

RED LAKE WATERSHED DISTRICT
Board of Manager's Minutes
August 25, 2016

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, Allan Page, Terry Sorenson, Lee Coe, Les Torgerson, and LeRoy Ose. Absent: Gene Tiedemann. Staff Present: Myron Jesme, Tammy Audette and Legal Counsel Delray Sparby.

The Board reviewed the agenda. A motion was made by Torgerson, seconded by Ose, and passed by unanimous vote that the Board approve the agenda. Motion carried.

Motion by Coe, seconded by Sorenson, to dispense reading of the August 11, 2016 Board meeting minutes and approve them as presented. Motion carried.

Motion by Coe, seconded by Torgerson, to dispense reading of the August 24, 2016 Board meeting minutes and approve them as presented. Motion carried.

The Board reviewed the Financial Report dated August 24, 2016. Motion by Page, seconded by Sorenson, to approve the Financial Report dated August 24, 2016 as presented. Motion carried.

The Board reviewed Pay Estimate No. 2-Final to Wright Construction Inc. for repairs to the Odney Flaata Wildlife Dam Outlet Repair, RLWD Project No. 50A in the amount of \$10,571.05. Motion by Sorenson, seconded by Ose, to approve Pay Estimate No. 2 in the amount of \$10,571.05 to Wright Construction Inc. for the Odney Flaata Wildlife Dam Outlet Repair, RLWD Project No. 50A. Motion carried.

The Board reviewed Change Order No. 1 in the amount of \$2,400 and Pay Estimate No. 2 in the amount of \$22,166.60 for the Latendresse Dam Outlet Repair, RLWD Project No. 50B to Brummund Excavating, LLC. Motion by Page, seconded by Torgerson, to approve Change Order No. 1 for \$2,400 and Pay Estimate No. 2 for \$22,166.60 to Brummund Excavating, LLC, for repairs to the Latendresse Dam Outlet Repair, RLWD Project No. 50B. Motion carried.

The Board reviewed Change Order No. 1 in the amount of \$1,800, Change Order No. 2 in the amount of \$3,100 and Pay Estimate No. 2 in the amount of \$44,272.05 for the Miller Dam Outlet Repair, RLWD Project No. 50C to Higher Ground/Paul Zavoral, Inc. Motion by Torgerson, seconded by Coe, to approve Change Order No. 1 for \$1,800, Change Order No. 2 for \$3,100 and Pay Estimate No. 2 for \$44,272.05 to Higher Ground/Paul Zavoral, Inc. for repairs to the Miller Dam Outlet Repair, RLWD Project No. 50C. Motion carried.

The Board reviewed the signed Special Land Permit from the Red Lake Band of Chippewa Indians for the Good Lake Impoundment, RLWD Project No. 67. The permit expired on April 13, 2016; with the newly signed permit effective for a period of two years, commencing on July 12, 2016.

The Board reviewed a Joint Powers Agreement with the Minnesota Department of Natural Resources (MnDNR) for the Little Pine Lake WMA Project. Administrator Jesme stated that the Joint Powers Agreement will allow for the operation of the Little Pine Lake WMA during flood stages that would allow the DNR to install stoplogs to store an additional 270 ac.ft. of water for flood damage reduction. Engineer Nate Dalager, HDR Engineering, Inc. indicated that by installing stoplogs during flood events, it would reduce 1.8” of floodwater on Pine Lake.

The MnDNR will be holding a public hearing to receive comments on a management plan for the Goose Lake Marsh, located in Pennington, Polk and Red Lake Counties. The hearing will be held on August 29, 2016 at 6:30 p.m. at the District office.

The Red Lake River 1W1P draft plan has been submitted for the 60 day public review period. All comments are due by October 28, 2016.

The Board reviewed the bill from MinnDak Asphalt for new lift in the District office parking lot. Administrator Jesme discussed his concern that there are several areas of ponding water after recent rain events. After considerable discussion, motion by Sorenson, seconded by Coe, to authorize payment of the bill after satisfactory repairs have been made and approved by Administrator Jesme and President Nelson. Motion carried.

At 9:30 a.m., President Nelson recessed the general meeting and called the 2017 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 Ose, and passed by unanimous vote that the Board approve the following 2017 General Fund Budget:

	2017 BUDGET
Manager's fees and salaries	\$ 20,000.00
Board of managers' expense	20,000.00
Staff salaries	420,000.00
Payroll taxes	29,400.00
Employee benefits	98,700.00
Travel and meetings	5,000.00
Audit	9,000.00
Legal	15,000.00
Office supplies	15,000.00
Office equipment	18,000.00
Appraisers and Viewers	2,000.00
Professional services	20,000.00
Dues and subscriptions	10,000.00
Insurance and bonds	25,000.00
Repairs and maintenance-building	15,000.00

Utilities	9,000.00
Advertising and publications	3,500.00
Telephone	10,000.00
Vehicle expense & maintenance	14,000.00
Engineering supplies	3,000.00
Engineering equipment	<u>40,000.00</u>
TOTAL	\$ 801,600.00
LESS: ESTIMATED OVERHEAD	<u>(630,000.00)</u>
LESS: MISCELLANEOUS REVENUE	(7,000.00)
2017 GENERAL FUND BUDGET	\$ 164,600.00
2017 GENERAL FUND TAX LEVY	\$ 0.00

The Board reviewed the permits for approval. Motion by Page, seconded by Sorenson, to approve the following permits for approval with conditions stated: No. 16080, Keith Mack, Mayfield Township, Pennington County; No. 16081 and 16082, Michael Schafer, Gervais Township, Red Lake County; No. 16083, Scott Tersteeg, Badger Township, Polk County; and No. 16084, Minnesota Department of Transportation, Sandsville and Northland Township, Polk County. Motion carried.

The Board reviewed the 2016 MAWD Annual Meeting Resolution Process and Time Line.

Administrator Jesme stated that Houston Engineering Inc. is submitting the Grand Marais Creek Channel Restoration Project, RLWD Project No. 60F for the American Council of Engineering Awards.

Administrators update:

- Jesme and Manager Torgerson attended the August 16, 2016 RRWMB in Ada. Action was not taken on consideration for the RRWMB to pay a portion of the 30% RCPP local cost share. RRWMB members felt this item is covered in their governing documents upon request of a watershed district which can show hardship. Included in the packet was the July 19, 2016 RRWMB meeting minutes.
- The Pine Lake Project Work Team met on August 19 at the District office. There was a recap of the informational meeting held on July 12th. Discussion was held on Little Pine Lake WMA as well as an update on the upcoming Joint Powers Agreement that is being drafted by the MnDNR, as well as discussion on the Pine Lake levels and outlet structure. Considerable time was spent on the Purpose and Need statement.
- The Four Legged Lake Project Work Team met on August 19th at the District office. There was a recap of the informational meeting held on July 12th. Discussion was held on lake levels and other structures as well as permitting coordination which included assuring that a clear Purpose and Need Statement required for permitting was developed.
- Included in the packet was an article from the Red Lake Falls Gazette featuring the River Watch Program.

- Jesme and Staff member Arlene Novak are gathering information in an attempt to update our accounting software as well as investigating the need to retain our history from our old OSAS program.

Discussion was held on the drafting of a Press Release for the joint effort between the District and the MnDNR for future operations of the Little Pine Lake WMA.

Discussion was held on the Blackduck Lake Dam, RLWD Project No. 50E. Tony Standera, MnDNR received a letter of support from the adjacent landowner for repairs to the outlet structure. Standera is currently working on the grant application which is due on September 9, 2016.

Discussion was held on the City of Erskine Memorial Park. Engineer Nate Dalager, HDR Engineering, Inc. will present information on the project at the September 8, 2016 meeting.

Manager Torgerson discussed a call he received from a landowner, requesting repairs to a ditch system in Clearwater County. It was determined that the ditch in question was a ditch that was abandoned after construction of the Winsor Hangaard Ditch, RLWD Project No. 113.

Discussion was held on the BWSR Conservation Tour that was held on August 24th.

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



LeRoy Ose, Secretary