

RED LAKE WATERSHED DISTRICT
Board of Manager's Minutes
August 25, 2011

Present were: Managers Lee Coe, Orville Knott, Albert Mandt, Kelly Nordlund, Gene Tiedemann and LeRoy Ose. Absent: 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 Coe, seconded by Nordlund, and passed by unanimous vote that the Board approve the agenda.

Motion by Ose, seconded by Mandt, to dispense reading of the August 11, 2011 Board meeting minutes and approve them as printed. Motion carried.

The Board reviewed the Financial Report dated August 24, 2011. Motion by Nordlund, seconded by Mandt, and passed by unanimous vote that the Board approve the Financial Report dated August 24, 2011.

Tim Goetz and Todd Eck, Marco, presented various options for scanning old documents and software that would be needed. After considerable discussion by the Board, it was the consensus of the Board to take the information into consideration and have further discussion at a later time.

At 9:30 a.m., Secretary Knott recessed the general meeting and called the 2012 General Fund Budget Hearing to order. 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. Hearing no public comment, the hearing closed at 9:35 a.m. A motion was made by Mandt, seconded by Coe, and passed by unanimous vote that the Board approve the following 2012 General Fund Budget:

	PROPOSED 2012 BUDGET
Manager's fees and salaries	\$20,000.00
Board of managers' expense	19,000.00
Staff salaries	365,650.00
Payroll taxes	32,00.00
Employee benefits	87,100.00
Travel and meetings (inc. mileage & exp.)	5,000.00
Audit	9,000.00
Legal	12,000.00
Office supplies	12,000.00
Office equipment	21,000.00
Appraisers and Viewers	1,200.00

Professional services (inc. Eng. Fees)	2,000.00
Dues and subscriptions	4,000.00
Insurance and bonds	30,000.00
Rent	-
Repairs and maintenance-building	41,000.00
Utilities	7,000.00
Advertising and publications	2,500.00
Telephone	12,000.00
Vehicle expense & maintenance	14,000.00
Engineering supplies	2,500.00
Engineering equipment	30,000.00
TOTAL	\$728,950.00
ESTIMATED OVERHEAD	(548,475.00)
PROPOSED 2011 GENERAL FUND LEVY	\$180,475.00

The regular meeting reconvened.

Special Revenue Assessments for 2012 were presented and discussed. Motion by Ose, seconded by Nordlund, to approve the following Special Revenue Assessments: RLWD Ditch No. 3, RLWD Project No. 7, \$3,000; State Ditch No. 83, RLWD Project No. 14, \$50,000; RLWD Ditch No. 7, RLWD Project No. 20, \$5,000; Pine Lake Maintenance, RLWD Project No. 35, \$4,000; RLWD Ditch No. 8, RLWD Project No. 36, \$1,800; J.D. No. 72, RLWD Project No. 41, \$5,000; Burnham Creek, RLWD Project No. 43B, \$15,000; Wild Rice Allocation, RLWD Project No. 45, \$4,000; J.D. 2B, RLWD Project No. 49, \$4,500; J.D. 5 (4 Legged Lake), RLWD Project No. 102, \$5,000; Winsor-Hangaard, RLWD Project No. 113, \$5,000; Equality/RLWD Ditch 1, RLWD Project No. 115, \$3,000; Kenneth Johnson Petition, RLWD Project No. 117, \$2,000; Polk County Ditch Improvement, RLWD Project No. 119, \$10,000; Scott Baatz Petition, RLWD Project No. 123, \$1,000; Polk County Ditch 63, RLWD Project No. 134, \$5,000; RLWD Ditch No. 10, RLWD Project No. 161, \$7,000; RLWD Ditch No. 12, RLWD Project No. 169, \$15,000. Motion carried.

Discussion was held on the process of abandoning a ditch system. Legal Counsel Sparby stated that the landowners would have to petition the District to abandon the system. Staff member Gary Lane will determine the ditches and locations in question.

Discussion was held on the process of Wild Rice Allocation, RLWD Project No. 45.

At 9:30 a.m. quotes from R.J. Zavoral & Sons, Jeff Olson Construction, Brummund Excavating and Paul Zavoral, Inc. (Higher Ground) were opened for construction of the Radi ring dike. Motion by Ose, seconded by Mandt, to accept the low quote from Brummund Excavating for construction of the Radi ring dike in the amount of \$69,184.15. Motion carried.

Administrator Jesme stated that the Property Owners Reports for the Improvement to Pennington County Ditch 1/Thief River Falls Flood Damage Reduction Project No. 171/171A have been mailed out. Discussion was held on calls received from landowners and information that will be presented at the landowner meeting on August 30, 2011.

Motion by Ose, seconded by Mandt, to withdraw the motion made at the regularly scheduled Board meeting held May 26, 2011 which called for the approval of the Resolution for correction in the boundary line between the Red Lake Watershed District and the Mississippi Watershed to make the common boundary between the two watersheds more closely conform to the actual watershed drainage divide. Motion carried.

The Board reviewed the resolution of support for Beltrami and Itasca County's petition for withdrawal of territories from within the Red Lake Watershed District. Motion by Coe, seconded by Ose, to approve the resolution of support for Withdrawal of Territory under Minnesota Statutes 103D.255 of property presently within the boundary of the Red Lake Watershed District. Motion carried.

Administrator Jesme stated that of the 43 funding applications to the Lessard Sam Outdoor Heritage Counsel the District was rated 19 and the running total for grant dollars was approximately 120 million dollars. Jesme indicated to be assured of funding, we need to be near the running total of 90 million dollars. Hearings for the applications will be held on September 7th and 8th. Manager Knott stated that several members of the Flood Damage Reduction group will submit letters of support for the project. Jesme sent emails to all members of the LSOHC and received four responses.

The Board reviewed the application to Deposit Wetland Credits into the Minnesota Wetland Bank from the Louisville Parnell Impoundment. Administrator Jesme asked if the Board wishes to have BWSR advertise the availability of the District's credits for sale to the general public. Motion by Coe, seconded by Nordlund, that the District does not wish to have the wetland banking credits listed as for sale. Motion carried.

The Board reviewed a request from John Dyrdal for a one year extension for Permit No. 10091 and 10092. Motion by Ose, seconded by Mandt, to authorize a one year permit extension for Permit No. 10091 and 10092, John Dyrdal. Motion carried.

The Board reviewed the permits for approval. Motion by Coe, seconded by Ose, to approve the following permits with conditions stated on the permit: No. 11113, U.S. Fish and Wildlife

Service, Onstad Township, Polk County; No. 11114, Charlie Johnson, Garnes Township, Red Lake County; No. 11116, Pennington County Highway Department, River Falls Township; No. 11117, Charlie Johnson, Garnes Township, Red Lake County; No. 11118, Robert Ross, Lowell Township, Polk County; No. 11119, Beltrami County Highway Department, Lee Township, Beltrami County; No. 11120, Pennington County Highway Department, Star Township, Pennington County; No. 11121, Mike Tiedemann, Fanny Township, Polk County; No. 11122, Sharon M Bergerson, Smiley Township, Pennington County; No. 11123, Alex Engelstad, Russia and Onstad Townships, Polk County; No. 11124, Bruce Newhouse and Polk County Ditch 115, Bygland Township, Polk County; and No. 11125 Minnesota Department of Transportation, Lambert Township, Red Lake County. Motion carried.

Administrators Update:

- Manager Knott and Jesme attended the RRWMB meeting on August 16, 2011 at the Wild Rice Watershed District in Ada.
- District and DNR staff have been working on the Thief River sub-watershed geomorphic sampling that was scheduled to be completed upwards of a month ago, but was delayed due to high water levels. They hope to complete the sampling in the next few weeks.
- A pre-construction meeting for RLWD Ditch #13 was held on August 17, 2011 with the contractor Ray Weidenborner/All Seasons Contracting, Inc, Engineer Jeff Langan and Administrator Jesme. Weidenborner hopes to start construction on the legal drainage system late this week or early next week.
- If Board members wish to apply for AFLAC insurance a representative would present information at a future Board meeting date.
- Included in the packet is a letter submitted from Patricia Boddy, President Midwest Association of Fish and Wildlife Agencies, to Thomas J Vilsak, Secretary of Agriculture, concerning increased tile drainage activity and how it affects wetlands. Included is the reply from Mr. Vilsak to Ms. Boddy.
- Staff member Corey Hanson and his wife became parents of a baby boy this morning. Hanson will be out of the office until September 6th.

Legal Counsel Sparby stated he left a message for Pennington County Attorney, Allan Rogalla, in regard to the county possibly using information paid for by the Petitioners for the Improvement to Pennington County Ditch 75, RLWD Project No. 170. Sparby recommended that in the future the District should stamp information stating that it is owned by the District for project specific use. .

Manager Mandt asked about the construction on the Clearbrook Stormwater Retention Pond, RLWD Project No. 160. Administrator Jesme stated that he would be in contact with Kathy Rausch, Clearwater SWCD staff in regard to water levels.

Manager Coe discussed the bid received from Marco for the purchase of a server, computers and scanning programs. Coe suggested sending the information to Managers Nelson and Tiedemann.

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Manager Knott discussed with the Board what guidelines should be used or what policies the Board should use when setting staff salaries. It was the consensus of the Board that this should be addressed with all Board members being present.

Motion by Mandt, seconded by Ose, to adjourn the meeting.

A handwritten signature in cursive script that reads "Orville Knott". The signature is written in black ink on a light-colored background.

Orville Knott, Secretary