

RED LAKE WATERSHED DISTRICT  
Board of Manager's Minutes  
May 10, 2012

Present were: Managers Lee Coe, Orville Knott, Dale M. Nelson, Albert Mandt, Les Torgerson, LeRoy Ose 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 Tiedemann, seconded by Mandt, and passed by unanimous vote that the Board approve the agenda.

Motion by Coe, seconded by Torgerson, to dispense reading of the April 26, 2012 Board meeting minutes and approve them as printed. Motion carried.

The Board reviewed the Financial Report dated May 9, 2012. Motion by Knott, seconded by Mandt, and passed by unanimous vote that the Board approve the Financial Report dated May 9, 2012.

The Board reviewed a letter from the Polk County Highway Department to four landowners within the Polk County Ditch 2 and 126 benefited areas. Administrator Jesme stated that District staff helped the county with some redetermination of benefits several years ago near the Parnell Impoundment. Discussion was held on a culvert that the county will place in the spoil bank of the road ditch.

The Board reviewed a Letter of Agreement with the International Water Institute for collecting water quality data for the Red Lake River/Grand Marais Creek Assessment, RLWD Project No. 157CC and Red Lake River WRAP, RLWD Project 157C. Motion by Knott, seconded by Tiedemann, to authorize Administrator Jesme to sign the Letter of Agreement with the International Water Institute for gathering of water quality data. Motion carried.

Administrator Jesme stated that the Red River Basin Flood Damage Reduction Work Group requested that the MPCA assist in wetland monitoring training. The Brandt Impoundment, RLWD Project 60D and Grand Marais Creek Restoration, RLWD Project 60F would be used as training sites. Pre and post conditions and vegetation will be monitored by West Polk SWCD with the funding being allocated through the District. The cost to complete monitoring would be \$4,640.00 which would be funded from the Flood Damage Reduction Work Group. Motion by Ose, seconded by Coe, to participate in the wetland monitoring training funded by the Flood Damage Reduction Work Group. Motion carried.

The Board reviewed Pay Estimate No. 1 for Spruce Valley Corporation for construction of RLWD Ditch 14, Project No. 171 in the amount of \$171,001.28. Jesme indicated that as part of the specifications, a 10% retainer will be held until final approval of the project. Based on the reduction of 10%, total payment owed for Pay Estimate #1 is \$153,901.14. Motion by Mandt, seconded by Torgerson, to approve payment in the amount of \$153,901.14, to Spruce Valley Corporation for construction of RLWD Ditch 14, Project No. 171. Motion carried.

The Board reviewed Pay Estimate No. 1 for Spruce Valley Corporation for construction of the Thief River Falls Flood Damage Reduction Project, Project No. 171A in the amount of \$78,055.87. Jesme indicated that as part of the specifications, a 10% retainer will be held until final approval of the project. Based on the reduction of 10%, total payment owed for Pay Estimate #1 is \$70,250.28. Motion by Coe, seconded by Ose, to approve payment in the amount of \$70,250.28, to Spruce Valley Corporation for construction of Thief River Falls Flood Damage Reduction Project, Project No. 171A. Motion carried.

Administrator Jesme updated the Board on construction activities for RLWD Ditch 14/TRF Flood Damage Reduction Project, RLWD Project No. 171/171A.

Staff member Corey Hanson discussed the City of Crookston Stormwater Project that Dan Svedarsky, University of Minnesota Crookston has been working on and how it relates to TMDL storm water sources. Some monitoring has been completed through grants, with an application being submitted to the Northwest Minnesota Foundation for additional funding. Hanson stated that the grant through the Northwest Minnesota Foundation requires matching funds in the amount of \$5,368.00. Motion by Tiedemann, seconded by Coe, to approve matching funds in the amount of \$5,368.00 for a grant application to the Northwest Minnesota Foundation for monitoring on the City of Crookston Stormwater Project. Motion carried.

Manager Nelson discussed with staff member Corey Hanson the request of the Beltrami County SWCD for funding on the Bruce Weidenborner Animal Waste Project located near the Cormorant River. Nelson requested that contact should be had with Beltrami County SWCD to see if monitoring could be completed before and after a project is implemented to monitor any changes in water quality.

Staff member Corey Hanson discussed recent water quality activities. Hanson stated that water quality equipment owned by the University of Minnesota-Crookston was stolen at a site on the Thief River near the Hillyer Bridge.

The Board discussed the hiring of summer staff. Administrator Jesme stated that Corey Hanson could utilize summer help to assist with the various water quality grants the he is presently working on. This will allow Corey more time to calibrate the equipment in the office as well as completing other aspects of the grants. Funding for this position could be taken out grants they are currently working on. Further discussion was held on the need for an additional vehicle.

The Board reviewed a request from the Red Lake County SWCD for cost share reimbursement on the Ron Kees Grassed Waterway Project located in Section 11, Red Lake Falls Township in the amount of \$1,500.00. Motion by Mandt, seconded by Ose, to approve payment in the

amount of \$1,500.00 for the Ron Kees Grassed Waterway Project to be allocated from the 2012 Erosion Control Funding, RLWD Project No. 164. Motion carried.

The Board reviewed a quote from Marco, Inc. in the amount of \$10,250.00 to update the District's Canon copier. Motion by Knott, seconded by Torgerson, to approve the purchase of a Canon copier in the amount of \$10,250.00. Motion carried.

The Board reviewed two options from Marco, Inc. for an additional scanner. Administrator Jesme stated that summer staff will utilize one scanner to scan the District's files into M-files, with the additional scanner being shared by the staff. Motion by Knott, seconded by Torgerson, to purchase an additional scanner from Marco, Inc. at a cost of \$2,295.00. Motion carried.

The Board reviewed the 2011 Draft Annual Report. It was the consensus of the Board, that project concepts would not be included into the Annual Report until they are officially approved by the Board.

The Board reviewed the permits for approval. Motion by Knott, seconded by Mandt, to approve the following permits with conditions stated on the permit: No. 12043, David Jones, Rollis Township, Marshall County; No. 12044, Nate Dalager, River Falls Township, Pennington County; No. 12045, Ray Ulrich, Sanders Township, Pennington County; No. 12046, Russell Emerson, Eden Township, Polk County; No. 12047, 12048, and 12049, Dyr Valley Enterprises, Ltd., Norden Township, Pennington County; No. 12050, Mike O'Leary, Huntsville Township, Polk County; No. 12052, Mike Krejci, Sullivan Township, Polk County; and No. 12053, Dennis McGear, Deer Park Township, Pennington County. Motion carried.

Motion by Coe, seconded by Ose, to approve the following permit with conditions stated on the permit and the receipt of the signature of the landowner on the permit application: Permit No. 12051, Ray Kvalvog, Sanders Township, Pennington County. Motion carried.

Administrator Jesme updated the Board on the status of the U.S. Army Corps of Engineers permitting for the Grand Marais Creek Cut Channel, RLWD Project No. 60FF and the RLWD Ditch 14/TRF Flood Damage Reduction Projects, RLWD Project No. 171/171A.

At 10:00 a.m., the bid opening for the construction of the Grand Marais Creek Cut Channel, RLWD Project No. 60FF was conducted. Legal Counsel Sparby noted the time and that all bid proposals have been accepted by the 10:00 a.m. bid closing. Bids were opened and bid amounts were publicly announced and are on file at the office District office. Motion by Tiedemann, seconded by Coe, to accept the apparent low bid from R.J. Zavoral & Sons in the amount of \$540,547.00 for construction of the Grand Marais Creek Cut Channel, RLWD Project No. 60FF,

contingent upon the audit and review of the bids and approval by Legal Counsel Sparby, District staff, and Project Engineer Jeff Langan, Houston Engineering, Inc. Motion carried.

Administrators Update:

- Manager Knott and Jesme will attend the RRWMB meeting on May 15, 2012 at the District office.
- Watershed District Administrators and Technical Science Advisory Committee met at the Sand Hill River Watershed District to review the Red River Retention Authority/International Water Institute Tile Drainage Study and bring back recommendations for an overall permitting process concerning tiling to the Red River Basin.
- A meeting was held on April 26<sup>th</sup> on the Chuck Flage Erosion Control Project with the Red Lake County SWCD, landowners, HDR Engineering, Inc., Manager Knott and Jesme. HDR Engineering, Inc. will move forward with the preliminary design of the project.
- The USFWS completed the burn on the east pool of the Parnell Impoundment on May 2<sup>nd</sup>. Larry Anderson, USFWS Fire Superintendent, indicated that conditions were perfect and the burn went great. The USFWS completed the burn as a service to the District with no costs to the District.
- Staff member Corey Hanson informed Jesme that a Manta owned by the University of Minnesota Crookston was stolen from a site near the Hillyer Bridge. The total loss is approximately \$8,000. The U of M has been notified and we are waiting to see how they want to proceed with the replacement of this equipment. The District does have an extra Manta and Corey is in the process of determining how to better secure the site.
- Agassiz National Wildlife Refuge is holding a four day workshop intended to develop a mutual and clear understanding of the sedimentation issues affecting Agassiz pool. Staff member Corey Hanson and Jesme will attend the workshops held May 14-17<sup>th</sup> at the MnDNR Thief River Falls Area office.
- Included in your packet is a flyer concerning the nonpoint sources of pollution in Minnesota.

President Nelson introduced the Board to Summer Intern Nick Olson. Nelson stated that this will be the third summer that Olson has worked for the District.

Nathan Nordlund, Clearwater County SWCD presented the Winsor Township Streambank Stabilization and Roadside Protection project to prevent erosion along the township road. This project is located in Section 35 Winsor Township and is located on the Lost River. The total project cost is \$7,600, with the Clearwater County SWCD requesting \$1,352 from the Erosion Control Funds, RLWD project no. 164. Motion by Torgerson, seconded by Coe, to approve the request of the Clearwater County SWCD for cost share in the amount of \$1,352 for the Winsor

Township Streambank Stabilization and Roadside Protection Project from the 2012 Erosion Control Funds, RLWD Project No. 164. Motion carried.

The Board discussed the Clearbrook Stormwater Retention Project, RLWD Project No. 160. The current site is dry to the point that construction could proceed. Nathan Nordlund stated that the City of Clearbrook is considering moving the storm water discharge to a different location.

Nathan Nordlund stated that the overflow culvert near the Silver Creek in Eddy Township should be installed in the near future.

Discussion was held on constructing lateral ditches within the east pool of Parnell Impoundment. It was the consensus of the Board to authorize Administrator Jesme to present a cost estimate to the Board at a later meeting.

The Board further discussed the hiring of summer staff and hourly range in pay. After considerable discussion, it was the consensus of the Board to increase Nick Olson, Summer Intern hourly pay to \$13.50 per hour and that Administrator Jesme determine salary for the additional summer staff, pursuant to Board discussion.

The Board reviewed the 2012 General Fund Budget as of April 30, 2012. Discussion was held on the purchase of a new or used vehicle. It was the consensus of the Board to search for a vehicle with approximately 15,000 to 20,000 miles, with a remaining warranty and report back to the Board at a later date.

Manager Knott discussed the Red River Retention Authority Meeting in attended in Fargo and his discussion with the Colonel of the U.S. Army Corps of Engineers in regard to permitting.

Administrator Jesme discussed the jurisdiction the U.S. Army Corps of Engineers has on RLWD Ditch 14/TRF Flood Damage Reduction Project, RLWD Project No. 171/171A and the Grand Marais Creek Cut Channel, RLWD Project No. 60FF. It was determined that the District will have to withdraw approximately .62 acres out of the Districts wetland banking credits for construction of RLWD Ditch 14/TRF Flood Damage Reduction Project, RLWD Project No. 171/171A. Jesme stated that due to the Corps requiring a Historic Cultural Survey, an Archeologist was hired to complete a Phase 1 Cultural Survey.

Manager Mandt discussed the tour of District projects that staff member Gary Lane gave him. Manager Ose stated that he felt it beneficial for all Board members to view projects to better understand their concept.

Manager Torgerson stated that he toured the Four Legged Lake (JD 5), RLWD Project No. 102 with a local landowner who is working on obtaining a petition and bond for the project.

Motion by Mandt, 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.

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Orville Knott, Secretary