

RED LAKE WATERSHED DISTRICT
Board of Manager's Minutes
March 10, 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, Gene Tiedemann, LeRoy Ose, Allan Page and Terry Sorenson. Absent: Les Torgerson and Lee Coe. Staff Present: Myron Jesme, Tammy Audette and Legal Counsel Delray Sparby.

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

Motion by Sorenson, seconded by Page, to dispense reading of the February 25, 2016 Board meeting minutes and approve them as printed. Motion carried.

The Board reviewed the Financial Report and Investment Summary dated March 9, 2016. Motion by Tiedemann, seconded by Ose, to approve the Financial Report and Investment Summary dated March 9, 2016 as presented. Motion carried.

Nate Dalager, HDR Engineering, Inc. presented an update on the Four Legged Lake Project, RLWD Project No. 102A. A Project Team meeting will be scheduled for April 15, 2016 at the District office. The Board reviewed the HDR Engineering, Inc. Task Order No. 1 to provide planning services for the development of the Four Legged Lake Project, RLWD Project No. 102A in the amount of \$378,697.00. Motion by Tiedemann, seconded by Page, to approve the HDR Engineering, Inc., Task Order No. 1 for development of the Four Legged Lake Project No. 102A, in the amount of \$378,697.00. Motion carried.

Staff member Corey Hanson stated that in 2003 the District entered into a Joint Powers Agreement for the Red Lake River Corridor Project to enhance and create access points and trails to the Red Lake River. Funding was not attained, and the committee has not met since 2009. Linda Kingery, University of MN-Crookston, Northwest Regional Sustainable Partnership, notified the committee that Clean Water Legacy Funds are available for parks and trails in the Greater Minnesota area. The State of Minnesota was split into six regions, which excluded the metro area. The Red Lake River is designated as a trail with regional significance, therefore is eligible for funding. Hanson stated that since the Joint Powers Board has not met for a significant for long time, Kingery is requesting the agencies to re-affirm their involvement in the Joint Powers Board and also to appoint a Board Member as a representative. Motion by Ose, seconded by Page, to re-affirm the District's interest in the Joint Powers Agreement for the Red Lake River Corridor Project and appoint Board Member Allan Page as a representative, with Gene Tiedemann as an alternate. Motion carried.

Administrator Jesme stated that he was contacted by landowner Kenneth Johnson in regard to land rental rates on the Grand Marais Creek Channel Restoration Project, RLWD Project No. 60F. Jesme stated that the District had a two year temporary construction easement for 27.4

acres of Mr. Johnson's property at a rate of \$150 per acre for cropping years 2013-2014. Due to a dirt pile not being leveled out after the two years, the District rented an extra five acres for one year at the same rate for crop season 2015. Mr. Johnson indicated that it was recently brought to his attention by his land manager that the rent he is presently receiving is \$250 per acre per year. Mr. Johnson indicated that he feels that based on that information, the District should at least pay him what is his present rental rate for the 2013-2015 crop season. Jesme stated that Mr. Johnson should provide a written request to the office and that he would forward the request to the Board of Managers.

Administrator Jesme stated that he has been working with the county auditor's from Red Lake and Polk County in regard to the assessment and maintenance levies on the Equality/RLWD Ditch 1-Lateral C, RLWD Project No. 115 Project, which was constructed in 1996. Jesme stated that during the investigation, it was determined that the Viewer's for the project did not assess any road benefits and that there were road benefits in the prior Viewers Report. Discussion was held on what would need to be done to include road benefits to the existing viewers report. Legal Counsel Sparby recommended viewing the project hearing tape and entering into discussion with both counties and townships on how they would like to handle the issue. Sparby further stated that to amend a viewer's report, the District should hold a hearing, notifying all parties within the benefitted area, informing them of the recommended changes.

Staff member Loren Sanderson stated that he is working with three landowners to obtain signatures on the SCS Dam Maintenance Agreement/Easement, prior to the District completing construction/maintenance issues this summer. Sanderson stated that one of the landowners wished to have the word "perpetual" removed from the document. Legal Counsel Sparby stated that the District drafted the document to protect the interests of the District, in projects they have invested in. After reviewing the document, it was the consensus of the Board to remove the word perpetual and reword it to say, "this easement shall run with the land during the time that any dam is located upon the easement area real property".

Staff member Loren Sanderson stated that he has been working with the liaison with the Red Lake DNR and Red Lake Band of Chippewa Indians Tribal Council in regard to the Special Land Permit for the Good Lake Impoundment, RLWD Project No. 67, which will expire April 13, 2016. Sanderson stated that he was informed by the liaison that the Special Land Permit would be addressed at the next Red Lake Band of Chippewa Indians Tribal Council meeting.

The Board reviewed the permits for approval. Motion by Tiedemann, seconded by Ose, to approve the following permit with conditions stated on the permit: No. 16005, Minnesota Department of Transportation, Englewood Township, Koochiching County. Motion carried.

Administrator Jesme indicated that the 18th Annual Joint Annual Conference conflicts with the District's March 24, 2016 Board meeting date. Motion by Ose, seconded by Sorenson, to change the March 24, 2016 Board meeting to March 25, 2016. Motion carried.

The Board reviewed the Red River Basin 18th Annual Joint Conference agenda to be held March 23-24, 2016 in Moorhead, MN.

The District's Advisory Board meeting will be held on March 21, 2016 at 9:30 a.m. at the District office. Discussion was held on what Board members plan to attend the Advisory Board meeting. Managers Sorenson and Page indicated they plan on attending. Manager Tiedemann stated that if it works with his schedule, he may attend.

Administrator Jesme discussed a quote received from Marco for Backup Disaster Recovery Options for the District's electronic data. Jesme stated that four years ago, the District decided to go paperless and at that time purchased our present M-Files program. Currently, all District documents are scanned and stored electronically, with only critical paper hard copies being kept within the District's files. Critical electronic files are stored on the District's server and backed up to the Axcent device which is within the District office and on the Cloud, which is an offsite data center. Non-critical electronic files are stored on the server also, but are currently being backed up on-site in the District office using a tape backup device that staff change out three times per week. Jesme stated that the tape backup device is failing. Jesme was also informed that the District is over the allotted amount of storage the District is currently paying for on the offsite Cloud system. Jesme stated that the District could purchase an additional 750 GB of managed back-up at a rate of \$280 per month which would only take care of the overage of memory, or the district could pay \$654 per month which would address the memory overage as well as the failing tape back-up device, or the District could replace the failing device with a Backup Exec Tape Drive at an estimated cost of \$16,000. Motion by Tiedemann, seconded by Page, to approve the purchase of an additional 750 GB of managed back-up at a rate of \$280.00 per month. Motion carried. It was the consensus of the Board that after the current contract with Marco expires for managed backup the District should inquire on other options available. Staff member Tammy Audette gave a presentation to the Board on the M-Files program and how electronic files are managed within the office.

Administrators update:

- Jesme and Manager Ose will be attending the RRWMB meeting on March 15, 2016 in conjunction with the River Watch Forum at the University of Minnesota-Crookston.
- Jesme will participate in a Marco Managed IT semi-annual business review on March 14th. As part of our managed IT contract, Marco tests the entire computer setup and health of the District's operating system as well as a scan of all computers and servers.
- Jesme will participate in the 1W1P Policy Committee Meeting and CAC/TAC meeting on March 16th at 9:30 a.m. at the District office. Members of the CAC and TAC may participate via webinar or attend the meeting. The draft plan will be presented at the meeting.
- The Pine Lake Area Project Work Team will meet on March 11th at 9:30 a.m. at the District office. The meeting will focus on updating the work group as well as defining future goals.
- Jesme will be on vacation March 17th- 21st.

Legal Counsel Sparby stated the he is working on a Quit Claim Deed with Pennington County for the transfer of real property in regard to right of way the District holds an easement for on the Red Lake River, RLWD Project No. No. 2 located in Pennington County.

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Manager Page stated that he was invited to attend the Red Lake County Annual Township meeting.

Motion by Ose, seconded by Sorenson, 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