-of-way is needed for the replacement of the box culvert on the Pine Lake Project-Phase 2, RLWD Project No. 26B Project. Motion by Anderson, seconded by Tiedemann, to authorize Legal Counsel Sparby to prepare Easement's between the District and the landowners for the purchase of permanent and temporary right-of-way for the Pine Lake Project-Phase 2, RLWD Project No. 26B. Motion carried.

Administrator Jesme reviewed the summary construction costs and funding sources for Polk County Ditch No. 99 Outlet Stabilization Project, Red Lake River 1W1P, RLWD No. 149.

Administrator Jesme stated that he was contacted by Engineer, Rich Sanders, Polk County Highway Department, regarding the Maple Lake outlet and potential replacement of the outlet. Discussion was held on the potential Flood Damage Reduction storage potential on Maple Lake and or Badger Lake. Jesme will ask Polk County to submit a letter of request for assistance from the District.

Peter Nelson, Pennington SWCD and Coordinator for the Red Lake River 1W1P, RLWD Project No. 149, requested the District be the Fiscal Agent for a \$30,000 grant for the Continuous Reserve Program (CRP) through the Red Lake River 1W1P. This grant would augment the price of CRP by \$10.00 per acre per year on new or re-enrollment CRP contracts. There is a \$5,000 maximum one-time payment per landowner. The landowner would enter into an agreement with the SWCD for the incentive amount. Sites would be located within the priority areas of the Red Lake River. Motion by Ose, seconded by Sorenson, to approve the District as the Fiscal Agent for the Continuous Reserve Program through the Red Lake River 1W1P, RLWD Project No. 149 this. Motion carried.

Administrator Jesme discussed the renewal of a CRP Rental Lease Agreement with landowner Roger Hagen for property on the Brandt Channel, RLWD Project No. 60E. Mr. Hagen would like to renew his rental lease agreement with the District. The agreement is from October 1, 2023 to September 30, 2033. Motion by Tiedemann, seconded by Page to approve the renewal of the CRP Rental Lease Agreement with landowner Roger Hagen. Motion carried.

The Board reviewed a funding request from the Red Lake SWCD for the Mark Vettleson Streambank Shoreland Protection Project. The Red Lake County SWCD would like to request \$7,000 from the District to assist with the local match requirement for this project. Motion by Page, seconded by Anderson, to approve the funding request from the Red Lake SWCD for the Mark Vettleson Streambank Shoreland Protection Project in the amount of \$7,000, from the District's Clearwater River 1W1P, RLWD Project No. 149B funds. Motion carried.

The Board reviewed a funding request from the Red Lake SWCD for the Randy Derosier-Grade Stabilization Project: The Red Lake County SWCD is requesting \$6,000 from the District to assist with the local match requirement for this project. Motion by Page, seconded by Sorenson, to approve the Red Lake SWCD funding request for the Randy Derosier Grade Stabilization project in the amount of \$6,000 from the District's Clearwater River 1W1P, RLWD Project No. 149B funds. Motion carried.

The Board reviewed a funding request from the Red Lake SWCD for the Matt Knutson-Grade Stabilization Project. The Red Lake SWCD would like to request \$10,000 from the District to assist with local match requirement for this project. Motion by Page, seconded by Tiedemann, to approve the Red Lake SWCD funding request for the Matt Knutson Grade Stabilization Project in the amount of \$10,000 from the District's Clearwater River 1W1P, RLWD Project No. 149B funds. Motion carried.

The Board reviewed a funding request from the Red Lake SWCD for the Gary Purath-Grade Stabilization Project. Due to a lack of funding through the Red Lake River Watershed Based Implementation Funding, the Red Lake SWCD tabled this project until additional funding is available. In 2022, the District approved funding \$7,000 towards this project. Motion by Ose, seconded by Anderson, to table further funding requests for the Gary Purath Grade Stabilization Project, until additional funds are available. Motion carried.

A motion was made by Page, seconded by Sorenson, to approve revising Permit No. 23-012, Poplar River Township, as requested Motion carried.

A motion was made by Ose, seconded by Page, to approve tabling the revision of Permit No. 23-049 Jim Hagge, Poplar River Township, Red Lake County, to allow for further review by District staff and staff from Houston Engineering, Inc. Motion carried.

The Board reviewed permits for approval. Motion by Sorenson, seconded by Tiedemann, to approve the following permits with conditions as stated on the permit: No. 23033, Solheim Farms Inc, Fairfax Township, Polk County; No. 23034, Solheim Farms Inc, Fairfax Township, Polk County; No. 23035, Solheim Farms Inc, Fairfax Township, Polk County; No. 23036, Solheim Farms Inc, Fairfax Township Polk County; No. 23039, Solheim Farms Inc, Farifax Township, Polk County; No. 23056, David & Diane Faldet, Lessor Township, Polk County; No. 23067, Pederson Bros, Polk County, Badger Township; No. 23068, Michael Schafer, Gervais Township, Red Lake County; No. 23079, Timothy Hruby, Highlanding Township, Pennington County; No. 23084, Josh Michaelson, Parnell Township, Polk County; No. 23085, Alex Yaggie, Rocksbury Township, Pennington; No. 23087, MnDOT District 2, Lee, Hamre, Steenerson, Benville, Spruce Grove and Minnie Townships, Beltrami County; No. 23099, Mike Gasper, Fanny Township, Polk County; Motion carried.

The Advisory Board Tour was held on Monday, June 26th. Twenty-five people attended the bus tour. A motion was made by Anderson, seconded by Ose, to approve the addition of Kelly Dahlen to the RLWD Advisory Board. Motion carried.

Administrators Update:

- Red River Watershed Management Board – Jesme, Manager Ose, and Staff member Tammy Audette attended the RRWMB meeting held June 27th in Ada. Various items of interest were discussed which included Watershed Based funding for PCD 99, Project Team funding as well as ring dike funding. Ose and Jesme introduced Tammy Audette to the Board and other partners present.
- MN Watersheds Summer Tour – Jesme, and Managers Tiedemann, Ose, and Dwight attended the MN Watersheds Summer Tour in Albert Lea June 20th through June 21st. Jesme felt the event was a great success for MN Watershed and Shell Rock, Cedar River and Turtle Lake Watershed District. They covered various cool projects throughout the three watershed districts and did a very nice job. It would have been better to have more attendance from northern Minnesota Watersheds but at least our District was well represented.
- Thief River 1W1P – June 12th at 9:00 am there was an Advisory/Policy Committee meeting held in the District’s boardroom. Various projects and budgets were covered, which included the discussion of closing out the 2020 WBIF grant.
- Red Lake River 1W1P – Wednesday June 14th at 9:30 am the Policy Committee held their monthly meeting in the District’s Board room. Long and short of this meeting was trying to figure out how to get all the projects completed that are already in construction phase. This is a good thing and a nice problem to have.
- Clearwater River 1W1P – The Planning Workgroup for the Clearwater River 1W1P met at 9:00 am yesterday June 28th. The discussion mostly covered budget items, project updates and procedures for submittal of projects to the PWG.
- Drainage Workgroup Meeting – On June 8th at 11:00 am, the Drainage Workgroup met for the first time since the legislative session closed. There was a lot of discussion of tasks handed down by legislation this year which included adequate outlet, possible legislative changes in statute as well as clarifying drainage portal needs, or not.
- Mud River Project – On June 8th at 1:00 pm we held a landowner meeting on site to better show the landowners where the potential project would be located as well as the description of the project goals. The meeting was well attended with a lot of good questions shared.
- Adequate Outlet subcommittee – The fifth meeting of the DWG Adequate Outlet Committee was held June 26th in Alexandria. I feel we made some progress on various items with the hope of one more meeting being held in July with the hope of completing a report to the DWG in August.
- Advisory Committee Summer Tour – RLWD staff and Board members attended the Overall Advisory Committee tour held on June 26th. There were upwards of 25 people on the tour, which staff felt went very well. Board members who attended the tour were invited to comment, in the Board update.
- Tynsid Township Section 36 slough – Please find the letter submitted by Nicole as it relates to major sloughing that occurred on private land located in Section 36 Tynsid Township.

- Myron Jesme indicated that this will close his last administrators report to the Board and wishes the Board all the best as it proceeds in completing the good work of the Red Lake Watershed District. Administrator Jesme stated that he couldn't thank the Board and staff enough for all they have done to make the last 20 years so great.

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

LeRoy Ose, Secretary

RED LAKE WATERSHED DISTRICT
Financial Report for July 12, 2023

Ck#	Check Issued to:	Description	Amount
online	EFTPS	Withholding FICA, Fed & Medicare (7-5-23 payroll)	\$ 5,097.76
online	MN Department of Revenue	Withholding taxes (7-5-23 payroll)	\$ 899.87
online	Public Employers Retirement Assn.	PERA (7-5-23 payroll)	3209.35
40792	League of MN Cities	2024 Workers Comp Premium	\$ 4,411.00
40793	BP Excavating	Beaver Removal. Proj. #81	\$ 500.00
40794	Farmer's Union Oil	Gas for vehicles	\$ 1,096.44
40795	Houston Engineering Inc.	* see project detail below	\$ 21,303.50
40796	Hugo's #7	Meeting expenses	\$ 360.92
40797	Jennifer Haman	Beaver Removal. Proj. #35	\$ 500.00
40798	Kelly Dahlen	Beaver Dam Removal. Proj. #67	\$ 3,600.00
40799	Kim Nordheim	Meal Expense	\$ 425.00
40800	Les's Sanitation	Garbage removal	\$ 35.74
40801	Marco	Add new user to M-files (Melissa)	\$ 62.50
40802	Nora Vettleson	Clean office	\$ 210.00
40803	Pennington SWCD	Expenses for Proj. #149, 149A & 168A	\$ 19,023.44
40804	Quality Spray Foam/Anderson	Mowing. Proj. #176A	\$ 4,800.00
40805	Red Lake County SWCD	Expenses for Proj. #149	\$ 5,465.66
40806	RRWMB	1st Half 2023 Taxes	\$ 1,008,778.66
40807	RMB Environmental Labs	Lab analysis of water quality samples	\$ 4,503.96
40808	Vonasek Mowing	Mowing, Proj. #177,166,53,135,60FF & 169	\$ 14,839.00
40809	Thief River Falls Times	Ad for Summer Intern/Penn. Co. Fair	\$ 131.00
40810	Tri-Valley Opportunity Council, Inc.	Bus trip expense- RLWD Advisory Comm. Summer Tour	\$ 834.00
40811	West Polk SWCD	Expenses for Proj. #149, 149A & 168A	\$ 7,483.21
40812	Red Lake County SWCD	M. Knutson reimbursement Proj. #149B	\$ 10,000.00
online	Northwest Service Cooperative	Staff health insurance	\$ 12,137.40
online	Delta Dental	Staff dental insurance	\$ 929.74
online	Aflac	Staff paid insurance	\$ 335.80
online	City of Thief River Falls	Utilities	\$ 470.61
direct	Al Page	Mileage	\$ 102.18
direct	Terry Sorenson	Mileage	\$ 147.39
direct	Leroy Ose	Mileage & Expenses	\$ 658.59
direct	Ann Joppru	Meeting supplies	\$ 36.53
	Staff & Board Payroll	7/5/2023	\$ 17,790.26
	Total Checks		\$ 1,150,179.51

*** Houston Engineering**

Clearwater 1W1P #149B	\$	7,174.75
TR/SD 83 Streambank #149A	\$	9,311.25
Moose Rvr/JD21 Stab. #149A	\$	2,712.50
Ring Dikes #129	\$	1,912.75
Demarais-Hanson Proj. #149	\$	192.25
	<u>\$</u>	<u>21,303.50</u>

Banking Northern State Bank

Balance as of June 28, 2023	\$ 1,142,048.92
Total Checks Written	\$ (1,150,179.51)
Receipt #25098 June monthly interest	\$ 812.18
Receipt #25105 Transfer funds from AFB to NSB	\$ 300,000.00
Balance as of July 12, 2023	<u>\$ 292,681.59</u>

Current interest rate is .20%

American Federal Bank-Fosston

Balance as of June 28, 2023	\$ 6,342,343.68
Receipt #25099 June monthly interest	\$ 12,504.77
Receipt #25100 Pennington Co. Delinq and Current Taxes	\$ 391,602.05
Receipt #25101 Beltrami Co. Current Tax settlement	\$ 145,259.37
Receipt #25102 Mahnomon Co. - Current Tax settlement	\$ 788.71

Receipt #25103 Fladeland 12.5% cost share Ring Dike	\$ 21,824.25
Receipt #25104 Koochiching Co. Delinq and Current Taxes	\$ 11,852.07
Receipt #25105 Transfer funds from AFB to NSB	\$ (300,000.00)
Balance as of July 12, 2023	<u>\$ 6,626,174.90</u>

Current interest rate is 2.45%

Investments

Edward Jones Balance	12 month CD 3.45% Expiry 9-15-23	<u>\$ 241,000.00</u>
Edward Jones Balance	12 month CD 3.7% Expiry 9-22-23	<u>\$ 240,000.00</u>
Edward Jones Balance	12 month CD 3.7% Expiry 9-22-23	<u>\$ 17,000.00</u>
Edward Jones Balance	12 month CD 4.8% Expiry 12-15-23	<u>\$ 238,000.00</u>
Edward Jones Balance	12 month CD 4.8% Expiry 12-15-23	<u>\$ 238,000.00</u>
Edward Jones Balance	12 month CD 4.8% Expiry 12-15-23	<u>\$ 24,000.00</u>
Edward Jones Balance	12 month CD 5.02% Expiry 5-07-24	<u>\$ 237,000.00</u>
Edward Jones Balance	12 month CD 5.02% Expiry 5-07-24	<u>\$ 237,000.00</u>
Edward Jones Balance	12 month CD 5.02% Expiry 5-07-24	<u>\$ 26,000.00</u>

\$ 8,416,856.49

Total Cash

Cash that has been received and earmarked for projects:

2022 Grant Red Lake 1W1P Proj. #149	\$ 535,575.00
2022 Grant Thief River 1W1P Proj. #149A	\$ 264,946.00
2023 Grant Clearwater 1W1P Proj. #149B	\$ 487,363.00
Mid Point Grant Proj. #149	\$ 25,000.00
Chief Coulee Proj. #46S	<u>\$ 214,375.00</u>
	\$ 1,527,259.00

Payables committed to by board action:

TRF Reservoir Water Intake Proj. #63	\$ 38,400.00
Chief Coulee Proj. #46S	<u>\$ 108,935.00</u>
	\$ 147,335.00

Total accessible cash (Est) \$ 6,742,262.49

2023 GENERAL FUND BUDGET

as of June 30, 2023

(unaudited)

	2023 BUDGET	2023 Exp	(over) under	
		TO 6-30-23		2nd Qtr
Manager's fees, salaries	40,000.00	19,980.77	20,019.23	20,000.00
Board of Manager's expense	24,200.00	9,246.99	14,953.01	12,100.00
Staff salaries	601,305.00	303,669.59	297,635.41	300,652.50
Payroll taxes	45,999.83	20,906.26	25,093.57	22,999.92
Employee benefits	160,166.00	73,072.96	87,093.04	80,083.00
Travel and meetings(mileage & exp.	7,500.00	3,828.47	3,671.53	3,750.00
Audit	9,450.00	10,400.00	(950.00)	4,725.00 1
Legal	16,000.00	6,037.00	9,963.00	8,000.00
Office supplies	20,000.00	3,821.79	16,178.21	10,000.00
Office equipment	30,000.00	14,014.55	15,985.45	15,000.00
Appraiser/Viewer Expense	2,000.00	0.00	2,000.00	1,000.00
Professional services (inc. Eng. Fees	25,000.00	11,189.00	13,811.00	12,500.00
Dues and subscriptions	10,000.00	7,910.00	2,090.00	5,000.00 2
Insurance and bonds	45,000.00	33,541.00	11,459.00	22,500.00 3
Repairs and maintenance-Building	15,000.00	36,352.50	(21,352.50)	7,500.00 4
Utilities	12,000.00	5,009.01	6,990.99	6,000.00
Advertising and publications	4,000.00	3,059.55	940.45	2,000.00 5
Telephone	11,000.00	4,727.32	6,272.68	5,500.00
Vehicle expense and maintenance	15,000.00	4,740.94	10,259.06	7,500.00
Engineering supplies	3,000.00	1,150.76	1,849.24	1,500.00
Engineering equipment	40,000.00	9,893.98	30,106.02	20,000.00
Interest	0.00	0.00	0.00	-
TOTAL	1,136,620.83	582,552.44	554,068.39	
Less: Overhead	901,957.50	392,561.48	(509,396.02)	
Less: Miscellaneous revenue	3,000.00	838.46	(2,161.54)	
General Fund Budget	231,663.33	189,152.50	42,510.83	

		TO 4-30-23
January 1, 2023 Beg. Balance	270,675.00	270,675.00
County levies revenue	0.00	91,883.20
Misc. revenue		0.00
Gross balance with revenue		<u>362,558.20</u>
Less net expenses		<u>(189,152.50)</u>
Subtotal- General Fund w/o interest		173,405.70
Plus interest earned-if allocated to GF 100%		<u>65,445.16</u>
General Fund Balance 6-30-23		<u><u>238,850.86</u></u>

1- Audit fees increased

2- MAWD \$7500

3- Insurance is paid in first half of year

4- Purchased Furnace

5- Job Ad Natural Resource tech, Office Mgr

Tammy Audette

From: Rich Sanders <rsanders@co.polk.mn.us>
Sent: Wednesday, July 5, 2023 11:09 AM
To: Myron Jesme; Tammy Audette
Subject: Polk County Dams

Polk County is requesting that the Red Lake Watershed review the 3 Polk County Dams for their Flood Reduction and Wildlife Habitat Value.

The 3 Dams are located at:

Badger Creek – Outlet to Badger Lake near Erskine

Mitchell Lake (JD 73) – Outlet to Mitch Lake SW of Erskine

Maple Lake Outlet (CD 14) – Outlet to Maple Lake SE of Mentor


If you have any questions feel free to contact me.

Rich

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Beaver Dam

Legend

 Beaver Dam

470th St

Beaver Dam

S Pine Lake Rd

12


Google Earth

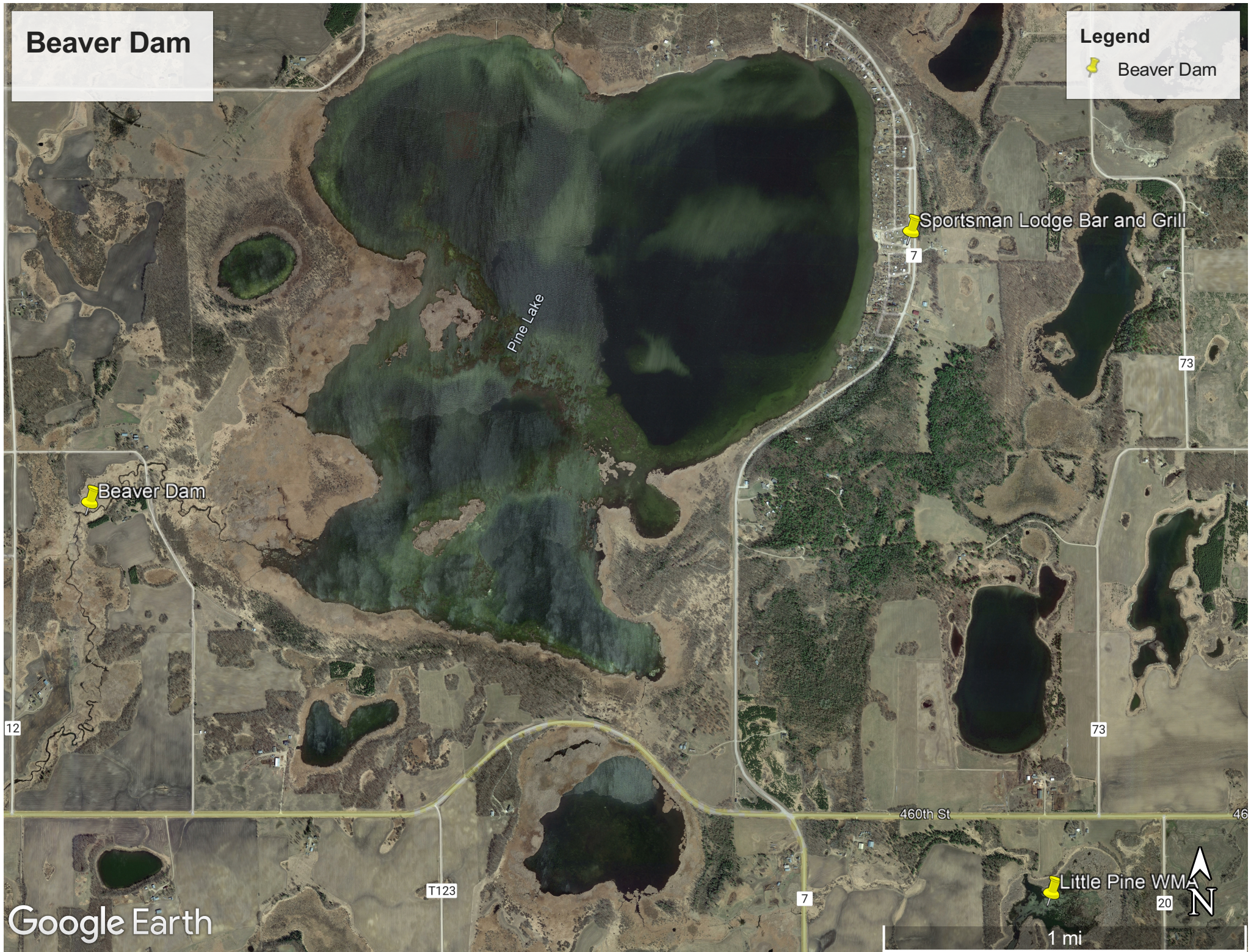


1000 ft

Beaver Dam

Legend

 Beaver Dam



Date, 2023

Mr. Robert Sip
Executive Director
Red River Watershed Management Board
11 5th Ave East, Suite B
Ada, MN 56510

Dear Mr. Sip:

By this letter I would like to communicate the Red Lake Watershed District's approval of **Task Order HEI-TCC-01** (attached) which provides for facilitation services by Houston Engineering, Inc. (HEI) in support of the District's Turtle-Cross-Connection Lakes Project Team. The District agrees to cover 50 percent of the cost of these services, up to a maximum District obligation of **\$5,842.38**.

We understand the RRWMB will use funds from the Red River Basin Flood Damage Reduction Work Group (FDRWG) to pay invoices for the approved services received from Houston Engineering, Inc., and will seek payments from the District either monthly or quarterly to reimburse the FDRWG for the District's share. Further, we understand that costs to the District will not exceed the amount listed above, unless an amended or supplemental task order is approved in advance by the District in writing.

We appreciate the steps taken by the FDRWG and RRWMB to arrange facilitation services for this Project Team.

Sincerely,

Approver's signature/title, etc.

Cc: Andrew Graham, Minnesota DNR - Red River Basin Coordinator

TASK ORDER
Facilitation of RLWD's Turtle-Cross-Connection Lakes Project Team
Under RRWMB Contract No. 2022CA-04

Task Order No. HEI-TCC-01

Consultant: Houston Engineering, Inc.

Project Team Sponsor: Red Lake Watershed District

Project Team requiring facilitation: Turtle-Cross-Connection Lakes Project Team

Background and Need for Service:

The Turtle-Cross-Connection Lakes Project Team is being convened by the Red Lake Watershed District (RLWD, or Project Team Sponsor) to investigate options for addressing water levels, fish passage and potential flood storage opportunities associated with three lakes and Polk County Ditch 68. The ditch system was originally constructed in 1918 and dams at the three lakes were completed by 1933. However two of the three dams subsequently failed and none of them are currently operable.

The RLWD intends to use the FDRWG's contracted facilitation services to assist with planning and organizing PT meetings, starting in July 2023. An initial meeting with landowners was held in April 2023. Invited Project Team members include representatives from local, state and federal government agencies, local landowners, and a non-profit conservation organization.

Outcome Desired from Services in this Task Order

Advance PT discussions towards producing a consensus (or near-consensus) project recommendation to the District's Board of Managers, consistent with the 1998 Mediation Agreement. The PT's recommendation should include a clear explanation of the information reviewed, approaches/alternatives considered, and the rationale for the specific approach/alternative that the PT recommends for action.

(note: Task Numbers below relate to the Master Contract. All tasks under this Task Order for the Turtle-Cross-Connection project, including subsequent amendments, will begin with "3")

Task 3-1: Facilitate Project Team Meetings

Task Purpose: Facilitate five meetings of the Turtle-Cross-Connection Lakes Project Team, aimed at establishing an effective framework for teamwork and collaboration while working through the early stages of problem definition, development of a shared project vision and concepts for project features. Promote a positive working relationship among the participants as a foundation for ongoing work by the Project Team.

Task Activities:

Information review. The Facilitator will review up to 25 pages of background information and maps provided by the RLWD and DNR. The Facilitator will use this information to develop an initial understanding of conditions in the Turtle-Cross-Connection Lakes area and the reasons for convening the Project Team.

Meeting Plan: In consultation with the RLWD and DNR, prepare a meeting plan for five meetings at an overview level, listing key milestones and outlining the general topics/activities for each of the meetings. Review the plan following each PT meeting, and update it when needed.

Project Team meetings: The Facilitator will facilitate five meetings of the Project Team and will be responsible for effective meeting management as well as promoting positive interactions and a teamwork concept among the participants that will serve as a foundation for ongoing discussions including future meetings. The Facilitator will assist the RLWD and DNR in developing the meeting agendas. The Facilitator will draft the notes from each meeting, and will produce final meeting notes after receiving review comments from the meeting participants.

Conference calls: The Facilitator will participate in a conference call to prepare for each Project Team meeting, and another call to debrief following each Project Team meeting. Expected participants in these calls will be the RLWD and DNR's technical lead, with others to be determined. Conference calls will be limited to one hour each.

Assumptions: The Project Team will include approximately 10 to 25 people, representing local governments and special districts, state and federal agencies, local landowners and others to be determined.

The meetings will be in-person and will be held in Fosston, MN.

The Project Team process will generally apply procedures from the FDRWG's *Project Team Handbook* (updated February 2022).

Responsibilities of Project Team Sponsor: The RLWD will be responsible for scheduling meetings, inviting participants, securing a meeting location, and providing refreshments at their discretion.

The RLWD, DNR or other involved parties and contractors will be responsible for providing substantive meeting content, handouts and presentations, as well as any research or analysis performed before or between the Project Team meetings.

Deliverables: Meeting plan. Facilitator participation in 10 conference calls and five in-person meetings as outlined above. Agendas for the five meetings. Brief actions items contained in an email following each conference call. Draft and final notes from the PT meetings, documenting who attended, what was discussed, and any resulting decisions and/or action items.

Task 3-2: Project Management

Task Purpose: Organize and manage Facilitator's internal team to support the overall effort. Provide accurate billings and enable timely progress.

Task Activities:

- Routine day-to-day oversight of internal team.
- Monthly invoice and brief, bulleted progress report indicating services provided and activities completed.
- Communication with the RLWD, DNR staff, and DNR Red River Basin Coordinator to identify challenges or delays and enable problem-solving if needed.

Assumptions: Not applicable.

Responsibilities of Project Team Sponsor: Communicate with Facilitator if services need adjustment, plans for the PT change, or other challenges arise that need attention.

Deliverables: Monthly invoices and progress reports.

Budgeted Hours and Expenses

	Hours	Hourly Rates	Expense Units	Expense Rates	Totals (units x rates)
Task 3-1 Facilitate Project Team Meetings					
Labor					
Facilitator	63.5	\$162			\$10,287.00
Direct Expenses					
Travel			130 mi x 5 trips	\$0.655/mile	\$425.75
Task 3-1 Total:					\$10,712.75
Task 3-2 Project Management					
Labor					
Facilitator	6	\$162			\$972
Task 3-2 Total:					\$972
Task Order Total:					\$11,684.75

The services provided under this task order shall not exceed the Task Order Total listed above, unless an amended task order is prepared and signed by the RRWMB and CONSULTANT.

PERIOD OF PERFORMANCE

The services in this Task Order will be performed between approximately July 1, 2023 and February 29, 2024.

Signatures:

[template – signature blocks for the RRWMB and HEI will be added.]

[Include signature dates]

Memo

To: Watershed District Administrators in Red River Basin
From: Andrew Graham, Red River Basin Coordinator
Date: July 11, 2023
Subject: **Change in Project Team Funding Process**



Beginning in July 2023 The Red River Basin Flood Damage Reduction Work Group (FDRWG) is changing its process for awarding funds to support Project Teams. The new process will apply to fiscal year 2024 and will be evaluated for use in subsequent years. The new process is as follows:

- Project team support funds will be awarded **per active project team**, rather than per watershed district. This means districts that have more project teams active in a given year are eligible to receive more funding than districts that have fewer project teams.
- There will be just one category of funding for project teams. Funding will no longer be separated into “general support” and “technical support” categories.
- Facilitation services will continue to be available under a master contract with two organizations arranged by the FDRWG. Watershed districts should contact me if they would like to arrange facilitation services.
- Project team support and facilitation will continue to be funded on a 1:1 matching basis, up to the limits established in each fiscal year.

During fiscal year 2024 (7/1/23 to 6/30/24) the following dollar amounts are budgeted:

- Support for existing, active project teams: \$160,000. (See list of PTs below)
- Reserve for additional new project teams: \$30,000*
- Facilitation services: \$30,000
- Total project team support budgeted (sum of amounts above): \$220,000

** Funding decisions for new PTs will be made case-by-case.*

Maximum amounts awarded in the first category will be **\$25,000** per project team (existing, active project teams as listed on the next page). Maximum amounts in the second category will be **\$10,000** per project team (new project teams identified later in the fiscal year). The actual awards in both categories will be subject to the total funds available and the number of requests received.

As in the past, if funds from the FDRWG’s other budgeted activities remain unspent at the end of the fiscal year, the FDRWG will consider awarding some portion of those funds to cover additional project team costs that were not funded initially.

In order to assist us in determining the amounts we will award to the existing, identified project teams, I **request each administrator to email me a rough estimate of reimbursement amounts you expect to request for each of your active project teams during the period from 7/1/23 to 6/30/24.** Please list the name of the project team, and the expected reimbursement amount within the limits stated above.

To comply with the matching requirement, this should be no more than 50% of the total cost your district will incur for each project team.

Some districts have unique arrangements and should contact me with details to help the FDRWG to distribute its budgeted funding fairly and effectively. These include:

- Any districts that employ a single project team to plan multiple projects, and
- Any districts that share a project team with another district.

As we gain experience with this new approach, we would appreciate feedback on how it is working for each watershed district and the project team process. If you have questions on any of the information in this memo, feel free to contact me or FDRWG Co-chairs Theresa Ebbenga and Dan Money.

Project teams known to the FDRWG as of 6/14/23:

- Whitney Lake (RRWD)
- Swift Coulee (MSTRWD)
- Mud River (RLWD)
- BRRWD – multiple projects
- Sand Hill – multiple projects
- North Ottawa operations (BdSWD)
- Upper Reaches (WRWD)
- Norman-Polk (WRWD)
- Juneberry (RRWD/TRWD) pending startup in July 2023
- Turtle-Cross (RLWD) pending startup in July 2023
- Twelvemile Creek (BdSWD) – pending startup

Projects past the planning stage and no longer seeking project team funding from the FDRWG:

- Redpath (BdSWD)
- Roseau Lake (RRWD)
- Klondike (TRWD)

Tammy Audette

From: Graham, Andrew (DNR) <Andrew.Graham@state.mn.us>
Sent: Thursday, July 6, 2023 11:14 AM
To: Graham, Andrew (DNR); Danni Halvorson (IWI)
Subject: Confirming project sites for new FDRWG monitoring program (2024-2028)
Attachments: Site summaries for WD confirmation (2023-07-05).docx

To: WD Administrators in the RRB: This email follows up from a meeting held with most of you in April 2022, regarding the FDRWG's proposal to the LCCMR for funding to support a five-year monitoring program in the RRB. The monitoring will be at projects that were developed under the 1998 Mediation Agreement. Several of you also provided letters supporting the application. The final step in funding this program was completed through Legislative and LCCMR action in May and June, 2023. We are now moving ahead with planning the program, with the intent of starting site monitoring next spring (April 2024).

We would like to confirm the project sites that are both well suited to purposes of this monitoring program, AND supported by the Watershed District that owns/operates each project. The **attached document** has notes on each of the projects identified by the FDRWG Monitoring Committee as a potential monitoring site. Please read the brief background section, and then look for your projects, arranged by WD.

Danni Halvorson and I are prepared to talk with each of you about the monitoring program and what would be of most value at your specific project sites. Upcoming days when we are available are listed below. Please let me and Danni know which of these dates could work. Or, if you are comfortable with the notes on the attached document, you can just shoot us an email confirming your District's intent to participate.

Dates/times for 30-minute calls, if desired (identify at least 2 specific dates/times please):

Friday, 7/7 10:00 to 11:00; or after 1:00 p.m.
Tuesday, 7/11 8:30 to 9:30 or after 1:00 p.m.
Wed. 7/12 any time
Friday, 7/14 9:00 – 10:00, or after 1:00 p.m.

Thanks for looking this material over. We're very excited to have the funding in hand to get this work accomplished as part of our efforts to get the most value possible from Mediation Agreement projects. Thanks!

Andrew Graham

Red River Coordinator | NW Region, Ecological and Water Resources Division

Minnesota Department of Natural Resources

1732 North Tower Road
Detroit Lakes, MN 56501-7959
Mobile Phone: 218-606-0128

Email: Andrew.Graham@state.mn.us
mndnr.gov



Information for Discussion with Watershed Districts

RE: List of Project Sites for FDRWG's new Five-year Monitoring Program

7/5/23 (compiled by A. Graham & Henry Van Offelen)

Background: Legislature appropriated the funding to the FDRWG through LCCMR – It's \$920K over the five years 2023 to 2028.

Purposes: This will be a systematic monitoring program to assess outcomes of existing projects and establish baseline for planned projects. Since LCCMR is the funding source, the focus will be projects that either had NRE purposes or have incidental NRE outcomes that we can assess. We will only monitor projects that were planned/developed under the 1998 Mediation Agreement (i.e. project teams); and where the project owner/operator (WD) is supportive of doing the monitoring.

The FDRWG Monitoring Committee (MC) held two meetings with Administrators in Spring 2022 to review the program. Most approved it; and several sent letters of support for the LCCMR proposal. Two did not join the calls (WRWD & SHRWD). One (BdSWD) indicated need for discussion with Board before determining whether to participate.

With the funding now secured, the FDRWG MC would like to confirm WD participation and discuss specific projects on our list of potential monitoring sites. Projects selected will then have a detailed, site-specific monitoring plan developed over the coming fall/winter. Monitoring at some sites will begin in Spring 2024; others in Spring 2025.

TRWD:

- Dan participated in Spring 2022 call. Concurred with program; and provided support letter for application.
- Sites on list:
 - **Ross.** 2009. (FDR only; but had floristic quality ass'ts in 2012 & 2015) Headwaters. On ditch system. 15 years ago? FDR-only purposes. Probably had 404 wetlands permitting. Re-do floristic quality could be the monitoring approach. Research Q: how does a site evolve over time, 10 yrs. From last floristic quality. What's at the site now?
 - **Springbrook:** Stream/floodplain restoration. 2004. Good stream project. Planned using PL566. Ditch with 2-stage & setback levees. Monitor for stream channel stability; maybe riparian habitat between levees (?). May have used basic seed mix. The project purpose was to stabilize ditch, allow drainage. Reduce recurring maintenance problems in ditch. Did it provide incidental habitat benefits? Did it reduce/eliminate maintenance needs? What kind of storms/flow pressure has it faced over the years.
 - **Klondike:** (Future) Focus on key objectives: fen enhancement; WQ; aquatic habitat. Use prior monitoring as applicable, but focus on project outcomes.

RRWD:

- Tracy participated in Spring 2022 call. Concurred with program (but no letter).
- Sites on list:
 - **Hay Creek/Norland**
Off-channel impoundment (1). Were there monitoring plots to document wetland continuity (non-degradation)? Did rFQA in 2017. Could Re-do. FDR project only. Hay harvest is allowed. Might have been a CRP area when constructed. Wetlands delineation must have been done. Research question: wetlands quality/persistence.
 - **Roseau Lake Restoration** (at Roseau Lake WMA) (Future)
Main NRE effect is to restore flooded pool north of river, so it will hold water in most years. Expect change in vegetation over time; and wildlife usage(?). Establish baseline data on: pool extent; vegetation pattern; waterfowl usage? Then compare over time as these variables change after construction?

MSTRWD:

- Mori and Danny Omdahl participated in Spring 2022 call. Concurred with program; and provided support letter for application.
- Mori expresses interest in monitoring at Nelson Slough and Swift Coulee.
- Sites on list:
 - **Swift Coulee** (Future)
Upper reaches of ditch system. Riparian land acquisition. Two-stage channel. Low setback levees/embankments (2' – 3' high). Not much opportunity to monitor on a pre-project basis. Collect air photos; design; & as-builts as basis for future monitoring. Maybe set up WQ monitoring for pre-project data; to set up post-project monitoring later?
 - **Nelson Slough** (at East Park WMA) (Future)
Project improves ability to return to operational pool levels after flood bounces. Continue gathering data on pool level initiated in recent years. Continue wildlife (and vegetation?) surveys done by T. Baden in recent years. Compare pre- and post-construction results.

RLWD:

- Myron participated in Spring 2022 call. Concurred with program; and provided support letter for application.
- Sites on list:
 - **Brandt Impoundment.** Monitored for WQ load in 2019 and 2022. Did FQA in 2012 & 2015.

Built w/o specific design for NREs. Why was it monitored for WQ? - Access & typical of a dry impoundment site.

- **Angus-Oslo 4**
No information... Was it designed per Med. Agreement?
- **Lower Grand Marais Creek**
Channel restoration. Had been cut off with a ditch decades earlier. Built structure to divert water back to original channel. 6.5 acres of stream restored. RIM/CRP land (considerable acreage). Good stream restoration project. Wade Johnson (DNR) has monitored. See report from OHF documentation (qualitative). Research Q: what's the riparian/floodplain habitat quality? Check channel stability. Over 10 years in. Maybe a WQ component? The high flows are still diverted straight to the Red River. So WQ monitoring would be more complex.

WRWD:

- **Did not participate in Spring 2022 call. No input to date.**
- Sites on list:
 - **Dalen Coulee**
One of the first project teams. Stream restoration plus small impoundment. Riparian corridor & channel. They have had to do some maintenance. In the flat valley floor (rare). Could be WQ. Ducks Unlimited was involved. HEI did the project (Jerry Bents or his predecessor Jeff LeDeux.).
 - **Goose Prairie WMA (brand new)**
Project is being completed in 2023. Discuss potential monitoring actions with District and Rob Baden (DNR Wildlife).

SHRWD:

- **Did not participate in Spring 2022 call. However April provided support letter for application.**
- Sites on list:
 - None. Would SHRWD like to propose one?

BRRWD:

- Kristine participated in Spring 2022 call. Concurred with program; and provided support letter for application.
- Sites on list:
 - **Wolverton Creek**

Stability of restoration. Has been reviewed by Wade Johnson's crew. WQ? Has PCA been monitoring it? Do we have pre-project WQ data? Sediment.

- **Deerhorn Creek**

Also a stream channel restoration, with big setback levees. Lesson's learned & applied to Wolverton (E. Jones). Are the levees optimally sited, or "too close" to channel? 10 years or more predating Wolverton. Same Q's as for Wolverton & Dalen Coulee. Channel stability. Riparian/floodplain habitat. WQ.

- **Stony Creek (F)**

Pre-project WQ?

BdSWD:

- Jamie participated in Spring 2022 call, together with Tara Ostendorf from Moore Engineering. Indicated would need Board approval. Also see O&M Agreement.
- Sites on list:
 - **North Ottawa**
Adaptive management of NRE cells per O&M Agreement with DNR.
Continuation of bird surveys from prior years? WQ – data was collected in past by PCA. O&M agreement indicates possibility of research to define WQ benefits, on a case-by-case basis. Any monitoring should be consistent with O&M Agreement and discussed with District and its Project Team.
 - **Redpath** (Construction in progress 2022-2024?) & Mustinka River restoration
Channel stability; riparian habitat; WQ, etc.
Interior of impoundment will be farmed, so no opportunity for NREs and no need for monitoring there.

















Amendment #1 for Grant Contract Agreement #229567/3000230700

Grant Contract Agreement Start Date:	<u>May 24, 2023</u>	Total Grant Contract Agreement Amount:	<u>\$87,299</u>
Original Grant Contract Agreement Expiration Date:	<u>July 31, 2024</u>	Original Grant Contract Agreement Amount:	<u>\$69,550</u>
Current Grant Contract Agreement Expiration Date:	<u>July 31, 2024</u>	Previous Amendment(s) Total:	<u>(N/A)</u>
Requested Grant Contract Agreement Expiration Date:	<u>NA</u>	This Amendment:	<u>\$17,749</u>

This amendment is by and between the State of Minnesota, through its Commissioner of Natural Resources (“State”) and Red Lake Watershed District with primary office located at 1000 Pennington Avenue South, Thief River Falls, Minnesota 56701 (“Grantee”).

Recitals

1. The State has a grant contract agreement with the Grantee identified as Swift Contract/PO Nos. 229567/ 3000230700 (“Original Grant Contract”) to design and construct a rural ring levee in the Red River Watershed at a property at 11836 Center Street East in Section 31 of Rocksbury Township, Pennington County, Minnesota.
2. The grant contract is being amended to add funds because the accepted contractor’s bid for construction of the ring levee is higher than the original engineer’s estimate, and the project design required an unexpected step for wetland delineation.
3. The State and the Grantee are willing to amend the Original Grant Contract Agreement as stated below.

Grant Contract Agreement Amendment

REVISION 1. Clause 4.1 “**Consideration**” is amended as follows:

4.1 **Consideration.**4.1.1 **Compensation**

Compensation in an amount not to exceed ~~\$69,550~~ \$87,299 based on the following computation: See Attachment B.1 (Attachment B.1 superseded Attachment B) for project budget, which is incorporated and made a part of this agreement.

4.1.2 **Matching requirements**

Grantee certifies that the following matching requirement for the grant will be met by GRANTEE. The total project cost is ~~\$139,100~~ \$174,598.83. Grantee agrees to match at least ~~\$69,550~~ \$87,299.83 of this project cost with a non- state source of funds.

4.1.3 **Total Obligation**

The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract agreement will not exceed 50% of the total project cost or ~~\$69,550~~ \$87,299 dollars, whichever is less.

4.1.4 Travel must be included in the approved work plan and budget in order to be eligible for reimbursement. Out of state travel is an ineligible expense for both ENRTF and OHF projects unless explicitly approved in the work plan. Travel expenses must follow Commissioner’s Plan guidelines in order to be eligible for reimbursement. The Commissioner's Plan Website includes mileage and meal reimbursement rates and guidelines in Chapter 15 – Expense Reimbursement. Information on travel expenses can also be found on the Travel Reimbursement and Documentation Guide available on the DNR Pass-Through grant website.

4.1.5 Funds made available pursuant to this Agreement shall be used only for expenses incurred in performing and accomplishing the purposes and activities specified herein. Notwithstanding all other provisions of this

Agreement, it is understood that any reduction or termination of funds allocated to the State may result in a like reduction to the Grantee.

Revision 2. Clause 7 "Authorized Representative" is amended as follows:

The State's Authorized Representative is Andrew Graham, the DNR's Red River Basin Coordinator (218-606- 0128, or Andrew.Graham@state.mn.us), or his/her successor, and he/she has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is ~~Myron Jesme~~ Tammy Audette, Red Lake Watershed District, 1000 Pennington Avenue, Thief River Falls, MN, 56701, or his/her successor. If the Grantee's Authorized Representative changes at any time during this grant contract agreement, the Grantee must immediately notify the State.

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. 16A.15

Signed: Felicia Barnes

Date: July 11, 2023

SWIFT Contract/PO No(s). 229567/3000230700

PO Number: Funds are available by FY24 budgets are not loaded. Per the Admin Policy 21-01 exception, funds will be encumbered as soon as possible but no later than 8/31/2023.

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant contract on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: Administrator

Date: _____

By: _____

Title: _____

Date: _____

3. STATE AGENCY

By: _____

Title: Director, Ecological & Water Resources

Date: _____

Distribution:

Agency

Grantee

State's Authorized Representative

Attachment B.1

Fladeland Ring Dike - Updated Cost Estimate

	In Contract	Paid thru June 30
Houston Engineering	\$ 25,000.00	\$ 20,376.25*
Accepted Bid (Andy Anderson)	<u>\$ 141,284.60</u>	
	\$ 166,284.60	
plus 5% - Watershed District staff time	<u>\$ 8,314.23</u>	
TOTAL PROJECT COST	\$ 174,598.83	

* Includes unexpected expense:
Wetland Delineation \$4,200.00

Fladeland Bid - Anderson

SPEC. NO.	ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE
2021.501	MOBILIZATION	LUMP SUM	1	10,000 ⁰⁰	10,000 ⁰⁰
2101.501	CLEARING AND GRUBBING	LUMP SUM	1	5,000 ⁰⁰	5,000 ⁰⁰
2106.507	EXCAVATION - COMMON (P)	CU. YD.	2,347	4	9,388 ⁰⁰
2106.507	COMMON EMBANKMENT (CV) (P)	CU. YD.	7,180	13.40	96,212 ⁰⁰
2118.507	AGGREGATE SURFACING (CV), CLASS 5	CU. YD.	20	25	500 ⁰⁰
2501.503	18" CS PIPE CULVERT	LIN. FT.	64	36.72	2,350.08
2501.503	18" CS PIPE APRON	EACH	2	214.86	429.72
2501.601	CANAL GATE FOR 18" CS PIPE	EACH	2	1,709.40	3,418.80
2573.502	CULVERT END CONTROLS	EACH	2	50 ⁰⁰	100 ⁰⁰
2573.503	SILT FENCE, TYPE MS	LIN. FT.	1,000	2.50	2,500 ⁰⁰
2575.502	TURF ESTABLISHMENT	LUMP SUM	1	11,386 ⁰⁰	11,386 ⁰⁰
TOTAL BID AMOUNT					141,284⁶⁰

1.2.06 CONTRACT TIME: If awarded the Contract, the Undersigned agrees to a substantial completion date of **August 25, 2023**, and final completion date of **September 1, 2023**. Construction shall be continuous to complete the project in a timely matter once construction activity is started. The Contractor will be issued A Notice to Proceed by the Owner, controlling the initiation of onsite construction operations. No work shall begin on the construction site prior to issuance of the Notice to Proceed.

1.2.07 OWNER'S RIGHTS RESERVED: The Undersigned understands that the Owner reserves the right to reject any or all Proposals or to waive any informality or technicality in any Proposal in the interest of the Owner.

1.2.08 PARTIAL AWARD OF CONTRACT: The Owner reserves the right to award a reduced quantity of work listed in the Proposal in the event that the lowest qualified bid exceeds the available funds to construct the entire project as described in Specifications and Construction Plans. In the event that a partial award will be made, the quantities from the Proposal will be reduced and multiplied by the unit prices provided by the lowest qualified bidder until the total construction cost doesn't exceed the available funds. The total construction cost will include a 10% contingency above construction costs calculated from the quantities and bid prices from the lowest qualified bidder.



Permit # 23-015

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
James & Grant Pulkrabek		32020 110th St. NW Warren, MN 56762		tel:218-201-0118 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

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

(4) Describe in detail the work to be performed. **Lower Polk County 21 road ditch to grade on south side of road from NE corner of Keystone 1 to NW corner of Keystone 2, near Sherack. Also, some ditch cleaning south of Sherack on east side of county 20 approx. 1/2 mile to county ditch. Add approx 5 new culverts at field approaches and township road along the work area. Size to be determined by the watershed.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Poor slow drainage that affects many acres of farmland in that area.**

Status

Status	Notes	Date
Approved	P.A. #23-015 – James and Grant Pulkrabek, Lucas Goodwin Polk County – Keystone Township Section 1/2 Red Lake Watershed District (RLWD) approval to clean the south side of Polk County Hwy 21 road ditch. RLWD staff has conducted a survey and drawings are attached to the permit. If any work is within a public road and/or public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval and must meet their specs/conditions. Permit Holder shall contact the road authorities when cutting through roads when applicable. Applicant shall install appropriate erosion control measures for energy dissipation at the outlet of pipes. This application does not exempt the permit applicant from local, state, or federal authority that might require their approval. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	July 11, 2023
Tabled	P.A. #23-015 – James and Grant Pulkrabek, Lucas Goodwin Polk County – Keystone Township Section 1/2 Red Lake Watershed District (RLWD) Tabled due to amount of snow in ditch to accurately inspect the permit. Will revisit in the spring when allowed. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	Feb. 24, 2023
Received	None	Feb. 23, 2023

Conditions

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 # 23-032

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Bruce Peterson		21690 290th Ave. SE Oklee, MN 56742		tel: 218-688-0042 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Red Lake** Township: **Garnes** Range: **41** Section: **36 1/4**:

(4) Describe in detail the work to be performed. **Replace culvert. Survey ditch for cleaning**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Damaged culvert. Silt in ditch**

Status

Status	Notes	Date
Approved	P.A. #23-032 – Bruce Peterson Red Lake County – Garnes Township Section 36 Red Lake Watershed District (RLWD) approval upon approval from Red Lake County to clean ditch on the south side of Red Lake County Hwy 21. RLWD staff completed a survey of the ditch and is attached, and RLWD approval to replace a failed 15” culvert with an 18” culvert. Due to the drainage area size an 18” pipe is adequate to handle the drainage area. If any work is within a public road and/or public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval and must meet their specs/conditions. Permit Holder shall contact the road authorities when cutting through roads when applicable. Applicant shall install appropriate erosion control measures for energy dissipation at the outlet of pipes. This application does not exempt the permit applicant from local, state, or federal authority that might require their approval. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	July 12, 2023
Received	None	April 11, 2023

Conditions

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 # 23-076

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Wade Joppru		12713 180th St. NE Thief River Falls, MN 56701		tel:218-689-0342 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **North** Range: **43** Section: **31 1/4**:

(4) Describe in detail the work to be performed. **Install crossing with culvert. Please size**

(5) Why is this work necessary? Explain water related issue/problem being solved. **There is currently no crossing**

Status

Status	Notes	Date
Approved	P.A. #23-076 – Wade Joppru. Pennington County – North Township – Section 31 The Red Lake Watershed District (RLWD) approves to install an 18” pipe for a new crossing for access to land. If any work is within a public road and/or public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval and must meet their specs/conditions when applicable. Permit Holder shall contact the road authorities when cutting through roads when applicable. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	June 29, 2023
Received	None	May 24, 2023

Conditions

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 # 23-078

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
David Brule		16902 240th St SW Crookston, MN 56716		tel:218-289-0067 mobile: fax:

General Information

(1) The proposed project is a:

Tiling

(2) Legal Description

(3) County: **Red Lake** Township: **Terrebonne** Range: **43** Section: **3 1/4**:

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

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

Status

Status	Notes	Date
Approved	P.A. #23-078 – David Brule Red Lake County – Terrebonne Township – Section 3 The Red Lake Watershed District (RLWD) approves the pattern tile project with "gravity" outlet. If any work is within a public road and/or public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval and must meet their specs/conditions. Permit Holder shall contact the road authorities when cutting through roads. Directly downstream of the tile and/or pump station(s) outlets, applicant shall ensure that adequate grade and drainage is provided. Applicant shall install appropriate erosion control measures for energy dissipation at the tile outlet to prevent erosion. Prior to any work, we also recommend that you contact your local Soil and Water Conservation District (SWCD) office to inquire about possible wetland concerns. Applicant shall ensure that the tile outlet is visibly marked. Any damage caused by future ditch maintenance is the responsibility of the landowner. ■ Note: Please be aware of and review the 'bullet points' on the bottom half of the application. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	July 12, 2023
Received	None	June 6, 2023

Conditions

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 # 23-080

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Earl Pederson		3077 County Hwy 42 Bejou, MN 56516		tel:218-790-4106 mobile: fax:

General Information

(1) The proposed project is a:

Surface Drainage (New Ditch or Improvement)

(2) Legal Description

(3) County: **Polk** Township: **Grove Park** Range: **43** Section: **26 1/4: SE 1/4**

(4) Describe in detail the work to be performed. **Remove silt from ditch along 330th St SE & 170th Ave SE**

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

Status

Status	Notes	Date
Approved	P.A. #23-080 – Earl Pederson Polk County – Grove Park Township – Section 26 Red Lake Watershed District (RLWD) approval to clean silt out of the ditch on the North side of 330th St SE and the West ditch along 170th Ave SE. RLWD staff has performed a survey of the ditches. See Attached. Install pipe at same flow line/invert elevation as existing pipe. If any work is within a public road and/or public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval and must meet their specs/conditions. Permit Holder shall contact the road authorities when cutting through roads when applicable. Applicant shall install appropriate erosion control measures for energy dissipation at the outlet. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	July 5, 2023
Received	None	June 9, 2023

Conditions

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 # 23-083

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Leroy Pazdernik		16330 224th St SW Red Lake Falls, MN 56750		tel:218-637-0072 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Red Lake** Township: **Red Lake Falls** Range: **44** Section: **27 1/4**:

(4) Describe in detail the work to be performed. **Install 1 or 2 driveway entrances - look at downstream drainage - down to Cty Rd 11 flat grade - water backs up.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Construction of a new home**

Status

Status	Notes	Date
Approved	P.A. #23-083 – Leroy Pazdernik Red Lake County – Red Lake Falls Township – Section 27 The Red Lake Watershed District (RLWD) approves to install a 12" culvert for a new crossing to access city lot. (RLWD staff conducted a survey on this ditch) See attachment. If any work is within a public road and/or public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval and must meet their specs/conditions. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	June 29, 2023
Received	undefined	June 12, 2023

Conditions

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 # 23-086

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Aaron Miller		16758 390th AVE NE Goodridge, MN 56725		tel:218-689-4494 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	P.A. #23-086 – Aaron Miller Pennington County – Star Township – Section 18 The Red Lake Watershed District (RLWD) approves the pattern tile project with 'gravity' outlet. If any work is within a public road and/or public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval and must meet their specs/conditions. Permit Holder shall contact the road authorities when cutting through roads. Directly downstream of the tile and/or pump station(s) outlets, applicant shall ensure that adequate grade and drainage is provided. Prior to any work, we also recommend that you contact your local Soil and Water Conservation District (SWCD) office to inquire about possible wetland concerns. Applicant shall install appropriate erosion control measures for energy dissipation at the tile outlet. Applicant shall ensure that the tile outlet is visibly marked. Any damage caused by future ditch maintenance is the responsibility of the landowner. ■ Note: Please be aware of and review the 'bullet points' on the bottom half of the application. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	June 29, 2023
Received	None	June 14, 2023

Conditions

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 # 23-088

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Pennington County		250 125th Ave NE Thief River Falls, MN 56701		tel:218-689-0330 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **Black River** Range: **44** Section: **4 1/4**:

(4) Describe in detail the work to be performed. **make crossings for ditch 96**

(5) Why is this work necessary? Explain water related issue/problem being solved. **to gain access to do maintenance on ditch 96**

Status

Status	Notes	Date
Approved	P.A. #23-088 – Pennington County. Pennington County – Black River Township – Section 4/9 The Red Lake Watershed District (RLWD) approves to install (3) 18” pipes for a new crossings for access to land for ditch maintenance. If any work is within a public road and/or public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval and must meet their specs/conditions when applicable. Permit Holder shall contact the road authorities when cutting through roads when applicable. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	June 29, 2023
Received	None	June 21, 2023

Conditions

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 # 23-089

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Shirley Coquette		333 Central Ave North Crookston, MN 56701		tel:218-281-2671 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

Dike / Levee

Other

(2) Legal Description

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

(4) Describe in detail the work to be performed. **remove old road - private drive**

(5) Why is this work necessary? Explain water related issue/problem being solved. **would be easier to farm land**

Status

Status	Notes	Date
Approved	P.A. #23-089 – Shirley A. Coquette Polk County – Euclid Township – Section 4 The Red Lake Watershed District (RLWD) approves to remove an old driveway that accessed an abandoned farmstead. The crossing will remain in-place. If any work is within a public road and/or public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval and must meet their specs/conditions when applicable. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	July 5, 2023
Received	None	June 20, 2023

Conditions

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 # 23-090

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Pennington County		250 125th Ave NE Thief River Falls, MN 56701		tel:218-689-0330 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **River Falls** Range: **43** Section: **14** 1/4:

(4) Describe in detail the work to be performed. **replacing culvert in C-62 in Timothy Halling's yard.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Culvert is rusting out but it needs to be sized - too far gone to get good measurement of pipe - I think it's a 5'ft pipe.**

Status

Status	Notes	Date
Approved	P.A. #23-090 – Pennington County. Pennington County – River Falls Township – Section 14 The Red Lake Watershed District (RLWD) approves to replace a failed 60” pipe with a 60” culvert. Install new pipe at same flow line/invert elevation as existing pipe. If any work is within a public road and/or public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval and must meet their specs/conditions when applicable. Permit Holder shall contact the road authorities when cutting through roads when applicable. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	June 29, 2023
Received	None	June 21, 2023

Conditions

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 # 23-093

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Wyandotte Township	Wyandotte Township	11608 US Hwy 59 SE Thief River Falls, MN 56701		tel:218-686-9151 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

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

(4) Describe in detail the work to be performed. **replace centerline culvert**

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

Status

Status	Notes	Date
Approved	P.A. #23-093 – Wyandotte Twp/Stu Peterson Pennington County – Wyandotte Township – Section 3 The Red Lake Watershed District (RLWD) approves to replace a failed 15” culvert with a new 15” culvert. If any work is within a public road and/or public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval and must meet their specs/conditions. Permit Holder shall contact the road authorities when cutting through roads. Prior to any work, we also recommend that you contact your local Soil and Water Conservation District (SWCD) office to inquire about possible wetland concerns. Applicant shall install appropriate erosion control measures for energy dissipation at the outlet. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	June 29, 2023
Received	None	June 16, 2023

Conditions

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)
Wyandotte Township		11608 US Hwy 59 SE Thief River Falls, MN 56701		tel:218-686-9151 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

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

(4) Describe in detail the work to be performed. **replace centerline culvert**

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

Status

Status	Notes	Date
Approved	P.A. #23-094 – Wyandotte Twp/Stu Peterson Pennington County – Wyandotte Township – Section 3 The Red Lake Watershed District (RLWD) approves to replace a failed 15" culvert with a new 15" culvert. If any work is within a public road and/or public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval and must meet their specs/conditions. Permit Holder shall contact the road authorities when cutting through roads. Prior to any work, we also recommend that you contact your local Soil and Water Conservation District (SWCD) office to inquire about possible wetland concerns. Applicant shall install appropriate erosion control measures for energy dissipation at the outlet. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	June 29, 2023
Received	None	June 16, 2023

Conditions

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 # 23-095

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Wyandotte Township		11608 US Hwy 59 SE TRF, MN 56701		tel:218-686-9151 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **Wyandotte** Range: **42** Section: **24** 1/4:

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

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

Status

Status	Notes	Date
Approved	P.A. #23-095 – Wyandotte Twp/Stu Peterson Pennington County – Wyandotte Township – Section 24 The Red Lake Watershed District (RLWD) approves to replace a failed 18” culvert with a new 18” culvert. If any work is within a public road and/or public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval and must meet their specs/conditions. Permit Holder shall contact the road authorities when cutting through roads. Prior to any work, we also recommend that you contact your local Soil and Water Conservation District (SWCD) office to inquire about possible wetland concerns. Applicant shall install appropriate erosion control measures for energy dissipation at the outlet. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	June 29, 2023
Received	None	June 16, 2023

Conditions

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 # 23-096

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Wyandotte Township		11608 US Hwy 59 SE TRF, MN 56701		tel:218-686-9151 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **Wyandotte** Range: **42** Section: **18 1/4**:

(4) Describe in detail the work to be performed. **replace rusted out 36" culvert with same size 10' longer**

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

Status

Status	Notes	Date
Approved	P.A. #23-096 – Wyandotte Twp/Stu Peterson Pennington County – Wyandotte Township – Section 18 The Red Lake Watershed District (RLWD) approves to replace a failed 36" culvert with a new 36" culvert. If any work is within a public road and/or public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval and must meet their specs/conditions. Permit Holder shall contact the road authorities when cutting through roads. Prior to any work, we also recommend that you contact your local Soil and Water Conservation District (SWCD) office to inquire about possible wetland concerns. Applicant shall install appropriate erosion control measures for energy dissipation at the outlet. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	June 29, 2023
Received	None	June 16, 2023

Conditions

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 # 23-097

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Pennington County		250 125th Ave NE TRF, MN 56701		tel:218-689-0330 mobile: 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**:
- (4) Describe in detail the work to be performed. **install field crossing**
- (5) Why is this work necessary? Explain water related issue/problem being solved. **to gain access to field**

Status

Status	Notes	Date
Approved	P.A. #23-097 – Pennington County. Pennington County – Sanders Township – Section 2 The Red Lake Watershed District (RLWD) approves to install an 72" pipe for a new crossing for access to land. (See Permit 23-014) If any work is within a public road and/or public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval and must meet their specs/conditions when applicable. Permit Holder shall contact the road authorities when cutting through roads when applicable. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	June 29, 2023
Received	None	June 22, 2023

Conditions

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 # 23-098

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Red Lake County Highway Dept		204 7th St SE Red Lake Falls, MN 56750		tel:218-253-2697 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Red Lake** Township: **Equality** Range: **40** Section: **23 1/4**:

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

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

Status

Status	Notes	Date
Approved	P.A. #23-098 – Red Lake County Highway Dept. Red Lake County – Equality Township – Section 23/26 This is an “After the Fact” Permit due to public safety. Red Lake Watershed District (RLWD) approval to replace a failed 29”x42” CMP Arch culvert and install a 36” round culvert. Install new pipe to the same flowline/invert elev. as existing pipe. Applicant shall cover disturbed areas with black dirt and re-seed with appropriate seed mixture. If any work is within a public road and/or public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval and must meet their specs/conditions. Permit Holder shall contact the road authorities when cutting through roads when applicable. Applicant shall install appropriate erosion control measures for energy dissipation at the tile outlet. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	July 12, 2023
Received	None	June 22, 2023

Conditions

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 # 23-100

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Paul Donarski		10447 US Hwy 59 NE Thief River Falls, MN 56701		tel:218-686-9755 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **Wyandotte** Range: **42** Section: **6 1/4**:

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

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

Status

Status	Notes	Date
Approved	P.A. #23-100 – Paul Donarski Pennington County – Wyandotte Township – Section 6 The Red Lake Watershed District (RLWD) approves to have a field entrance widened for farm equipment to use. The existing culvert is a 18” CMP and shall be installed at the same flowline/invert elevation as existing pipe. If any work is within a public road and/or public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval and must meet their specs/conditions when applicable. Applicant shall ensure that adequate grade and drainage is provided. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	July 5, 2023
Received	None	June 23, 2023

Conditions

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 # 23-101

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Paul Donarski		10447 US Hwy 59 NE Thief River Falls, MN 56701		tel:218-686-9755 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **Smiley** Range: **42** Section: **33** 1/4:

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

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

Status

Status	Notes	Date
Approved	P.A. #23-101 – Paul Donarski Pennington County – Smiley Township – Section 33 The Red Lake Watershed District (RLWD) approves to have a field entrance widened for farm equipment to use. The existing culvert is a 24" CMP and shall be installed at the same flowline/invert elevation as existing pipe. If any work is within a public road and/or public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval and must meet their specs/conditions when applicable. Applicant shall ensure that adequate grade and drainage is provided. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	July 5, 2023
Received	None	June 23, 2023

Conditions

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 # 23-102

Status Report: **Approved**

Applicant Information

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

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

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

(4) Describe in detail the work to be performed. **move field entrance west 700'**

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

Status

Status	Notes	Date
Approved	P.A. #23-102 – Eric Johnson Polk County – Euclid Township – Section 4 The Red Lake Watershed District (RLWD) approves to have a field entrance moved to the west approximately 700'. The existing culvert is a 30" pipe and shall be installed at the same time the new crossing is installed. If any work is within a public road and/or public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval and must meet their specs/conditions when applicable. Applicant shall ensure that adequate grade and drainage is provided. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	July 5, 2023
Received	None	June 27, 2023

Conditions

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 # **23-103**

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Doug Qualley		23917 230th Ave SW Crookston, MN 56716		tel: 218-289-3200 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Polk** Township: **Crookston** Range: **46** Section: **9 1/4**:

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

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

Status

Status	Notes	Date
Approved	P.A. #23-103 – Doug Qualley Polk County – Crookston Township – Section 9 The Red Lake Watershed District (RLWD) approves to have an 18" culvert installed for a new crossing needed for access to property. If any work is within a public road and/or public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval and must meet their specs/conditions when applicable. Applicant shall ensure that adequate grade and drainage is provided. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	July 5, 2023
Received	None	June 27, 2023

Conditions

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 # 23-107

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
City of St Hilaire		Po Box 296 St Hilaire, MN 56754		tel:218-964-5257 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **River Falls** Range: **43** Section: **5 1/4**:

(4) Describe in detail the work to be performed. **replace culvert at cemetery entrance**

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

Status

Status	Notes	Date
Approved	P.A. #23-107 – City Of St. Hilaire Pennington County – River Falls Township – Section 5 The Red Lake Watershed District (RLWD) approves to have a failed 36” RCP replaced with a new 36” pipe. The new pipe shall be installed at the same flowline/invert elevation as existing pipe. If any work is within a public road and/or public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval and must meet their specs/conditions when applicable. Applicant shall ensure that adequate grade and drainage is provided. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	July 5, 2023
Received	None	June 29, 2023

Conditions

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 # 23-109

Status Report: **Approved**

Applicant Information

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

General Information

(1) The proposed project is a:

Tiling

(2) Legal Description

(3) County: **Clearwater** Township: **Winsor** Range: **38** Section: 1 1/4:

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

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

Status

Status	Notes	Date
Approved	P.A. #23-109 – CM Farmland Holdings GP Clearwater County – Winsor Township – Section 1 The Red Lake Watershed District (RLWD) approves the pattern tile project with "gravity" outlet. If any work is within a public road and/or public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval and must meet their specs/conditions. Permit Holder shall contact the road authorities when cutting through roads when applicable. Directly downstream of the tile and/or pump station(s) outlets, applicant shall ensure that adequate grade and drainage is provided. Applicant shall install appropriate erosion control measures for energy dissipation at the tile outlet. Prior to any work, we also recommend that you contact your local Soil and Water Conservation District (SWCD) office to inquire about possible wetland concerns. Applicant shall ensure that the tile outlet is visibly marked. Any damage caused by future ditch maintenance is the responsibility of the landowner. ■ Note: Please be aware of and review the 'bullet points' on the bottom half of the application. This application does not exempt the permit applicant from local, state, or federal authority that might require their approval. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	July 12, 2023
Received	None	July 11, 2023

Conditions

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.



We have prepared a quote for you

Surface Pro Quote

PREPARED FOR

Red Lake Watershed District

PREPARED BY


Steve Borgen

Account Manager

Surface Pro 9

Description	Price	Qty	Ext. Price
Microsoft Surface Pro 9 1265U Tablet - 13" - Core i7 12th Gen i7-1265U Deca-core (10 Core) 1.80 GHz - 16 GB RAM - 512 GB SSD - Windows 10 Pro - Graphite - 2880 x 1920 - PixelSense Display - 15.50 Hours Maximum Battery Run Time 	\$1,899.00	1	\$1,899.00
Microsoft Signature Type Cover Keyboard/Cover Case Microsoft Surface Pro (5th Gen), Surface Pro 3, Surface Pro 4, Surface Pro 6, Surface Pro 7 Tablet - Light Charcoal - Stain Resistant - Alcantara Body - 0.2" Height x 11.6" Width x 8.5" Depth 	\$159.23	1	\$159.23
Subtotal:			\$2,058.23

Dock

Description	Price	Qty	Ext. Price
Microsoft Surface Dock 2 - for Notebook/Desktop PC/Smartphone/Monitor/Keyboard/Mouse - 199 W - 6 x USB Ports - USB Type-C - Network (RJ-45) - Wired  <p>Compatible with Myron's Surface (5th Gen)</p> <p>Front</p> <p>1. USB-C ports</p> <p>Back</p> <p>2. Power 3. Gigabit Ethernet 4. Audio</p> <p>5. USB-C display ports 6. USB-A 3.2 ports</p>	\$262.05	1	\$262.05
Subtotal:			\$262.05

Main: 701.893.4049
Email: Steve.Borgen@gocorptech.com
Web:



Surface Pro Quote

Prepared by:

Corporate Technologies

Steve Borgen
701.893.4049
Steve.Borgen@gocorptech.com

Prepared for:

Red Lake Watershed District

1000 Pennington Ave
Thief River Falls, MN 56701
Tammy Audette
(218) 681-5800
tammy.audette@redlakewatershed.org

Quote Information:

Quote #: 019720

Version: 2
Delivery Date: 07/12/2023
Expiration Date: 07/27/2023

Quote Summary

Description	Amount
Surface Pro 9	\$2,058.23
Dock	\$262.05
Total:	\$2,320.28

ALL SERVICES ARE PROVIDED PURSUANT TO CORPORATE TECHNOLOGIES' TERMS AND CONDITIONS, WHICH HAVE BEEN PROVIDED TO CUSTOMER AND WHICH ARE INCORPORATED HEREIN, AVAILABLE ONLINE AT WWW.GOCORPTECH.COM/RESOURCES/TC/. WITH SIGNATURE, CUSTOMER ACKNOWLEDGES TERMS AND CONDITIONS HAVE BEEN READ AND ACCEPTED AND AGREES TO A CREDIT REVIEW. CUSTOMER WILL PROVIDE ADDITIONAL INFORMATION IF NECESSARY.

A down payment may be required prior to placing this order.

Per the updated Cisco Order Cancellation Policy, all new Cisco and Meraki orders for hardware and any attached software are non-returnable and non-refundable.

Corporate Technologies

Red Lake Watershed District

Signature: 

Name: Steve Borgen

Title: Account Manager

Date: 07/12/2023

Sales Rep: Steve Borgen

Signature: _____

Name: Tammy Audette

Date: _____

Drainage Work Group Meeting

When: Thursday, July 13, 2023 11:00 a.m. - 2:00 p.m.

Where: MN Farmers Union
305 Roselawn Ave E #200
St Paul, MN 55117

Virtual Option:

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Join with a video conferencing device

mn@m.webex.com

Video Conference ID: 111 908 673 9

[Alternate VTC instructions](#)

Or call in (audio only)

[+1 651-395-7448,,200446287#](tel:+16513957448,200446287#) United States, St. Paul

Phone Conference ID: 200 446 287#

[Find a local number](#) | [Reset PIN](#)

Agenda:

- 11:00 Welcome and Introductions
- 11:05 Overview and any updates of agenda for the meeting – Tom G.
- 11:10 **Share information about recent and upcoming drainage related events – All**
 - ISG Drainage Tour May 25, 2023
 - MN Drainage Inspectors Association/Auditors Fall meeting, August 16-18. Location St. Cloud (Holiday Inn & Suites 75 37th Ave. South, St. Cloud).
- 11:20 **Other Group updates/information–**
- 11:30 **2023 DWG Prioritization List (a couple tweaks proposed by members)**
- 11:45 **Outlet Adequacy Technical Group Status update – Rita/Others on the group**
- 12:05 **Break**
- 12:15 **Notification Requirements and Recommendations Update. – Tom**
 - Committee participation update
 - Last year's AMC/MN watersheds Memo
 - Draft of Notice "triggers" in 103E
 - Discussion on level of significance for various notification types.
 - Input from the Group (Committee emails/meeting likely between July & August DWG)
- 1:00 **Drainage Authority Powers Status Update/Next steps – Tom/Lukas**
- 1:20 **Storage grants and 103E – Tom/Rita/Group**
- 1:40 **Runoff and Sediment Repair Cost Apportionment Sunset Tom**
 - DWG Recommendation did not include a sunset

Tammy Audette

From: Graham, Andrew (DNR) <Andrew.Graham@state.mn.us>
Sent: Wednesday, June 28, 2023 11:45 AM
To: Corey Hanson
Cc: Tammy Audette; Myron Jesme
Subject: Invitation to serve on Advisory Committee on FDRWG's new monitoring program
Attachments: Org Chart - 5yr monitoring (2023-05-24).pdf; Supporting Committees - overview (2023-05-31).docx; Revised work plan (2022-11-10) SUBMITTED.pdf; MC and AC (2023-06-20) DRAFT.xlsx

Hello Corey: I'm writing to see if you would have interest and availability to serve on an Advisory Committee we are setting up for the new, five-year monitoring program in connection with the Red River Basin Flood Damage Reduction Work Group (FDRWG). The monitoring is funded by the LCCMR, with the purpose of assessing the effectiveness of natural resource enhancements associated with projects that have been constructed under the 1998 Mediation Agreement (as well as some that are now nearing construction). We hope this will help us to improve planning of new projects with natural resource enhancements in the future.

More information on the planned monitoring program is given in the attached work plan. This will be a significant effort for the FDRWG and we want to make the best use of our grant to produce valid and useful results. The Advisory Committee will provide input to help achieve that, particularly at the beginning and end of the five-year program. If you are able to participate, it will probably require about **6 - 8 hours of your time this year**, and then **2-3 hours per quarter over the next four years**. See the short, attached documents for additional details, including the draft roster listing others on the Advisory Committee.

Let me know if this is of interest to you. I'd be happy to get on the phone to answer any questions you may have.

PS: Whether or not you can serve on this AC, I anticipate talking with you and others at the RLWD about monitoring some of the projects constructed in the District over the years. Look for more on that soon.

(Tammy and Myron: copying you as I assume you'll be involved in determining whether Corey can take this on. Thanks!).

Andrew Graham

Red River Coordinator | NW Region, Ecological and Water Resources Division

Minnesota Department of Natural Resources

1732 North Tower Road
Detroit Lakes, MN 56501-7959
Mobile Phone: 218-606-0128

Email: Andrew.Graham@state.mn.us
mndnr.gov

 **DEPARTMENT OF
NATURAL RESOURCES**



OVERVIEW OF SUPPORTING COMMITTEES (DRAFT 5/31/23)

FDRWG Five-Year Monitoring Program (2023-2028)

Project Summary: Carry out multi-resource monitoring at flood damage reduction and natural resource enhancement project sites across the Red River Basin to evaluate outcomes and improve design of future projects at regional scale.

Monitoring Program Purpose:

Since 1998 the FDRWG has coordinated a collaborative, project-planning process that provides flood damage reduction (FDR) and natural resource enhancement (NRE) across Minnesota's portion of the Red River Basin (RRB). Projects completed and those currently being planned include flood storage impoundments; improved water-level controls in pools managed for wildlife; rehabilitation and restoration of stream channels and floodplains; creation of wetland-like features, and planting of associated uplands with native seed mixes. The FDRWG has a long-standing interest in monitoring the outcomes of projects developed under this program, but has lacked consistent funding for this activity. Monitoring has been performed at some project sites, but has not been conceived or executed in the context of a larger regional vision to produce programmatic benefits across the Red River Basin.

The FDRWG and its Monitoring Committee have been awarded ENRTF funding to plan and carry out a five-year monitoring program (four years of actual monitoring) at FDR/NRE project sites, in collaboration with local watershed districts and their project-development teams across the Minnesota portion of the Red River Basin (18 counties). This includes three main activities: 1) Develop and coordinate site-specific monitoring plans in collaboration with local watershed districts and their project teams; 2) monitor resource conditions and project outcomes at completed project sites and resource conditions at sites now in the development stage; and 3) share results regionally and statewide to improve outcomes.

The monitoring plans will reflect the range of resource types enhanced by the underlying FDR/NRE projects, such as aquatic and wetland habitat; upland habitat, water quality conditions and loading; and stream channel stability.

Approximately 20 project sites encompassing dry impoundments, wet impoundments, wetlands, upland areas and stream channel restorations will be considered, and a subset of 10 to 12 of these sites will be selected for monitoring to enable assessment of multiple project types.

Desired Outcomes of the Monitoring Program:

The FDRWG intends to use this monitoring program to:

1. Evaluate the outcomes of past projects to better understand how well they are achieving their original objectives for natural resource enhancement;
2. Determine whether re-investment in existing project features, and/or adjustment of project operations could improve outcomes at existing projects; and
3. Improve the planning, design and operation of new FDR/NRE projects that will be developed across the RRB in the future.

Special Assignment for FDRWG's Existing Monitoring Committee (MC)

The FDRWG Monitoring Committee planned the program and developed the funding application submitted to the LCCMR in 2022. With funding now in hand, the MC will transition to overseeing development and execution of the monitoring program. Startup activities will include:

1. Providing input on selection of the 10 to 12 project sites that will be monitored, selected from the initial list of 20 projects developed previously. (WD Administrators will also have a large role in site selection).
2. Providing input on preparation of a solicitation document for private-sector contractor to provide field services over the five-year lifetime of the monitoring program; with a sub-group serving as the selection panel for this solicitation.
3. Providing input to development of site-specific monitoring plans by the contractor, and approving the plans on behalf of the FDRWG.

Over the course of the project, additional activities will include:

4. Providing input to the Project Manager and Field Services Coordinator as new challenges, course corrections, or other needs arise;
5. Eventually reviewing and commenting on project reports; and participating in the final project workshop to disseminate monitoring results.

The SAC will meet approximately monthly from June 2023 to March 2024; and approximately four to five times per year after field work begins in approximately May 2024.

Charter for New Advisory Committee (AC)

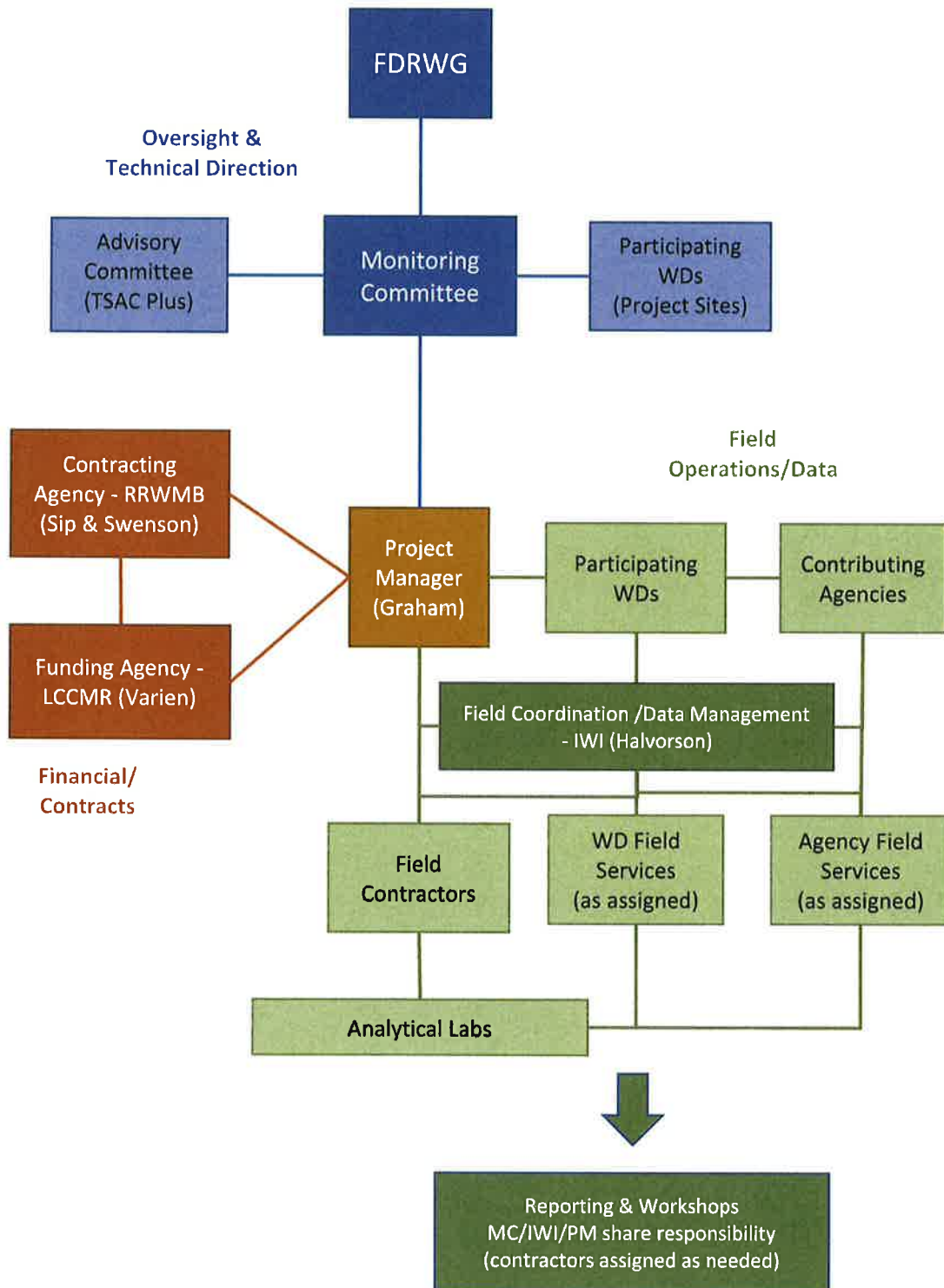
The AC will provide technical input to assist the MC develop an effective monitoring design at the program level and will review project outcomes and deliverables. The AC will be less "hands-on" compared with the MC and will meet less frequently. The following activities are anticipated:

1. Review and advise on the program-level monitoring design and monitoring plan templates for different types of projects.
2. Suggest ways the data can be used, stored or formatted to maximize value at the regional and statewide levels.
3. Suggest adaptations, in the event that field conditions or other factors require adjustments to the program-level monitoring plan or individual project monitoring plans.
4. Receive annual briefings on data collected and assist in identifying mid-course corrections to assure scientific validity of program outcomes.
5. Review drafts of program-level reports and advise on development of findings and recommendations based on field data collected.

The SAC will meet approximately three times in 2023 as the program is being launched; and from one to two times per year from 2024 – 2027 as field monitoring is being performed. SAC members will be invited to participate in the final program workshop in 2028.

Organizational Chart FDRWG Five-Year Monitoring Program

(DRAFT)
5-23-2023



**Monitoring Committee & Advisory Committee for FDRWG Five-Year Monitoring Program
6/20/2023**

Person	Employer	Discipline
I. Monitoring Committee (Program Oversight/Execution)		
Evelyn Ashiamah	MPCA	Water Quality
Nick Brown	DNR (Wildlife)	Biology
Lorilynn (Lori) Clark	DNR	Fluvial geomorphology
Mark Gernes	MPCA	Wetlands
Danni Halvorson	Internat'l Water Institute	Water Quality
Jeppe Kjaersgaard	MDA	Water quality
Michael Sharp	MPCA	Water Quality
Rob Sip	RRWMB	Administrative
Henry Van Offelen	BWSR	Wildlife/Projects History
II. Advisory Committee (High-Level Input with Broader Knowledge Base)		
Nate Dalager	HDR Engineering	Hydrology/Engineering
Howard Fullhart	DNR (River Ecology Unit)	Fluvial science
Erik Jones	Houston Eng.	Hydrology/Engineering
Nick Kludt	DNR (Fisheries)	Biology
Lindsay Pease	U of M	Water quality
Jeremy Rivord	DNR (Water Monitoring/Surveys Unit)	Hydrology
Rita Rodriguez Weaver	BWSR	Hydrology/Engineering
TBD	NDSU	Ecology
Corey Hanson (?)	Watershed Districts rep.	TBD
Jay Huseby (?)	Red Lake Nation	TBD