

RED LAKE WATERSHED DISTRICT
Board of Manager's Minutes
August 28, 2014

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

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

The Board reviewed the agenda. President Nelson requested the addition of Pay Estimate No. 7 and Change Order No. 7 for Davidson Construction for the Grand Marais Creek Channel Restoration Project No. 60F and the addition of Permit No. 14095, Mark Reiersen, be added to the agenda. A motion was made Ose, seconded by Mandt, and passed by unanimous vote that the Board approve the agenda with the requested additions to the agenda. Motion carried.

Motion by Coe, seconded by Knott, to dispense reading of the August 14, 2014 Board meeting minutes and approve them as printed. Motion carried.

The Board reviewed the Financial Report dated August 27, 2014. Motion by Mandt, seconded by Torgerson, to approve the Financial Report dated August 27, 2014. Motion carried.

Administrator Jesme stated that construction is proceeding on RLWD Ditch 15, Project No. 175. September 15th is the Contractors completion date.

Brian Malone, Pennington SWCD presented information on the Erickson Group Stabilization Project on the Thief River. Malone stated in 2013 the District approved cost share in the amount of \$7,000 for installation of stream barbs to be placed in the Thief River to prevent additional erosion to the streambank. The original construction cost was \$25,000. Malone stated that additional rock was needed to complete the project, which increased the final construction cost to \$39,081. Malone requested an additional cost share in the amount of \$1,957 from the 2013 Erosion Control Funds, RLWD Project No. 164. Motion by Knott, seconded by Ose, to approve the request of the Pennington SWCD for additional cost share in the amount of \$1,957 for the Erickson Group Stabilization Project from the 2013 Erosion Control Funds, RLWD Project No. 164. Motion carried.

Malone presented information on the Thief River Cut-Off Project. Malone stated that this area is a potential creation of an oxbow about 150 feet long. During high water flows, the river cuts across land. Malone estimates that there is only a couple feet of spoil holding it back from permanently cutting across. The Pennington SWCD received a Clean Water Fund Grant in the amount of \$34,686. Malone requested \$10,314 from the 2014 Erosion Control Funds, RLWD Project No. 164 for construction of the project. Motion by Coe, seconded by Torgerson, to approve the request of the Pennington SWCD for cost share in the amount of \$10,314 for the Thief River Cut-Off Project, from the 2014 Erosion Control Funds, RLWD Project No. 164. Motion carried.

Malone stated that the Rain Garden Project at the Ralph Engelstad Arena is substantially completed. The completion date is scheduled for September 30, 2014, at which time a final cost will be determined.

President Nelson asked Malone if the Pennington SWCD has funding for the installation of side water inlet culverts. Malone stated that the landowner can apply for funding up to \$2,300.

Malone stated that the Pennington SWCD received a Clean Water Fund Grant to complete ditch inventory within Pennington County. The SWCD hired an additional staff member to look at all the ditch systems within the county.

At 9:30 a.m., President Nelson recessed the general meeting and called the 2015 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 Coe, seconded by Knott, and passed by unanimous vote that the Board approve the following 2015 General Fund Budget:

	2015 BUDGET
Manager's fees and salaries	\$ 20,000.00
Board of managers' expense	19,000.00
Staff salaries	416,000.00
Payroll taxes	37,440.00
Employee benefits	97,760.00
Travel and meetings (inc. mileage & exp.)	5,000.00
Audit	9,000.00
Legal	15,000.00
Office supplies	15,000.00
Office equipment	12,000.00
Appraisers and Viewers	3,000.00
Professional services(inc. Eng. fees)	13,000.00
Dues and subscriptions	5,000.00
Insurance and bonds	28,000.00
Repairs and maintenance-building	15,000.00
Utilities	9,000.00
Advertising and publications	3,000.00
Telephone	12,000.00
Vehicle expense & maintenance	14,000.00
Engineering supplies	3,000.00
Engineering Equipment	30,000.00
TOTAL	781,200.00
ESTIMATED OVERHEAD	624,000.00
2015 GENERAL FUND LEVY	157,200.00

The 2015 Proposed Special Revenue Project levies were presented by Staff member Arlene Novak and discussed by the Board. Questions of different ditch systems were fielded. Motion by Ose, seconded by Mandt, to approve the following Special Revenue Assessments for 2015: RLWD Ditch No. 1, RLWD Project No. 5, \$5,000; 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, \$9,000; 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, \$2,000; J.D. 2B, RLWD Project No. 49, \$6,500; Krostue Petition, RLWD Project No. 53, \$2,000; Arveson Petition, RLWD Project No. 109, \$3,000; Winsor-Hangaard, RLWD Project No. 113, \$6,500; Equality/RLWD Ditch 1, Project No. 115, \$2,000; Kenneth Johnson Petition, RLWD Project No. 117, \$2,000; Polk County Ditch Improvement, RLWD Project No. 119, \$5,000; Challenger Ditch, RLWD Project No. 122, \$1,000; Polk County Ditch 33, RLWD Project No. 135, \$2,500; RLWD Ditch No. 10, RLWD Project No. 161, \$1,000; RLWD Ditch No. 12, RLWD Project No. 169, \$15,000. Motion carried.

Staff member Arlene Novak discussed the Work Paper-2015 Work Payable spreadsheet showing what the District collects for each county. Novak noted that these numbers reflect the 25% reduction of tax levy the Red River Watershed Management Board approved for 2015.

Engineer Jeff Langan, Houston Engineering, Inc. reviewed Change Order No. 7 for construction of the Grand Marais Creek Chanel Restoration, Project No. 60F in the amount of \$17,820.00. Langan stated that the Change Order is for the excavation and backfill on the approaches for the railroad flat cars. Motion by Torgerson, seconded by Knott, to approve Change Order No. 7, in the amount of \$17,820 for the Grand Marais Creek Channel Restoration, Project No. 60F. Motion carried.

The Board reviewed Pay Estimate No. 7 in the amount of \$21,375.00 for construction of the Grand Marais Creek Channel Restoration Project, RLWD Project No. 60F. Langan stated that the pay estimate is for paying the Contractor for native grass seed that is on hand. Motion by Mandt, seconded by Ose, to approve Pay Estimate No. 7 in the amount of \$21,375.00 to Davidson Construction, Inc. for construction of the Grand Marais Creek Channel Restoration Project, RLWD Project No. 60F. Motion carried.

Langan stated that construction should resume on the Grand Marais Creek Channel Restoration Project, RLWD Project No. 60F the end of September.

Langan stated that he met with Jody Beauchane, Polk County Ditch Inspector regarding the Grand Marais Creek Cut Channel Project, Project No. 60FF. Langan stated that Polk County would like to continue to observe the bank stabilization area to determine the next steps.

Gary Lee, East Polk SWCD presented information for the Jeff Matson Water and Sediment Basin Project, located in Section 10, Hill River Township, Polk County. Lee stated that the SWCD will install four basins in the Hill River Watershed at a total project cost of \$25,157.14. The East Polk SWCD is requesting \$11,148.14 cost share from their 2014 Erosion Control Funds, RLWD Project No. 164. Motion by Mandt, seconded by Knott, to approve the request of the East Polk SWCD for cost share in the amount of \$11,148.14 for the Jeff Matson Water and Sediment Basin Project from the 2014 Erosion Control Funds, RLWD Project No. 164. Motion carried.

Keith Weston, Dave Jones and Dan Webber, Natural Resources Conservation Service (NRCS) appeared before the Board to discuss maintenance or potential retrofit/rehabilitation of the Odney Flaat Dam, Latundresse Dam and BR-6 Impoundment. Weston stated that the NRCS looked at the current operation of these projects and if they could be modified or repaired with some of the existing programs that the NRCS may have. Weston stated that in some cases the projects may need to be decommissioned. The NRCS will determine if there is a resource concern that needs to be addressed, like flooding or sediment control to be able to provide technical and financial assistance. Weston stated that they could not find any historical data on the Latundresse Dam. It was constructed in the late 1970's as a group project with agricultural cost share. The ACS (SWCD) was the main sponsor of all three projects. Odney Flaat Dam was constructed in 1982. A large storm event caused extensive erosion which was repaired in 1987. An Operation and Maintenance Agreement was signed by the SWCD and RLWD in 1987, which stated that for 20 years from the date of the agreement, the RLWD would be willing to pay no more than \$1,000 annually in maintenance. BR-6 Impoundment is a PL566 Project, which is considered a large scale project. This project is still within its design life so Weston indicated that he would recommend that the NRCS issue a contract for this project to be evaluated. Weston stated that the NRCS will simulate failure of the project and determine what could happen if it failed. The BR-6 Impoundment is still under an Operation and Maintenance Agreement so any changes to the project will have to go through the channels set forth in the federal guidelines. Weston recommend writing a letter to Dan Baloun, State Conservationist at USDA, NRCS Government Administration explaining what measures the District feels have to be accomplished on this project. Jones recommend that the District provide to the NRCS any analysis that has been completed on the project and provide them with details as to why we are recommending what we would like to have completed. Jones stated that the NRCS has no responsibility for any of the three projects once they are past the design life. Weston discussed the new Farm Bill and the possibility of potential funding to enhance some of these PL566 projects. Jones stated that the erosion on the BR-6 Impoundment is from high water/wave action, and has shown up on the Operation and Maintenance Inspection Reports since 1997. Jones stated that with the development of the Glacial Ridge Project, the BR-6 Impoundment does not see as much water as it used to. Administrator Jesme stated that the District will be forming a Project Work Team for the Odney Flaat Dam. Weston stated that sediment control basins will also have potential for securing funding through the Farm Bill where landowners would have to apply for this process and not the District. Weston recommended evaluating these projects to see if they need to be rebuilt/redesigned and also to visit with Pat Downs, with the Red River Retention Authority to have these sites assessed for potential funding.

The Board reviewed a letter of request to extend Permit No. 13091, Dan Stroot, Euclid Township, Polk County. Motion by Knott, seconded by Mandt, to extend Permit No. 13091, until August 27, 2015. Motion carried.

The Board reviewed the permits for approval. Motion by Ose, seconded by Mandt, to approve the following permits with conditions stated on the permit: No. 14095, Mark Reiersen, Excel Township, Marshall County; No. 14130, Steiger Farm, Inc., Black River Township, Pennington County; No. 14131, Pete Carlson, Rocksbury Township, Pennington County; No. 14132, Pete Carlson, Sanders Township, Pennington County; No. 14133, Steven Kruse, Lake Pleasant Township, Red Lake County; No. 14135, Nyle Kline, Belgium Township, Polk County; No. 14137, Randy Weiss, Lake Pleasant Township, Red Lake County; No. 14138, Gully Township, Polk County; No. 14139, Excel Township, Marshall County; No. 14140, Ryan Horachek, Kratka Township, Pennington County; No. 14141, Nathan Bukowski, Cedar Township, Marshall County; No. 14142, Brad Bjerke, Winsor Township, Clearwater County; No. 14143, Ryan Barth, Silverton Township, Pennington County; No. 14145, Bruce Lerol, Silverton Township, Pennington County; and, No. 14146, Minnesota Power Cooperative, Silverton Township, Pennington County. Motion carried.

Administrators Report:

- All District impoundments have reached summer levels, with the exception of the Brandt Impoundment as we are holding a small amount of water, but hope to release again this weekend when the contractor on RLWD Ditch 15 leaves for the weekend.
- We continue to move forward with drafting documents and completing tasks for the 1W1P for the Red Lake River/Grand Marais Watershed. Jesme will participate in a telephone conference on September 9th with the State Roundtable Committee to discuss the pilot projects, assist with guidance material and updates on how they are progressing.
- Jesme and Engineer Dalager met with MnDNR officials in Bemidji on August 15th to discuss the Four Legged Lake watershed and what options may be available for future plans to develop a Flood Damage Reduction Project in this area. The meeting went well, with the MnDNR staff expressing strong interest in proceeding with the Project Team approach.
- Manage Coe presented the 2013 Annual Report to his Commissioner's on August 19th. Jesme and Manager Ose will be meeting with the Marshall County Commissioners on September 2nd.
- BWSR held a workshop at the District office on August 25th to give some background on the Water Quality Decision Support System that was developed by the International Water Institute and to demonstrate how the information can be used to develop, prioritize, target and measure (PTM) parts of the Clean Water Fund applications.

Discussion was held on the District's Permit Rules and Regulations and how to incorporate tile drainage and routine maintenance of ditches downstream of tile drainage outlets. Legal Counsel Sparby is currently working on an update the District's Permit Rules and Regulations. It was the consensus of the Board to have Administrator Jesme gather information on controlling maintenance downstream of tile drainage outlets and submit that information to the Tile Drainage Committee. Discussion was held on whether the landowner or renter can sign District

Permit Applications. It was the consensus of the Board to discuss this further at the next Board meeting.

Legal Counsel Sparby updated the Board on a letter of request for additional information from W. Teague Orgeman, Stoel Rives, Attorneys at Law, who represent landowners Vance and Jean Norgaard, who own property in the Pine Lake subwatershed area.

Manager Coe discussed the Beltrami County Commissioner's meeting he attended to present the 2013 Annual Report.

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

A handwritten signature in blue ink that reads "LeRoy Ose". The signature is written in a cursive style and is positioned above a horizontal line.

LeRoy Ose, Secretary