

RED LAKE WATERSHED DISTRICT  
Board of Manager's Minutes  
September 10, 2015

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, Orville Knott, Les Torgerson, Lee Coe, LeRoy Ose, and 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 Dan Svedarsky, Cattail Management and Red Lake SWCD, Brule Sediment Basins. A motion was made by Ose, seconded by Tiedemann, and passed by unanimous vote that the Board approve the agenda with the addition of Dan Svedarsky-Cattail Management and Red Lake SWCD-Brule Sediment Basins. Motion carried.

Motion by Knott, seconded by Tiedemann, to dispense reading of the August 27, 2015 Board meeting minutes and approve as printed. Motion carried.

A motion was made by Coe, seconded by Torgerson, that the following institutions be designated as depositories for the RLWD: Edward Jones, Thief River Falls-Vanessa Martell; Ultima Bank, Fosston; and American State Bank, Erskine. Motion carried.

Staff member Arlene Novak reviewed the Liability Coverage – Waiver Form with the League of Minnesota Cities. Novak stated that the Waiver Form needs to be signed annually to waive the statutory tort limits. Motion by Coe, seconded by Knott, to approve the signature of the Liability Coverage-Waiver Form with the League of Minnesota Cities. Motion carried.

Staff member Arlene Novak stated that in an effort to improve communications between Counties, Cities, and Other Governmental Agencies (CCOGA), the Northwest Service Cooperative (NWSC) is asking for nominations for one elected official and one alternate to serve of the NWSC Health Insurance Joint Powers Advisory Board (JPAB). Novak stated JPAB will meet quarterly and pay \$75 per diem, plus mileage. It was the consensus of the Board to take this request under advisement for future consideration.

The Board reviewed the Financial Report dated September 9, 2015. Motion by Knott, seconded Torgerson, to approve the Financial Report dated September 9, 2015. Motion carried.

Dan Svedarsky, University of Minnesota-Crookston appeared before the Board to give a progress report on cattail management on the Parnell Impoundment and other areas of interest. Svedarsky discussed the desired end products of cattail management and various partners and their roles in the study.

At 9:30 a.m., President Nelson recessed the general meeting and called the 2016 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 Tiedemann, seconded by Ose, and passed by unanimous vote that the Board approve the following 2016 General Fund Budget:

	PROPOSED 2016 BUDGET
Manager's fees and salaries	\$ 20,000.00
Board of managers' expense	19,000.00
Staff salaries	410,000.00
Payroll taxes	35,465.00
Employee benefits	96,350.00
Travel and meetings	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	13,000.00
Dues and subscriptions	5,000.00
Insurance and bonds	28,000.00
Repairs and maintenance-building	12,000.00
Utilities	9,000.00
Advertising and publications	3,000.00
Telephone	14,000.00
Vehicle expense & maintenance	14,000.00
Engineering supplies	3,000.00
Engineering equipment	<u>30,000.00</u>
TOTAL	\$ 770,815.00
LESS ESTIMATED OVERHEAD	<u>(615,000.00)</u>
GENERAL FUND LEVY	\$ 155,815.00

Engineer Jeff Langan, Houston Engineering, Inc. presented his opinion of probable cost in the amount of \$135,700 for outlet repairs on the Odney Flaad Dam, RLWD Project No. 50A, located in Onstad Township, Polk County. Langan stated that engineering costs were a little higher than he originally planned due to the potential of NRCS funding and tasks already completed prior to funding being pulled. Langan stated that he included a 10% contingency in the estimate and would like to solicit quotes for opening at the September 24, 2015 Board meeting. Langan stated that the project will have 20 working days for construction. Motion by Tiedemann, seconded by Coe, to approve moving forward with the solicitation of quotes to be opened at the September

24, 2015 Board Meeting for repair of the Odney Flaot Dam, RLWD Project No. 50A. Motion carried.

Administrator Jesme discussed damage payments to landowners for the establishment of right of way and grass strip for RLWD Ditch 15, Project No. 175. The District owns various tracts of land in the benefitted area of RLWD Ditch 15, which was purchased from our Capital Project Fund, for construction of Brandt Impoundment, Euclid East Impoundment and a channel restoration project located downstream of the Brandt Impoundment referred to the public as, Brandt Channel, RLWD Project No. 60E. Some of the property owned by the District was awarded damages during the hearing process for the establishment of a grass strip on the new legal drainage system. Jesme questioned the Board as to how they wanted to handle the damages awarded in the amount of \$25,021.19? Discussion was held on the various options the District could deposit the funds from the damage payments. Motion by Tiedemann, seconded by Knott, since funds used for the purchase of the property was taken from our Capital Project Fund, the amount of damages awarded for the legal drainage system in the amount of \$25,021.19 should be deposited back into the Capital Project Fund. Motion carried.

The Board reviewed a funding request from the Red Lake SWCD for the Duden Grade Stabilization Project, located in Section 31, Emmardville Township for a total project cost of \$8,538.16. The Red Lake SWCD is requesting cost share in the amount of \$1,134.54 for construction and an additional \$800.00 for Technical and Engineering Assistance for a total of \$1,934.54 from the 2015 Erosion Control Funds, RLWD Project No. 164. Motion by Ose, seconded by Coe, to approve cost share in the amount of \$1,934.54 for the Duden Grade Stabilization Project, from the District's Erosion Control Fund, RLWD Project No. 164. Motion carried.

The Board reviewed a funding request from the Red Lake SWCD for the Brule Grade Stabilization Project and installation of four water and sediment basins, located in Section 3, Terrebonne Township for a total project cost of \$33,440.06. The Red Lake SWCD is requesting cost share in the amount of \$3,000.00 from the 2015 Erosion Control Funds, RLWD Project No. 164. Motion by Coe, seconded by Tiedemann, to approve cost share in the amount of \$3,000.00 for the Brule Grade Stabilization and Water and Sediment Basin Installation Project from the District's Erosion Control Fund, RLWD Project No. 164. Motion carried.

The Board reviewed a funding request from the Red Lake SWCD for the Weiss Water & Sediment Basins Project for the installation of five water and sediment basins, located in Section 8 and 9, Lake Pleasant Township for a total project cost of \$25,137.50. The Red Lake SWCD is requesting cost share in the amount of \$2,500.00 from the 2015 Erosion Control Funds, RLWD Project No. 164. Motion by Torgerson, seconded by Knott, to approve cost share in the amount of \$2,500.00 for the Weiss Water & Sediment Basins Project from the District's Erosion Control Fund, RLWD Project No. 164. Motion carried.

The Board reviewed the NRCS PL566 Cooperative Agreement and Budget Points for the Four Legged Lake Project No. 102A and the Pine Lake Project No. 26. Administrator Jesme stated a Project Budget will be presented at the September 24, 2015 Board meeting. The NRCS PL566

funding would be a 70% cost share, with the District paying the remaining 30%. Jesme stated that neither project is moving forward with the Project Team process until the NRCS PL566 Agreement is finalized.

The Board reviewed the permits for approval. Motion by Knott, seconded by Ose, to approve the following permits with conditions stated on the permit: No. 15106, Robert & Alisha Anderson, Badger Township, Polk County; No. 15113, City of East Grand Forks, Grand Forks Township, Polk County; No. 15114, Doloris Haugen, Mayfield Township, Pennington County; No. 15115, Eric Erdman, Andover Township, Polk County; No. 15116, Bruce Newhouse, Bygland Township, Polk County; No. 15117, Chuck Carlson, Wyandotte Township, Pennington County; No. 15118, Pennington County Highway Department, Smiley Township; No. 15119, Matt Forgit, Onstad Township, Polk County; and No. 15120, Sylvester Farms, Inc., Roome Township, Polk County. Motion carried.

Administrator's Update:

- Jesme and Manager Knott will attend the September 15, 2015 RRWMB meeting held at the District office. Included in the packet was the August 18, 2015 RRWMB meeting minutes.
- A 1W1P Planning TAC meeting was held on September 9<sup>th</sup>, followed by the Policy Committee and CAC meeting. The TAC rates the Issues of Concerns that will be incorporated in the plan.
- The Red River Basin/FDR 18<sup>th</sup> Joint Annual Conference will be held March 23-24, 2016 in Moorhead.

Legal Counsel Sparby discussed the requirements of adoption and effectiveness of the District's 2015 Rules and Regulations. Motion by Ose, seconded by Coe to approve the District's 2015 Rules and Regulations upon meeting of all statutory requirements of adoption and notice. Motion carried.

Legal Counsel Sparby stated that he will submit a letter to legal counsel for landowner Conrad Zak, regarding the removal of an old bridge during construction of RLWD Ditch 15, Project No. 175.

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



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LeRoy Ose, Secretary