

RED LAKE WATERSHED DISTRICT  
Board of Manager's Minutes  
September 24, 2015

President Dale M. Nelson called the meeting to order at 9:00 a.m. at the Red Lake Watershed District Office, Thief River Falls, MN.

Present were: Managers Dale M. Nelson, Orville Knott, Lee Coe, LeRoy Ose, and Gene Tiedemann. Absent: Les Torgerson. Staff Present: Myron Jesme and Tammy Audette and Legal Counsel Delray Sparby.

The Board reviewed the agenda. President Nelson requested the addition of quotes for a 2015 Ford F-150. A motion was made by Ose, seconded by Tiedemann, and passed by unanimous vote that the Board approve the agenda with the addition of quotes for a 2015 Ford F150. Motion carried.

The Board reviewed the Financial Report dated September 23, 2015. Motion by Tiedemann, seconded by Knott, to approve the Financial Report dated September 23, 2015. Motion carried.

Staff member Arlene Novak stated that the District purchased a Certificate of Deposit (CD) from Ultima Bank at a rate of .75% for a 12 month CD. Due to the bank not providing additional securities, we were unable to purchase a CD through American State Bank-Erskine. Edward Jones was unable to get the original quoted interest rate due to availability. Novak received quotes for a 30 month CD at an interest of 1.45% and an additional rate of 1.15% for a 24 month CD. Discussion was held on purchasing longer term CD's. Motion by Coe, seconded by Ose, to purchase a 30 month CD at an interest of 1.45% and an additional CD at a rate of 1.15% for a 24 months. Motion carried.

Motion by Knott, seconded by Coe, to dispense reading of the September 10, 2015 Board meeting minutes and approve as printed. Motion carried.

The Board reviewed the NRCS PL566 Cooperative Agreement and Budget for the Pine Lake Project, RLWD Project No. 26 and the Four Legged Lake Project, RLWD Project No. 102A. Engineer Nate Dalager, HDR Engineering, Inc. stated that the NRCS funding application is elaborate, but hopefully with the process we should have a project design and permit able project. Dalager stated that the federal reporting and documentation process is lengthy and could add to the cost of administrating any potential project.

Manager Nelson discussed a landowner that contacted him in regard to new legislation on buffer strips. Nelson asked if there was more information available to share with landowners. Jesme indicated that the timing for this question was good as he has included a BWSR question and answer in his administrative report.

The Board reviewed a proposal for installation of an Aprilaire 1850 dehumidifier for the District office in the amount of \$1,911. Motion by Tiedemann, seconded by Coe, to approve the purchase of an Aprilaire 1850 dehumidifier at a cost of \$1,911. Motion carried.

The Board reviewed two quotes from dealerships for the purchase of a 2015 Ford F-150. Motion by Knott, seconded by Tiedemann, to approve the purchase of a 2015 Ford F-150 from Thief River Ford in the amount of \$17,592 which includes the trade-in of the 2010 Ford F-150. Motion carried.

Administrator Jesme stated that District Staff have determined that the M-Files searchable PDF scanning module that was installed on the Canon copier is not able to fully search documents as needed. Jesme reviewed a quote from Marco that would allow non-searchable PDF files to searchable PDF module and OCR Lite Module, which includes a credit of \$750.00 for previously purchase PDF scanning module in the amount of \$1,485. Motion by Coe, seconded by Tiedemann, to approve the purchase of non-searchable PDF to searchable PDF module and OCR Lite module at a cost of \$1,485.00. Motion carried.

The Board reviewed the Beaver Trapping Policy that was approved at the August 27, 2015 Board meeting. Nelson and Ose signed the document for public circulation.

The Board reviewed the permits for approval. Motion by Tiedemann, seconded by Knott, to approve the following permits with conditions stated on the permit: No. 15112, Thief River Falls Regional Airport Authority, Rocksbury Township, Pennington County; No. 15121, Don Jensen, Highlanding Township, Pennington County; No. 15122, Leigh M. Lott, Rollis Township, Marshall County; No. 15123, Pederson Brothers, Terrebonne Township, Red Lake County; No. 15125, Alen Stenvik, Highlanding Township, Pennington County; No. 15126, Wayne Swanson, Wyandotte Township, Pennington County; No. 15128, The Dike Partnership, Charles Anderson, Agder Township, Marshall County; and No. 15129, Cenex Harvest States, River Falls Township, Pennington County. Motion carried.

The Board reviewed correspondence from Dan Svedarsky, University of Minnesota-Crookston, congratulating the District on the installation and appearance of the District's rain garden.

#### Administrator's Update:

- Jesme and Manager Knott attended the RRWMB meeting held in the District office on September 15<sup>th</sup>. The October 20, 2015 RRWMB meeting will also be held in the District office, followed by the Red River FDR Workgroup meeting.
- Jesme was informed that the Grand Marais Creek Project was selected for assessment by the Legacy Fund Restoration Evaluation Program. This included Clean Water Fund FY-11 Grand Marais Creek Cut Channel Stabilization and Outdoor Heritage Fund ML-12 Grand Marais Creek Outlet Restoration. On September 16<sup>th</sup>, Jesme participated in a site tour along with Project Engineer Jeff Langan; MnDNR Staff Wade Johnson; HDR Engineering Staff Nate Dalager and Anthony Randazzo; and BWSR Staff Brian Dwight and Matt Fischer. The meeting and site visit gives an opportunity to discuss the project, share views by highlighting challenges, viable techniques and lessons learned from the field as the state moves forward in funding future restoration practice in Minnesota.

- Jesme was informed by MAWD that the Grand Marais Creek Outlet Restoration is one of three finalists for the MAWD Project of the Year. Jesme and Project Engineer Jeff Langan will be working on getting the final documentation to the commit by October 2<sup>nd</sup>. The award will be presented at the 2015 MAWD Annual Meeting and Tradeshow held on December 3-4, 2015 in Alexandria.
- Included in the packet was a press release from BWSR answering common questions for buffer strip compliance.
- Jesme will be on vacation October 19-22, 2015, therefore will not be able to attend the October 22, 2015 Board meeting.

Legal Counsel Sparby stated that he has not received a response regarding documents he forwarded to legal counsel for landowner Conrad Zak, regarding the removal of an old bridge during construction of RLWD Ditch 15, Project No. 175.

At 10:00 a.m., President Nelson opened the quotes for the repair of the Odney Flaat Project, RLWD Project No. 50A. Quotes were opened and amounts were publicly announced and are on file at the office District office. Motion by Tiedemann, seconded by Coe, and passed by unanimous vote to accept the apparent low quote from Wright Construction, Inc. in the amount of \$68,124.75 for repairs to the Odney Flaat Project, RLWD Project No. 50A, contingent upon the audit and review of the quotes and approval by Legal Counsel Sparby, District staff, and Project Engineer Jeff Langan, Houston Engineering, Inc.

Manager Tiedemann discussed a BWSR committee meeting to be held on October 27<sup>th</sup>, to address the viewing process on legal ditch systems.

Motion by Ose, seconded by Knott, to adjourn them meeting. Motion carried.



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LeRoy Ose, Secretary