

RED LAKE WATERSHED DISTRICT

July 25, 2019

Agenda

9:00 a.m.

9:00 a.m.	Call to Order	Action
	Review and approve agenda	Action
	Requests to appear	Information
	July 11, 2019 Minutes	Action
	Financial Report dated July 24, 2019	Action
	Brady Martz Audit Quote	Action
	RRWMB 2020 Levy	Information
9:15 a.m.	Rob Sip, RRWMB	Information
9:45 a.m.	Dennis and Brian Schultz-Euclid East Impoundment	Info./Action
	Ron Salentine-Brandt Impoundment	Info./Action
	2020 General Fund Budget and Salary Recommendations	Info./Action
	2020 General Fund Budget-Set hearing date	Action
	Thief River Falls Westside FDR Project, RLWD Project No. 178 Pat Gerszewski Damages	Information Info./Action
	Pine Lake, RLWD Project No. 26-RCPP Funding	Info./Action
	Ditch 16, RLWD Project No. 177	Information
	Improvement to Polk County Ditch 39, RLWD Project No. 179	Information
	Ditch 10, RLWD Project No. 161-Outlet	Information
	Red Lake River WRAPS-Public Comment	Information
	Impoundment Update	Information
	Ring Dike-Cost Share	Information
	Non-Permitted Work-Red Lake County	Information

Permit No. 19075, Boundary Resolution-Eric Larson	Info./Action
Permits: No. 19059, 19070, 19071, 19078-19090	Action
Board Room Technology	Information
Administrators Update	Information
Legal Counsel Update	Information
Managers' updates	Information
Adjourn	Action

UPCOMING MEETINGS

August 8, 2019	RLWD Board Meeting, 9:00 a.m.
August 20, 2019	RRWMB, Ada, 9:30 a.m.
August 22, 2019	RLWD Board Meeting, 9:00 a.m.
September 2, 2019	Office Closed-Labor Day
September 12, 2019	RLWD Board Meeting, 9:00 a.m.

DRAFT

RED LAKE WATERSHED DISTRICT
Board of Manager's Minutes
July 11, 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, Terry Sorenson, Les Torgerson, Allan Page, LeRoy Ose 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 Tiedemann, seconded by Page, and passed by unanimous vote that the Board approve the agenda. Motion carried.

The Board reviewed the June 24, 2019 minutes. Motion by Torgerson, seconded by Sorenson, to approve the June 24, 2019 Board meeting minutes as presented. Motion carried.

The Board reviewed the July 8, 2019 Special Board meeting minutes. Motion by Tiedemann, seconded by Ose, to approve the July 8, 2019 Special Board meeting minutes as presented. Motion carried.

The Board reviewed the Financial Report dated July 10, 2019. Motion by Sorenson, seconded by Ose, to approve the Financial Report dated July 10, 2019 as presented. Motion carried.

The Board reviewed the Investment Summary as of July 10, 2019. Staff member Arlene Novak stated that the District has six Certificate of Deposits that will mature by the end of July. Motion by Dwight, seconded by Ose, to deposit the maturing Certificate of Deposits into the District's checking account and obtain the necessary securities. Motion carried. Manager Ose requested Novak to check with Bremer Bank regarding interest rates on various accounts.

Discussion was held on the Red River Watershed Management Board (RRWMB) levy allocation or reduction. Administrator Jesme stated that the RRWMB had agreed to allow watershed district's the ability to set their own levy rate if they have existing reserve that is equal to 2 ½ times the amount of their levy. After further review by the RRWMB Attorney, Louis Smith, watershed district's can not decrease the amount of levy collected, but the RRWMB can. Jesme stated that the RRWMB Finance Committee met and are going to recommend the RRWMB approve 75% of the levy.

Administrator Jesme stated that the RRWMB has moved into their new office location and will be hosting the July 16, 2019 Board meeting.

Staff member Arlene Novak reviewed the 2020 General Fund Budget timeline, stating that notices of the approved levies need to be submitted to each county by September 15, 2019. It was the consensus of the Board, that the Budget and Salary Committee will meet prior to the next Board meeting, July 25, 2019, and bring their recommendation to that meeting.

The Board reviewed the 2019 Estimated Market Values for Watershed Districts in Minnesota from the Minnesota Department of Revenue.

Staff member Corey Hanson appeared before the Board to request Microbial Source Tracking Monitoring and Sampling that the District does not typically sample. Hanson stated that this sampling has indicating markers of what type of fecal coliform is found. Hanson would like to complete samples on Chief's Coulee within the City of Thief River Falls and County Ditch 2/Grand Marais Creek area at an approximate cost of \$2,100. Motion by Tiedemann, seconded by Dwight, to approve the Microbial Source Tracking Monitoring at Sampling as requested. Motion carried.

Manager Dwight commended the effort being made by Staff member Corey Hanson for work on the Bartlett Lake Management Plan.

Acting Interim Director, Jim Graham, Agassiz National Wildlife Refuge (NWR), appeared before the Board to request a Interagency Cooperative Agreement between the District and the U.S. Fish and Wildlife Service for a grant Agassiz NWR received to assist in cleaning of approximately 1.25 miles of Judicial Ditch 11, located within Agassiz NWR. Motion by Tiedemann, seconded by Ose, to approve an Interagency Cooperative Agreement with the U.S. Fish and Wildlife Service for cleaning of Judicial Ditch 11. Motion carried.

At 9:30 a.m. President Nelson recessed the regular Board meeting and reconvened the Continuation Hearing for the Thief River Falls Westside Flood Damage Reduction, RLWD Project No. 178 Hearing from June 24, 2019 to order. Nelson stated that the Appraisal Report for each landowner was received and that Nelson had met with all the landowners regarding negotiations for permanent damages. Legal Counsel Sparby discussed the establishment of the Project and Watershed Management District (WMD) fees, stating that the only process left was for any easement and right-of-way required, and the amount of damages to be paid to the landowners. Sparby stated that the Appraisal Reports have been filed with the District and are available for viewing. The hearing today is to explain what those values are and allow the public the opportunity to comment. Landowner Peter Carlson asked if the Board had considered his request of installation of two crossings on his property from County Road No. 16. Nelson indicated that although this is not part of hearing for awarding of damages, there was agreement in discussion with the City that the District will install one crossing across from First Street. Installation of the crossing is not part of the damages of the project. Nelson stated that it was the recommendation of the committee to award damages in the amount of \$3,500 per acre for agricultural land with a multiplier of 20% for a total of \$4,250 per acre and \$9,000 per acre for commercial property.

President Nelson reconvened the regularly scheduled Board meeting.

Motion by Dwight, seconded by Ose, to award damages in the amount of \$4,250 per acre for agricultural land and \$9,000 per acre for commercial property for construction of the Thief River Falls Flood Damage Reduction Project, RLWD Project No. 178. Motion carried.

Motion by Torgerson, seconded by Tiedemann, to pay \$150 per acre/per year, for two years, for temporary right-of-way damages for construction of the Thief River Falls Westside Flood Damage Reduction Project, RLWD Project No. 178. Motion carried.

Engineer Nate Dalager, HDR Engineering, Inc., discussed the timeline for Advertisement of Bids as it relates to ordering of the box culverts on Highway 32 and Highway 1. Dalager indicated that all the project partners wish to see the culverts installed this year, therefore recommending that the culverts be ordered and purchased prior to the Advertisement for Bids. Dalager proposes that, with the permission of the Minnesota Department of Transportation (MnDOT), to authorize a MnDOT inspector to the location of the manufacturer of the culverts for inspection during the making of the box culverts, which is a requirement of MnDOT. Dalager indicated that if the District chooses to purchase the culvert, the contractor would only bid the installation portion of the culverts. Motion by Ose, seconded by Tiedemann, to authorize the District to pursue the purchase of box culverts on Highway 32 and Highway 1, prior to the Advertisement for Bids, for the Thief River Falls Westside Flood Damage Reduction Project, RLWD Project No. 178. Motion carried. Administrator Jesme stressed the importance of securing all permits prior to the Advertisement of Bids. Discussion was held on completing the advertisement process, but not award the project to the Contractor until all permits are received.

Engineer Jerry Pribula, Pribula Engineering, Inc, discussed wetland delineation on the Highway 220 box culvert for Ditch 16, RLWD Project No. 177. Pribula stated that installation of the culvert at the current location would have impacted greater than .5 acres of wetlands, which requires a special permit. Pribula proposed to MnDOT, to move the culvert 400 feet to the south, which would reduce the acres of wetland mitigation to be less than .5 acres but did require additional soil borings to be completed. Pribula submitted the soil borings to MnDOT on July 5th and is waiting to hear back from them. Pribula has spoken to the landowners affected by the proposed change, as an additional .36 acres of permanent and .23 acres of temporary right-of-way will be required. Pribula noted that the culvert will be the same size but will need an extension and different ends, which will result in a reduction of materials. Pribula will draft a change order for the Contractor to include the culvert, alignment and materials. Pribula discussed his concerns with the timing of closing Highway 220, due to beet harvest and issues with CenturyLink. The Board reviewed correspondence from Burski Excavating, Inc., requesting delaying the work start and completion dates. Administrator Jesme discussed the requirement of the contractor to complete a MPCA Stormwater Pollution Plan permit application. Jesme stated that due to moving the location of the culvert the following changes will need to be made to the Viewers Report: Ray Larson, 1.88 acres additional permanent ROW and .88 acres additional temporary ROW, and Doug Peterson a reduction of 1.5 acres of permanent ROW and .065 acres of temporary ROW. Motion by Tiedemann, seconded Torgerson, to approve the recommended changes to the Ditch 16, RLWD Project No. 177 Viewers Report as stated. Motion carried with Manager Dwight abstaining. Motion by Ose, seconded by Tiedemann, to approve the request of Burski Excavating, Inc. to delay the work start date to August 5, 2019 which could continue to September 1st, with the end date reflecting the actual start date. Motion carried.

Administrator Jesme stated that the Viewers and Engineer Nick Pribula are meeting today with the landowners on the Improvement to Polk County Ditch 39, RLWD Project No. 179.

The Board reviewed the permits for approval. Motion by Sorenson, seconded by Page, to approve the following permits with conditions stated on the permit: No. 19064, Mike Drangstveit, Moylan Township, Marshall County; No. 19065 and 19066, Earl Pederson, Emardville Township, Red Lake County; 19067, Todd & John Sorenson, Fisher Township, Polk County; No. 19068, PARJM Farmland GP, Poplar River Township, Red Lake County; No. 19069, FSMN Agri Partners, Cloverleaf Township, Pennington County; No. 19072 and 19073, Ted Luckow, Fanny Township, Polk County; No. 19074, Adirondack Farmland Holdings GR, Moylan Township, Marshall County; No. 19076, Brady Lee, Badger Township, Polk County; and No. 19077, Elliott Solheim, Fairfax Township, Polk County. Motion carried.

The Board reviewed the 2019 MAWD Resolution timeline. Manager Tiedemann requested that the District draft a resolution regarding Prevailing Wages and submit to MAWD.

Staff member Loren Sanderson and Nick Olson stated that the screw gates on the Brandt Channel, RLWD Project No. 60E downstream of the Brandt Impoundment, have not been installed due to recent rains and flow in the channel. Discussion was had concerning loss of crop income on both Euclid East and Brandt Channel due to flooding and leaking of the existing flapgates, while releasing water from the impoundments as well as the possibility of installation of a berm. District staff surveyed the area and estimated a loss of 4.86 acres of corn on Jeannette Kliner's property and .53 acres of wheat on the Lois Glass property and loss of soybean crop on Dennis Schultz land downstream of Euclid East. Motion by Ose, seconded by Dwight, to pay \$5.00 per bushel for wheat, \$8.00 per bushel for soybeans and \$4.00 for corn. Motion carried with Manager Tiedemann abstaining. District staff will survey the Dennis Schulz property and report back to the Board.

Manager Ose discussed a recent aerial view of the Good Lake Impoundment, RLWD Project No. 67.

Legal Counsel Sparby stated that the telephone conference for Judicial Ditch 5, RLWD Project No. 102, will be held on July 18th.

Administrator Jesme stated that the beaver dam upstream of the outlet on Judicial Ditch 5, RLWD Project No. 102 was removed. A beaver trapper was hired and was able to remove a beaver. Jesme stated that the trapper would rather not have to drive to the District office to submit the beaver tail for payment but agreed to submit a photo of the beaver he trapped for payment.

Legal Counsel Sparby discussed Prevailing Wages, stating that there does not appear to be a lot of case law on it. Sparby will do further research and report back to the Board.

Manager Tiedemann questioned if the culvert issue with the Sandhill River Watershed District and MnDOT was resolved? Staff member Loren Sanderson informed the Sandhill River Watershed that the culvert in question was permitted prior to the boundary change.

Red Lake Watershed District

July 11, 2019

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Manager Page questioned if the landowner for the non-permitted work in Red Lake County had responded to the letter that was submitted to him, requiring the work to be completed by July 24th. Administrator Jesme stated that he had not heard from the landowner.

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

Terry Sorenson, Secretary

RED LAKE WATERSHED DISTRICT
Financial Report for July 24, 2019

Ck#	Check Issued to:	Description	Amount
online	EFTPS	Withholding for FICA, Medicare, and Federal taxes	3,812.45
online	MN Department of Revenue	Withholding taxes	691.86
online	Public Employees Retirement Assn.	PERA contributions	2,569.61
online	EFTPS	Withholding for FICA and Medicare	542.91
online	Minnesota Department of Revenue	Withholding taxes	13.95
37604	Eazy Pack N Ship	Shipment of water quality equipment	28.70
37605	Delta Dental	Dental insurance	437.45
37606	Digi-Key Corporation	Batteries for water quality and office	207.98
37607	Forestry Suppliers, Inc.	Conductivity calibration solution	117.26
37608	Garden Valley Technologies	Telephone maintenance	125.25
37609	HDR, Inc.	**Engineering fees-see below	502.40
37610	Lunke's Inc.	State Ditch 83 mowing	2,600.00
37611	Marco	*** See below for explanation	1,180.16
37612	Northwest Beverage, Inc.	Water for office	24.25
37613	Pennington County Treasurer	2-18" flapgates for Proj. 175, Ditch 15	750.94
37614	PKM Electric Cooperative, Inc.	3 phase ditch bore and cable replacement for Proj. 177	6,200.00
37615	RMB Environmental Laboratories	Lab analysis of water quality samples	2,682.00
37616	Gerald Rychlock	Read and observe Moose River pools	225.00
37617	Thief River Falls Times	Pennington County Fair ad	55.00
37618	American Federal Bank	Transfer matured CD funds to American Federal	600,000.00
37619	Ace Hardware	Box of fluorescent light bulbs	99.99
37620	Ameripride Services Inc.	Office rug rental	43.45
37621	Austin Audette	Mow lawn part of June/part of July	560.00
37622	Cenex Credit Card	Gas for vehicles	322.27
37623	Clearwater SWCD	Match fund for Imagery Project-per Board of 11-27-18	7,537.50
37624	Farmers Union Oil Company	Gas for four wheeler and vehicles	810.91
37625	Further	FSA account fees	8.85
37626	Hugo's #7	Board and miscellaneous meeting expense	129.21
37627	MN Association of Drainage Inspector	Registration fee for Christina for Drainage Inspector meeting	25.00
37628	NCPERS	Life insurance premium	128.00
37629	Dale M. Nelson	Mileage	61.48
37630	Northwestern Mutual Financial	Deferred Compensation	784.98
37631	Sun Life Financial	Life insurance premium	144.64
37632	Tinjum Appraisal Company, Inc.	Appraisal of ag and commercial property-TRF Westside FDR	9,500.00
37633	TRF Hardware	U posts, clamps, pipe, etc. for water quality equipment	108.18
37634	United States Treasury	Patient Centered Outcomes Research annual fee (PCORI)	17.15
37635	League of MN Cities	Property, auto, liability and excess liability insurance	19,581.00
online	Further	Medical FSA account	31.93
online	Cardmember Services	*See below for explanation	7,600.97
	Payroll		
	Check #11710-11719		12,309.54
	Total Checks		<u>12,309.54</u>
			\$ 682,572.22

*** Cardmember Services**

Walmart-iPad	459.00
Walmart-case for iPad	9.88
Onset-Batteries for WQ equip.	1,610.00
Forestry Suppliers-4 water loggers	1,782.00
Lodging-Nick-Drone workshop	105.88
Lodging-Christina-Drone workshop	105.88
FAA-Drone board exam& Nick & Christina	300.00
Abraxis-Microcystins test strips (wq)	520.00
MAWD-Registrations(5) Summer Tour	875.00
Lodging-Board-MAWD Summer tour	996.66
Lodging-Myron-MAWD Summer tour	284.76
Eagle Square-gas for Equinox	38.60
AT&T-cell phone expense	<u>513.31</u>
Total	7,600.97

**** HDR, Inc.**

Proj. 26 Pine Lake NRCS extension	243.00
Proj. 102A Four Legged Lake closeout	<u>259.40</u>
Total	502.40

***** Marco**

Microsoft Office 365 monthly	187.50
Copier maint. & additional color copy	<u>992.66</u>
Total	1,180.16

Banking

Northern State Bank

Balance as of July 10, 2019	\$ 459,680.62
Total Checks Written	(682,572.22)
Receipt #414579 Transfer in from American Federal (not added in formula in last financial)	100,000.00
Receipt #414581 State of Minnesota-Retained portion of Grand Marais Creek WQ grant	420.63
Receipt #414582 Unity Bank North-Matured CD with interest	<u>600,610.42</u>
Balance as of July 24, 2019	<u><u>\$ 478,139.45</u></u>

Border State Bank

Balance as of May 31, 2019	\$ 18,241.24
Receipt #414571 Border State Bank-Monthly interest	<u>8.97</u>
Balance as of June 30, 2019	<u><u>\$ 18,250.21</u></u>

American Federal Bank-Fosston

Balance as of July 10, 2019	\$ 5,170,710.45
Receipt #414580 Koochiching County-1st half of 2018 and 2019 levy	24,524.37
Check #37618	<u>600,000.00</u>
Balance as of July 24, 2019	<u><u>\$ 5,795,234.82</u></u>

Red Lake Watershed District
Attn: Myron Jesme
1000 Pennington Avenue South
Thief River Falls, MN 56701

Dear Mr. Jesme:

We are pleased to present the Red Lake Watershed District with this proposal for professional audit services for the Red Lake Watershed District. This proposal is a reflection of Brady, Martz's philosophy that what matters most is client satisfaction.

RESOURCES YOU CAN DEPEND ON

Our objective is to provide quality and timely services that exceed your expectations. We pride ourselves on uncompromising client service. Proactive and timely client service is priority number one among shareholders and professionals at Brady Martz. We are structured to ensure clients receive an unusually high amount of shareholder and manager attention and involvement. Many times throughout the year questions arise concerning new regulations, accounting procedures, tax matters, benefit plans, staffing, budgeting and other matters. We believe you will find it reassuring to be able to call experienced professionals and seek their advice whenever needed. We believe you will find our responsive service is different than with other CPA firms.

INVESTMENT IN SERVICES

We recognize that engaging an accounting firm is an important investment for your organization. You can expect your investment in Brady, Martz to add value to your entity. Our fees are based on the anticipated time required to complete the engagements and are estimated to be as follows:

	December 31,		
	2019	2020	2021
Audit of District	\$9,450	\$9,450	\$9,450

The quote above includes the preparation of financial statements and anticipated travel costs. If due to a change in federal funding, the District expends in excess of \$750,000 in federal awards, an additional fee of \$2,800 will be charged for each major program required to be tested.

Consultations and services outside of the scope defined above will be billed at our hourly rates for professionals, which range from \$80 - \$300 per hour depending on the individual providing the service.

CLOSING COMMENTS

We want to use all of our resources to help you succeed. We believe our commitment to quality and timely service; our locally available range of services and our depth of experience will serve your District well. Most importantly, we will be your resource throughout the year.

BradyMartz

As mentioned above, Brady, Martz prides itself on providing individualized attention to the needs of the clients we serve. Our goal is to build long-term client relationships in order to establish a complete understanding of the needs of our clients, the risks that they face, and the ever-changing environment in which they work day in and day out.

If selected to perform the services, Brady, Martz & Associates, P.C. will execute an engagement letter incorporating our proposal.

The person authorized to make representations for Brady, Martz & Associates, P.C. concerning this proposal is Brian Opsahl, CPA, Shareholder.

Please call me at 701-795-7458 if you have any questions concerning our proposal. Thank you for this opportunity to provide our professional services.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian Opsahl". The signature is written in a cursive, flowing style.

Brian Opsahl, CPA, Shareholder
BRADY, MARTZ & ASSOCIATES, P.C.



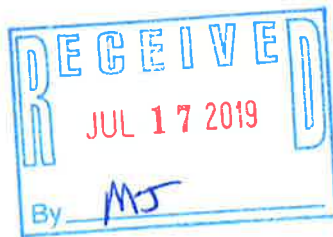
Date: July 17, 2019

To: Member Watershed Districts of the Red River Watershed Management Board

From: LeRoy Ose, RRWMB Secretary
Robert L. Sip, RRWMB Executive Director *RLS*

Subject: 2020 Levy Notice

On July 16, 2019, the RRWMB Managers approved Resolution 2019-12 (attached), requesting that its member watershed districts set the 2020 RRWMB levy at 75 percent. Also attached is additional information related to the 2020 Operating and Program Budget. Should you have any questions about the 2020 levy or budget, please contact the RRWMB office.





RRWMB RESOLUTION 2019-12

Resolution to Recommend the 2020 Red River Watershed Management Board Levy to Member Watershed Districts

WHEREAS, the Red River Watershed Management Board (RRWMB) of Managers have approved the 2020 Operating and Project Budget on July 16, 2019, effective on January 1, 2020;

WHEREAS, the RRWMB has given careful consideration to current funding commitments and financial needs of its member watershed districts as they plan water storage projects related to the mission and goals of the RRWMB;

WHEREAS, that overall water storage project costs are affected by land acquisition and easement prices, permitting costs, environmental review timelines, archeological or cultural investigations, construction costs, and other factors that are out of control of the RRWMB and its member watershed districts;

WHEREAS, State of Minnesota and federal funding has become unstable and has decreased in recent years;

THEREFORE BE IT RESOLVED that the RRWMB Board of Managers hereby requests that member watershed districts operating pursuant to the joint powers agreement levy an ad valorem tax in the amount of 0.0003627 times the taxable market value on all taxable property within their respective districts in accordance with provisions of Minnesota 1976 Sessions Law, Chapter 162, Section 1; as amended by laws of 1982, Chapter 474, Section 1; laws of 1983, Chapter 338; and laws of 1989 First Special Session, Chapter 1, Article 5, Section 45;

BE IT FURTHER RESOLVED that in accordance with said law each member watershed district retain one-half of the proceeds of said levy crediting those funds to the individual district's construction fund to be used for the development, construction, and maintenance of projects and programs of benefit to the district; and the proceeds from the remaining one-half of this levy be transmitted to the Red River Watershed Management Board, Robert L. Sip, Executive Director, 11 5th Avenue East, Suite B, Ada, MN 56510, to be credited to the general fund of the Red River Watershed Management Board and to be used for the development, construction, and maintenance of projects and programs of benefit to the Red River basin.

11 5th Avenue East, Suite B • Ada, MN 56510

www.rrwmb.org • PH: (218) 474-1084 • FAX: (218) 784-9502 • rob.sip@rrwmb.org



The question was on the adoption of the resolution and there were 7 yeas and 0 nays as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
BRAATEN	X			
FINNEY	X			
HOLMVIK	X			
MISCHEL	X			
MONEY <i>Anderson</i>	X			
OSE	X			
VAVRA	X			

Upon vote, the Chair declared the Resolution Carried.

Dated: 7.16.19

* * * * *

I, LEROY OSE, Secretary of the Red River Watershed Management Board, do hereby certify that I have compared the above resolution with the original thereof as the same appears of record and on file with the District and find the same to be a true and correct transcription thereof.

IN TESTIMONY WHEREOF, I set my hand this 16th day of July, 2019.

LeRoy Ose
LeRoy Ose, Secretary



Red River Watershed Management Board

Approved 2020 Operating and Project Budget

The Red River Watershed Management Board (RRWMB) Managers approved the 2020 Operating and Project Budget on July 16, 2019 at the regular board meeting. The 2020 Budget is illustrated in the table below and attached is a pie chart highlighting the Budget. The RRWMB is committed to fiscal responsiveness, efficiency, and transparency related to how funds are managed, allocated, and spent. The RRWMB continually also reviews and refines its internal controls.

BUDGET CATEGORY	Approved 2020 Budget	Percent of Budget
Payroll Taxes	\$18,000	Less Than 1 %
Administrative – Executive Payroll	\$221,980	3 %
Employee Expenses	\$19,800	Less Than 1 %
Manager Expenses	\$91,750	1 %
Office Operations	\$80,800	1 %
Coordinating Services	\$43,000	1 %
Mediation Expenses	\$279,000	4 %
Professional Services	\$194,550	3 %
Program Funding	\$605,000	8 %
Project Funding	\$6,187,590	79 %
Public Relations	\$13,500	Less Than 1 %
Technical Expense	\$38,000	Less Than 1 %
Total 2019 Operating Budget	\$7,792,970	100 Percent

2020 RRWMB Budget Notes:

1. Coordinating Services is the annual allocation to the Red River Retention Authority (RRRA) and the RRWMB is part of the RRRA via a joint power's agreement along with the Red River Joint Water Resource District in North Dakota.
2. Mediation Expenses are the funds allocated by the Minnesota Legislature to the Flood Damage Reduction Work Group (FDRWG) for Project Team Support and Project Acceleration Grants. The RRWMB is the fiscal agent for the FDRWG and the FDRWG oversees the 1998 Flood Mediation Agreement.
3. Professional Services includes legal counsel, legislative services, and the RRWMB allocation for the shared Red River Coordinator position with the Minnesota Department of Natural Resources.
4. Program Funding is for the River Watch Program, USGS stream gaging efforts, and other programs and initiatives.
5. Project Funding includes funds for flood damage reduction, water quality, and ring dikes projects. Note – previous budgets did not include Project funding.
6. Technical Expense is related to the activities of the RRWMB Technical Advisory Committee.

RRWMB Mission:

To institute, coordinate, and finance projects and programs to alleviate flooding and assure the beneficial use of water in the watershed of the Red River of the North and its tributaries.

Contact Information:

11 5th Avenue East
Suite B
Ada, MN 56510
Phone: 218-784-9500
Fax: 218-784-9502

Robert L. Sip
Executive Director
Rob.sip@rrwmb.org
218-474-1084 (Cell)

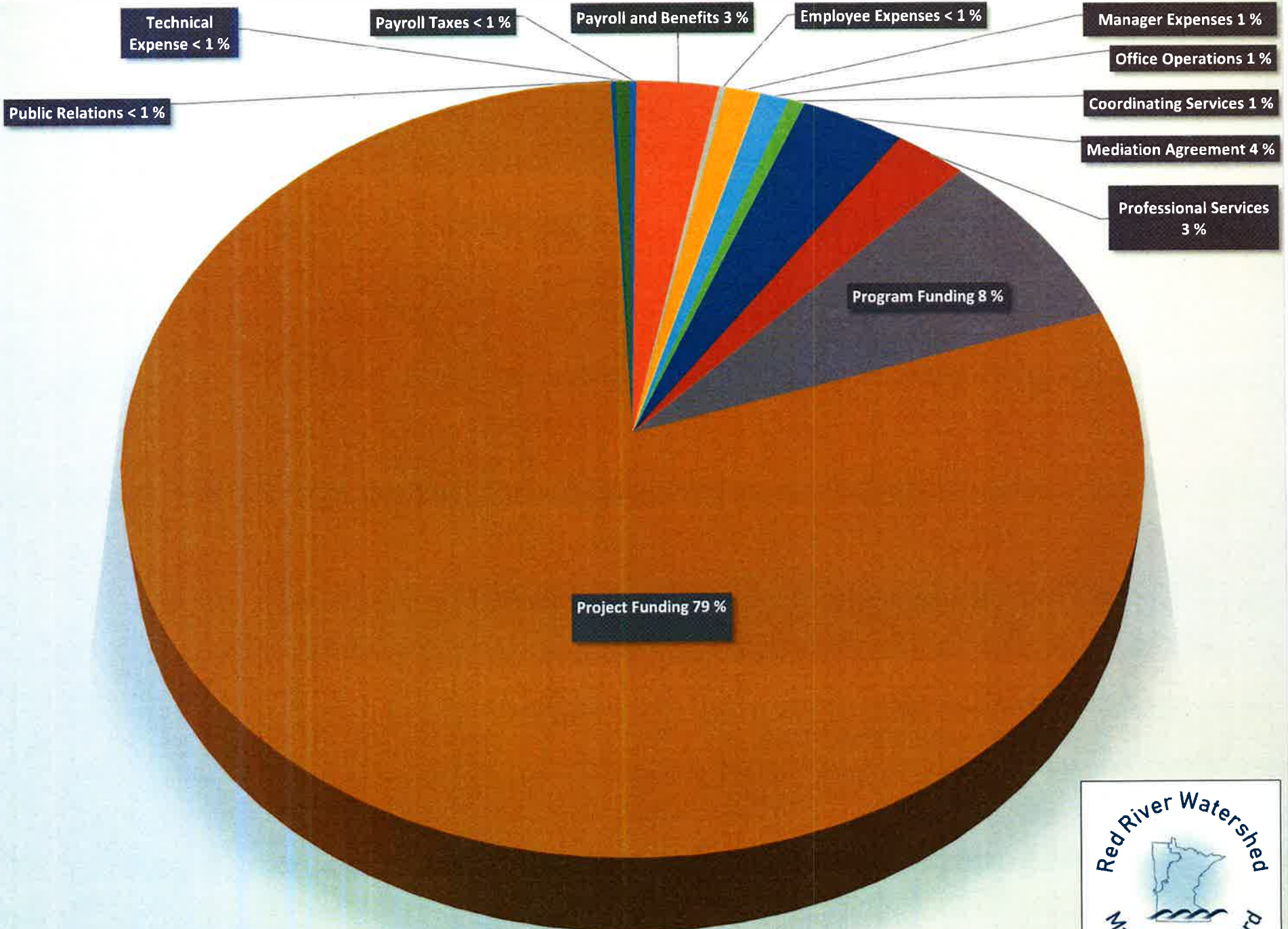
Nikki Swenson
Executive Assistant
Nikki.swenson@rrwmb.org
218-784-9500 (Office)

Website:

www.rrwmb.org

Find us on Facebook:

<https://www.facebook.com/RedRiverWatershedManagementBoard>



2020 RRWMB Approved Operating and Project Budget





13.1 TOTAL ACRES

Dennis Schulz

RED LAKE
WATERSHED DISTRICT

Parcel Name and Address
POLK COUNTY
EUGLIO TOWNSHIP
SECTION 24

Parcel	Sheet
EUGLIO CROP DMG.	1 / 1
Date	7/24/2018
Created by	N.J.O.

Hand Delivered
RECEIVED

JUL 22 2019

Ken Olson

County Ditch # 1 #70 RLWD Project 178

9-19-19

Pennington County Auditor Treasure,

As I have been unable to attend public hearing's on this project.

I appreciate the opportunity for comment.

Our property section 8 twp-153 160ac parcel

(Kezar Parcel)lay west of proposed ditch construction.

Our 160 ac drains west along Co road 150th Street NE and south along Co Rd 120th Ave NE

Therefore this proposed project has no benefit to how our property drains.

My family and I do not feel that the proposed taxes on the Kezar Parcel to help pay for this project are just.

We realize that it will take a lot to fund this project, and will benefit property owners to the north. We ask that the proposed taxes to fund this project be appropriate.

Sincerely,

JD Kezar

315 Duluth Ave N

Thief River Falls, Mn 56701

218-681-2148

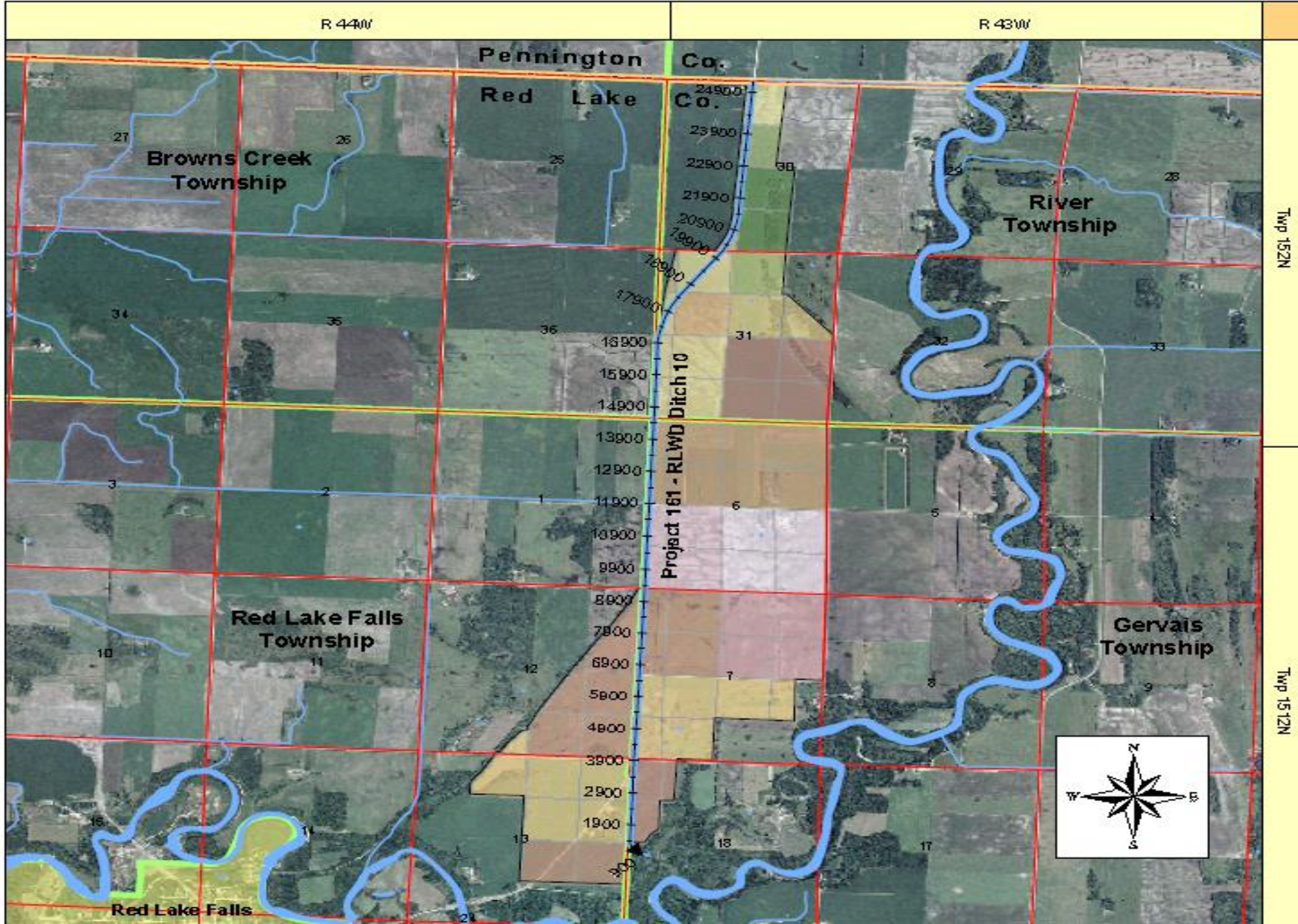
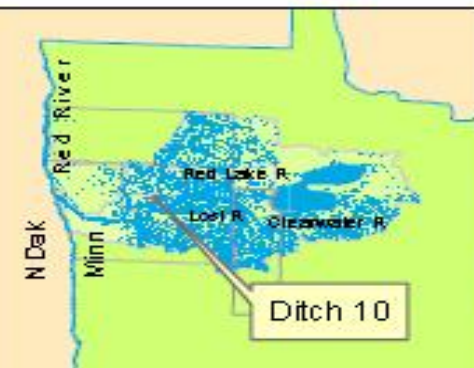
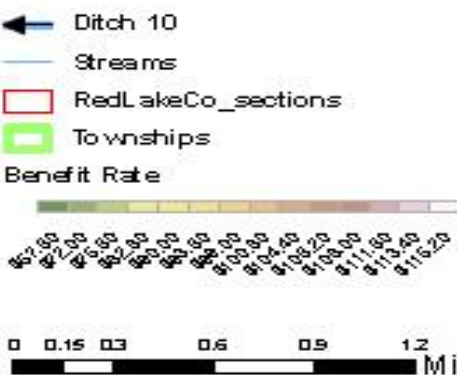
2189-688-1141 cell



RLWD Ditch 10 Outlet



Red Lake Watershed District
Project 161
Ditch 10
 Red Lake County
 Red Lake River Subwatershed
 Scale: 1:45,000



Project Details

- Constructed in 2005 By Olson Construction TRF Inc.
- 4.59 Miles in length
- 2.26 Square Mile Drainage Area
- Rock chute is 240' in length
- 50' elevation difference between top of chute to plunge pool

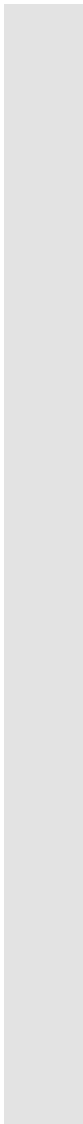
2016 Bank Failure



2016 Patch Work

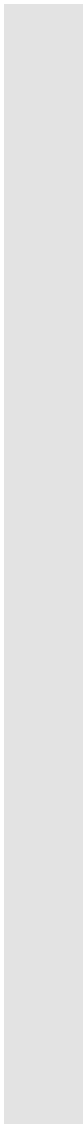


Spring Melt









2019 Spring Flood Damages



Looking up
stream on
concrete slope,
crack.



Looking down
stream on
concrete slope,
crack.



Largest
spot along
the crack

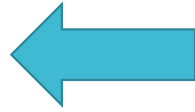
~6 inches wide
at largest gap.

Mostly 2.5
inches wide
along bottom
half of chute.



Lip at the top
of the patched
area seems to
be seeping
water in.





Crack along
the southwest
side of chute
(looking down
chute).



A depth of 2.1
feet.

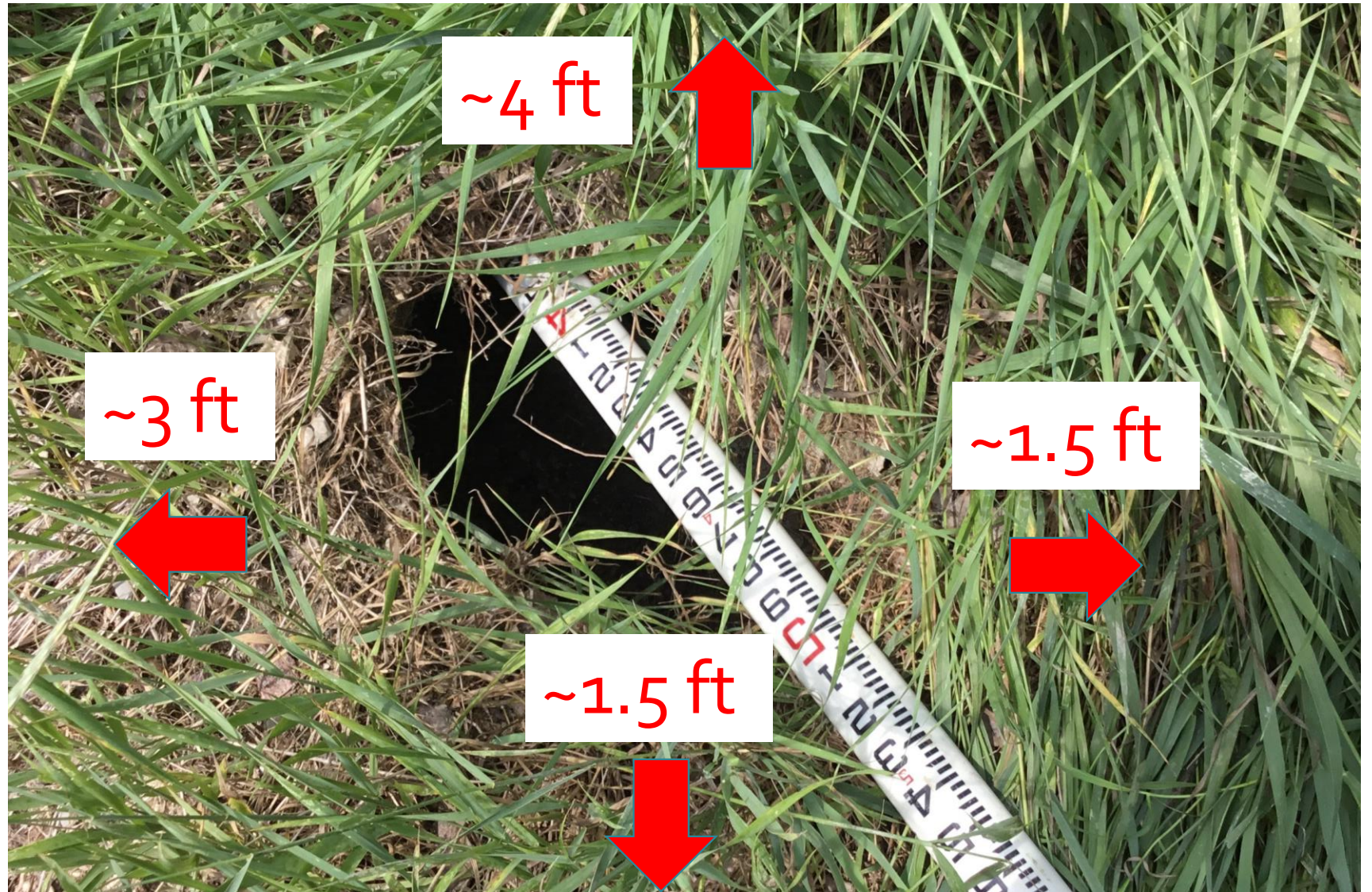


A crack
near the top
of the
chute, ~2
feet deep.



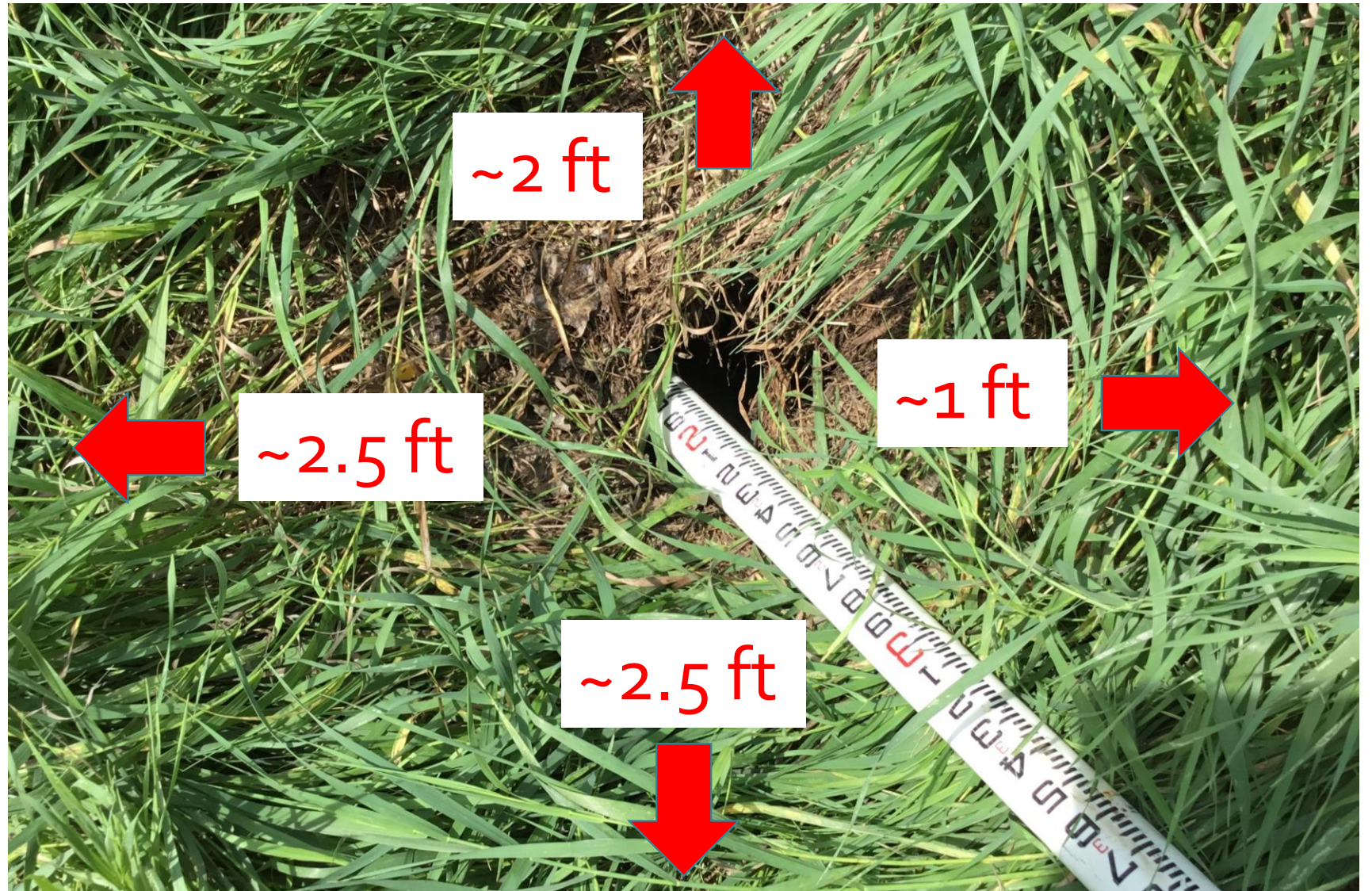
Two holes a couple feet apart. This is the most downstream.

This is the initial hole that formed in the Spring of 2018.



2nd hole a couple feet upstream of the most downstream hole.

This second hole formed in Spring of 2019.



2018 water seeping out along edge of chute at area where holes have now formed.



Newest hole near the top end of the chute.

About 1 foot deep.



2019 Spring thaw



Timeline of last repair in 2016

- July 28th 2016: Nick Olson gives presentation of the chute failure, Board orders Brad Johnson of Houston Engineering to look at options.
- August 11, 2016 Brad Johnson recommended three options for repair:
 - Option 1- attempt to salvage as much of the existing structure by filling existing voids and installation of curtain wall to curtail seepage at an approximate cost of \$110,000- \$140,000.
 - Option 2- replace existing structure with concrete pipe chute, break down the concrete riprap to fill voids under the chute and install a curtain grout to minimize seepage through the bedding material, with outlet structure modified to accommodate the pipe outlet at an approx. cost of \$80,000- \$110,000.

Timeline of last repair in 2016

- Option 3- add a concrete pipe to the existing structure, existing inlet would be modified and raised and used as an emergency outflow with the outlet structure remaining the same and the grouted riprap in the chute would be broken up to fill the voids under the chute with new riprap added at an approx. cost of \$150,000- \$200,00.
- Johnson recommended Option 3, Board motion and directed Houston to proceed with Option 3.
- September 22, 2016 Brad Johnson discussed concerns with repairs and the given timeline. He recommended repairing the rock chute fall 2016 to handle 2017 spring runoff and then do the complete repairs next spring. Consensus of the Board to move forward with temporary repairs.
- November 10, 2016 Brad Johnson stated that Davidson Construction, Inc. completed repairs. They installed a head wall and repaired damage done to the slope in the amount of \$17,500. Johnson recommended holding off on completing any additional work to the outlet to determine how the repairs stand-up.

Notice of availability and request for comments on draft Red Lake River Watershed Restoration and Protection Strategies (WRAPS) Total Maximum Daily Load (TMDL)

General information

Public comment period begins: July 15, 2019

Public comment period ends: 4:30 p.m. on August 14, 2019

MPCA contact person:

Denise Oakes
Watershed Division
Minnesota Pollution Control Agency
714 Lake Ave, Suite 220
Detroit Lakes, MN 56501
Phone: 218-846-8119
Email: denise.oakes@state.mn.us
File manager phone: 651-757-2728 or 844-828-0942

Draft Total Maximum Daily Load (TMDL) and Watershed Restoration and Protection Strategy (WRAPS) reports for the Red Lake River are available for review on the Minnesota Pollution Control Agency (MPCA) draft/public noticed TMDL and WRAPS webpage at <https://www.pca.state.mn.us/water/total-maximum-daily-load-tmdl-projects> or at the MPCA office address listed under the MPCA contact person above. Following the comment period, the MPCA will revise the report(s) and submit the final TMDL to the U.S. Environmental Protection Agency (EPA) for approval. Comments, petitions, and other requests must be received at the MPCA in writing on or before the public comment period end date and time identified above.

Watershed: 09020303 Red Lake River Major Watershed

Description of the Red Lake River WRAPS

Required by the federal Clean Water Act, a TMDL is a scientific study, conducted on waters assessed to be impaired, that calculates the maximum amount of a pollutant that a waterbody can receive and still meet water quality standards for that pollutant. The TMDL study is a process that identifies the sources of the pollutant causing an impairment and quantifies necessary reductions among the sources.

The WRAPS report is required by the state Clean Water Legacy Act and uses TMDL and other information to develop strategies for addressing point and nonpoint pollution sources. The objective of the WRAPS process is to develop strategies that not only restore impaired waters, but also protect the unimpaired waters from degradation. This report is a collaborative effort between the MPCA, other state agencies, local government partners, and other stakeholders. The Red Lake Watershed District was the primary author of this document, and it was completed in tandem with the One Water One Plan local water planning efforts.

The Red Lake River Watershed is a 909,024-acre HUC8 watershed in northwestern Minnesota. The watershed covers significant portions of Pennington, Red Lake, and Polk counties and flows through (or near) the cities of Thief River Falls, St. Hilaire, Red Lake Falls, Crookston, Fisher, and East Grand Forks. The watershed falls within the jurisdiction of multiple local government units (LGUs), including the Red Lake Watershed District (RLWD), Pennington Soil and Water Conservation District (SWCD), Red Lake County SWCD, and the West Polk SWCD. The characteristics of the watershed change from its eastern origins to its western extent. The Red Lake River begins in the peatlands of the northern Minnesota wetlands ecoregion and flows through the Lake Agassiz plains, beach ridges and sand deltas, and Glacial Lake Agassiz plain portions of the Lake Agassiz Plain ecoregion. Prior to settlement, the majority of the land was covered by either prairie or wetland. Today, the majority of land is being used for the production of cultivated crops.

The Red Lake River Watershed TMDL addressed 31 impairments of aquatic life and/or recreation that have been found within 19 reaches of the Red Lake River and its tributaries. Turbidity and/or total suspended solids (TSS) impairments were found in six reaches of the Red Lake River between the Pennington County Ditch 96 confluence and the Red River of the North. Impairments due to chronically high concentrations of *E. coli* bacteria have been found along six reaches of Red Lake River tributaries. Impairments due to low dissolved oxygen (DO) levels have been identified in four reaches along tributaries of the Red Lake River. Low index of biotic integrity (IBI) scores have resulted in macroinvertebrate IBI (M-IBI) impairments for seven reaches and fish IBI (F-IBI) impairments for 10 reaches along tributaries of the Red Lake River.

Some of the strategies identified in the WRAPS for improving water quality include reducing overland and stream bank erosion,

improve agricultural drainage management to reduce erosion and sedimentation, stabilize ditch outlets, septic system compliance, grazing management and limiting cattle access to streams, improve stream connectivity for fish passage, improve in-stream habitat, mitigate agricultural drainage, improve and protect riparian corridor vegetative buffers, and protect wetlands.

Procedure for public participation

As stated in Minn. R. chs. 7000 and 7001, there are three formal procedures for public participation in the MPCA's consideration of this matter. Interested persons may:

- (1) Submit written comments on the draft reports.
- (2) Petition the MPCA to hold a public informational meeting.
- (3) Petition the MPCA to hold a contested case hearing.

Submitting written comments

To submit comments or petitions to the MPCA through the mail or email must state:

- (1) Your interest in the draft TMDL or WRAPS reports.
- (2) The action you wish the MPCA to take, including specific references to the section of the draft report(s) you believe should be changed. It is important to clearly specify which of the two reports the comments pertain to since the reports will proceed along separate tracks for final approval.
- (3) The reason(s) supporting your position, stated with sufficient specificity as to allow the MPCA to investigate the merits of the position.

Public informational meeting

A public informational meeting is an informal meeting during which interested persons can ask questions concerning the proposed project. The MPCA staff will be present to provide information. If an interested person would like the MPCA to hold a public informational meeting, the person should include all information identified above and in addition include a statement of the reasons the person desires the MPCA to hold a public informational meeting and the issues that the person would like the agency to address at the public informational meeting.

Contested case hearing

A contested case hearing is a formal proceeding before an administrative law judge empowered to advise the MPCA regarding issues of fact. As described in Minn. R. 7000.1800, persons who submit petitions for a contested case hearing must also state the issues they propose to address in a contested case hearing, the specific relief requested or resolution of the matter, and the reasons (which may be in the form of proposed findings) supporting an MPCA decision to hold a contested case hearing. Failure to comply with these rules exactly may result in a denial of the request. To the extent known, the petitioner may also submit a list of prospective witnesses to be called at a hearing, a proposed list of publications, references, or studies to be introduced at a hearing and the approximate time required for the petitioner to present the matter at a hearing. The decision whether to hold a contested case hearing will be made under Minn. R. 7000.1900.



Red Lake River Watershed

Watershed approach

Minnesota has adopted a watershed approach to address the state's 80 major watersheds (denoted by 8-digit hydrologic unit code or HUC). This approach looks at the drainage area as a whole instead of focusing on lakes and stream sections one at a time, thus increasing effectiveness and efficiency. This watershed approach incorporates the following activities into a 10-year cycle:

- Water quality monitoring and assessment
- Watershed analysis
- Public participation
- Planning
- Implementation
- Measurement of results

The Red Lake River Watershed process began in 2012 with monitoring and an assessment that looked at biology (fish and macroinvertebrates [aquatic insects]) along with the traditional chemistry and flow for a comprehensive watershed health assessment. Based on the assessment and a stressor identification study, the Red Lake Watershed District in tandem with other local partners developed a report containing strategies for restoring and protecting waters in the watershed (WRAPS Report). This is a summary of that report.

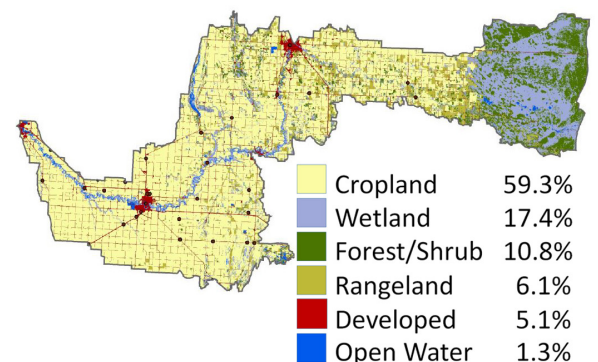


Watershed characteristics

- Size: 1,420 square miles.
- Waters include: The Red Lake, Gentilly, Black and Little Black rivers; Burnham, Kripple and Cyr creeks; numerous ditches.
- Counties: Beltrami, Clearwater, Marshall, Pennington, Polk, and Red Lake, and the Red Lake Tribal Nation.
- Land use: Predominantly cultivated crops including spring wheat, soybeans and sugar beets.
- The 8 digit HUC for the Red Lake River Watershed is 09020303.

Cultivated crops are the dominant land use and cover roughly 60% of the watershed. The next largest land use is wetlands with 17.4%. More than 70% of streams have been ditched to promote drainage and the region is prone to severe and frequent flooding. In more recent years, installation of agricultural drain tiles has become a common practice to further alter

Land use - Red Lake River Watershed



drainage systems. Although these projects accomplish their initial goal of draining water from the upstream land more quickly, many of the streams in the watershed have become more unstable and thus prone to bank failure.

The far eastern portion of the watershed, the headwaters area (the Red Lake River begins at the outlet of Lower Red Lake), is owned by the Red Lake Band of Chippewa (Red Lake Nation). The largely undeveloped land of the Red Lake Reservation is comprised of wetlands and forests and makes up approximately 18% of the watershed.

There are 12 dams in the watershed. Many are used to manage water levels to increase waterfowl habitat, and a few are used for hydroelectric power. The removal of two large dams (in 2005 and 2006) along the Red Lake River increased public safety and recreational opportunities to kayakers and anglers, and has provided fish habitat and the ability to access critical upstream spawning areas. Remaining dams in some cases can be barriers to fish movement, negatively impacting their populations.

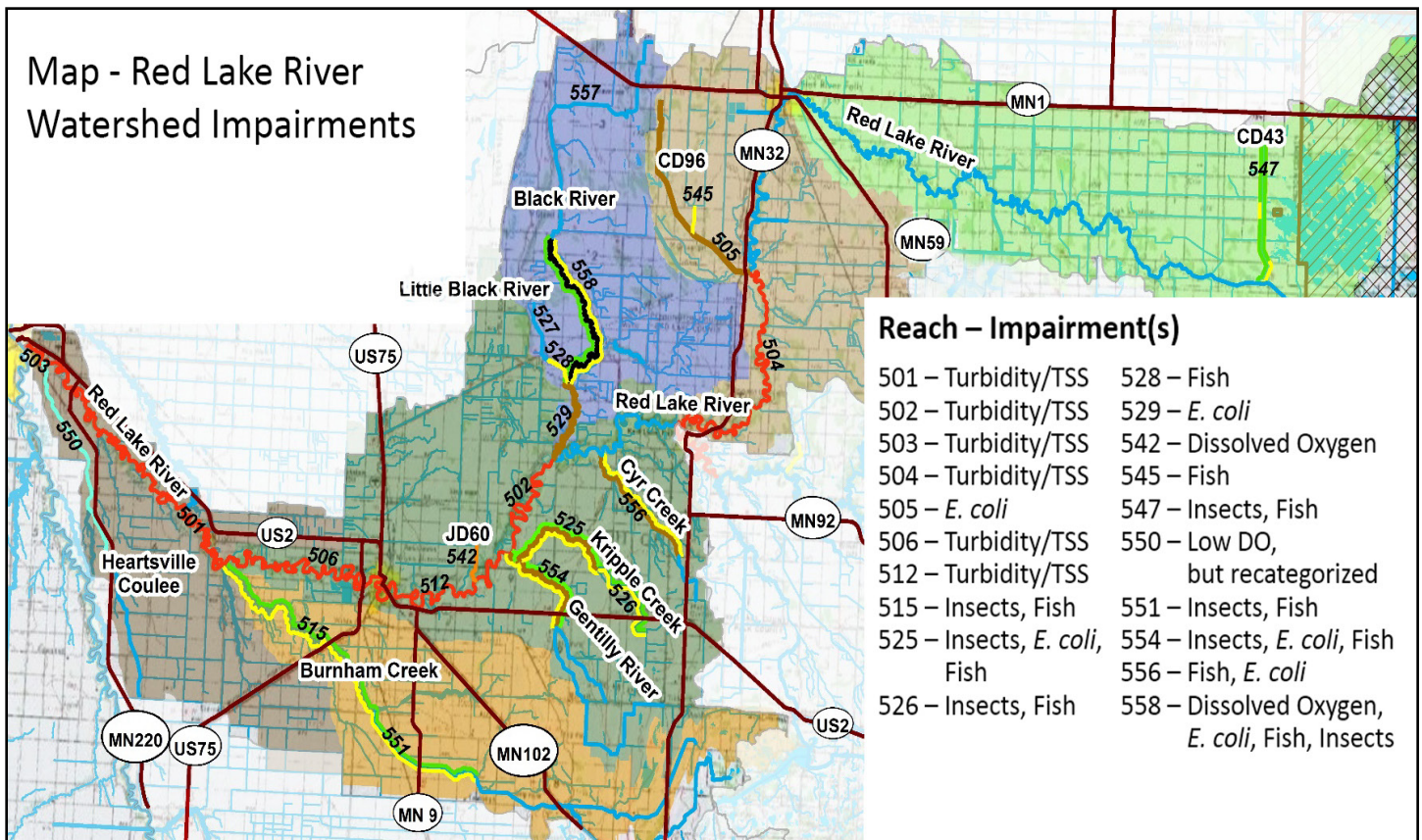
The Red Lake River is especially popular for recreation in the Red Lake Falls area. As the Red Lake River moves south and west into the Red River Valley Ecoregion, it becomes cloudier with increased turbidity.

Assessments: Are waters meeting standards?

During the first phase of the watershed approach – intensive watershed monitoring – the MPCA and local partners collect data about biology such as fish populations, chemistry such as pollutant levels, and flow to determine if lakes and streams are meeting water quality standards.

Waters are “impaired” if they fail to meet standards. The map below shows the impairments in the watershed. The studies found 31 impairments of aquatic life (fish and macroinvertebrates [aquatic insects]) and recreation in 19 reaches of the Red Lake River and its tributaries. TMDL studies were done on six of the reaches impaired for recreation due to excessive *E. coli* bacteria levels and six reaches impaired for aquatic life due to excessive levels of total suspended solids (TSS). TMDL studies identify sources of pollution in a watershed causing a particular impairment and then determine the reductions in those sources that are needed in order for the water body to meet state standards.

Additional analysis was done to identify likely sources of the *E. coli*. The tests showed *E. coli* contamination from livestock (likely from manure from feedlots and cattle in streams), humans (likely from faulty septic systems), and birds (including waterfowl and swallows nesting under bridges).



Stressors: What factors are affecting fish and bugs?

To develop strategies for restoring or protecting water bodies with biological impairments, agencies and local partners must first identify the possible causes, or stressors, of the impairments.

Lack of base flows is a stressor in all biologically impaired tributaries. Many have extended periods of low or no flow, especially in late summer.

Reaches are also subject to periods of low dissolved oxygen (DO), which appear to coincide with low flow conditions. Several reaches have a lack of instream habitat (clean, coarse sand/gravel in the stream bed).

High suspended sediment is contributing to nearly all of the aquatic insect impairments.

A loss of physical connectivity (barriers to fish such as dams, etc.) is a stressor for fish in the Little Black and Black Rivers (reaches 528 and 558).

AUID Suffix	Reach Name	Biological Impairment(s)	Stressors				
			Loss of Physical Connectivity	Lack of Base Flow	Lack of Instream Habitat	High Suspended Sediment	Low Dissolved Oxygen
515	Burnham Creek	F-IBI/M-IBI		•	•	•	•
525	Kripple Creek	F-IBI/M-IBI		•	•	•	•
526	Kripple Creek	F-IBI/M-IBI		•	•	•	•
528	Little Black River	F-IBI	•	•	•	•	•
545	County Ditch 96	F-IBI		•			•
547	County Ditch 43	F-IBI/M-IBI		•	•		•
551	Burnham Creek	F-IBI/M-IBI		•	•	•	•
554	Gentilly River	F-IBI/M-IBI		•	•	•	•
556	Cyr Creek	F-IBI		•			•
558	Black River	F-IBI/M-IBI	•	•	•	•	•

Restoration and protection strategies

Members of the Red Lake River WRAPS Technical Advisory Committee (representing local and state agencies) have created a list of strategies to restore impaired waters and provide protection where water quality is good. An extensive list appears in section 3.3 of the Red Lake River Watershed WRAPS Report. Here are a few key examples from the list:

- Reduce overland and stream bank erosion
- Stabilize ditch outlets and improve agricultural drainage management
- Reduce pollutants in stormwater runoff within cities
- Improve in-stream habitat, base flows, and stream connectivity for fish passage
- Improve septic system compliance and grazing management, and limit cattle access to streams
- Improve the quality of vegetative buffers and protect wetlands
- Prioritize and target cost-effective projects and practices to achieve measurable improvements.

Next steps and measuring results

Restoration and protection strategies listed in the WRAPS report were incorporated into the Red Lake River One Water One Plan. The WRAPS report lays out goals, milestones and responsible entities to address protection and restoration priorities in the watershed. Priority is given to streams closest to being restored and those closest to being impaired. Highlighted in the report are target areas most in need of projects/practices that reduce pollution and improve habitat. The report also provides guidance and “measuring sticks” to assess the watershed’s health and success of actions taken. Water quality in some areas in Minnesota has declined over many decades. Making improvements while keeping up with new problems is a perpetual challenge. Impacts from other factors such as climate change are still not completely understood. Consequently, it may take decades to fully restore impaired waters. For these reasons, it is much more cost-effective to protect clean waters while we can, such as those in the watershed that have been identified as being at risk for becoming impaired.

Key conclusions of first cycle

- The watershed is dominated by agriculture, with nearly 60% of the land use in crop production. Approximately 70% of streams have been altered from their original course in an effort to increase drainage rates to better suit the current land use practices of the area. These alterations have resulted in heavy sedimentation and lowered levels of oxygen in many streams, reducing the abundance and diversity in both fish and aquatic insect (macroinvertebrate) communities.
- Ten streams were assessed as fully supporting aquatic recreation (swimming, etc.) while seven do not due to elevated bacteria levels. For aquatic life use (fish/aquatic insect communities), 15 streams were found to be fully supporting and 13 stream reaches were non-supporting. No lakes were assessed within the watershed.
- Studies found 31 impairments of aquatic life (fish and aquatic insects) and recreation in 19 reaches of the Red Lake River and its tributaries. TMDL studies were done for six tributary reaches impaired for recreation due to excessive *E. coli* bacteria levels and six reaches impaired for aquatic life due to excessive total suspended solids. Additional analysis done to identify sources of the *E. coli* using DNA showed contamination from livestock (likely from feedlots and cattle in streams), humans (likely from faulty septic systems), and birds (including waterfowl and swallows nesting under bridges).
- Aquatic biology is generally in good condition on the Red Lake River main-stem channel. However, both fish and macroinvertebrate (aquatic insect) communities are in poor condition on a majority of the tributaries. Insufficient base flow (the streams dry up at times) is the most common and impactful stressor for aquatic biology and dissolved oxygen within impaired Red Lake River tributaries. There were no pollutant-based causes of low DO or biological impairments found.
- Landowners, farmers and water managers in the watershed have implemented many projects and practices to improve water quality; however, additional widespread changes in land use practices will need to occur to bring about significant improvement in most indicators. Increased public understanding and interest in these conditions is also needed since the vast majority of land in the watershed is privately owned and improvements will require some changes in agricultural practices that are largely voluntary.



In 2005, a project involving a number of state and local watershed partners removed an old dam in Crookston (left) and replaced it with a series of rapids formed from boulders (pictured from opposite side of river). This project, along with a dam project upstream of town, restored fish passage from the Red River in East Grand Forks to Thief River Falls, a distance of 125 river miles. Fish now have access to better spawning habitat.

Full report

To view the full report, go online and search for <https://www.pca.state.mn.us/water/watersheds/red-lake-river> "MPCA Red Lake River Watershed WRAPS report."

Contact person

Denise Oakes
Minnesota Pollution Control Agency
denise.oakes@state.mn.us
218-846-8119

RLWD Impoundments (partial listing)

7-24-2019 /L.S.

Moose River Imp.

North Pool

- 2019 Spring runoff - Floodgates remained closed from previous Fall
- April 24 to May 14, 2019 – open gates (approx. 3 wks. @ 110 cu. ft. / sec.) to release excess flood water to obtain summer target elev.
- May 14 to July 18, 2019 – Floodgates remained closed (approx.. 2 months)
- July 18 to present – open floodgates to release approx. 2050 ac. ft. of excess run-off water
- July 24, 2019 – increase outflow – (approx. 10 days @ 100 cu. ft. / sec.)
- August – dike mowing will occur
- Current elev. – 1212.95 (summer target 1211.75)

South Pool

- 2019 Spring runoff - Floodgates remained closed from previous Fall
- April 24 to May 19, 2019 – open gates (approx. 3+ wks. @ 210 cu. ft. / sec.) to release excess flood water to obtain summer target elev.
- May 19 to July 18, 2019 – Floodgates remained closed (approx.. 2 months)
- July 18 to present – open floodgates to release approx. 2223 ac. ft. of excess run-off water
- July 24, 2019 – increase outflow – (approx. 6 days @ 200 cu. ft. / sec.)
- August – dike mowing will occur
- Current elev. – 1214.55 (summer target 1213.65)

Public Travel applies to both Pools

July 15, 2019 – Access gates on dike were opened for public travel (as per operating plan)

Access gates will be closed to public travel until mid-Sept.

- This is the first year of a 2 year MnDNR pilot project to allow ATV/UTV travel

Schirrick Dam

- July 23, 2019 – ‘post flood’ inspection of structure and embankment – with Blake Carlson P.E. at Widseth, Smith, Nolting in Crookston – he will submit written report and pictures

Euclid East Imp. and Brandt Imp.

- No floodgate operation necessary this summer
- Routine maint. – mowing / baleing
- Survey of crop damage acres is complete
- Pools are ‘dry’ (empty)

Brandt Channel

- 3 of 4 screw-gates have been installed – one was still submerged

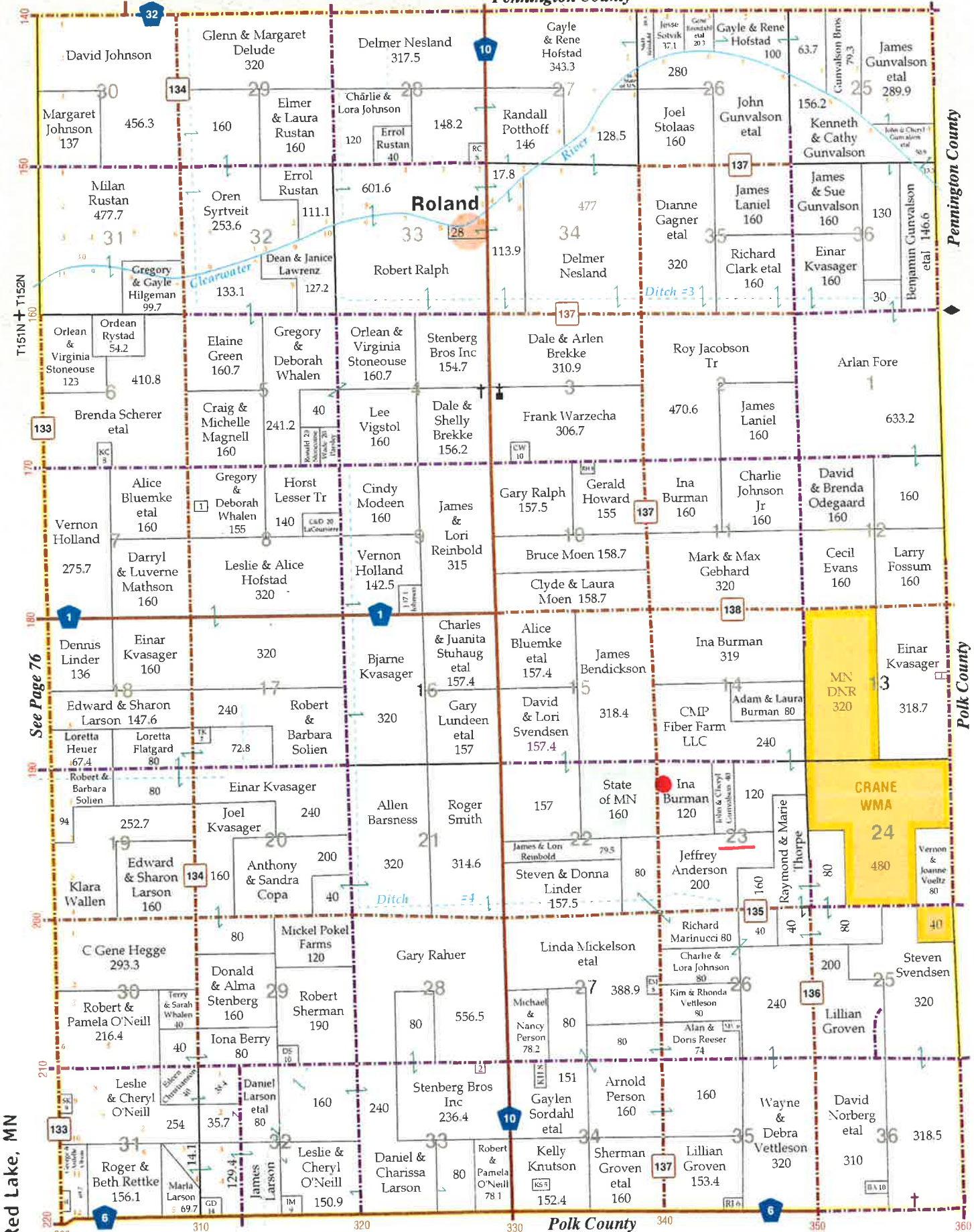
Parnell Imp.

- No floodgate operation necessary this summer
- Routine maint. – mowing
- Pool is ‘dry’ (empty)

Pine Lake

- April 18, 2019 removed 2 remaining stop-logs from each bay – lake is still ice covered
- April 25, 2019 lake crest at 1285.48
- May 21, 2019 installed 4 stop-logs in each bay to typical summer elev. of 1283.5
- No stop-log operation/adjustment necessary this summer even though area received rain events
- Current elev. 1283.56

Pennington County



Pennington County

Polk County

See Page 76

Red Lake, MN

Polk County



Red Lake Watershed District

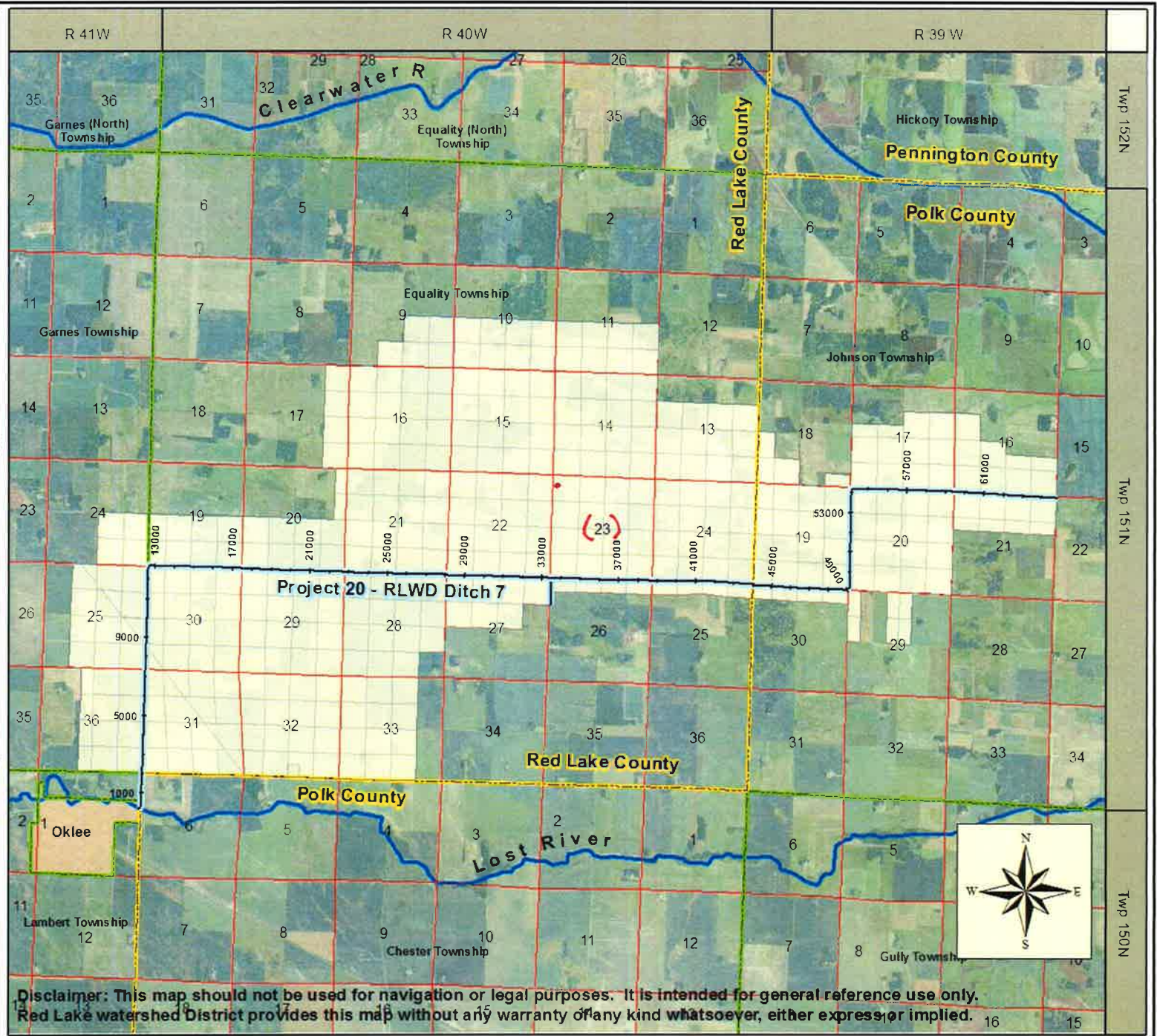
Project 20 - RLWD Ditch 7

Red Lake/Polk Counties

Clearwater River Subwatershed

Scale: 1:84,000

-  Project 20
-  Benefitted Areas
-  Counties
-  Townships
-  Sections
-  Towns/Cities



Section(s) # _____

180th SSE CR 138

24" 36" 24"

36" D-W

15

12" 36"

GAR. DUMP STEP

14

42" FE

190th SSE

3.1 24"

57x38 (CURRENTLY HAS 2.9' OF COVER) CMA-A GULV. IS BAD CONDITION CO. REPLACE

Clear

2 PIPES = 14.5

36" 7.1 .1 mi. s. HUNT. LAND NO CABIN

Installed ≈ 4 yr. ago found NO permit (BURMAN) WAS TO BE ALLOW ACCESS FOR HOUSE - BUT DID NOT GET BUILT (LIVE ELSEWHERE)

42" 3 MIS. TO WOODS F-E & BEANED

9.6

2.2

18" CR 137

2.3

48" 12.6 D-W VETTESONS

200th SSE

RWB D-7

48" FE

P.A. # 14078

8x5 Box

8-26-14-t

ARDEN LUNDEEN

289-3863

Euality - NW 23



Generated with the GeoMOOSE Printing Utilities

↓ 48" CSP 12.6 fe²

This contract and agreement relative to the issuance of a permit of the Red Lake Watershed District on waters draining from the Middle-Snake-Tamarac Rivers Watershed District.

THIS AGREEMENT made and entered into this 25th day of July, 2019, between the Red Lake Watershed District hereinafter referred to as RLWD and Middle-Snake-Tamarac Rivers Watershed District hereinafter referred to as MSTRWD;

WHEREAS, the RLWD has received an application for a permit from Eric Larson for installation of a 18" centerline culvert with a flapgate on the outlet end through County Road 267 (formerly CSAH 67) at the S1/4 corner of Section 19, Tabor Township for which CSAH 267 is located on the boundary between, said Watersheds;

WHEREAS, said water will be flowing into RLWD and Polk County Ditch #2 which affects both the RLWD and MSTRWD;

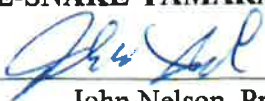
WHEREAS, it appears that the drainage of MSTRWD water into Polk County Ditch #2 and RLWD as requested appears to be of sound water management;

NOW THEREFORE, IT IS HEREBY AGREED, that if in the judgement of RLWD the issuance of this permit would be sound water management, RLWD has no objection to the issuance of said permit provided however that the issuance of this permit shall in no way affect the ditch assessment and benefits currently in effect on the property located in the S¼ corner of Section 19, Tabor Township (T153N, R48W) Polk County Minnesota.

RED LAKE WATERSHED DISTRICT

By: _____
Dale M. Nelson, President

MIDDLE-SNAKE-TAMARAC RIVERS WATERSHED DISTRICT

By:  _____
John Nelson, President



Permit # 19-075

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Eric Larson		37730 120th Street NW Warren, MN 56762		tel: mobile: 218-289-0398 fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Polk** Township: **Tabor** Range: **48** Section: **19 1/4: SE1/4**

(4) Describe in detail the work to be performed. **Install culvert in middle of Section 19 on south, under County Road #267 into County Ditch #2.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Work would give landowner better access to Ditch #2 instead of going to the half mile to a culvert at a intersection. All the sections before 19 and after 19 have culverts in section center to drain into County Ditch #2.**

Status

Status	Notes	Date
Approved	None	July 10, 2019
Received	None	July 1, 2019

Conditions

Red Lake Watershed District (RLWD) approval to install an 18” diameter center-line culvert with flap gate as per approval of Middle-Snake-Tamarac Rivers Watershed District; Proposed work is on the shared boundary line. Also, as per approval of Polk County Highway Department; proposed work is within County Road 267 Right-of-Way. For proposed work on lands not owned by applicant, he/she must obtain, in writing, permission from the affected landowners to perform proposed work. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166)

NOTE: This permit does not relieve the applicant of any requirements for other permits which may be necessary from Township, County, State, or Federal Government Agencies.

**APPLICATION FOR PERMIT
RED LAKE WATERSHED DISTRICT**
1000 Pennington Avenue South
Thief River Falls, MN 56701
218-681-5800

TO THE BOARD OF MANAGERS:

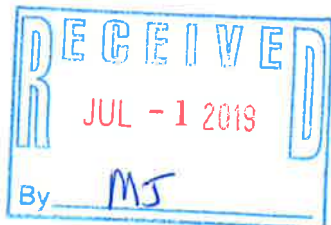
Applicant's Name: Eric Larson + Jerry Larson		Telephone Number: 218-289-0398	
Address (Street, RFD, Box No., City, State, Zip): 37730 120th St NW, Warren, MN. 56762			
Project Location: Government Lot _____		Quarter Section(s) SE	Section(s) 19
Township (Name & #) Tabor 153N-48W		Range # 48W	County Polk
Type of Work Proposed:			
<input type="checkbox"/> Excavate	<input checked="" type="checkbox"/> Install	<input type="checkbox"/> Channel	<input type="checkbox"/> Dike
<input type="checkbox"/> Fill	<input type="checkbox"/> Remove	<input checked="" type="checkbox"/> Culvert (Size 18")	<input type="checkbox"/> Erosion Control
<input type="checkbox"/> Drain	<input type="checkbox"/> Other	<input type="checkbox"/> Bridge (Size _____)	<input type="checkbox"/> Other
<input type="checkbox"/> Construct	<input type="checkbox"/>	<input type="checkbox"/> Dam	<input type="checkbox"/>

Be sure to attach all necessary reports, maps, drawings, photos, other data, etc., to support permit application.

Description of work to be done: Install culvert in middle of Section 19; on South, under County Road #267 into County Ditch #2.
Estimated drainage area: 80 acres or sq. mile(s)
Work is necessary because: This would give us better access to Ditch #2 instead of going the half mile to a culvert at intersection. All the sections before 19 and after 19 have culvert in section center to drain into #2.

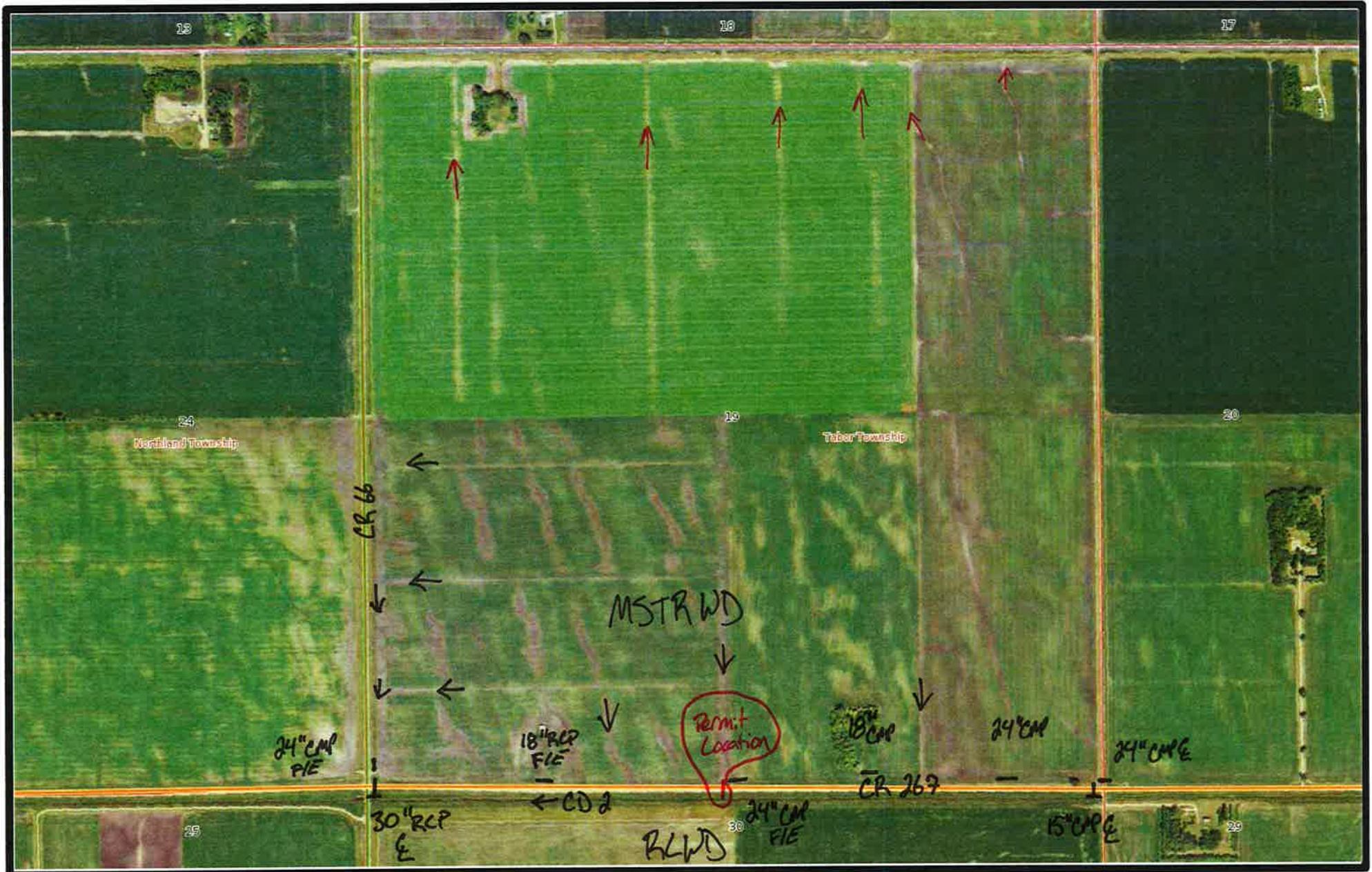
I hereby make application for a permit to proceed with the proposal described above and have attached all supporting maps, plans, and other information submitted with this application. The information submitted and statements made concerning this application are true and correct to the best of my knowledge. Obtaining a permit from the Managers does not relieve the applicant from the responsibility of obtaining any other additional authorization or permits required by law.

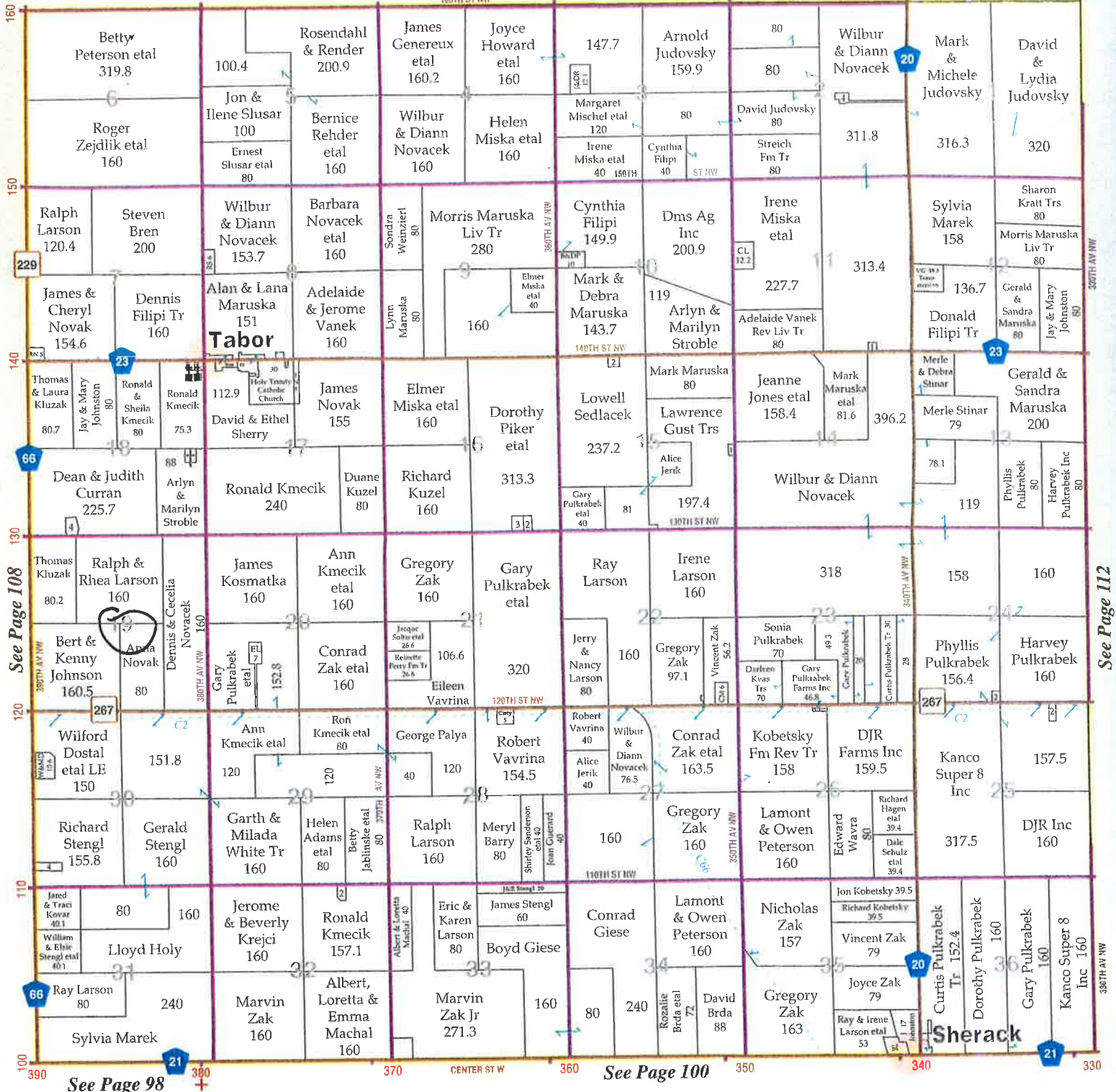
Signature of owner or authorized agent Eric Larson	Date 6-17-19
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For Office Use Only P.A. No. 19075
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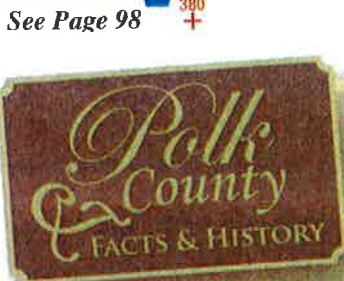
LARSON





See Page 108

See Page 112



The last division of Polk County took place following the general election 1896, when an irregular portion of the north central and northeast townships, totaling 1,039 square miles, was set off to form Red Lake County. The eastern boundary of the central section of Polk and the western boundary of Red Lake was established between Ranges 46W and 45W, beginning at the north boundary of the county and extending south to the northern boundary of Township 150, Range 45W (Gentilly Township); thence south along the eastern boundary of



Permit # 19-059

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
	Brandsvold Township	36500 360th Street SE Gully, MN 56646		tel:218-435-1974 mobile: 218-556-0741 fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: Polk Township: Brandsvold Range: 40 Section: 13 1/4: SW1/4

(4) Describe in detail the work to be performed. **Replace existing 36" culvert and extend it to 50' in length to build up road. Applicant requests the District to size culvert.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Water washes over road. Build up road on the west side.**

Status

Status	Notes	Date
Approved	None	July 25, 2019
Received	None	June 13, 2019

Conditions

P.A. #19059 – Bransvold Twp. Red Lake Watershed District (RLWD) approval to remove 2 - 36 inch dia. Centerline road culverts (separate locations), and install a 49 in. x 33 in. metal arch pipe at each site, as per approval of Polk County Drainage Authority/County Board specs/conditions; proposed work is within Polk Co. Ditch #84 Right-of Way. Contact person at Polk Co. Hwy. Dept. is Drainage Inspector Jody Beauchane at 218-281-3952 ext. 8263. For proposed work on lands not owned by applicant, he/she must obtain, in writing, permission from the affected landowners to perform proposed work. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166)

NOTE: This permit does not relieve the applicant of any requirements for other permits which may be necessary from Township, County, State, or Federal Government Agencies.



Permit # 19-070

Status Report: Approved

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Jay Girotto	KAM Farmland Holding, GP	None		tel: mobile: fax:

General Information

- (1) The proposed project is a:
No work type selected.
- (2) Legal Description
- (3) County: **None** Township: **None** Range: **None** Section: **None** 1/4:
- (4) Describe in detail the work to be performed.
- (5) Why is this work necessary? Explain water related issue/problem being solved.

Status

Status	Notes	Date
Approved	None	July 25, 2019
Received	None	June 26, 2019

Conditions

P.A. #19070 The Red Lake Watershed District (RLWD) approves the pattern tile project with a 'gravity' outlet. If any work is within a public road and/or public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval, and must meet their specs/conditions. Directly downstream of the tile and/or pump station(s) outlets, applicant shall ensure that adequate grade and drainage is provided. ■ Note: Please be aware of, and review the 'bullet points' on the bottom half of the application. Part 2: Installation of culvert through township road and cleaning of North ditch of township road; All excavation shall be consistent with the existing road and ditch slopes and there shall be no vertical excavation faces. Applicant shall obtain permission from Badger Township prior to any work. For proposed work on lands not owned by applicant, he/she must obtain, in writing, permission from the affected landowners to perform proposed work. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166)

NOTE: This permit does not relieve the applicant of any requirements for other permits which may be necessary from Township, County, State, or Federal Government Agencies.



Permit # 19-071

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Jay Giroto	PARJIM Farmland, AP	None		tel: mobile: fax:

General Information

- (1) The proposed project is a:
No work type selected.
- (2) Legal Description
- (3) County: **None** Township: **None** Range: **None** Section: **None** 1/4:
- (4) Describe in detail the work to be performed.
- (5) Why is this work necessary? Explain water related issue/problem being solved.

Status

Status	Notes	Date
Approved	None	July 25, 2019
Received	None	June 26, 2019

Conditions

P.A. #19071 Finished Dike/Berm elevation shall be, at a minimum, at least 6 inches lower, than the shoulder elevation of nearest roadway. Applicant must insure that all proposed work does not adversely impact any adjacent private lands, public drainage, road, and railroad right of way and/or utilities. For proposed work on lands not owned by applicant, he/she must obtain, in writing, permission from the affected landowners to perform proposed work. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166)

NOTE: This permit does not relieve the applicant of any requirements for other permits which may be necessary from Township, County, State, or Federal Government Agencies.



Permit # 19-078

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
John Hanson	Louisville Township	16292 210th Street SW Red Lake Falls, MN 56750		tel: mobile: 218-686-4288 fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Red Lake** Township: **Louisville** Range: **45** Section: **22 1/4: NW1/4**

(4) Describe in detail the work to be performed. **Replace existing culvert in township road.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Culvert is deteriorated.**

Status

Status	Notes	Date
Approved	None	July 10, 2019
Received	None	July 8, 2019

Conditions

Red Lake Watershed District (RLWD) approval to replace 12" diameter center-line culvert and replace with a 12" diameter culvert. Culvert will be set at the same elevation as the existing culvert flow line of 971.37' (NAVD 1988 datum). Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) N.J.O.

NOTE: This permit does not relieve the applicant of any requirements for other permits which may be necessary from Township, County, State, or Federal Government Agencies.



Permit # 19-079

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Earl Pederson		3077 County Highway 178 Bejou, MN 56516		tel: mobile: 218-790-4106 fax:

General Information

(1) The proposed project is a:

Tiling

(2) Legal Description

(3) County: **Red Lake** Township: **Gervais** Range: **43** Section: **36 1/4**:

(4) Describe in detail the work to be performed. **Install random tile with lift station/pump.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Improved drainage.**

Status

Status	Notes	Date
Approved	None	July 25, 2019
Received	None	July 9, 2019

Conditions

P.A. #19079 The Red Lake Watershed District (RLWD) approves the random tile project and lift station. If any work is within a public road and/or public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval, and meet their specs/conditions. Downstream of the tile and/or pump station(s) outlets, applicant shall ensure that adequate grade and drainage is provided. Due to local concerns, landowners, the RLWD, and Red Lk. Co. will monitor flow in the roadside ditch (outlet channel), which is Red Lake Co. road #120. If it appears that flow from the tile pump is causing “break out” flows from the road ditch, onto adjacent landowner’s property, the applicant shall correct the problem to prevent this from happening. ■ Note: Please be aware of, and review the ‘bullet points’ on the bottom half of the application. For proposed work on lands not owned by applicant, he/she must obtain, in writing, permission from the affected landowners to perform proposed work. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166)

NOTE: This permit does not relieve the applicant of any requirements for other permits which may be necessary from Township, County, State, or Federal Government Agencies.



Permit # 19-080

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
	Rollis Township	30406 390th Street NE Middle River, MN 56737		tel: mobile: 218-689-5148 fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Marshall Township: Rollis Range: 40 Section: 22 1/4:**

(4) Describe in detail the work to be performed. **Replace existing 24" culvert.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Culvert is rusted out and road is caving in.**

Status

Status	Notes	Date
Approved	None	July 25, 2019
Received	None	July 11, 2019

Conditions

P.A. #19080 - Rollis Twp. (Marshall Co.) – sec. 22, 27 Red Lake Watershed District (RLWD) approval to replace 24 in. diameter csp centerline culvert with same diameter and longer length, at approx. the same flowline elev. as existing pipe.

NOTE: This permit does not relieve the applicant of any requirements for other permits which may be necessary from Township, County, State, or Federal Government Agencies.



Permit # 19-081

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
	Marshall County Highway Department	447 South Main Warren, MN 56762		tel:218-745-4381 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Marshall** Township: **Valley** Range: **39** Section: **28** 1/4:

(4) Describe in detail the work to be performed. **Replace crossing culverts for driveways, field entrances and other culverts along CSAH 53 as per the plan.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Culverts have exceeded useful life.**

Status

Status	Notes	Date
Approved	None	July 25, 2019
Received	None	July 10, 2019

Conditions

P.A. #19081 – Marshall Co. Hwy. Dept. – culvert replacement – CSAH #53 Red Lake Watershed District (RLWD) approval as per plan set submitted with permit application. Permit and Plans submitted by, Professional Engineer Lon Aune, Marshall Co. Hwy. Dept.

NOTE: This permit does not relieve the applicant of any requirements for other permits which may be necessary from Township, County, State, or Federal Government Agencies.



Permit # 19-082

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
	Kratka Township	14701 250th Avenue NE Goodridge, MN 56725		tel: mobile: 218-686-9517 fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **Kratka** Range: **41** Section: **35 1/4: NE1/4**

(4) Describe in detail the work to be performed. **Replace center line culvert in township road (280th Avenue).**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Old existing culvert that has rusted out.**

Status

Status	Notes	Date
Approved	None	July 12, 2019
Received	None	July 10, 2019

Conditions

Red Lake Watershed District (RLWD) approval to install 48" diameter culvert. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) N.J.O.

NOTE: This permit does not relieve the applicant of any requirements for other permits which may be necessary from Township, County, State, or Federal Government Agencies.



Permit # 19-083

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Aaron Miller		16758 390th Avenue NE Goodridge , MN 56725		tel: mobile: 218-689-4494 fax:

General Information

- (1) The proposed project is a:
Culvert Installation / Removal / Modification
- (2) Legal Description
- (3) County: **Pennington** Township: **Reiner** Range: **39** Section: **33 1/4: NW1/4**
- (4) Describe in detail the work to be performed. **Install culvert and field entrance. Request the RLWD to size the culvert.**
- (5) Why is this work necessary? Explain water related issue/problem being solved. **No current access to field.**

Status

Status	Notes	Date
Approved	None	July 12, 2019
Received	None	July 10, 2019

Conditions

Red Lake Watershed District (RLWD) approval to install 60” diameter culvert as per approval of Judicial Ditch 13 Authority; proposed work is within Judicial Ditch 13 Right-of-Way. Also, if culvert is placed within Minnesota State Highway #1 Right-of-Way, approval will be needed from the Minnesota Department of Transportation. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) N.J.O.

NOTE: This permit does not relieve the applicant of any requirements for other permits which may be necessary from Township, County, State, or Federal Government Agencies.



Permit # 19-084

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Ron & Paul Novacek		39226 120th Street SW East Grand Forks, MN 56721		tel:701-741-0478 mobile: 701-741-0477 fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Polk** Township: **Sullivan** Range: **49** Section: **1 1/4: SW1/4**

(4) Describe in detail the work to be performed. **Installation of an 18"x 50' culvert across 110th street SW approximately 490 feet east of the intersection of 110th Street SW and 390th Avenue SW out-letting into watershed Ditch 11. Also installation of a new 18" culvert, 70-80 feet in length, to replace the failed existing culvert in the yard inlet crossing approx. 580 feet east of the intersection of 110th Street SW and 390th Avenue SW.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Both culverts will facilitate drainage along the SW1/4 of Section 1, Sullivan Township.**

Status

Status	Notes	Date
Approved	None	July 25, 2019
Received	None	July 11, 2019

Conditions

P.A. #19084 Red Lake Watershed District (RLWD) approval to re-place an 18 in. diameter driveway culvert and to install an 18 in. diameter centerline township road culvert as per approval of Sullivan Township specs/conditions; proposed work is within township road Right-of Way. Township road centerline pipe shall include the installation of a flap-gate on the outlet end. Be aware that Sullivan Township requires specific road slope requirements and slope conditions for the culvert installation. You must contact them for the specific details prior to any work. For proposed work on lands not owned by applicant, he/she must obtain, in writing, permission from the affected landowners to perform proposed work. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166)

NOTE: This permit does not relieve the applicant of any requirements for other permits which may be necessary from Township, County, State, or Federal Government Agencies.



Permit # 19-085

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Derek & Kristine Gieseke		13188 380th Avenue SE Trail, MN 56684		tel: mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: Pennington Township: Hickory Range: 39 Section: 21 1/4: S1/2 NW1/4 NW1/4

(4) Describe in detail the work to be performed. **Culvert placement for driveway access and ditching needed.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **New Property being built, driveway access is needed.**

Status

Status	Notes	Date
Approved	None	July 25, 2019
Received	None	July 15, 2019

Conditions

P.A. #19085 Red Lake Watershed District (RLWD) approval to install a driveway entrance and an 18 in. diameter culvert as per approval of Hickory Township specs/conditions; proposed work is within township road Right-of Way. For proposed work on lands not owned by applicant, he/she must obtain, in writing, permission from the affected landowners to perform proposed work. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166)

NOTE: This permit does not relieve the applicant of any requirements for other permits which may be necessary from Township, County, State, or Federal Government Agencies.



Permit # 19-086

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
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General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **Kratka** Range: **41** Section: **19 1/4: SW1/4**

(4) Describe in detail the work to be performed. **Remove existing 60" concrete and metal pipe and replace with one 103"x 72" metal arch pipe.**

(5) Why is this work necessary? Explain water related issue/problem being solved.

Status

Status	Notes	Date
Approved	None	July 18, 2019
Received	None	July 17, 2019

Conditions

Pennington County – Kratka Twp. – Section 19/30. Red Lake Watershed District (RLWD) approval to install 103”X72” CMP-Arch culvert. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) N.J.O.

NOTE: This permit does not relieve the applicant of any requirements for other permits which may be necessary from Township, County, State, or Federal Government Agencies.



Permit # 19-087

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
	AWG Farms, Inc.	28572 U.S. Hwy 2 SW Crookston, MN 56716		tel:218-891-7905 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Polk** Township: **Lowell** Range: **47** Section: **15 1/4: NW1/4, NE1/4**

(4) Describe in detail the work to be performed. **Install two field entrance culverts. Request the RLWD to size the culverts.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Allow better access for field work.**

Status

Status	Notes	Date
Approved	None	July 25, 2019
Received	None	July 17, 2019

Conditions

P.A. #19087 Red Lake Watershed District (RLWD) approval to install 2 separate field entrances in Polk County Ditch #33, as per approval of Polk County Drainage Authority/County Board specs/conditions; proposed work is within Polk Co. Ditch #33 Right-of Way. ■ Site #1 (most easterly of the two sites) – size of the proposed culvert shall be a 24 in. diameter ■ Site #2 (most westerly of the two sites) – size of the proposed culvert shall be a 30 in. diameter Contact person at Polk Co. Hwy. Dept. is Drainage Inspector Jody Beauchane at 218-281-3952 ext. 8263. For proposed work on lands not owned by applicant, he/she must obtain, in writing, permission from the affected landowners to perform proposed work. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166)

NOTE: This permit does not relieve the applicant of any requirements for other permits which may be necessary from Township, County, State, or Federal Government Agencies.



Permit # 19-088

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Brent Strickler		10327 280th Avenue NW Euclid, MN 56722		tel:218-289-7333 mobile: fax:

General Information

(1) The proposed project is a:

Tiling

(2) Legal Description

(3) County: **Polk** Township: **Euclid** Range: **47** Section: **3 1/4: NW1/4**

(4) Describe in detail the work to be performed. **Install pattern tile with lift station/pump.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Improved drainage.**

Status

Status	Notes	Date
Approved	None	July 25, 2019
Received	None	July 17, 2019

Conditions

P.A. #19088 The Red Lake Watershed District (RLWD) approves the pattern tile project and lift station. If any work is within a public road and/or public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval, and must meet their specs/conditions. Directly downstream of the tile and/or pump station(s) outlets, applicant shall ensure that adequate grade and drainage is provided. ■ Note: Please be aware of, and review the 'bullet points' on the bottom half of the application. For proposed work on lands not owned by applicant, he/she must obtain, in writing, permission from the affected landowners to perform proposed work. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166)

NOTE: This permit does not relieve the applicant of any requirements for other permits which may be necessary from Township, County, State, or Federal Government Agencies.



Permit # 19-089

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Brent Strickler		10327 280th Avenue NW Euclid, MN 56722		tel: 218-289-7333 mobile: fax:

General Information

(1) The proposed project is a:

Tiling

(2) Legal Description

(3) County: Polk Township: Euclid Range: 47 Section: 10 1/4: NE1/4 + NW1/4

(4) Describe in detail the work to be performed. **Install pattern tile with lift station/pump.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Drain tile is needed to increase agricultural production.**

Status

Status	Notes	Date
Approved	None	July 25, 2019
Received	None	July 17, 2019

Conditions

P.A. #19089 The Red Lake Watershed District (RLWD) approves the pattern tile project and lift station. If any work is within a public road and/or public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval, and must meet their specs/conditions. Directly downstream of the tile and/or pump station(s) outlets, applicant shall ensure that adequate grade and drainage is provided. ■ Note: Please be aware of, and review the ‘bullet points’ on the bottom half of the application. For proposed work on lands not owned by applicant, he/she must obtain, in writing, permission from the affected landowners to perform proposed work. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166)

NOTE: This permit does not relieve the applicant of any requirements for other permits which may be necessary from Township, County, State, or Federal Government Agencies.



Permit # 19-090

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
	Marshall County Highway Department	447 South Main Warren, MN 56762		tel:218-745-4381 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Marshall** Township: **East Valley** Range: **42** Section: **7 1/4: SW1/4**

(4) Describe in detail the work to be performed. **Replace existing 15" culvert with a 18" culvert.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Larger culvert is needed.**

Status

Status	Notes	Date
Approved	None	July 23, 2019
Received	None	July 18, 2019

Conditions

Red Lake Watershed District (RLWD) approval to install 18" diameter culvert. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) N.J.O.

NOTE: This permit does not relieve the applicant of any requirements for other permits which may be necessary from Township, County, State, or Federal Government Agencies.



June 5, 2019

A Proposal for

RED LAKE WATERSHED

MYRON JESME

myron.jesme@redlakewatershed.org

Prepared By

John Bohnenkamp

Technology Advisor

218-683-2385

john.bohnenkamp@marconet.com

Document Number: 044722

taking technology further

MANAGED SERVICES

CLOUD SERVICES

BUSINESS IT SERVICES

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marconet.com



Red Lake Watershed - AV Project



Prepared by:

Marco - Thief River Falls

John Bohnenkamp

218-683-2385

john.bohnenkamp@marconet.com

Prepared for:

RED LAKE WATERSHED

1000 PENNINGTON AVE S

THIEF RIVER FALLS, MN 56701

MYRON JESME

218.681.5800

myron.jesme@redlakewatershed.org

Quote Information:

Quote #: 044722

Version: 3

Date Issued: 06/05/2019

Expiration Date: 07/03/2019

Special Pricing Program:

See Quote Notes

Board Room

Description	Price	Qty	Ext. Price
Video Equipment			
NEC - 6500 Lumens WUXGA LCD Laser Projector - 16:10 Widescreen - 1080p HDTV - 1920 x 1200 Resolution - 8,000:1 Contrast - Lamp-free Laser Light Source Rated for 20,000 Hours - HDMI - USB - Network LAN - No Lens - Three Year Warranty - White	\$5,657.21	1	\$5,657.21
NEC - Long Throw Zoom Lens for PA Series Projector - 2.99-5.98:1 Throw Ratio - Motorized Zoom and Focus	\$1,711.65	1	\$1,711.65
Chief - Universal Projector Wall Mount Kit - Dual Stud 12.8" to 20" Adjustable Extension Arm - Universal RPA Elite Projector Mount - Silver	\$327.43	1	\$327.43
Da-Lite - Tensioned Contour Electrol - Ceiling or Wall Mounted Electric Screen - 16:9 HDTV Format - 58" H x 104" W - 119" Diagonal - HD Progressive 1.3 Surface - Low Voltage Control - Silent Motor	\$3,383.14	1	\$3,383.14
Sony - 85" BRAVIA 4K HDR Professional LED Display - 4K UHD (2160p) - 3840 x 2160 Resolution - Direct-lit LED Backlight - 620 cd/m ² Brightness - Android OS - 2 x 10W Stereo Speakers - No Tuner - 4 x HDMI - 3 x USB - Serial - Built-in Wi-Fi - LAN - Black	\$4,420.07	1	\$4,420.07
Chief - Fusion Series X-Large Static Wall Mount - Micro-adjustable - Universal Interface Bracket - Black	\$240.86	2	\$481.72
Chief - Metal Stud Anchor Kit - 8 Anchors	\$30.09	2	\$60.18
Crestron - 4K HDMI over HDBaseT Extender with IR & RS-232 - Black	\$714.29	2	\$1,428.58
Crestron - DM Lite - HD Scaling Auto-Switcher & HDMI over CATx Extender 300 with Wall Plate Transmitter - Black	\$1,071.43	1	\$1,071.43
Crestron - AirMedia Presentation System 200	\$1,285.71	1	\$1,285.71
Vaddio - OneLINK Extension System for Cisco Precision 60 Camera	\$1,756.14	1	\$1,756.14
Vaddio - Single 1/2 Rack Width Mounting Kit	\$76.00	1	\$76.00
Audio Equipment			
OWNER FURNISHED EQUIPMENT- Speaker Phone to Dial into WebEx Meetings	\$0.00	1	\$0.00



Control Equipment			
Crestron - 3-Series Room Media Controller	\$714.29	1	\$714.29
Niveo - 8-Port Gigabit High Power PoE+ Switch - Rear Facing Ports - Desktop Chassis - 120W PoE Power Budget	\$477.14	1	\$477.14
Rack Equipment			
Middle Atlantic - DWR Series 24 Space Wall Rack - 26" Deep - with Plexi-glass Door - Black	\$1,219.43	1	\$1,219.43
Furman - Contractor Series SmartSequencer - 20-Amp Advanced Remote Start Power Sequencer with SMP & EVS - Bi-directional - 9 Outlets - 10ft Cord	\$425.26	1	\$425.26
Middle Atlantic - PDT Series Thin Power Strip - Vertical Mount - 10 Outlets - Single 15-Amp Circuit - No Switch - 20' Cord	\$135.80	1	\$135.80
Middle Atlantic - 2 Space Clamping Rackshelf	\$65.83	1	\$65.83
Middle Atlantic - 1 Space Rackmount Blank Panel - Steel - Black - Pack of 12	\$97.00	1	\$97.00
Middle Atlantic - 1 Space Universal Face-After Rack Shelf - 8" Deep - with 1RU Faceplate	\$47.11	2	\$94.22
Cables			
Liberty - Premium HDMI Male to Male Cable - 18G 4K Certified - 3'	\$12.57	4	\$50.28
Liberty - Premium HDMI Male to Male Cable - 18G 4K Certified - 6'	\$14.96	5	\$74.80
Crestron - DigitalMedia 8G+ Plenum Rated Cable - Blue	\$950.00	1	\$950.00
Liberty - Cat5e - Unshielded Twisted Pair Cable - Plenum Rated - Black	\$43.50	1	\$43.50
Liberty - Commercial Grade 22 AWG 2-Conductor Shielded Plenum Cable - White	\$16.00	1	\$16.00
Maxblox - DB9 Female to Terminal Block Connector	\$19.41	2	\$38.82
Liberty - Cat6 Patch Cable - Black - 3ft	\$2.39	2	\$4.78
Liberty - Cat6 Patch Cable - Black - 5ft	\$2.79	1	\$2.79
Liberty - Cat6 Patch Cable - Black - 7ft	\$3.50	2	\$7.00
Liberty - Cat6 Patch Cable - Black - 10ft	\$4.14	1	\$4.14
Liberty - Cat6 Patch Cable - Black - 15ft	\$5.89	2	\$11.78
Extron - HDMI Ultra Series - Premium High Speed Ultra-flexible HDMI Cable - 12ft	\$64.29	1	\$64.29
Liberty - Micro VGA Male to Male with 3.5mm Stereo Audio Cable - without Ferrites - 12'	\$22.19	1	\$22.19
Liberty - Digitalinix HDMI Adapter Ring - Includes Base Security Clamp & Cable and Four HDMI Female 6" Adapter Cables - DisplayPort Male - Mini-DisplayPort Male - USB "C" Male - Apple Lightning	\$183.39	1	\$183.39
Professional Services	\$15,240.00	1	\$15,240.00
Miscellaneous Installation Materials		1	
Professional AV Installation Services		1	



Removal of Existing Projector and Screen		1	
Programming - In House		1	
Line Drawings		1	
Training		1	
Voice Configuration Services		1	
Client Integration		1	

*There will be no program audio in this system design. To achieve this, an amplifier and speakers would need to be added.

* Coordination with Red Lake Watershed and an electrician to disconnect existing projection screen and connect new projection screen is required

Subtotal: **\$41,601.99**

■ Cisco Equipment

Description	Price	Qty	Ext. Price
Room Kit Plus P60 - Codec Plus, P60 cam and Touch 10	\$11,117.99	1	\$11,117.99
ESS WITH 8X5XNBD Room Kit P60, Codec Plus, P60 Camera and	\$1,181.41	1	\$1,181.41
Duration: 12			
Bracket for mounting of Precision 60 Camera	\$197.72	1	\$197.72
Wall Mount Kit for Codec Plus	\$156.70	1	\$156.70
Collaboration Flex Plan - 12 Month Term / Prepaid Term / 12 Month Autorenewal	\$0.00	1	\$0.00
NU Cloud Meetings - Meetings -1	\$387.00	1	\$387.00
Cloud Device Registration -1	\$354.00	1	\$354.00
NU Meetings Bridge Country Call Back Audio -1	\$48.00	1	\$48.00

Subtotal: **\$13,442.82**



Quote Summary - One-Time Expenses

Description	Amount
Board Room	\$41,601.99
Cisco Equipment	\$13,442.82
Total:	
	\$55,044.81

- Marco’s standard Payment Terms, Warranty, and Return Policy (“Terms”) can be found at: <https://www.marconet.com/terms-conditions/>.
- In the event of a conflict between those Terms and the Proposal and Agreement documents in this document package “Package Documents,” the terms in the Package Documents shall control.
- Taxes, shipping, handling and other fees may apply where applicable. We reserve the right to cancel orders arising from pricing or other errors.

Marco Technologies, LLC

RED LAKE WATERSHED

Signature: _____
 Name: _____
 Title: _____
 Date: _____

Signature: _____
 Name: MYRON JESME
 Date: _____
 PO Number: _____



June 20, 2019

A Proposal for

RED LAKE WATERSHED

MYRON JESME

myron.jesme@redlakewatershed.org

Prepared By

John Bohnenkamp
Technology Advisor

218-683-2385

john.bohnenkamp@marconet.com

Document Number: 044722

taking technology further

MANAGED SERVICES

CLOUD SERVICES

BUSINESS IT SERVICES

COPIERS & PRINTERS



marconet.com



Red Lake Watershed - AV Project



Prepared by:

Marco - Thief River Falls

John Bohnenkamp

218-683-2385

john.bohnenkamp@marconet.com

Prepared for:

RED LAKE WATERSHED

1000 PENNINGTON AVE S

THIEF RIVER FALLS, MN 56701

MYRON JESME

218.681.5800

myron.jesme@redlakewatershed.org

Quote Information:

Quote #: 044722

Version: 4

Date Issued: 06/20/2019

Expiration Date: 07/03/2019

Special Pricing Program:

See Quote Notes

Board Room

Description	Price	Qty	Ext. Price
Video Equipment			
NEC - 6500 Lumens WUXGA LCD Laser Projector - 16:10 Widescreen - 1080p HDTV - 1920 x 1200 Resolution - 8,000:1 Contrast - Lamp-free Laser Light Source Rated for 20,000 Hours - HDMI - USB - Network LAN - No Lens - Three Year Warranty - White	\$5,657.21	1	\$5,657.21
NEC - Long Throw Zoom Lens for PA Series Projector - 2.99-5.98:1 Throw Ratio - Motorized Zoom and Focus	\$1,711.65	1	\$1,711.65
Chief - Universal Projector Wall Mount Kit - Dual Stud 12.8" to 20" Adjustable Extension Arm - Universal RPA Elite Projector Mount - Silver	\$327.43	1	\$327.43
Da-Lite - Tensioned Contour Electrol - Ceiling or Wall Mounted Electric Screen - 16:9 HDTV Format - 58" H x 104" W - 119" Diagonal - HD Progressive 1.3 Surface - Low Voltage Control - Silent Motor	\$3,383.14	1	\$3,383.14
Sony - 85" BRAVIA 4K HDR Professional LED Display - 4K UHD (2160p) - 3840 x 2160 Resolution - Direct-lit LED Backlight - 620 cd/m ² Brightness - Android OS - 2 x 10W Stereo Speakers - No Tuner - 4 x HDMI - 3 x USB - Serial - Built-in Wi-Fi - LAN - Black	\$4,420.07	1	\$4,420.07
Chief - Fusion Series X-Large Static Wall Mount - Micro-adjustable - Universal Interface Bracket - Black	\$240.86	2	\$481.72
Chief - Metal Stud Anchor Kit - 8 Anchors	\$30.09	2	\$60.18
Crestron - DM Lite - HD Scaling Auto-Switcher & HDMI over CATx Extender 300 with Wall Plate Transmitter - Black	\$1,071.43	1	\$1,071.43
Crestron - DM Lite - HDMI over CATx Transmitter w/IR & RS-232 - Surface Mount	\$285.71	2	\$571.42
Crestron - DM Lite - HDMI over CATx Receiver - Surface Mount	\$235.71	2	\$471.42
Crestron - 1:2 HDMI Distribution Amplifier with 4K60 4:4:4 & HDR Support	\$285.71	1	\$285.71
Crestron - AirMedia Presentation System 200	\$1,285.71	1	\$1,285.71
Control Equipment			
Crestron - 3-Series Room Media Controller	\$714.29	1	\$714.29



Crestron - 7" Touch Screen - Black Smooth	\$1,000.00	1	\$1,000.00
Crestron - Tabletop Kit for TSW-760 - Black Smooth	\$142.86	1	\$142.86
Niveo - 8-Port Gigabit High Power PoE+ Switch - Rear Facing Ports - Desktop Chassis - 120W PoE Power Budget	\$477.14	1	\$477.14
Rack Equipment			
Middle Atlantic - DWR Series 24 Space Wall Rack - 26" Deep - with Plexi-glass Door - Black	\$1,219.43	1	\$1,219.43
Furman - Contractor Series SmartSequencer - 20-Amp Advanced Remote Start Power Sequencer with SMP & EVS - Bi-directional - 9 Outlets - 10ft Cord	\$425.26	1	\$425.26
Middle Atlantic - PDT Series Thin Power Strip - Vertical Mount - 10 Outlets - Single 15-Amp Circuit - No Switch - 20' Cord	\$135.80	1	\$135.80
Middle Atlantic - 2 Space Clamping Rackshelf	\$65.83	1	\$65.83
Middle Atlantic - 1 Space Rackmount Blank Panel - Steel - Black - Pack of 12	\$97.00	1	\$97.00
Middle Atlantic - 1 Space Universal Face-After Rack Shelf - 8" Deep - with 1RU Faceplate	\$47.11	2	\$94.22
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Liberty - Premium HDMI Male to Male Cable - 18G 4K Certified - 3'	\$12.57	4	\$50.28
Liberty - Premium HDMI Male to Male Cable - 18G 4K Certified - 6'	\$14.96	4	\$59.84
Crestron - DigitalMedia 8G+ Plenum Rated Cable - Blue	\$950.00	1	\$950.00
Liberty - Cat5e - Unshielded Twisted Pair Cable - Plenum Rated - Black	\$205.00	1	\$205.00
Liberty - Commercial Grade 22 AWG 2-Conductor Shielded Plenum Cable - White	\$40.00	1	\$40.00
Liberty - Cat6 Patch Cable - Black - 3ft	\$2.39	2	\$4.78
Liberty - Cat6 Patch Cable - Black - 5ft	\$2.79	1	\$2.79
Liberty - Cat6 Patch Cable - Black - 7ft	\$3.50	1	\$3.50
Liberty - Cat6 Patch Cable - Black - 10ft	\$4.14	1	\$4.14
Liberty - Cat6 Patch Cable - Black - 15ft	\$5.89	2	\$11.78
Extron - HDMI Ultra Series - Premium High Speed Ultra-flexible HDMI Cable - 12ft	\$64.29	1	\$64.29
Liberty - Micro VGA Male to Male with 3.5mm Stereo Audio Cable - without Ferrites - 12'	\$22.19	1	\$22.19
Liberty - Digitalinx HDMI Adapter Ring - Includes Base Security Clamp & Cable and Four HDMI Female 6" Adapter Cables - DisplayPort Male - Mini-DisplayPort Male - USB "C" Male - Apple Lightning	\$183.39	1	\$183.39
Professional Services	\$8,455.00	1	\$8,455.00
Miscellaneous Installation Materials		1	
Professional AV Installation Services		1	
Removal of Existing Projector and Screen		1	



Programming - In House		1	
Line Drawings		1	
Training		1	
Client Integration		1	

*Red Lake Watershed shall be responsible for all cable pulls and data drops.
*Marco to Install Projector, monitor and equipment rack.
*Marco to terminate, program and test

Subtotal: **\$34,155.90**



Quote Summary - One-Time Expenses

Description	Amount
Board Room	\$34,155.90
Total: \$34,155.90	

- Marco’s standard Payment Terms, Warranty, and Return Policy (“Terms”) can be found at: <https://www.marconet.com/terms-conditions/>.
- In the event of a conflict between those Terms and the Proposal and Agreement documents in this document package “Package Documents,” the terms in the Package Documents shall control.
- Taxes, shipping, handling and other fees may apply where applicable. We reserve the right to cancel orders arising from pricing or other errors.

Marco Technologies, LLC

RED LAKE WATERSHED

Signature: _____
 Name: _____
 Title: _____
 Date: _____

Signature: _____
 Name: MYRON JESME
 Date: _____
 PO Number: _____

Tammy Audette

From: John Bohnenkamp <john.bohnenkamp@marconet.com>
Sent: Friday, June 21, 2019 12:52 PM
To: Myron Jesme; Tammy Audette
Subject: Updated AV Quote
Attachments: Marco_Tech.044722.v4.49.pdf

Myron and Tammy,

Your updated quote is attached. This will include:

- Projector
- Special long throw lens for projector
- Screen
- 85" Commercial TV Monitor
- Crestron Controller to power on/off all equipment and select sources
- All brackets and cables
- Cabinet to mount equipment
- Labor to install, test, program and training

Please note: RLWD will need to hire an electrician to install any necessary outlets and cables in the walls. I would recommend Hudson Electric. I'm happy to work with him and get a quote for you if needed. I've worked with them on several projects in the past.

Thanks!

John Bohnenkamp, MCSE +I, A+, VSP

Technology Advisor



419 Atlantic Ave, Thief River Falls, MN 56701

Voice: 218-683-2385 | Fax: 218-681-6185

john.bohnenkamp@marconet.com | www.marconet.com



Hudson Electric LLC
 323 1st Street East
 Thief River Falls, MN 56701
 218-684-0281
 hudsonelectrictrf@gmail.com



Estimate

ADDRESS

Marco
 419 Atlantic Ave
 Thief River Falls, MN 56701

ESTIMATE # 1119
DATE 07/23/2019

ACTIVITY	QTY	RATE	AMOUNT
Project Bid Low Voltage	1	1,000.00	1,000.00
Run Marco provided cable from rack to: Display X 2 Projector X 2 TWS Presenter Screen	1	525.00	525.00
Project Bid High Voltage Unhook and rehook screen Add outlet above existing outlet for new TV			
TOTAL			\$1,525.00

Accepted By

Accepted Date

Red Lake Watershed District - Administrators Report

July 25, 2019

Red River Watershed Management Board – LeRoy and I will be attending the RRWMB meeting held 9:30 am on July 16, 2019 at the “new” Red River Watershed Management Board Room in Ada, Minnesota. I have included in your packet the RRWMB Meeting Highlights for your reading.

Minnesota Association of Watershed District – I have included in your packet the memo from Emily Javens, showing the proposed MAWD due structure for 2020 along with each watershed district estimated market values. It appears based on the document, the RLWD dues will remain at \$7,500 for fiscal year 2020.

Governance 101 Conference – The Minnesota Association of SWCD is partnering with MAWD to provide a governance training for their respective members. This conference will cover a host of items that will assist board members and staff a better understanding of roles we all play in assuring smooth office management as well as is a training tool to refresh or learn new skills on how boards function as well as governance and authorities outlined in Minnesota State Statutes. Please find the attachment which outlines the two-day conference which will be held September 12 and 13, 2019 at the Airport Marriott, 2020 American Blvd. East, Bloomington, MN. Please let Tammy know if you are interested in attending.

Thief River 1W1P – Planning Committee will hold a telephone conference on Friday July 26th to review comments submitted by the Advisory or Policy Committee members, concerning the draft plan that was sent out to committee members July 8, 2019.

Governance 101 Conference

September 12 & 13, 2019, Bloomington, MN

A conference for Soil and Water Conservation Districts and Watershed District board members and staff to expand the basics of governance and leadership instruction to enhance your district's mission.

The Minnesota Association of Soil and Water Conservation Districts (SWCD) is partnering with the Minnesota Association of Watershed Districts to provide governance training for our members.

If you are a new board member or district employee looking for information and guidance, or a veteran board member or employee looking to brush up on your skills, you won't want to miss this event - register today!

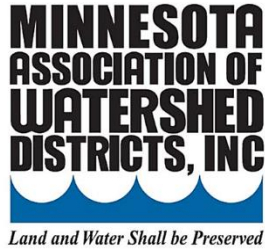
The **Governance 101 Conference for SWCDs and WDs** will take place September 12 & 13 at the Airport Marriott – 2020 American Blvd. East, Bloomington, Minnesota.

EVENT REGISTRATION: To register for the event, visit: [Governance 101 Registration](#). The registration deadline is August 30, 2019. The registration fee is \$250.

LODGING RESERVATIONS: Use the following link to make reservations for September 12 with **Minneapolis Airport Marriott** at the rate of \$151 plus tax through August 23. [Book your group rate for Governance 101 Conference](#)



Attached is the preliminary agenda for your review.



Governance 101 Conference

Sponsored by the
**Minnesota Association of Soil & Water Conservation Districts &
Minnesota Association of Watershed Districts**

September 12-13 2019

Minneapolis/Bloomington Airport Marriott, 2020 American Blvd. East, Bloomington, Minnesota
Telephone: 952-854-7441

Preliminary Agenda – Day One

THURSDAY, SEPTEMBER 12, 2019

9:00 am **Pre – Registration**

9:25 am **Welcome & Setting – *Roland Cleveland MASWCD President***

9:35 am **This is MASWCD and MAWD; an overview of Minnesota’s Soil and Water Conservation Districts and Watershed Districts – *LeAnn Buck, MASWCD Executive Director and Emily Javens, MAWD Executive Director*** This session will provide you with a general overview of the history of SWCDs and WDs, how we have evolved over time, and the roles of MASWCD and MAWD.

10:00 am Break

Breakout Sessions (MASWCD and MAWD Representatives attend their designated sessions)

10:30 am **SWCD Statutes & Operations 101 – *Sheila Vanney, MASWCD Assistant Director and Melissa Lewis, Assistant Section Manager, MN Board of Water & Soil Resources***
This session will focus on SWCD governance and authorities outlined in Minnesota State Statutes including: SWCD powers and authorities, supervisor compensation, elections, reporting requirements, and campaign finance reporting. The session will also provide an overview of role of the Minnesota Board of Water and Soil Resources.

SWCD Fiscal Information & Management –*Linda Donnay, Grants Compliance Specialist, MN Board of Water and Soil Resources*

In order to be successful, a SWCD must have a process for determining financial priorities and allocating resources to meet those priorities. During this session, we will provide an overview of SWCD funding sources, annual financial statements,

budgeting process, and fiduciary duties of district board members. We will also explore the role of the treasurer to increase internal control measures for the district.

10:30 am

WD Statutes & Operations 101

This session will focus on WD governance and authorities outlined in Minnesota State Statutes including: WD powers and authorities, manager compensation, appointment process, and reporting requirements. Attendees will learn that statutes *can be fun!*

WD Finance Basics

In order to be successful, a WD must have a process for determining financial priorities and allocating resources to meet those priorities. During this session, we will provide an overview of WD funding sources and fiduciary duties of district board members. We will also explore the role of the treasurer and the presentation of information during the District's monthly board meetings.

12:15 pm

Lunch & Presentation: An Overview of Minnesota's Natural Resources – John Linc Stine, Executive Director, Freshwater Foundation

Minnesota has a diverse geography and is home to a of variety natural resources. Having a greater understanding of our State's diverse environment will provide district officials with insights related to developing and implementing local SWCD and WD policies and programs. This session will highlight ecosystems, wetlands, watersheds and more.

1:30 pm

Break-Out Sessions (*please select one*)

The Board-Staff Relationship (repeated)

Kim Boyce, U of M Extension Educator, Leadership and Civic Engagement (retired)

Good board-staff relationships don't just happen – they get created and sustained through effort. In this session, we'll explore public board-staff roles and share tools to sustain good relationships for a more effective organization.

OR

Locally Led: the Importance of Leadership and Priority Setting for Your SWCD & WD (repeated) – Lisa Hinz, U of M Extension Educator, Leadership and Civic Engagement

In the words of Peter Drucker, "*Management is doing things right; leadership is doing the right things.*" Effective policy development in local government requires that members of the governing body simply must take the time to formulate, articulate, and agree upon their fundamental goals and priorities. In this session you will get practical tools to set priorities and revisit your district mission and vision so that you can lead more effectively.

OR

Group Strategic Thinking (repeated) - Donna Rae Scheffert, President Leadership Tools

Good governance includes group conversations. Many meetings are so routinized that there is little to no time to discuss big issues or the future. Create more value by having forward-looking crucial conversations. Talking together, individuals gain other people's perspectives on critical and complex opportunities and challenges. *The Wisdom of Crowds: Why the Many Are Smarter than the Few* author argues for the power of group deliberation. Realistically, routine agenda items will continue; however, consider carving out more dedicated time for group strategic thinking to increase satisfaction and organizational success. The workshop will share examples of tools to guide you including how and what (assessments, strategic questions, and more).

3:00 pm Break

3:15 pm Break-Out Sessions (please select one)

The Board-Staff Relationship (repeated)

Kim Boyce, U of M Extension Educator, Leadership and Civic Engagement (retired)

Good board-staff relationships don't just happen – they get created and sustained through effort. In this session, we'll explore public board-staff roles and share tools to sustain good relationships for a more effective organization.

OR

Locally Led: the Importance of Leadership and Priority Setting for Your SWCD (repeated) – Lisa Hinz, U of M Extension Educator, Leadership and Civic Engagement

In the words of Peter Drucker, *“Management is doing things right; leadership is doing the right things.”* Effective policy development in local government requires that members of the governing body simply must take the time to formulate, articulate, and agree upon their fundamental goals and priorities. In this session you will get practical tools to set priorities and revisit your district mission and vision so that you can lead conservation work and local working groups more effectively.

OR

Group Strategic Thinking (repeated) - Donna Rae Scheffert, President Leadership Tools

Good governance includes group conversations. Many meetings are so routinized that there is little to no time to discuss big issues or the future. Create more value by having forward-looking crucial conversations. Talking together, individuals gain other people's perspectives on critical and complex opportunities and challenges. *The Wisdom of Crowds: Why the Many Are Smarter than the Few* author argues for the power of group deliberation. Realistically, routine agenda items will continue; however, consider carving out more dedicated time for group strategic thinking to increase satisfaction and organizational success. The workshop will share examples of tools to guide you including how and what (assessments, strategic questions, and more).

4:45 pm **Reception with Cash Bar – an opportunity to network with your peers**

5:45 pm ***Dinner on your own***

Preliminary Agenda – Day Two

FRIDAY, SEPTEMBER 13, 2019

7:15 – 7:55 am ***Breakfast***

8:00 am **Discussion of the Minnesota Government Data Practices Act– *Jen Wolf & Sonya Guggemos, Minnesota Counties Intergovernmental Trust (MCIT) Staff Counsel***
Believe it or not, most of the letters, reports and e-mails public employees collect, create, receive, maintain or disseminate related to the government entity's operations are data subject to the Minnesota Government Data Practices Act. This session provides an overview of what SWCD and WD board members and staff need to understand about the law to facilitate compliance.

Open Meeting Law – Jen Wolf & Sonya Guggemos, Minnesota Counties Intergovernmental Trust (MCIT) Staff Counsel

This session will also discuss Minnesota's Open Meeting Law. Elected supervisors are legally required to conduct business in a public forum. A violation of the Open Meeting Law can affect the credibility of the organization and its leaders, as well as expose them to litigation, fines and penalties. We will discuss:

- what constitutes a meeting;
- when the governing body can legally close a meeting;
- how to properly notice, close and record meetings; and
- penalties that can accompany violations of the Open Meeting Law;

9:45 am ***Break***

10:00 am **Building Trust**
Lisa Hinz, U of M Extension Educator, Leadership and Civic Engagement
Research shows that trust is closely correlated to positive benefits including increased efficiency and effectiveness while lack of trust results in redundancy, disengagement, and less creativity (Horsager 2012, Reina 2007, Covey 2012). This begs the question – what can leaders do to build trust? This workshop demystifies trust through an examination of three kinds of trust (Reina 2007) and the three most common places where trust is built or lost (Gottman 2011). In addition, it considers the component of caring or authenticity. This framework provides insights into ways that trust can be built, rebuilt, and assessed. Participants will add their experiences and insights to the learning so that as leaders they are able to implement strategies to build trust as part of modeling good group relationship behaviors.

12:30 pm **Wrap Up and Adjourn – *Ruth Schaefer, MAWD President***

A conference for local SWCD & WD board members and staff to expand the basics of governance and leadership instruction to enhance your district's mission.

The MASWCD is a nonprofit organization which exists to provide leadership, educational opportunities and a common voice for Minnesota's soil and water conservation districts.

www.maswcd.org

The MAWD provides educational opportunities, information and training for watershed district managers and staff through yearly tours, meetings and regular communication. MAWD represents 45 watershed districts in the state. The watershed districts are partners in water protection and management.

www.mnwatershed.org

2020 MAWD Membership Dues

WATERSHED DISTRICT NAME	Estimated Market Values	2020 MAWD Dues
BEAR VALLEY	221,457,700	531
BELLE CREEK	415,815,100	998
BOIS DE SIOUX	4,559,626,000	7,500
BROWN'S CREEK	1,938,920,100	4,653
BUFFALO CREEK	2,322,046,700	5,573
BUFFALO-RED RIVER	8,958,175,200	7,500
CAPITOL REGION	22,568,389,100	7,500
CARNELIAN MARINE ST. CROIX	1,706,562,200	4,096
CEDAR RIVER	2,907,759,700	6,979
CLEARWATER RIVER	1,633,188,700	3,920
COMFORT LAKE - FOREST LAKE	2,068,377,700	4,964
COON CREEK	16,123,925,700	7,500
CORMORANT LAKES	578,953,800	1,389
CROOKED CREEK	379,939,000	912
HERON LAKE	2,502,098,000	6,005
HIGH ISLAND	1,152,024,400	2,765
JOE RIVER	233,271,200	560
KANARANZI-LITTLE ROCK	1,703,696,000	4,089
LAC QUI PARLE-YELLOW BANK	3,041,400,900	7,299
LOWER MINNESOTA RIVER	10,234,630,000	7,500
MIDDLE FORK CROW RIVER	1,816,448,800	4,359
MIDDLE SNAKE TAMARAC RIVERS	2,590,548,300	6,217
MINNEHAHA CREEK	54,724,737,200	7,500
NINE MILE CREEK	20,812,262,300	7,500
NORTH FORK CROW RIVER	1,438,556,400	3,453
OKABENA-OCHEDEA	999,289,500	2,398
PELICAN RIVER	2,199,426,700	5,279
PRIOR LAKE-SPRING LAKE	4,169,842,200	7,500
RAMSEY-WASHINGTON METRO	16,827,737,100	7,500
RED LAKE	8,335,247,800	7,500
RICE CREEK	22,885,493,500	7,500
RILEY-PURGATORY-BLUFF CREEK	14,968,773,000	7,500
ROSEAU RIVER	769,910,800	1,848
SAND HILL RIVER	1,130,955,600	2,714
SAUK RIVER	8,693,633,700	7,500
SHELL ROCK RIVER	2,095,326,400	5,029
SOUTH WASHINGTON	12,751,609,300	7,500
STOCKTON-ROLLINGSTONE WS	512,233,500	1,229
TURTLE CREEK	1,564,576,100	3,755
TWO RIVERS	1,235,002,900	2,964
UPPER MINNESOTA RIVER	1,391,288,200	3,339
VALLEY BRANCH	4,778,103,200	7,500
WARROAD	374,141,600	898
WILD RICE	3,644,267,200	7,500
YELLOW MEDICINE RIVER	2,510,395,200	6,025
TOTALS	278,470,063,700	224,241
WATERSHED MANAGEMENT ORGANIZATIONS		500

Notes:

Dues Calculation = Estimated Market Values x 0.00048 x 0.005, capped at \$7,500
 2019 Estimated Market Values Source: BWSR Memorandum, June 21, 2019

Memo

Date: June 21, 2019

To: Watershed District Administrators and Managers

From: Annie Felix-Gerth, Water Programs Coordinator

Cc: Emily Javens, MAWD

Rob Sip, RRWMB

BWSR: John Jaschke, Angie Becker Kudelka, Kevin Bigalke, Dave Weirens, Jeremy Olson,
Regional Managers and Board Conservationists

RE: 2019 Estimated Market Values

Please find attached a table containing the recently released total estimate market values (EMV) for 2019 from the Minnesota Department of Revenue. The 2019 abstract of tax list was used as the basis for calculating the table.

In order to determine the annual maximum General Fund levy for a watershed district, the EMV listed in the table must be multiplied by 0.048 percent (0.00048) and then compared to the maximum General Fund levy limit of \$250,000. Use whichever value is less. See Minn. Stat. § 103D.905, Subd. 3 for reference.

Please contact me if you have any questions,

Annie Felix-Gerth

Annie.Felix-gerth@state.mn.us | 651-238-0677

Attachment: Taxes Payable 2019 Estimated Market Values For Watershed Districts in Minnesota

Taxes Payable 2019 - Estimated Market Values for Watershed Districts in Minnesota

Watershed Name	Total EMV (\$)	Watershed Code
Bear Valley Watershed District	221,457,700	001
Belle Creek Watershed District	415,815,100	003
Bois De Sioux Watershed District	4,559,626,000	031
Browns Creek Watershed District	1,938,920,100	069
Buffalo Creek Watershed District	2,322,046,700	005
Buffalo-Red River Watershed District	8,958,175,200	007
Capitol Region Watershed District	22,568,389,100	070
Carnelian-Marine-St. Croix Watershed District	1,706,562,200	010
Cedar River Watershed District	2,907,759,700	002
Clearwater River Watershed District	1,633,188,700	009
Comfort Lake-Forest Lake Watershed District	2,068,377,700	071
Coon Creek Watershed District	16,123,925,700	013
Cormorant Lakes Watershed District	578,953,800	015
Crooked Creek Watershed District	379,939,000	016
Heron Lake Watershed District	2,502,098,000	024
High Island Watershed District	1,152,024,400	018
Joe River Watershed District	233,271,200	020
Kanaranzi-Little Rock Watershed District	1,703,696,000	021
Lac qui Parle-Yellow Bank Watershed District	3,041,400,900	022
Lower Minnesota River Watershed District	10,234,630,000	060
Middle Fork-Crow River Watershed District	1,816,448,800	074
Middle-Snake-Tamarac Rivers Watershed District	2,590,548,300	026
Minnehaha Creek Watershed District	54,724,737,200	062
Nine Mile Creek Watershed District	20,812,262,300	058
North Fork Crow River Watershed District	1,438,556,400	008
Okabena-Ocheda Watershed District	999,289,500	028
Pelican River Watershed District	2,199,426,700	030
Prior Lake-Spring Lake Watershed District	4,169,842,200	032
Ramsey-Washington Metropolitan Watershed District	16,827,737,100	034
Red Lake Watershed District	8,335,247,800	036
Rice Creek Watershed District	22,885,493,500	038
Riley-Purgatory-Bluff Creek Watershed District	14,968,773,000	064
Roseau River Watershed District	769,910,800	040
Sand Hill Watershed District	1,130,955,600	042
Sauk River Watershed District	8,693,633,700	043
Shell Rock River Watershed District	2,095,326,400	073
South Washington Watershed District	12,751,609,300	014
Stockton-Rollingstone-Minnesota City Watershed District	512,233,500	044
The Two Rivers Watershed District	1,564,576,100	050
Turtle Creek Watershed District	1,235,002,900	048
Upper Minnesota River Watershed District	1,391,288,200	052
Valley Branch Watershed District	4,778,103,200	054
Warroad Watershed District	374,141,600	056
Wild Rice Watershed District	3,644,267,200	066
Yellow Medicine River Watershed District	2,510,395,200	068



Meeting Highlights – July 16, 2019

- 1. 2020 Operating and Project Budget and 2020 Levy** – The RRWMB approved the 2020 Budget, of \$7,792,969.51, which now includes project funding for flood damage reduction and water quality projects. A factsheet and pie chart are attached illustrating major categories of the 2020 Budget. The Budget also includes line items for all programs, projects, and initiatives that are managed or implemented by the RRWMB, including pass through funds from the State of Minnesota. The RRWMB will be sharing more detailed Budget information with its member watershed districts and stakeholders in the coming weeks and months. The RRWMB also approved setting the 2020 levy at 75 percent.
- 2. River Watch Program Funding** – A funding agreement and resolution were approved to allocate \$300,000 to the International Water Institute for the River Watch Program for the next two fiscal years. This Program is also matched with \$300,000 from the State of Minnesota. River Watch has been popular with high school students in the Red River Basin and is a critical component of environmental education at the local level. The RRWMB also thanks the Minnesota Legislature for allocating funds for this Program. More information about the Program can be found at this weblink: <https://iwinst.org/mesmerize/watershed-education/river-watch/>
- 3. Water Quality Projects** – The RRWMB Managers discussed future funding of water quality projects and will be approving criteria, process, and procedure in the coming months. The RRWMB Monitoring and Water Quality Advisory Committee will soon be meeting along with representatives from the RRWMB Technical Advisory Committee to start developing the criteria, process, procedures, and overall guidance related to funding of water quality projects. The RRWMB will also continue to fund flood damage reduction projects as part of the overall core mission.
- 4. Red River Coordinator** – The RRWMB welcomes Andrew Graham to the Red River Basin and he was introduced to the RRWMB Managers at the board meeting. Andrew is the new Red River Coordinator and will be working closely with the RRWMB and the Minnesota Department of Natural Resources. Andrew will be providing support to the RRWMB related to its Technical Advisory Committee and will be facilitating the Flood Damage Reduction Work Group. Andrew has several years of experience in the private sector working on environmental, water management, and natural resources issues.
- 5. Legislative Services Contract** – The RRWMB approved a contract with Frenette Legislative Advisers (FLA) for legislative services for the next two years. FLA will assist with coordinating the RRWMB Legislative Committee and work will soon begin on developing RRWMB 2020 legislative priorities. The RRWMB will also work closely with other stakeholders such as the Minnesota Association of Watershed Districts related to legislative efforts.
- 6. RRWMB Strategic Plan** – The RRWMB Managers discussed the results of the strategic planning session that was held at the June 2019 RRWMB meeting. The Managers approved a list of accomplishments and top areas of action and future priorities. The Managers also approved sharing this information with all watershed districts in the Minnesota portion of the Red River Basin and immediate stakeholders. The RRWMB Managers will continue discussion on the strategic plan and will be tentatively completing the plan in October or November 2019.
- 7. Next RRWMB Meeting** – Tuesday, August 20, 2019 at 9:30 AM at the RRWMB office in Ada, MN.