

RED LAKE WATERSHED DISTRICT
Board of Manager's Minutes
August 23, 2012

Present were: Managers Lee Coe, Orville Knott, Dale M. Nelson, LeRoy Ose, Les Torgerson and Albert Mandt. Absent: Gene Tiedemann. Staff Present: Myron Jesme and Tammy Audette and Legal Counsel Sparby.

The Board reviewed the agenda. Administrator Jesme recommended adding a request from Dan Svedarsky, University of Minnesota-Crookston for funding for a Storm Water Study in the City of Crookston to the agenda. A motion was made by Mandt, seconded by Coe, and passed by unanimous vote that the Board approve the agenda with the addition of a request from Dan Svedarsky, University of Minnesota-Crookston. Motion carried.

Motion by Torgerson, seconded by Knott, to dispense reading of the August 9, 2012 Board meeting minutes and approve them as printed. Motion carried.

The Board reviewed the Financial Report dated August 22, 2012. Motion by Knott, seconded by Mandt, and passed by unanimous vote that the Board approve the Financial Report dated August 22, 2012. Motion carried.

Administrator Jesme stated that the District received a request by Border State Bank to release excess securities. Jesme stated that the District will have adequate securities to cover the current investments. A motion was made by Knott, seconded by Ose, to authorize the release of excess securities at Border State Bank. Motion carried.

Nate Dalager and Randy Knott, HDR Engineering, Inc. presented the Plans and Specifications for the Chuck Flage Erosion Control Project, RLWD Project No. 174. Motion by Ose, seconded by Mandt, to approve the Plans and Specifications for the Chuck Flage Erosion Control Project, RLWD Project No. 174 and set the Bid Opening for September 13, 2012 at 10:00 a.m. at the District office. Motion carried. Manager Knott discussed the landowner contributions towards the cost of the project. Knott will work with the Red Lake SWCD to set up a meeting with the landowners.

Engineer Jeff Langan, Houston Engineering, Inc. updated the Board on construction activity on the Grand Marais Creek Cut Channel, RLWD Project No. 60FF. Langan discussed extending the resloping of the bank west of County Road 54. Construction of the downstream structure will begin today.

The Board reviewed Pay Estimate No. 5 for R.J. Zavoral & Sons, Inc. for construction of the Grand Marais Creek Cut Channel Stabilization Project, RLWD Project No. 60FF. Jesme indicated that as part of the specifications, a 10% retainer will be held until final approval of the project. Based on the retainage of 10%, total payment owed for Pay Estimate #5 is \$79,142.05. Motion by Coe, seconded by Knott, to approve payment in the amount of \$79,142.05 to R.J. Zavoral & Sons, Inc. for construction of the Grand Marais Creek Cut Channel Stabilization Project, RLWD Project No. 60FF. Motion carried.

The Board reviewed Change Order No. 4, for R.J. Zavoral & Sons, Inc. for the Grand Marais Creek Cut Channel, RLWD Project No. 60FF in the amount of \$25,168.50. Motion by Mandt, seconded by Ose, to approve Change Order No. 4 for R.J. Zavoral & Sons, Inc. for construction of the Grand Marais Creek Cut Channel, RLWD Project No. 60FF. Motion carried.

Administrator Jesme stated that we are soliciting quotes for the Clearbrook Stormwater Retention Pond Project, RLWD Project No. 160. Quotes will be received until 9:00 a.m. on September 13, 2012 at the District office. A pre-quote meeting with the Contractors will be held on August 28, 2012 at 2:00 p.m.

The Board reviewed the permits for approval. Motion by Knott, seconded by Ose, to approve the following permits with conditions stated on the permits: No. 12106, Gregory Dyrdal, Norden Township, Pennington County; No. 12108, Paul Vigen, Moylan Township, Marshall County; No. 12109, Clearwater County Highway Department, Greenwood Township; No. 12110, Excel Township, Marshall County; No. 12111, Michael Gasper, Parnell Township, Polk County; No. 12112, Michael Gasper, Crookston Township, Polk County; No. 12113, Gentilly Township, , Polk County; No. 12114, Ben Lester, Huntsville Township, Polk County; No. 12115, David Bertils, Godfrey Township, Polk County; No. 12116, Eric Sirek, Wylie Township, Red Lake County; No. 12117, Erik Sirek, Polk Centre Township, Pennington County; no. 12118, Steven Dahlin, Belguim Township, Polk County; No. 12119, Randy Wright, Smiley Township, Pennington County; No. 12120, Kiel Corporation, Hammond Township, Polk County; No. 12121, Mike Seeger, Red Lake Falls Township, Red Lake County; No. 12122, Doug Steiger, Smiley Township, Pennington County; No. 12123, Joel Ness; Roome Township, Polk County; No. 12124, Jeremy J Nelson, North Township, Pennington County; and No. 12125 and 12126, U.S. Fish and Wildlife Service, Columbia Township, Polk County. Motion carried.

Staff member Loren Sanderson discussed a call he received in regard to property draining into a legal drainage system to which it does not pay benefits. Sanderson stated that in 1987 the District issued a permit for installation of a culvert, therefore allowing a section of land to drain into an area that it does not pay ditch benefits to. Sanderson stated that the landowner stated he would petition the county to be added into the benefitted area. Legal Counsel Sparby stated that the landowner needs to petition into the benefitted area of the legal drainage system. The drainage authority may address past drainage by way of an assessment charge. If not, allowed into the system, the landowner's drainage would need to be blocked. He would have to petition the Polk County Ditch Authority.

Administrators Update:

- Jesme and Manager Knott attended the RRWMB meeting held in Ada on August 21, 2012. Included in the packet was the July 17, 2012 RRWMB minutes.

- Spruce Valley Corporation will proceed with finishing work within the City of Thief River Falls for the construction of RLWD Ditch 14/Thief River Falls FDR, Project No. 171 and 171A. Included in the packet is a letter from the City of Thief River Falls agreeing to a 50/50 cost share of mill and overlay on Edgewood Drive.
- A Judicial Ditch 72 Joint Board meeting was held on August 16, 2012 at the Polk County Court House. The Joint Board voted to use ditch funds to pay the 25% cost share of the Clean Water Grant, if one is received, which could include installation of side water inlets and/or buffer strips along parts of the legal drainage system in Clearwater County.
- The Red River Basin Flood Damage Reduction Work Group will host a tour on September 18, 2012 with staff from the U.S. Army Corps of Engineers, Natural Resource Conservation Service, MN Department of Natural Resources, MN Board of Water and Soil Resources, and MN Pollution Control Agency. The tour will start in Thief River Falls, go west to Agassiz Valley Project being constructed by the Middle Snake Tamarac Watershed District. The Work Group has asked Nick Drees and Jesme to attend the bus tour and explain these types of projects and also touch on the permitting process involved with these projects.

At 9:30 a.m., the final payment hearing for Taggart Excavating and Septic Service concerning the construction of a County Ditch 20/State Ditch 83 Channel Stabilization Project, RLWD Project No. 14D was called to order. President Nelson stated that the hearing had been properly advertised. Discussion regarding the final payment request was had and the opportunity for public comment was given. There was no one in attendance objecting to the final payment. Motion by Ose, seconded by Mandt, to approve the final payment in the amount of \$9,751.85 to Taggart Excavating and Septic Service for the construction of County Ditch 20/State Ditch 83 Channel Stabilization Project, RLWD Project No. 14D. Motion carried. The hearing was videotaped and is on file at the RLWD office.

Chuck Fritz, Ron Harnack, Charlie Anderson and Henry VanOffelen appeared before the Board to discuss project planning for Flood Damage Reduction Projects within the Red River Basin. Fritz stated that they are meeting with all the Watershed Districts to give an overview of Flood Damage Reduction Planning Acceleration Project and to give an overview of the Project Planning Tool. Harnack stated that they were here to encourage putting more projects in the queue for planning and into construction. The goal that was established is to reduce the peak flow by 20% on the Red River of the North. Harnack stated that the 20% reduction on the Red River of the North would take approximately one million acre feet of storage over the entire Red River Basin. The Red River Retention Authority's primary focus is to receive federal money for retention and to allocate the money back to the States of North Dakota and Watershed Districts in Minnesota, to build retention on the ground. The Natural Resource Conservation Program Wetland Reserve Program (WRP) has set aside 10 million dollars per year to focus on flood retention and waterfowl with additional funding set aside by the Senate. As more projects are put into the queue and project team meetings proceed, the agencies will have more available funding. Fritz and Anderson discussed ideas on how to bring projects thru each subwatershed and a five year plan on having projects in various phases in the queue, therefore when Federal

money becomes available funding won't be lost. Harnack stated that they are asking the Watershed Districts to increase the effort of projects and the development of a five year plan. Anderson discussed the 20% flood retention on the Red River of the North and how it relates to the District. VanOffelen discussed the Project Planning Tool and the data products that they are starting to generate in the Red River Basin to help the Watersheds in the project planning process.

Administrator Jesme discussed a financial assistance proposal from Dan Svedarsky, University of Minnesota-Crookston for a Stormwater Assessment Plan for the City of Crookston in the amount of \$5,368.00 to help reduce pollutants within the City of Crookston. Motion by Coe, seconded by Torgerson, to provide financial assistance in the amount of \$5,368.00 to complete a Stormwater Assessment Plan for the City of Crookston, through the University of Minnesota-Crookston. Motion carried.

Special Revenue Assessments for 2013 were presented and discussed. Motion by Knott, seconded by Mandt, at the request of staff, to delete the Judicial Ditch #1, RLWD Project No. 100 from the assessment worksheet and to approve the following Special Revenue Assessments: RLWD Ditch No. 1, RLWD Project No. 5, \$2,000; RLWD Ditch No. 3, RLWD Project No. 7, \$5,000; 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, \$2,500; 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, \$6,500; Main J.D. 2-Eck Petition, RLWD Project No. 51, \$5,000; J.D. 5 (4 Legged Lake), RLWD Project No. 102, \$5,000; Arveson Petition, RLWD Project No. 109, \$1,200; Winsor-Hangaard, RLWD Project No. 113, \$6,500; 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 33, RLWD Project No. 135, \$2,500; RLWD Ditch No. 10, RLWD Project No. 161, \$7,000; RLWD Ditch No. 12, RLWD Project No. 169, \$15,000. Motion carried.

The Board discussed the potential abandonment of Clearwater County Ditch 1, RLWD Project No. 103. Motion by Coe, seconded Mandt, to proceed with the possible abandonment of Clearwater County Ditch 1, RLWD Project No. 103. Motion carried.

President Nelson presented the Proposed 2013 General Fund Budget. Nelson stated that the Budget/Salary committee members Nelson, Coe, and Tiedemann had met previously to review the 2013 Budget and Salary recommendations. The Board requested that staff leave while they discussed salary negotiations.

Motion by Torgerson, seconded by Knott, and passed unanimously to approve 2013 staff salaries to read as follows, increase salaries of Administrator Jesme, Water Quality Coordinator Hanson and Natural Resource Technician Blix 5%, increase Ditch Inspector Lane 2% and increase

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remaining staff 1% and to increase Legal Counsel Sparby's hourly fee from \$120.00 per hour to \$150.00 per hour and set the 2013 General Fund Budget hearing for 9:30 a.m. Thursday, September 13, 2012 at the RLWD office.

Motion by Torgerson, seconded by Knott, to adjourn the meeting. Motion carried.

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