

RED LAKE WATERSHED DISTRICT
Board of Manager's Minutes
December 14, 2017

Vice President, Gene Tiedemann, called the meeting to order at 9:00 a.m. at the Red Lake Watershed District Office, Thief River Falls, MN.

Present were: Managers Terry Sorenson, Allan Page, Brian Dwight, LeRoy Ose, and Gene Tiedemann. Absent: Dale M. Nelson and Les Torgerson. Staff Present: Myron Jesme and Tammy Audette and Legal Counsel Sparby.

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

The Board reviewed the November 20, 2017 minutes. Motion by Sorenson, seconded by Page, to approve the November 20, 2017 Board meeting minutes as presented. Motion carried.

The Board reviewed the Financial Report dated December 13, 2017. Administrator Jesme noted that Check No. 36510, to R.J. Zavoral & Sons, Inc. is included on the agenda as an action item for repairs to Polk County Ditch 63 Grade Stabilization Project. Motion by Sorenson, seconded by Page, to approve the Financial Report dated December 13, 2017 as presented. Motion carried.

Staff member Arlene Novak reviewed the Investment Summary dated December 13, 2017, stating that the maturing Certificate of Deposit, was renewed with First National Bank-Bemidji at a rate of 1.05%.

Staff member Arlene Novak discussed the District's staff health insurance. In the 1990's, the Northwest Service Cooperative opened their health insurance pool to include other governmental agencies-watershed districts, housing authorities, etc. In 2008, the Board passed a resolution to contribute \$1,000 for a family policy and \$300 for a single policy, which was also the same year we were able to offer two different policies. 2009 was the first year that the premiums exceeded the ceiling contribution by the Board. Staff health insurance premiums raised by 19.9% in 2017, and in 2018, the premiums will increase an additional 19.4%. District staff recently met with our insurance agent to review various options with the intent of finding a plan more affordable to staff. Because we are a small group, staff is limited to two plans. In the end, the savings to take a high deductible plan were not significant, so the current two plans we have were voted on to continue. The out-of-pocket premium dollars for staff for 2018 for each of the two-family plans will be \$978.00 per month and the other is \$1,065.50 per month. For single plans it will be \$297.50 and \$325.00 out of pocket premium.

The Board reviewed correspondence received from the RRWMB for cost share payments due for the USGS stream gage sites. These costs were approved by the Board of Managers previously and is a year to year contract with the USGS.

Jordan Young, Agassiz National Wildlife Refuge (NWR) stated that the District in partnership with Agassiz National Wildlife Refuge received a Conservation Partners Legacy Grant in the amount of \$268,075 for cattail spraying and repairs to six water control structures within Agassiz NWR. The District will receive \$6,000 for administration of the grant. Young stated that cattail

spraying should take place this August. Young discussed the potential of bringing in a harvester to help reduce the amount of cattails within the NWR. Motion by Ose, seconded by Page, to accept the Conservation Partners Legacy Grant in partnership with Agassiz National Wildlife Refuge for cattail spraying and repairs to water control structures. Motion carried.

The Board reviewed Pay Estimate No. 1 in the amount of \$67,349.53 to R.J. Zavoral & Sons, Inc. for a Grade Stabilization Project, RLWD Project No. 164 to the outlet of Polk County Ditch 63, RLWD Project No. 134. Administrator Jesme stated that this project is being funded through the District's Erosion and Control Funding, RLWD Project No. 164. Motion by Sorenson, seconded by Page, to accept Pay Estimate No. 1 in the amount of \$67,349.53 to R.J. Zavoral & Sons, Inc. for a Grade Stabilization Project to the outlet of Polk County Ditch 63, RLWD Project No. 134. Motion carried.

At 9:30 a.m., the final payment hearing for Gerit Hanson Contracting, Inc. concerning the repairs to the Blackduck Lake Outlet, RLWD Project No. 50E was called to order. Vice President Tiedemann stated that the hearing had been properly advertised. Discussion regarding the final payment request was had and the opportunity for public comment was given. There was no one in attendance objecting to the final payment. Brad Johnson, Houston Engineering, Inc. discussed work completed in conjunction with the landowner. The hearing was closed. Motion by Dwight, seconded by Page, to approve the final payment in the amount of \$17,616.25 to Gerit Hanson Contracting, Inc. for the repairs to the Blackduck Lake Outlet, RLWD Project No. 50E. Motion carried. The hearing was videotaped and is on file at the RLWD office. Further discussion was held on the removal of beaver dams on the Blackduck River to allow for fish passage from the Upper Red Lake to the Blackduck Lake Dam. Manager Dwight stated that he has contacted the MnDNR regarding the removal of the beaver dams. Discussion was held on the possible assistance from the Conservation Corps. Administrator Jesme stated that he has spoken to the area representative for the Conservation Corps regarding assistance in maintaining weeds on RIM acreage under the authority of the District. Jesme indicated he would contact the Conservation Corps in regard to applying for a grant if that is the Board's wish. Manager Dwight will further investigate this project further.

Engineer Tony Nordby, Houston Engineering, Inc. discussed the potential of wetland banking within the proposed Black River Impoundment, RLWD Project No. 176. Nordby discussed the areas that were identified as pre-wetlands, prior to being farmed. There is a total of 108 acres of wetlands, with approximately 20 acres that could be restored. Nordby discussed the Wetland Conservation Act (WCA) and U.S. Army Corps of Engineers (Corp) and how they breakdown and view wetlands. WCA estimated 23.5 acres, with the Corps identifying 10.5 acres. A Wetland Scoping Document has been completed, but not submitted. Discussion was held on creating a wetland bank, or potentially renting the area for agricultural practices/farming. Further discussion was held on mitigation sites and current banking credits the District had previously obtained. Manager Dwight stated that he would like the District to pursue the wetland banking options. Motion by Dwight, seconded by Ose, to authorize the submission of the Wetland Scoping Document, to the Technical Advisory Panel for potential wetland banking credits on the proposed Black River Impoundment, RLWD Project No. 176. Administrator Jesme and Nordby will discuss the Wetland Scoping Document with the RRWMB at their December 19, 2017 meeting. Manager Tiedemann stated that he has a BWSR meeting on Wednesday, and will approach the subject of wetland mitigation. Nordby stated that he has been working with the Corps, SWCD and DNR on various items of the project, fielding questions on the lateral effect on wetlands and conference call with DNR Dam Safety regarding breach analysis. Soil borings

have been completed, with staff currently working on a Geo Technical Report. Nordby has also been working on spoil bank design, diversion ditches along with EQIP for the side water inlets. Discussion was held on increasing the embankment by 1.5 feet at an approximate additional cost of \$200,000. Nordby stated that the project would be able to handle a 100-year summer event. With the increased Star Value due to raising the level of the embankment, the RRWMB approved cost a share of 67% of the 50% for the local share to the cost of the project. Nordby discussed the potential of assessing the local drainage ditches for future maintenance, which would need to go through a hearing process.

Engineer Nate Dalager, HDR Engineering, Inc. stated that he is working with Craig Jarnot, Corps, to obtain wetland banking credits on the Louisville/Parnell Project, RLWD Project No. 121.

Administrator Jesme stated that there have been several new homes constructed and additional construction in process located within the Thief River Water Management District (WMD), RLWD Project No. 171A. Discussion was held on land use changes and impervious surfaces. Jesme will submitted letters to the landowners notifying them that they are subject to a WMD fee.

Staff member Loren Sanderson discussed the north diversion access on the Moose River Impoundment, RLWD Project No. 13. Staff from the DNR office in Warroad contacted the District, in regard to maintenance on the 3 mile stretch of the north diversion access. Sanderson stated that it is a grass spoil bank, that is not gated off to the public. The DNR would seek funding to complete maintenance issues on the access and removal of a beaver dam. It was the consensus of the Board, to allow the DNR to move forward to seek funding to complete maintenance on the north diversion access on the Moose River Impoundment, RLWD Project No. 13.

Administrator Jesme stated that a draft funding package was presented by BWSR for the Red Lake River 1WIP, RLWD Project No. 149. Tentatively, the project is earmarked to receive \$677,551, under the Clean Water funding portion, for projects preferably in the high priority areas. A final work plan will be developed that will identify the projects. A decision on the final funding package will be made by the BWSR Board on December 20, 2017. Manager Dwight stated that this is the maximum amount we could receive, but the project does not need to go after the total amount. BWSR will base the next allocation on performance, with one of the factors of funding spent in high priority areas.

The Board reviewed correspondence from BWSR regarding the initial comments on the draft Buffer Ordinance for Beltrami County. Administrator Jesme stated that the District is required to draft a buffer ordinance to be submitted to BWSR.

Staff member Loren Sanderson shared a letter that was sent to landowners who recently applied for tile permits, reminding them to turn off all tile pumps when freezing conditions are present downstream of the tile outlet.

The Board reviewed a letter received from landowner Darrell Dolalie regarding a drainage issue on his property located in Pine Lake Township, Clearwater County. The District submitted a registered letter, with a return receipt required to Mr. Dolalie, informing him that he had 30 days

to remove the blockage or the District would be required to hire a contractor and remove the blockage a bill the landowner. Mr. Dolalie did not receive the letter as he is on vacation/out of the area for the winter. Prior to his leave, Mr. Dolalie submitted a letter to the District regarding a easement with Pine Lake Township, where the township was to construct a ditch through Dolalie property into Pine Lake. Mr. Dolalie states that the township did not complete the ditch, which leaves unwanted water on his property. Due to the illegal installation of ditch plugs/berms, water is backing up onto property in the northwest corner of the section. Local landowners and Pine Lake Township checked into diverting water along the township road, but due to high elevations water is not able to be redirected. The township has an easement with the landowner to maintain the ditch, as opposed to the District having to do an administrative permit violation. Legal Counsel Sparby recommended submitting a letter to Mr. Dolalie, and draft a letter to Pine Lake Township regarding jurisdiction of the ditch and that there is a violation of the District's rules.

The Board reviewed the Permits for approval. Motion by Sorenson, seconded by Ose, to approve the following permits with conditions stated on the permit: No. 17172, Matt Schow, Badger Township, Polk County; No. 17173, Raymond Kvalvog, River Falls Township, Pennington County; No. 17174, William Langlois, Gentilly Township, Polk County; and No. 17175, Minnesota Department of Transportation, Copley Township, Clearwater County. Motion carried.

Administrator Jesme reviewed the information he obtained regarding the sale of the District's 2006 Suburban. Jesme questioned if the District can state a minimum bid accepted when advertising the sale of the vehicle. Legal Counsel Sparby stated that he felt it would be acceptable to state a minimum bid would be accepted. Motion by Page, seconded by Ose, to advertise the sale of the District's 2006 Suburban, declaring it as surplus property, offering if for sale to the public, with a minimum bid of \$6,100.00. Motion carried.

Administrators Update:

- Jesme and Manager Ose will attend the RRWMB in Fertile on December 19, 2017.
- A Thief River 1W1P Policy/Advisory Committee/Planning Work Group meeting was held on December 13th in the District office to discuss items in the plan such as PTMApp data inputs, land and water resources inventory, resource concern and map issues and emerging concerns.
- Marco completed the migration of the District's computers to Microsoft Office 365 and the set-up and installation of the Surface Pro's.
- A JD 72 meeting was held November 21st with the Polk County Engineer and the viewers hired for the redetermination of this system. The meeting was intended to receive an update on the viewing progress, as well as discussion of the possible consolidation of various ditches that overlap drainage area.
- Jesme and Managers Sorenson, Tiedemann, Page, Ose, and Dwight attended the MAWD conference in Alexandria, November 29-December 2nd. Included in the packet was various resolutions which are of interest to the District and voted on by the MAWD Board.

- Jesme participated in a phone conference with Pennington County, City of Thief River Falls, Engineer Dalager, and Attorney Kolb regarding the Thief River Westside FDR Project to allow input on strategies and options for funding as we proceed with the development of the project. A meeting with MnDOT will be held January 11, 2018 at 1:00 p.m. at the District office to get input on the design and construction as well as a timeline.

Manager Tiedemann stated that he has elected to not seek an additional term representing the northwestern area of the state on the BWSR Board. Tiedemann shared the commitment it takes to be on the BWSR Board, stating that this position is a four-year commitment.

Manager Ose discussed the Special Meeting held by the RRWMB on December 11, 2017. Ose stated that Robert Sip was hired as the Executive Director. Administrator Goral did not accept the offer for an additional three months of employment, and will be done with the RRWMB on December 31, 2017.

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



LeRoy Ose, Secretary