

RED LAKE WATERSHED DISTRICT
Board of Manager's Minutes
August 24, 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 Tiedemann, Terry Sorenson, Allan Page, and Tom Anderson. Absent: Brian Dwight and Leroy Ose. Staff Present: Tammy Audette, Ann Joppru, Corey Hanson, Lindsey Kallis, Tony Olson, Nate Koland, Melissa Bushy and Legal Counsel, Delray Sparby.

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. Motion carried.

The Board reviewed the August 10, 2023, minutes. Motion by Sorenson, seconded by Tiedemann, to approve the August 10, 2023, Board meeting minutes. Motion carried.

The Board reviewed the Financial Report dated August 23, 2023. Motion by Anderson, seconded by Page, to approve the Financial Report dated August 23, 2023, as presented. Motion carried.

Staff member Corey Hanson discussed the recent email received from Crookston resident, Jacob Snyder. His email was regarding the RLWD Project No. 149-Crescent Avenue Bank Stabilization project. Mr. Snyder and his neighbors have concerns about the project. It was the consensus of the Board to authorize Administrator Audette to submit a letter to the landowners.

At 9:15 a.m., President Nelson recessed the general meeting and called the 2024 General Fund Budget Hearing to order. President Nelson noted that the hearing was properly advertised and will be 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. No public comment was received. Hearing no public comment, the hearing closed at 9:35 a.m. Motion by Tiedemann, seconded by Anderson, and passed by unanimous vote that the Board approve the following 2024 General Fund Budget in the amount of \$266,630.50, to set the general levy at \$250,000 and to use the General Fund Budget reserve to offset the remaining budget balance of \$16,630.50.

	2024
	BUDGET
Manager's fees and salaries	\$ 40,000.00
Board of managers' expense	24,200.00
Staff salaries	551,515.00
Payroll taxes	42,191.00
Employee benefits	178,097.00
Travel and meetings	7,500.00
Audit	10,400.00
Legal	16,000.00
Office supplies	20,000.00
Office equipment	30,000.00
Appraisers and Viewers	2,000.00
Professional services	25,000.00
Dues and subscriptions	10,000.00
Insurance and bonds	40,000.00
Repairs and maintenance-building	15,000.00
Utilities	12,000.00
Advertising and publications	4,000.00
Telephone	11,000.00
Vehicle expense & maintenance	15,000.00
Engineering supplies	3,000.00
Engineering equipment	<u>40,000.00</u>
TOTAL	\$1,096,903.00
LESS: ESTIMATED OVERHEAD	(827,272.50)
LESS: MISCELLANEOUS REVENUE	<u>(3,000.00)</u>
2024 GENERAL FUND BUDGET	\$ 266,630.50

The 2024 Proposed Special Revenue Project levies were presented by Staff member Ann Joppru and discussed by the Board. Motion by Tiedemann, seconded by Sorenson, to approve the following Special Revenue Assessments for 2024. Motion carried.

2024 RLWD Special Revenue Projects

Project Number	Project Name	Proposed 2024 Levy
5	RLWD Ditch No. 1	2,000.00
7	RLWD Ditch No. 3	3,000.00
14	State Ditch 83	50,000.00
20	RLWD Ditch No. 7	7,000.00
35	Pine Lake Maintenance	10,000.00
36	RLWD Ditch No. 8	2,000.00
39	RLWD Ditch No. 9	1,000.00
41AA	J.D. No. 100 maintenance	5,000.00
41BB	J.D. No. 101 maintenance	5,000.00
43B	Burnham Creek	20,000.00
45	Wild Rice Allocation	2,000.00
48	JD 2 Br. A & Br. 1 of A	5,000.00
49	JD 2 Main Upstream Anderson Lake Laterals B & C	1,000.00
53	Krostue Petition	5,000.00
102	JD 5 (4-Legged Lake)	2,200.00
109	Arveson Petition	2,500.00
115	RLWD Ditch 1 Lat. C	4,000.00
117	Kenneth Johnson Pet.	2,000.00
119	Polk Co. Dts Improv.	15,000.00
123	Scott Baatz Petition	1,400.00
166	RLWD Ditch No. 11	4,000.00
169	RLWD Ditch No. 12	10,000.00
170A	RLWD Ditch No. 13	2,000.00
171	RLWD Ditch No. 14	10,000.00
171A	TRF FDR Proj.	3,000.00
176A	Black River Diversion	10,000.00
178A	Thief River Westside	20,000.00
	TOTALS	\$ 204,100.00

The Board reviewed Pay Estimate No. 1 to Lunke’s Inc. for construction of the Beich Ring Dike, RLWD Project No. 129AY in the amount of \$68,068.93. Motion by Anderson, seconded by Tiedemann to approve Pay Estimate No. 1 to Lunke’s Inc. in the amount of \$68,068.93 for work on the Beich Rink Dike, RLWD Project No. 129AY. Motion carried.

Cardinal Ring Dike, RLWD Project No. 129BB – Motion by Tiedemann, seconded by Page to apply for funding through the RRWMD. Motion carried.

Payment Ring Dike, RLWD Project No. 129BC – Engineer Tony Nordby, Houston Engineering, Inc., reviewed the proposed design of the Payment ring dike. The ring dike is right on the edge

of the MnDOT right-of-way. More to come on this one as more information is pending after the meeting today.

At 9:30 a.m. quotes from Davidson Construction, Anderson Excavating, and MNL were opened for construction of the Barth Stabilization Project, RLWD Project No. 149A. Motion by Sorenson, seconded by Page, to accept the apparent low quote from Anderson Excavating in the amount of \$66,688, pending administrative and legal review. Motion carried.

At 9:40 a.m. quotes from Davidson Construction, Anderson Excavating, and MNL were opened for construction of the Stock Stabilization Project, RLWD Project No. 149A. Motion by Tiedemann, seconded by Page to accept the low apparent quote from Anderson Excavating for construction of bank stabilization project in the amount of \$110,289, pending administrative and legal review. Motion carried.

Red River Basin Long Term Flood Solution, RLWD Project No. 92 – Engineer Nate Dalager, HDR Engineering will present more information on this at the September 14th Board meeting.

Engineer Nate Dalager, HDR Engineering, Inc. updated the Board on the Mud River Project, RLWD Project No. 180C Team meeting. We need to come to an agreement on how to proceed with the agencies involved. Discussion continued with the recommendation for Administrator Audette and Dalager to reach out to local downstream landowners.

Engineer Nate Dalager, HDR Engineering, Inc. reviewed a proposal for engineering services for the Turtle Cross Connection, RLWD Project No. 114A motion was made by Sorenson, seconded by Anderson to approve Task Order #1. Motion carried.

The Board reviewed the following funding requests from the Red Lake SWCD:

Eldon Vigstol – Grade Stabilization Project

The Red Lake County SWCD is requesting \$500 from the RLWD for the installation of a Grade Stabilization Project in Red Lake County. The project that needs local assistance is in Poplar River Township, Section 6. Houston Engineering has completed the survey and design work for this project. Red Lake County SWCD approved a bid from Nathan Knott Excavating in the amount of \$3,870. The Red Lake County SWCD is requesting \$500 from the RLWD to assist with the local match requirement for this project. A motion was made by Page, seconded by Tiedemann, to approve the funding request. Motion carried.

David Brule – Grade Stabilization Project – Repairs

The Red Lake County SWCD is requesting \$500 from the RLWD for the repairs of a Grade Stabilization Project in Red Lake County. The project that needs local assistance is in Terrebonne Township, Section 3. North POD Engineer has completed the survey and design work for this project. Red Lake County SWCD approved a bid from Lyle Wilkens, Inc., in the amount of \$3,385. The Red Lake County SWCD would like to request \$500 from the RLWD to assist with the local match requirement for this project. A motion was made by Tiedemann, seconded by Page. Motion carried.

Motion by Tiedemann, seconded by Page, to approve RLWD Permit No. 23-136, Elizabeth Berge, Russia Township, Polk County. Motion carried.

The Board reviewed the permits for approval. Motion by Page, seconded by Anderson to approve the following permits with conditions stated on the permit: No. 23038, Elliott Solheim, Crookston Township, Polk County; No. 23047, Tom Winge, Johnson Township, Polk County; No. 23050, Pennington County Highway Dept, North Township, Pennington County; No. 23132, Earl Pederson, Terrebonne Township, Red Lake County; No. 23144, Belgium Township, Belgium Township, Polk County; No. 23149 and 23150, Thomas Scholin, Bray Township, Pennington County. Motion carried.

Administrator Audette would like to attend the MAWD/SWCD Admin Joint Meeting at Arrowwood Lodge & Resort in Baxter, MN September 27-28, 2023. There is a board meeting on September 28th so Administrator Audette will be absent.

Administrator Audette stated that the RRWMB and Minnesota Watersheds have agreed to share the cost of hiring Myron Jesme, up to \$10,000 for participation in the Drainage Work Group meetings.

Administrators Update:

Red River Watershed Management Board: Audette attended the RRWMB meeting held in Ada, MN on August 15, 2023.

Upper Lower Red Lake 1W1P: Staff member Corey Hanson participated in the Public Kick Off meeting in Kelliher, MN on August 15th and the Advisory Committee meeting on August 22nd.

Clearwater River 1W1P: Staff member Corey Hanson and Audette participated in the Clearwater River 1W1P Planning Work Group meeting on August 16th.

FEMA: Paul Zavoral/Higher Ground will be wrapping up FEMA repairs on Ditch 16, RLWD Project No. 177. Brault Construction has started repairs on Ditch 15, RLWD Project No. 175, once completed Brault will begin the repairs Polk County Ditch 63 Improvement, RLWD Project No. 134.

State Ditch 83: District staff is currently working on the removal of sediment from SD 83 and a beaver dam. Staff have also found work to be completed on the Liedberg property adjoining the ditch system.

Energy Environmental Review and Analysis (EERA) Vegetation Management Survey

Results: Just a reminder that an email was sent out to the Board regarding the EERA Vegetation Management Survey Results to the Board on August 21, 2023. If you would like a hard copy of the report, please speak to Melissa.

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Thief River Falls Westside, RLWD Project No. 178: Staff member Erick Huseth will be completing minor repairs on the ditch slope of the Thief River Falls Westside Project.

Staff Gages: District staff have been installing new staff gages at various sites throughout the District.

MN Association of Drainage Inspectors: Last week, Staff member Erick Huseth attended the MN Association of Drainage Inspectors conference in St. Cloud, MN.

Miller Dam: Staff member Tony Olson will be meeting with a contractor regarding repairs to the Miller Dam on August 25th.

Agassiz National Wildlife Refuge Climate Adaption Workshop: Audette will be participating in this workshop sponsored by the USFWS, beginning with a tour of Agassiz on Tuesday. This will be helpful for me to understand how Agassiz NWR functions.

Legal Counsel Sparby gave an update on State of Minnesota in Supreme Court A22-1163. The Supreme Court granted review of the Court of Appeals decision.

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



LeRoy Ose, Secretary