

RED LAKE WATERSHED DISTRICT  
Board of Manager's Minutes  
December 30, 2019

Vice President Gene Tiedemann called the meeting to order at 9:25 a.m. at the Red Lake Watershed District Office, Thief River Falls, MN.

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

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.

The Board reviewed the December 12, 2019 minutes. Motion by Page, seconded by Sorenson, to approve the December 12, 2019 Board meeting minutes. Motion carried.

The Board reviewed the December 17, 2019 minutes. Motion by Page, seconded by Sorenson, to approve the December 17, 2019 Board meeting minutes. Motion carried.

The Board reviewed the Financial Report dated December 27, 2019. Motion by Torgerson, seconded by Page, to approve the Financial Report dated December 27, 2019, as presented. Motion carried.

The Board reviewed the Investment Summary as of December 27, 2019.

Staff member Arlene Novak reviewed the total taxes collected and submitted to the Red River Watershed Management Board (RRWMB) in 2019.

Staff member Arlene Novak reviewed the General Fund Budget as of December 27, 2019. Novak stated that she estimated year end staff salaries, payroll taxes and employee benefits. Any outstanding bills prior to year-end will be paid and are yet to be reflected in the balances.

Discussion was held on updating the Board Room technology. Administrator Jesme discussed the technology that the Wild Rice Watershed District (WRWD) has installed. Jesme stated that District staff will work with Budget Electronics to obtain a quote.

Staff member Arlene Novak reviewed the proposed Capital Project Fund Transfers as of December 27, 2019. With viable project conversation continuing on the Pine Lake Project, staff thought it may be wise to carry the negative balance into 2020 in regard to the Pine Lake Project. After discussion by the Board, motion by Dwight, seconded by Sorenson, to approve the Capital Project Fund Transfers as of December 27, 2019, and make a special note to carry over the negative balance of Pine Lake Project, RLWD Project No. 26 per staff recommendation, with adjustments to be made following final payroll and payments of the year, and year end interest allocation. Motion carried.

Engineer Nate Dalager, HDR Engineering, Inc., stated that the U.S. Army Corps of Engineers (Corps) has presented their 10-day review comment period for the Thief River Falls Westside FDR Project, RLWD Project No. 178. After the comment period is complete and pending any comments received, the Corps will go through the approval process, called a Letter of Permission. Dalager stated that he is anticipating presentation of the Plans and Specifications at the February 13, 2020 Board meeting, followed by the Advertisement for Bids process. Dalager noted that the timeline works for the Minnesota Department of Transportation. Dalager stated that as part of the Corps' permit, the District will not be allowed to fill in the ditch by the outlet at the intersection of Highway 32 and Pennington County Road 7, therefore the two channels will meet at that intersection.

Engineer Tony Nordby, Houston Engineering, Inc. discussed a conference call he participated in, along with Administrator Jesme and members of the Technical Evaluation Panel (TEP), for the proposed Black River Impoundment, RLWD Project No. 176. Nordby discussed possible mitigation requirements per the Wetland Conservation Act rules as it relates to the coulees and lateral ditches for the proposed project. The TEP requested additional information from Houston Engineering wetland specialists. Nordby stated that Houston Engineering staff hope to have that information submitted late next week. Jesme and Nordby discussed permitting requirements of the Corps, with the NRCS reviewing one ag wetland site.

Discussion was held on the draft Thief River 1W1P, RLWD Project No. 149A, which included the revisions made after the 60-day comment period. Administrator Jesme stated that each individual LGU Board will need to approve the submittal of the draft plan to BWSR. Motion by Dwight, seconded by Torgerson, to approve the submittal of the draft Thief River 1W1P Plan to BWSR. Motion carried.

The District was informed that a Conservation Partners Legacy (CPL) Grant in the amount of \$168,420 was received for the Burnham Creek Wildlife Habitat Structure Repair, RLWD Project No. 43A, which is adjacent to the BR 6 structure. Administrator Jesme stated, that a requirement of the grant is to give an opportunity to the Conservation Corps to see if there is any work, they may be able to complete. Jesme will work with staff from the MnDNR and HDR Engineering, Inc., to review the Work Plan for submittal to CPL

Staff member Nick Olson discussed the potential installation of a berm near the inlet of the Brandt Impoundment, RLWD Project No. 60D. Olson stated that landowner Ron Salentine is concerned with water backing up and diverting south thus flowing around the outside of the dike and breaking out across his field. Olson has completed a survey of the existing berm that is approximately 725 feet long. Olson also recommended building an additional 200 feet of berm to the east at an elevation of 2 feet above natural ground which would tie into the existing ground. It was the recommendation of the Board, to authorize Olson to develop a quote form to submit to contractors for clearing and grubbing 725 feet from toe to toe as well as constructing an additional 200 feet of berm and including the installation of culverts. Olson stated that the July 25, 2019 Board meeting minutes indicate an emergency spillway elevation of 917.5 feet, noting that the elevation should be 917.0. Motion by Page, seconded by Sorenson, to authorize

the correction of the July 25, 2019 Board meeting minutes to reflect the change of elevation from 917.5 to correct elevation of 917.0, 1988 datum. Motion carried.

The Board reviewed Pay Estimate No. 1 in the amount of \$45,600 to Davidson Construction, Inc., for the Agassiz National Wildlife Refuge Wetland Habitat Quality and Management Enhancement Project, RLWD Project No. 180. Administrator Jesme stated that the Contractor purchased the culvert but was unable to install the culvert due to the wet fall. Jesme noted that the District requested proof of payment by the Contractor to the supplier. Motion by Sorenson, seconded by Torgerson, to approve Pay Estimate No. 1 in the amount of \$45,600 to Davidson Construction, Inc., for the Agassiz National Wildlife Refuge Wetland Habitat Quality and Management Enhancement Project, RLWD Project No. 180 upon proper receipt of payment. Motion carried.

The Board reviewed correspondence from Polk County regarding excess revenue from bonds that had matured for Polk County Ditch 63 Improvement, RLWD Project No. 134 in the amount of \$14,851.61 and Polk County Ditch 33 Improvement, RLWD Project No. 135 in the amount of \$2,797.82. Administrator Jesme stated that the Polk County Commissioners motioned to give the funds back to the District and that funds should be put towards the maintenance of each respective system.

The Board reviewed the permits for approval. Motion by Torgerson, seconded by Dwight, to approve the following permits with conditions stated on the permit: No. 19212, Steven Dahlin, Keystone Township, Polk County; No. 19213, Roger Hagen, Sullivan Township, Polk County; and No. 19214, Grove Park/Tilden Township, Grove Park Township, Polk County. Motion carried.

Staff member Tammy Audette reviewed the quotes received from Marco, Loffler and Liberty Business Systems for replacement of the District office copier/printer. Motion by Dwight, seconded by Page, to authorize the purchase of a Canon C5550 from Marco in the amount of \$6,895.00. Motion carried. Motion by Page, seconded by Torgerson, to authorize the purchase of the Cannon copier from Marco out of the 2019 District budget. Motion carried.

Manager Dwight discussed the Pine Lake Project, RLWD Project No. 26 and conversations he has had with several agency personnel. Discussion was held on the replacement of the outlet structure which would allow for better winter drawdown to hold additional spring floodwaters, as well as incorporating fish passage, and would also help with less ice damage to the shore bank due to a lower water level. MnDNR Fisheries has indicated that by lowering the water in the fall thus minimizing the area to aerate is better for fisheries as it takes the water out of the vegetated areas. Administrator Jesme stated that CPL grants could be applied for as there would be Natural Resource Enhancement (NRE) benefits on the project, plus Flood Damage Reduction funding. Manager Torgerson inquired on the possibility of diverting water around the lake in an emergency. Engineer Nate Dalager stated that they have not looked at that possibility.

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Manager Torgerson questioned where the District is at with the Judicial Ditch 5/Four-Legged Lake, RLWD Project No. 102. Legal Counsel Sparby indicated that the District has filed the Order, with the appeal period running until January 10, 2020.

Manager Dwight stated that he was reappointed for a 3-year term to represent Beltrami County. At the request of Beltrami County Commissioner Tim Sumner, Dwight and Zach Gutknech, Beltrami SWCD will meet with the Beltrami County Commissioners on January 7, 2020 regarding the Thief River 1W1P, RLWD Project No. 149A.

No applications have been received to date for the Senior District Engineer position.

Manager Page discussed the amount of funding spent on FDR projects and the returns to the District.

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

A handwritten signature in cursive script that reads "Terry Sorenson". The signature is written in black ink and is positioned above a horizontal line.

Terry Sorenson, Secretary