

RED LAKE WATERSHED DISTRICT  
Board of Manager's Minutes  
August 27, 2020

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

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

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

The Board reviewed the August 13, 2020 minutes. Motion by Dwight, seconded by Tiedemann, to approve the August 13, 2020 Board meeting minutes as presented. Motion carried.

The Board reviewed the Financial Report dated August 26, 2020. Motion by Sorenson, seconded by Page, and passed by unanimous vote to approve the Financial Report dated August 26, 2020 as presented.

The Board reviewed Pay Estimate No. 6 in the amount of \$134,980.18 to Burski Excavating, Inc., for construction of RLWD Ditch 16, RLWD Project No. 177. Motion by Tiedemann, seconded by Sorenson, to approve Pay Estimate No. 6 to Burski Excavating, Inc., in the amount of \$134,980.18 for construction of RLWD Ditch 16, RLWD Project No. 177. Motion carried.

The Board reviewed Pay Estimate No. 8 in the amount of \$335,826.90 to R.J. Zavoral and Sons, Inc. for construction of the Thief River Falls Westside Flood Damage Reduction Project, RLWD Project No. 178. Motion by Ose, seconded by Tiedemann, to approve Pay Estimate No. 8 in the amount of \$335,826.90 to R.J. Zavoral and Sons, Inc., for construction of the Thief River Falls Westside Flood Damage Reduction Project, RLWD Project No. 178. Motion carried.

Administrator Jesme stated that he has been working with Polk County and the bonding company for construction of RLWD Ditch 17, RLWD Project No. 179. Once the 30-day appeal period is complete, bonding for the project may proceed.

Legal Counsel Sparby presented the Order for Establishment of the Black River Impoundment, RLWD Project No. 176. Motion by Page, seconded by Sorenson, to approve the Order for Establishment of the Black River Impoundment, RLWD Project No. 176, authorizing President Nelson, and Secretary Ose, the authority to sign said document. Motion carried. Engineer Tony Nordby, Houston Engineering, Inc., reviewed the Plans and Specifications and Advertisement for Bids for the Black River Impoundment. Motion by Ose, seconded by Page, to approve the Plans and Specification for construction of the Black River Impoundment, RLWD Project No. 176, and set a Bid Opening for September 24, 2020 at 9:30 a.m. at the District office. Motion carried. Nordby stated that a Pre-Bid meeting will be held on September 10, 2020 at 1:30 p.m. at the District office. Administrator Jesme discussed the 2020 Tax Statements and estimated

market value of property within the project area, along with the breakdown of woods and agricultural land. Jesme will send letters to the landowners, requesting the landowners to contact the District.

Engineer Jake Huwe, HDR Engineering, Inc., presented information on the Burnham Creek-BR6 Wildlife Pool Structure Replacement, RLWD Project No. 43A. Huwe stated a joint in the structure that helps to maintain the wildlife pool level is coming apart due to shifting of the footings. A portion of the funding for the project is through a Conservation Partners Legacy Grant. Total cost of the project is \$186,300.00. Huwe reviewed the bidding schedule, requesting that bids be opened on September 22, 2020 at 9:30 a.m. at the District office, and then presented to the Board on September 24, 2020 for approval. Project construction completion date is scheduled for November 5, 2020. Motion by Tiedemann, seconded by Dwight, to approve the Plans and Specifications for the Burnham Creek-BR6 Wildlife Pool Structure Replacement, RLWD Project No. 43A, and set the Bid Opening for 9:30 a.m. on September 22, 2020 at the District office, with Board action at the September 24, 2020 meeting. Motion carried.

Manager Tiedemann stated that he had spoken with Robin Brekken, Hammond Township, regarding replacement of the damaged culverts, known as the Hanson Crossing, on the Burnham Creek Project, RLWD Project No. 43B. Brekken stated that he would speak to his constituents regarding the matter. Tiedemann suggested working with the township to apply for state bridge funds for replacement of the culverts. Administrator Jesme will contact Mr. Brekken regarding the matter.

At 9:30 a.m., President Nelson recessed the general meeting and called the 2021 General Fund Budget Hearing to order. President Nelson noted that the hearing was properly advertised and is on videotape and available for viewing at the RLWD office. The Board reviewed the proposed General Fund Budget and opened the hearing for public comment. Administrator Jesme and Staff member Arlene Novak discussed adding an additional \$5,000 to Insurance and Bonds due to increase in the cost of Liability Insurance. Hearing no public comment, the hearing closed at 9:35 a.m. A motion was made by Tiedemann, seconded by Ose, and passed by unanimous vote that the Board approve the following 2021 General Fund Budget to include an increase of \$5,000 to Insurance and Bonds:

	2021 BUDGET
Manager's fees and salaries	\$ 40,400.00
Board of managers' expense	24,200.00
Staff salaries	558,000.00
Payroll taxes	42,687.000
Employee benefits	85,000.00
Travel and meetings	5,000.00
Audit	9,450.00
Legal	16,000.00
Office supplies	20,000.00
Office equipment	30,000.00

Appraisers and Viewers	2,000.00
Professional services	20,000.00
Dues and subscriptions	10,000.00
Insurance and bonds	30,000.00
Repairs and maintenance-building	15,000.00
Utilities	12,000.00
Advertising and publications	4,000.00
Telephone	13,000.00
Vehicle expense & maintenance	15,000.00
Engineering supplies	3,000.00
Engineering equipment	<u>40,000.00</u>
TOTAL	\$ 994,337.00
LESS: ESTIMATED OVERHEAD	(837,000.00)
LESS: MISCELLANEOUS REVENUE	<u>(7,000.00)</u>
2021 GENERAL FUND BUDGET	\$ 150,337.00

Administrator Jesme stated that the District staff has surveyed the spillway of the Brandt Impoundment, RLWD Project No. 60D along with design of spoil bank at the upstream portion of the Brandt Impoundment inlet channel, regarding Ron Salentine's concerns and will have a red line set of plans prepared for the next Board meeting.

The District was informed that funding in the amount of \$84,412.86 will be received from FEMA for repairs to the outlet structure of Ditch 10, RLWD Project No. 161. Engineer Tony Nordby, Houston Engineering, Inc., is working on permitting with the U.S. Army Corps of Engineers.

Staff member Christina Slowinski and Dave Marshall presented information on an erosion problem that is forming in Section 10, Andover Township, Polk County, as it outlets into Polk County Ditch 63 Improvement Project, RLWD Project No. 134. Slowinski and Marshall have surveyed the area and originally developed plans which included a culvert drop structure. Upon investigation and staking the project, it became apparent that an open side inlet with rock riprap would be best to repair the gully at an estimated cost of \$5,000. Motion by Tiedemann, seconded by Page, to authorize District staff the authority to solicit quotes for repair in Polk County Ditch 63, RLWD Project No. 134. Motion carried.

Administrator Jesme updated the Board on the recent Planning Work Group (PWG) meeting held for the Red Lake River 1W1P, RLWD Project No. 149, where discussion was held on transferring of funds for projects that are ready to be constructed, but not in the original Work Plan, referencing the above erosion repair on Project No. 134.

The Board reviewed a funding request from the Red Lake SWCD for the Randy Myhre Water and Sediment Control Basin Project, located in Section 2, Terrebonne Township for a total project cost of \$7,092.00. The Red Lake SWCD is requesting cost share in the amount of

\$1,000.00 for construction from the 2020 Erosion Control Funds, RLWD Project No. 164. Motion by Page, seconded by Tiedemann, to approve cost share in the amount of \$1,000.00 for the Randy Myhre Water and Sediment Control Basin Project, from the District's Erosion Control Fund, RLWD Project No. 164. Motion carried.

The Board reviewed the permits for approval. Motion by Tiedemann, seconded by Page, to approve the following permits with conditions stated on the permit: No. 20130, Dave Faldet, Lessor Township, Polk County; No. 20160, William Langlois, Gentilly Township, Polk County; No. 20174, David Faldet, Lessor Township, Polk County; No. 20183, KAM Farmland Holdings, Badger Township, Polk County; No. 20187, Milton Bakken, Numedal Township, Pennington County; No. 20189, Monte Casavan, Louisville Township, Red Lake County; No. 20190, Maynard Solberg, Mayfield Township, Pennington County; No. 20192, Wylie Township, Pennington County; No. 20193, Lance Reitmeier/Barwin Farms, Fanny Township, Polk County; 20194, SMP Corporation, Emardville Township, Red Lake County; and, No. 20196 and 20197, Richard Froiland, Emardville Township, Red Lake County. Motion carried.

Manager Tiedemann discussed a washout at the Parnell Impoundment, RLWD Project No. 81, and potential of extending the berm to get the water to the outlet of the impoundment. Administrator Jesme will investigate the matter and report back to the Board.

Legal Counsel Sparby reported that a notice was served to the Polk County Auditor for an appeal to the Improvement of Polk County Ditch 39, RLWD Project No. 179.

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



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LeRoy Ose, Secretary