

RED LAKE WATERSHED DISTRICT  
Board of Manager's Minutes  
October 26, 2017

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

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

Motion by Torgerson, seconded by Sorenson, to dispense reading of the October 12, 2017 Board meeting minutes and approve them as printed. Motion carried.

The Board reviewed the Financial Report and Investment Summary dated October 25, 2017. Motion by Sorenson, seconded by Ose, to approve the Financial Report and Investment Summary dated October 25, 2017 as presented. Motion carried.

The Board reviewed a Petition and Bond for the Improvement of Polk County Ditch No. 39, a 9.3 mile ditch located in Keystone and Sullivan Township, Polk County. Administrator Jesme stated that Legal Counsel Delray Sparby has reviewed the petition and determined that the petition and bond were valid. Motion by Dwight, seconded by Torgerson, to accept the petition and bond for the Improvement of Polk County Ditch No. 39, RLWD Project No. 179. Motion carried. Motion by Ose, seconded by Page, to appoint Jerry Pribula, Pribula Engineering, as the Engineer for the Project. Motion carried.

Engineer Tony Nordby, Houston Engineering, Inc., stated that the Step 2 Funding submittal was presented to the RRWMB on October 17, 2017. Once the written comments are received from the DNR and BWSR, they will be forwarded to the FDR Work Group and TAC for consideration. Discussion was held on the Star Value for the proposed project. Nordby stated that staff from Houston Engineering, Pennington SWCD, BWSR and Corps met at the project site to review the Wetland Delineation Report. After the Step 2 is submitted and approved, it would allow the RRWMB to begin funding the project, and allow the completion of the final design. RLWD staff will begin surveying field drains for the EQUIP program.

Engineer Nate Dalager, HDR Engineering, Inc., stated that a Contractor is lined up to lower the culvert at the outlet of Judicial Ditch 5, RLWD Project No. 102. Various agency staff has been receiving calls from local landowners in regards to the lowering of the outlet culvert. Dalager and Administrator Jesme will meet with the Contractor, Dudley and Holst Township Officials and staff from Enbridge on Monday, October 30<sup>th</sup> at 10:30 a.m. at the outlet culvert.

Engineer Nate Dalager, HDR Engineering, Inc. discussed the Four Legged Lake Area, RLWD Project No. 102A Project Work Team meeting held on October 20, 2017. Dalager stated that

approximately 15 non project team members were present at the meeting. Discussion was held on the elevation preferences of the various agencies involved. The Corps of Engineers has indicated that they potentially may be able to permit the project with a Nation Wide Permit (General Permit). Dalager discussed the following potential elevations: SW basin-1425.5, NW basin-1425.5, NE basin-1426 and SE basin-1428.0. The project would need flood damage reduction value to receive FDR funding. Dalager recommended lowering the outlet culvert to allow for maintenance, proceed with a public hearing with the elevation of 1425, with a 2' bounce up to 1427. Discussion and consensus of the Board was to request that the Project Work Team make a final recommendation to the Board. Administrator Jesme stated that Ed Isaacson would like to participate in the Project Work Team process, as he had requested in May 2017. Manager Torgerson discussed the resolution submitted from the Clearwater SWCD. Jesme indicated that he offered to meet with the Clearwater SWCD managers. The Board reviewed letters submitted by local landowners.

Engineer Nate Dalager, HDR Engineering, Inc., stated that he will be presenting a draft Environmental Assessment for review by the subcommittee for the Pine Lake Area Project, RLWD Project No. 26. Once the Environmental Assessment has been reviewed, an alternative should be ready to move forward. Manager Sorenson discussed beaver dams upstream of the Pine Lake Area project on the Lost River. He asked if there is any agency that pays to remove dams and beavers. Jesme indicated that it is usually up to the landowner to maintain beavers on their property.

The following quotes were received for the Outlet to Polk County Ditch 63-Grade Stabilization Project, RLWD Project No. 134: R.J. Zavoral & Sons-\$67,435.00; Spruce Valley Corporation-\$83,207.00; Higher Ground-\$84,324.56; Triple D Construction-\$85,565.00; and Olson Construction TRF, Inc.-\$120,325.00. Motion by Sorenson, seconded by Ose, to approve the low quote in the amount of \$67,435 from R.J. Zavoral & Sons, contingent upon the final audit of the quotes for the Outlet to Polk County Ditch 63-Grade Stabilization Project, RLWD Project No. 134. Motion carried. Funding for this project will paid for from the District's Erosion Control Funds, RLWD Project No. 164 and a Clean Water Fund Competitive Grant Program that the West Polk SWCD received.

The Board reviewed correspondence from Rinke Noonan in regard to working with Attorney John C. Kolb for the Thief River Falls West Side Flood Damage Reduction Project, RLWD Project No. 178. Discussion was held on scheduling a conference call with Mr. Kolb to update him on the project. Administrator Jesme stated that he has provided the preliminary study to Mr. Kolb.

The Board reviewed correspondence from BWSR regarding the initial comments on the draft Buffer Ordinance for Clearwater County.

Administrator Jesme stated that the Maple Lake Association collects the water quality samples on Maple Lake, with the analysis of the samples completed by RMB Labs in Detroit Lakes. The Maple Lake Association has asked if the District would consider paying for the costs of the

analysis; costs for the analysis in 2017 was \$700. Motion by Dwight, seconded by Ose, to approve paying for the costs of the water quality analysis for samples collected on Maple Lake by the Maple Lake Association. Motion carried.

The Board discussed contractor liability insurance. Administrator Jesme stated that Larson Helicopter Service does not carry the liability insurance that the District recommends. Legal Counsel Sparby stated that it appears they have no excess insurance or automobile limit. It was the consensus of the Board, to have staff research the coverage required by the local county board's and report back to the Board.

Staff member Loren Sanderson discussed a drainage issue on property owned by Darrell Dolalie in Pine Lake Township, Clearwater County. Sanderson stated that in 2010, the landowner placed four ditch plugs/berms on his property, illegally blocking the flow of water. The District required the landowner to place culverts in the two upstream blocks as to not interfere with the local drainage. The culverts are now blocked, therefore backing water up onto local farm land and a township road. Discussion was held on the history of the area and an easement that Pine Lake Township has with the previous owner. Manager Dwight suggested that the area landowners could participate in the Ag Banking Program. Sanderson has met with the township, and determined there is no other alternative for local drainage as the township road has too much high ground. Motion by Ose, seconded by Dwight, to submit a letter to Mr. Dolalie, requiring him to remove the blockage within 30 days, or the District will hire a contractor to complete the work and bill the landowner. Motion carried with Manager Torgerson abstaining.

The Board reviewed a request for an extension to Permit No. 16119, Ron Weiss, Lake Pleasant Township, Red Lake County, until October 25, 2018. Motion by Page, seconded by Ose, to grant a one year extension for RLWD Permit No. 16119, Ron Weiss, Lake Pleasant Township, Red Lake County, until October 25, 2018. Motion carried.

The Board reviewed a request from Gary Novak for a permit extension to Permit No. 16161, located in River Falls Township, Pennington County, and Permit No. 16162, located in Browns Creek Township, Red Lake County until November 17, 2018. Motion by Page, seconded by Ose, to grant a one year extension for Gary Novak for RLWD Permit No. 16161, River Falls Township, Pennington County and Permit No. 16162, Browns Creek Township, Red Lake County, until November 17, 2018. Motion carried.

The Board reviewed the permits for approval. Motion by Sorenson, seconded by Ose, to approve the following permits with conditions stated on the permit: No. 17148, Rodney Larson, Keystone Township, Polk County; No. 17149, Harlow Johnson, River Falls Township, Pennington County; No. 17150, David Lovly, Goodridge Township, Pennington County; No. 17152, Dale M. Nelson, Sanders Township, Pennington County; No. 17154, David Miller, Gervais Township, Red Lake County; No. 17155, Minnesota Department of Transportation, Lambert Township, Red Lake County; and No. 17156, Arnold Boman, Excel Township, Marshall. Motion carried.

The Board reviewed the following quotes for the purchase of Microsoft Surface Pro's, keyboard/covers, Microsoft Surface Pens, Extended 3 Year Agreement and carrying cases for use by the Board Members: Garden Valley, \$1925.40 each and Marco, \$1783.00 each. Staff member Tammy Audette stated that the District would also need to purchase Microsoft Office for each Surface Pro. Discussion was held on the purchase of Microsoft Office or Microsoft Office 365 Licensing. Audette stated that the purchase of Microsoft Office 365 Licensing would assure that the District staff computers and Board Members Surface Pros would receive all updates to Microsoft Office at a monthly fee of \$12.50 per unit. Discussion was held on the Professional Services estimate at a cost of \$8,820. Audette stated that the Professional Services estimate includes the set-up of the Surface Pros, installation of Microsoft Office 365 on all District computers and Surface Pros, assistance with the set-up of a domain name for all District Board and staff members, set-up and transfer of all email accounts, which would include the ability to sync emails to Board and staff members' cell phones, and shared access to calendars and address books. Motion by Dwight, seconded by Sorenson, to approve the purchase of 8 Microsoft Surface Pros to include the keyboard/covers at a cost of \$1,419.00 each and the purchase and installation of Microsoft Office 365 with a monthly cost of \$12.50 per unit, to include Professional Services for installation and configuration at an estimate of \$8,820 from Marco. Motion carried.

#### Administrator Update:

- Jesme and Manager Torgerson attended the October 17, 2017 RRWMB meeting held at the District office. The RRWMB announced the three finalists for the Executive Director position: Rob Sip, Henry Van Offelen, and Gail Levenson.
- Emily Javens has been hired to fill the MAWD Executive Director position. Ms. Javens is currently the Administrator for the Yellow Medicine River Watershed District and a former Engineer for RESPEC.
- The Red Lake River 1W1P Policy Committee met at the District office on October 18, 2017. The District was appointed as the Fiscal Agent and Pennington SWCD as the Coordinator. The Policy Committee is in the process of reviewing the 2018 Work Plan for approval by year end.
- A Pine Lake Area Project Work Team meeting was held on October 20, 2017. Status of the Alternatives and Environmental Assessment and Overall Permitting Coordination and Concurrence was discussed as well as an update on the PL-566 process.
- A Four Legged Lake Project Work Team meeting was held on October 20, 2017. Status of Alternatives and Environmental Assessment and Overall Permitting Coordination and Concurrence was discussed as well as an update on the PL-566 process. Various landowners attended the Project Work Team meeting opposed to the lowering of the outlet culvert on JD 5. The group also opposed the discussion of a permanent pool with an elevation of 1425.
- A FEMA Flood Risk Review meeting was held October 26, from 9:00-10:30 in Red Lake Falls, with Staff member Hitt attending. Various staff will participate in a FEMA Floodplain Management Training for local officials, surveyors and others at the Pennington County Highway Department from 12:30-7:00 today.
- Jesme will participate via telephone conference in a Local Governmental Round Table Work Group meeting from 10:00-2:00 on October 27, 2017.

Administrator Jesme discussed the beaver activity on Branch A and Branch 1 of Judicial Ditch 2, RLWD Project No. 48. The District hired a trapper to remove beaver and hired Brady Dyrdaahl, from Leonard, Minnesota, to remove the dam once beavers were removed.

Managers Torgerson and Sorenson discussed the groundwater meeting they attended that was sponsored by the MnDNR. Discussion was held on the MnDNR controlling the quantity of water, with the MPCA monitoring the quality of water. Torgerson discussed the aquifers in the area of the Polk/Red Lake County lines near the Erskine/Mentor area. Manager Dwight discussed ground water assessments and hydro geological atlas.

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



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LeRoy Ose, Secretary