

RED LAKE WATERSHED DISTRICT  
Board of Manager's Minutes  
March 24, 2017

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, Gene Tiedemann and LeRoy Ose. Absent: Les Torgerson. Staff Present: Myron Jesme and Tammy Audette

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

Motion by Ose, seconded by Tiedemann, to dispense reading of the February 23, 2017 Board meeting minutes and approve them as presented. Motion carried.

Motion by Sorenson, seconded by Page, to dispense reading of the March 9, 2017 Board meeting minutes and approve them as presented. Motion carried.

Motion by Tiedemann, seconded by Sorenson, to dispense reading of the March 20, 2017 Board meeting minutes and approve them as presented. Motion carried.

Staff member Arlene Novak reviewed the Financial Report's dated March 8, 2017 and March 23, 2017. Motion by Sorenson, seconded by Tiedemann, to approve the Financial Report's dated March 8, 2017 and March 23, 2017 as presented. Motion carried.

Brian Ophsahl and Olivia Morton, Brady Martz and Associates, presented the 2016 Annual Audit Report. After various questions by the Board, a motion was made by Ose, seconded by Tiedemann, and passed by unanimous vote that the Board approve the 2016 Annual Audit Report as presented.

The Board reviewed a letter from landowner David J. Thompson regarding the installation of buffer strips along State Ditch 83, RLWD Project No. 14. Discussion was held on buffer strip legislation and how it affects ditches under the District's jurisdiction. Under Minnesota State Statute 103E, the District has the authority to establish buffer strips on any ditch system under the District's authority. Administrator Jesme stated that MAWD does not support the legislation due to the lack of compensation to landowners for lost land as well as no compensation to Watershed Districts. Jesme reminded the Board of previous discussion that was had indicating the District could proceed with the establishment of buffer strips using Minnesota State Statute 103E, which allows for compensation for the landowners for lands lost. Discussion was held on resolutions adopted by Pennington, Marshall and Kittson Counties, opposing the current legislation. BWSR has requested ditch authorities to respond by March 31, 2017, whether they will assume enforcement of buffer strips.

Engineer Lon Aune, Marshall County Highway Department, and Engineer Jeff Langan, Houston Engineering, Inc., presented Bridge Inspection Reports for the three box culverts/bridges that were installed as part of the Elm Lake Project, RLWD Project No. 52, on Branch 200 of J.D. 11. The District had requested Houston Engineering, Inc. to inspect the culverts and report back to the Board. Authority of the culverts/bridges was turned over to the townships, which allowed

Marshall County to incorporate them into their inventory system. The townships will now be able to request State funding for future repairs. Aune stated that the culverts will be on a two year inspection frequency. As part of the inspection, reports will be submitted to the individual townships and the District. Aune reviewed the efficiency rating of the culverts/bridges. Two culverts were rated at 100%, with the third culvert rated at 98%. All three culverts/bridges are in good shape, one has a wing wall that has some issues, but has no bearing on the overall structure.

Darren Carlson, Marshall County SWCD, stated that in 2016 the SWCD installed 97 side water inlet (SWI) culverts within the District's boundary which were in part, were funded with the assistance from the District's Erosion Control Funds, RLWD Project No. 164. Carlson requested additional funding from the 2017 Erosion Control Funds, RLWD Project No. 164, in the amount of \$12,500 to assist the cost overrun in the design of the structures and for an additional 50 SWI culverts located within the District's boundary. Motion by Ose, seconded by Sorenson, to approve cost share in the amount of \$12,500 to assist in the design of the side water inlet culverts for the Marshall County SWCD from the 2017 Erosion Control Funds, RLWD 164. Motion carried.

Engineer Tony Nordby, Houston Engineering, Inc. appeared before the Board to discuss the Black River Impoundment Project, RLWD Project No. 176. Nordby stated that a landowner meeting will be held at 1:30 p.m. today, at the District office to discuss local drainage and location of inlet ditches. Nordby and Administrator Jesme presented the Step 1 funding submittal to the RRWMB on March 21, 2017. As part of the Step 1 funding submittal, a tour of the area is required by members of the RRWMB. Nordby suggested a drone fly over of the project to the RRWMB. The RRWMB was in favor of allowing a drone fly over versus the typical bus tour. Discussion was held on the potential of acquiring wetland banking credits within the project area. Discussion was held on future maintenance of the inlet ditches and the potential of a new drainage system under the jurisdiction of the District. Administrator Jesme stated that this project will affect Pennington County Ditch 25 and how it currently functions, therefore requiring a hearing under Minnesota Statute 103E. Under typical projects developed under Minnesota Statutes 103D, one hearing is required. However, due to the fact a Pennington County legal drainage system may be involved, a hearing under Minnesota Statutes 103E may also be required.

Nordby discussed preliminary costs of the project and how it relates to the Star Value calculation with the RRMWB. RRWMB TSAC members/engineering firms will review the numbers and make recommendations to the RRWMB.

The Board reviewed the Memorandum of Agreement for the Thief River One Watershed One Plan (1W1P), RLWD Project No. 149. Motion by Ose, seconded by Tiedemann, to authorize President Nelson, to sign the Memorandum of Agreement for the Thief River One Watershed One Plan (1W1P), RLWD Project No. 149. Motion carried.

Administrator Jesme stated that as part of the Thief River 1W1P, a Citizen Advisory Committee (CAC) will be established to represent each Local Unit of Government (LGU). Jesme stated that the District compensated CAC members for mileage and lunch per-diem for members that were

appointed by our District. Jesme requested that to encourage citizen participation, the District pay mileage and lunch per-diem for all CAC members that are appointed by each LGU. Motion by Tiedemann, seconded by Ose, to approve the compensation of mileage and lunch per-diem for all CAC members appointed by the LGU's for the Thief River 1W1P, RLWD Project No. 149. Motion carried.

Staff member Ashley Hitt, appeared before the Board to discuss the PTMApp Scope of Work with Houston Engineering, Inc. for the Thief River 1W1P, RLWD Project No. 149A. Hitt stated that the Pennington SWCD applied and received a grant for the Thief River PTMApp to identify potential conservation practice locations that will prove the best benefit, in terms of water quality, to resources within the Thief River Watershed. Motion by Tiedemann, seconded by Page, to approve the Scope of Work with Houston Engineering, Inc. for development of the PTMApp for the Thief River 1W1P, RLWD Project No. 149A. Motion carried.

Staff member Ashley Hitt stated that at the January 26, 2017 Board meeting, the Board directed the staff to look into costs of adding an additional server, or the purchase of a new server to allow for the storage of the District's GIS data and PTMApp process as it relates to the development of mapping for projects. Hitt reviewed a quote received from Marco for the replacement of the server, battery back-up, rack cabinet, WiFi access point and professional services for installation. Hitt stated that the District staff did not feel the need for installation of the rack cabinet. The addition of the WiFi access point is not required at this time, but would allow for WiFi access if the District decides to pursue the use of iPads for Board Members versus the use of paper packets. Administrator Jesme stated that Staff requested the quote for the WiFi access point to alleviate the costs of having to have Marco come back at a later time to install the WiFi, if the District chooses to go that route. After discussion by the Board, it was the consensus of the Board to discuss further options for the purchase of a server for the District office.

President Nelson and Administrator Jesme met with officials from the City of Thief River Falls, Pennington County and the Minnesota Department of Transportation (MnDOT) to determine possible concepts regarding long term drainage issues on the west side of the City of Thief River Falls. Nelson explained that MnDOT is planning for the installation of a roundabout at the intersection of T.H. 59 and State Hwy 1 in 2020. As part of the project, MnDOT would be willing to cost share for a structure through State Hwy 32 that would outlet into the Red Lake River from the drainage area on the west side of the city. A request was made to HDR Engineering, Inc., for engineering services to develop a Drainage Concept Evaluation at the intersection of T.H. 59 and State Hwy 1. Engineer Nate Dalager, HDR Engineering, Inc., discussed three concepts, with the idea of a potential FDR project. The estimated cost to develop a Drainage Concept Evaluation is \$36,000. Jesme stated that the City of River Falls and Pennington County are willing to share the costs of the concept, which would be \$12,000 per entity. Motion by Sorenson, seconded by Ose, to approve cost share with the City of Thief River Falls, Pennington County and the District at \$12,000 per entity for a total of \$36,000 for a Drainage Concept Evaluation at the intersection of T.H. 59 and State Hwy 1. Motion carried.

Administrator Jesme stated that he and Legal Counsel Sparby have been working with staff from the MnDNR to develop a Joint Powers Agreement for the construction of a new "Water Control Structure" on Little Pine WMA. Jesme indicated that he and Legal Counsel Sparby had recently reviewed a draft agreement and sent back to MnDNR for corrections. Motion by Tiedemann, seconded by Ose, to authorize Administrator Jesme to sign the Joint Powers Agreement with the MnDNR for the Water Control Structure on Little Pine Lake WMA upon review and approval of Legal Counsel Sparby. Motion carried.

Administrator Jesme stated the Red Lake River 1W1P Plan will be reviewed for approval at the BWSR meeting to be held on April 12, 2017, in Detroit Lakes. Jesme requested members from the Red Lake River 1W1P Policy Committee to attend the meeting also.

Administrator Jesme stated that landowners Ronald & Sharleen Pape had contacted him in regard to future maintenance of their property that is enrolled in the RIM Program on the Grand Marais Creek Channel Restoration Project, RLWD Project No. 60F. Pape's are requesting extensions of the deadline to complete their paper work. Jesme further stated that Dillon and Megan Nelson have submitted their payment from BWSR for the establishment of their RIM acres and requested the District to maintain their RIM acreage. It was the consensus of the Board, to allow an extension of time for the landowners to complete their paperwork.

The Board reviewed correspondence from Beltrami County for the potential abandonment of public ditches located on MnDNR lands. Beltrami County will hold a meeting on March 28, 2017 at the Waskish town hall for further discussion.

The Board reviewed correspondence from the City of Kelliher for their Wellhead Protection Program.

Motion by Sorenson, seconded by Page, to approve a one year permit extension for Permit No. 16007, Emarville Township, Red Lake County. Motion carried. The new expiration date will be April 6, 2018.

The Board reviewed Permit No. 16185, Thomas Barth, Kratka Township, Pennington County that was tabled at the December 22, 2016 Board meeting. Staff member Loren Sanderson stated he had performed a survey and worked with the applicant, Pennington County Engineer and downstream landowner to come to a consensus for the proposed work. Sanderson recommended approval of the permit; with conditions stated on the permit. Motion by Sorenson, seconded by Tiedemann, to approve RLWD Permit No. 16185, Thomas Barth, with conditions as stated on the permit. Motion carried.

Staff member Loren Sanderson reviewed Permit No. 17010, William Langlois, Louisville Township, Red Lake County. Sanderson stated that Mr. Langlois applied for a tile permit; requesting that the tile line and a gravity outlet be placed on land owned by the District within the Louisville/Parnell Impoundment, RLWD Project No. 121. Sanderson stated that the surface water of this area currently goes west into the project area, but the applicant would install approximately a ¼ mile of tile until it daylights out. Part of the water would go south into JD 60. If the applicant routes all the water to JD 60, he would need a larger main line. Motion by

Tiedemann, seconded by Sorenson, to approve Permit No. 17010, William Langlois, with the condition that all water outlet to JD 60 and not into the Louisville/Parnell Impoundment Project. Motion carried.

The Board reviewed the permits for approval. Motion by Ose, seconded by Sorenson, to approve the following permits with conditions stated on the permit: No. 17002, Trevor Peterson, Cedar Township, Marshall County; No. 17003, Jay Giroto, Highlanding Township, Pennington County; No. 17007, Gary Salentiny, Belguim Township, Polk County; No. 17009, Danny Payment, Poplar River Township, Red Lake County; and Nathan and Kelsie Dicken, Rocksbury Township, Pennington County. Motion carried.

Administration Report:

- Jesme and Manager Ose attended the March 21, 2017 RRWMB meeting held in Moorhead. Jesme and Managers Ose, Sorenson, Page and Tiedemann, attended the 19<sup>th</sup> Annual Red River Basin FDR Work Group/RRWMB conference in Moorhead, March 21-23, 2017.
- A Thief River 1W1P Training session for all Policy Committee members and alternates will be held Monday, March 27 at the District office from 9:00 to 3:30. A Thief River 1W1P meeting was held on March 3<sup>rd</sup> to discuss consultant information, review the work plan and other information that is required prior to the grant being signed by BWSR. The Planning Committee met on March 17<sup>th</sup> to finalize the work plan, review documentation for request for qualifications for consultant, edit and finalize Bylaws for the Policy Committee. Jesme and staff members Hanson and Hitt participated in a telephone conference with staff from the Pennington SWCD and Houston Engineering to discuss the PTMApp grant. D
- Jesme and District staff participated in a meeting with Brian Fischer, Houston Engineering, Inc., to review the Drainage DB program and permit database program.
- Jesme and District staff participated in the District's Overall Advisory Committee meeting held on March 20<sup>th</sup> at the District office.
- A JD 72 Joint Board meeting will be held on March 28, 2017 at 8:00 am in Crookston.
- Jesme will be participating in the MAWD Legislative Breakfast, March 29-30, 2017.

President Nelson stated that he was informed that Lee Coe will represent Beltrami County until a Beltrami County representative is appointed.

Manager Ose discussed the RRWMB meeting and conference that was held in Moorhead, March 21-23, 2017.

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



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LeRoy Ose, Secretary