

RED LAKE WATERSHED DISTRICT
Board of Manager's Minutes
May 25, 2023

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: Managers: Dale M. Nelson, Gene Tiedeman, Terry Sorenson, Tom Anderson, LeRoy Ose, Allan Page, and Brian Dwight. Staff Present: Myron Jesme, 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 as presented. Motion carried.

The Board reviewed the May 11, 2023, minutes. Motion by Sorenson, seconded by Anderson, to approve the May 11, 2023, Board meeting minutes as presented. Motion carried.

The Board reviewed the Financial Report dated May 24, 2023. Motion by Tiedemann, seconded by Page, to approve the Financial Report dated May 24, 2023, as presented. Motion carried.

Administrator Jesme stated that due to the velocity of water that came through the highway culvert upstream of the Demarais/Hanson Project, RLWD Project No. 149, it is recommended that the District place larger boulders below the outlet of the culvert and approximately 150 feet downstream, along with several bends located downstream. Engineer Tony Nordby, Houston Engineering, Inc., stated that he does not recommend casting any material onto the slopes as they are fragile. Motion by Page, seconded by Ose, to authorize District staff the authority to hire a contractor to install larger boulders at the Demarais/Hanson Project, RLWD Project No. 149. Motion carried.

Administrator Jesme stated that in July 2022, Travis Giffen with the City of Thief River Falls, appeared before the Board to discuss local projects on the Red Lake River within the City of Thief River Falls, that the District had partnered on with the City of Thief River Falls. The Board had agreed to support/partner with the City of Thief River Falls for repairs to the project due to the 2022 spring flood event. The Red Lake River Fishing Pier, RLWD Project No. 97A, was completed in 1998, with the District completing the bank stabilization part of the project and the City installing the fishing pier. The City has repaired the fishing pier by jacking concrete under the pier. FEMA funded a portion of the rock and bank stabilization project with the City, but in Jesme's field review with Mr. Giffen, it was determined that additional riprap should be included to stabilize the bank at an approximate cost of \$5,000. Motion by Tiedemann, seconded by Dwight, to approve a cost share up to \$5,000 for additional riprap for the Red Lake River Fishing Pier Project, RLWD Project No. 97A. Motion carried.

Administrator Jesme noted that at the May 11, 2023 meeting, the Board authorized the District staff to look at the structures on the Farnes Pool/Elm Lake, RLWD Project No. 52 and the Lost River Pool, RLWD Project No. 17. Jesme stated that Engineer, Jeff Langan, Houston

Engineering, Inc., will be reviewing both project structures, at a time when a drawdown of the pools can be completed.

Quotes for the Fladeland Ring Dike, RLWD Project No. 129AX and the Beich Ring Dike, RLWD Project No. 129AY, will be opened at 4:00 p.m., on June 6, 2023, at the District office. Administrator Jesme stated that we did receive a signed funding agreement from the MnDNR for both ring dikes.

The Board reviewed a request from the Red Lake SWCD for cost share on the Les Gervais Structure Replacement Project, located in Section 34, Louisville Township, Red Lake County. The total cost of the project is \$109,780.38, with a cost share request of \$5,000.00 from the District. Motion by Page, seconded by Sorenson, to approve the cost share request in the amount of \$5,000.00 for the Les Gervais Structure Replacement Project, from the District's Erosion Control Funds, RLWD Project No. 164. Motion carried.

The Board reviewed a request from the East Polk SWCD for cost share on the Dave Kiecker WASCOD Project, located in Section 23, King Township, Polk County, which will be in part funded by the Clearwater River 1W1P and East Polk SWCD Base Funding. The total project cost of the project is \$55,023.47, with a cost share request of \$20,753.52 from the District. Motion by Sorenson, seconded by Anderson, to approve the match cost share request in the amount of \$20,753.52 for the Dave Kiecker WASCOD Project, from the Clearwater River 1W1P, RLWD Project No. 149C. Motion carried.

The Board reviewed a Services Agreement from Houston Engineering, Inc., for the Red Lake River 1W1P Assessment and Update, RLWD Project No. 149 in the amount of \$40,300. Administrator Jesme indicated that the Red Lake River 1W1P was awarded a grant from BWSR to complete a Mid-point Assessment that will determine if we are spending money in the priority areas. The plan will also be streamlined so that it is easier to read. Jesme reminded the Board that the Red Lake River 1W1P was a pilot project, therefore this will be beneficial as we proceed with future projects. Motion by Dwight, seconded by Ose, to approve moving into a contract agreement with Houston Engineering, Inc., in the amount of \$40,300, for completion of a Midpoint Assessment of the Red Lake River 1W1P, RLWD Project No. 149. Motion carried.

Administrator Jesme reviewed an Addendum to Proposal from HDR Engineering, Inc., for an additional \$8,000 for engineering services for the County Ditch 99 Outlet Stabilization Project, RLWD Project No. 149. Jesme stated that the project length was extended from 800 to 1100 feet, which required additional engineering services, an extra site visit, and two additional alternatives were reviewed. Motion by Sorenson, seconded by Page, to approve the Addendum to Proposal from HDR Engineering, Inc., for an additional \$8,000 of engineering services for the County Ditch 99 Outlet Stabilization Project, RLWD Project No. 149. Motion carried. Jesme stated that this project has three phases: 1) box culvert-Polk County; 2) bank stabilization; 3) outlet stabilization. Jesme reviewed the summary of construction costs and potential funding sources, stating that the District could request the entire portion of the 2023 RRWMB Water Quality Base Funding for this project. Motion by Anderson, seconded by Tiedemann, to request the entire amount of 2023 allocation of Water Quality Base Funding from the RRWMB. Motion carried. Polk County and FEMA funds will cover \$126,000.00 of projects costs. Jesme indicated

that the project was granted an MPCA 319 Grant in the amount of \$164,280.00, which gives the project a shortage of approximately \$275,085.14 to complete construction. Motion by Ose, seconded by Sorenson, to commit up to \$280,000 for construction of the Polk County Ditch 99 Outlet Stabilization Project, RLWD Project No. 149 and that whatever amount is received from the Red River Watershed Management Board be subtracted from the District's share. Motion carried. Jesme indicated that there is a potential of receiving funding from the Red Lake River 1W1P, and if funds are received they will be deducted from the District's contribution.

Staff member Tammy Audette stated that the District will receive \$580,557.16 from FEMA and the State of Minnesota for damages to projects from the 2022 Disaster Declaration. The District has received all the money, less 10% of the State's share in the amount of \$14,538.93. The remaining 10% will be received at close out of the project. Several projects will be repaired this summer.

At 9:30 a.m. President Dale M. Nelson stated that the quote opening for the Thibert Dam Rehabilitation Project , RLWD Project No. 50F, would be conducted. Legal Counsel Sparby noted the time and that no further quotes would be accepted after the 9:30 a.m. quote submittal deadline. Quotes were opened and amounts were publicly announced and are on file at the District office. The following quotes were received: Olson Construction, \$85,403.54; Anderson Excavating, \$116,457.65; and Gladen Construction \$399,718.50. Motion by Ose, seconded by Tiedemann, and passed by unanimous vote to accept the apparent low quote from Olson Construction, in the amount of \$85,403.54 for the Thibert Dam Rehabilitation Project, RLWD Project No. 50G, contingent upon the approval by Legal Counsel Sparby, District Staff, and the NRCS Project Engineer in their review of the quote documents. The Engineers Estimate for construction of the project was \$109,195.00.

The Board reviewed the permits for approval. Motion by Ose, seconded by Page, to approve the following permits with conditions stated on the permit: No. 23001, Ben Gunvalson, Equality Township, Red Lake County; No. 23004, Knute Knutson, Gervais Township, Red Lake County; No. 23007, Mike Gasper, Fanny Township, Polk County; No. 23009, Euclid Township, Euclid Township, Polk County; No. 23010, Mailea Family Trust, Hickory Township, Pennington County; No. 23011, 23012 and 23013, Poplar River Township, Red Lake County; No. 23021, Knute Knutson, Gervais Township, Red Lake County; No. 23025, MnDOT, Grand Forks Township, Polk County; No. 23030, Kolstoe Farms, Garnes Township, Red Lake County; No. 23040, Goodwin Farms, Keystone Township, Pennington County; No. 23043, Todd and Debra Stanley, Lee Township, Beltrami County; No. 23045, Branden and Bobby Narlock, Gervais Township, Red Lake County; No. 23051, Pennington County, Sanders Township, Pennington County; No. 23054, Marshall County Highway Department, Agder Township, Marshall County; No. 23055, Tyler and Trisha Champ, North Township, Pennington County; and No. 23062, North Township, Pennington County. Motion carried.

The Minnesota Association of Counties Auditor Treasurers Financial Officers (MACATEO) along with the Minnesota Association of Drainage Inspectors (MADI) will host a drainage conference August 16-18th in St. Cloud.

Administrator Jesme stated that Melissa Bushy has accepted the position as Office Manager effective June 5, 2023. Jesme indicated that Bushy's salary was set at \$26.45 per hour which is between Steps 6 and 7 of the District salary structure for Office Manager, will be granted 3-weeks' vacation for eight years of previous experience, and will move up to 4 weeks' vacation after two years of service to the District. Motion by Tiedemann, seconded by Page, to approve the hiring of Melissa Bushy as District Office Manager, effective June 5, 2023, including pay and benefits as stated. Motion carried.

Administrator Jesme reviewed a proposal on behalf of the District Staff members for the consideration of Summer hours. Jesme stated that Staff are requesting Summer hours from Memorial Day weekend to Labor Day weekend, which would entail working Monday – Thursday, 7:00 a.m.-4:30 p.m. (9-hour days) and Friday, 8:00 a.m. – 12:00 p.m. (4-hour day), therefore closing the office at noon on Friday's. Consideration would be given for construction activities and water sampling schedule as per approval by the Administrator. The Administrator will report back to the Board at the end of the summer, with the understanding that the benefit could be taken away, if abused or deemed unworkable. Motion by Sorenson, seconded by Tiedemann, to approve the request of District Staff for summer hours between Memorial Day weekend and Labor Day weekend, as listed in the proposal. Motion carried with Manager Ose opposed.

Administrators Update:

- Jesme and Manager Ose participated in the RRWMB meeting on May 16th in Ada.
- Jesme attended the Drainage Workshop (DWG) meeting in Alexandria on May 22nd.
- BWSR is holding a meeting today, to update all members of "Minnesota Watersheds" on legislative items of interest. Jesme will update the Board at the next meeting.
- The Mud River Project team will meet at the District office on June 5th at 10:00 a.m.
- There will be a Thief River 1W1P Planning Work Group meeting at 1:00 p.m., June 5th. This meeting is in preparation for the Advisory/Policy Committee meeting to be held June 12th at the District office.
- Just a reminder that the District office will be closed on May 29th for Memorial Day.

Legal Counsel Sparby informed the Board that Keystone Township, et.al., has filed a petition to the Supreme Court for the Improvement to Polk County Ditch 39, RLWD Project No. 179. The District has 21 days to present a response to the Supreme Court, in which the Supreme Court has approximately 30-60 days to determine if they will grant the review.

Manager Dwight discussed the May 23rd, Upper Red Lake 1W1P Policy Committee meeting, referring to scheduling conflicts for future meetings.

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



LeRoy Ose, Secretary