

RED LAKE WATERSHED DISTRICT
Board of Manager's Minutes
August 23, 2007

Secretary Vernon Johnson called the meeting to order at 9:00 a.m. at the Red Lake Watershed District office, 1000 Pennington Avenue South, Thief River Falls, MN.

Present were: Managers Lee Coe, Orville Knott, Arnold Stanley, and Vernon Johnson. Absent: Managers Dale M. Nelson and Gene Tiedemann. Staff present: Myron Jesme and Tammy Audette and Legal Counsel Delray Sparby.

The board reviewed the agenda. A motion was made by Knott, seconded by Stanley, and passed by unanimous vote that the Board approve the agenda.

Tammy Audette read the minutes of July 26, 2007 and the convened meeting of August 21, 2007. A motion was made by Coe, seconded by Knott, and passed unanimously that the Board approve the minutes with minor correction.

The board reviewed the Financial Report and Investment Summary as of August 22, 2007. Administrator Jesme recommended quotes be solicited for a CD that matures on September 13, 2007. A motion was made by Knott, seconded by Coe, and passed by unanimous vote that the Board approve the Financial Report dated August 22, 2007 upon review of check number 28258 to T.S. Holte Construction by Administrator Jesme and that quotes be solicited for the maturing CD.

Jeff Langan, Houston Engineering, Inc. updated the board on the Grand Marais Outlet Restoration, RLWD Project No. 60F. Mr. Langan discussed the Project 60 Work Team meeting held and in his opinion Houston Engineering, Inc. is on track with the design of the project based on information obtained from the meeting. He further stated they have looked at old preliminary reports, design and data and have been in contact with the Polk County Highway Department. Review of the hydraulic, hydrologic model, numbers, and costs will take place in the upcoming weeks. Mr. Langan contacted Soil Scientist Rod Heschke, NRCS, to coordinate soils borings of the project. Manager Knott questioned if a member of the Middle Snake Tamarac WD will be attending the team meetings and his concern of the scope of the project and future maintenance costs. Administrator Jesme indicated that the Middle Snake Tamarac WD has a staff member on the Project Work Team and that they have had as many as two staff members present at the landowner meetings.

At 9:30 a.m., Secretary Johnson recessed the general meeting and called the 2008 General Fund Budget hearing to order and turned the hearing over to Legal Counsel Sparby to explain the hearing process. The hearing was properly advertised and is on videotape and available for viewing at the RLWD office. Hearing no public comment, the hearing closed at 9:32 a.m. A motion was made by Knott, seconded by Stanley, and passed by unanimous vote that the Board approve the following 2008 General Fund Budget:

	PROPOSED 2008 BUDGET
Manager's fees, salaries, mtg. exp.	\$20,000.00
Board of managers' expense	17,000.00
Staff salaries	304,200.00
Payroll taxes	24,000.00
Employee benefits	72,969.00
Travel and meetings (inc. mileage & exp.)	5,000.00
Legal	10,000.00
Audit	6,000.00
Office supplies	10,000.00
Office equipment	10,000.00
Engineering Equipment	22,000.00
Engineering supplies	2,500.00
Telephone	11,000.00
Dues and subscriptions	3,000.00
Insurance and bonds	36,000.00
Repairs and maintenance-Building	58,500.00
Utilities	9,000.00
Professional services(inc. Eng. fees)	2,000.00
Advertising and publications	2,000.00
Interest	3,000.00
Vehicle expense & maintenance	<u>10,000.00</u>
TOTAL	\$638,169.00
LESS OVERHEAD	<u>(456,300.00)</u>
PROPOSED 2008 GENERAL FUND LEVY	\$181,869.00

The regular meeting reconvened.

2008 Special Assessment's Levies need to be completed by September 15, 2007 and will be presented for Board approval at the September 13, 2007 Board meeting.

Manager Stanley inquired of the status of maintenance on SD 83. Administrator Jesme stated several sites along SD 83 have been identified and that a contractor has been hired to complete the repairs and a MPCA Storm Water Permit application has been completed.

A letter/petition was received from the Winsor Township Board requesting removal of four miles of road between Sections 4/9, 5/8, 6/7, and 7/9 of said Winsor Township from the Branch 11 benefited area of Judicial Ditch System #72. Legal Counsel Sparby recommended that the District draft two petitions for Winsor Township to sign. One petition will be to remove the 4 miles of road from the Judicial Ditch #72 system and another petition which would include roadways in the Winsor Hangaard Ditch system. Mr. Sparby stated hearings will be held and publications sent to the legal paper and that prior to any hearings held, Winsor Township is responsible for any assessments already levied.

Administrator Jesme stated that the US Fish and Wildlife Service (USFWS) have drawn down Farmes Pool (Elm Lake) for maintenance. Jesme also indicated that the USFWS had informed him that the Outlet Structure at Farmes Pool has some issues with leakage and that there are various stoplogs which will have to be replaced prior to filling the pool back to its recommended elevation. A MnDNR Dam Safety Engineer and USFWS Engineer will make recommendations for repair. Manager Coe questioned who is responsible to pay for maintenance. Legal Counsel Sparby stated that it is not clear in the Cooperative Agreement who is responsible for maintenance costs. Administrator Jesme stated that the USFWS recommended that the MnDNR, Red Lake Watershed District and USFWS should share the cost of the repairs. Jesme indicated that he will report back to the Board with the Engineers' findings.

Pay Estimate No. 10 in the amount of \$17,085.51 to Schmitz Builders, Inc. for construction of the new RLWD Building was presented for approval. Administrator Jesme stated he met with Architect Tom Jones to review the pay estimate which includes Change Order #4 prior to today's meeting. A motion was made by Coe, seconded by Knott, to approve Pay Estimate No. 10 which includes Change Order #4 in the amount of \$17,085.51. Motion carried.

Administrator Jesme stated he met with Rude Construction, Architect Tom Jones, and General Contractor Kent Schmitz prior to this Board meeting to resolve the issue of the preparation of the RLWD lawn for seeding. Rude Construction will haul in more fill to prepare for seeding. Breiland Landscaping completed the landscaping around the building and submitted a quote for seeding the grass. It was the consensus of the board to have Administrator Jesme seek additional quotes for seeding of the lawn.

At 10:00 a.m. the bid opening for the Wetland Replacement Plans for the Euclid East Impoundment, RLWD Project 60C and the Brandt Impoundment, RLWD Project 60D, was conducted. Legal Counsel Sparby stated the time, and noted that no more bid proposals would be received after the 10:00 a.m. time for bid submittal. Bids received and the bid amounts are as follows for the Euclid East Impoundment Wetland Replacement Plan: Prairie Restorations, Inc., \$5,602.00; Lawntech, Inc., \$13,135.00; Midwest Seeding, Inc., \$19,587.00; and Sherbrooke Turf, Inc., \$36,430.00. Motion was made by Knott, seconded by Stanley, to accept the apparent low bid from Prairie Restorations, Inc. in the amount of \$5,602.00, contingent upon review and approval by Legal Counsel Sparby and staff. Motion carried. Bids received and the bid amounts are as following for the Brandt Impoundment Wetland Replacement Plan: Prairie Restorations, Inc. \$119,928.45; Sherbrooke Turf, Inc., \$196,950.00; Midwest Seeding, Inc., \$228,805.65; Lawntech, Inc., \$264,380.50. Motion was made by Knott, seconded by Coe, to accept the apparent low bid from Prairie Restorations, Inc. in the amount of \$119,928.45, contingent upon review and approval by Legal Counsel Sparby and staff. Motion carried.

Jim Hest, Joint Powers Board representing Marshall SWCD, discussed the grade stabilization project north of the City of Thief River Falls located in Excel Township, Marshall County on property owned by Doug Dallmann. Mr. Hest stated that he is requesting cost share monies from the RLWD appropriated to SWCD's for erosion control projects. Mr. Hest stated that the project cost is \$6,072, the SWCD will pay for engineering and the landowner will cost share the remaining balance. Motion was made by Stanley, seconded by Coe, to cost share 50% of the project cost not to exceed \$3,500.00 with money allotted to SWCD's for erosion control projects. Motion carried.

Administrator Jesme stated the 2006 Annual Report is included in today's board packets.

The Board reviewed permits for approval. A motion was made by Coe, seconded by Knott to approve the following permits with conditions stated on the permits: No. 07052, Minnie Township, Beltrami; No. 07056, A.W.G. Farms, Inc., Lowell Township, Polk County; No. 07061, Jerry Hasnedl, River Falls Township, Pennington County; No. 07062 and No. 07066, Robert Finstad, Rocksbury Township, Pennington County; No. 07063, Richard Hanson, Fairfax Township, Polk County; No. 07064, Brian Stanley, Valley Township, Marshall County; No. 07065, Robert Cournia, Fairfax Township, Polk County. Motion carried.

Minnesota Department of Natural Resources (MN DNR) requested extensions on RLWD Permit Nos. 05087, 05088, 05089, 05090 from Beltrami County; and 05092 from Marshall County. A motion was made by Knott, seconded by Stanley to accept the request of a one year extension of the RLWD Permits for the MN DNR. Motion carried.

Administrators update:

- A Project Acceleration Grant Application has been applied for from the FDRWG for the Grand Marais Outlet Restoration. The FDRWG will meet on August 29th in Detroit Lakes to review the application.
- Administrator Jesme met with Lisa Newton, Marshall Beltrami SWCD and Bill Best (BWSR) to inspect the .5 acre wetland mitigation site on the Ken Cwikla ring dike. With some minor maintenance, the site appears to be progressing well.
- Approximately 30 people attended the Dedication Ceremony for the Brandt and Euclid East Impoundments. Due to unforeseen circumstances we had some cancellations of some speakers, but they were substituted nicely.
- Included in today's packet is a July 2007 Water Quality Report.

Motion by Stanley, seconded by Knott, with motion carried to adjourn the meeting.


Vernon Johnson, Secretary