

RED LAKE WATERSHED DISTRICT
Board of Manager's Minutes
August 22, 2019

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, Terry Sorenson, Les Torgerson, Allan Page, and Brian Dwight. Staff Present: Myron Jesme and Tammy Audette and Legal Counsel Delray Sparby.

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

The Board reviewed the August 8, 2019 minutes. Manager Sorenson clarified that when he opposed the approval of the 2020 Salaries and Budget as presented, it was not because of the raises approved, but opposition to the fact he felt the Job Descriptions were properly complete. Motion by Tiedemann, seconded by Sorenson, to approve the August 8, 2019 Board meeting minutes as corrected. Motion carried.

The Board reviewed the Financial Report dated August 21, 2019. Motion by Sorenson, seconded by Dwight, to approve the Financial Report dated August 21, 2019, as presented. Motion carried.

The Board reviewed the Investment Summary as of August 21, 2019. Motion by Ose, seconded by Torgerson, to reinvest the maturing Certificate of Deposit with Unity Bank-CDARS account. Motion carried.

Staff member Arlene Novak stated that American Federal Bank requested a Release of Pledged Collateral. Motion by Ose, seconded by Tiedemann, to approve the Release of Pledged Collateral with American Federal Bank. Motion carried.

The 2020 Proposed Special Revenue Project levies were presented by Staff member Arlene Novak and Christina Slowinski and discussed by the Board. Questions regarding different ditch systems were fielded. Motion by Ose, seconded by Torgerson, to approve the following Special Revenue Assessments for 2020: RLWD Ditch No. 1, RLWD Project No. 5, \$3,000; RLWD Ditch No. 3, RLWD Project No. 7, \$5,000; State Ditch No. 83, RLWD Project No. 14, \$50,000; RLWD Ditch No. 7, RLWD Project No. 20, \$6,000; Pine Lake Maintenance, RLWD Project No. 35, \$7,000; RLWD Ditch No. 9, RLWD Project No. 39, \$1,000; J.D. No. 72, RLWD Project No. 41, \$9,000; Burnham Creek, RLWD Project No. 43B; \$15,000; Wild Rice Allocation, RLWD Project No. 45, \$2,000; J.D. 2, Branch A & B, RLWD Project No. 48, \$1,000; J.D. 2B & C, RLWD Project No. 49, \$2,000; Krostue Petition, RLWD Project No. 53, \$3,500; J.D. 5 (Four-Legged Lake), RLWD Project No. 102, \$2,200; Arveson Petition, RLWD Project No. 109, \$2,500; Winsor-Hangaard, RLWD Project No. 113, \$5,000; RLWD Ditch 1, Lateral C, RLWD Project No. 115, \$4,000; Kenneth Johnson Petition, RLWD Project No. 117, \$4,000; Polk

County Ditch Improvement, RLWD Project No. 119, \$8,000; Challenger Ditch, RLWD Project No. 122, \$1,000; Scott Baatz Petition, RLWD Project No. 123, \$2,000; Polk County Ditch 63, RLWD Project No. 134, \$3,000; Polk County Ditch 33, RLWD Project No. 135, \$5,000; RLWD Ditch No. 10, RLWD Project No. 161, \$2,500; RLWD Ditch No. 12, RLWD Project No. 169, \$15,000; RLWD Ditch No. 14, RLWD Project No. 171, \$5,000; TRF FDR Project, RLWD Project No. 171A, \$1,000. Motion carried.

Administrator Myron Jesme stated that he contacted landowner, Dennis Schultz, regarding the rental of his property due to the inability to crop the acreage due to outflow from the Euclid East Impoundment, RLWD Project No. 60C. Mr. Schultz indicated that he would not agree with the offered \$100 per acre and is requesting \$165 per acre from the District. It was the consensus of the Board, to remain with the \$100 per acre previously offered by the Board.

Administrator Jesme stated that he was informed by the local Wetland Conservation Act (WCA) member that approval will be forthcoming for construction of RLWD Ditch 16, RLWD Project No. 177. It was determined that the District will impact .25 acres of wetland, which will be mitigated at a 1:1 ratio. The contractor has located an abandoned farmstead to store their equipment and has started mobilization. Progress is moving forward to have a Minnesota Department of Transportation Inspector sent to Devils Lake, ND, for inspection of the concrete box culvert. CenturyLink did provide information on easements but has not given an estimate for line replacement.

At 9:30 a.m., President Nelson recessed the general meeting and called the 2020 General Fund Budget Hearing to order. President Nelson noted that 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 Torgerson, seconded by Ose, and passed by unanimous vote that the Board approve the following 2020 General Fund Budget:

	2020
	BUDGET
Manager's fees and salaries	\$ 33,400.00
Board of managers' expense	22,000.00
Staff salaries	460,000.00
Payroll taxes	35,190.00
Employee benefits	60,000.00
Travel and meetings	5,000.00
Audit	9,450.00
Legal	16,000.00
Office supplies	20,000.00
Office equipment	50,000.00
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	10,000.00
Advertising and publications	4,000.00
Telephone	11,000.00
Vehicle expense & maintenance	14,000.00
Engineering supplies	3,000.00
Engineering equipment	<u>18,000.00</u>
TOTAL	\$ 843,040.00
LESS: ESTIMATED OVERHEAD	(690,000.00)
LESS: MISCELLANEOUS REVENUE	<u>(7,000.00)</u>
2020 GENERAL FUND BUDGET	\$ 146,040.00

Zach Gutknecht, Beltrami Soil and Water Conservation District (SWCD), presented a proposal for cost share for installation of six side water inlet (SWI) culverts in the Moose River, Northwood Township, Beltrami County. Gutknecht stated that the estimated project cost is \$10,303.20, with a request for \$3,000 cost share funding from the RLWD's 2019 Erosion Control Funds. Gutknecht stated that the landowner will be responsible for 25% of the project costs, with the remaining funds coming from the SWCD. Following discussion, a motion was made by Dwight, seconded by Ose, and passed unanimously, to approve a cost share of \$3,000 from the RLWD Erosion Control Funds, RLWD Project No. 164 for the installation of six SWI culverts for the Beltrami SWCD.

Engineer Nate Dalager, HDR Engineering, Inc., updated the Board on permits for the Thief River Falls Westside FDR Project, RLWD Project No. 178. Dalager estimates early October to begin advertisement for bids for construction.

Discussion was held on the RRWMB Technical Advisory Committee meeting and Star Value process at is relates to funding for the Black River Impoundment, RLWD Project No. 176.

The Board reviewed correspondence from Beltrami County regarding conducting a new aerial imagery project next spring in Beltrami County. Beltrami County completed aerial imagery in 2014, where the District contributed \$20,000. Administrator Jesme indicated that they will not complete imagery of heavily forested area north of Waskish and the Red Lake Indian Reservation, as the Tribe has already flown their area. Beltrami County is requesting a cost share in the amount of \$10,000 from the District. Beltrami County has indicated that they will share the information with the District for use in GIS software, and the information will be publicly available on the Beltrami County online maps. Motion by Dwight, seconded by Page, to approve a cost share in the amount of \$10,000 to Beltrami County for aerial imagery of Beltrami County. Motion carried.

Administrator Jesme stated that Polk County has recently completed aerial imagery. Polk County will have 50 seats available for utilization of the information and will prepare a proposal for the purchase of each seat.

Staff member Loren Sanderson stated that the gates at the entrance of the Schirrick Dam, RLWD Project No. 25 need replacement. Sanderson estimate a cost of \$400 to replace the gates. It was the consensus of the Board to have Sanderson proceed with the replacement of the gates. Northwest Power will test the hydraulic lines and pressure and go through the motors to make sure they are all working properly the week of August 26th.

Motion by Tiedemann, seconded by Sorenson, to deny RLWD Permit No. 19111, Guy Useldinger, Nesbit Township, Polk County. Motion carried. Staff member Loren Sanderson stated that he will work on a different option with the landowner.

The Board reviewed the permits for approval. Motion by Ose, seconded by Dwight, to approve the following permits with conditions stated on the permit: No. 19115, Poplar River Township, Red Lake County; No. 19116, Aaron Baldwin, Holt Township, Marshall County; No. 19117, Marshall County Highway Department, East Valley Township, Marshall County; and No. 19118, Thomas Lewis, Hickory Township, Pennington County. Motion carried.

Legal Counsel Sparby stated that he received an email from the attorney for the landowners on Judicial Ditch 5, RLWD Project 102 (Four-Legged Lake), regarding RLWD staff surveying in the area. Administrator Jesme stated that District staff were taking survey shots to verify culvert flowline elevations under County Road #23.

Manager Torgerson discussed the Pine Lake Project, RLWD Project No. 26 and the possibility of replacing the dam and improving the flowage of water. Manager Sorenson stated that landowner Dave Dalager would be willing to assist in lobbying for the project. Administrator Jesme stated that he would like to see the water quality monitoring completed prior to the project moving forward.

Administrators update:

- Jesme and Manager Ose attended the August 20, 2019, RRWMB meeting held in Roseau. One of the highlights of the meeting was an update by the Red River Retention Authority on their letter of support to discontinue the Pine Lake RCPP.
- The District did not submit a project for the 2019 MAWD Awards Program/Project of the Year.
- Quotes were opened for the Burnham Creek Project that was submitted by the West Polk SWCD to include Highway Heavy prevailing wages. The low quote was approximately 10% higher using the prevailing wages versus not using prevailing wages. The work was awarded to Wright Construction of TRF. The project will be completed this fall.
- Jesme with assistance from HDR and MnDNR staff, are drafting a grant application from the Conservation Legacy Funding to assist in funding the repair to the outlet structure of the BR-6 Wildlife Habitat Pool on the east side of the Burnham Creek Impoundment.
- The Clearwater SWCD will host the 2019 Area VIII Fall Meeting and Tour on September 12th and 13th.

Motion by Ose, seconded by Page, to change the regularly scheduled Board meeting on September 12, 2019 to September 11, 2019 at 9:00 a.m. to allow the Board members to attend the Clearwater SWCD tour. Motion carried.

Manager Tiedemann asked for clarification on the BR-6 Wildlife Habitat Pool. Administrator Jesme stated that the Wildlife Habitat part of the project was handed over to the MnDNR. The current structure has deteriorated and needs to be replaced.

Manager Torgerson indicated that the District should ask County Commissioner Mark Larson to participate on the District's Advisory Board.

Managers Ose and Torgerson discussed a recent tour they went on in the Four-Legged Lake Area.

Manager Tiedemann stated that past Board member Jim Votava passed away. Mr. Votava represented eastern Polk County.

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



Terry Sorenson, Secretary