

RED LAKE WATERSHED DISTRICT
Board of Manager's Minutes
November 25, 2024

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

Managers Present: Grant Nelson, Terry Sorenson, Allan Page, Brian Dwight, Tom Anderson, LeRoy Ose, and Gene Tiedemann. Staff Present: Tammy Audette, Lindsey Deselich, Elaine Rychlock, Erick Huseeth, Nate Koland, Tony Olson, and Melissa Bushy. Absent: Legal Counsel, Delray Sparby.

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

The Board reviewed the November 14, 2024, minutes. Motion by Sorenson, seconded by Anderson, to approve the November 14, 2024, Board meeting minutes. Motion carried.

The Board reviewed the Financial Report dated November 22, 2024. Motion by Anderson, seconded by Nelson, to approve the Financial Report dated November 22, 2024, as presented. Motion carried.

Staff member Elaine Rychlock discussed Certificates of Deposits (CDs). After much discussion, a motion was made by Page, seconded by Anderson, to approve the purchase of two \$500,000 CD's at Unity Bank in Red Lake Falls, MN, for 5 months at a rate of 4.9%. Motion carried.

The Board reviewed a Resolution to Submit and the Implementation Agreement for the Upper/Lower Red Lake Watershed Comprehensive Management Plan, RLWD Project No. 149C. Motion by Dwight, seconded by Sorenson, to authorize President Tiedemann the authority to sign the Resolution to Submit. Motion carried. A motion was made by Dwight, seconded by Anderson, to authorize President Tiedemann the authority to sign the Implementation Agreement for the Upper/Lower Red Lake Watershed Comprehensive Management Plan. Motion carried.

Administrator Audette stated that the MnDNR will be making the revisions to the MnDNR Public Waters Inventory maps.

Administrator Audette stated that the contractor the Thibert Dam Project, RLWD Project No. 50G had submitted all the necessary documents to close out the project.

A pre-construction meeting was held with Quality Spray Foam/Anderson Excavating, for the Chiefs Coulee Project, RLWD Project No. 46. The Contractor stated that the Performance/Payment Bond should be in hand within the next several days.

Motion by Ose, seconded by Page, to schedule the Final Payment Hearing for the Drees/Stock Sites, Thief River Streambank Project, RLWD Project No. 149A for December 30, 2024, at 9:30 a.m. at the RLWD office. Motion carried.

The Board reviewed Change Order No. 1 for the Payment Ring Dike, RLWD Project No. 129BC in the amount of \$21,383.40. A motion was made by Sorenson, seconded by Ose to approve Change Order No. 1 for the Payment Ring Dike, RLWD Project No. 129BC. Motion carried.

The Board reviewed the Final Pay Estimate for the Payment Ring Dike, RLWD Project No. 129BC, in the amount of \$32,650.06. A motion was made by Ose, seconded by Nelson, to approve the Final Pay Estimate for the Payment Ring Dike RLWD Project No. 129BC. Motion carried.

Staff member, Tony Olson, presented pictures and discussed RLWD Project No. 174, Chuck Flage Erosion Control.

A motion was made by Page, seconded by Sorenson, to approve tabling RLWD Permit No. 24213 and 24214, Smiley Township, Pennington County, and No. 24231, Godfrey Township, Polk County, to allow for further review by District staff. 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. 24190, Louis Ulrich, Gervais Township, Red Lake County; No. 24195, Dan Aandal, Grand Plain Township, Marshall County; No. 24202, Joel Gasper, Polk Centre Township, Pennington County; No. 24204, Trevor Berg, Whiteford Township, Marshall County; No. 24206, Charles Carlson, Wyandotte Township, Pennington County; No. 24210, Earl Pederson, Grove Park Township, Polk County; No. 24218, Richard Schmitz, Louisville Township, Red Lake County; No. 24221, Steiger Farms, Black River Township, Pennington County; No. 24222, Pennington County Highway Dept., Wyandotte Township, Pennington County; No. 24223, Jon Sigerud, Reiner Township, Pennington County; No. 24224, Scott Tersteeg, Terrebonne Township, Red Lake County; and No. 24225, PARJIM Farmland GP, Winsor Township, Clearwater County. Motion carried.

Administrator Audette presented sample logos produced by Red Canoe Creative. Audette and staff would like to hire an outside firm to develop a new logo for the Red Lake Watershed District. A sample cost sheet was shared and discussed.

Administrator Audette discussed the need for a RLWD website update. HEI is currently hosting our website. Audette noted that we are still using the old website that Jim Blix created. HEI doesn't design websites anymore and would like to move it off their servers.

Administrator Audette discussed the proposed purchase of four new computers for staff along with quote from Corporate Technologies.

The proposed 2025 Budget and Salary recommendations and proposed revisions to the Personnel Policies were presented by Administrator Audette and discussed.

Administrator's Report:

- **MN Watersheds Conference:** Most of the staff will be participating in portions of the MN Watersheds conference next week in Nisswa. On Thursday, December 5, 2024, at 10:00 am, one of the concurrent sessions will be a demo on MS4 Front. This is the database program that District staff is interested in purchasing for managing the District's permit program and potential 1W1P projects. Administrator Audette encouraged Board and staff members to take part in this session.
- **Culvert Inventory:** Tony Olson and Administrator Audette participated in a meeting with staff from Pennington County and Pennington SWCD demonstrating their culvert inventory database.
- **RRWMB:** Administrator Audette participated virtually in the RRWMB meeting on Tuesday, November 19th. Included in the packet is information on the RRWMB Legislative Open House scheduled for December 17th at 10:00 a.m. in Ada.
- **Red River Basin Commission Conference:** If any Board members wish to attend the Red River Basin Commission Conference in January in Grand Forks, please inform staff member Bushy.
- **Thanksgiving Holiday:** A reminder was given that the District office will be closed November 28 and 29th for the Thanksgiving Holiday.
- **Legislative Open House:** Board members were advised that they are invited to attend the 7th Annual Legislative Open House in Ada on December 17, 2024 from 10:30 am – 12:30 pm.

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



LeRoy Ose, Secretary