RED LAKE WATERSHED DISTRICT

July 14, 2022 9:00 a.m.

Agenda

9:00 a.m.	Call to Order	Action
	Review and approve agenda	Action
	Requests to appear	Information
	June 23, 2022 Minutes	Action
	Financial Report dated July 13, 2022	Action
	General Fund Budget Report	Information
	2023 Budget and Salary Timeline	Information
	American Federal Bank - Letter of Credit	Info./Action
	American Federal Bank – increased interest from 0.50% to 0.70% APY	Information
	Workers Compensation Premium	Action
9:30 a.m.	Landowners Dan Bradvold and Dennis Goodyke	Information
	Ring Dikes, RLWD Project 129-NRCS Funding	Information
	BR6-Burnham Creek, RLWD Project No. 43A	Info/Action
	Thief River Falls Westside FDR, RLWD Project No. 178 Sale of Land	Information
	Red Lake River 1W1P, RLWD Project No. 149- Polk County Ditch 99-Engineering Proposal	Info./Action
	Pine Lake, RLWD Project No. 26B 10 Year Warranty Agreement Pay Estimate No. 2 Final Payment Hearing	Action Action Action
	Little Pine Lake, RLWD Project No. 26A MnDNR-Joint Powers Agreement	Info./Action
	Mud River Restoration Project, RLWD Project No. 180C Facilitation	Info./Action
	Clearwater River 1W1P, RLWD Project No. 149B-Fiscal Agent	Info./Action
	Elm Lake Trigger Points	Info./Action

Black River Impoundment, RLWD Project No. 176 Haying Bids	Information Information
Ditch 10, RLWD Project No. 161-Repairs	Information
Beltrami SWCD-Letter of Support America the Beautiful Challenge Gran	nt Info./Action
Impoundment Updates	Information
Clearwater River Flooding Concerns	Information
Permit No. 22052, Moylan Township	Info./Action
Table Permit No. 22-097, Kyle Mehrkens Petition for Inclusion – Thief River Westside FDR Project, RLWD Project No. 178	Action Action
Permits: No. 22055, 22095, 22096, 22111-22113, 22115-22124, 22126-22128, 22135-22140, 22142, 22143	Action
2022 MAWD Resolutions	Information
Red River Partners Summer Tour – August 23-25, 2022	Information
Employee Position Update	Info./Action
Employee Performance Review	Info./Action
Administrators Update	Information
Legal Counsel Update	Information
Managers' updates	Information
Adjourn	Action

UPCOMING MEETINGS

July 14, 2022	RLWD Board Meeting, 9:00 a.m.
July 19, 2022	RRWMB, Ada, 10:00 a.m.
July 20, 2022	Farm Bureau Meeting – Wheaton 8-12
July 21, 2022	Farm Bureau Meeting – Greenbush 8-12
July 22, 2022	Farm Bureau Meeting – Dave Scherfenberg Shop 8-12
July 28, 2022	RLWD Board Meeting, 9:00 a.m.
August 11, 2022	RLWD Board Meeting, 9:00 a.m.
August 23-25, 2022	MAWD/Red River Basin/BWSR Tour
August 25, 2022	RLWD Board Meeting, 9:00 a.m.



President, Dale M. Nelson, called the meeting to order at 9:00 a.m. at the Red Lake Watershed District Office, Thief River Falls, MN.

Present: Managers: Dale M. Nelson, Gene Tiedemann, Terry Sorenson, Allan Page, Brian Dwight, LeRoy Ose, and Tom Anderson. Staff Present: Myron Jesme, Tammy Audette and Legal Counsel, Delray Sparby.

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

The Board reviewed the June 9, 2022, minutes. Motion by Dwight, seconded by Tiedemann, to approve the June 9, 2022, Board meeting minutes with correction. Motion carried.

The Board reviewed the Financial Report dated June 22, 2022. Motion by Sorenson, seconded by Anderson, to approve the Financial Report dated June 22, 2022, as presented. Motion carried.

The Board reviewed Change Order No. 6 in the amount of \$78,442 for the Black River Impoundment, RLWD Project No. 176. Engineer Tony Nordby, Houston Engineering, Inc., stated that this change order covers the four failed culverts from the spring rain runoff, to include additional material that will be needed to rebuild the crossings. Nordby stated that clay will be hauled in from an offsite location to armor the eroded banks. Discussion was held on obtaining hourly equipment rates in the change orders and that it was needed to offset the increase of fuel prices since the project was bid in 2020. It was also mentioned that wave action damage within the impoundment will also be repaired at the revised hourly rate. Motion by Ose, seconded by Page, to approve Change Order No. 6, in the amount of \$78,442, for repairs to the Black River Impoundment, RLWD Project No. 176, for repairs during the spring rain runoff event. Motion carried.

Discussion was held on haying of the embankment and outer areas of the Black River Impoundment, RLWD Project No. 176. It was a consensus of the Board, to send out quote forms to local landowners that might be interested in haying.

Administrator Jesme stated that spoil is needed to repair the eroded areas from the 2022 spring rain events on Ditch 10, RLWD Project No. 161. Jesme stated that when repairs were originally completed on the outlet, there was a high spot of spoil that the landowner, Mike Knott, would like to have lowered. Jesme recommended that the District strip the topsoil, remove the clay to use in repairing the eroded areas. Motion by Tiedemann, seconded by Dwight, to authorize the payment of \$1,000 to Mike and Kathy Knott for removal of spoil for the repairs to Ditch 10, RLWD Project No. 161. Motion carried.

Red Lake Watershed District June 23, 2022 Page **2** of **3**

The Board reviewed a Joint Powers Agreement from the Minnesota Department of Natural Resources (MnDNR) as well as a revised Operation and Management of the Little Pine Lake WMA, RLWD Project No. 26A. Administrator Jesme stated that the current Operation and Management Plan has expired, the new Operation and Management Plan includes a longer term of 50 years, and also gives the District the authority to operate the structure with the approval of the MnDNR. Motion by Sorenson, seconded by Tiedemann, to authorize Administrator Jesme the authority to sign the Little Pine Lake WMA, RLWD Project No. 26A Joint Powers Agreement and Operations and Management Plan. Motion carried.

Discussion was held on the installation of an access gate at Pine Lake, RLWD Project No. 26. Motion by Anderson, seconded by Tiedemann, to approve the installation of an access gate at the Pine Lake Project, RLWD Project No. 26 by Davidson Construction, Inc. at a cost of \$5,000. Motion carried.

Discussion was held on access to the outlet structure during operation of the Black River Impoundment, RLWD Project No. 176. Administrator Jesme stated rather than the installation of a catwalk, access will be gained by constructing a road within the easement along the north side of the outlet ditch, on property owned by Sorvig, LLP.

Administrator Jesme stated that water had receded off the weirs on the outlet structures of the Moose River Impoundment, RLWD Project No. 13, but after receiving additional rain, water has raised and is presently running over the weir. The north pool is releasing 100 cfs as Thief Lake WMA has stated they can manage additional water and the south pool is also releasing 100 cfs with Agassiz NWR indicating they can handle flows as well.

Motion by Dwight, seconded by Anderson, to table RLWD Permit No. 22094, Andrew Quam, for further review. Motion carried.

Motion by Sorenson, seconded by Ose, to deny RLWD Permit No. 22099, Lessor Township, Polk County. Motion carried.

Motion by Page, seconded by Anderson, to deny RLWD Permit No. 22102, Lessor Township, Polk County. Motion carried.

Motion by Ose, seconded by Tiedemann, to deny RLWD Permit No. 22108, Lessor Township, Polk County. Motion carried.

Motion by Ose, seconded by Page, to approve the following permits with conditions stated on the permit: No. 22079, Earl Pederson, Badger Township, Polk County; No. 22091, Josh Bernier, North Township, Pennington County; No. 22092 and 22093, Rollis Township, Marshall County; No. 22098, Gervais Township, Red Lake County; No. 22100, 22101, 22103, 22104, 22105, 22106, and 22107, Lessor Township, Polk County; and No. 22110, Rocksbury Township, Pennington County. Motion carried.

Red Lake Watershed District June 23, 2022 Page **3** of **3**

Administrators Update:

- Manager Ose attended the June 21st RRWMB meeting, with Jesme participating via Teams. Jesme participated in the RRWMB Finance Committee meeting held on June 22nd.
- Jesme, Manager Ose, and Staff member Hanson participated in the BWSR staff tour on June 15th, visiting various projects of the District.
- Jesme and Staff member Hanson will be attending a coordination meeting for the Chief Coulee project on June 24th.
- Jesme attended the Drainage Workgroup meeting on June 16th virtually. It appears language is being gathered for a BWSR drainage portal for public drainage systems.
- Jesme spoke at the Golden Pioneers meeting on June 21st at the Heritage Center in TRF.

Discussion was held on the Budget and Salary Committee completing a 6-month employee evaluation with Staff member Joppru.

Manager Dwight discussed a resolution for the "Keep It Clean" campaign that was approved by Area 8 SWCD. They are now asking MASWCD to support a resolution statewide for the campaign. Dwight mentioned if this was something that our Board would want to present to MAWD as a resolution? Dwight and Jesme will discuss and bring something back to the Board at a future meeting.

Manager Ose stated that MAWD would like a presentation from the Upper Red Lake Area Association.

Effective July 1, 2022, the new IRS mileage rate will increase to 62.5 cents per mile.

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

LeRoy Ose, Secretary

RED LAKE WATERSHED DISTRICT Financial Report for July 14, 2022

online EFTPS Withholding FICA, Fed & Medicare (6-22-22 payroll) \$ 4,528.49 online FTPS Withholding taxes (6-22-22 payroll) \$ 7562.93 online MN Department of Revenue Withholding taxes (6-22-22 payroll) \$ 105.77 online MN Department of Revenue Withholding taxes (6-22-22 payroll) \$ 4128.33 online FTPS Withholding taxes (6-22-22 payroll) \$ 732.70 online Further Employee HSA (6-22-22 payroll) \$ 175.00 online Further Employee HSA (7-6-22 payroll) \$ 175.00 online Further Employee HSA (7-6-22 payroll) \$ 175.00 odloted check Incorrect amount on check #40218 -15240.15 40224 5 100.000 40225 Vided check Incorrect amount on check #40218 \$ 11,976.15 40228 Gene Tiademann Mileaga \$ 434.96 40228 Gene Tiademann Mileaga \$ 9.99 40224 Christianson's Bu	Ck#	Check Issued to:	Description		Amount
online MN Department of Revenue Withholding FICA, Fed & Medicare (6-29-22 payroll) \$ 706.29 online MN Department of Revenue Withholding FICA, Fed & Medicare (6-29-22 payroll) \$ 502.83 online FTPS Withholding Kase (5-29-22 payroll) \$ 165.77 online FTPS Withholding Kase (5-29-22 payroll) \$ 732.70 online Further Employee HSA (76-52 payroll) \$ 755.00 online Further Employee HSA (76-22 payroll) \$ 175.00 40186 Voided check Incorrect payer - 567.33 40224 Voided check Incorrect amount 0 0 40225 Voided check Incorrect amount 0 0 40225 Voided check Incorrect amount 0 0 22.22 11,976.15 432.92 434.98 11,976.15 432.92 434.98 11,976.15 432.92 434.98 434.98 432.92 434.98 434.98 432.92 434.98 432.92 434.98			-	\$	
online ETTPS Withholding FICA, Fed & Medicare (6-29-22 payroll) \$ 50283 online ETTPS Withholding Taxes (6-29-22 payroll) \$ 105.77 online PUblic Employent Ravenue Withholding Taxes (7-6-22 payroll) \$ 732.70 online Futher Employee HSA (6-22-22 payroll) \$ 175.00 online Futher Employee HSA (6-22-22 payroll) \$ 175.00 online Futher Employee HSA (6-22-22 payroll) \$ 175.00 online Futher Employee HSA (7-6-22 payroll) \$ 1071.73 00224 Vided check Incorrect amount 0 0 40225 Vided check Incorrect amount 0 10.001.00 40224 Matin Trust Company Defered comp. \$ <t< td=""><td></td><td>-</td><td></td><td></td><td></td></t<>		-			
online MN Department of Revenue Withholding taxes (6:29-22 payroll) \$ 105.77 online EFTPS Withholding taxes (7:6-22 payroll) \$ 4,128.33 online Public Employers Reitrement Assn. PERA (7:6-22 payroll) \$ 2,576.85 online Further Employee HSA (7:6-22 payroll) \$ 175.00 4018 Voided check Incorrect payer -567.33 40224 Voided check Incorrect amount on check #40218 -15240.15 40225 Voided check Incorrect amount on check #40218 10000.00 40225 Voided check Incorrect amount on check #40218 \$ 10000.00 40225 Voided check Incorrect amount on check #40218 \$ 107.17.8 40225 Okahal & Karen Knott Damages Proj #161 \$ 107.17.8 40225 Chard Martz Accounting system Setup & reports - 21 hrs@ \$175 \$ 3675.00 40232 Chard Media Mat Spanta Actor Distant in spector \$ 107.17.8 40232 Danal Roulan Pro		-			
online ETTPS Withholding FICA, Fed & Medicare (7-6-22 payroll) \$ 4.128.33 online MN Department of Revenue Withholding taxes (7-6-22 payroll) \$ 732.70 online Futher Employee HSA (6-22:22 payroll) \$ 175.00 00line Futher Employee HSA (6-22:22 payroll) \$ 175.00 4018 Voided check Incorrect payer 0 -667.33 40214 Voided check Incorrect amount on check #40218 -15240.15 1,000.00 40225 Voided check Incorrect amount on check #40218 1,001.00 0 40224 Mathael & Karen Knott Damages Proj #161 \$ 1,071.76 40223 Matrix Trust Company Deferred comp. \$ 1,071.76 40223 Matrix Trust Company Deferred comp. \$ 3.670.00 40232 Bach Trust Proj #149 \$ 9.99 40231 Sandy Martz Accounting system setup & reports -21 hrs@ \$175 \$ 3.670.00 40235 Denie Rouland Proj. #14A Damages \$		-			
online onlineNN Department of RevenueWithholding taxes (7-6-22 payroll)\$7.32 70online FurtherFurtherEmployee HSA (6-22 payroll)\$175.00001ineFurtherEmployee HSA (7-6-22 payroll)\$175.0001016Voided checkIncorrect payer-567.3340218Voided checkIncorrect amount on check #40218-15240.1540225Voided checkIncorrect amount on check #40218-15240.1540225Voided checkIncorrect amount on check #4021811.000.0040225Voided checkIncorrect amount040225Voided checkIncorrect amount040225Voided checkExpenses for Proj. #149\$11.976.1540228Gene TiedemannMileageSpray foram Proj #149\$9.9940231Austin AudetterMoor Watershed property\$\$599.0040232Christianson's Business FurnitureBalance of Office chairs and mats\$2.24.13.840230Department of the TreasuryForm 720\$19.5340231Famer's Union OilGas for vehicles\$19.5340232HDR Engineering* see below for detail\$2.51.45.8440233HDR Engineering* see below for detail\$2.51.45.8440244Urolino, Urolino, Gar washes\$11.03.00.0040243Lingering* see below for detail\$2.51.45.8440244Lorio Treme's Union OilGar washe		•			
online onlinePublic Employers Reitrement Asson FurtherPERA (7-6-22 payroll)\$2.576.85online onlineFurtherEmployee HSA (6-22-22 payroll)\$175.004018Volded checkIncorrect payer-567.3340218Volded checkIncorrect amount on check #40218-15240.1540224Volded checkIncorrect amount on check #402181000.0040225Volded checkIncorrect amount on check #402181.000.0040226Michael & Karen KnottDamages Proj #161\$1.000.0040227Red Lake County SWCDExpenses for Proj. #149\$1.071.7840230Ace HardwareSpray foam Proj #149\$9.9940232Matrix Trust CompanyDeferred comp.\$1.071.7840232Chertry Road MediaAds for Ditch inspector\$600.0040232Chertry Road MediaAds for Ditch inspector\$3.675.0040233Chertry Road MediaAds for Ditch inspector\$1.80.74240235Daniel RoulandProj. #41A Damages\$1.80.74240234HOR Engineering* see below for detail\$2.2,14.58440234HOR Engineering* see below for detail\$2.2,14.58440234HOR Engineering* see below for detail\$2.2,14.58440234Les CotaMowing TRF Eastiscie FDR area, Proj. 171\$1.30.0040244Les CotaMowing TRF Eastiscie FDR area, Proj. 171\$3.35.74<					
online onlineFurtherEmployee HSA (7-6-22 payroll)\$175.0040186Voided checkIncorrect payer-567.3340218Voided checkIncorrect amount on check #40218-15240.1540224Voided checkIncorrect amount on check #40218040225Voided checkIncorrect amount040225Voided checkIncorrect amount040226Michael & Karen KnottDamages Proj. #149\$11.976.1540228Gene TiedemannMileage\$434.9640229Gene TiedemannMow Watershed property\$59.9040221Austin AudetterMow Watershed property\$59.9040223Cherty Road MediaAds for Ditch inspector\$3675.0040224Banele RoulandProj. #41AA Damages\$18.1140225Departmert of the TreasuryForm 720\$18.5140224MarceGar kore kheides\$14.9040224Legis CarlMowing TRF Eastiside FDR area, Proj. 171\$1.400.0040224Lesis CotalMowing TRF Eastiside FDR area, Proj. 171\$3.877440224Vality SardGar karles Kholl\$2.514.5840225Vality SardGarbage pickup\$3.57440224Vality SardGarbage pickup\$3.57440224Vality SardGarbage pickup\$3.57440224Vality SardGarbage pickup\$3.33,700 <t< td=""><td></td><td>-</td><td></td><td></td><td></td></t<>		-			
onlineFurtherEmployee HSA (7-6-22 payroll)\$175.0040186Voided checkIncorrect payer-567.3340218Voided checkIncorrect amount on check #40218-15240.1540224Voided checkIncorrect payer040225Michael & Karen KnottDamages Proj #161\$1,000.0040225Michael & Karen KnottDamages Proj #161\$1,000.0040225Gene TiedemannMileage\$434.9640220Ace HardwareSpray foarn Proj #149\$9.9940231Austin AudetterMow Vatershed property\$59.0040232Brady MartzAccounting system setup & reports - 21 hrs@ \$175\$3.675.0040233Cherry Road MediaAcds for Ditch inspector\$19.5340234Christianson's Business FurnitureBalance of Office chairs and mats\$2.241.3440235Daniel RoulandProj. #41AA Damages\$1.805.4240234HDR Engineering* see below for detail\$2.25,145.8440244Hugo's #TMeeting expenses\$2.11.0340245KIN Assoc. of Drainage InspectorsMembership dues MADI\$3.677.00402424Lugo's HTGarbage pickup\$3.675.00402424Lugo's MTGarbage pickup\$2.24.13440243Lugo's MTGarbage pickup\$3.675.0040244Lugo's MTGarbage pickup\$3.675.00402424 </td <td></td> <td></td> <td></td> <td></td> <td></td>					
40186 Voided checkIncorrect payer-567.3340218 Voided checkIncorrect amount on check #40218-15240.1540225 Voided checkIncorrect payer040225 Voided checkIncorrect amount040226 Michael & Karen KnottDamages Proj #161\$40228 Gene TiedemannMileage\$40231 Austin AudetterSpray foam Proj #149\$40232 Bartix Trust CompanyDeferred comp.\$40233 Cherry Road MediaAds for Ditch inspector\$40233 Christ Sond MediaAds for Ditch inspector\$40234 Christianson's Business FurnitureBalance of Office chairs and mats\$40235 Department of the TreasuryForm 720\$40236 Department of the TreasuryForm 720\$40237 Farmer's Union OilGas for vehicles\$40242 Less CotaMowing TRF Eastside FDR area, Proj. 171\$40242 Less CotaMowing TRF Eastside FDR area, Proj. 171\$40244 Mugo's #7Meeting exponses\$201.4240245 MarcoCarwashes\$100.0040244 Kort MarcoCarwashes\$100.0040245 Less CotaMowing TRF Eastside FDR area, Proj. 171\$1,340.0040245 MarcoCarwashes\$100.0140245 MarcoCarwashes\$100.1240245 MarcoCarwashes\$100.0140245 MarcoCarwashes\$100.0140245 MarcoCarwashes\$100.0040245 MarcoCarwashes<					
40218 Voided check Incorrect amount on check #40218 -15240.15 40224 Voided check Incorrect amount 0 40225 Michael & Karen Knott Damages Proj #161 \$ 1,000.00 40227 Red Lake County SWCD Expenses for Proj, #149 \$ 11,976.15 40228 Matrix Trust Company Deferred comp. \$ 1,071.78 40230 Ace Hardware Spray foam Proj #149 \$ 9.99 40231 Ace Hardware Spray foam Proj #149 \$ 9.99 40232 Brady Matrz Accounting system setup & reports - 21 hrs@ \$175 \$ 3,675.00 40232 Daniel Rouland Proj, #414A Damages \$ 600.00 40235 Daniel Rouland Proj, #41AA Damages \$ 189.11 40236 Department of the Treasury Forr Y20 \$ 19.53 40237 HDR Engineering * see below for detail \$ 25,145.84 40239 Houston Engineering * see below for detail \$ 25,145.84 40239 Houston Engineering * see below for detail \$ 26,11.58 40241 JKC (Fesoro) Car washes \$ 140.000 40242				÷	
40224 Voided check Incorrect arount 0 40225 Voided check Incorrect arount 0 40226 Voided check Incorrect arount 0 40227 Red Lake County SWCD Expenses for Proj. #149 \$ 11,976.15 40228 Gene Tiedemann Mileage \$ 434.96 40229 Aritr Trust Company Deferred comp. \$ 10,717.78 40230 Ace Hardware Spray foam Proj #149 \$ 9.99 40231 Austin Audetter Mow Watershed property \$ 569.00 40232 Cherry Road Media Ads for Ditch inspector \$ 600.00 40232 Cherry Road Media Ads for Ditch inspector \$ 18.9.11 40235 Daniel Rouland Proj. #41AA Damages \$ 19.53 40237 Farmer's Union Oil Gas for vehicles \$ 1.805.42 40239 Houston Engineering * see below for detail \$ 25.41.58 40240 Hugo's #7 Meeting expenses \$ 11.00 40241 JKC (Tesoro) Car washes \$ 18.9.11 40245 MN Assoc. of Drainage Inspector Korikes Laba and #149 Amages \$ 18.9.11 40244 Lori Burgess Proj. #41AA Damages \$ 18.9.11 40245 Gualastantain Gas for vehicles \$ 18.9.11 40244 Lori Burgess Proj. #41AA Damages \$ 18.9.11 40245 UN Assoc. of Drainage Inspector Co					
40225Voided checkIncorrect amount040226Michael & Karen KnottDamages Proj #161\$1,000.0040227Red Lake County SWCDExpenses for Proj. #149\$11.976.1540228Gene TiedemannMileage\$434.9640229Matrix Trust CompanyDeferred comp.\$1,071.7840230Acce HardwareSpray foam Proj #149\$9.9940231Austin AudetterMow Watershed property\$599.0040232Brady MatzAccounting system setup & reports - 21 hrs@ \$175\$3.675.0040233Cherry Road MediaAds for Ditch inspector\$600.0040234Christianson's Business FurnitureBalance of Office chairs and mats\$2,431.3440235Daniel RoulandProj. #41AA Damages\$1,805.4240237Farmer's Union OilGas for vehicles\$1,805.4240238HDR Engineering* see below for detail\$25,145.8440239Huston Engineering* see below for detail\$26,113.3440241Hugo's #7Meeting expenses\$11.03.00.00402424Les CotaMowing TRF Eastside FDR area, Proj. 171\$1,340.0040244Les CotaMowing TRF Eastside FDR area, Proj. 171\$3.67.440245MA Soco. of Drainage InspectorsMembership dues MADI\$50.0040246MarcoCopier maintenance\$201.4240247Miles Rouland <td></td> <td></td> <td></td> <td></td> <td>-</td>					-
40226 Michael & Karen Knott Damages Proj #161 \$ 1,000.00 40227 Red Lake County SWCD Expenses for Proj, #149 \$ 11,976.15 40228 Gene Tiedemann Mileage \$ 434.96 40229 Matrix Trust Company Deferred comp. \$ 1,071.78 40230 Ace Hardware Spray foam Proj #149 \$ 9.999 40231 Austin Audetter Mow Watershed property \$ 599.000 40232 Brady Matz Accounting system setup & reports - 21 hrs @ \$175 \$ 5060.00 40233 Cherry Road Media Ads for Ditch inspector \$ 600.00 40234 Christianson's Business Furniture Balance of Office chairs and mats \$ 2,431.34 40235 Department of the Treasury Form 720 \$ 189.11 40234 HDR Engineering * see below for detail \$ 25.145.84 40239 Houston Engineering * see below for detail \$ 25.145.84 40240 Hugo's #7 Meeting expenses \$ 140.00 40242 Les' Sanitation Garbage pickup \$ 35.74 40240 Hugo's #7 Meeting expenses \$ 140.00					0
40227 Red Lake County SWCD Expenses for Proj. #149 \$ 11.976.15 40228 Gene Tiedemann Mileage \$ 434.96 40229 Ace Hardware Spray foam Proj #149 \$ 10.071.78 40230 Ace Hardware Spray foam Proj #149 \$ 599.00 40231 Austin Audetter Mow Watershed property \$ 569.00 40232 Endy Matz Accounting system setup & reports - 21 hrs@ \$175 \$ 3.675.00 40233 Cherry Road Media Ads for Ditch inspector \$ 600.00 40234 Christianson's Business Furniture Balance of Office chairs and mats \$ 2.431.34 40235 Daniel Rouland Proj. #414A Damages \$ 1.953 40237 Farmer's Union Oil Gas for vehicles \$ 1.805.42 40240 Hugo's #7 Meeting expenses \$ 2.811.58 40241 JKC (Tesoro) Car washes \$ 140.00 402424 Les' Stanitation Garbage pickup \$ 3.5.74<				\$	-
40228Gene TiedemannMileage\$434.9640229Matrix Trust CompanyDeferred comp.\$1.717.7840230Ace HardwareSpray foam Proj #149\$9.9940231Austin AudetterMow Watershed property\$599.0040232Brady MartzAccounting system setup & reports - 21 hrs@ \$175\$3.675.0040233Cherry Road MediaAds for Ditch inspector\$600.0040234Christianson's Business FurnitureBalance of Office chairs and mats\$2.431.3440235Daniel RoulandProj. #41AA Damages\$189.5140237Farmer's Union OilGas for vehicles\$1.805.4240238HDR Engineering* see below for detail\$225,145.8440239Houston Engineering* see below for detail\$28,411.5840241JKC (Tesoro)Car washes\$140.0040242Les's SanitationGarbage pickup\$35.7440244Lori BurgessProj. #41AA Damages\$189.1140245Mikasco. of Drainage InspectorsMembership dues MADI\$\$40247Miles RoulandProj. #41AA Damages\$189.11140245Wind Assoc. of Drainage InspectorsMembership dues MADI\$\$40247Miles RoulandProj. #41AA Damages\$189.11140248Northdale Oil Inc.Gas for vehicles\$192.1240249Pennington SWCDExpenses for P					
40229 Matrix Trust Company Deferred comp. \$ 1,071.78 9.99 40231 Austin Audetter Mow Watershed property \$ 599.00 40232 Brady Matrz Accounting system setup & reports - 21 hrs@ \$175 \$ 3,675.00 40233 Cherry Road Media Ads for Ditch inspector \$ 600.00 40233 Cherry Road Media Ads for Ditch inspector \$ 800.00 40234 Christianson's Business Furniture Balance of Office chairs and mats \$ 2,4,41.34 40235 Daniel Rouland Proj: #41AA Damages \$ 189.111 40236 Department of the Treasury Form 720 \$ 18.05.42 40238 HDR Engineering * see below for detail \$ 22,14.58 40240 Hugo's #7 Meeting expenses \$ 211.03 40241 JKC (resoro) Car washes \$ 211.03 40244 Lori Burgess \$ 70; #41AA Damages \$ 35.74 40244 Lori Burgess \$ 71, 40.00 \$ 35.74 40244 Lori Burgess \$ 71, 40.00 \$ 35.74 40244 Lori Burgess \$ 71, 414.		-			
40230 Ace HardwareSpray foam Proj #149\$9.9940231 Austin AudetterMow Watershed property\$599.0040232 Brady MartzAccounting system setup & reports - 21 hrs@ \$175\$600.0040233 Cherry Road MediaAds for Ditch inspector\$600.0040234 Christianson's Business FurnitureBalance of Office chairs and mats\$2,431.3440235 Daniel RoulandProj. #41AA Damages\$189.1140236 Department of the TreasuryForm 720\$19.5340237 Farmer's Union OilGas for vehicles\$1,805.4240238 HDR Engineering* see below for detail\$28,411.5840240 Hugo's #7Meeting expenses\$211.0340241 JKC (Tesoro)Car washes\$140.0040242 Les CotaMowing TRF Eastside FDR area, Proj. 171\$1,340.0040244 Lori BurgessProj. #41AA Damages\$189.1140247 Miles RoulandProj. #41AA Damages\$189.1140248 Northdale Oil Inc.Gas for vehicles\$201.4240249 Pennington SWCDExpenses for Proj. #149 And #149A\$4,325.8240250 Quality Spray FoamProj. #149 Pitch 10\$32.33.0040255 Sution VettlesonClean Office supplies\$197.6240250 Richard's Publishing Co.Ads for Ditch inspector\$210.0040254 RMB Environmental LabsLab analysis of water quality samples\$6,102.0040255 Sution VettlesonClean Office210.00			-		
40231Austin AudetterMow Watershed property\$599.0040232Brady MartzAccounting system setup & reports - 21 hrs@ \$175\$3,675.0040233Cherry Road MediaAds for Ditch inspector\$600.0040234Christianson's Business FurnitureBalance of Office chairs and mats\$2,431.3440235Daniel RoulandProj. #41AA Damages\$189.1140236Department of the TreasuryForm 720\$19.5340237Farmer's Union OilGas for vehicles\$28.64240238HDR Engineering* see below for detail\$25.145.8440239Houston Engineering** see below for detail\$28.411.5840240Hugo's #7Meeting expenses\$211.0340241JKC (Tesoro)Car washes\$140.0040242Les's SanitationGarbage pickup\$35.7440243Les's SanitationGarbage pickup\$35.7440245MN Assoc. of Drainage InspectorsMembership dues MADI\$50.0040246MarcoCopier maintenance\$201.4240247Miles RoulandProj. #41AA Damages\$189.1140248Northdale Oil Inc.Gas for vehicles\$192.1240249Pennington SWCDExpenses for Proj. #149 and #149A\$4,325.8240250Quality Spray FoamProj. #149 - Ditch 10\$32.393.0040251QuilOffice supplies<			-		
40232Brady MartzAccounting system setup & reports - 21 hrs @ \$175\$3,675.0040233Cherry Road MediaAds for Ditch inspector\$600.0040234Christianson's Business FurnitureBalance of Office chairs and mats\$2,431.3440235Daniel RoulandProj. #11AA Damages\$188.1140236Department of the TreasuryForm 720\$19.5340237Farmer's Union OilGas for vehicles\$1,805.4240238HDR Engineering*see below for detail\$228,11.5840240Hugo's #7Meeting expenses\$211.0340241JKC (Tesoro)Car washes\$140.0040242Les's SanitationGarbage pickup\$35.7440244Lori BurgessProj. #41AA Damages\$189.1140245MN Assoc. of Drainage InspectorsMembership dues MADI\$\$40247Miles RoulandProj. #41AA Damages\$189.1140245Northdale Oil Inc.Gas for vehicles\$192.1240249Pennington SWCDExpenses for Proj. #149 and #149A\$4.325.8240250Quality Spray FoamProj. #149 - Ditch 10\$32.393.0040251QuilOffice supplies\$197.6240252Red River Watershed Mgmt. Board1st half taxes\$993,514.7440253Richard's Publishing Co.Ads for Ditch inspector\$19.8.0040255Stithard's Publishing C					
40233Cherry Road MediaAds for Ditch inspector\$600.0040234Christianson's Business FurnitureBalance of Office chairs and mats\$2.431.3440235Daniel RoulandProj, #41AA Damages\$189.1140236Department of the TreasuryForm 720\$19.5340237Farmer's Union OilGas for vehicles\$2.5,145.8440239HDR Engineering* see below for detail\$225,145.8440240Hugo's #7Meeting expenses\$211.0340241JKC (Tesoro)Car washes\$140.0040242Les's SanitationGarbage pickup\$35.7440244Lori BurgessProj, #41AA Damages\$189.1140245MN Assoc. of Drainage InspectorsMembership dues MADI\$50.0040246MarcoCopier maintenance\$201.4240247Miles RoulandProj, #41AA Damages\$189.1140248Northdale Oil Inc.Gas for vehicles\$192.1240249Pennington SWCDExpenses for Proj. #149 and #149A\$32.393.0040251QuillOffice supplies\$197.6240252Red River Watershed Mgmt. Board1st half taxes\$993.514.7440253Richard's Publishing Co.Ads for Ditch inspector\$108.0040254RWE Watershed Mgmt. Board1st half taxes\$993.514.7440255Richard's Publishing Co.Ads for Ditch inspe	40232	Brady Martz			
40234Christianson's Business FurnitureBalance of Office chairs and mats\$2,431.3440235Daniel RoulandProj. #41AA Damages\$189.1140236Department of the TreasuryForm 720\$19.5340237Farmer's Union OilGas for vehicles\$18.05.4240238HDR Engineering* see below for detail\$25,145.8440239Houston Engineering* see below for detail\$268.411.5840240Hug's #7Meeting expenses\$211.0340241JKC (Tesoro)Car washes\$140.0040242Les CotaMowing TRF Eastside FDR area, Proj. 171\$1,340.0040244Loris BurgessProj. #41AA Damages\$189.1140245MN Assoc. of Drainage InspectorsMembership dues MADI\$50.0040246MarcoCopier maintenance\$201.4240247Miles RoulandProj. #41AA Damages\$189.1140248Northdale Oil Inc.Gas for vehicles\$192.1240249Pennington SWCDExpenses for Proj. #149 and #149A\$4,325.8240250Quality Spray FoamProj. #149 - Ditch 10\$32,33.0040251QuilOffice supplies\$197.6240252Red River Watershed Mgmt. Board1st half taxes\$993,514.7440253Richard's Publishing Co.Ads for Ditch inspector\$108.0040255Suton VettlesonClean Offi		-			
40235Daniel RoulandProj. #41AA Damages\$189.1140236Department of the TreasuryForm 720\$19.5340237Farmer's Union OilGas for vehicles\$18.05.4240238HDR Engineering* see below for detail\$25,145.8440239Houston Engineering** see below for detail\$28.411.5840240Hugo's #7Meeting expenses\$211.0340241JKC (Tesoro)Car washes\$140.0040242Les CotaMowing TRF Eastside FDR area, Proj. 171\$1,340.0040244Lori BurgessProj. #41AA Damages\$35.7440244Lori BurgessProj. #41AA Damages\$189.1140245MA Assoc. of Drainage InspectorsMembership dues MADI\$50.0040246MarcoCopier maintenance\$201.4240247Miles RoulandProj. #41AA Damages\$192.1240247Miles RoulandProj. #149 and #149A\$32.393.0040251Quality Spray FoamProj. #149 - Ditch 10\$32.393.0040251QuillOffice supplies\$993.514.7440253Richard's Publishing Co.Ads for Ditch inspector\$108.0040254RME Environmental LabsLab analysis of water quality samples\$61.00.0040255Sutton VettlesonClean Office\$210.00319.0040255TRF HardwareGardening supplies for office & zip t		-	-		
40236Department of the TreasuryForm 720\$19.5340237Farmer's Union OilGas for vehicles\$1,805.4240238HDR Engineering* see below for detail\$225,145.8440239Houston Engineering** see below for detail\$226,411.5840240Hugo's #7Meeting expenses\$211.0340241JKC (Tesoro)Car washes\$140.0040242Les CotaMowing TRF Eastside FDR area, Proj. 171\$1,340.0040243Lori BurgessProj. #41AA Damages\$35.7440244Lori BurgessMembership dues MADI\$50.0040245MN Assoc. of Drainage InspectorsMembership dues MADI\$50.0040247Miles RoulandProj. #41AA Damages\$192.1240249Pennington SWCDExpenses for Proj. #149 and #149A\$4.325.8240250Quality Spray FoamProj. #149 - Ditch 10\$32.330.0040251QuilOffice supplies\$197.6240252Red River Watershed Mgmt. Board1st half taxes\$993,514.7440253Richard's Publishing Co.Ads for Ditch inspector\$108.0040254RMB Environmental LabsLab analysis of water quality samples\$6,102.0040255Sutton VettlesonClar Office\$210.0040254RMB Environmental LabsLab analysis of water quality samples\$63.9040255TRF Hardware<	40235	Daniel Rouland			
40237 Farmer's Union Oil Gas for vehicles \$ 1,805.42 40238 HDR Engineering * see below for detail \$ 25,145.84 40239 Houston Engineering ** see below for detail \$ 28,411.58 40240 Hugo's #7 Meeting expenses \$ 211.03 40241 JKC (Tesoro) Car washes \$ 140.00 40242 Les Cota Mowing TRF Eastside FDR area, Proj. 171 \$ 1,340.00 40244 Lori Burgess Proj. #41AA Damages \$ 35.74 40245 MN Assoc. of Drainage Inspectors Membership dues MADI \$ 50.00 40245 MA Assoc. of Drainage Inspectors Membership dues MADI \$ 50.00 40246 Marco Copier maintenance \$ 201.42 40247 Miles Rouland Proj. #41AA Damages \$ 189.11 40248 Northdale Oil Inc. Gas for vehicles \$ 192.12 40249 Pennington SWCD Expenses for Proj. #149 and #149A \$ 32,33.00 40251 Quilty Spray Foam Proj. #149 - Ditch 10 \$ 32,393.00 40252 Red River Water					
40238HDR Engineering* see below for detail\$225,145.8440239Houston Engineering** see below for detail\$28,411.5840240Hugo's #7Meeting expenses\$211.0340241JKC (Tesoro)Car washes\$140.0040242Les CotaMowing TRF Eastside FDR area, Proj. 171\$1,340.0040243Les's SanitationGarbage pickup\$35.7440244Lori BurgessProj. #41AA Damages\$189.1140245MN Assoc. of Drainage InspectorsMembership dues MADI\$50.0040246MarcoCopier maintenance\$201.4240247Miles RoulandProj. #41AA Damages\$189.1140248Northdale Oil Inc.Gas for vehicles\$192.1240249Pennington SWCDExpenses for Proj. #149 and #149A\$32,393.0040251QuillOffice supplies\$197.6240252Red River Watershed Mgmt. Board1st half taxes\$993,514.7440253Sichard's Publishing Co.Ads for Ditch inspector\$108.0040254TRF TimesAds for Ditch inspector, Graduation ad, Fair ad\$319.0040257TRF HardwareGardening supplies for office & zip ties Proj #21\$63.900nlineAT&TCell phone expense\$319.0040255TRF TimesAds for Ditch inspector, Graduation ad, Fair ad\$319.0040257TRF Hardware<					1,805.42
40239Houston Engineering** see below for detail\$28,411.5840240Hugo's #7Meeting expenses\$211.0340241JKC (Tesoro)Car washes\$140.0040242Les CotaMowing TRF Eastside FDR area, Proj. 171\$1,340.0040243Les's SanitationGarbage pickup\$35.7440244Lori BurgessProj. #41AA Damages\$189.1140245MN Assoc. of Drainage InspectorsMembership dues MADI\$50.0040246MarcoCopier maintenance\$201.4240247Miles RoulandProj. #41AA Damages\$189.1140248Northdale Oil Inc.Gas for vehicles\$192.1240249Pennington SWCDExpenses for Proj. #149 and #149A\$32.393.0040251QuiliOffice supplies\$197.6240252Red River Watershed Mgmt. Board1st half taxes\$993.514.7440253Richard's Publishing Co.Ads for Ditch inspector\$108.0040254TRF TimesAds for Ditch inspector, Graduation ad, Fair ad\$319.0040255Sutton VettlesonCell phone expense\$396.22onlineAT&TCell phone expense\$68.95onlineKatTCell phone expense\$68.95onlineNorthwest Service CooperativeHealth insurance\$2,442.35onlineDentalDental insurance\$486.45 <td>40238</td> <td>HDR Engineering</td> <td>* see below for detail</td> <td></td> <td></td>	40238	HDR Engineering	* see below for detail		
40240 Hugo's #7 Meeting expenses \$ 211.03 40241 JKC (Tesoro) Car washes \$ 140.00 40242 Les Cota Mowing TRF Eastside FDR area, Proj. 171 \$ 1,340.00 40243 Les's Sanitation Garbage pickup \$ 35.74 40244 Lori Burgess Proj. #41AA Damages \$ 189.11 40245 MN Assoc. of Drainage Inspectors Membership dues MADI \$ 50.00 40246 Marco Copier maintenance \$ 201.42 40247 Miles Rouland Proj. #41AA Damages \$ 192.12 40247 Miles Rouland Proj. #41AA Damages \$ 192.12 40247 Moles Oil Inc. Gas for vehicles \$ 192.12 40249 Pennington SWCD Expenses for Proj. #149 and #149A \$ 32,393.00 40251 Quilt Office supplies \$ 197.62 40252 Red kiver Watershed Mgmt. Board Is thalf taxes \$ 935.14.74 40255 </td <td></td> <td></td> <td>** see below for detail</td> <td></td> <td></td>			** see below for detail		
40241 JKC (Tesoro)Car washes\$140.0040242 Les CotaMowing TRF Eastside FDR area, Proj. 171\$1,340.0040243 Les's SanitationGarbage pickup\$35.7440244 Lori BurgessProj. #41AA Damages\$189.1140245 MN Assoc. of Drainage InspectorsMembership dues MADI\$50.0040246 MarcoCopier maintenance\$201.4240247 Miles RoulandProj. #41AA Damages\$189.1140248 Northdale Oil Inc.Gas for vehicles\$192.1240249 Pennington SWCDExpenses for Proj. #149 and #149A\$4,325.8240250 Quality Spray FoamProj. #149 - Ditch 10\$32,393.0040251 QuillOffice supplies\$197.6240252 Red River Watershed Mgmt. Board1st half taxes\$993,514.7440253 Richard's Publishing Co.Ads for Ditch inspector\$108.0040255 Sutton VettlesonClean Office\$210.0040257 TRF TimesAds for Ditch inspector, Graduation ad, Fair ad\$319.0040257 TRF HardwareGardening supplies for office & zip ties Proj #21\$63.90onlineArder Valley TechnologiesInternet expense\$68.95onlineNorthwest Service CooperativeHealth insurance\$2,442.35onlineDentalDental insurance\$2,442.35onlineDentalDental insurance\$2,442.35onlineNorthwest Service CooperativeHealth insurance <t< td=""><td></td><td></td><td>Meeting expenses</td><td></td><td></td></t<>			Meeting expenses		
40242Les CotaMowing TRF Eastside FDR area, Proj. 171\$1,340.0040243Les's SanitationGarbage pickup\$35.7440244Lori BurgessProj. #41AA Damages\$189.1140245MN Assoc. of Drainage InspectorsMembership dues MADI\$50.0040246MarcoCopier maintenance\$201.4240247Miles RoulandProj. #41AA Damages\$189.1140248Northdale Oil Inc.Gas for vehicles\$192.1240249Pennington SWCDExpenses for Proj. #149 and #149A\$4,325.8240250Quality Spray FoamProj. #149 - Ditch 10\$32,393.0040251QuilOffice supplies\$197.6240252Red River Watershed Mgmt. Board1st half taxes\$993,514.7440253Richard's Publishing Co.Ads for Ditch inspector\$108.0040254RMB Environmental LabsLab analysis of water quality samples\$6,102.0040255Sutton VettlesonClean Office\$210.0040257TRF TimesAds for Ditch inspector, Graduation ad, Fair ad\$319.0040257TRF HardwareGardenig supplies for office & zip ties Proj #21\$63.90onlineArtsCell phone expense\$36.90onlineGarden Valley TechnologiesInternet expense\$68.95onlineNorthwest Service CooperativeHealth insurance\$2,442.35onli		-			140.00
40243Les's SanitationGarbage pickup\$35.7440244Lori BurgessProj. #41AA Damages\$189.1140245MN Assoc. of Drainage InspectorsMembership dues MADI\$50.0040246MarcoCopier maintenance\$201.4240247Miles RoulandProj. #41AA Damages\$189.1140248Northdale Oil Inc.Gas for vehicles\$192.1240249Pennington SWCDExpenses for Proj. #149 and #149A\$4,325.8240250Quality Spray FoamProj. #149 - Ditch 10\$32,393.0040251QuilOffice supplies\$197.6240253Richard's Publishing Co.Ads for Ditch inspector\$993,514.7440253Richard's Publishing Co.Ads for Ditch inspector\$6,102.0040254RMB Environmental LabsLab analysis of water quality samples\$6,102.0040255Sutton VettlesonClean Office\$210.0040255TRF TimesAds for Ditch inspector, Graduation ad, Fair ad\$319.0040257TRF HardwareGardening supplies for office & zip ties Proj #21\$63.90onlineGarden Valley TechnologiesInternet expense\$68.95onlineNorthwest Service CooperativeHealth insurance\$2,442.35onlineDettal DentalDental insurance\$486.45			Mowing TRF Eastside FDR area, Proj. 171		1,340.00
40244Lori BurgessProj. #41AA Damages\$189.1140245MN Assoc. of Drainage InspectorsMembership dues MADI\$50.0040246MarcoCopier maintenance\$201.4240247Miles RoulandProj. #41AA Damages\$189.1140248Northdale Oil Inc.Gas for vehicles\$192.1240249Pennington SWCDExpenses for Proj. #149 and #149A\$4,325.8240250Quality Spray FoamProj. #149 - Ditch 10\$32,393.0040251QuilOffice supplies\$197.6240252Red River Watershed Mgmt. Board1st half taxes\$993,514.7440253Richard's Publishing Co.Ads for Ditch inspector\$108.0040254RMB Environmental LabsLab analysis of water quality samples\$6,102.0040255Sutton VettlesonClean Office\$210.0040256TRF TimesAds for Ditch inspector, Graduation ad, Fair ad\$319.0040257TRF HardwareGardening supplies for office & zip ties Proj #21\$63.90onlineAT&TCell phone expense\$396.22onlineNorthwest Service CooperativeHealth insurance\$2,442.35onlineDentalDental insurance\$486.45	40243	Les's Sanitation	Garbage pickup		35.74
40245MN Assoc. of Drainage InspectorsMembership dues MADI\$50.0040246MarcoCopier maintenance\$201.4240247Miles RoulandProj. #41AA Damages\$189.1140248Northdale Oil Inc.Gas for vehicles\$192.1240249Pennington SWCDExpenses for Proj. #149 and #149A\$4,325.8240250Quality Spray FoamProj. #149 - Ditch 10\$32,393.0040251QuilOffice supplies\$197.6240252Red River Watershed Mgmt. Board1st half taxes\$993,514.7440253Richard's Publishing Co.Ads for Ditch inspector\$108.0040254RMB Environmental LabsLab analysis of water quality samples\$6,102.0040255Sutton VettlesonClean Office\$210.0040257TRF TimesAds for Ditch inspector, Graduation ad, Fair ad\$319.0040257TRF HardwareGardening supplies for office & zip ties Proj #21\$63.90onlineAT&TCell phone expense\$396.22onlineNorthwest Service CooperativeHealth insurance\$2,442.35onlineDental Insurance\$2,442.35onlineDelta DentalDental insurance\$486.45	40244	Lori Burgess	- · · ·		189.11
40246 MarcoCopier maintenance\$201.4240247 Miles RoulandProj. #41AA Damages\$189.1140248 Northdale Oil Inc.Gas for vehicles\$192.1240249 Pennington SWCDExpenses for Proj. #149 and #149A\$4,325.8240250 Quality Spray FoamProj. #149 - Ditch 10\$32,393.0040251 QuilOffice supplies\$197.6240252 Red River Watershed Mgmt. Board1st half taxes\$993,514.7440253 Richard's Publishing Co.Ads for Ditch inspector\$108.0040254 RMB Environmental LabsLab analysis of water quality samples\$6,102.0040255 Sutton VettlesonClean Office\$210.0040257 TRF FirmesAds for Ditch inspector, Graduation ad, Fair ad\$319.0040257 TRF HardwareGardening supplies for office & zip ties Proj #21\$63.90onlineAT&TCell phone expense\$396.22onlineNorthwest Service CooperativeHealth insurance\$2,442.35onlineDelta DentalDental insurance\$486.45	40245	MN Assoc. of Drainage Inspectors	Membership dues MADI		50.00
40248Northdale Oil Inc.Gas for vehicles\$192.1240249Pennington SWCDExpenses for Proj. #149 and #149A\$4,325.8240250Quality Spray FoamProj. #149 - Ditch 10\$32,393.0040251QuillOffice supplies\$197.6240252Red River Watershed Mgmt. Board1st half taxes\$993,514.7440253Richard's Publishing Co.Ads for Ditch inspector\$108.0040254RMB Environmental LabsLab analysis of water quality samples\$6,102.0040255Sutton VettlesonClean Office\$210.0040256TRF TimesAds for Ditch inspector, Graduation ad, Fair ad\$319.0040257TRF HardwareGardening supplies for office & zip ties Proj #21\$63.90onlineAT&TCell phone expense\$396.22onlineNorthwest Service CooperativeHealth insurance\$2,442.35onlineDental insurance\$486.45		- .	-		201.42
40248Northdale Oil Inc.Gas for vehicles\$192.1240249Pennington SWCDExpenses for Proj. #149 and #149A\$4,325.8240250Quality Spray FoamProj. #149 - Ditch 10\$32,393.0040251QuillOffice supplies\$197.6240252Red River Watershed Mgmt. Board1st half taxes\$993,514.7440253Richard's Publishing Co.Ads for Ditch inspector\$108.0040254RMB Environmental LabsLab analysis of water quality samples\$6,102.0040255Sutton VettlesonClean Office\$210.0040256TRF TimesAds for Ditch inspector, Graduation ad, Fair ad\$319.0040257TRF HardwareGardening supplies for office & zip ties Proj #21\$63.90onlineAT&TCell phone expense\$396.22onlineNorthwest Service CooperativeHealth insurance\$2,442.35onlineDental insurance\$486.45	40247	Miles Rouland	Proj. #41AA Damages	\$	189.11
40250Quality Spray FoamProj. #149 - Ditch 10\$32,393.0040251QuillOffice supplies\$197.6240252Red River Watershed Mgmt. Board1st half taxes\$993,514.7440253Richard's Publishing Co.Ads for Ditch inspector\$108.0040254RMB Environmental LabsLab analysis of water quality samples\$6,102.0040255Sutton VettlesonClean Office\$210.0040256TRF TimesAds for Ditch inspector, Graduation ad, Fair ad\$319.0040257TRF HardwareGardening supplies for office & zip ties Proj #21\$63.90onlineAT&TCell phone expense\$396.22onlineGarden Valley TechnologiesInternet expense\$68.95onlineNorthwest Service CooperativeHealth insurance\$2,442.35onlineDelta DentalDental insurance\$486.45	40248	Northdale Oil Inc.			192.12
40251 QuillOffice supplies\$197.6240252 Red River Watershed Mgmt. Board1st half taxes\$993,514.7440253 Richard's Publishing Co.Ads for Ditch inspector\$108.0040254 RMB Environmental LabsLab analysis of water quality samples\$6,102.0040255 Sutton VettlesonClean Office\$210.0040256 TRF TimesAds for Ditch inspector, Graduation ad, Fair ad\$319.0040257 TRF HardwareGardening supplies for office & zip ties Proj #21\$63.90onlineAT&TCell phone expense\$396.22onlineGarden Valley TechnologiesInternet expense\$68.95onlineNorthwest Service CooperativeHealth insurance\$2,442.35onlineDentalDental insurance\$486.45	40249	Pennington SWCD	Expenses for Proj. #149 and #149A	\$	4,325.82
40252Red River Watershed Mgmt. Board1st half taxes\$993,514.7440253Richard's Publishing Co.Ads for Ditch inspector\$108.0040254RMB Environmental LabsLab analysis of water quality samples\$6,102.0040255Sutton VettlesonClean Office\$210.0040256TRF TimesAds for Ditch inspector, Graduation ad, Fair ad\$319.0040257TRF HardwareGardening supplies for office & zip ties Proj #21\$63.90onlineAT&TCell phone expense\$396.22onlineGarden Valley TechnologiesInternet expense\$68.95onlineNorthwest Service CooperativeHealth insurance\$2,442.35onlineDentalDental insurance\$486.45	40250	Quality Spray Foam	Proj. #149 - Ditch 10	\$	32,393.00
40253Richard's Publishing Co.Ads for Ditch inspector\$108.0040254RMB Environmental LabsLab analysis of water quality samples\$6,102.0040255Sutton VettlesonClean Office\$210.0040256TRF TimesAds for Ditch inspector, Graduation ad, Fair ad\$319.0040257TRF HardwareGardening supplies for office & zip ties Proj #21\$63.90onlineAT&TCell phone expense\$396.22onlineGarden Valley TechnologiesInternet expense\$68.95onlineNorthwest Service CooperativeHealth insurance\$2,442.35onlineDentalDental insurance\$486.45	40251	Quill	Office supplies	\$	197.62
40254RMB Environmental LabsLab analysis of water quality samples\$6,102.0040255Sutton VettlesonClean Office\$210.0040256TRF TimesAds for Ditch inspector, Graduation ad, Fair ad\$319.0040257TRF HardwareGardening supplies for office & zip ties Proj #21\$63.90onlineAT&TCell phone expense\$396.22onlineGarden Valley TechnologiesInternet expense\$68.95onlineNorthwest Service CooperativeHealth insurance\$2,442.35onlineDentalDental insurance\$486.45	40252	Red River Watershed Mgmt. Board	1st half taxes	\$	993,514.74
40255Sutton VettlesonClean Office\$210.0040256TRF TimesAds for Ditch inspector, Graduation ad, Fair ad\$319.0040257TRF HardwareGardening supplies for office & zip ties Proj #21\$63.90onlineAT&TCell phone expense\$396.22onlineGarden Valley TechnologiesInternet expense\$68.95onlineNorthwest Service CooperativeHealth insurance\$2,442.35onlineDentalDental insurance\$486.45	40253	Richard's Publishing Co.	Ads for Ditch inspector	\$	108.00
40256 TRF TimesAds for Ditch inspector, Graduation ad, Fair ad\$319.0040257 TRF HardwareGardening supplies for office & zip ties Proj #21\$63.90onlineAT&TCell phone expense\$396.22onlineGarden Valley TechnologiesInternet expense\$68.95onlineNorthwest Service CooperativeHealth insurance\$2,442.35onlineDelta DentalDental insurance\$486.45	40254	RMB Environmental Labs	Lab analysis of water quality samples	\$	6,102.00
40257 TRF HardwareGardening supplies for office & zip ties Proj #21\$63.90onlineAT&TCell phone expense\$396.22onlineGarden Valley TechnologiesInternet expense\$68.95onlineNorthwest Service CooperativeHealth insurance\$2,442.35onlineDelta DentalDental insurance\$486.45	40255	Sutton Vettleson	Clean Office	\$	210.00
onlineAT&TCell phone expense\$396.22onlineGarden Valley TechnologiesInternet expense\$68.95onlineNorthwest Service CooperativeHealth insurance\$2,442.35onlineDelta DentalDental insurance\$486.45	40256	TRF Times	Ads for Ditch inspector, Graduation ad, Fair ad	\$	319.00
onlineGarden Valley TechnologiesInternet expense\$68.95onlineNorthwest Service CooperativeHealth insurance\$2,442.35onlineDelta DentalDental insurance\$486.45	40257	TRF Hardware	Gardening supplies for office & zip ties Proj #21	\$	63.90
onlineNorthwest Service CooperativeHealth insurance\$ 2,442.35onlineDelta DentalDental insurance\$ 486.45	online	AT&T	Cell phone expense	\$	396.22
onlineDelta DentalDental insurance\$486.45	online	Garden Valley Technologies	Internet expense		68.95
	online	Northwest Service Cooperative	Health insurance		2,442.35
onlineAflacStaff paid insurance\$ 381.78	online	Delta Dental	Dental insurance	\$	486.45
	online	Aflac	Staff paid insurance	\$	381.78

online online direct direct direct direct direct	City of Thief River Falls Eureka Water Pro Brian Dwight Al Page Dale Nelson Terry Sorenson LeRoy Ose Corey Hanson Staff & Board Payroll Total Checks	Utilities Water Quality Supplies Proj #46 Mileage Mileage Mileage Mileage & expenses Mileage for Maple Lake meeting 7-9-22 6-29-22 & 7-6-22		\$ \$ \$ \$ \$ \$ \$ \$ \$ \$	515.98 536.04 332.28 65.52 94.19 87.76 612.30 30.62 16,471.22 1,137,587.75
	* HDR Engineering Proj. 180C Mud River Restoration Proj. 46Q Oxbow Restoration Proj. 178 Westside FDR Proj. 26B Pine Lake Lost Rvr Bridge Proj. 32, 50 and 149 Total		3,628.23 1,834.99 3,683.73 3,807.95 12,190.94 25,145.84		
	** Houston Engineering Proj. 25 Schirrick Dam Outlet Proj. 176 Black River Impoundment Proj. 149 Demarais-Hanson Proj. 149 Ditch 10 Outlet Structure Proj. 52 Elm Lake Total		63.00 14,441.60 2,969.30 8,941.68 1,996.00 28,411.58		
Banking	Northern State Bank Balance as of June 23, 2022 Total Checks Written Receipt #224139 Pol Co. delinq, curre Receipt #224145 Northern State Bank Receipt #224152 State of MN - 1st 50 Balance as of July 14, 2022	c monthly interest		\$ \$ \$ \$ \$ \$	66,015.22 (1,137,587.75) 952,208.27 92.52 264,946.00 145,674.26
	Receipt #224146 American Federal B Receipt #224147 Sanderson dental pr Receipt #224148 Red Lake County Do Receipt #224149 Mahnomen Co. curr Receipt #224150 Pennington Co. delin Receipt #224151 Koochiching Co. dei	nses for Mud River Proj #180C ent tax settlement Req. #4 Black River Proj. #176 Req. #5 Black River Proj. #176 ax settlement e - payment from Tango 2.99 acres for Proj #178 ank monthly interest remium eling tax settlement		****	$\begin{array}{r} 4,295,440.59\\ 202.35\\ 4,941.46\\ 2,208.01\\ 805,093.01\\ 839,122.66\\ 1,226.87\\ 98,525.07\\ 1,844.05\\ 56.95\\ 1,466.55\\ 946.29\\ 365,912.30\\ 11,900.65\\ 9,551.50\\ 132,918.18\\ 6,571,356.49\end{array}$

Total Cash

\$ 6,717,030.75

2022 GENERAL FUND BUDGET

as of April 30, 2022					
	(unaudited)				
	2022 BUDGET	2022 Exp	(over) under		
		TO 4-30-22			
Manager's fees, salaries	40,000.00	4,687.88	35,312.12		
Board of Manager's expense	24,200.00	5,989.98	18,210.02		
Staff salaries	567,000.00	196,440.15	370,559.85		
Payroll taxes	43,375.50	12,494.08	30,881.42		
Employee benefits	87,500.00	32,961.10	54,538.90		
Unemployment Benefits		1,490.00			
Travel and meetings(inc. mileage & exp.	5,000.00	3,847.58	1,152.42		
Audit	9,450.00	9,450.00	0.00		
Legal	16,000.00	442.00	15,558.00		
Office supplies	20,000.00	4,178.06	15,821.94		
Office equipment	30,000.00	15,259.00	14,741.00		
Appraiser/Viewer Expense	2,000.00	0.00	2,000.00		
Professional services (inc. Eng. Fees)	20,000.00	9,091.25	10,908.75		
Dues and subscriptions	10,000.00	7,901.00	2,099.00		
Insurance and bonds	45,000.00	0.00	45,000.00		
Repairs and maintenance-Building	15,000.00	4,553.57	10,446.43		
Utilities	12,000.00	4,080.19	7,919.81		
Advertising and publications	4,000.00	2,812.70	1,187.30		
Telephone	11,000.00	3,439.24	7,560.76		
Vehicle expense and maintenance	14,000.00	3,362.24	10,637.76		
Engineering supplies	3,000.00	1,459.76	1,540.24		
Engineering equipment	40,000.00	0.00	40,000.00		
Interest	0.00	0.00	0.00		
TOTAL	1,018,525.50	323,939.78	694,585.72		
Less: Overhead	850,500.00	253,969.64	(596,530.36)		
Less: Miscellaneous revenue	5,000.00	250.00	(4,750.00)		
General Fund Budget	163,025.50	69,720.14	93,305.36		

		TO 4-30-22
January 1, 2022 Beg. Balance	244,098.50	244,098.50
County levies revenue	0.00	43,383.52
Misc. revenue	_	0.00
Gross balance with revenue		287,482.02
Less net expenses	_	(69,720.14)
Subtotal- General Fund w/o interest		217,761.88

Plus interest earned-if allocated to GF 100%	5,601.01
General Fund Balance 4-30-22	223,362.89

2023 General Fund Budget proposed timeline:

- On or before July 28, 2022 Budget and Salary committee meet and prepare budget for July 28 Board meeting
- July 28, Proposed budget is presented to full Board for discussion and approval; set hearing date and time for August 25, 2022
- August 25, 2022 Hearing on 2022 Proposed Budget
- September 8, 2022 Board secretary sign levies and submit to county auditors by September 15, 2022

2021 Minnesota Statutes

103D.911 BUDGET.

§

Subdivision 1.Hearing.

(a) Before adopting a budget, the managers shall hold a public hearing on the proposed budget.

(b) The managers shall publish a notice of the hearing with a summary of the proposed budget in one or more newspapers of general circulation in each county consisting of part of the watershed district. The notice and summary shall be published once each week for two successive weeks before the hearing. The last publication shall be at least two days before the hearing.

Subd. 2. Adoption.

On or before September 15 of each year, the managers shall adopt a budget for the next year and decide on the total amount necessary to be raised from ad valorem tax levies to meet the watershed district's budget.

History:

<u>1990 c 391 art 4 s 70; 1994 c 416 art 1 s 2</u>

Official Publication of the State of Minnesota Revisor of Statutes



LETTER OF CREDIT NO. 2060-378 Effective Date: June 21, 2022

Red Lake Watershed District ann.joppru@redlakewatershed.org 1000 Pennington Ave South Thief River Falls, MN 56701 Attention: Ann Joppru

Dear Sir/Madam:

We have established this irrevocable and unconditional Letter of Credit ("Letter of Credit") in your favor as beneficiary ("Beneficiary") and you are hereby irrevocably authorized to draw on the Federal Home Loan Bank of Des Moines (the "Bank"), Irrevocable Standby Letter of Credit No. 2060-378 for the account of American Federal Bank, Fargo, ND (the "Member"), available upon the terms and conditions hereinafter set forth, an aggregate amount not exceeding \$3,500,000.00 ("Stated Amount").

- 1. Funds under this Letter of Credit are available to you against our receipt by the Bank of a certificate in the form attached as Exhibit "A" hereto (a "Drawing") which Drawing may be for all or any part of, but shall not exceed, the Stated Amount.
- 2. Presentation of such certificate(s) shall be made: (a) at our office located at 909 Locust Street, Des Moines, lowa 50309, (b) via facsimile to 515.699.1250, or (c) via email to moneydesk@fhlbdm.com. We hereby agree that all drafts drawn under and in compliance with the terms of this Letter of Credit will be duly honored by us upon delivery of the certificate(s), as specified, if presented as described in this paragraph on or before the expiration date hereof.
- 3. If a Drawing in respect of payment is made by you hereunder on a business day on or prior to the Expiration Date, and provided that such Drawing and the documents presented in connection therewith conform to the terms and conditions hereof, payment shall be promptly made to you or to your designee, of the amount specified, which shall not exceed, with other draws previously submitted and not repaid, the Stated Amount in immediately available funds, within three (3) business days of the receipt of such Drawing. If a Drawing made by you hereunder does not, in any instance, conform to the terms and conditions of this Letter of Credit, we will give you prompt notice stating the reasons therefore and that we are holding any documents presented to us at your disposal or are returning the same to you, at our discretion. Upon being notified that the Drawing was not in accordance with the Letter of Credit, you may attempt to correct any such Drawing if, and to the extent that, you are entitled (without regard to the provision of this sentence) and able to do so.
- 4. As used herein "business day" shall mean any day other than a Saturday, Sunday, a day on which financial institutions in the State of Iowa are authorized or required by law to close or on which the Fed wire system of the Federal Reserve Board is closed for fund transfers.

- 5. Only you may make a Drawing under this Letter of Credit. Upon the payment to you, to your designee or to your account of the amount specified in a sight draft(s) drawn hereunder, we shall be fully discharged on our obligation under this Letter of Credit with respect to such sight draft(s) and we shall not thereafter be obligated to make any further payments under this Letter of Credit in respect of such sight draft(s) to you or any other person.
- 6. This Letter of Credit shall automatically terminate upon the earlier of (i) the making by you of a Drawing which reduces the available balance hereunder, to \$0, or (ii) the date on which we receive notice from you, signed by an Authorized Officer, indicating that such letter of credit is being returned to the Bank for cancellation, (iii) thirty (30) days following notice from the Bank of a default by the Member pursuant to the various agreements between the Bank and the Member and payment to you on or before such thirtieth (30th) day of the full amount of the letter of credit, and (iv) 12:00 p.m. Iowa time on December 21, 2022 (after honoring any draws received in accordance with the Letter of Credit) (the "Initial Expiration Date")..
- 7. This Letter of Credit is issued subject to the International Standby Practices 1998 ("ISP 98"). This Letter of Credit shall also be governed by the laws of the State of Iowa to the extent not inconsistent with ISP 98. If this Letter of Credit expires during an interruption of business, as described in ISP 98, the Bank hereby specifically agrees to effect payment if this Letter of Credit is drawn against within 30 days after the resumption of business.
- 8. This Letter of Credit sets forth in full our undertaking, and such undertaking shall not in any way be modified, amended, amplified or limited by reference to any document, instrument or agreement referred to herein except only the certificate(s); and any such reference shall not be deemed to incorporate herein by reference any document, instrument or agreement except for such certificate(s).

FEDERAL HOME LOAN BANK OF DES MOINES 909 Locust Street

2

Des Moines, IA 50309

Ву: ___

Title: MFO Money Desk Analyst Jun 21, 2022

Effective Date: June 21, 2022 LETTER OF CREDIT NO. 2060-378



EXHIBIT A

DRAWING CERTIFICATE

The undersigned, a duly authorized officer of Red Lake Watershed District (the "Beneficiary") hereby certifies to the Federal Home Loan Bank of Des Moines (the "Bank") with reference to Irrevocable Standby Letter of Credit No. 2060-378 (the "Letter of Credit") (any capitalized term used herein and not defined shall have its respective meaning as set forth in the Letter of Credit) issued by the Bank in favor of Beneficiary, that:

- 1. An Event of Default has occurred pursuant to agreements between the Beneficiary and your Member which authorizes a draw upon this Letter of Credit.
- 2. The amount of the Drawing when added to the amount of any other Drawing under the Letter of Credit made simultaneously herewith, does not exceed the Stated Amount of the Letter of Credit.
- 3. Payment by the Bank pursuant to this Drawing shall be made by wire transfer in immediately available funds to ______, ABA Number ______, Account Number ______, Account Number ______, Attention: ______, Re: _____.

IN WITNESS WHEREOF, this Certificate has been executed this _____ day of _____, 20____

RED LAKE WATERSHED DISTRICT

Ву

Title:



LETTER OF CREDIT NO. 2060-383 Effective Date: July 07, 2022

Red Lake Watershed District ann.joppru@redlakewatershed.org 1000 Pennington Ave South Thief River Falls, MN 56701 Attention: Ann Joppru

Dear Sir/Madam:

We have established this irrevocable and unconditional Letter of Credit ("Letter of Credit") in your favor as beneficiary ("Beneficiary") and you are hereby irrevocably authorized to draw on the Federal Home Loan Bank of Des Moines (the "Bank"), Irrevocable Standby Letter of Credit No. 2060-383 for the account of American Federal Bank, Fargo, ND (the "Member"), available upon the terms and conditions hereinafter set forth, an aggregate amount not exceeding \$200,000.00 ("Stated Amount").

- 1. Funds under this Letter of Credit are available to you against our receipt by the Bank of a certificate in the form attached as Exhibit "A" hereto (a "Drawing") which Drawing may be for all or any part of, but shall not exceed, the Stated Amount.
- 2. Presentation of such certificate(s) shall be made: (a) at our office located at 909 Locust Street, Des Moines, lowa 50309, (b) via facsimile to 515.699.1250, or (c) via email to moneydesk@fhlbdm.com. We hereby agree that all drafts drawn under and in compliance with the terms of this Letter of Credit will be duly honored by us upon delivery of the certificate(s), as specified, if presented as described in this paragraph on or before the expiration date hereof.
- 3. If a Drawing in respect of payment is made by you hereunder on a business day on or prior to the Expiration Date, and provided that such Drawing and the documents presented in connection therewith conform to the terms and conditions hereof, payment shall be promptly made to you or to your designee, of the amount specified, which shall not exceed, with other draws previously submitted and not repaid, the Stated Amount in immediately available funds, within three (3) business days of the receipt of such Drawing. If a Drawing made by you hereunder does not, in any instance, conform to the terms and conditions of this Letter of Credit, we will give you prompt notice stating the reasons therefore and that we are holding any documents presented to us at your disposal or are returning the same to you, at our discretion. Upon being notified that the Drawing was not in accordance with the Letter of Credit, you may attempt to correct any such Drawing if, and to the extent that, you are entitled (without regard to the provision of this sentence) and able to do so.
- 4. As used herein "business day" shall mean any day other than a Saturday, Sunday, a day on which financial institutions in the State of Iowa are authorized or required by law to close or on which the Fed wire system of the Federal Reserve Board is closed for fund transfers.

- 5. Only you may make a Drawing under this Letter of Credit. Upon the payment to you, to your designee or to your account of the amount specified in a sight draft(s) drawn hereunder, we shall be fully discharged on our obligation under this Letter of Credit with respect to such sight draft(s) and we shall not thereafter be obligated to make any further payments under this Letter of Credit in respect of such sight draft(s) to you or any other person.
- 6. This Letter of Credit shall automatically terminate upon the earlier of (i) the making by you of a Drawing which reduces the available balance hereunder, to \$0, or (ii) the date on which we receive notice from you, signed by an Authorized Officer, indicating that such letter of credit is being returned to the Bank for cancellation, (iii) thirty (30) days following notice from the Bank of a default by the Member pursuant to the various agreements between the Bank and the Member and payment to you on or before such thirtieth (30th) day of the full amount of the letter of credit, and (iv) 12:00 p.m. Iowa time on July 03, 2023 (after honoring any draws received in accordance with the Letter of Credit) (the "Initial Expiration Date")..
- 7. This Letter of Credit is issued subject to the International Standby Practices 1998 ("ISP 98"). This Letter of Credit shall also be governed by the laws of the State of Iowa to the extent not inconsistent with ISP 98. If this Letter of Credit expires during an interruption of business, as described in ISP 98, the Bank hereby specifically agrees to effect payment if this Letter of Credit is drawn against within 30 days after the resumption of business.
- 8. This Letter of Credit sets forth in full our undertaking, and such undertaking shall not in any way be modified, amended, amplified or limited by reference to any document, instrument or agreement referred to herein except only the certificate(s); and any such reference shall not be deemed to incorporate herein by reference any document, instrument or agreement except for such certificate(s).

FEDERAL HOME LOAN BANK OF DES MOINES 909 Locust Street Des Moines, IA 50309

By:

Title: _____ Associate Director Jul 07, 2022

Effective Date: July 07, 2022 LETTER OF CREDIT NO. 2060-383



EXHIBIT A

DRAWING CERTIFICATE

The undersigned, a duly authorized officer of Red Lake Watershed District (the "Beneficiary") hereby certifies to the Federal Home Loan Bank of Des Moines (the "Bank") with reference to Irrevocable Standby Letter of Credit No. 2060-383 (the "Letter of Credit") (any capitalized term used herein and not defined shall have its respective meaning as set forth in the Letter of Credit) issued by the Bank in favor of Beneficiary, that:

- 1. An Event of Default has occurred pursuant to agreements between the Beneficiary and your Member which authorizes a draw upon this Letter of Credit.
- 2. The amount of the Drawing when added to the amount of any other Drawing under the Letter of Credit made simultaneously herewith, does not exceed the Stated Amount of the Letter of Credit.
- 3. Payment by the Bank pursuant to this Drawing shall be made by wire transfer in immediately available funds to______, ABA Number ______, Account Number ______, Account Number ______, Attention: ______, Re: ______.

IN WITNESS WHEREOF, this Certificate has been executed this _____ day of _____, 20___,

RED LAKE WATERSHED DISTRICT

Ву

Title:_____



LETTER OF CREDIT NO. 2060-384 Effective Date: July 08, 2022

Red Lake Watershed District ann.joppru@redlakewatershed.org 1000 Pennington Ave South Thief River Falls, MN 56701 Attention: Ann Joppru

Dear Sir/Madam:

We have established this irrevocable and unconditional Letter of Credit ("Letter of Credit") in your favor as beneficiary ("Beneficiary") and you are hereby irrevocably authorized to draw on the Federal Home Loan Bank of Des Moines (the "Bank"), Irrevocable Standby Letter of Credit No. 2060-384 for the account of American Federal Bank, Fargo, ND (the "Member"), available upon the terms and conditions hereinafter set forth, an aggregate amount not exceeding \$500,000.00 ("Stated Amount").

- 1. Funds under this Letter of Credit are available to you against our receipt by the Bank of a certificate in the form attached as Exhibit "A" hereto (a "Drawing") which Drawing may be for all or any part of, but shall not exceed, the Stated Amount.
- 2. Presentation of such certificate(s) shall be made: (a) at our office located at 909 Locust Street, Des Moines, lowa 50309, (b) via facsimile to 515.699.1250, or (c) via email to moneydesk@fhlbdm.com. We hereby agree that all drafts drawn under and in compliance with the terms of this Letter of Credit will be duly honored by us upon delivery of the certificate(s), as specified, if presented as described in this paragraph on or before the expiration date hereof.
- 3. If a Drawing in respect of payment is made by you hereunder on a business day on or prior to the Expiration Date, and provided that such Drawing and the documents presented in connection therewith conform to the terms and conditions hereof, payment shall be promptly made to you or to your designee, of the amount specified, which shall not exceed, with other draws previously submitted and not repaid, the Stated Amount in immediately available funds, within three (3) business days of the receipt of such Drawing. If a Drawing made by you hereunder does not, in any instance, conform to the terms and conditions of this Letter of Credit, we will give you prompt notice stating the reasons therefore and that we are holding any documents presented to us at your disposal or are returning the same to you, at our discretion. Upon being notified that the Drawing was not in accordance with the Letter of Credit, you may attempt to correct any such Drawing if, and to the extent that, you are entitled (without regard to the provision of this sentence) and able to do so.
- 4. As used herein "business day" shall mean any day other than a Saturday, Sunday, a day on which financial institutions in the State of Iowa are authorized or required by law to close or on which the Fed wire system of the Federal Reserve Board is closed for fund transfers.

- 5. Only you may make a Drawing under this Letter of Credit. Upon the payment to you, to your designee or to your account of the amount specified in a sight draft(s) drawn hereunder, we shall be fully discharged on our obligation under this Letter of Credit with respect to such sight draft(s) and we shall not thereafter be obligated to make any further payments under this Letter of Credit in respect of such sight draft(s) to you or any other person.
- 6. This Letter of Credit shall automatically terminate upon the earlier of (i) the making by you of a Drawing which reduces the available balance hereunder, to \$0, or (ii) the date on which we receive notice from you, signed by an Authorized Officer, indicating that such letter of credit is being returned to the Bank for cancellation, (iii) thirty (30) days following notice from the Bank of a default by the Member pursuant to the various agreements between the Bank and the Member and payment to you on or before such thirtieth (30th) day of the full amount of the letter of credit, and (iv) 12:00 p.m. Iowa time on April 10, 2023 (after honoring any draws received in accordance with the Letter of Credit) (the "Initial Expiration Date")..
- 7. This Letter of Credit is issued subject to the International Standby Practices 1998 ("ISP 98"). This Letter of Credit shall also be governed by the laws of the State of Iowa to the extent not inconsistent with ISP 98. If this Letter of Credit expires during an interruption of business, as described in ISP 98, the Bank hereby specifically agrees to effect payment if this Letter of Credit is drawn against within 30 days after the resumption of business.
- 8. This Letter of Credit sets forth in full our undertaking, and such undertaking shall not in any way be modified, amended, amplified or limited by reference to any document, instrument or agreement referred to herein except only the certificate(s); and any such reference shall not be deemed to incorporate herein by reference any document, instrument or agreement except for such certificate(s).

FEDERAL HOME LOAN BANK OF DES MOINES 909 Locust Street Des Moines, IA 50309

le P By:

Title: _____ Associate Director Jul 08, 2022

Effective Date: July 08, 2022 LETTER OF CREDIT NO. 2060-384

EXHIBIT A

DRAWING CERTIFICATE

The undersigned, a duly authorized officer of Red Lake Watershed District (the "Beneficiary") hereby certifies to the Federal Home Loan Bank of Des Moines (the "Bank") with reference to Irrevocable Standby Letter of Credit No. 2060-384 (the "Letter of Credit") (any capitalized term used herein and not defined shall have its respective meaning as set forth in the Letter of Credit) issued by the Bank in favor of Beneficiary, that:

- 1. An Event of Default has occurred pursuant to agreements between the Beneficiary and your Member which authorizes a draw upon this Letter of Credit.
- 2. The amount of the Drawing when added to the amount of any other Drawing under the Letter of Credit made simultaneously herewith, does not exceed the Stated Amount of the Letter of Credit.
- 3. Payment by the Bank pursuant to this Drawing shall be made by wire transfer in immediately available funds to ______, ABA Number ______, Account Number ______, Account Number ______, Attention: ______, Re: _____.

IN WITNESS WHEREOF, this Certificate has been executed this _____ day of _____, 20___.

RED LAKE WATERSHED DISTRICT

Ву_____

Title:_____

League of Minnesota Cities Insurance Trust

Group Self-Insured Workers' Compensation Plan 145 University Avenue West St. Paul, MN 55103-2044 Phone (651) 215-4173

Notice of Premium Options for Standard Premiums of Less than \$25,000

RED LAKE WATERSHED DISTRICT 1000 PENNINGTON AVE S THIEF RIVER FALLS, MN 56701-4013 Agreement No.: WC 1003703_Q-6 Agreement Period: From: 07/12/2022 To: 07/12/2023

Enclosed is a quotation for workers' compensation deposit premium. Note: Renewal Coverage will be bound as per the expiring coverage arrangement, including coverage for elected and appointed officials, with the premium indicated on the quote, unless the member or agent sends a written request not to bind renewal coverage.

PAYROLL DESCRIPTION

CODE RATE

ESTIMATED DEPOSIT PAYROLL PREMIUM

SEE ATTACHED SCHEDULE FOR DETAILS

Manual	4,785	
Credit	0.93	-335
Standard	Premium	4,450
Deductible Credit	0.00%	0
Premium	0	
Net Deposit	Premium	\$4,450
Adjustment for Con	0	
Total Net Deposit	Premium	\$4,450

*Workers compensation rates assume a 2% standard commission. The commission adjustment accounts for the commission difference, above or below 2%.

Agent:

00985 Northern State Agency Po Box 639 Thief River Falls, MN 56701-0639

Notice of Premium Options for Standard Premiums of Less than \$25,000 (Con't)

OPTIONS

Please indicate below the premium option you wish to select. You may choose only one option and you cannot change options during the agreement period.

1.	Regular Premium Option	Net Deposit Premium	Commission Adjustment	Total Net Deposit Premium
		4,450	0	4,450

2. Deductible Premium Option

Deductible options are available in return for a premium credit applied to your estimated standard Premium of \$ 4,450. The deductible will apply per occurrence to paid medical costs only. There is no aggregate limit.

Deductible per Occurrence	Premium Credit	Credit Amount	Net Deposit Premium	Commission Adjustment	Total Net Deposit Premium
\$250	0.70%	-31	4,419	0	4,419
\$500	1.20%	-53	4,397	0	4,397
\$1,000	2.00%	-89	4,361	0	4,361
\$2,500	3.50%	-156	4,294	0	4,294
\$5,000	5.00%	-223	4,227	0	4,227
\$10,000	7.50%	-334	4,116	0	4,116
\$25,000	12.00%	-534	3,916	0	3,916
\$50,000	16.50%	-734	3,716	0	3,716

This quotation is for a deposit premium based on your estimate of payroll and selected options. Your final actual premium will be computed after an audit of payroll subsequent to the close of your agreement year and will be subject to revisions in rates, payrolls and experience modification. While you are a member of the LMCIT Workers' Compensation Plan, you will be eligible to participate in divident distributions from the Trust based upon claims experience and earnings of the Trust.

If you desire the coverage offered above, please return this signed document for the option you have selected.

This quotation should be signed by an authorized representative of the city requesting coverage.

Signature

Title

Date

Notice of Premium Options for Standard Premiums of Less than \$25,000 (Con't)

CONTINUATION SCHEDULE FOR QUOTATION PAGE

REMUNERATION	RATE	CODE	DESCRIPTION	EST. PREM
230,000	0.74	8810	CLERICAL OFFICE EMPLOYEES NOC	1,702
325,000	0.92	9410	MUNICIPAL EMPLOYEES	2,990
18,200	0.51	9411	ELECTED OR APPOINTED OFFICIALS	93
			Manual Premium	4,785

Worker's Compensation Claims and Costs Related to PTSD





Public safety post-traumatic stress disorder (PTSD) claims have had significant cost implications for the League of Minnesota Cities Insurance Trust, resulting in higher-than-average premium rate increases over the last several years.

Since PTSD claims first became compensable in 2013, they have risen to a point where they're currently making up **about 30%** of the Trust's annual claim costs, with most of that arising from police claims.

For 2022,

workers' compensation rates for many members will increase, but an overall decrease in 2022 property/casualty rates combined with the **\$15 million** dividend that will be returned to members will help offset rising workers' compensation premiums.

If LMCIT didn't need to fund for projected PTSD costs,

it would be able to decrease rates about **25%** for 2022.



Since 2013,

the Trust has incurred roughly

\$36,000,000

in PTSD claim costs.



PTSD has become an increasingly larger portion of worker's compensation annual inccured costs

(as of 6/30/2021)



PTSD is not a sign of weakness and can be successfully treated. Improper treatment or incorrect diagnosis can prolong suffering and end a promising career.



Public safety departments are facing a tighter job market, making it all the more important to successfully treat and retain high-performing individuals through a supportive work and social environment.

Through education resources and advocacy the Trust will continue to partner with members and all relevant stakeholders to stabilize workers' compensation claims and costs related to PTSD. You can help in several ways. Begin by visiting https://www.lmc.org/ptsd-mental-health-toolkit/

The Trust addresses PTSD and other health issues through:

Web resources

Online training (PATROL)

Safety and Loss Control Workshops

Regional meetings and discussions during member visits

PTSD and Mental Health Toolkit for police chiefs and administrators that covers topics such as prevention strategies, therapeutic responses, and mental health programs

A Duty Disability Group formed among law enforcement community stakeholders that work with the League's Intergovernmental Relations team to identify a workable state legislative PTSD disability funding solution without ties to the state's workers' compensation system Board of Manager's Minutes January 12, 1999 Page Four (4)

Bob Beduhn also handed out a final report and photo log for RLWD Project No. 121, Louisville/Parnell Impoundment. He stated this project did not meet dam safety criteria and that the DNR needed a final report as part of their grant agreement prior to final payment. He noted that this 'draft' report included an Operating Plan for the project and he will also discuss that at the January 28 meeting.

- Miti Log

Bob Beduhn discussed an earlier meeting with the J.D. 60 board and the City of Crookston, explaining that before Christmas he and Administrator Enerson met with them to discuss the Earl Proulx culvert. He stated that when they got to the meeting there was a long agenda with items that they were not prepared to discuss. As a result, Administrator Enerson wrote a letter to the ditch board and City and asked for their concerns and questions in writing. This list of questions and concerns was received by the RLWD and Bob presented his letter to the RLWD in response to these concerns. Following discussion, a motion was made by Nelson, seconded by Moe, and passed by unanimous vote that Bob look into it further and report back at the January 28, 1999 meeting.

Legal Counsel Sparby updated the board on State Ditch 83, RLWD Project No. 14. He also stated that the Ten Year Overall Plan should be considered a priority, to which Loren Sanderson responded that there were samples for the board to review and this would be discussed at the January 28, 1999 meeting. Legal Counsel Sparby added that the Overall Plan had to be approved by BWSR and that it would be a good idea to meet with them regarding the plan. Arlene Novak informed the board that Brian Dwight, BWSR, would like to attend the January 28, 1999 meeting to discuss the Overall Plan and other issues related to BWSR.

Legal Counsel Sparby addressed the letter from Gerhard Ross regarding RLWD Project No. 135, Polk County Ditch 33 Improvement.

The board recessed for lunch. Upon reconvening, Loren Sanderson updated the board on the wetland issues that he has been looking into.

The board reviewed the upcoming meeting schedule.

The mediation meeting in Crookston on January 27 was discussed. Managers Dailey and Nikolayson, and Loren Sanderson will be attending.

Manager Leonard Moe submitted his resignation as alternate delegate to the RRWMB. Following discussion, a motion was made by Moe, seconded by Nelson, and passed by unanimous vote that the board appoint George Dailey as the alternate representative to the RRWMB, to fulfill the remainder of Moe's term.

FINAL REPORT AND PHOTO LOG

Louisville/Parnell Flood Control Impoundment and Wetland Bank Red Lake Watershed District Project No. 121 December, 1998

Prepared for the

RED LAKE WATERSHED DISTRICT

102 North Main P.O. Box 808 Thief River Falls, MN 56701





Engineering, Inc.

300 Parkdale 1 Building 5401 Gamble Drive Minneapolis, MN 55414-1518 I hereby certify that this Report was prepared by me or under my direct supervision and that I am a duly Registered Professional Engineer under the laws of the State of Minnesota.

i

:

Robert J. Beduhn, PE

Registration Number 23833

Date: 2/5/99

Red Lake Watershed District Louisville/Parnell Flood Control Impoundment and Wetland Bank Project No.121

Table of Contents

Page

1.0	Project Description	4
2.0	Description of Project Phases	5
	Operating Plan	-
	Expected Hydraulic Performance	_
	Site Work Completed	_
	Photo Log	
	Quality and Compliance	
1.0	Quality and Compliance	• •

Appendices

.

Figure 1

.

1.0 Project Description

The Louisville/Parnell Impoundment and Wetland Bank (Project) is located in Section 13 and 14 of Parnell Township in Polk County and Section 18 of Louisville Township in Red Lake County, Minnesota. The project is in the watershed immediately downstream of the Parnell Impoundment on Judicial Ditch 60 (JD-60). The project will control break out flows from Lateral 2 of JD-60 and is a separate project from the Parnell Impoundment. The project was constructed in two phases, the initial phase and the expansion or 2nd phase.

Hydrologic impacts of the Project include the following:

- Reduce local flooding damage
- Provide gated storage to allow downstream drainage prior to water release
- Add 10% more storage (400 acre-ft) to the JD-60 watershed
- Reduce peak flows in Crookston by approximately 0.2%
- Creates 37 acres of wetland banking

The Project leverages Minnesota Department of Transportation (Mn/DOT) participation to create flood storage and a wetland bank. This project utilizes multi-agency cooperation. The wetland bank meets Red River Watershed Management Board (RRMWB) wetland guidelines and is the first project of its kind in the Red River Basin.

Project features and main structural components include:

- An earthen embankment approximately 2,900 ft long along the west edge of the southeast quarter of Section 13. The top of the earthen embankment is at elevation 951.0 ft for the first 625 ft with the remaining top of embankment set at 952.0 ft.
- The Project utilizes 4 gated outlet structures consisting of a principle outlet and 3 secondary outlets. The principle outlet is located at Station 19+50 of the embankment, one secondary outlet is located at Station 0+90 of the embankment, and the other two secondary outlets are located on the Section line between Sections 13 and 18 and on a ridge in Section 18, respectively.
- The overflow elevation of the storage area is approximately 949.0 ft.

Funding for the project came from the following sources:

- Red Lake Watershed District
- Red River Watershed Management Board
- Department of Natural Resources
- Minnesota Department of Transportation

The Minnesota Department of Transportation (Mn/DOT) has acquired easements on approximately 90 acres of the project site for the purposes of wetland banking. A contractual agreement between Mn/DOT and the Red Lake Watershed District describes the responsibilities of each party in relation to managing and operating the site.

Gate operation will be the responsibility of the Red Lake Watershed District. Other than normal maintenance, gates are only to be operated during periods of regional or main stem flooding on the Red Lake River. Normal gate operation is fully opened. Gate operation will be coordinated with operation of the Black River Dam, RLWD #25.

2.0 Description of Project Phases

As mentioned in the previous section, the Project was broken into an initial project phase and into a 2^{nd} project phase. The initial phase consisted of construction of the embankment, the outlet ditch, the pilot channels, 3 of the 4 outlets, and all associated appurtenances.

The 2^{nd} project phase consisted of construction of the inlet channel in the eastern half of Section 18, the berm along the southern border of the Project, one secondary outlet, a ditch plug, and 2 field crossings in the outlet ditch.

3.0 Operating Plan

The operable components of the dam are the sluice gates. The outlets are fixed crest flared end sections. Outflow is controlled by the hydraulic limitations induced by the inlet and outlet configurations of the 4 control structures.

i

The project is designed as an off channel storage project to control flows which break out of Lateral 2 of JD-60. Each control structure and storage site is designed to operate using passive detention. When inflow, exceeds the hydraulic capacity of the structures, excess water will go into storage. Outflow is limited by the capacity of each outlet structure. The project is designed to provide up to 25-yr flow control to the immediate drainage systems downstream of the project.

Gates have been provided in the project to provide flexibility for longer duration, regional flooding events. Review of Red Lake River Hydrographs and project modeling indicate that the project will likely have excess capacity when flood peaks are occurring at Crookston. The travel time from the project, to the City of Crookston is approximately 12 hours. Therefore, gates could be closed, 6-12 hours prior to the predicted peak at Crookston. Consistent with the Black River Dam operation, gate closure should be considered in advance of a predicted flood crest in Crookston above the 26-ft stage. Gates should be re-opened when river stages are below 24-ft stage at Crookston, or if the project is in danger of over topping.

The sluice gates are 18-inch diameter, Waterman Model C-20-C-Y, and are operated through the use of a gate wheel. The gate wheels for the project are normally detached and stored at the Red Lake Watershed District Offices. A manufacture's operations and maintenance manual has been received from the gate manufacturer. This is on file with the Red Lake Watershed District.

4.0 Expected Hydrologic Performance

The hydrologic and hydraulic operation of this project is unique to the Red River Valley. This project is an off channel storage site. It is intended to provide local and regional flood mitigation as well as provide wetland banking credits for the Minnesota Department of Transportation. The

project consists of five pools as shown on Figure One. Each pool is designed to provide specific functions and benefits.

Flood Mitigation – Passive Operation

952.21

949.21

D

C/E

The project is intended to operate passively on a day to day basis. The project was designed to manage summer runoff events. Therefore, the design storm used was a summer, 30-hour event. The inlet channel was constructed to provide a positive inlet into storage area A. The hydrologic and hydraulic properties of each storage area are provided in Table One.

Louisville/Parnell Impoundment and Wetland Bank 100-Year 30-Hour Summer Flood Stage and Storage Summary						
Storage Site	Peak Elevation (ft-MSL)	Total Storage at Peak (ac-ft)	100-Year Bounce (ft)	Gated Storage Available (ac-ft)		
A	965.19	89.9	2.8	15		
В	954.16	24.2	2.2	0		

47.6

207

Table One

Storage area A has two outlets. The principal flood outlet is a pilot channel constructed between storage area A and storage area B. This channel has an outlet elevation of 963.0 ft. A second, low flow outlet consists of an 18-inch RCP pipe with a sluice gate. It is located just north of the township road. It has an outlet elevation of 962.4 ft. It discharges into storage area D. The land within storage area A is currently enrolled in CRP. A wetland banking plan for this site, while not final, is on file with the Red Lake Watershed District for use on a later date.

1.7

5.3(C)

1.3(E)

Storage area B contains an area acquired by Mn/DOT for the purposes of wetland banking. Storage area B has two outlets. A main pilot channel that connects the area to storage area C, and an overflow pipe which discharges water into storage area D. Both outlets have an outlet elevation of 952.0 ft. There is no gated storage on storage area B.

Storage area C is the principal storage site for the project. Storage area C has two outlets. The principle outlet consists of an 18-inch RCP inlet pipe to a manhole. Within the manhole is a 3-ft high weir structure. The outflow elevation of this structure is 944.0 ft. A 12-inch diameter low flow opening was left in the weir at the flow line of the culvert. When the weir overtops, the 18inch RCP outlet pipe will control the flow out from the area. When water in storage area C reaches approximately 4 ft deep, water will backflow into storage area E. This will occur at elevation 948.0 ft. When water reaches 4.5 ft deep, water will overtop a ditch plug in storage area E and flow out a second 18-inch outlet structure. This will occur at elevation 948.5 ft. When water exceeds over 5 ft in depth between the two pools, the area will overtop an earthen natural spillway into the adjacent agricultural fields. This will occur at elevation 949.0 ft. Both outlet pipes have sluice gates for use in the event of regional flooding.

47.6

190

Storage area D contains an area acquired by Mn/DOT for the purpose of wetland banking. Storage area D has one outlet. The outlet is an 18-inch RCP outlet structure with an associated channel. The channel, which has a flat grade, conveys flow to the west into storage area E The outlet elevation channel is 950.5 ft. The outlet structure does have a gate for operation during regional flooding events.

Storage area E contains an area acquired by Mn/DOT for the purpose of wetland banking. It also contains an existing wetland area, which was subject to project permitting. Historically, the normal outlet for this storage area was at elevation 946 ft +/-. A ditch block was installed up to the original ground surface or to elevation 948.5 ft. A connection channel was constructed between storage area E and C at elevation 948.0 ft. This connection channel will act as the normal outlet for storage area E. During larger runoff events, as indicated in Table One and described above, water can back out of area C into area E. At that point, areas E and C will become one pool. However, this will occur very infrequently and result in a maximum water level rise in storage area E of approximately 1.5 ft. During larger runoff events, operation of the pool will be as described for storage area C.

Flood Mitigation – Active Operation

HDR evaluated Red Lake River water levels at Crookston, Mn for recent summer and winter events. In general, the Red Lake River peaks at Crookston approximately 11-15 days following the spring melt and 3 days following a summer rainfall event. According to the HEC-1 model runs for the operation of the storage areas, the peak water surface elevation will occur approximately 1.5 days following the rainfall event. The modeling indicates that the storage areas will be available to assist regional flood control during the time period of the Red Lake River peak by either moderating flows through gate operation or to mitigate impacts of back to back events.

5.0 Site Work Completed

The following table lists the major structural components of the project and their estimated date of completion:

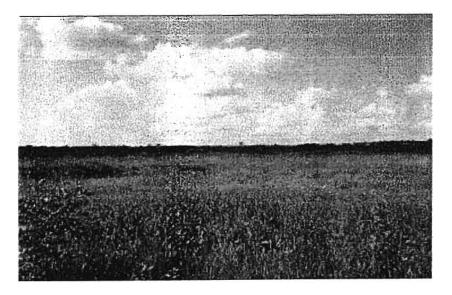
Structural Component	Date of Substantial Completion
Outlet ditch from JD-60 to CSAH 13	5/21/98
Outlet ditch from CSAH 13 to principle outlet	5/27/98
42inx30ft CMP at intersection of outlet ditch and JD-60	6/1/98
24inx40ft RCP under CSAH 13 -	6/4/98
Berm on south side of project	6/9/98

Table Two Structural Components and Dates of Completion

Structural Component	Date of Substantial Completion
Seed and mulch on outlet ditch, berm, and borrow areas	6/10/98
East – west pilot channel	6/11/98
Inlet channel in Section 18	6/23/98
Primary outlet structure	7/10/98
Outlet ditch from 24in RCP north along CSAH 13	7/8/98
Secondary outlet structure at Section line 13 and 18	7/9/98
Secondary outlet structure on ridge in Section 18	7/9/98
Embankment brought up to grade	7/15/98
Secondary outlet structure at Station 0+50	7/15/98
Installed manhole covers on all structures	7/20/98

Photo Log

Following are photos of the project site before the construction of the project and photos of the site following construction of the project. Each photo is accompanied by a description of where the photo was taken.

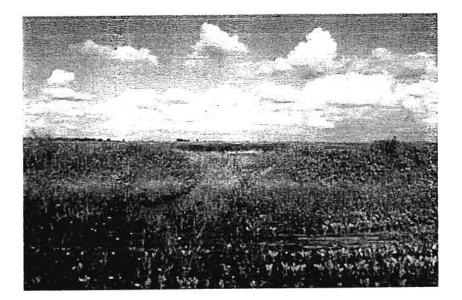


Before Construction

Photo 1: Station 0+00. Looking north along alignment of proposed dike alignment.



Photo 2: Station 0+00 of outlet ditch. Looking west down proposed alignment of ditch. Photo taken just west of the location of the principle outlet.



<u>Photo 3</u>: Looking east into primary storage pool. Photo taken just east of the location of the principle outlet.

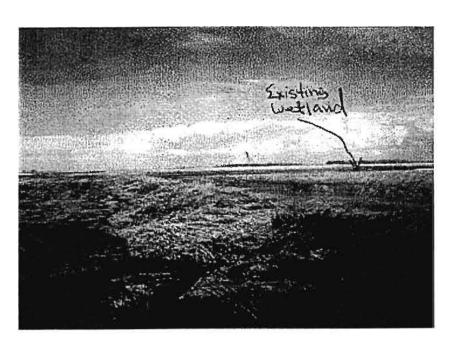


Photo 4: Photo taken at mid-section 13 looking north towards existing wetland.



<u>Photo 5</u>: Photo taken in south half of section 18. Photo is looking northeast towards southwest running ditch.

During Construction

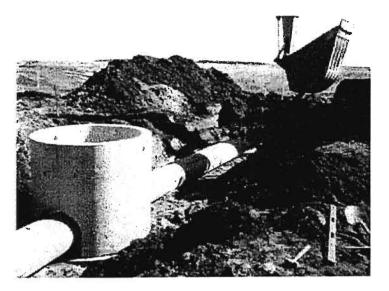


Photo 6: Installation of secondary outlet at Station 0+50 of dike alignment.



Photo 7: Station 19+50. Installation of cover on principle outlet.

HDR Engineering, Inc. September, 1998 Page 11



Photo 8: Field approach about to be constructed in finished outlet ditch. Photo taken at Station 140+00 on outlet ditch and is looking to the east.

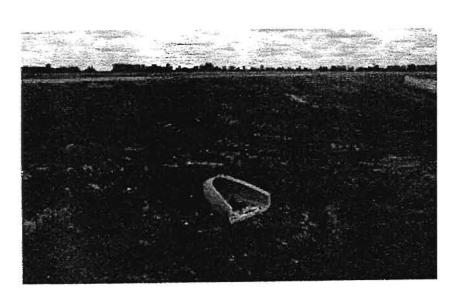


Photo 9: Installed 24-inch reinforced concrete pipe (RCP) under County State Aid Highway (CSAH) 13. RCP conveys water from the east to the west from outlet channel. Photo is of the west end of the RCP.

HDR Engineering, Inc. September, 1998 Page 12



i

Photo 10: Station 20+00. Looking to the northeast along the alignment of the dike. Photo was taken after second lift of borrow was placed.

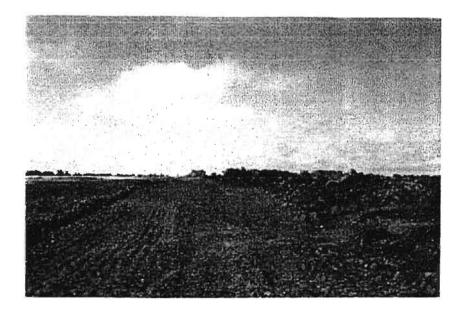


Photo 11: Station 20+00. Looking to the south along the alignment of the dike. Photo was taken after the first lift of borrow was placed.

HDR Engineering, Inc. September, 1998 Page 13

7.0 Quality and Compliance

HDR Engineering Inc administered construction on behalf of the Red Lake Watershed District. The prime construction contractor was Mark Lee Construction from Alexandria, Minnesota. Widseth Smith Nolting from Crookston, Minnesota provided construction administration support and surveying. Midwest Testing from Grand Forks, North Dakota provided material testing services.

The Engineer was responsible for providing initial lines and grades. It was then the responsibility of the Contractor to construct the project to the proper specifications. Material testing of granular filter and embankment soils was routinely performed throughout the construction phase. The results of the tests are contained in the Engineer's project file. The Engineer issued a Certificate of Substantial Completion on September 30, 1998. The Red Lake Watershed District held a final payment hearing on September 28, 1998. The project is considered substantially complete.

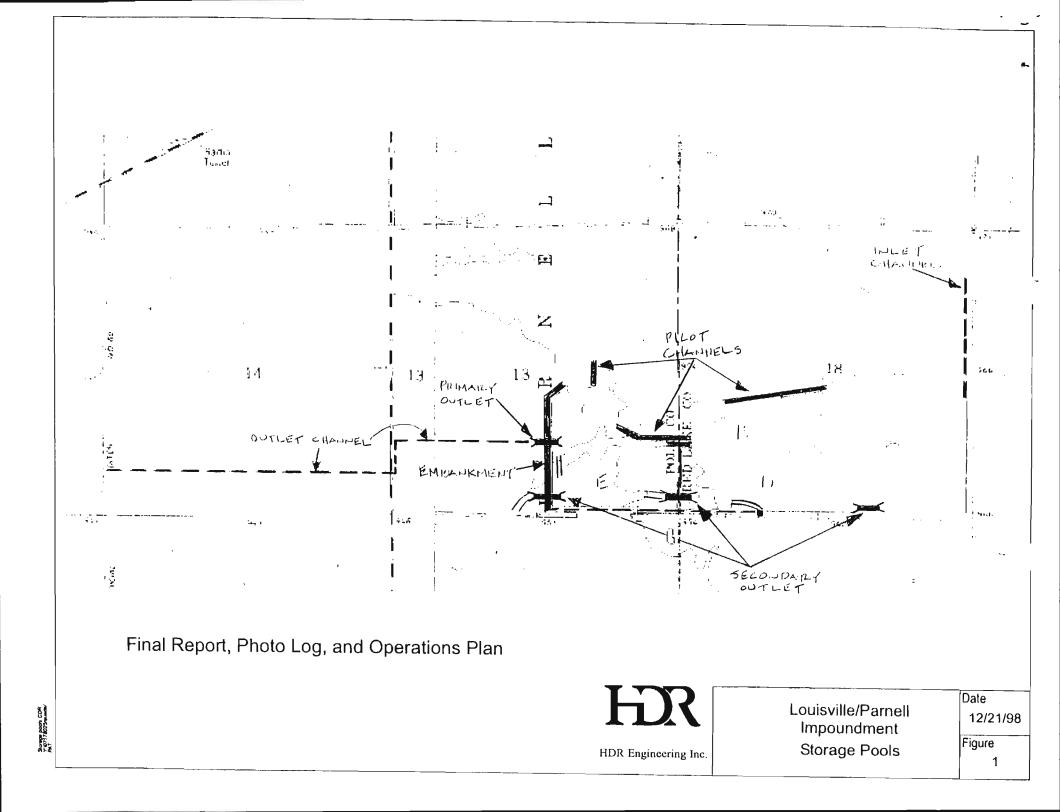
HDR Engineering, Inc. September, 1998 Page 14

į

APPENDIX A Figure One

;

۱ , .





JUNE 27, 2022 FUNDING AVAILABLE FOR FARMSTEAD RING DIKES

In 2022, the Minnesota Legislature allocated \$360,000 for the construction of farmstead ring dikes in the Red River Basin. These funds will be matched by the Red River Watershed Management Board (RRWMB), local watershed districts, and landowners. In addition to these funds, the Minnesota Natural Resources Conservation Service (NRCS) recently announced an emergency conservation sign-up through the Environmental Quality Incentives Program (EQIP) in response to flooding and excessive runoff in the Red River Basin. Below are some additional details about State of Minnesota and RRWMB ring dike funding/cost-share rates and EQIP financial/technical assistance:

- State of Minnesota Ring Dike Funds: Will be available after June 30, 2022 and the RRWMB will be working with state agencies and local watershed districts to disburse funds to approved ring dike projects.
- **RRWMB Ring Dike Cost-share Rate:** The RRWMB currently pays for 50 percent of total project costs, with the local watershed district and landowner being responsible for the remaining 50 percent.
- **NRCS Timelines/Deadlines:** NRCS practices should be planned for installation during this year's growing season. The second deadline ends July 15, 2022. At least 50% of the land associated with the application must be in the Red River Basin (HUC 0902) to be eligible.
- **Type of NRCS Assistance Available:** The NRCS is available to provide financial assistance in the recovery process by assisting producers to plan and implement conservation practices on private agricultural lands impacted by natural disasters. The NRCS has a suite of programs that can assist eligible producers to repair and prevent excessive soil erosion as well as other resource concerns caused or impacted by natural disasters. These practices include activities like ring dikes, diversions, structures for water control, pumping plants, and grade stabilizations (list not all inclusive).
- NRCS EQIP Rates: For the 356 Dike Practice, the rate is \$2.90 per cubic yard and the HU rate is \$4.35 per cubic yard. All rates can be found at the following NRCS website: <u>https://www.nrcs.usda.gov/wps/portal/nrcs/detail/national/programs/financial/?cid=nrcseprd185</u> 3230
- Other NRCS Assistance: NRCS funded conservation practices protect land from erosion, support disaster recovery and repair, and can help mitigate loss from future natural disasters. Assistance may also be available for emergency animal mortality disposal from natural disasters and other causes. Producers can visit their local NRCSS office to learn more about recent natural disaster program impacts and potential associated recovery tactics.
- NRCS and Watershed District Contact Information: Landowners interested in applying for EQIP funding should contact their <u>local NRCS office</u> and also the local watershed district office for more information about ring dike funding.

Office Location • 11 5Th Avenue East, Suite B • Ada, MN 56510 • www.rrwmb.us • 218-784-9500 (Main Office) Investing in and Managing the Watershed of the Red River Basin



JUNE 27, 2022 FUNDING AVAILABLE FOR FARMSTEAD RING DIKES

In 2022, the Minnesota Legislature allocated \$360,000 for the construction of farmstead ring dikes in the Red River Basin. These funds will be matched by the Red River Watershed Management Board (RRWMB), local watershed districts, and landowners. In addition to these funds, the Minnesota Natural Resources Conservation Service (NRCS) recently announced an emergency conservation sign-up through the Environmental Quality Incentives Program (EQIP) in response to flooding and excessive runoff in the Red River Basin. Below are some additional details about State of Minnesota and RRWMB ring dike funding/cost-share rates and EQIP financial/technical assistance:

- State of Minnesota Ring Dike Funds: Will be available after June 30, 2022 and the RRWMB will be working with state agencies and local watershed districts to disburse funds to approved ring dike projects.
- **RRWMB Ring Dike Cost-share Rate:** The RRWMB currently pays for 50 percent of total project costs, with the local watershed district and landowner being responsible for the remaining 50 percent.
- **NRCS Timelines/Deadlines:** NRCS practices should be planned for installation during this year's growing season. The second deadline ends July 15, 2022. At least 50% of the land associated with the application must be in the Red River Basin (HUC 0902) to be eligible.
- **Type of NRCS Assistance Available:** The NRCS is available to provide financial assistance in the recovery process by assisting producers to plan and implement conservation practices on private agricultural lands impacted by natural disasters. The NRCS has a suite of programs that can assist eligible producers to repair and prevent excessive soil erosion as well as other resource concerns caused or impacted by natural disasters. These practices include activities like ring dikes, diversions, structures for water control, pumping plants, and grade stabilizations (list not all inclusive).
- NRCS EQIP Rates: For the 356 Dike Practice, the rate is \$2.90 per cubic yard and the HU rate is \$4.35 per cubic yard. All rates can be found at the following NRCS website: <u>https://www.nrcs.usda.gov/wps/portal/nrcs/detail/national/programs/financial/?cid=nrcseprd185</u> 3230
- Other NRCS Assistance: NRCS funded conservation practices protect land from erosion, support disaster recovery and repair, and can help mitigate loss from future natural disasters. Assistance may also be available for emergency animal mortality disposal from natural disasters and other causes. Producers can visit their local NRCSS office to learn more about recent natural disaster program impacts and potential associated recovery tactics.
- NRCS and Watershed District Contact Information: Landowners interested in applying for EQIP funding should contact their <u>local NRCS office</u> and also the local watershed district office for more information about ring dike funding.

Office Location • 11 5Th Avenue East, Suite B • Ada, MN 56510 • www.rrwmb.us • 218-784-9500 (Main Office) Investing in and Managing the Watershed of the Red River Basin

MAINTENANCE INSPECTION SHEET FLOODWATER RETARDING & MULTIPLE-PURPOSE STRUCTURES Single Structure

PROJECT: Burnham Creek Br-6 – Dam #MN00132 DATE OF INSPECTION: 5/28/2022 COUNTY: West Polk

Principal Spillway: a. Damage to outlet or riser, b. Obstructions, logs, brush, trash, etc.
 c. Seepage, d. Separation of joints (observation), e. Cracks or breaks, and f. Differential Settlement (Observation).

No differential settlement. Inlet structure appears to be in good condition, the inside has not been inspected. Outlet pipe has some minor cracking and cracking on the joint, no changes from last years inspection. Pipe prop does not appear to have more movement from 2021 inspection.

2. Emergency Spillways (both inlet and outlet channels): a. Inadequate vegetation, **b.** Banks – rills and gullies, **c.** Channel erosion, **d.** Obstructions, weeds, brush, logs, etc., and **e.** Excessive deposition.

ES is over a recessed portion of the embankment on the RDS of the PS. The vegetation is in excellent condition and no erosion was observed. There is no obstructions and no weed or brush growing in the ES.

3. Embankments: a. Settlement or cracking, **b.** Erosion, **c.** Leakage or seepage, **d.** Damaged by wildlife, livestock, etc., **e.** Inadequate vegetation, **f.** Excessive vegetation, weeds, brush, etc.

The vegetation cover is excellent. There is some woody vegetation growing around the inlet and pipe outlet and plunge pool.

There is embankment erosion located to the left downstream side of the riser. This erosion was noted in 2005. Since last years inspection the erosion on the embankment has increased and is need of repair.

The west embankment has erosion along the entire embankment. Where the cattails are present there appears to me more erosion, likely from wave action.

Gophers were noted in last years inspection but appear to be gone, the mounds did not appear active.

4. Impoundment Area: a. Excessive sedimentation, and b. Debris.

The impoundment area looks good and continues to hold a permanent pool. No debris or sediment issues noted.

5. Fences and Gates: a. Loose or damaged posts, b. Loose or broken wires, and c. Debris accumulation.

N/A

6. Damaged Sod Chutes:

N/A

7. Damaged Riprap:

The riprap downstream of the pipe outlet is in excellent condition – the rock has not been displaced and is showing no signs of degradation.

8. Drainage System:

N/A

9. Borrow Areas (condition of vegetation):

N/A

10. Other (specify):

The wildlife structure repair was completed two years ago. The embankment at the wildlife structure has some cutting and the WD is aware of the issue and are planning a repair. The disturbed areas were not seeded last fall and are covered in weeds, this is also on the WD list of items to complete.

Last year the WD indicated they would survey the areas of erosion on the embankment. It is unknown if this occurred with some staffing changes.

O&Ms were reviewed with Myron Jepson, Administrator, Red Lake Watershed District on 6/28/2022. A review of the sponsor dam watch information was completed, and an update of the email is needed. rlwd@redlakewatershed.org

Members of inspection team:

Cassie Ahmed, Northwest Area Engineer, NRCS Nate Koland, Technician, Red Lake Watershed District

Remarks:

None

Maintenance needed: (summarize by structure) include approximate cost.

Repair erosion to embankment near inlet riser structure and along west embankment

The maintenance items above will be completed by (who and when):

Red Lake Watershed District - 2021

What is the current hazard class of this dam?

Significant

Has any development occurred or is planned that may change the hazard class now or in the next 5 years?

No

Name of Representative of Local Contracting Organization:

Myron Jesme, Red Lake Watershed District Administrator

Name of Representative of the Soil and Water Conservation District:

Nicole Bernd, West Polk SWCD Manager

Name of Representative of NRCS:

Cassie Ahmed, Area Engineer, NRCS

(On the original paper copy, these three individuals should sign their names after their agency.) File original paper copy in local records. Send electronic copy to State Conservation Engineer as soon after the inspection is complete as possible.

I hereby give permission for the NRCS to release a copy of this inspection report to the Minnesota Department of Natural Resources, Dam Safety.

Signature of Representative of Local Contracting Organization

Date



Pipe outlet - riprap plunge pool. WD will remove woody vegetation on embankment and in rock in 2022



Pipe prop tilted. Appears no worse than when first identified. Wood vegetation to be removed 2022



Outlet pipe cracking. Pipe is fully cradled



Outlet pipe and channel, obstruction visible at outlet channel



End of outlet channel, looking west. Debris accumulation that needs removal



End of outlet channel looking east, erosion along banks



End of outlet channel in east ditch, cutting of banks



Inlet structure - woody vegetation around inlet, removal in 2022. Debris on south side to be removed



Inlet west side, debris on southside of structure, removal needed



Erosion on pool side of north embankment, significantly more damage since prior years



Close up of erosion



Embankment vegetation emergency spillway- good vegetation



Embankment – at the NW corner looking south



West embankment - midway looking north



West embankment at SW corner looking east



Wildlife structure - cutting around north end. WD aware and waiting for DNR approval for draw down to repair.





Wildlife structure, downstream side looking south. Weed removal and seeding needed.

OPERATION AND MAINTENANCE AGREEMENT

THIS AGREEMENT made on <u>February 27, 1992</u> is between the Soil Conservation Service, United States Department of Agriculture, hereinafter referred to as the Service, and the following organization, hereinafter referred to as the Sponsor:

Red Lake Watershed District

The Sponsor and the Service agree to carryout the terms of this agreement for the operation and maintenance of the project measures in the State of Minnesota. The project measures covered by this agreement are identified as follows:

> Burnham Creek Watershed, Part 3, Channels, Main-2 (Station 1397+60 - 1509+00) and County Ditch 106 (Station 0+00 - 154+83.5) (Culverts, channel excavation, field surface water inlets, riprap, vegetative cover)

I. <u>OPERATIONS</u>

2 ⁶ 9

- A. The Sponsor will be responsible for operating the measure without cost to the Service as follows:
 - In compliance with applicable Federal, State, and local laws;
 - In compliance with the conditions set out in the instruments by which rights were acquired to install, operate, and maintain the measure(s).
 - 3. In a manner that will protect the environment and permit the measure(s) to serve the purpose for which installed as set forth in the program agreement;
 - 4. In keeping with the requirements to provide inspection, operation, and maintenance reports within the time frame provided in the attached plan;
- B. The Service will, upon request of the Sponsor and to the extent that its resources permit, provide consultative assistance in the operation of the structural measure(s).

II. <u>MAINTENANCE</u>

- A. The Sponsor will:
 - Be responsible for and promptly perform or have performed without cost to the Service, all maintenance of the measures(s) determined by either the Sponsor or the Service to be needed.
 - 2. Obtain prior Service approval of all plans, designs and specifications for maintenance work.
- B. The Service will upon request of the Sponsor and to the extent that its resources will permit, provide consultative assistance in the maintenance of the measure(s).

III. <u>REPLACEMENT</u>

- A. The Sponsor will be responsible for the replacement of parts or portions of the measure(s) which has physical life of less duration than the evaluated life of the measure(s).
- B. The Service will upon request of the Sponsor provide consultative assistance in the replacement of measure parts or portions.

IV. INSPECTIONS AND REPORTS

- A. The Sponsor will inspect the measure(s) at least annually and after each major storm or occurrence of any unusual condition than might adversely affect the measure(s).
- B. The Service may inspect the measures at any reasonable time during the period covered by this agreement. At the discretion of the State Conservationist, Service personnel may assist the Sponsor in their inspections.
- C. A written report will be made of each inspection. A copy of each report will be provided by the inspecting party to the other party within ten days of the date on which the inspection was made. The report will describe the conditions found and list any corrective action needed with a time frame to complete each action.

V. <u>TIME OF RESPONSIBILITY</u>

The Sponsor responsibility for operation and maintenance begins when a part of or all of the work of installing a measure is completed and accepted or is determined complete by the Service. This responsibility shall continue until December 31, 2038.

VI. <u>RECORDS</u>

· · · ,

1, 1

The Sponsor will maintain in a centralized location a record of all inspections and significant actions taken, cost of performance and completion date with respect to operation, maintenance, and replacement. The Service may inspect these records at any reasonable time during the term of the agreement.

VII. <u>GENERAL</u>

- A. The Sponsor will:
 - 1. Prohibit the installation of any structure or facilities that will interfere with the operation or maintenance of the project measure(s).
 - 2. Obtain prior Service approval of the plans and specifications for any alteration or improvement to the structural measure(s).
 - 3. Obtain prior Service approval of any agreement to be entered into with other parties for the operation or maintenance of all or any part of the project measure(s), and provide the Service with a copy of the agreement after it has been signed by the Sponsor and the other party.
- B. Service personnel will be provided the right of free access to the project measure(s) at any reasonable time for the purpose of carrying out the terms of this agreement.
- C. The responsibilities of the Sponsor under this agreement are effective simultaneously with the acceptance of the project measures in whole or in part.
- D. Comply with the attached PROPERTY MANAGEMENT STANDARDS set forth in 7 CFR 3015.160 175.

VIII. By Previous agreement of all the sponsors, the Red Lake Watershed District will carry out the performance of the "sponsor" in this agreement.

38 1., 1.

> Name of Sponsor: <u>Red Lake Watershed District</u> By: <u>Law Johnson</u> <u>Title: President</u> This action was authorized at an official meeting of the Sponsor named immediately above on <u>February 27, 1992</u> at <u>Thief River Falls, Minnesota</u> Attest: <u>Lake Watershed District</u> Socil Conservation Service, U.S. Department of Agriculture

BURNHAM CREEK WATERSHED PART 3

OPERATION AND MAINTENANCE PLAN

This plan of Operation and Maintenance shall be for Part 3 of the Burnham Creek Watershed Protection and Flood Prevention Project located in Polk County, Minnesota. Project measures covered by Part 3 include 11140 lineal feet of Channel of Main-2, 15483.5 lineal feet of channel on county ditch 106, one grade control structure, numerous corrugated metal pipes that drain surface water from the adjacent lands, riprap and vegetative cover.

Inspection sheets MN-WS-1 and MN-WS-2 will be used as a quide to evaluate and record inspections of project measures.

O&M actions that the Sponsor will undertake as normal maintenance include:

- a. Channel excavation or silt removal
- b. Repairing eroded channel banks, channel bottoms and spoil banks
- c. Critical area seeding and fertilization
- d. Surface water inlet (corrugated metal pipe) repair or replacement
- e. Concrete structure repair

no strategica

- f. Riprap repair/replacement
- g. Periodic control of weeds and other vegetation as required

Weed and vegetation control will be accomplished by burning, mowing or other treatments allowed by state and federal regulations. Areas requiring tillage to control weeds will be re-established to vegetative cover within one year.

The Sponsor will consider all requirements of necessary permits, air and water quality control, sediment control, or environmental concerns in performing O&M work.

The Sponsor will establish reserve funds to be used for operation and maintenance of the structural and nonstructural measures. These funds will be obtained in the same manner as the funds for the original works of improvement in accordance with applicable Minnesota statutes.

Part 3 Channels Original



TO:

Soil Conservation Service FCS BLDG., SUITE 600 375 JACKSON STREET ST. PAUL, MN 55101

SUBJECT: ADS - O&M Plan -Burnham Creek Part 3

DATE: March 25, 1992

Glen A. Kajewski, AC SCS, Thief River Falls, MN FILE CODE: 120-12-11-11

We have received the subject plan and agreement for concurrence and signature. The agreement appears to be complete and thorough. However, the plan fails to address several pertinent issues required in the National Operation and Maintenance Manual. Attached are extracted pages from the O&M Manual highlighting those items which need attention.

Janen Langfeldt JON V. DEGROOT

JON V. DEGROOT Assistant State Conservationist

Attachment

CC:

K. Langfeldt, CO, SCS, St. Paul, MN
R. Hirschman, SAO, SCS, St. Paul, MN
C. Peterson, AE, SCS, Thief River Falls, MN











			1
Pete C. Carlson and Debra M. Carlson Trust		Red Lake Watershed District	
5764 120th Avenue NE		1000 Pennington Avenue South	
Thief River Falls, MN 56701		Thief River Falls, MN 56701	
Property Location:	Settlement Agent	Place of Settlement	
	Delray Sparby	nace or benchem	
Parcel in NW1/4 of 32-154-43		Inte Sparby & Haase PA	Settlement Date
ennington County, MN		312 Main Avenue North	
2.9 Acres		P.O. Box 574	6/28/2022
		Thief River Falls, MN 56701	
		B. Summary of Seller's Transactions 400. Gross Amount Due to Seller	1
		401. Contract sales price	10,150.0
		402. Personal property	
		403	
		404	
		405	
		406	-
		407	
		408	
		409 410	
		411	
		412	1
		413	
		414	
		Adjustments for items pald by seller in advance	
		415. City/town taxes	
		416, County taxes	
		417. Assessments	
		418	
		419	
		420	
		421	
i i		422. Gross Amount Due To Seller	10 150 0
1		422. Gross Amount Due To Seller 500. Reductions in Amount Due To Seller	10,150.0
1		ł	10,150.0
1		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan	10,150.0
1		Sol. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan	10,150.0
1		Sol. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges	
1		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee	
1		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract	
1		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination	400.0
1		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - WD and eCRV	400.0
1		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - WD and eCRV 509. Attorney's fees	400.0
1		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - WD and eCRV 509. Attorney's fees	400.0
1		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - WD and eCRV 509. Attorney's fees 510	400.0
1		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - WD and eCRV 509. Attorney's fees 510 511 512	400.0
1		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - WD and eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges	400,0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - WD and eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges	400,0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - WD and eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax	400,0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - WD and eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges	400.0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - WD and eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by seller 517. City/lown taxes 518. County taxes	400.0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - WD and eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by seller 517. City/town taxes 518. County taxes 519. Assessments	400.0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - WD and eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by seller 517. City/town taxes 518. County taxes 519. Assessments 520	400.0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - WD and eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by seller 517. City/town taxes 518. County taxes 519. Assessments 520 521	400.0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - WD and eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by seller 517. City/town taxes 518. County taxes 519. Assessments 520 521 520 521 520 521 522	400,0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - WD and eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by seller 517. City/town taxes 518. County taxes 519. Assessments 520 521 522 523	400,0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - WD and eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by seller 517. City/town taxes 518. County taxes 519. Assessments 520 521 520 521 520 521 522	400,0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - WD and eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by selter 517. City/town taxes 518. County taxes 519. Assessments 520 521 522 523 524	400,0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - WD and eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by seller 517. City/town taxes 518. County taxes 519. Assessments 520 521 522 523 524 525. Total Reduction Amount Due Seller	400,0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - WD and eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by seller 517. City/town taxes 518. County taxes 519. Assessments 520 521 522 523 524 525. Total Reduction Amount Due Seller 600. Cash At Settlement To Seller	400,0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - WD and eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by seller 517. City/town taxes 518. County taxes 519. Assessments 520 521 522 523 524 525. Total Reduction Amount Due Seller 600. Cash At Settlement To Seller 601. Gross amount due to Seller (line 422)	400.0 165.0 33.5 33.5 598.5
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - WD and eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by seller 517. City/town taxes 518. County taxes 519. Assessments 520 521 522 523 524 525. Total Reduction Amount Due Seller 600. Cash At Settlement To Seller	400,0 165.0 33.5 33.5 598.5
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - WD and eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by seller 517. City/town taxes 518. County taxes 519. Assessments 520 521 522 523 524 525. Total Reduction Amount Due Seller 600. Cash At Settlement To Seller 601. Gross amount due to Seller (line 422)	400,0 165.0 165.0 33.5 598.5 10,150.0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - WD and eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by seller 517. City/town taxes 518. County taxes 519. Assessments 520 521 522 523 524 525. Total Reduction Amount Due Seller 600. Cash At Settlement To Seller 601. Gross amount due to Seller (line 422)	10,150.0 400,0 165.0 33.5 33.5 598.5 598.5 598.5 9,551.5

10

Date

		and the second	
Tango TNE LLC		Red Lake Watershed District	
4325 18th Avenue South		1000 Pennington Avenue South	
Grand Forks, ND 58201		Thief River Falls, MN 56701	
Property Location;	Settlement Agent	Place of Settlement	
Parcel in NW1/4 of 32-154-43	Delray Sparby	Ible Speeder & Linner DA	Settlement Date
Pennington County, MN		Ihle Sparby & Haase PA 312 Main Avenue North	Settlement Date
remangion county, why		P.O. Box 574	6/22/2022
		Thief River Falls, MN 56701	0/22/2022
		B. Summary of Seller's Transactions	
		400. Gross Amount Due to Seller	101 000 0
		401. Contract sales price 402. Personal property	101,700.6
		403	
		404	
		405	-
		406	+
		407	
		408	
		409	
		410	1
		411	
		412	1
		413	
		414	
		Adjustments for items paid by seller in advance	
		415. City/town taxes	
		416. County taxes	
		417. Assessments	
		418	
		419	T
		420	
		421	
		422. Gross Amount Due To Seller	101,700.6
		500. Reductions in Amount Due To Seller	101,700.6
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to	101,700.6
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan	101,700.6
		Sol. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan	101,700.6
		Sol. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges	
		Sol. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee	
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract	
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fcc 506. Update abstract 507. Title examination	400.0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fec 506. Update abstract 507. Title examination 508. Document preparation - Pur.Agr., WD, eCRV	400.0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fec 506. Update abstract 507. Title examination 508. Document preparation - Pur.Agr., WD, eCRV 509. Attorney's fees	400.0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - Pur, Agr., WD, eCRV 509. Attorney's fees 510	400.0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fcc 506. Update abstract 507. Title examination 508. Document preparation - Pur, Agr., WD, eCRV 509. Attorney's fees 510 511	400.0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fcc 506. Update abstract 507. Title examination 508. Document preparation - Pur, Agr., WD, eCRV 509. Attorney's fees 510 511 512	400.0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - Pur, Agr., WD, eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges	400.0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fcc 506. Update abstract 507. Title examination 508. Document preparation - Pur, Agr., WD, eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees	400.0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fec 506. Update abstract 507. Title examination 508. Document preparation - Pur, Agr., WD, eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax	400.0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fec 506. Update abstract 507. Title examination 508. Document preparation - Pur.Agr., WD, eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by seller	400.0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - Pur.Agr., WD, eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by seller 517. City/town taxes	400.0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - Pur, Agr., WD, eCRV 509. Attorney's fees 510 511 512. 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by seller 517. City/town taxes 518. County taxes	400.0
		 500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - Pur.Agr., WD, eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by seller 517. City/town taxes 519. Assessments 	400.0
		 500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fcc 506. Update abstract 507. Title examination 508. Document preparation - Pur, Agr., WD, eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by seller 517. City/town taxes 518. County taxes 519. Assessments 520 	400.0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fcc 506. Update abstract 507. Title examination 508. Document preparation - Pur, Agr., WD, eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by seller 517. City/town taxes 518. County taxes 519. Assessments 520 521 521 521 531. Canty taxes 5319. Canty taxes 5319. Larnest money paid directly to RLWD	400.0
		 500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fcc 506. Update abstract 507. Title examination 508. Document preparation - Pur, Agr., WD, eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by seller 517. City/town taxes 518. County taxes 519. Assessments 520 	400.0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fcc 506. Update abstract 507. Title examination 508. Document preparation - Pur.Agr., WD, eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by seller 517. City/town taxes 518. County taxes 519. Assessments 520 521. Earnest money paid directly to RLWD 522	400.0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - Pur.Agr., WD, eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by seller 517. City/town taxes 518. County taxes 519. Assessments 520 521. Earnest money paid directly to RLWD 522 523 524	400.0
		 500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fee 506. Update abstract 507. Title examination 508. Document preparation - Pur, Agr., WD, eCRV 509. Attorney's fees 510 511 512. 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by seller 517. City/town taxes 518. County taxes 519. Assessments 520 521. Earnest money paid directly to RLWD 522 523. 524. 525. Total Reduction Amount Due Seller 	400.0
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fcc 506. Update abstract 507. Title examination 508. Document preparation - Pur, Agr., WD, eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by seller 517. City/town taxes 518. County taxes 519. Assessments 520 521. Earnest money paid directly to RLWD 522 523 524 525. Total Reduction Amount Due Seller 600. Cash At Settlement To Seller	400.0 440.0 335.6 2,000.0 3,175.6
		 500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fcc 506. Update abstract 507. Title examination 508. Document preparation - Pur, Agr., WD, eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by seller 517. City/town taxes 518. County taxes 519. Assessments 520 521. Earnest money paid directly to RLWD 522 523 524 525. Total Reduction Amount Due Seller 601. Gross amount due to Seller (line 422) 	400.0 440.0 335.6 2,000.0 3,175.6
		500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fcc 506. Update abstract 507. Title examination 508. Document preparation - Pur, Agr., WD, eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by seller 517. City/town taxes 518. County taxes 519. Assessments 520 521. Earnest money paid directly to RLWD 522 523 524 525. Total Reduction Amount Due Seller 600. Cash At Settlement To Seller	400.0 440.0 335.6 2,000.0 3,175.6
		 500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fcc 506. Update abstract 507. Title examination 508. Document preparation - Pur, Agr., WD, eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by seller 517. City/town taxes 518. County taxes 519. Assessments 520 521. Earnest money paid directly to RLWD 522 523 524 525. Total Reduction Amount Due Seller 601. Gross amount due to Seller (line 422) 	101,700.6 400.0 440.0 335.6 2,000.0 3,175.6 101,700.6 3,175.6
		 500. Reductions in Amount Due To Seller 501. Existing loan(s) taken subject to 502. Payoff of first mortgage loan 503. Payoff of second mortgage loan 504. Title Charges 505. Settlement or closing fcc 506. Update abstract 507. Title examination 508. Document preparation - Pur, Agr., WD, eCRV 509. Attorney's fees 510 511 512 513. Government Recording & Transfer Charges 514. Recording fees 515. State Deed Tax Adjustments for items unpaid by seller 517. City/town taxes 518. County taxes 519. Assessments 520 521. Earnest money paid directly to RLWD 522 523 524 525. Total Reduction Amount Due Seller 601. Gross amount due to Seller (line 422) 	400.0 440.0 335.6 2,000.0 3,175.6

Seller

Date

Tammy Audette

From:	Berg, Kerrie <kerrie.berg@hdrinc.com></kerrie.berg@hdrinc.com>
Sent:	Tuesday, July 12, 2022 3:34 PM
То:	Myron Jesme
Cc:	Nelson, Dillon; Dalager, Nate; Tammy Audette
Subject:	CD 99 Proposal/Scope
Attachments:	AET Drill Lab CD99 Proposal.pdf; Terracon PM5225046 CD 99 Slope Stabilization.pdf; RLWD - Polk County Ditch 99 Stabilization Proposal.pdf

Hi Myron, attached is HDR's CD 99 Slope Stabilization proposal for engineering services for:

- Project Management
- Survey and Planning
- Field Coordination
- Geotechnical Analysis
- Construction Plans & Specifications

I received drill/lab proposals from 2 companies, AET and Terracon (see attached). Braun's drill rigs are booked out until September and didn't provide an estimate. Below is a summary of the Drill/Lab cost estimates:

	тот	AL
HDR Estimate based on 2021 Costs	\$	14,374
Terracon	\$	25,870
AET	\$	18,665

I'll give you a call to discuss and Dillon will be at your meeting on Thursday if there are any questions during that time. Thanks!

Kerrie Berg, PE

Water Resources

213 LaBree Ave N, Suite 203 Thief River Falls, MN 56701-2022 D 218.370.2279 kerrie.berg@hdrinc.com

hdrinc.com/follow-us

July 12, 2022

Mr. Myron Jesme, Administrator Red Lake Watershed District 1000 Pennington Avenue South Thief River Falls, MN 56701

<delivered via email>

RE: Proposal - County Ditch 99 Slope Repair: 800-ft Section South of 265th Street SW

Dear Mr. Jesme,

In response to your request for engineering services for County Ditch 99 Slope Repair: 800-ft Section South of 265th Street SW, HDR Engineering, Inc. (HDR) is pleased to provide the following proposal for:

- Project Management
- Survey and Planning
- Field Coordination
- Geotechnical Analysis
- Construction Plans & Specifications

We look forward to the opportunity to work with you on this project. If you have any questions regarding the attached scope of services, please contact me at (218) 681-6100.

Sincerely,

HDR Engineering, Inc.

Hatta Llag

Nathan Dalager, P.E. *Project Manager*

Will Wiegert

Christine Wiegert, Vice President *MN/WI Area Manager*

Encl: County Ditch 99 Slope Repair Scope of Services HDR Engineering, Inc. Terms and Conditions for Professional Services Budget Spreadsheet

hdrinc.com

Project Understanding and Scope of Services

HDR understands that the Red Lake Watershed District (RLWD) is interested in engineering services for repairing the 800-ft section of County Ditch 99 (CD 99) located south of 265th Street SW, approximately 1 mile east of Crookston, Mn.

This scope of work includes tasks and deliverables deemed necessary to complete the engineering plans and specifications of a slope stabilization project. These tasks include the following:

- 1. Project Management
- 2. Survey and Planning
- 3. Field Coordination
- 4. Geotechnical Analysis
- 5. Construction Plans & Specifications

The proposal does not include:

- 1. Permitting
- 2. Detailed Engineering Report
- 3. Construction Administration

These above tasks may be included with future task orders.

Proposed Project Team

The project team will consist of HDR staff that has experience in geotechnical design and developing engineering plans and specifications. HDR's Professional Engineers responsible for plan and report approval and signage are registered in the State of Minnesota. The team may consist of the following staff:

Role	Staff
Client/Project Manager	Nate Dalager, PE
Geotechnical Engineers	Kerrie Berg, PE Steve Olson, PE
Water Resources Engineer	Dillon Nelson, PE
Design Technician, AutoCAD, Surveying	Randy Knott Anita Ortiz
QA/QC	Greta Backman, PE Jacob Huwe, PE

Scope of Services

1 Project Management

This task consists of the overall management of the project, project communication, and coordination of meetings.

- 1.1 **Project Management**. Monitor and control the Project budget, scope of work, and schedule; management of the Project goals and objectives; management and coordination of resources including staff scheduling and invoicing.
- 1.2 **Project Meetings**. Schedule, review, prepare, participate, and help conduct meetings.

DELIVERABLES:

- Monthly invoices and coordination with RLWD.
- Schedule and prepare two meetings to present and discuss slope remediation alternatives (meeting to include project partners from the RLWD, PCHD, and West Polk SWCD). Meetings will be virtual.

ASSUMPTIONS:

- Duration of the task is ~12 months.
- The meetings will be virtual.

2 Survey and Planning

This task consists of the following:

- 2.1 **Site Reconnaissance and Survey.** A site visit to complete a visual inspection of the slope failure and assessment of seepage at the site will be carried out along with a topographical survey. The topographical survey will enhance the existing survey provided by the PCHD and is necessary to establish slope failure geometry, provide critical cross-sections at the boreholes, and to survey borehole locations and other miscellaneous Project features.
- 2.2 Develop Geotechnical Exploration and Laboratory Plan and Request For Proposal (RFP), Solicit Bids for Boring and Laboratory. Determine borehole locations and depths. Available geotechnical reports from nearby projects and geological and soil information will be reviewed to aid in establishing the borehole and lab program.

DELIVERABLES:

- Field survey
- Borehole location plan.

ASSUMPTIONS:

- Duration of the task is ~3 months.
- The topographical survey of the 800-ft section of County Ditch 99 located south of 265th Street SW and will depict natural and man-made features and elevations in the vicinity of the ditch bottom and embankments.

3 Field Coordination

This task consists of the following:

- 3.1 **Coordination with RLWD, West Polk SWCD, PCHD, Driller, and Laboratory**. Communicate with and schedule drilling company and laboratory. Communicate with RLWD, West Polk SWCD and PCHD as needed.
- 3.2 **Subsurface Exploration and Standpipe Installation.** This item will consist of 3 geotechnical boreholes with standpipes installed (to measure groundwater levels) on the project site. This work will be conducted by a third-party geotechnical drilling company who will contract directly with the RLWD.
- 3.3 **Monitor Wells**. RLWD, West Polk SWCD or PCHD staff will measure water levels in the standpipes weekly and after heavy rainfall for 3 months. ***This activity will be conducted by the West Polk SWCD or PCHD and HDR has no hours allocated to this task***
- 3.4 **Laboratory Testing**. HDR will assign the final laboratory testing schedule to the laboratory upon review of the draft borehole logs. Laboratory testing will be performed by a third-party geotechnical drilling company who will contract directly with the RLWD. HDR staff will review and interpret the laboratory results.

DELIVERABLES:

- HDR will forward the borehole logs and results from the geotechnical drilling company
- Water level readings from monitoring wells (provided by RLWD, West Polk SWCD, or PCHD staff)

ASSUMPTIONS:

- Soil borings, well installation, and lab testing will be performed by a third party contracted with the RLWD. Costs are forthcoming and have not been included in this quote.
- The task of well monitoring will be conducted by RLWD, West Polk SWCD, or PCHD staff and HDR has no hours allocated to this task.

4 Geotechnical Analysis

This task involves design analyses and documentation of the conceptual design of the proposed slope repair recommendations. The following steps will be included:

- 4.1 **Slope Stability and Seepage Analysis.** Select soil parameters and profile based on borehole logs and laboratory results/correlations. Determine groundwater elevations based on borehole and standpipe data. Complete seepage and slope stability analysis on one critical slope. Post-construction slope repair alternatives will be modeled (up to 3 alternatives). The analysis will evaluate the design alternatives, the minimum excavations and slopes required, as well as construction stability modeling.
- 4.2 **Alternatives Evaluation**. Evaluate up to 3 alternatives for their feasibility and practicability to meet the Project purpose.
- 4.3 **Engineer's Opinion of Probable Construction Costs.** Provide an engineer's opinion of probable construction costs of up to 3 alternatives.
- 4.4 **Detailed Design of Selected Alternative.** A detailed design of the selected alternative will be completed for incorporation into design drawings and specifications.



4.5 **Hydraulic Assessment:** Perform hydraulic modeling of the existing and proposed conditions for the 800 ft. segment using HEC-RAS 6.0. The 24-hour 10-year, 25-year, and 100-year precipitation events will be evaluated, and flows will be provided by the PCHD. The modeling results will assist in design of the proposed cross-section, channel profile, and riprap gradation.

DELIVERABLES:

- Engineer's Opinion of Probable Construction Costs
- HEC-RAS model of 800 ft. segment
- Recommendation of a Preferred Alternative

ASSUMPTIONS:

- Up to 3 alternatives will be assessed
- No retaining wall design is included
- One cross-section (the maximum cross-section) will be analyzed
- Detailed HEC-HMS hydrologic modeling will not be performed.
- Flow data will be provided by the PCHD for the Hydraulic Assessment

5 Construction Plans & Specifications

This task involves the drafting of complete plans and specifications for construction of the Project.

- 5.1 **Cover Page, General Notes, and Quantities.** Plan set cover page and estimated quantities will be tabulated in the Statement of Estimated Quantities and tabulations sheet. General construction notes and a table of standard plates will be included.
- 5.2 **Site Plan and Grading.** A site plan will be provided that shows the final grading and proposed construction. GPS survey benchmarks will be noted on this sheet.
- 5.3 **Details.** Details of the selected alternative will be included here.
- 5.4 **Turf Establishment and Erosion Control Plan.** The required SWPPP notes and details will be included for the proposed Project. One plan sheet will be developed detailing turf establishment and erosion control measures to be installed during and after construction.
- 5.5 **Plan & Profile Sheet.** One plan and profile sheet will be created and will include existing and proposed grades, structures, notes, landowner, and utility information.
- 5.6 **Cross-Section Sheet.** One cross-section sheet will be provided.
- 5.7 **Specifications.** Current MnDOT construction specifications and standards will be referenced and amended for the purposes of the Project. Based on the preferred alternative items for construction will be noted and defined for pay quantities for each phase.

DELIVERABLES:

- One electronic (PDF) version of the construction documents and two bound versions of the plans.
- Up to 14 plan sheets, including a cover sheet, as described in this section will be provided.
- Project Manual

ASSUMPTIONS:

- Plans will be provided in the North American Vertical Datum of 1988.
- Utility locates will be performed in this task.
- PCHD will provide any necessary right-of-way descriptions

Fee Estimate

The design fee estimate for the completion of Tasks 1 through 5 is \$49,533 as outlined in the attached breakdown of tasks, hours, and expenses. This cost does not include:

- Soil borings, well installation, and lab testing will be performed by a third party hired by HDR. Costs are forthcoming and have not been included in this quote.
- The task of well monitoring will be conducted by the RLWD, West Polk SWCD or PCHD and HDR has no costs for this item included in this quote.

This work will be performed on a time and materials not-to-exceed basis. HDR will invoice monthly based on work progress. Our estimated costs are based upon our local experience and understanding of the scope of work and assumptions listed. Should the scope of work be modified, it may be necessary to review scope changes and our cost estimate.

Please indicate your acceptance of this proposal by signing the Notice to Proceed (below) and returning one copy of the signed proposal to HDR. If you have any questions, please contact me at 218.681.6100.

Regards, HDR Engineering, Inc.

Nathan Dalager, P.E. *Project Manager*

/ Will Wiegent

Christine Wiegert, Vice President *MN/WI Area Manager*

By:

Encl: HDR Engineering, Inc. Terms and Conditions for Professional Services

NOTICE TO PROCEED

Owner: Red Lake Watershed District
By:_____
Name: _____

Title: _____

Consultant: HDR Engineering, Inc.

Mut Wiegert

Name: Christine Wiegert, Vice President Title: MN-WI Area Manager

HDR Engineering, Inc. Terms and Conditions for Professional Services

1. STANDARD OF PERFORMANCE

The standard of care for all professional engineering, consulting and related services performed or furnished by ENGINEER and its employees under this Agreement will be the care and skill ordinarily used by members of ENGINEER's profession practicing under the same or similar circumstances at the same time and in the same locality. ENGINEER makes no warranties, express or implied, under this Agreement or otherwise, in connection with ENGINEER's services.

2. INSURANCE/INDEMNITY

ENGINEER agrees to procure and maintain, at its expense, Workers' Compensation insurance as required by statute; Employer's Liability of \$250,000; Automobile Liability insurance of \$1,000,000 combined single limit for bodily injury and property damage covering all vehicles, including hired vehicles, owned and non-owned vehicles; Commercial General Liability insurance of \$1,000,000 combined single limit for personal injury and property damage; and Professional Liability insurance of \$1,000,000 per claim for protection against claims arising out of the performance of services under this Agreement caused by negligent acts, errors, or omissions for which ENGINEER is legally liable. If flying an Unmanned Aerial System (UAS or drone), ENGINEER will procure and maintain aircraft unmanned aerial systems insurance of \$1,000,000 per occurrence. OWNER shall be made an additional insured on Commercial General and Automobile Liability insurance policies and certificates of insurance will be furnished to the OWNER. ENGINEER agrees to indemnify OWNER for third party personal injury and property damage claims to the extent caused by ENGINEER's negligent acts, errors or omissions. However, neither Party to this Agreement shall be liable to the other Party for any special, incidental, indirect, or consequential damages (including but not limited to loss of use or opportunity; loss of good will; cost of substitute facilities, goods, or services; cost of capital; and/or fines or penalties), loss of profits or revenue arising out of, resulting from, or in any way related to the Project or the Agreement from any cause or causes, including but not limited to any such damages caused by the negligence, errors or omissions, strict liability or breach of contract.

3. OPINIONS OF PROBABLE COST (COST ESTIMATES)

Any opinions of probable project cost or probable construction cost provided by ENGINEER are made on the basis of information available to ENGINEER and on the basis of ENGINEER's experience and qualifications, and represents its judgment as an experienced and qualified professional engineer. However, since ENGINEER has no control over the cost of labor, materials, equipment or services furnished by others, or over the contractor(s') methods of determining prices, or over competitive bidding or market conditions, ENGINEER does not guarantee that proposals, bids or actual project or construction cost will not vary from opinions of probable cost ENGINEER prepares.

4. CONSTRUCTION PROCEDURES

ENGINEER's observation or monitoring portions of the work performed under construction contracts shall not relieve the contractor from its responsibility for performing work in accordance with applicable contract documents. ENGINEER shall not control or have charge of, and shall not be responsible for, construction means, methods, techniques, sequences, procedures of construction, health or safety programs or precautions connected with the work and shall not manage, supervise, control or have charge of construction. ENGINEER shall not be responsible for the acts or omissions of the contractor or other parties on the project. ENGINEER shall be entitled to review all construction contract documents and to require that no provisions extend the duties or liabilities of ENGINEER beyond those set forth in this Agreement. OWNER agrees to include ENGINEER as an indemnified party in OWNER's construction contracts for the work, which shall protect ENGINEER to the same degree as OWNER. Further, OWNER agrees that ENGINEER shall be listed as an additional insured under the construction contractor's liability insurance policies.

5. CONTROLLING LAW

This Agreement is to be governed by the law of the state where ENGINEER's services are performed.

6. SERVICES AND INFORMATION

OWNER will provide all criteria and information pertaining to OWNER's requirements for the project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations. OWNER will also provide copies of any OWNER-furnished Standard Details, Standard Specifications, or Standard Bidding Documents which are to be incorporated into the project.

OWNER will furnish the services of soils/geotechnical engineers or other consultants that include reports and appropriate professional recommendations when such services are deemed necessary by ENGINEER. The OWNER agrees to bear full responsibility for the technical accuracy and content of OWNER-furnished documents and services.

In performing professional engineering and related services hereunder, it is understood by OWNER that ENGINEER is not engaged in rendering any type of legal, insurance or accounting services, opinions or advice. Further, it is the OWNER's sole responsibility to obtain the advice of an attorney, insurance counselor or accountant to protect the OWNER's legal and financial interests. To that end, the OWNER agrees that OWNER or the OWNER's representative will examine all studies, reports, sketches, drawings, specifications, proposals and other documents, opinions or advice prepared or provided by ENGINEER, and will obtain the advice of an attorney, insurance counselor or other consultant as the OWNER deems necessary to protect the OWNER's interests before OWNER takes action or forebears to take action based upon or relying upon the services provided by ENGINEER.

7. SUCCESSORS, ASSIGNS AND BENEFICIARIES

OWNER and ENGINEER, respectively, bind themselves, their partners, successors, assigns, and legal representatives to the covenants of this Agreement. Neither OWNER nor ENGINEER will assign, sublet, or transfer any interest in this Agreement or claims arising therefrom without the written consent of the other. No third party beneficiaries are intended under this Agreement.

8. RE-USE OF DOCUMENTS

All documents, including all reports, drawings, specifications, computer software or other items prepared or furnished by ENGINEER pursuant to this Agreement, are instruments of service with respect to the project. ENGINEER retains ownership of all such documents. OWNER may retain copies of the documents for its information and reference in connection with the project; however, none of the documents are intended or represented to be suitable for reuse by OWNER or others on extensions of the project or on any other project. Any reuse without written verification or adaptation by ENGINEER for the specific purpose intended will be at OWNER's sole risk and without liability or legal exposure to ENGINEER, and OWNER will defend, indemnify and hold harmless ENGINEER from all claims, damages, losses and expenses, including attorney's fees, arising or resulting therefrom. Any such verification or adaptation will entitle ENGINEER to further compensation at rates to be agreed upon by OWNER and ENGINEER.

9. TERMINATION OF AGREEMENT

OWNER or ENGINEER may terminate the Agreement, in whole or in part, by giving seven (7) days written notice to the other party. Where the method of payment is "lump sum," or cost reimbursement, the final invoice will include all services and expenses associated with the project up to the effective date of termination. An equitable adjustment shall also be made to provide for termination settlement costs ENGINEER incurs as a result of commitments that had become firm before termination, and for a reasonable profit for services performed.

10. SEVERABILITY

If any provision of this agreement is held invalid or unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term or condition shall not be construed by the other party as a waiver of any subsequent breach of the same provision, term or condition.

11. INVOICES

ENGINEER will submit monthly invoices for services rendered and OWNER will make payments to ENGINEER within thirty (30) days of OWNER's receipt of ENGINEER's invoice.

ENGINEER will retain receipts for reimbursable expenses in general accordance with Internal Revenue Service rules pertaining to the support of expenditures for income tax purposes. Receipts will be available for inspection by OWNER's auditors upon request.

If OWNER disputes any items in ENGINEER's invoice for any reason, including the lack of supporting documentation, OWNER may temporarily delete the disputed item and pay the remaining amount of the invoice. OWNER will promptly notify ENGINEER of the dispute and request clarification and/or correction. After any dispute has been settled, ENGINEER will include the disputed item on a subsequent, regularly scheduled invoice, or on a special invoice for the dispute item only.

OWNER recognizes that late payment of invoices results in extra expenses for ENGINEER. ENGINEER retains the right to assess OWNER interest at the rate of one percent (1%) per month, but not to exceed the maximum rate allowed by law, on invoices which are not paid within thirty (30) days from the date OWNER receives ENGINEER's invoice. In the event undisputed portions of ENGINEER's invoices are not paid when due, ENGINEER also reserves the right, after seven (7) days prior written notice, to suspend the performance of its services under this Agreement until all past due amounts have been paid in full.

12. CHANGES

The parties agree that no change or modification to this Agreement, or any attachments hereto, shall have any force or effect unless the change is reduced to writing, dated, and made part of this Agreement. The execution of the change shall be authorized and signed in the same manner as this Agreement. Adjustments in the period of services and in compensation shall be in accordance with applicable paragraphs and sections of this Agreement. Any proposed fees by ENGINEER are estimates to perform the services required to complete the project as ENGINEER understands it to be defined. For those projects involving conceptual or process development services, activities often are not fully definable in the initial planning. In any event, as the project progresses, the facts developed may dictate a change in the services to be performed, which may alter the scope. ENGINEER will inform OWNER of such situations so that changes in scope and adjustments to the time of performance and compensation can be made as required. If such change, additional services, or suspension of services results in an increase or decrease in the cost of or time required for performance of the services, an equitable adjustment shall be made, and the Agreement modified accordingly.

13. CONTROLLING AGREEMENT

These Terms and Conditions shall take precedence over any inconsistent or contradictory provisions contained in any proposal, contract, purchase order, requisition, notice-to-proceed, or like document.

14. EQUAL EMPLOYMENT AND NONDISCRIMINATION

In connection with the services under this Agreement, ENGINEER agrees to comply with the applicable provisions of federal and state Equal Employment Opportunity for individuals based on color, religion, sex, or national origin, or disabled veteran, recently separated veteran, other protected veteran and armed forces service medal veteran status, disabilities under provisions of executive order 11246, and other employment, statutes and regulations, as stated in Title 41 Part 60 of the Code of Federal Regulations § 60-1.4 (a-f), § 60-300.5 (a-e), § 60-741 (a-e).

15. HAZARDOUS MATERIALS

OWNER represents to ENGINEER that, to the best of its knowledge, no hazardous materials are present at the project site. However, in the event hazardous materials are known to be present. OWNER represents that to the best of its knowledge it has disclosed to ENGINEER the existence of all such hazardous materials, including but not limited to asbestos, PCB's, petroleum, hazardous waste, or radioactive material located at or near the project site, including type, quantity and location of such hazardous materials. It is acknowledged by both parties that ENGINEER's scope of services do not include services related in any way to hazardous materials. In the event ENGINEER or any other party encounters undisclosed hazardous materials, ENGINEER shall have the obligation to notify OWNER and, to the extent required by law or regulation, the appropriate governmental officials, and ENGINEER may, at its option and without liability for delay, consequential or any other damages to OWNER, suspend performance of services on that portion of the project affected by hazardous materials until OWNER: (i) retains appropriate specialist consultant(s) or contractor(s) to identify and, as appropriate, abate, remediate, or remove the hazardous materials; and (ii) warrants that the project site is in full compliance with all applicable laws and regulations. OWNER acknowledges that ENGINEER is performing professional services for OWNER and that ENGINEER is not and shall not be required to become an "arranger," "operator," "generator," or "transporter" of hazardous materials, as defined in the Comprehensive Environmental Response, Compensation, and Liability Act of 1990 (CERCLA), which are or may be encountered at or near the project site in connection with ENGINEER's services under this Agreement. If ENGINEER's services hereunder cannot be performed because of the existence of hazardous materials. ENGINEER shall be entitled to terminate this Agreement for cause on 30 days written notice. To the fullest extent permitted by law, OWNER shall indemnify and hold harmless ENGINEER, its officers, directors, partners, employees, and subconsultants from and against all costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) caused by, arising out of or resulting from hazardous materials, provided that (i) any such cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or injury to or destruction of tangible property (other than completed Work), including the loss of use resulting therefrom, and (ii) nothing in this paragraph shall obligate OWNER to indemnify any individual or entity from and against the consequences of that individual's or entity's sole negligence or willful misconduct.

16. EXECUTION

This Agreement, including the exhibits and schedules made part hereof, constitute the entire Agreement between ENGINEER and OWNER, supersedes and controls over all prior written or oral understandings. This Agreement may be amended, supplemented or modified only by a written instrument duly executed by the parties.

17. ALLOCATION OF RISK

OWNER AND ENGINEER HAVE EVALUATED THE RISKS AND REWARDS ASSOCIATED WITH THIS PROJECT, INCLUDING ENGINEER'S FEE RELATIVE TO THE RISKS ASSUMED, AND AGREE TO ALLOCATE CERTAIN OF THE RISKS, SO, TO THE FULLEST EXTENT PERMITTED BY LAW, THE TOTAL AGGREGATE LIABILITY OF ENGINEER (AND ITS RELATED CORPORATIONS, SUBCONSULTANTS AND EMPLOYEES) TO OWNER AND THIRD PARTIES GRANTED RELIANCE IS LIMITED TO THE LESSER OF \$1,000,000 OR ITS FEE, FOR ANY AND ALL INJURIES, DAMAGES, CLAIMS, LOSSES, OR EXPENSES (INCLUDING ATTORNEY AND EXPERT FEES) ARISING OUT OF ENGINEER'S SERVICES OR THIS AGREEMENT REGARDLESS OF CAUSE(S) OR THE THEORY OF LIABILITY, INCLUDING NEGLIGENCE, INDEMNITY, OR OTHER RECOVERY.

18. LITIGATION SUPPORT

In the event ENGINEER is required to respond to a subpoena, government inquiry or other legal process related to the services in connection with a legal or dispute resolution proceeding to which ENGINEER is not a party, OWNER shall reimburse ENGINEER for reasonable costs in responding and compensate ENGINEER at its then standard rates for reasonable time incurred in gathering information and documents and attending depositions, hearings, and trial.

19. NO THIRD PARTY BENEFICIARIES

No third party beneficiaries are intended under this Agreement. In the event a reliance letter or certification is required under the scope of services, the parties agree to use a form that is mutually acceptable to both parties.

20. UTILITY LOCATION

If underground sampling/testing is to be performed, a local utility locating service shall be contacted to make arrangements for all utilities to determine the location of underground utilities. In addition, OWNER shall notify ENGINEER of the presence and location of any underground utilities located on the OWNER's property which are not the responsibility of private/public utilities. ENGINEER shall take reasonable precautions to avoid damaging underground utilities that are properly marked. The OWNER agrees to waive any claim against ENGINEER and will indemnify and hold ENGINEER harmless from any claim of liability, injury or loss caused by or allegedly caused by ENGINEER's damaging of underground utilities that are not properly marked or are not called to ENGINEER's attention prior to beginning the underground sampling/testing.

21. UNMANNED AERIAL SYSTEMS

If operating UAS, ENGINEER will obtain all permits or exemptions required by law to operate any UAS included in the services. ENGINEER's operators have completed the training, certifications and licensure as required by the applicable jurisdiction in which the UAS will be operated. OWNER will obtain any necessary permissions for ENGINEER to operate over private property, and assist, as necessary, with all other necessary permissions for operations.

22. OPERATIONAL TECHNOLOGY SYSTEMS

OWNER agrees that the effectiveness of operational technology systems ("OT Systems") and features designed, recommended or assessed by ENGINEER are dependent upon OWNER's continued operation and maintenance of the OT Systems in accordance with all standards, best practices, laws, and regulations that govern the operation and maintenance of the OT Systems. OWNER shall be solely responsible for operating and maintaining the OT System in accordance with applicable industry standards (i.e. ISA, NIST, etc.) and best practices, which generally include but are not limited to, cyber security policies and procedures, documentation and training requirements, continuous monitoring of assets for tampering and intrusion, periodic evaluation for asset vulnerabilities, implementation and update of appropriate technical, physical, and operational standards, and offline testing of all software/firmware patches/updates prior to placing updates into production. Additionally, OWNER recognizes and agrees that OT Systems are subject to internal and external breach, compromise, and similar incidents. Security features designed, recommended or assessed by ENGINEER are intended to reduce the likelihood that OT Systems will be compromised by such incidents. However, ENGINEER does not guarantee that OWNER's OT Systems are impenetrable and OWNER agrees to waive any claims against ENGINEER resulting from any such incidents that relate to or affect OWNER's OT Systems.

23. FORCE MAJEURE

ENGINEER shall not be responsible for delays caused by factors beyond ENGINEER's reasonable control, including but not limited to delays because of strikes, lockouts, work slowdowns or stoppages, government ordered industry shutdowns, power or server outages, acts of nature, widespread infectious disease outbreaks (including, but not limited to epidemics and pandemics), failure of any governmental or other regulatory authority to act in a timely manner, failure of the OWNER to furnish timely information or approve or disapprove of ENGINEER's services or work product, or delays caused by faulty performance by the OWNER's or by contractors of any level or any other events or circumstances not within the reasonable control of the party affected, whether similar or dissimilar to any of the foregoing. When such delays beyond ENGINEER's reasonable control occur, the OWNER agrees that ENGINEER shall not be responsible for damages, nor shall ENGINEER be deemed in default of this Agreement, and the parties will negotiate an equitable adjustment to ENGINEER's schedule and/or compensation if impacted by the force majeure event or condition.

Business Group:	Water		Business Class:	Dams, Levees, Civi	l Works	8
Project Name:	CD 99 Slope Repair: 800-ft Section South of	f 265th Street SW, Crool	Project Manager:	Nate Da	llager	
Client:	Red Lake Watershed District					

TASKS AND DESCRIPTION						DEG	OURCE CAT	ECODIES			HR	S FEE						T EXPENSE	s			COSTS	
						RESU		LOOKIES									DIREC				ഗ	00313	<u> </u>
O Employee/Staff Name			Dalager	Backman	Olson	Knott	Berg	Nelson	Jungers Brenton	Ortiz	Huwe TOTAL HOURS	Labor Fee	occoli M	Milleage Airfare	Alrtare	Car Rental	Meals	Lodging	Equipment Rental	Printing / Plotting	Permit / Other Fee		Total fee per Task
Billing Rates			\$205.00	\$164.32	\$201.25	\$150.00	5135.00 \$	5150.00	\$126.98 \$93.63	\$ \$172.32	\$150.00							UNITS BELOW	V			Expenses	
1 Project Management	7/15/2022	7/15/2023							·					1 Proje	ect Man	nagement							-
Project Management			10.0						6.0 6.0	0	2	22.0 \$ 3,37	1									\$-	ר ר
Project Meetings			10.0			4.0	4.0					18.0 \$ 3,19)									\$-	
			•									•		0 0	0	0	0	0	0	0	0		
Task Subtotal			20.0	0.0	0.0	4.0	4.0	0.0	6.0 6.0	0.0	0.0 4	0.0 \$ 6,56	1 ¢	¢	¢		¢	¢	¢	¢	¢	¢	\$ 6,564
l ask Subtotai			20.0	0.0	0.0			0.0		0.0	010	φ 0,50	+ φ	- J	- Þ	-	φ -	φ -	φ -	φ -	φ -	φ -	ə 0,304
2 Survey and Planning	7/15/2022	10/15/2022												2 Surv	vey and	Planning							
Site Reconnaissance and Survey						6.0	6.0					12.0 \$ 1,71		0					1			\$ 402	
Develop Geotechnical Exploration Plan					1.0		2.0					3.0 \$ 47	1									\$-	
													9	0 0	0	0	0	0	1	0	0		
Task Subtotal			0.0	0.0	1.0	6.0	8.0	0.0	0.0 0.0	0.0	0.0	15.0 \$ 2,18	1 ¢	52 \$	- \$	-	¢	\$ -	¢ 35()\$-	\$ -	\$ 402	\$ 2,583
l ask Subtotai			0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0	φ 2,10	φ	- 52 φ	- Þ	-	φ -	φ -	a 500)	φ -	φ 402	ə 2,303
3 Field Coordination	7/45/2022	40/45/0000											╴	3 Field		lingtion							
	7/15/2022	12/15/2022				0.0	0.0				<u>г г</u>				a Coora	ination		1		-	-		4
Coordination with West Polk SWCD, PCHD, Driller, and Laboratory			2.0			8.0	8.0					18.0 \$ 2,69) 9	0								\$ 52	
Subsurface Exploration and Standpipe Installation - Costs Forthcom	ng											0.0 \$ -	_									ֆ -	-
Monitor Wells - This task will be completed by PCHD Laboratory Testing - Testing Costs Forthcoming							4.0					0.0 \$ - 4.0 \$ 54										\$- \$-	-
Laboratory resulting - resulting Costs Forthcomming							4.0					4.0 φ 54	9	0 0	0	0	0	0	0	0	0	φ -	4
														0 0	0	0	0	0	0	0	0		
Task Subtotal			2.0	0.0	0.0	8.0	12.0	0.0	0.0 0.0	0.0	0.0 2	22.0 \$ 3,23) \$	52 \$	- \$	-	\$-	\$ -	\$-	\$ -	\$-	\$ 52	\$ 3,282
4 Geotechnical Analysis	7/15/2022	2/15/2023												4 Geot	technic	al Analys	is						
Slope Stability and Seepage Analysis		_,		4 0	4.0		30.0					38.0 \$ 5,51										\$-	4
Alternatives Evaluation			4.0		2.0	4 0	10.0					20.0 \$ 3,17	3									\$-	-
Engineer's Opinion of Probable Construction Costs.			1.0			4.0	4.0					9.0 \$ 1,34										\$-	-
Detailed Design of Selected Alternative			1.0	2.0	2.0		16.0					21.0 \$ 3,09	6									\$-	1
Hydraulic Assessment			4.0			2.0		24.0				32.0 \$ 5,02							1			\$-	
		•											(0 0	0	0	0	0	0	0	0		
Task Subtotal			10.0	6.0	8.0	10.0	60.0	24.0	0.0 0.0	0.0	2.0 12	20.0 \$ 18,14	5 \$	- \$	- \$	-	\$ -	\$ -	\$-	\$ -	\$ -	\$-	\$ 18,146
	-											-											
5 Construction Plans	7/15/2022	4/15/2023												5 Cons	structio	on Plans							
Cover Page, General Notes, and Quantities			2.0			10.0	2.0	10.0			2	24.0 \$ 3,68								10			1
Site Plan and Grading			2.0			4.0		6.0		18.0		30.0 \$ 5,01								10]
Details						16.0		2.0				18.0 \$ 2,70)							10			
Turf Establishment and Erosion Control Plan						4.0		2.0				6.0 \$ 90	נו 📃							10		\$ 10	
Plan & Profile Sheet										3.0		3.0 \$ 51											4
Cross-Section Sheet						(0.0	10.0			3.0		3.0 \$ 51											4
Specifications						16.0	12.0	8.0	4.0	U	<i>L</i>	40.0 \$ 5,59											4
										-				0 0		0	0	0	0	50	0		
Task Subtotal			4.0	0.0	0.0	50.0	14.0	28.0	0.0 4.0	0 24.0	0.0 12)	- \$	- \$	-	\$ -	\$ -	\$-	\$ 50	\$-	\$ 20	\$ 18,940
												TOTAL FEE	_										
GRAND TOTAL LABOR HOURS & COSTS	6		36.0	6.0	9.0	78.0	98.0	52.0	6.0 10.0	0 24.0	2.0 32	21.0 \$ 49,04	1										
GRAND TOTAL LABOR HOURS & COSTS	6		36.0	6.0	9.0	78.0	98.0	52.0	6.0 10.0					122 \$	- \$	-	\$ -	\$ -	\$ 350) \$ 50	\$ -	\$ 492	1
GRAND TOTAL LABOR HOURS & COSTS	<u> </u>		36.0	6.0	9.0	78.0	98.0	•	4	GRAND T	2.0 32 OTAL EXPENS D COST and FI	ES \$ 49	2 \$	122 \$	- \$	-	\$-	\$-	\$ 350	\$ 50	\$-	\$ 492	\$ 49,533

ltem No.	Bid Item	Unit	Estimated Quantity	Unit Rate	Cost
1	Mobilization/Demobilization	LS	1	1,325	1,325
2	SPT Soil Sampling	LF	150	26	3,900
3	Backfilling/Grouting of Borings	EA	3	200	600
4	MDH Sealing/Permit Notifications	EA	1	250	250
5	3-Inch Undisturbed Tube Samples (in cohesive soils)	EA	4	25	100
6	Standpipe Well	EA	3	1.400	4,200
7	Pulling and Sealing of Standpipe Wells	LS	1	2,200	2,200
				Total	12,575

Table 1: Scope of Work for SPT Explorations

LABORATORY TESTING PROGRAM

Specific sample testing assignments will be provided by HDR after review of field boring logs and samples (if required). The Laboratory Testing Program, which is summarized in Table 2, shall be used as a guide for scheduling and budgeting purposes. Specific sample testing assignments will be provided by HDR after review of field boring logs and samples.

Table 2: Scope of Work for Laboratory Testing

Bid Item	Unit	Estimated Quantity	Unit Rate	Estimated Cost
Moisture Content (ASTM D2216) – All samples	EA	42	5	210
Grain Size Analysis (ASTM D422)	EA	2	115	230
Atterberg Limits (ASTM D4318)	EA	8	125	1,000
Extrusion/Description of Undisturbed Samples	EA	4	25	100
Unconsolidated-Undrained Triaxial Compression (ASTM D2850)	EA	2	500	1,000
CU Triaxial (3 stresses) (ASTM D4767)	EA	1	1,500	1,500
Hydraulic Conductivity (ASTM D5084)	EA	1	600	600
Sieve Analyses (ASTM D422) w/ Hydrometer (ASTM D1140)	EA	2	250	500
Density and Unit Weight (ASTM: D7263)	EA	2	225	450
Factual Report and Summary of Tests	EA	1	500	500
	.n		Total	6,090

July 6, 2022

Terracon

HDR Engineering, Inc. 213 Labree Avenue – Suite 203 Thief River Falls, MN 56701-2022

- Attn: Ms. Kerrie Berg, PE
 - P: (218) 370 2279
 - E: kerrie.berg@hdrinc.com
- Re: Proposal for Geotechnical Exploration Services CD 99 Slope Stabilization 265th St Avenue Crookston, Minnesota Terracon Proposal No. PM5225046

Dear Ms. Berg

We appreciate the opportunity to submit this proposal to HDR Engineering, Inc. (HDR) to provide Geotechnical Exploration services for the above referenced project. The following are exhibits to our proposal.

Exhibit A	Project Understanding
Exhibit B	Scope of Services
Exhibit C	Compensation and Project Schedule
Exhibit D	Site Location and Nearby Geotechnical Data
Exhibit E	Anticipated Exploration Plan
Exhibit F	Fee Estimate

We estimate our fee to perform the Scope of Services described in this proposal would not exceed \$26,500. See Exhibit F for a breakdown of our unit prices.

Your authorization for Terracon to proceed in accordance with this proposal can be executed by issuing a Task Order in accordance with the Master Services Agreement between Terracon Consultants, Inc. and HDR, Inc.

Sincerely, Terracon Consultants, Inc.

if he

Jonathan J. Malaterre, PE Senior Staff Engineer

Umkle.

William R. Olson, PE Geotechnical Department Manager

 Terracon Consultants, Inc.
 1555 N 42nd Street, Unit B
 Grand Forks, North Dakota 58203

 P
 [701] 772 2832
 F
 [701] 772 2633
 terracon.com



EXHIBIT A - PROJECT UNDERSTANDING

Our Scope of Services is based on our understanding of the project as described by HDR and the expected subsurface conditions as described below. We have not visited the project site to confirm the information provided. Aspects of the project, undefined or assumed, are highlighted as shown below. We request the design team verify all information prior to our initiation of field exploration activities.

Site Location and Anticipated Conditions

item	Description
	The project is located at 265th St Avenue in Crookston, Minnesota.
Parcel Information	See Exhibit D
Farcel mormation	Approximate coordinates:
	47.7806° N, 96.5738° W
Existing Improvements	None; house adjacent to boring B-1
Current Ground Cover	Agricultural field, grassed areas
Existing Topography	Relatively flat at boring locations, moderate slopes to ditch bottom
Site Access	We expect the site, and all exploration locations, are accessible with our rubber-tired ATV drilling equipment.

Planned Construction

Item	Description
Project Description	The purpose of the project is to stabilize the slopes along the embankments of a section of Polk County Ditch 99. Our scope is limited to laboratory testing and advancing soil borings and installing monitoring wells at locations directed by HDR.



EXHIBIT B - SCOPE OF SERVICES

Our proposed Scope of Services consists of field exploration, laboratory testing, and project delivery. These services are described in the following sections.

Field Exploration

HDR requested the following boring locations and depths:

	Planned Location ¹		
3 50	Location		

Boring Layout and Elevations: We will use handheld GPS equipment to locate borings with an estimated horizontal accuracy of +/-20 feet. Field measurements from existing site features may be utilized. If available, approximate elevations will be obtained by interpolation from a site specific, surveyed topographic map.

Subsurface Exploration Procedures: We will advance soil borings with a rubber-tired ATV drill rig using hollow stem augers. Samples will be obtained at 2 ½ foot intervals in the upper 15 feet of the borings and at 5 feet intervals thereafter. Soil sampling is typically performed using thinwall tube and/or split-barrel sampling procedures. In the thin-walled tube sampling procedure, a thin-walled, seamless steel tube with a sharp cutting edge is pushed hydraulically into the soil to obtain a relatively undisturbed sample. In the split barrel sampling procedure, a standard 2-inch outer diameter split barrel sampling spoon is driven into the ground by a 140-pound automatic hammer falling a distance of 30 inches. The number of blows required to advance the sampling spoon the last 12 inches of a normal 18-inch penetration is recorded as the Standard Penetration Test (SPT) resistance value. The SPT resistance values, also referred to as N-values, are indicated on the boring logs at the test depths. The samples are placed in appropriate containers, taken to our soil laboratory for testing, and classified by a geotechnical engineer. In addition, we observe and record groundwater levels during drilling and sampling.

Our exploration team prepares field boring logs as part of standard drilling operations including sampling depths, penetration distances, and other relevant sampling information. Field logs include visual classifications of materials encountered during drilling, and our interpretation of subsurface conditions between samples. Final boring logs, prepared from field logs, represent the geotechnical engineer's interpretation, and include modifications based on observations and laboratory tests.

Monitoring Well Construction: The monitoring wells will consist of two-inch diameter Schedule 40 PVC pipe and will include a 5 or 10-foot screen section. The screen section will be sand packed



to 1.5 feet above the top of the screen, with a bentonite seal extending to the bottom of the concrete apron, approximately 4 inches below the ground surface. The monitoring wells will extend approximately 3 feet above the existing ground surface, and feature slip caps and steel locking protective covers. The monitoring wells will also feature a 4-foot concrete apron from 4 inches below the ground surface to approximately 2 inches above the ground surface. We will register the monitoring wells with the Minnesota Department of Health Well Management Section after the completion of field work. Our fee also includes removing the monitoring wells after HDR obtains their readings needed for their analysis.

Property Disturbance: Borings will be completed as monitoring wells. We will restore any disturbed areas to the condition initially encountered. Because backfill material often settles below the surface after a period, we recommend boreholes are checked periodically and backfilled, if necessary. We can provide this service for additional fees at your request.

Safety

Terracon is not aware of environmental concerns at this project site that would create health or safety hazards associated with our exploration program; thus, our Scope considers standard OSHA Level D Personal Protection Equipment (PPE) appropriate. Our Scope of Services does not include environmental site assessment services, but identification of unusual or unnatural materials encountered while drilling will be noted on our logs and discussed in our report.

Exploration efforts require borings into the subsurface, therefore Terracon will comply with local regulations to request a utility location through Gopher State One Call. We may consult with the owner/client regarding potential utilities, or other unmarked underground hazards. Based upon the results of this consultation, we will consider the need for alternative subsurface exploration methods, as the safety of our field crew is a priority.

Private utilities should be marked by the owner/client prior to commencement of field exploration. Terracon will not be responsible for damage to private utilities not disclosed to us. If the owner/client is unable to accurately locate private utilities, Terracon can assist the owner/client by coordinating or subcontracting with a private utility locating services. Fees associated with the additional services are not included in our current Scope of Services and will be forwarded to our client for approval prior to initiating. The detection of underground utilities is dependent upon the composition and construction of the utility line; some utilities are comprised of non-electrically conductive materials and may not be readily detected. The use of a private utility locate service would not relieve the owner of their responsibilities in identifying private underground utilities.

Site Access: Terracon must be granted access to the site by the property owner. By acceptance of this proposal, without information to the contrary, we consider this as authorization to access the property for conducting field exploration in accordance with the Scope of Services.

Terracon

Laboratory Testing

HDR requested the laboratory testing below. Approximate number of tests are provided in **Exhibit F**. Additional testing will be billed at our current unit rates.

- Moisture Content (ASTM D2216)
- Grain Size Analysis (ASTM D422)
- Atterberg Limits (ASTM D4318)
- Extrusion/Description of Undisturbed Samples
- Unconsolidated-Undrained Triaxial Compression (ASTM D2850)
- CU Triaxial (3 stresses) (ASTM D4767)
- Hydraulic Conductivity (ASTM D5084)
- Sieve Analyses (ASTM D422) w/ Hydrometer (ASTM D1140)
- Density and Unit Weight (ASTM: D7263)

Our laboratory testing program includes examination of soil samples by an engineer. Based on the material's texture and plasticity, we will describe and classify soil samples in accordance with the Unified Soil Classification System (USCS).

Project Delivery

Your project will be delivered using our *GeoReport*[®] system. Upon initiation, we provide you and your design team the necessary link and password to access the website (if not previously registered). Each project includes a calendar to track the schedule, an interactive site map, a listing of team members, access to the project documents as they are uploaded to the site, and a collaboration portal. The typical delivery process includes the following:

- Project Planning Proposal information, schedule and anticipated exploration plan are posted for review and verification
- Site Characterization Findings of the site exploration

When services are complete, we upload a printable version of our completed geotechnical exploration report, including the engineer's signature, which documents our services. Previous submittals, collaboration and the report are maintained in our system.

The geotechnical exploration report provides the following:

- Boring logs with field and laboratory data
- Stratification based on visual soil classification
- Groundwater levels observed during and after the completion of drilling
- Site Location and Exploration Plans
- Subsurface exploration procedures



EXHIBIT C - COMPENSATION AND PROJECT SCHEDULE

Compensation

Based upon our understanding of the site, the project as summarized in Exhibit A, and our planned Scope of Services outlined in Exhibit B, our fee is presented in Exhibit F.

Our Scope of Services does not include services associated with site clearing, wet ground conditions, tree or shrub clearing, or repair of/damage to existing landscape or crops. If such services are desired by the owner/client, we should be notified so we can adjust our Scope of Services. If borings are performed when crops are planted, a crop damage agreement should be established between the Client and crop owner prior to subsurface exploration.

Unless instructed otherwise, we will submit our invoice(s) to the address shown at the beginning of this proposal. If conditions are encountered that require Scope of Services revisions and/or result in higher fees, we will contact you for approval, prior to initiating services. A supplemental proposal stating the modified Scope of Services as well as its effect on our fee will be prepared. We will not proceed without your authorization.

Project Schedule

We developed a schedule to complete the Scope of Services based upon our existing availability and understanding of your project schedule. However, this does not account for delays in field exploration beyond our control, such as weather conditions, permit delays, or lack of permission to access the boring locations. In the event the schedule provided is inconsistent with your needs, please contact us so we may consider alternatives.

GeoReport Stage	Date ^{1, 2}
Project Planning	July 11, 2022
Mobilization of Exploration Team ^{3, 4}	July 25 – 28, 2022
Site Characterization & Report	August 15, 2022

1. These dates are based on receiving written notice to proceed no later than July 7, 2022.

- 2. We will maintain a current calendar of activities within our *GeoReport* website. In the event of a need to modify the schedule, the schedule will be updated to maintain a current awareness of our plans for delivery.
- 3. Based on availability at the time this proposal was prepared.
- 4. We anticipate field work will take approximately two days to complete.

EXHIBIT D – SITE LOCATION

CD 99 Slope Stabilization Crookston, Minnesota July 6, 2022 Terracon Proposal No. PM5225046





EXHIBIT E – ANTICIPATED EXPLORATION PLAN

CD 99 Slope Stabilization Crookston, Minnesota July 6, 2022 Terracon Proposal No. PM5225046

Terracon

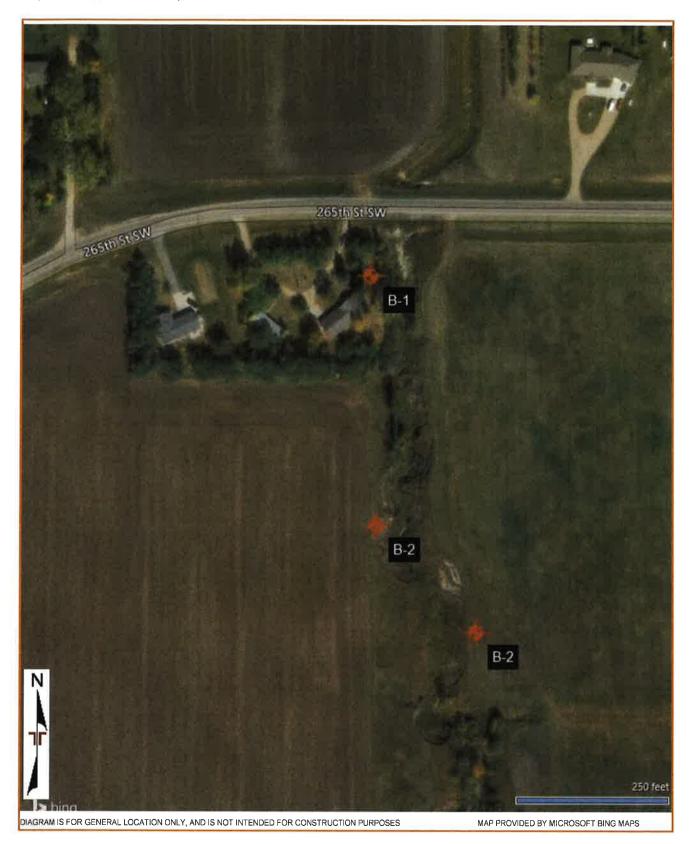




EXHIBIT F – FEE ESTIMATE

Fee Estimate Geotechnical Services

CD 99 Slope Stabilization

Terracon Proposal No. PM5225046

Item No.	Description	Units	Quantity	Unit Rates	Cost
1	Mobilization/Demobilization	LS	1	\$3,200.00	\$3,200.00
2	SPT Soil Sampling	LF	150	\$25.00	\$3,750.00
3	Backfilling/Grouting of Borings	EA	3	\$50.00	\$150.00
4	MDH Sealing/Permit Notifications	EA	1	\$805.00	\$805.00
5	3-inch Undisturbed Tube Samples (in cohesive soils)	EA	4	\$25.00	\$100.00
6	Standpipe Well	EA	3	\$1,200.00	\$3,600.00
7	Pulling and Sealing of Standpipe Wells	LS	1	\$3,800.00	\$3,800.00
				Total	\$15,405.00

Bid Item	Units	Quantity	Unit Rates	Cost
Moisture Content (ASTM D2216) - All Samples	EA	42	\$8.00	\$336.00
Grain Size Analysis (ASTM D422)	EA	2	\$109.25	\$218.50
Atterberg Limits (ASTM D4318)	EA	8	\$86.25	\$690.00
Extrusion/Description of Undisturbed Samples	EA	4	\$10.00	\$40.00
Unconsolidated-Undrained Triaxial Compression (ASTM D2850)	EA	2	\$700.00	\$1,400.00
CU Triaxial (3 stresses) (ASTM D4767)	EA	1	\$1,500.00	\$1,500.00
Hydraulic Conductivity (ASTM D5084)	EA	1	\$350.00	\$350.00
Sieve Analyses (ASTM D422) w/ Hydrometer (ASTM D1140)	EA	2	\$170.00	\$340.00
Density and Unit Weight (ASTM D7263)	EA	2	\$45.00	\$90.00
Factual Report and Summary of Tests	EA	1	\$5,500.00	\$5,500.00
			Total	\$10,464.50

Estimated Total \$25,869.50



65 STATE STREET NEWFOLDEN, MN 56738

TO: RED LAKE WATER SHED DISTRICT THIEF RIVER FALLS, MN

RE: 10 YEAR WARRANTY AGREEMENT

PROJECT: Job#21-82-RLWD-PINE LAKE FDR & FISH HABITAT

DATE: 06-28-2022

DAVIDSON CONSTRUCTION, INC. HEREBY WARRANTS THE CONCRETE THAT WAS POURED IN THE ABOVE LISTED PROJECT FOR A PERIOD OF 10 YEARS FROM DATE STATED ABOVE. THIS WARRANTY WILL COVER ANY DEFECTIVE CONCRETE THAT SHOULD FAIL DUE TO NORMAL WEATHER AND WATER CONDITIONS.

6-28-22 SIGNED:

KEVIN DAVIDSON-V.P

To (Owner): Red Lake Watershed District	From (Contractor): Davidson Construction, Inc.	Via (Engineer): Nate Dalager	
Owner's Project No.: 26B	Contractor's Project No.:	Engineer's Project No.: 10028953	
For (Contract): Pine Lake Outlet Structure Project	Application No.: 2	Application Period:	11/17/2021 - 7/11/2022

Application for Payment

Change Order Summary

Change Orders	Approved by Owne	1. ORIGINAL CONTRACT PRICE		
Number	Date Approved	Additions	Deductions	2. NET CHANGE BY CHANGE ORDERS
FO-1	6/21/2022	\$ 5,000.00	\$ -	3. CONTRACT SUM TO DATE (Line 1 ± 2)
		\$ -	\$ -	4. TOTAL COMPLETED AND STORED TO D
		\$ -	\$ -	(Column I on Progress Estimate)
		\$ -	\$ -	5. RETAINAGE: 5% of Completed Work and
		\$ -	\$ -	6. AMOUNT ELIGIBLE TO DATE (Line 4 - Li
		\$ -	\$ -	7. LESS PREVIOUS PAYMENTS
		\$ -	\$ -	8. AMOUNT DUE THIS APPLICATION
	TOTALS	\$ 5,000.00	\$ -	9. BALANCE TO FINISH
NET CHANGE BY CHANGE ORDERS		\$	5,000.00	10. PERCENT COMPLETE

Contractor's Certification

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

		\$
Contractor:		HDR Engineering, Inc.
By:	Date:	By: Nathan P. Dalag

Red Lake Watershed District

By:

Payment of:

Contractor's Application and Certificate for Payment Summary

	\$ 342,162.00
	\$ 5,000.00
	\$ 347,162.00
DATE	
	\$ 347,162.00
d Stored Material	\$ 17,358.10
ine 5)	\$ 329,803.90
	\$ 238,269.50
	\$ 91,534.40
	\$ -
	100.00%

91,534.40 is recommended.

	Date: 7/11/2022
t	
	Date:

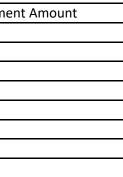
To (Owner): Red Lake Watershed District	From (Contractor): Davidson Construction, Inc.	Via (Engineer): Nate Dalager
Owner's Project No.: 26B	Contractor's Project No.:	Engineer's Project No.: 10028953
For (Contract): Pine Lake Outlet Structure Project	Application No.: 2	Application Period: 11/17/2021 - 7/11/2022

Summary of Previous Payments

Application No.	Application Period	Payment Amount
1	8/16/2021-11/17/2021	\$ 238,269.50
		•

Application No.	Application Period	Payme
	-	-

Contractor's Application and Certificate for Payment Summary



FX

For (contract): Pine Lake Structure Replacement Project						Contractor:	Contractor: Davidson Construction, Inc.						
Application No	o.: 2					Application Period:		eriod: 1	11/17/2021 - 7/11/2022				
	A				В	С	D	E	F	G	Н	I	J
Item						Work Com	pleted		Total Completed	Percent			Quantity to
Item No.	Description	Unit	Contract Quantity	Contract Unit Price	Scheduled Value	From Previous Applications	This Period	Materials Prese Stored (not in C	ntly and Stored To	Complete To Date (%)	Total Cost This Period	Total Cost Complete to Date	Finish (A - F)
2021.501	MOBILIZATION	LUMP SUM	1	\$20,000.00	\$20,000.00	1.00	0.00	0.00	1.00	100.00%	\$0.00	\$20,000.00	0.00
2101.501	CLEARING AND GRUBBING	LUMP SUM	1	\$5,000.00	\$5,000.00	1.00	0.00	0.00	1.00	100.00%	\$0.00	\$5,000.00	0.00
2105.607	MODIFY EXISTING STRUCTURE	LUMP SUM	1	\$2,500.00	\$2,500.00	1.00	0.00	0.00	1.00	100.00%	\$0.00	\$2,500.00	0.00
2105.504	GEOTEXTILE FABRIC TYPE 5	SQ YD	930	\$3.00	\$2,790.00	930.00	0.00	0.00	930.00	100.00%	\$0.00	\$2,790.00	0.00
2105.507	COMMON EXCAVATION (P)	CU YD	2124	\$10.00	\$21,240.00	2124.00	0	0.00	2124.00	100.00%	\$0.00	\$21,240.00	0.00
2105.507	MUCK EXCAVATION (P)	CU YD	386	\$12.00	\$4,632.00	386.00	0	0.00	386.00	100.00%	\$0.00	\$4,632.00	0.00
2118.509	AGGREGATE SURFACING, CLASS 5	TON	1517	\$14.00	\$21,238.00	1517.00	0	0.00	1517.00	100.00%	\$0.00	\$21,238.00	0.00
2411.601	FLOOD CONTROL STRUCTURE	LUMP SUM	1	\$175,000.00	\$175,000.00	0.50	0.50	0.00	1.00	100.00%	\$87,500.00	\$175,000.00	0.00
2511.507	RANDOM RIPRAP (CLASS 3)	CU YD	726	\$82.00	\$59,532.00	690.00	36.00	0.00	726.00	100.00%	\$2,952.00	\$59,532.00	0.00
2511.602	PLACE BOULDER	EACH	138	\$150.00	\$20,700.00	132.00	6.00	0.00	138.00	100.00%	\$900.00	\$20,700.00	0.00
2511.509	GRANULAR FILTER MATERIAL	TON	133	\$15.00	\$1,995.00	133.00	0.00	0.00	133.00	100.00%	\$0.00	\$1,995.00	0.00
2573.503	SEDIMENT CONTROL LOG TYPE WOOD CHIP	LIN FT	450	\$3.00	\$1,350.00	450.00	0.00	0.00	450.00	100.00%	\$0.00	\$1,350.00	0.00
2573.503	FLOTATION SILT CURTAIN TYPE MOVING WATER	LIN FT	100	\$15.00	\$1,500.00	100.00	0.00	0.00	100.00	100.00%	\$0.00	\$1,500.00	0.00
2574.505	SOIL BED PREPARATION	ACRE	1	\$250.00	\$250.00	1.00	0.00	0.00	1.00	100.00%	\$0.00	\$250.00	0.00
2574.508	FERTILIZER, TYPE 1	POUND	200	\$1.00	\$200.00	200.00	0.00	0.00	200.00	100.00%	\$0.00	\$200.00	0.00
2575.505	SEEDING	ACRE	1.0	\$1,250.00	\$1,250.00	1.00	0.00	0.00	1.00	100.00%	\$0.00	\$1,250.00	0.00
2575.505	DISK ANCHORING	ACRE	1.0	\$250.00	\$250.00	1.00	0.00	0.00	1.00	100.00%	\$0.00	\$250.00	0.00
2575.508	SEED MIXTURE, 25-141	POUND	59	\$5.00	\$295.00	59.00	0.00	0.00	59.00	100.00%	\$0.00	\$295.00	0.00
2575.509	MULCH MATERIAL TYPE 1	TON	1.0	\$180.00	\$180.00	1.00	0.00	0.00	1.00	100.00%	\$0.00	\$180.00	0.00
2575.604	ROLLED EROSION CONTROL PREVENTION CATEGORY 25	SQ YD	565	\$4.00	\$2,260.00	565.00	0.00	0.00	565.00	100.00%	\$0.00	\$2,260.00	0.00
FO-1	ACCESS GATE	LUMP SUM	1	\$5,000.00	\$5,000.00	0.00	1.00	0.00	1.00	100.00%	\$5,000.00	\$5,000.00	0.00

	 1				1			
SUBTOTAL OF PROJECT BID ITEMS		\$342,162.00				\$96,352.00	\$347,162.00	
•					•			

Contractor's Application and Certificate for Payment



State of Minnesota

Joint Powers Agreement

SWIFT Contract Number: 213569

Red Lake Watershed District – Little Pine Lake WMA Operations and Management

This Agreement is between the State of Minnesota, acting through its Commissioner of Natural Resources ("State") and Red Lake Watershed District ("Governmental Unit"), jointly known as the "Cooperators".

Recitals

Under Minnesota Statutes § 471.59, subd. 10, the State is empowered to engage such assistance as deemed necessary. The State and Governmental Unit are in need of establishing the authority and responsibility for water level management of the Unnamed Lake (DOW# 15-0293-00) on the Little Pine Lake Wildlife Management Area (WMA) to provide flood control, wildlife habitat and public recreational opportunities.

Agreement

1. Term of Agreement

- 1.1 Effective Date: June 25, 2022, or the date the State obtains all required signatures under Minn. Stat. § 16C.05, subd. 2, whichever is later.
- 1.2 Expiration Date: June 25, 2072, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

2. Agreement between the Parties

- 2.1 The State will operate and maintain the Project in accordance with the most current approved Operation and Maintenance Plan ("Plan") which is attached and incorporated into this agreement as **Exhibit A**.
- 2.2 The Cooperators shall meet at least once annually to review the operation of the structure and any maintenance needs. Every five years, the Plan will be reviewed by the Cooperators for effectiveness and to determine if updates need to be made.
- 2.3 Modifications to the Plan shall be made by mutual consent of the Cooperators by the issuance of a new Plan that will replace the current version upon signature by all Cooperators.
- 2.4 The Governmental Unit shall have free access to inspect the project and may, at the direction of the DNR Area Wildlife Supervisor, manipulate stoplogs.

3. Payment

No funds are changing hands.

The total obligation of the State under this Agreement will not exceed \$0.

4. Authorized Representatives

The State's Authorized Representative is Erik Thorson, Area Wildlife Supervisor, 603 1st St. West, Park Rapids, MN 56470, (218) 732-8452 x235, <u>erik.thorson@state.mn.us</u>, or his/her successor.

The Governmental Unit's Authorized Representative is Myron Jesme, Administrator, 1000 Pennington Avenue South, Thief River Falls, MN 56701, (218) 681-5800, <u>myron.jesme@redlakewatershed.org</u>, or his/her successor.

5. Assignment, Amendments, Waiver, and Contract Complete.

- 5.1 Assignment. The Governmental Unit may neither assign nor transfer any rights or obligations under this Agreement without the prior consent of the State and a fully executed assignment agreement, executed and approved by the authorized parties or their successors.
- 5.2 Amendments. Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the authorized parties or their successors.
- 5.3 Waiver. If the State fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.
- 5.4 Contract Complete. This Agreement contains all negotiations and agreements between the State and the Governmental Unit. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

6. Indemnification.

- 6.1 In the performance of this Agreement, the Indemnifying Party must indemnify, save, and hold harmless the State, its agents, and employees, from any claims or causes of action, including attorney's fees incurred by the State, to the extent caused by Indemnifying Party's:
 - Intentional, willful, or negligent acts or omissions; or
 - Actions that give rise to strict liability; or
 - Breach of contract or warranty.

The Indemnifying Party is defined to include the Governmental Unit, the Governmental Unit's reseller, any third party that has a business relationship with the Governmental Unit, or Governmental Unit's agents or employees, and to the fullest extent permitted by law. The indemnification obligations of this section do not apply in the event the claim or cause of action is the result of the State's sole negligence. This clause will not be construed to bar any legal remedies the Indemnifying Party may have for the State's failure to fulfill its obligation under this Agreement.

6.2 Nothing within this Agreement, whether express or implied, shall be deemed to create an obligation on the part of the State to indemnify, defend, hold harmless or release the Indemnifying Party. This shall extend to all agreements related to the subject matter of this Contract, and to all terms subsequently added, without regard to order of precedence.

7. State Audits.

Under Minn. Stat. § 16C.05, subd. 5, the Governmental Unit's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State, the State Auditor,

or Legislative Auditor, as appropriate, for a minimum of six years from the expiration or termination of this Agreement.

8. Government Data Practices.

The Governmental Unit and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, (or, if the State contracting party is part of the Judicial Branch, with the Rules of Public Access to Records of the Judicial Branch promulgated by the Minnesota Supreme Court as the same may be amended from time to time) as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this Contract. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data governed by the Minnesota Government Practices Act, Minn. Stat. Ch. 13, by either the Governmental Unit or the State.

If the Governmental Unit receives a request to release the data referred to in this clause, the Governmental Unit must immediately notify and consult with the State's Authorized Representative as to how the Governmental Unit should respond to the request. The Governmental Unit's response to the request shall comply with applicable law.

9. Venue

Venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

10. Termination

- 10.1 Termination. The State or the Governmental Unit may terminate this agreement at any time, with or without cause, upon 30 days' written notice to the other party.
- 10.2 Termination for Insufficient Funding. The State may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Governmental Unit. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Governmental Unit will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Governmental Unit notice of the lack of funding within a reasonable time of the State's receiving that notice.

11. Invasive Species Requirements

The State requires active steps to prevent or limit the introduction, establishment, and spread of invasive species when working on or entering into land under the control of the State, or during State-funded work. All parties involved in the project shall prevent invasive species from entering into or spreading within a project site by cleaning equipment vehicles, gear, and/or clothing prior to arriving at the project site and after completion of the project.

If the equipment, vehicles, gear, or clothing arrives at the project site with soil, aggregate material, mulch, vegetation (including seeds) or animals, it shall be cleaned by operator-furnished tools or equipment (brush/broom, compressed air or pressure washer) at the staging area. The operator shall dispose of material cleaned from equipment and clothing at a location determined by the DNR Area Wildlife Manager. If the

material cannot be disposed of onsite, secure material prior to transport (sealed container, covered truck, or wrap with tarp) and legally dispose of offsite.

The operator shall ensure that all equipment and clothing used for work in infested waters has been adequately decontaminated for invasive species (e.g., zebra mussels) prior to being used in non-infested waters. All equipment and clothing including but not limited to waders, tracked vehicles, barges, boats, turbidity curtain, sheet pile, and pumps that comes in contact with any infested waters must be thoroughly decontaminated.

12. Pollinator Habitat Enhancement

Habitat restorations and enhancements conducted on DNR lands and prairie restorations on state lands or on any lands using state funds are subject to pollinator best management practices and habitat restoration guidelines pursuant to <u>Minnesota Statutes</u>, <u>section 84.973</u>. Practices and guidelines ensure an appropriate diversity of native species to provide habitat for pollinators through the growing season. Current specific practices and guidelines to be followed for contract and grant work can be found on the DNR's website under <u>MN Pollinator Resources</u>.

1. State Encumbrance Verification

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05

Print Name: Nina Lozano

Signature:

Title: Accounting Officer Sr. Date:_____

SWIFT Contract No. 213569

2. Governmental Unit

Print Name: Myron Jesme Signature: Muron Je Title: ADMINISTRATOR Date: 6-23-22

3. State Agency *With delegated authority*

Print Name: David Olfelt

Signature:_____

Signature:

Title: Division Director, FAW Date: _____

4. Commissioner of Administration As delegated to The Office of State Procurement

Print Name: _____

Signature		
Title:	Date:	
Admin ID:		

Tammy Audette

From:	Myron Jesme
Sent:	Wednesday, July 13, 2022 4:53 PM
То:	Tammy Audette
Subject:	Fwd: Mud Lake - selection of facilitators for PT meetings
Attachments:	HEI-submittal.pdf; HEI submittal2 - rates_expenses_refs.pdf; MAD submittal.pdf; Red
	River Basin Facilitation Services RFI - Next Steps

Get Outlook for iOS

From: Graham, Andrew (DNR) <Andrew.Graham@state.mn.us> Sent: Wednesday, July 13, 2022 4:36:01 PM To: Myron Jesme <Myron.Jesme@redlakewatershed.org> Cc: Rob Sip (RRWMB) <rob.sip@rrwmb.us> Subject: Mud Lake - selection of facilitators for PT meetings

Hello Myron: When we discussed RLWD's likely use of the new FDRWG-recommended facilitators a couple of weeks ago, you said you might like to have their information to provide to your Board when you recommend which one to select.

I'm attaching the submittals we received from the two outfits: Houston Engineering and Minnesota Management & Budget's MAD program. For each of them, the first submittal provided their qualifications in response to our Request for Information. The second submittal was about their rates, travel costs and references.

The Work Group Committee that rated the submittals gave MMB slightly higher scores for facilitation experience and training. The committee recognized that HEI would have somewhat lower costs overall. (Higher hourly rates at \$151 compared with \$140; but fewer hours and expenses charged for travel to meetings, because Houston will charge for travel as though it were from Fargo, even though some of them are actually located in the Twin Cities (Maple Grove).

Both of them received very favorable reviews from their references and are judged to be highly qualified for the facilitation role.

Andrew Graham

Red River Coordinator | NW Region, Ecological and Water Resources Division

Minnesota Department of Natural Resources

1732 North Tower Road Detroit Lakes, MN 56501-7959 Mobile Phone: 218-606-0128

Email: <u>Andrew.Graham@state.mn.us</u> <u>mndnr.gov</u>





Tammy Audette

From:	Bibus, Beth (MMB) <beth.bibus@state.mn.us></beth.bibus@state.mn.us>
Sent:	Friday, April 1, 2022 7:37 AM
To: Cc:	Rob Sip
CC:	Nikki Swenson; Graham, Andrew (DNR)
Subject:	Red River Basin Facilitation Services RFI - Next Steps

Hello, I'm re-sending this to correct my embarrassing typo in Rob's name. Sorry about that—serves me right for sending a late-in-the day email!

.....

Greetings Rob and all,

I'm responding to your questions below—please let me know if it would be more convenient for me to include them in an updated RFI response document.

- 1. MAD's established rate for management consulting services is \$140 per hour, regardless of type of service or specific consultants.
- 2. MAD bills clients for travel and lodging expenses (if necessary), but not for meals or other per diem. I believe you might also be interested in whether we would charge for travel time—as a break-even practice in state government, we need to cover all of our costs. Given the scenarios you offered, I'm outlining the cost estimates below. Please note that these costs do not include the consulting time associated with planning, facilitating, and documenting the meetings. Also, please note that we only charge for actual time and expenses—these are estimates.
 - a. Roseau travel expenses and related travel time for one consultant: assumes 714 miles round trip, 12 hours travel time round trip, one evening lodging = \$2198
 - Roseau travel expenses and related travel time for two consultants (if meetings require detailed documentation or co-facilitation): assumes 714 miles round trip, 24 hours travel time round trip, one evening lodging (two rooms) = \$3978
 - c. Barnesville travel expenses and related travel time for one consultant: assumes 440 miles round trip, 6 hours travel time, one evening lodging = \$1197
 - d. Barnesville travel expenses and related travel time for two consultants (if meetings require detailed documentation or co-facilitation): assumes 440 miles round trip, 12 hours travel time round trip, one evening lodging (two rooms) = \$2137
- 3. Below is the *Relevant projects* table from our RFI response, with an additional column for reference contact information.

Organization	Services provided	Year(s)	Reference contact information
Minnesota System of Interagency Coordination (MNSIC)	Interagency coordination and related facilitation. Facilitated multiple teams focused on coordination of services to children and youth with disabilities and their families. The teams included representatives from multiple state agencies, as well as local school districts, county social services and public health, and others. Facilitation of	2000 to present	Sue Benolken <u>sue.benolken@state.mn.us</u> (651) 431-3860

Organization	Services provided	Year(s)	Reference contact information
	these teams has required learning the legal framework supporting this work, along with terminology, funding streams, programs, differing agency approaches, stakeholder perspectives, etc.		
Capitol Region Watershed District (CRWD)	 Strategic planning. Designed and led customized strategic planning to guide the district's 10-year watershed management plan, including: Interviews and focus groups with staff, board members, and stakeholders to develop environmental scan prior to planning Developing 10-year vision for results of CRWD efforts Crafting 2–5-year strategies to implement the plan, which staff used in developing the 10-year watershed management plan 	2008 and 2018	Bob Fossum <u>bfossum@capitolregionwd.org</u> (651) 644-8888 Ext. 127 mobile: (612) 209-1861
Department of Natural Resources (DNR)	Ground Water Management Areas facilitation: MAD provided meeting design and facilitation in partnership with the DNR to engage stakeholders in several watersheds, including Bonanza Valley, Northeast Metro, Straight River, and Little Rock Creek. MAD served as objective facilitators and group process experts in both routine and high-conflict sessions with stakeholders and the general public.	2014– 2017	Jason Moeckel Jason.moechel@state.mn.us 651-259-5240 Paul Putzier <u>Paul.putzier@state.mn.us</u> 651-259-5692
Legislative- Citizen Commission on Minnesota Resources (LCCMR)	Strategic Planning. Designed and facilitated a multi-phase strategic planning process for the Environment and Natural Resources Trust Fund. MAD facilitated stakeholder engagement and input processes with LCCMR members, environment and natural resources experts, the general public, and other stakeholders. MAD facilitated the LCCMR in planning conversations and prepared a report synthesizing the input and planning process.	2019	Becca Nash <u>Becca.Nash@lccmr.leg.mn</u> 651 296-6264

Organization	Services provided	Year(s)	Reference contact information
Board of Water and Soil Resources (BWSR)	Facilitation skills capacity building. Partnered with BWSR leadership to determine needs, and design and deliver two-day training in facilitation skills. Developed customized exercises focused on situations BWSR staff encounter in facilitating groups around the state.	2021	Jenny Gieseke j <u>enny.gieseke@state.mn.us</u> 507-381-3131

Thank you for considering MAD for this important effort. Please let me know if you need additional information from us.

Beth

Beth Bibus

Enterprise Director | Management Analysis and Development

651-259-3820

Minnesota Management and Budget 658 Cedar Street, Saint Paul, MN 55155 <u>mn.gov/mmb/mad</u>





From: Rob Sip <<u>rob.sip@rrwmb.org</u>>
Sent: Monday, March 21, 2022 2:43 PM
Cc: Nikki Swenson <<u>nikki.swenson@rrwmb.org</u>>; Graham, Andrew (DNR) <<u>Andrew.Graham@state.mn.us</u>>
Subject: Red River Basin Facilitation Services RFI - Next Steps

This message may be from an external email source. Do not select links or open attachments unless verified. Report all suspicious emails to Minnesota IT Services Security Operations Center.

Good Afternoon,

Attached are next steps for the Red River Basin Facilitation Services RFI.

Robert L. Sip Executive Director Red River Watershed Management Board

Office Address: 11 5Th Avenue East, Suite B Ada, MN 56510

rob.sip@rrwmb.org www.rrwmb.org https://www.facebook.com/RedRiverWatershedManagementBoard 218-474-1084 (Cell) 218-784-9501 (Office) 218-784-9502 (Fax)



Response to Request for Information

Red River Basin Flood Damage Reduction Work Group March 1, 2022

Proposal prepared by: Beth Bibus, Enterprise Director beth.bibus@state.mn.us

Barbara Deming, Senior Management Consultant barbara.deming@state.mn.us

Enterprise Director

Beth Bibus

Contact Information

Telephone: 651-259-3800 Email: <u>Management.Analysis@state.mn.us</u> Website: <u>mn.gov/mmb/mad</u>

Address: 658 Cedar Street Centennial Office Building Room 300 Saint Paul, Minnesota 55155

Management Analysis and Development

Management Analysis and Development is Minnesota government's in-house fee-for-service management consulting group. We have over 35 years of experience helping public managers increase their organizations' effectiveness and efficiency. We provide quality management consultation services to local, regional, state, and federal government agencies and public institutions.

Alternative Formats

To request a reasonable accommodation and/or alternative format of this document contact us at 651-259-3800, <u>Management.Analysis@state.mn.us</u>, or <u>accessibility.mmb@state.mn.us</u>.

1. Narrative statement

Brief narrative statement summarizing the respondent's interest and capabilities to provide group facilitation services as described [in the RFI].

Management Analysis and Development (MAD) is the State of Minnesota's management consulting practice. We provide a full range of services to clients across the public sector. Meeting design and facilitation is a core area of our practice, and we typically have about 40 projects per year with facilitation as a primary focus, though almost all of our 140–150 projects per year involve meeting design and facilitation. MAD also offers a highly regarded facilitation skills course as an open-enrollment and customized class.

MAD consultants are skilled at working with clients to define project goals and design participatory engagement processes. In our work with diverse groups of public-sector clients and their stakeholders we commonly develop entire plans and processes to help them achieve their goals over series of meetings, including drafting team charters, helping determine appropriate project team membership, creating workplans, and designing agendas for specific meetings. We have expertise in building shared understanding by helping project teams identify information needs, review information, and consider alternative scenarios and concepts, while limiting use of jargon. We are attentive to facilitating discussion in positive and productive collaborative environments, drawing on a variety of tools for consensus-building and decision-making, and documenting meeting discussion and results. We use a variety of online meeting tools to enhance participants' ability to engage in the online environment when needed and have tailored our facilitation practices to fit the unique challenges of engaging participants in online meetings.

2. Lead facilitators

Name, experience, and qualifications of lead facilitator(s) identified for these services.

Barbara Deming-Senior Management Consultant

Barbara Deming has worked as a consultant with MAD since 1990. Throughout her career with MAD, Barbara has worked on a variety of projects, including multi-agency and multi-stakeholder engagement, strategic planning, organization assessment, performance measurement, and capacity-building projects. Recently she redesigned MAD's facilitation skills course to deliver it online during the pandemic, including shifting from two full in-person days to four shorter online days, and creating an interactive workspace online where participants could view materials and participate in group activities.

Barbara holds a bachelor's degree in Russian and International Relations from the University of Wisconsin-Madison. She also has training and experience with Appreciative Inquiry as a strengths-based planning approach allowing groups to discover and build upon root causes of success.

Stacy Sjogren—Senior Management Consultant

Stacy Sjogren joined MAD in 2017 after 18 years of independent consulting and 10 years of higher education administration at the College of Saint Benedict. In her work, she uses facilitation and training skills for strategic planning, stakeholder engagement initiatives, and task force initiatives; strengthens board governance

processes, governing policy frameworks, accountability systems, and board-staff relationships; and provides project coordination for initiatives and collaboratives.

Stacy has a bachelor's degree in Speech Communications from St. Cloud State University. She also has certificates from Policy Governance Academy and Prosci Change Management and has completed Project Management Professional certification preparation classwork from PMI MN.

Kris Van Amber-Senior Management Consultant

Kris Van Amber joined MAD in 2012 after working for over 20 years in state government and organization development. Prior to joining MAD, she worked at the Minnesota Pollution Control Agency (MPCA) as an internal organization development consultant. Kris focuses on meeting process design and facilitation. Most of her consulting involves facilitating stakeholder advisory groups, stakeholder engagement processes, and improvement efforts. She advises leaders on effective participatory processes and helps group members see possibilities to resolve conflict.

Kris has a bachelor's degree in biomedical sciences from St. Cloud State University. She is certified in the Organization Workshop, an exercise to illustrate the complexity and necessity of partnership within organization systems.

3. Supporting staff

Name, experience, and qualifications of supporting staff, if applicable.

MAD has a team of 18 senior management consultants; many have advanced facilitation experience with multiagency and multi-stakeholder groups. Beth Bibus, MAD's director, also serves as a facilitator and consultant on project teams. MAD additionally has three business staff to support documentation, contracting, and other operations necessary for our consulting practice. If the Red River Watershed Management Board engages with MAD for this effort, MAD would assign consultants and staff as needed.

MAD's senior management consultants are listed below. Information on staff qualifications and experience is available on MAD's website: <u>https://mn.gov/mmb/mad/staff/</u>

- Jamie Bain
- Jessica Burke
- Melinda Czaia
- Barbara Deming
- Karen Gaides
- Jake Granholm
- Ashley Johnson

- Charlie Sellew
- Matt Kane
- Erica Klein
- Kristina Krull
- Lizzie McNamara
- Mariyam Naadha
- Abra Pollock

- Stacy Sjogren
- Mongkol Teng
- Kris Van Amber
- Renae Youngs

4. Relevant projects

Brief descriptions of three to five projects demonstrating the respondent's capabilities. Include the name of the organization(s) served, the relevant services that were provided, and the year(s) when the services were provided.

Organization	Services provided	Year(s)
Minnesota System of Interagency Coordination (MNSIC)	Interagency coordination and related facilitation. Facilitated multiple teams focused on coordination of services to children and youth with disabilities and their families. The teams included representatives from multiple state agencies, as well as local school districts, county social services and public health, and others. Their goals were to simplify experiences of students and families being served by these agencies, and to center students' and families' choices in that process.	2000 to present
	Facilitation of these teams has required learning the legal framework supporting this work, along with terminology, funding streams, programs, differing agency approaches, stakeholder perspectives, etc.	
	As a result of MAD's work, participants have developed a strong understanding of each other's work, challenges and opportunities, leading to increased success in collective work with students and families.	
Capitol Region Watershed District (CRWD)	<i>Strategic planning.</i> Designed and led customized strategic planning to guide the district's 10-year watershed management plan, including:	2008 and 2018
	 Interviews and focus groups with staff, board members, and 	
	stakeholders to develop environmental scan prior to planning	
	 Developing 10-year vision for results of CRWD efforts 	
	• Crafting 2–5-year strategies to implement the plan, which staff	
	used in developing the 10-year watershed management plan	
Department of Natural Resources (DNR)	Ground Water Management Areas facilitation: MAD provided meeting design and facilitation in partnership with the DNR to engage stakeholders in several watersheds, including Bonanza Valley, Northeast Metro, Straight River, and Little Rock Creek. MAD served as objective facilitators and group process experts in both routine and high-conflict sessions with stakeholders and the general public.	2014–2017

Organization	Services provided	Year(s)
Legislative-Citizen Commission on Minnesota Resources (LCCMR)	Strategic Planning. Designed and facilitated a multi-phase strategic planning process for the Environment and Natural Resources Trust Fund. MAD facilitated stakeholder engagement and input processes with LCCMR members, environment and natural resources experts, the general public, and other stakeholders. MAD facilitated the LCCMR in planning conversations and prepared a report synthesizing the input and planning process.	2019
Board of Water and Soil Resources (BWSR)	<i>Facilitation skills capacity building.</i> Partnered with BWSR leadership to determine needs, and design and deliver two-day training in facilitation skills. Developed customized exercises focused on situations BWSR staff encounter in facilitating groups around the state.	2021

5. MAD's capacity

Respondent's capacity per the following breakdown:

- Respondent could support **one** Project Team at a time.
- Respondent could support **two** Project Teams active during the same period.
- Respondent could support three Project Teams active during the same period.

(For purposes of determining capacity, assume each Project Team requires six meetings per year, at sites that may be anywhere in the RRB, and that there will be flexibility in scheduling meeting dates.)

MAD could support three teams active during the same period, assuming flexibility in scheduling and sufficient time for planning. The cost would vary based on whether the groups meet in person, online, or in a mixed/hybrid setting. MAD's current rate is \$140 per hour; MAD would provide a proposal outlining scope and cost based on the specific needs of the project team(s).

6. MAD's knowledge

Respondent's knowledge and experience in the areas of water resources and/or natural resources policy, science, or management.

Our knowledge and experience includes familiarity with water resource and natural resource terminology, abbreviations and acronyms, and experience facilitating interagency groups working on a variety of water and natural resource policy issues. We are familiar with many constituency perspectives and common sources of conflict in this policy area, based on multiple facilitation experiences with watershed and conservation districts, BWSR, DNR, MPCA, and the Minnesota Department of Health.



Fargo Office P 701.237.5065

1401 21st Avenue North | Fargo, ND 58102

VIA Email: rob.sip@rrwmb.org

April 1, 2022

Robert L. Sip Executive Director Red River Watershed Management Board 11 Fifth Avenue East, Suite B Ada, MN 56510

Subject: Supplemental Information RFI for Group Facilitation Services

Dear Rob:

Thank you for reviewing our interest and capabilities for group facilitation services in the Red River Basin (RRB). At Houston Engineering, Inc. (HEI) we can help you work through issues to keep engineering projects on track and general necessary project success for the region. With a history of more than 50 years serving the RRB, we are a strong local partner who understands the environmental and economic challenges you face.

Please see the following page for our response to the supplemental information requested. If you have any questions on this information, please do not hesitate to contact via the information provided below.

Sincerely,

HOUSTON ENGINEERING, INC.

Moriya Rufer MS, CLM Facilitator Direct: 218.396.1169 mrufer@houstoneng.com Red River Watershed Management Board April 1, 2022 Page 2



1. Hourly Billing Rates for Lead Facilitators

- A. Moriya Rufer \$151/hour
- B. Rachel Olm \$151/hour
- C. Drew Kessler \$151/hour

2. Estimate of Expenses

Estimate of expenses for a 3-hour meeting, including travel time, meeting time, and mileage, and traveling from Fargo, North Dakota. In this estimate, we assume weather conditions do not impede travel to and from the meeting.

A. Roseau, MN - \$1,150

B. Barnesville, MN - \$650

3. References

- A. Tara Jensen, Administrator Wild Rice Watershed District 218.784.5501 tara@wildricewatershed.org
 - Moriya facilitated the Wild Rice Marsh One Watershed, One Plan from April 2019 December 2021.
- B. Nicole Bernd, District Manager
 West Polk Soil and Water Conservation District 218.281.6070
 nicole.bernd@wpolk.mnswcd.org
 - Moriya facilitated the Wild Rice Marsh One Watershed, One Plan from April 2019 December 2021 and Rachel facilitated the Middle-Snake-Tamarac One Watershed, One Plan from January 2021 – Present.





RFI for Group Facilitation Services

Table of Contents

Appendix
A. ResumesA-1



Maple Grove Office	Р	763.493.4522	

7550 Meridian Circle North, Suite 120 | Maple Grove, MN 55369

VIA Email: rob.sip@rrwmb.org

March 1, 2022

Robert L. Sip Executive Director Red River Watershed Management Board 11 Fifth Avenue East, Suite B Ada, MN 56510

Subject: An Experienced Team for Group Facilitation Services; Build Key Projects Through Consensus

Dear Rob:

The Red River Basin Flood Damage Reduction Work Group (FDRWG) is doing important work by establishing a pool of skilled facilitators to work individually or together to support local Project Teams in the Red River Basin (RRB) of Minnesota. Large flood projects can often be contentious, require landowner buy-in, and create confusion among stakeholders. At Houston Engineering, Inc. (HEI) we can help you work through these issues to keep engineering projects on track and generate necessary project success for the region. With a history of more than 50 years serving the RRB, we are a strong local partner who understands the environmental and economic challenges you face. Our team will provide the following benefits:

- Facilitation Experience: Rachel Olm, Drew Kessler, and I have a variety of experience facilitating many One Watershed, One Plan (1W1P) projects and other water resources efforts across the Upper Midwest. Rachel and I also attended Facilitation Training: The Art of Hosting Conversations that Matter in 2019 in order to add additional skills to our repertoire. Our team is prepared to assist, plan, and facilitate projects to support the RRB. Our group has also served as a third-party facilitator for projects where we also served as the engineer. In scenarios such as these, we are able to remain objective throughout the project process by providing different staff between projects.
- Familiarly with RRB and the Project Team Process: HEI is familiar with the RRB and the Project Team process through our work on other projects in the area. This knowledge will allow us to serve you properly as we use lessons learned to support your goals and help to support collaborative and productive outcomes.
- Third-Party Expertise with Outside Facilitators: Should there be a need for additional hands on deck, we are prepared to tap into additional resources, like third-party external partners. Having built solid relationships with these partners, we can recommend additional staff you can trust and coach on an approach that works for you. This combined expertise will aid in providing the proper group facilitation services the FDRWG deserves.

As part of the pool, our team will communicate with you to ensure we are applying for the projects that will best use both our engineering and facilitation skillsets to your advantage. If you have any questions on our submittal, please do not hesitate to contact me via the information provided below.

Sincerely,

HOUSTON ENGINEERING, INC.

Noryaf Rupe

Moriya Rufer, MS, CLM Facilitator Direct: 218.396.1169 mrufer@houstoneng.com

1. Statement of Interest and Capability

Strong facilitation is essential when developing projects that are technically sound as well as accepted by all participants. HEI has a tested approach to facilitate a credible process that is responsive to input received, yet productive and efficient. Our skilled facilitators, Moriya Rufer, Rachel Olm, and Drew Kessler, have experience facilitating a variety of projects across the Upper Midwest and are prepared to use their learned expertise to aid the Red River Watershed Management Board.

Our team will listen carefully to your needs and will strive to consider and address every voice, concern, and recommendation. We will guide engaging, outcome-oriented meetings to build momentum and generate useful information for managing the abundant resources in the Red River Basin. To avoid frustration, project delays, and unforeseen costs, we define and clarity facilitation roles and responsibilities up front.



"My passion is working to protect and enhance Minnesota's water resources. As a resident of the Red River Basin, I understand the landscape and both the environmental and economic challenges."

Moriya Rufer, MS, CLM



"I love the work that I do because I get to share my passion for water quality and natural resources by working alongside communities to identify solutions for protecting and restoring the resources most important to them."

Rachel Olm, MS



"It seems that so often we have the expertise in a room that can deliver solutions. All that's needed is some creativity in getting ideas moving in the same direction."

Drew Kessler, PhD

2. Experience and Qualifications of Lead Facilitators

Our team of talented facilitators are ready to lend their expertise to any project team. They have experience facilitating meetings of multi-agency and multi-stakeholder groups with collaborative efforts to help reach decisions effectively. For more information, see our full resumes in Appendix A.



18 Years of Experience

Moriya Rufer, MS, CLM

Moriya has nearly 20 years of experience serving the water resources community, specifically working with lakes and water quality issues. **She is a skilled facilitator, having completed specific training and guided discussion at countless meetings related to lake management and comprehensive watershed management plans.** Moriya's expertise also includes technical and scientific practices, grant pursuits, public engagement, plan writing, and much more. Moriya has served as facilitator for many One Watershed, One Plans (1W1Ps), using her experience to lead meetings and guide plan development with watershed partners.

Training: Facilitator Certification, 2003 | Facilitation Training, 2019



Years of Experience

Rachel Olm, MS

Rachel is experienced in watershed planning, strategies to implement nonpoint source reduction, watershed restoration and protection strategies (WRAPS), and total maximum daily loads (TMDLs). **Before joining HEI, she was instrumental in developing the 1W1P framework within the Minnesota Board of Water and Soil Resources (BWSR).** This background knowledge about watershed planning policies and requirements allows her to help 1W1P clients alike to develop plans that not only meet state statute and rule requirements but lead to funding and implementation. She has served as project manager and facilitator for many 1W1Ps.

Fraining: Watershed Specialist Training, 2014 | Facilitation Training, 2019



Years of Experience

Drew Kessler, PhD

Drew specializes in the areas of water resources management, surface water quality, wildlife ecology in aquatic systems, sediment source assessment, and the TMDL process. His expertise is specifically related to using geographic information systems (GIS) for analyzing water resources and developing modeling systems that bring science into decision-making processes. Drew's personable approach to project management makes the complicated 1W1P process an enjoyable one. He is often found at informational meetings actively talking with the public and stakeholders alike. He has a knack for listening to public concerns and addressing them effectively through water quality planning and implementation.

3. Experience and Qualifications of Supporting Staff

HEI's Kylie Beard has the experience and capability necessary to support our talented team of facilitators. Learn more about her below and in Appendix A.



Years of Experience

4

Kylie Beard, MS

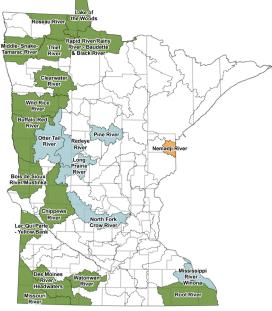
Having been raised on the Red River, Kylie has a specific interest in surface water quality and community planning through stakeholder facilitation. She firmly believes that solutions result from cooperation. Kylie has studied and worked in areas throughout the country similar to, as well as vastly different from our own, giving her fresh insights and ideas on new approaches that can be implemented right here at home. Kylie has served as plan writer on many 1W1Ps giving her the knowledge and expertise necessary to lead to project success.

Training: Stakeholder Facilitation, 2020



Our team has the capacity and capability to effectively lead meetings, whether they are in person or virtual.

4. Related Project Experience One Watershed, One Plan Statewide Minnesota



Both Writer and Facilitator Facilitator Writer

Background

The Minnesota Board of Water and Soil Resources (BWSR) charged local governments to develop watershed plans to drive water resources planning, management, and project efforts within each watershed. The One Watershed, One Plan (1W1P) approach departs from traditional efforts guided by multiple plans. Instead, it encourages local partners to collaborate to develop a water management plan that consistently and concurrently drives efforts in the same positive direction.

The team at Houston Engineering, Inc. (HEI) has worked with and continues to work with partners in various watersheds throughout Minnesota to develop these groundbreaking projects through facilitation, plan writing, and implementation.

The Project

One of the most complicated factors of these projects is the level of coordination and communication required between multiple parties.

To address this, HEI begins the planning process with a series of stakeholder meetings to develop the backbone of the plans, ensuring known issues and future goals are clearly defined. HEI leads project partners through a series of productive discussions to gain consensus with a diverse group. Meetings help the team stay on target to meet milestone deadlines. HEI also leads public kick-off meetings where the public can vote on what resource concerns they care about most. This ensures public involvement and excitement for these plans.

Due to the large volume of agricultural producers within these watersheds, HEI focuses on developing land stewardship concepts to incorporate into the appropriate plans.

Our vision is to remove implementation barriers by incorporating sensible solutions into the watershed planning process.

HEI has helped local partners complete more than half of the approved 1W1Ps in the state:

- Buffalo-Red River 1W1P
- Lake of the Woods 1W1P
- <u>Missouri River 1W1P</u>
- <u>Mustinka-Bois De Sioux</u> 1W1P
- Nemadji 1W1P
- <u>North Fork Crow 1W1P</u> (Pilot)
- Pine River 1W1P
- Redeye River 1W1P
- Root River 1W1P (Pilot)
- Thief River 1W1P
- Watonwan 1W1P

Extensive public engagement process to ensure all voices are

• Detailed plan writing services to describe various complex

<u>Wild Rice-Marsh River</u>
 <u>1W1P</u>

Coordination with and input from numerous stakeholders, including

Plans still underway include:

- Chippewa 1W1P
- Clearwater 1W1P
- Otter Tail 1W1P
- Des Moines River 1W1P
- Lac qui Parle Yellow Bank 1W1P
- Long Prairie 1W1P
- Lower Rainy-Rapid 1W1P
- Middle-Snake-Tamarac 1W1P
- Roseau River 1W1P
- Winona La Crescent 1W1P

Location

Statewide Minnesota

Client Various planning partnerships

Contact Contacts available upon request

Year of Services

Ongoing

- watershed characteristics.
 Fresh design for each plan to ensure a unique, watershed-focused product.
- View a 1W1P StoryMap here.

Project Highlights

heard.

the public.

(1W1P_Projects) 2-23-22

Strategic Planning Sand Hill River Watershed District, North Dakota



Background

Strategic planning is an organizational management activity that is used to set priorities, focus energy and resources, strengthen operations, ensure that employees and other stakeholders are working toward common goals, establish agreement around intended outcomes/results, and assess and adjust the organization's direction in response to a changing environment.

It is a disciplined effort that produces fundamental decisions and actions that shape and guide what an organization is, who it serves, what it does, and why it does it—all with a focus on the future. Effective strategic planning articulates not only where an organization is going and the actions needed to make progress, but also how it will know if it is successful.

Location Polk County, North Dakota

Client Sand Hill River Watershed District

Contact

April Swenby Administrator 218.945.3204

Year of Services 2022 (001812_0087) 2-23-22

The Project

The Sand Hill River Watershed District (District) has a diverse set of objectives related to drainage, water quality, permitting, and other issues. The District set out to ensure that the overall mission was clearly understood by managers, staff, and the constituents they serve.

The District is working with Houston Engineering, Inc. (HEI) to establish a Strategic Plan for the Sand Hill River Watershed District (District) in order to help guide the work of the District.

The process includes working through facilitated exercises by HEI to develop a vision and primary and secondary focus areas. Board member and staff roles were also discussed and clarified. Completing this project before beginning the District's One Watershed, One Plan (1W1P) will help

) in order to

Project Highlights

• Vision and Focus Areas for the District in a 1-2 page visual layout.

effectively manage the natural resources of the Sand Hill Watershed.

The District's managers and staff will have a clear direction on the priorities into the future. HEI will develop a visual layout that the general public will be able to easily understand what the District is here for. Ultimately, this increases transparency and accountability for the District to its constituents.

Technical Service Area (TSA) 1 Workload Assessment Red River Valley Conservation Service Area, Detroit Lakes, Minnesota



Background

Houston Engineering, Inc. (HEI) is working to prepare a workload/ technical analysis designed to ensure that Red r Valley ConsRiveervation Service Area (RRVCSA) resources both internal and external—are enough for meeting planned goals and objectives over the next 4-6 years. This includes employing a workload analysis process that is geared toward government bodies.

The Project

This project consisted of an online survey, three meetings, and a final report.

A survey was distributed first to gather input on current services, staffing, and efforts within the RRVCSA. This survey was then used at a soil and water conservation district (SWCD) manager workshop and an SWCD supervisor workshop to inform and guide the discussion.

HEI also facilitated the RRVCSA through visioning as well as created a core/critical services matrix and a purpose statement to guide the organization into the future.

Estimates on One Watershed, One Plan completion dates and funding amounts were used to project how many staff and what type of staff expertise/qualifications would be needed to carry out all the planned projects in the next 4-6 years. This analysis can ensure the RRVCSA and SWCDs have enough staff and the expertise needed to provide the right services so that member SWCDs can complete all their planned projects.

> "The purpose of the RRVCSA is to provide services for the mutual benefit of member SWCDs to implement conservation practices."

Location Detroit Lakes, Minnesota

Project Highlights

• Planned goals and objectives are met over the next 4-6 years.

Client Red River Valley Conservation Service Area

Contact Bryan Malone 218.846.7360

Year of Services 2021-2022

(010937_0001) 2-23-22

5. Project Team Capacity

HEI has three facilitators that have a combined 44 years of experience working with local water and natural resource issues. Our team regularly leads local governments, including watershed districts and soil and water conservation districts, through the planning and decision-making processes. **This deep bench will allow us to support up to three Project Teams that are active during the same period.** One of the facilitators, Moriya Rufer, is located in Detroit Lakes, MN, which is right in the middle of the basin for traveling purposes.





HEI's Moriya Rufer leading the Nemadji 1W1P meeting in brainstorming issues.

6. Knowledge and Experience in Water Resources and/or Natural Resources Policy, Science, or Management

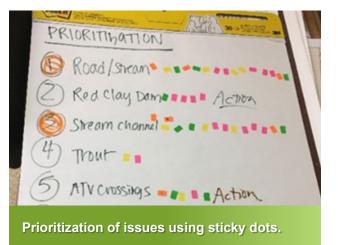
HEI has extensive experience and knowledge in water resources, natural resources policy, and management in the Red River Basin. Our facilitators have led, or are in the process of leading, 1W1P efforts for 7 of the 11 watersheds in the Red River Basin. They have also led a visioning and workload analysis for the Red River Valley Conservation Service Area and a strategic plan for the Sand Hill River Watershed District Board.

HEI is a leader in facilitating meetings to support planning processes. Our experienced facilitators are trained in leading engaging meetings with diverse stakeholder groups. Their training includes attending facilitation trainings like The Art of Hosting Conversations that Matter. Their experience facilitating stakeholder involvement in a planning process includes:

- Numerous 1W1Ps, including seven in the Red River Basin
- Two county plans
- Two watershed district plans

In addition to our facilitation staff, our team of engineers and scientists have been deeply involved in projects in the Red River Basin for more than 50 years, including work on the following projects in the Red River Basin:

- Lower Red Basin Detention Study and HEC-HMS Technical Support
- Distributed Detention Study
- Halstad Upstream Retention Study
- Phase II Hydrologic Modeling HEC-HMS Model
 Development QA/QC
- Basinwide Modeling Approach
- Natural Resources Conservation Service Regional Conservation Partnership Program Red River Basin Watershed Planning







Appendix A: Resumes

Moriya Rufer, MS, CLM Facilitator



Education MS in Entomology, University of Minnesota Twin Cities BA in Biology, College of Saint Benedict

Professional Experience

HEI: 2019-Present Total Experience: 18 Years

Certifications

NALMS Certified Lake Manager (CLM)

Facilitator Certification, Durrell Wildlife Conservation Trust

Facilitation Training, The Art of Hosting Conversations That Matter, 2019

> Moriya is a skilled facilitator and regularly guides discussions at meetings for comprehensive watershed management plans.

Moriya Rufer has more than 18 years of experience serving the water resources community, specifically working with lakes, water quality, aquatic invasive species, and protection in central and northern Minnesota. She is also a skilled facilitator, having completed specific training and guided discussion at countless meetings related to lake management and comprehensive watershed management plans like the One Watershed, One Plan (1W1P) process.

- Sand Hill River Watershed District Strategic Planning, Fertile, MN. As Facilitator, Moriya led the Board through discussions resulting in a purpose statement for the organization, primary and secondary focus areas, and organization roles.
- Red River Valley Conservation Service Area (Technical Service Area 1), Northwest MN. As Facilitator, Moriya led the Board and soil and water conservation district (SWCD) managers through discussions resulting in a purpose statement for the organization, SWCD and staff roles, and planning for future workload.
- Wild Rice Marsh River Watershed 1W1P, Wild Rice River Watershed District, Ada, MN. As Plan Writer and Facilitator, Moriya guided the discussions and plan development with watershed partners. This planning process was a comprehensive look at the watershed incorporating water quality, flood damage reduction, habitat, and land management. Due to the diverse landscape in the watershed, targeted and measurable strategies include both a restoration and protection focus. This plan was approved by the BWSR in 2020. View the final plan here: https://bit.ly/3GWq8o8.
- Buffalo-Red River 1W1P, Buffalo-Red River Watershed District, Barnesville, MN. As Facilitator, Moriya guided the Advisory and Policy Committee discussions for the development of the Buffalo-Red River 1W1P. This plan was approached by BWSR in 2020. View the final plan here: https://bit.ly/35i23eh.
- Nemadji River 1W1P, Carlton County Soil and Water Conservation District, MN. As Facilitator, Moriya led meetings and guided the plan development with watershed partners. This planning process hosted topic-focused discussions with local stakeholders and local topic experts, which were incorporated into the plan priorities. This plan, which was organized by topic area, was approved by BWSR in 2020. View the final plan here: https://bit.ly/3gOEdcx.

Rachel Olm, MS Facilitator



Education

MS In Water Resources Science, University of Minnesota BA in Environmental Studies, University of Minnesota, Morris

Professional Experience

HEI: 2015-Present Total Experience: 9 Years

Continued Education/Training

Facilitation Training, The Art of Hosting Conversations That Matter, 2019

Watershed Specialist Training, 2014

In 2019, Rachel completed specialized facilitation training, which has allowed her to lead successful meetings in both virtual and in-person settings. Rachel Olm is a Scientist at HEI and is experienced in watershed planning. Before joining HEI, she was instrumental in developing the One Watershed, One Plan (1W1P) framework within the Minnesota Board of Water and Soil Resources (BWSR). Rachel has a knack for facilitating 1W1P projects, which involve synthesizing a lot of diverse input from participants. She is skilled at presenting technical information in a user-friendly way and guiding meeting discussions.

- Bois de Sioux-Mustinka 1W1P, Bois de Sioux Watershed District, MN. Project Manager and Facilitator for the development of the Bois de Sioux-Mustinka 1W1P. Rachel facilitated additional meetings among partners to allocate implementation dollars among prioritized capital improvement projects. HEI helped to create a common vision between 13 local government entities for the next decade of resource management in the watersheds. The completed plan communicates the 1W1P and engagement process with the public, emphasizes the importance of soil health and existing conservation programs, and prioritizes actions and capital improvements within the two watersheds. This plan was approved by the BWSR in early 2021. View the final plan here: https://bit.ly/3HSIIUz.
- Missouri River 1W1P, Okabena-Ocheda Watershed District, Worthington, MN. As Project Manager and Lead Facilitator, Rachel was the lead consultant for the development of the Missouri River 1W1P. Rachel led all public informational and stakeholder meetings, created visual presentations to increase the understanding of the planning process, coordinated with all stakeholders, led the local project team, translated tool outputs into realistic goals and actions, and wrote the plan document to reflect local input. HEI led public and stakeholder committee meetings, created vision presentations, aggregated priority issues, and leveraged modeling data to target implementation efforts. The final plan not only meets state planning requirements but also drives implementation for improvements. The plan was approved in 2019, and the group is using the plan to guide implementation efforts. View the final plan here: https://bit.ly/3BmTo6j.
- Thief River 1W1P, Thief River 1W1P Partnership, Pennington County, MN. As 1W1P Advisor, prepared materials for public and stakeholder meetings, provided a quality assurance review of planning materials, and helped develop the 1W1P's measurable goals. The Red Lake Watershed District and Pennington County Soil and Water Conservation District hired HEI to lead the writing and facilitation of this plan. HEI facilitated public information and stakeholder meetings to ensure buy-in and engagement. The plan included an implementation plan that HEI worked with the client to develop in preparation for this effort. Our team developed the geographic information systems (GIS) products to use with the Prioritize, Target, and Measure Application (PTMApp). The resulting PTMApp products will inform the implementation plan. This project was supported with funds from the Thief River Watershed PTMApp Accelerated Implementation Grant (AIG). The plan was approved by the Minnesota Board of Soil and Water Resources in March 2020. View the final plan here: https://bit.ly/31BpDPj.

Drew Kessler, PhD Facilitator



Education

PhD in Water Resources Science, University of Minnesota

MS in Natural Resource Science, University of Nebraska – Lincoln

BS in Natural Resource Management, North Dakota State University

Professional Experience

HEI: 2014-Present Total Experience: 17 Years

> Drew is skilled at engaging project teams in an effective way to guide them to project success.

Drew Kessler is a Scientist and Project Manager at HEI. His personable approach to project management makes the complicated One Watershed, One Plan (1W1P) process an enjoyable one. Drew is often found at informational meetings actively talking with the public and stakeholders alike, which has given him the opportunity to listen well and guide those involved through to project success.

- Thief River 1W1P Red Lake Watershed District, Thief River Falls, MN. Project Manager for the Thief River 1W1P. The Red Lake Watershed District and Pennington County Soil and Water Conservation District hired HEI to lead the writing and facilitation of this plan. HEI facilitated public information and stakeholder meetings to ensure buy-in and engagement. The plan included an implementation plan that HEI worked with the client to develop in preparation for this effort. Our team developed the geographic information system (GIS) products to use with the Prioritize, Target, and Measure Application (PTMApp). The resulting PTMApp products will inform the implementation plan. This project was supported with funds from the Thief River Watershed PTMApp Accelerated Implementation Grant (AIG). The plan was approved by the Minnesota Board of Soil and Water Resources in March 2020. View the final plan here: https://bit.ly/31BpDPj.
- Getchell Creek Capital Improvement Projects Project Team, Sauk River Watershed District, Sauk Center, MN. As the Project Manager and Lead Facilitator, Drew helped the Sauk River Watershed District successfully utilize the Project Team process for the first time in their history. The Project Team process helped identify 7 miles of stream restoration projects and five feasible sites for water storage and treatment practices. Drew helped the District adapt the Project Team process into their procedures for pursuing capital projects. This project was so successful that the District has begun adopting the Project Team approach into additional areas of work within the District.
- Lessard-Sams Outdoor Heritage Council (LSOHC) Outcomes and Impacts Public Outreach, Saint Paul, MN. Technical Analysis Lead. The client hired HEI and Environmental Initiative (EI) to identify and recommend outcome metrics to be able to measure, report, and communicate the outcomes resulting from the Outdoor Heritage Fund (OHF). These outcome metrics illustrate how the public benefits from the OHF and will inform future discussions to maximize public benefit. HEI and EI's tasks included designing and facilitating all project meetings, gathering a Work Group to build consensus and defend the outcomes to the LSOHC, creating a broad stakeholder input survey to inform the Work Group, and consulting with credible experts to ensure available models and data have the necessary information to be as accurate as possible. Drew provided technical analysis of data and the decision matrix as well as prepared materials for Work Group meetings.

Kylie Beard, MS Assistant Facilitator



Education MA in Sustainability Studies,

Texas State University

BA in Anthropology, University of Mary Washington

Professional Experience

HEI: 2020-Present Total Experience: 4 Years

Training

Stakeholder Facilitation, 2020

Kylie is an experienced plan writer for the 1W1P process and is prepared to use her knowledge to ensure project success. Having been raised on the Red River, Kylie has a specific interest in surface water quality, native plant restoration, local agriculture, and community planning through stakeholder facilitation. She has studied and worked in areas throughout the world, giving her a contextual understanding of a variety of local practices. Throughout her time at HEI, Kylie has been involved in many One Watershed, One Plans (1W1Ps).

- Clearwater 1W1P, Clearwater County Soil and Water Conservation District, Clearwater County, MN. Plan Writer. The Clearwater County Soil and Water Conservation District and its planning partners hired HEI to develop a unique, comprehensive 1W1P for their area. Kylie's tasks include writing sections of the plan, developing an issues table outlining the major issues for the plan to address, and assisting with facilitation in planning meetings with the planning partners.
- Middle-Snake-Tamarac 1W1P, Marshall County Soil and Water Conservation District, Marshall County, MN. Plan Writer. The Marshall County Soil and Water Conservation District (SWCD), along with plan partners, hired HEI to facilitate, plan, and write the Middle-Snake-Tamarac 1W1P. Kylie's tasks include developing and writing plan sections and attending stakeholder meetings.
- Wild Rice Marsh River Watershed 1W1P, Wild Rice River Watershed District, Northwest Minnesota. In her role as Scientist, Kylie assisted with plan writing and geographic information system (GIS) mapping, including an analysis that identified priority acreage for forest management and conservation easements. This plan has recently been approved by the Minnesota Board of Soil and Water Resources after successful adoption by local counites.
- Nemadji River 1W1P, Carlton County Soil and Water Conservation District, MN. Scientist. Kylie assisted in plan writing and development with watershed partners. This planning process is a comprehensive look at the watershed that incorporates water quality, flood damage reduction, habitat, and land management.

Experience Prior to HEI

- Shoal Creek Watershed Action Plan The Meadows Center for Water and the Environment, Texas State University, San Marcos, TX. Plan Writer. Kylie wrote and developed the Shoal Creek Watershed Action Plan with local city, county, state, and public stakeholders. In addition to writing the document, Kylie provided environmental research for multiple interests and priorities and assisted with coordination and facilitation.
- Stakeholder Facilitation Research and Watershed Management Plan Assessment, Texas State University, San Marcos, TX. Principal Investigator. As part of her master's thesis, Kylie developed an assessment of the watershed planning process for five watersheds in central Texas. Using, in part, the ethnographic method of participant observation, she analyzed what types of stakeholder facilitation methods used in the planning process led to successful ecological outcomes.













Red Lake Watershed District

President Dale M. Nelson

Vice President Gene Tiedemann

> Treasurer Terry Sorenson

July 14, 2022

America the Beautiful Challenge Grant National Fish and Wildlife Foundation

Dear Colleagues:

On behalf of Red Lake Watershed District, we offer our support for "Improving habitat protection for Lake Sturgeon in Upper/Lower Red Lake through local economic drought resiliency" and "Evaluation and design of Lake Sturgeon spawning habitat in the Upper/Lower Red Lake Watershed" as submitted by Red Lake DNR and Beltrami Soil and Water Conservation District.

The Red Lake DNR and Beltrami Soil and Water Conservation District are key members of a coalition working collaboratively to design and implement watershed restoration and protection projects. Their proposal to the National Fish and Wildlife Foundation Grant Program will advance our watershed protection plan by implementing on-the-ground projects that have cumulative benefits of maintaining and developing Lake Sturgeon habitat, engaging with local cattle producers, and helping safeguard fragile ecosystems through conservation-based solutions.

Our agency/organization plans to make use of the outcomes of this project by providing funds/staff time for private land conservation in the Upper/Lower Red Lake Watershed and the development of Lake Sturgeon habitat. Implementing this local pilot program will also allow other partners to enhance programs to monitor water quality and wildlife habitat benefits that may result from protection efforts. The Red Lake DNR and Beltrami Soil and Water Conservation District are well-suited to conduct this work. We are familiar with their past projects. They have had staff working in the field for many years and are well-

We are familiar with their past projects. They have had staff working in the field for many years and are wellacquainted with the landscape and the landowners in the area. They also have modeling and mapping expertise on staff. In addition, they have a cooperative agreement with a local consultant that can provide additional engineering support.

We believe that this project will also benefit our coalition by allowing us to identify long-term protection needs and resulting budgets for the watershed. This should enhance our ability to seek additional sources of funding from both the public and private sectors for watershed protection.

Thank you for considering this request from the Red Lake DNR and Beltrami Soil and Water Conservation District, and please don't hesitate to contact me if we may provide additional information on activities in our watershed.

Sincerely,

Myron Jesme Administrator

1000 Pennington Avenue South Thief River Falls, MN 56701 218-681-5800 218-681-5839 FAX e-mail: RLWD.redlakewatershed.org www.redlakewatershed.org

Secretary LeRoy Ose

Managers Tom Anderson

Allan Page Brian Dwight







Permit # 22-052

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Moylan Township	Moylan Township	30598 270th Street NE Goodridge, MN 56725		tel: mobile: 218-689-3192 fax:
General Informatio	n		·····	

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: Marshall Township: Moylan Range: 40 Section: 6 1/4: NW1/4

(4) Describe in detail the work to be performed. Install new pipes in 290th Avenue NE

(5) Why is this work necessary? Explain water related issue/problem being solved. Pipes have failed and washed out.

Status

Status	Notes	Date
Approved	P.A. #22-052 – Moylan Township Marshall County – Moylan Township – Section 6 Red Lake Watershed District (RLWD) approval to remove falled plpe and install new 42" culvert. Applicant shall ensure that all disturbed areas are seeded and that rock riprap with filter fabric is placed at the outlet end of the permitted culvert. 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. Permit Holder shall contact the road authorities when cutting through roads. IN Note: Please be aware of and review the 'bullet points' on the bottom half of the application. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	May 26, 2022
Received	None	May 12, 2022

Conditions

We got the approval from Lon Aune Marshall County Engineer on 6-30-2022 about changing the pipe size from a 42" CMP to a 46" smooth sided pipeline pipe. Due to availability of culverts from the spring of 2022 flood, contractor was able to locate pipeline pipe to use for a culvert



Permit # 22-097

Applicant Information

Name	Organization	Address	Email Phone	Number(s)
Kyle Mehrl	ens	13290 120th Ave NE Thief River Falls, MN 56701	tei: mobile: fax:	218-686-0617
Genera	I Information		1	
(1) The proj	posed project is a:			
Tiling				
(2) Legal De	scription			
(3) County:	Pennington Township: Rocksbury Range: 43 Section	n: 17 1/4:		
4) Describe	in detail the work to be performed. 65 acres to be tile	ed. Pattern Tire. Gravity outlet		
(5) Why is t	nis work necessary? Explain water related issue/proble	em being solved.		
Status				
Status	Notes	1845 63163		Date
Tabled	P.A. #22-097 – Kyle Mehrkens, Pennington Cour until after the proposed land has been included 178. The applicant shall get approval from all ac The applicant shall meet all specifications/cond disturbed areas are seeded. Applicant is respon	Into the benefitted area of TRF djacent road authorities prior to litions set forth by the road autho	Nestside Flood Damage Reduction Projec starting construction in their right-of-way.	
	alorationa alora alo occuration applicant is respon			

Conditions

Petition for inclusion into Thief River Falls West Side Flood Damage Reduction, Project 178

Per Statute 103D.729, I am petitioning to be included into the benefitted area of Thief River Falls West Side Flood Damage Reduction Project 178. The area to be included is a 27-acre tract in the SE¼ NE¼ in Section 17 of Rocksbury Twp in Pennington County. Approximately 43 acres on the north half of my property is already in the benefitted area of Project 178.

I am planning to tile the NW¹/₄ NE¹/₄ of section 17 to the west of Hwy. 32. It will be gravity fed into Project 178 to the West of the railroad bridge.

Sincerely,

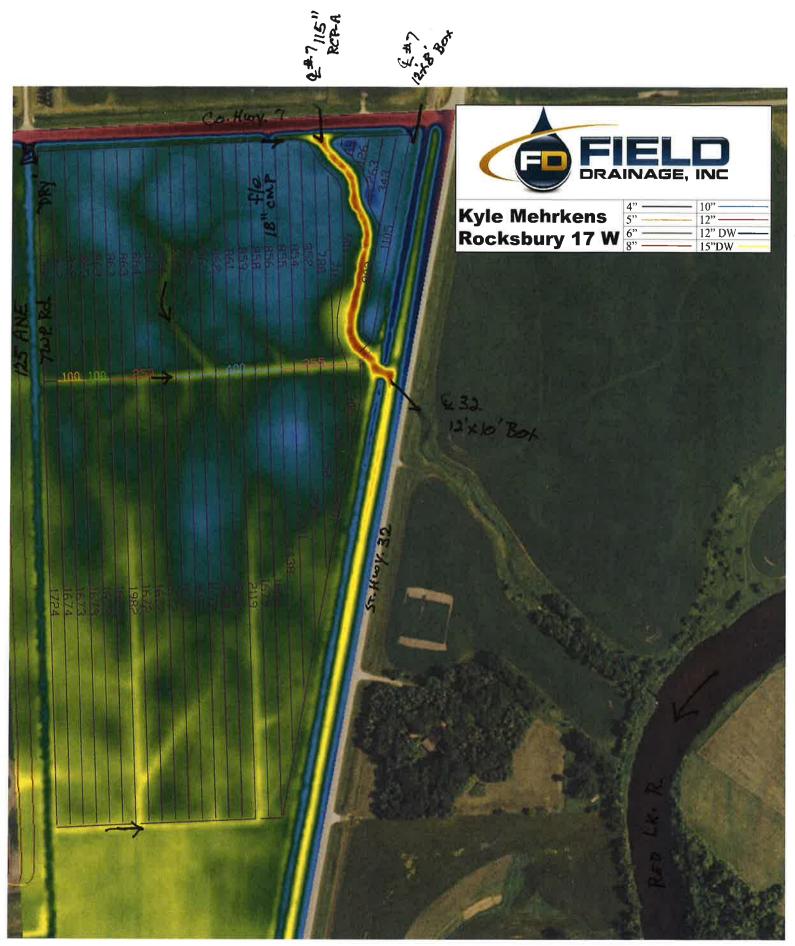
Sign M Milke Date 7-11-22

Kyle Mehrkens 13290 120th Ave NE Thief River Falls, MN 56701

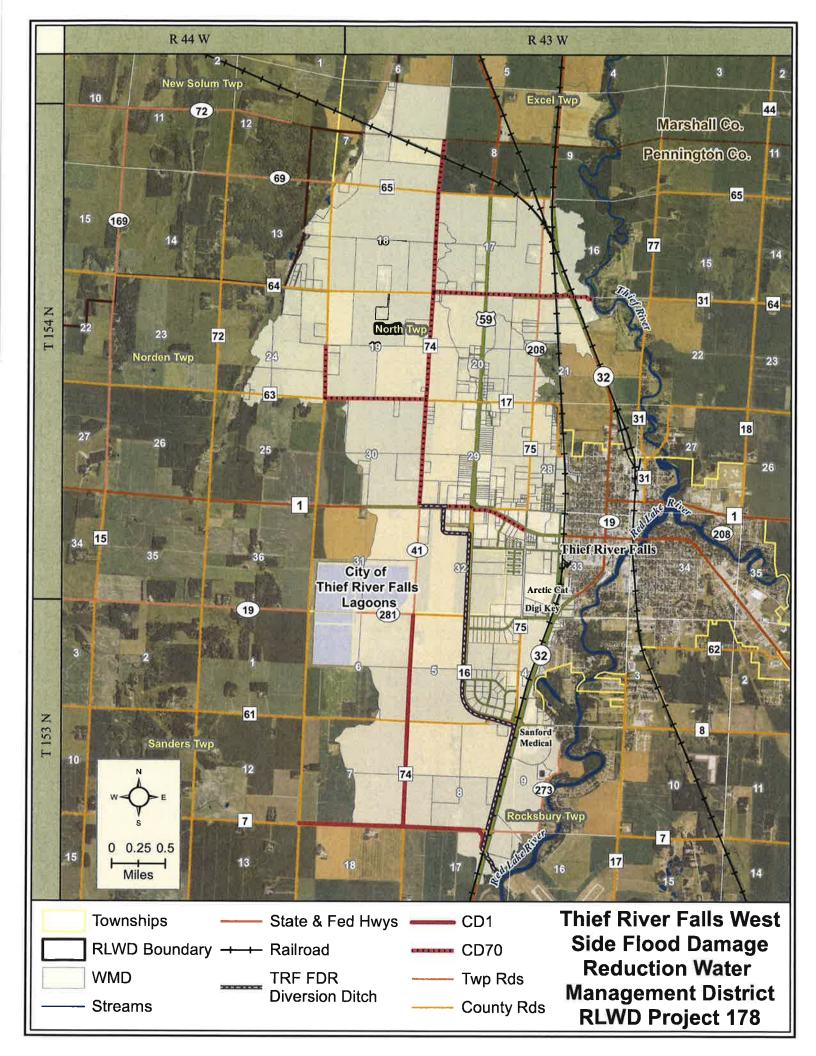
Sign Mister Michikens Date 7/11/22

Misty Mehrkens 13290 120th Ave NE Thief River Falls, MN 56701





#22-097





Permit # 22-097

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Kyle Mehrkens		13290 120th Ave NE Thief River Falls, MN 56701		tel: mobile: 218-686-0617 fax:

General Information

(1) The proposed project is a:

Tiling

(2) Legal Description

(3) County: Pennington Township: Rocksbury Range: 43 Section: 17 1/4:

(4) Describe in detail the work to be performed. 65 acres to be tiled. Pattern Tire. Gravity outlet

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

Status

Status	Notes	Date
Tabled	P.A. #22-097 – Kyle Mehrkens. Pennington County – Rocksbury Township – Section 17 I recommend this permit be "Tabled" until after the proposed land has been included into the benefitted area of TRF Westside Flood Damage Reduction Project 178. The applicant shall get approval from all adjacent road authorities prior to starting construction in their right-of-way. The applicant shall meet all specifications/conditions set forth by the road authorities. Applicant shall ensure that all disturbed areas are seeded. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166 T.O./L.S.	June 22, 2022
Received	None	June 13, 2022

Conditions

Petition for inclusion into Thief River Falls West Side Flood Damage Reduction, Project 178

Per Statute 103D.729, I am petitioning to be included into the benefitted area of Thief River Falls West Side Flood Damage Reduction Project 178. The area to be included is a 27-acre tract in the SE¼ NE¼ in Section 17 of Rocksbury Twp in Pennington County. Approximately 43 acres on the north half of my property is already in the benefitted area of Project 178.

I am planning to tile the NW¹/₄ NE¹/₄ of section 17 to the west of Hwy. 32. It will be gravity fed into Project 178 to the West of the railroad bridge.

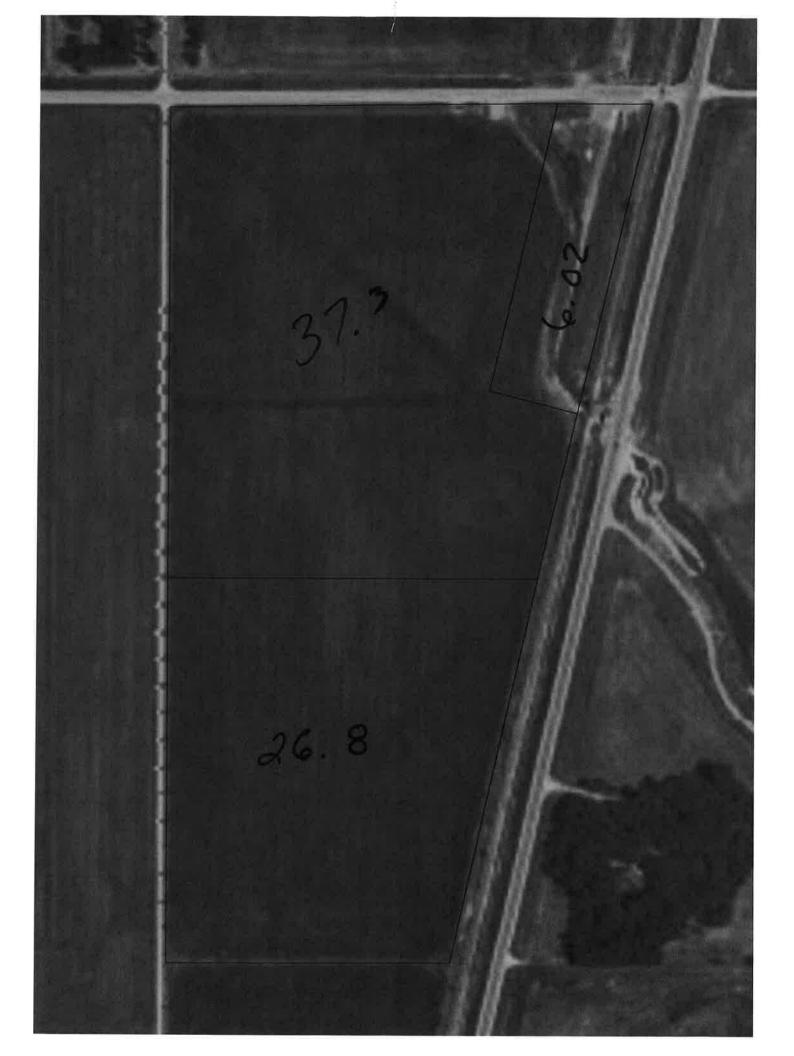
Sincerely,

Sign M. M 7-11-2) Date

Kyle Mehrkens 13290 120th Ave NE Thief River Falls, MN 56701

Sign Mister Miluken Date 7/11/22

Misty Mehrkens 13290 120th Ave NE Thief River Falls, MN 56701



Permit # 22-055

Applicant Information

Name		Organization	Address	Email P	hone Number(s)
Farmers Co Assoc.	oop Grain & See	Farmers Coop Grain and See Assn.	PO Box 525 Thief River Falls, MN 56701	1274	l:218-681-6281 obile: x:
Genera	I Information			ΙΙ	
(1) The prop	oosed project is a:				
Culvert Inst	tallation / Removal /	Modification			
(2) Legal De	escription				
3) County: I	Pennington Townsh	ip: Cloverleaf Range: 41 Section: 3	33 1/4: NW1/4		
(4) Describe	in detail the work to	be performed. Install two crossing	gs.		
5) Why is th	nis work necessary? I	Explain water related issue/problem	n being solved. Building a new fer	tilizer plant.	
Status					
	Notes	Active and the second	AND CONTRACTOR OF THE OWNER		
Status	110105				Date
Status Approved	P.A. #22-055 – Fa Watershed Distri as possible) to the Right-of-Way, ap specs/conditions	ict (RLWD) approval to install 2 n he same flowline/invert elev. as e plicant shall contact the approp	ew 18" culverts for new access existing pipe. If any work is withi riate road/ditch authority for thei e road authorities when cutting t	eaf Township – Section 33 Red Lak to fertilizer plant. Install new pipe (a n a public road and/or public ditch r approval and must meet their hrough roads. Applicant is respons	e as close July 11, 2022

Conditions



Applicant Information

		Organization	Address	Email Ph	one Number(s)
Ryan Brang	3		110 Snetting Drive Thief River Falls, MN 56701	tel: mot fax:	bile: 218-688-2712
Genera	I Information				
(1) The prop	oosed project is a:				
Culvert Inst	tallation / Removal /	Modification			
(2) Legal De	escription				
(3) County:	Pennington Townshi	o: North Range: 43 Section: 14 1/4	4:		
(4) Describe		o porformed Cite 4. Install sub-	art and field anneach Site 9. E.t.	nd and/or replace culvert for drivew	
(5) Why is th				approach for access for farmer to re	
(5) Why is th existing dri	nis work necessary? E				
(5) Why is th existing dri Status	nis work necessary? E				
(5) Why is th	Notes P.A. #22-095 – Ry to replace a 36° of a 36° diameter cu is within County and repair roadw and/or public dito meet their specs/ install appropriat	an Brang Pennington County – liameter driveway culvert and ac livert. Installation shall be as pe Road 64 Right of Way. Install pir ay when cutting through roads. th Right-of-Way, applicant shall conditions. Permit Holder shall	North Township – Section 14 Re dd one additional field entrance a r Pennington County Highway D pe (as close as possible) to the s "Re-Apply" from permit number contact the appropriate road/dite contact the road authorities whe		rent land Site 2: Make Date pproval vay with ed work pipe road July 13, 2022 shall

Conditions

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Marshall County Highway Department		447 South Main Warren, MN 56762		tel: mobile: 218-201-1424 fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: Marshall Township: Excel Range: 43 Section: 34 1/4: SE1/4 SE1/4

(4) Describe in detail the work to be performed. Remove and replace 24" culvert.

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

Status

Status	Notes	Date
Approved	P.A. #22-096 – Marshall County Highway Dept. Marshall County – Excel Township – Section 34 Red Lake Watershed District (RLWD) approval to replace a 24" culvert with a new 24" culvert. Install new pipe (as close as possible) to the same flowline/invert elev. as existing pipe and repair roadway washout caused during April 2022 flood event. 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. Permit Holder shall contact the road authorities when cutting through roads. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	June 29, 2022
Received	None	June 10, 2022

Conditions



Applicant Information

Name		Organization	Address	Email Pho	one Number(s)
Silverton To	ownship	Silverton Township	17829 180th Street NE Thief River Falls, MN 56701	tel:7 mok fax:	
Genera	I Information			·····	
1) The prop	osed project is a:				
ulvert Inst	allation / Removal /	Modification			
?) Legal De	scription				
3) County: I	Pennington Townsh	ip: Silverton Range: 42 Section: 2	4 1/4: SE1/4 SE1/4		
		·····			
4) Describe	in detail the work to			RLWD to recommend a culvert size.	
			culvert. Applicant would like the		
5) Why is th Status	is work necessary?	be performed. Replace existing c	culvert. Applicant would like the		Data
5) Why is th	is work necessary?	be performed. Replace existing c Explain water related issue/probler	culvert. Applicant would like the	vashed out culvert.	Date
	Notes P.A. #22-111 – S District (RLWD) to the same flow an "after the fac appropriate road	be performed. Replace existing c Explain water related issue/probler ilverton Township/Brian Shaw. F approval to replace a washed ou line/invert elev. as existing pipe t permit". If any work is within a l/ditch authority for their approv	eulvert. Applicant would like the n being solved. Spring flooding v Pennington County – Silverton T ut 24" culvert with a new 24" cul and repair roadway washout ca public road and/or public ditch al and must meet their specs/co		rshed sible) his is the July 13, 2022 the

Conditions



Applicant Information

Name		Organization	Address	Email Ph	none Number(s)
Silverton To	ownship	Silverton Township	17829 180th Street NE Thief River Falls, MN 56750		: 701-367-7261 obile: c.
General	Information			L	
1) The prop	osed project is a:				
Culvert Inst	allation / Removal /	Modification			
2) Legal De	scription				
3) County: F	Pennington Townshi	01			
	children rownshi	ip: Silverton Range: 42 Section: 1	9 1/4: SE1/4 SE1/4		
4) Describe	•	p: Silverton Range: 42 Section: 1 be performed. Replace existing c			
,	in detail the work to	be performed. Replace existing c		ashed out old culvert.	
5) Why is th	in detail the work to is work necessary? I	be performed. Replace existing c	ulvert.	ashed out old culvert.	1
5) Why is th	in detail the work to	be performed. Replace existing c	ulvert.	ashed out old culvert.	Date
	in detail the work to is work necessary? If Notes P.A. #22-112 – S Watershed Distri possible) to the This is an "after the appropriate it	be performed. Replace existing c Explain water related issue/problem ilverton Township/Brian Shaw. F ict (RLWD) approval to replace a same flowline/invert elev. as exist the fact permit". If any work is w pad/ditch authority for their app	ulvert. n being solved. Spring flooding w Pennington County – Silverton T washed out 36" culvert with a r sting pipe and repair roadway w vithin a public road and/or public proval and must meet their spece	ashed out old culvert. pwnship – Section 19/20 Red Lake ew 36" culvert. Install new pipe (as c ashout caused during April 2022 floo ditch Right-of-Way, applicant shall of /conditions. Permit Holder shall cont ocates by calling Gopher 1. (1-800-2)	close as od event. contact June 29, 2022 tact the

Conditions



Applicant Information

Name		Organization	Address	Email Phone	Number(s)
Silverton To	ownship	Silverton Township	17829 180th Street NE Thief River Falls, MN 56701	tel:701-3 mobile: fax:	67-7261
Genera	I Information				
(1) The prop	osed project is a:				
Culvert Inst	allation / Removal /	/ Modification			
(2) Legal De	scription				
(3) County: F	Pennington Townsh	ip: Silverton Range: 42 Section:	35 1/4: SW1/4 SW1/4		
(4) Describe	in detail the work to	be performed. Replace existing	culvert.		
(5) Why is th	is work necessary?	Explain water related issue/proble	em being solved. Spring flooding	eroded culvert.	
.,	is work necessary?	Explain water related issue/proble		eroded culvert.	
(5) Why is th Status Status	is work necessary?	Explain water related issue/proble		eroded culvert.	Date
Status	Notes P.A. #22-113 – S District (RLWD) pipe (as close as 2022 flood event road/ditch author	illverton Township/Brian Shaw. approval to replace a washed o s possible) to the same flowline t. If any work is within a public prity for their approval and mus	Pennington County – Silverton but 38" X 57" Arch CMP with a ne /invert elev. as existing pipe and road and/or public ditch Right-of t meet their specs/conditions. Po	Fownship – Section 35 Red Lake Watershed w 38" X 57" Arch CMP culvert. Install new repair roadway washout caused during Ap -Way, applicant shall contact the appropria rmit Holder shall contact the road authorit ig Gopher 1. (1-800-252-1166) T.O.	ril July 13, 2022

Conditions



Applicant Information

Аррпса	nt Informatio				
Name		Organization	Address	Email P	hone Number(s)
Aaron Myhre	9		22223 165th Avenue SE Red Lake Falls, MN 56750	te m fa:	nobile: 218-689-2697
General	Information	<u>.</u>			
(1) The propo	osed project is a:				
(2) Legal Des	cription				
., .		Poplar River Range: 42 Section: (6 1/4: NE1/4		
(4) Describe	n detail the work to	be performed. Install pattern tile v	with gravity outlet.		
(5) Why is thi	s work necessary? I	Explain water related issue/problem	n being solved. Improved drainag	э.	
Status					
Status	Notes				Date
Approved	(RLWD) approve Right-of-Way, ap specs/conditions tile and/or pump ensure that the t we also recomm wetland concern Note: Please be	s the pattern tile project with a 'g plicant shall contact the approp s. Permit Holder shall contact the station(s) outlets, applicant sha ile outlet meets the MN DNR requ end that you contact your local S s. Applicant shall install approp	gravity' outlet. If any work is with riate road/ditch authority for thei e road authorities when cutting t Il ensure that adequate grade an uirements, if any, as it lies adjac Soil and Water Conservation Dis riate erosion control measures fo oints' on the bottom half of the a	ection 6 The Red Lake Watershed D in a public road and/or public ditch r approval and must meet their hrough roads. Directly downstream d drainage is provided. Applicant si ent to a public waterway. Prior to ar trict (SWCD) office to inquire about or energy dissipation at the tile outh application. Applicant is responsible	n of the shall ny work, t possible let. ■
Received	None		-		June 16, 2022

Conditions

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Reiner Township	Reiner Township	38285 State Highway 1 NE Goodridge, MN 56725		tel: mobile: 218-689-3016 fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: Pennington Township: Reiner Range: 39 Section: 31 1/4: NE1/4 NE1/4

(4) Describe in detail the work to be performed. Replace existing 72" x 30' culvert.

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

Status

Status	Notes	Date
Approved	P.A. #22-116 – Reiner Township Pennington County – Reiner Township – Section 26/27 Red Lake Watershed District (RLWD) approval to replace a washed out 72" round culvert with a new 72" arch culvert. Install new pipe (as close as possible) to the same flowline/invert elev. as existing pipe and repair roadway washout caused during April 2022 flood event. This is an "after the fact permit". 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. Permit Holder shall contact the road authorities when cutting through roads. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	June 29, 2022
Received	None	June 17, 2022

Conditions



Applicant Information

Name		Organization	Address	Email Phone N	lumber(s)
Reiner Tow	nship	Reiner Township7	38285 State Highway 1 NE Goodridge, MN 56725	tel: mobile: 21 fax:	8-689-3016
Genera	Information		I	1	
1) The prop	osed project is a:				
Culvert Inst	allation / Removal /	Modification			
2) Legal De	scription				
3) County: F	ennington Townshi	ip: Reiner Range: 39 Section: 2	26 1/4: NW1/4 NW1/4		
4) Describe	in detail the work to	be performed. Replace existin	ıg 2 - 48"x40' culverts.		
5) Why is th	is work necessary? I	Explain water related issue/pro	blem being solved. Culverts are was	hed out.	
Status					
	Notes				Date
Status Status Approved	P.A. #22-117 – Ri approval to repla flowline/invert el fact permit". If ar road/ditch autho	ace 2 washed out 48" culverts ev. as existing pipe and repa ny work is within a public roa rity for their approval and mu	s with 2 new 48" culverts. Install n ir roadway washout caused during ad and/or public ditch Right-of-Way ust meet their specs/conditions. Pe	on 26/27 Red Lake Watershed District (RLWD) ew pipe (as close as possible) to the same g April 2022 flood event. This is an "after the r, applicant shall contact the appropriate ermit Holder shall contact the road authorities ng Gopher 1. (1-800-252-1166) T.O.	June 29, 2022

Conditions



Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Greg Hilgeman		32470 140th Street SE Oklee, MN 56742		tel: mobile: 218-686-1059 fax:

General Information

(1) The proposed project is a:

Tiling

(2) Legal Description

(3) County: Pennington Township: Deer Park Range: 40 Section: 16 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	P.A. #22-118 – Greg Hilgeman Pennington County – Deer Park Township – Section 16 The Red Lake Watershed District (RLWD) approves the pattern tile project with lift station/pump 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 outlets, applicant shall ensure that adequate grade and drainage is provided. Applicant shall ensure that the tile outlet(s) are visibly marked. Applicant shall install appropriate erosion control measures for energy dissipation at the tile outlets. IN Note: Please be aware of and review the 'bullet points' on the bottom half of the application. Prior to any work, we also recommend that you contact your local Soil and Water Conservation District (SWCD) office to inquire about possible wetland concerns. Applicant is responsible for contacting Enbridge Pipeline and seeking approval if/when working within their right-of-way. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	June 29, 2023
Received	None	June 17, 2022

Conditions



Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Mitchell Wavra		509 11th Street SE East Grand Forks, MN 56721		tel:701-741-3950 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: Polk Township: Sullivan Range: 49 Section: 23 1/4: SW1/4

(4) Describe in detail the work to be performed. Install 24" culvert.

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

Status

Status	Notes	Date
Approved	P.A. #22-119 – Mitchell Wavra Polk County – Sullivan Township – Section 23 Red Lake Watershed District (RLWD) approval to remove an 18" culvert and Install a recommended 24" culvert. Install new pipe (as close as possible) to the same flowline/invert elev. as existing pipe. 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. Permit Holder shall contact the road authorities when cutting through roads. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	June 29, 2022
Received	None	June 27, 2022

Conditions



Applicant Information

Name		Organization	Address	Email Phone N	lumber(s)
Earl Peders	on		3077 County Hwy 42 Bejou, MN 56516	tel: 218-79 mobile: fax:	0-4106
General	Information				
(1) The prop	osed project is a:				
Tiling					
(2) Legal Des	scription				
(3) County: P	olk Township: Grove	e Park Range: 43 Section:	13 1/4:		
(4) Describe	in detail the work to t	e performed. Pattern Tile/	Gravity		
(5) Why is th	a work necessary: L	Apidin water related issuer	problem being solved. Increase Drai	liage	
Status	Notes	•			Date
	Notes P.A. #22-120 – Ea approves the pat the East in section Right-of-Way, ap specs/conditions tile and/or pump ensure that the til local Soil and Wa appropriate erosi	rl Pederson Polk County tern tile project with a 'Gr n 13 of Grove Park Twp. plicant shall contact the a . Permit Holder shall con station(s) outlets, applica le outlet meets the MN DI ter Conservation District on control measures for the bottom half of the ap	- Grove Park Township – Section ravity' outlet on the half section lin Red Lake County. If any work is wi appropriate road/ditch authority for tact the road authorities when cutt int shall ensure that adequate grac VR requirements. Prior to any work (SWCD) office to inquire about po energy dissipation at the tile outlet	13 The Red Lake Watershed District (RLWD) e East of 170th Ave SE approximately 1140 ft to thin a public road and/or public ditch • their approval and must meet their ing through roads. Directly downstream of the le and drainage is provided. Applicant shall t, we also recommend that you contact your ssible wetland concerns. Applicant shall install t. Note: Please be aware of and review the for utility locates by calling Gopher 1.	July 1, 2022

Conditions



Applicant Information

Name		Organization	Address	Email Ph	none Number(s)
Darin Glass	5		None		: 218-289-0047 obile: c:
General	I Information			<u>. </u>	
1) The prop	osed project is a:				
Tiling					
(2) Legal De	scription				
3) County: F	Red Lake Township:	Lake Pleasant Range: 44 Section	n: 36 1/4:		
4) Describe	in detail the work to	be performed. Pattern Tile/Lift S	tation-Pump		
. ,		•	t ation-Pump m being solved. Improve Drainag e		
(5) Why is the Status		•	·		Date
. ,	Notes P.A. #22-121 – D. (RLWD) approve Right-of-Way, ap specs/conditions and drainage is erosion control r on the bottom ha Conservation Dis Enbridge Pipelin	Explain water related issue/proble arin Glass Red Lake County – L s the pattern tile project with lif pplicant shall contact the approp s. Directly downstream of the til provided. Applicant shall ensure measures for energy dissipation alf of the application. Prior to an strict (SWCD) office to inquire a	m being solved. Improve Drainage ake Pleasant Township – Section t station/pump outlet. If any work priate road/ditch authority for the e and/or pump station outlets, an e that the tile outlet(s) are visibly n at the tile outlets. I Note: Pleas by work, we also recommend that bout possible wetland concerns.	1 36 The Red Lake Watershed Distric is within a public road and/or public	it clitch grade opriate points' ter cling billion bill



Applicant Information

Name	Organization Address Email Phone N				Number(s)		
Jay Girotto		J-S Farmland Holdings GP	18 Crescent Key Bellevue, WA 98006	I mobile:			
General	Information						
(1) The propo	osed project is a:						
Tiling							
(2) Legal Des	scription						
(3) County: R	ed Lake Township:	Lambert Range: 41 Section: 31 1	1/4:				
(4) Describe	in detail the work to	be performed. Pattern Tile/Lift S	tation - Pump				
(5) Why is thi	s work necessary? I	Explain water related issue/proble	m being solved. Improve Drain	age			
(5) Why is thi Status Status	s work necessary? E	Explain water related issue/proble	m being solved. Improve Drair	age	Date		
Status	Notes P.A. #22-128 – Di the pattern tile p and 290th St. SE Right-of-Way, ap specs/conditions tile and/or pump ensure that the ti local Soil and Wa appropriate eros	avid Zubrod Polk County – Bad roject with a 'lift station' outlet o in section 9 of Badger Twp in F plicant shall contact the approp s. Permit Holder shall contact th station(s) outlets, applicant sha ile outlet meets the MN DNR rec ater Conservation District (SWC ion control measures for energ o the bottom half of the applicat	ger Township – Section 9 The one quarter of a mile to the E Polk County. If any work is wi priate road/ditch authority for te road authorities when cutt all ensure that adequate grad quirements. Prior to any work CD) office to inquire about po- y dissipation at the tile outled	age Red Lake Watershed District (RLWD) appro ast of the intersecting roads of 200th Ave SE thin a public road and/or public ditch their approval and must meet their ng through roads. Directly downstream of th e and drainage is provided. Applicant shall , we also recommend that you contact your suble wetland concerns. Applicant shall inst . Note: Please be aware of and review the for utility locates by calling Gopher 1.	ves July 1, 2022		

Conditions



Applicant Information

	Organization	Address	Email Phone N	lumber(s)
	Gervais Township	21259 165th Ave SE Red Lake Falls, MN 56750	tel:218-68 mobile: fax:	9-3441
Genera	I Information			
(1) The prop	osed project is a:			
Culvert inst	allation / Removal / Modification			
(2) Legal De	scription			
(3) County: F	Red Lake Township: Gervais Range: 43 Section; 11	1/4:		
(4) Describe	in detail the work to be performed. Replace Culvert			
(5) Why is th	is work necessary? Explain water related issue/probl	and between a break on the state of the second		
		em being solved. Culvert Plugged		
Status		em being solved. Culvert Plugget		
., -	Notes	em being solved. Culvert Plugged		Date
Status		ke County – Gervais Township – vert and install a recommended xisting pipe. If any work is within opriate road/ditch authority for ti the road authorities when cutting	Section 11 Red Lake Watershed District 8" culvert. Install new pipe (as close as a public road and/or public ditch teir approval and must meet their	June 29, 2022

Conditions



June 22, 2022

Applicant Information

Name	Organization	Address	Email Phone	Number(s)
Roger Walte		14151 US Hwy 59 SE Plummer, MN	tel:218-6 mobile: 3 fax:	86-3032 18-686-0424
General	Information		* * *	
(1) The prop	sed project is a:			
Culvert Inst	Ilation / Removal / Modification			
2) Legal De	pription			
3) County: F	ed Lake Township: Emardville Range: None Section	n: 30 1/4:		
4) Describe	n detail the work to be performed. Check Culvert siz	es		
(5) Why is th	work necessary? Explain water related issue/proble	m being solved. Flooding/water b	ackup	
Status				
Status	Notes			Date
Approved	P.A. #22-124 – Roger Walter/Eldon Vigstol Red I (RLWD) approval to remove a 24" culvert and In the same flowline/Invert elev. as existing pipe. I shall contact the appropriate road/ditch authori shall contact the road authorities when cutting t	istall a recommended 36" culver f any work is within a public road ty for their approval and must m	t. Install new pipe (as close as possible) to d and/or public ditch Right-of-Way, applica eet their specs/conditions. Permit Holder	nt June 29, 2022

Received None

1. (1-800-252-1166) T.O.

Conditions



Applicant Information

	Organization	Address	Email Phone N	umber(s)
Lucas Wolff	f	16794 Sorteberg Drive Thief River Falls, MN 56701	tel: 218-68 1 mobile: fax:	-4599
General	I Information			
1) The prop	oosed project is a:			
Culvert Inst	tallation / Removal / Modification			
(2) Legal De	escription			
(3) County: F	Pennington Township: Silverton Range: 42 Sec	tion: 22 1/4:		
(4) Describe	in detail the work to be performed. Replace Cul	vert		
(5) Why is th	nis work necessary? Explain water related issue/p	roblem being solved. Washed out and	rusted	
Status				
Status Status	Notes			Date
	P.A. #22-126 – Lucas Wolff Pennington Co approval to remove a 15" culvert and insta	ll an 15" cuivert. Install new pipe (as d/or public ditch Right-of-Way, applic their specs/conditions. Permit Holde	close as possible) to the same flowline/invert ant shall contact the appropriate road/ditch r shall contact the road authorities when	a share and have

Conditions



Applicant Information

Name	Orga	anization	Address	Email	Phone Number(s)
Randy Hom	me		None		tel: 218-681-4599 mobile: fax:	
Genera	Information					
(1) The prop	osed project is a:					
No work typ	e selected.					
2) Legal De	scription					
3) County: F	ennington Township: Silv	erton Range: 42 Sec	tion: 22 1/4:			
4) Describe	in detail the work to be per	ormed, New Culvert.	. Please size for crossing			
5) Why is th	s work necessary? Explain	water related issue/p	problem being solved. Need acc	ess		
Status						
Status	Notes	Storie Mitt (197			Date	
Approved	District (RLWD) approv flowline/invert elev. If a appropriate road/ditch road authorities when	ral to install an 18" c ny work is within a _l authority for their ap	culvert for a new field crossin public road and/or public ditc pproval and must meet their s	on Township – Section 22 Red La g. Install new pipe (as close as p h Right-of-Way, applicant shall o specs/conditions. Permit Holder or utility locates by calling Goph	oossible) to the same contact the shall contact the	29, 2022
	Т.О.					

Conditions



Applicant Information

Name		Organization	Address	Email Pho	ne Number(s)
David Zubr	rod		1036 5th St. SW Valley City, ND 58072	tel: 21 mobil fax:	8-490-1451 e:
Genera	I Information				
(1) The prop	posed project is a:				
Tiling					
(2) Legal De	escription				
(3) County:	Polk Township: Badg	er Range: 42 Section: 9 1/4:			
4) Describe	e in detail the work to t	e performed. Pattern Tile/Lift Sta	ation-Pump Note: The wetland a	cess have been mediated	
(5) Why is th	nis work necessary? F	xplain water related issue/problem	a balance allocated to see a set		
(-,,		Aprain water related issue/problem	n being solved. Improve Drainage		
Status	Notes				Date
Status	Notes P.A. #22-128 – Da the pattern tile pr and 290th St. SE Right-of-Way, app specs/conditions tile and/or pump s ensure that the til local Soil and Wa appropriate erosi	vid Zubrod Polk County – Badg oject with a 'lift station' outlet o in section 9 of Badger Twp in Po plicant shall contact the appropr . Permit Holder shall contact the station(s) outlets, applicant shal e outlet meets the MN DNR requ ter Conservation District (SWCE on control measures for energy the bottom half of the application	ter Township – Section 9 The Re ne quarter of a mile to the East o olk County. If any work is within riate road/ditch authority for the e road authorities when cutting to il ensure that adequate grade an uirements. Prior to any work, we D) office to inquire about possible dissipation at the tile outlet.	J Lake Watershed District (RLWD) app f the intersecting roads of 200th Ave S a public road and/or public ditch	the July 1, 2022

Conditions

Red Lake Watershed District

Permit # 22-135

Applicant Information Name Email Organization Address Phone Number(s) tel:218-686-5504 24583 340th Ave NE Ronald Kiesow mobile: Goodridge, MN 56725 fax: General Information (1) The proposed project is a: Culvert Installation / Removal / Modification (2) Legal Description (3) County: Marshall Township: Espelie Range: 39 Section: 6 1/4: (4) Describe in detail the work to be performed. Laying pipe thru Road for Field Drainage (5) Why is this work necessary? Explain water related issue/problem being solved. To drain field Status Status Notes Date P.A. #22-135 – Ronald Kiesow Marshall County – Espelie Township – Section 6 Red Lake Watershed District (RLWD) approval to install a 16" culvert for field drainage, proposed work is within Township Road Right-of-Way on 270th St NE. Approval from the township should be considered. All excavation shall be consistent with the existing road and ditch slopes Approved and there shall be no vertical excavation faces. Current flow patterns shall remain "as-is" and there shall be no additional July 7, 2022 drainage area or flows from the adjacent agriculture land routed to the culvert that was installed. Applicant shall ensure that all disturbed areas are seeded and that consideration for rock riprap with filter fabric is placed at the outlet end of the permitted culvert. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O. Received None June 28, 2022

Conditions



Name		Organization	Address	Email Phone	Number(s)
River Falls 1	ownship	River Falls Township	13447 150th Avenue SE St Hilaire, MN 56754	tel: mobile: fax:	218-684-1268
General	Information		•		
(1) The prop	osed project is a:				
	allation / Removal /	Modification			
(2) Legal Des	scription				
(3) County: P	ennington Townshi	o: River Falls Range: 43 Sect	tion: 14 1/4:		
(4) Describe	in detail the work to t	be performed. Survey ditch for	or drainage. No culvert at 160th Av	enue and 127th Street. Is one needed.	
(5) Why is thi	s work necessary? E	xplain water related issue/pro	bblem being solved. Water drainage.		
Status					
- 101000	a survey of the				Date
Status	Notes				
	P.A. #22-136 – Ri Watershed Distri		urvey request from River Falls Tow	Falls Township – Section 14/15 Red Lake wnship, to see if there is a need to clean a d	itch July 11, 2022

Conditions



Permit # 22-137

Applicant Information					
Name		Organization	Address	Email Phone Nu	umber(s)
River Falls	Fownship	River Falls Township	13447 150th Avenue SE St Hilaire, MN 56754	tel: mobile: 218 fax:	-684-1268
Genera	Informati	on			
(1) The prop	osed project is a	1 :			
Culvert Inst	allation / Remo	val / Modification			
(2) Legal De	scription				
(3) County: F	Pennington Tov	vnship: River Falls Range: 43 Sec	tion: 14 1/4:		
(4) Describe	in detail the wor	k to be performed. Remove 2x12	and replace with one culvert. Re	equest RLWD to determine culvert size.	
(5) Why is th	is work necessa	ry? Explain water related issue/pro	oblem being solved. Old culverts a	re rusted out.	
Status					
Status	Notes				Date
Approved	Watershed I in the towns	District (RLWD) approval to remo hip right of way on 165th Ave Si	ove Two rusted out 24" culverts a E. Township approval should be	r Falls Township – Section 14 Red Lake and replace with Two 24" culverts. Culverts are considered as these pipes are in township right	July 13

Received	None	June 30, 2022
	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. Permit Holder shall contact the road authorities when cutting through roads. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	
Approved	of way. Install new pipe (as close as possible) to the same flowline/invert elev. as existing pipe. If any work is within a public	July 13, 2022

Conditions

Applicant Information Name Organization Email Address Phone Number(s) tel: 13447 150th Avenue SE **River Falls Township River Falls Township** mobile: 218-684-1268 St. Hilaire, MN 56754 fax: General Information (1) The proposed project is a: Culvert Installation / Removal / Modification (2) Legal Description (3) County: Pennington Township: River Falls Range: 43 Section: 5 1/4: (4) Describe in detail the work to be performed. Check culvert sizes 132nd and 55 south of cemetery. (5) Why is this work necessary? Explain water related issue/problem being solved. Road washout April 22. Status Status Notes Date P.A. #22-138 - River Falls Township/Craig Jonson Pennington County - River Falls Township - Section 5 Red Lake Watershed District (RLWD) checked the culvert sizes near 132nd Ave SE and 110th St SE. According to the benefitted area map from USGS stream stats map we would size a 66" culvert. See attachments. If any work is within a public road and/or Approved July 13, 2022 public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval and must meet their specs/conditions. Permit Holder shall contact the road authorities when cutting through roads. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O. Received None June 30, 2022

Conditions



Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Ryan Kriel		13577 370th Avenue NE Goodridge, MN 56725		tel: mobile: 218-689-2795 fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: Pennington Township: Star Range: 39 Section: 20 1/4: SE1/4 SE1/4

(4) Describe in detail the work to be performed. Install new field access

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

Status

Status	Notes	Date
Approved	P.A. #22-139 – Ryan Kriel Pennington County – Star Township – Section 20 Red Lake Watershed District (RLWD) approval to install an 18" culvert for a new field access, proposed work is within Township Road Right-of-Way on 370th Ave NE. Approval from the township should be considered. All excavation shall be consistent with the existing road and ditch slopes and there shall be no vertical excavation faces. Current flow patterns shall remain "as-is" and there shall be no additional drainage area or flows from the adjacent agriculture land routed to the culvert that was installed. Applicant shall ensure that all disturbed areas are seeded and that consideration for rock riprap with filter fabric is placed at the outlet end of the permitted culvert. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	July 13, 2022
Received	None	July 1, 2022

Conditions



Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Ryan Kriel		13577 370th Avenue NE Goodridge, MN 56725		tel: mobile: 218-689-2795 fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: Pennington Township: Star Range: None Section: 8 1/4: SE1/4

(4) Describe in detail the work to be performed. Install field entrance/crossing in Section 8 and Section 9 directly across from each other.

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

Status

Status	Notes	Date
Approved	P.A. #22-140 – Ryan Kriel Pennington County – Star Township – Section 8/9 Red Lake Watershed District (RLWD) approval to install 18" culverts for field access, proposed work is within Township Road Right-of-Way on 370th Ave NE. Approval from the township should be considered. All excavation shall be consistent with the existing road and ditch slopes and there shall be no vertical excavation faces. Current flow patterns shall remain "as-is" and there shall be no additional drainage area or flows from the adjacent agriculture land routed to the culvert that was installed. Applicant shall ensure that all disturbed areas are seeded and that consideration for rock riprap with filter fabric is placed at the outlet end of the permitted culvert. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	July 13, 2022
Received	None	July 1, 2022

Conditions



Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Dale Nelson		10367 140th St. NW Thief River Falls, MN 56701		tel: 218-686-0032 mobile: fax:
General Inforr	nation			
(1) The proposed proje	act is a:			

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: Pennington Township: Rocksbury Range: 43 Section: 25 1/4:

(4) Describe in detail the work to be performed. Add length to pipe

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

Status

Status	Notes	Date
Approved	P.A. #22-142 – Dale Nelson Pennington County – Rocksbury Township – Section 25 Red Lake Watershed District (RLWD) approval to lengthen existing pipe, to make the field approach wider for equipment. Install new pipe (as close as possible) to the same flowline/invert elev. as existing pipe. 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. Permit Holder shall contact the road authorities when cutting through roads. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	July 13, 2022
Received	None	July 6, 2022

Conditions



Applicant Information Name Organization Email Address Phone Number(s) tel:218-686-0032 10367 140th St. NW **Dale Nelson** mobile: Thief River Falls, MN 56701 fax: **General Information** (1) The proposed project is a: Culvert Installation / Removal / Modification (2) Legal Description (3) County: Pennington Township: Rocksbury Range: 43 Section: 36 1/4: (4) Describe in detail the work to be performed. Add Length to pipe (5) Why is this work necessary? Explain water related issue/problem being solved. Improve Access Status Status Notes Date P.A. #22-143 – Dale Nelson Pennington County – Rocksbury Township – Section 36 Red Lake Watershed District (RLWD) approval to lengthen existing pipe, to make the field approach wider for equipment. Install new pipe (as close as possible) to the same flowline/invert elev. as existing pipe. If any work is within a public road and/or public ditch Right-of-Way, applicant Approved July 13, 2022 shall contact the appropriate road/ditch authority for their approval and must meet their specs/conditions. Permit Holder shall contact the road authorities when cutting through roads. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O. Received None July 6, 2022

Conditions

MEMORANDUM

DATE: July 1, 2022

TO: MAWD Members

FROM: Sherry Davis White, Resolutions Committee Chair



RE: 2022 REQUEST FOR MAWD RESOLUTIONS

It is that time of year for MAWD members to submit their policy recommendations through our resolutions process. This is YOUR organization and policy statements start with YOU! Here are the next steps and timeline:

- July / AugustMembers write, discuss, and approve resolutions at your WD/WMO meetings. The more
detail you can provide, the easier it will be for the committee to make a
recommendation.
- September 1Administrators submit resolutions and background information documents to the
MAWD office at emily@mnwatershed.org by September 1. If more time is needed,
please contact the MAWD office so the MAWD Resolutions Committee is aware that
another resolution may be submitted. The latest possible date to submit a resolution is
60 days before the annual meeting (October 4). We ask that resolutions be submitted
according to the described timeframe to ensure distribution to members for discussion
by your boards in November.

NOTE: If all the requested information is not included, the Resolution will NOT be accepted.

- September / October The MAWD Resolutions Committee will review the resolutions, gather more information or ask for further clarification when deemed necessary, work with the submitting watersheds to combine similar resolutions, reject resolutions already active, discuss and make recommendations on their passage to the membership.
- October 31 Resolutions (with committee feedback) will be emailed to each organization by Oct 31.

NOTE: If at all possible, please hold a regional meeting to discuss the Resolutions BEFORE the annual conference.

- November Members should discuss the resolutions at their November meetings and decide who will be voting on their behalf at the annual meeting (2 voting members and 1 alternate are to be designated per watershed organization)
- **December 3** Delegates discuss and vote on resolutions at the annual resolutions hearing. Please be prepared to present and defend your resolution.
- DecemberLegislative Committee will review existing and new resolutions and make a
recommendation to the MAWD Board of Directors for the 2023 legislative platform.
- **December 2022** MAWD Board of Directors will finalize the 2023 legislative platform.

January 2023 Legislature returns for the 93rd Legislature, 2023-2024.

NOTE: Resolutions passed by the membership will remain MAWD policy for five years after which they will sunset. If a member wishes to keep the resolution active, it must be resubmitted and passed again by the membership. Enclosed with this memorandum are the active resolutions and those that will sunset 12/31/22. Please feel free to contact me at <u>sherrywhite@mediacombb.net</u> or (952) 215-6963 or our Executive Director Emily Javens if you have any questions at <u>emily@mnwatershed.org</u> or (651) 440-9407.

THANK YOU FOR YOUR EFFORTS IN OUR POLICY DEVELOPMENT!

Background Information 2022 MAWD Resolution

Proposing District:		
Contact Name:		
Phone Number:		
Email Address:		
Resolution Title: <i>Please attach a si</i>	gned and dated copy of the resolution to this su	bmittal form. Thank you!

Background that led to the submission of this resolution:

Describe the problem you wish to solve and provide enough background information to understand the factors that led to the issue. Attach statutory or regulatory documents that may be helpful.

Ideas for how this issue could be solved:

Describe potential solutions for the problem. Provide references to statutes or rules if applicable.

Efforts to solve the problem:

Document the efforts you have taken to try to solve the issue. For example: have you spoken to state agency staff, legislators, county commissioners, etc? If so, what was their response?

Anticipated support or opposition:

Who would be willing to partner with us on the issue? Who may be opposed to our efforts? (Ex. other local units of government, special interest groups, political parties, etc.)?

This issue: (check all that apply)

Applies only to our district Applies only to 1 or 2 regions Applies to the entire state _____ Requires legislative action
_____ Requires state agency advocacy
_____ Impacts MAWD bylaws or MOPP
(MOPP = Manual of Policies and Procedures)

MN Association of Watershed Districts, Inc. | 595 Aldine Street | St. Paul MN 55104 www.mnwatershed.org | 651.440.9407



Active MAWD Resolutions July 1, 2022

FINANCE ISSUES

2021-01A: Support SWCD Capacity Fund Sources

MAWD supports SWCD capacity funds to come from county and state general funds.

2021-01B: Support Clean Water Funds for Implementation, Not Capacity

MAWD Supports Clean Water Funds being used for implementation and not for capacity.

2021-02: Support Capacity Funding for Watershed Districts

MAWD supports capacity base funding resources directed to non-metro watershed district who request this assistance, to implement the activities as outlined in approved watershed district watershed management plans or comprehensive watershed management plans.

2021-05: Support Crop Insurance to Include Crop Losses Within Impoundment Areas

MAWD supports expansion of Federal Multi-Peril Crop Insurance to include crop losses within impoundment areas.

2019-06: Oppose Legislation that Forces Spending on Political Boundaries

MAWD opposes legislation that establishes spending requirements or restricts watershed district spending by political regions or boundaries.

2018-02 Increase the \$250k General Fund Tax Levy Limit

MAWD supports legislation to increase or remove the \$250,000 general fund ad valorem tax levy limit set in MN statute 103D.905 Subd. 3. If the limit is raised to a new dollar amount, MAWD supports an inflationary adjustment be added to statute.

2019-08: Heron Lake Watershed District General Operating Levy Adjustment

MAWD supports an increase in Heron Lake Watershed District's general operating levy cap from \$250,000 to an amount not to exceed \$500,000.

2019-09: Shell Rock River Watershed District General Operating Levy Adjustment

MAWD supports an increase in Shell Rock River Watershed District's general operating levy cap from \$250,000 to an amount not to exceed \$500,000.

2019-10: Pelican River Watershed District General Operating Levy Adjustment

MAWD supports an increase in Pelican River Watershed District's general operating levy cap from \$250,000 to an amount not to exceed \$500,000.

2019-11: Buffalo Red River Watershed District General Operating Levy Adjustment

MAWD supports an increase in Buffalo Red River Watershed District's general operating levy cap from \$250,000 to an amount not to exceed \$500,000.

2017-05 Middle Fork Crow River Watershed District General Operating Levy Adjustment

MAWD supports the efforts of Middle Fork Crow River Watershed District to draft and advance special legislation affecting a change in its general fund levy cap.

2017-06 Obtain Stable Funding for the Flood Damage Reduction Program

MAWD supports stable funding (as opposed to the current even year bonding process) for the DNR's Flood Damage Reduction Program. A suggested sustainable level of funding is \$25 million per year for the next 10 years.

URBAN STORMWATER

2017-04 Limited Liability for Certified Commercial Salt Applicators

MAWD supports passage and enactment of state law that provides a limited liability exemption to commercial salt applicators and property owners using salt applicators who are certified through the established salt applicator certification program who follow best management practices.

2017-07 Creation of a Stormwater Reuse Task Force

MAWD supports legislation requiring creation of a Stormwater Reuse Task Force with membership from Watershed Districts, Cities, Counties, State Agencies and other Stormwater Reuse implementers; and that the Stormwater Reuse Task Force should be charged with developing recommendations that further clarify and/or replace the information in the Water Reuse Report that relates to stormwater reuse best management practices.

PUBLIC DRAINAGE LAW

2019-02: Add a Classification for Public Drainage Systems that are Artificial Watercourses

MAWD supports removal of the default Class 2 categorization for public drainage systems that are artificial watercourses and supports a default Class 7 categorization for public drainage systems that are artificial watercourses.

2019-04: Clarify County Financing Obligations and/or Authorize Watershed District General Obligation Bonding for Public Drainage Projects

MAWD supports legislation to achieve one or both of the following:

- a) To clarify that an affected county must finance a watershed district drainage project on project establishment and request of the watershed district; and
- b) To authorize watershed districts to finance drainage project establishment and construction by issuance of bonds payable from assessments and backed by the full faith and credit of the watershed district; and further provide for adequate tax levy authority to assure the watershed district's credit capacity.

2018-08 Reinforce Existing Rights to Maintain/Repair 103E Drainage Systems

MAWD supports legislation modeled after House File 2687 and Senate File 2419 of the ninetieth legislature (2017-2018) reinforcing that the DNR cannot restrict existing rights to maintain and repair 103E public drainage systems.

LAKES AND WETLANDS

2020-01 Appealing Public Water Designations

MAWD supports legislation that would provide landowners with a more formal process to appeal decisions made by the DNR regarding the designation of public waters including the right to fair representation in a process such as a contested case proceeding which would allow landowners an option to give oral arguments or provide expert witnesses for their case.

2020-02 Limiting Negative Impacts from Wake Boats

MAWD supports:

- a) limiting wake boating to areas of lakes sufficiently distanced from shorelines to allow boat generated waves to adequately dissipate and lessen energy before coming into impact with lake shorelines;
- b) banning wake boats wakes in shallow lake areas where waves created by wake boats detrimentally impact sediment, aquatic vegetation, and aquatic habitat; and
- c) requiring new and existing wake boats to be able to completely drain and decontaminate their ballast tanks.

2020-04 Temporary Water Storage on DNR Wetlands during Major Flood Events

MAWD supports the temporary storage of water on existing DNR-controlled wetlands in the times of major flood events.

2019-07 Chinese Mystery Snail Designation Change and Research Needs

MAWD supports Chinese Mystery Snail prevention and control research and to change the Chinese Mystery Snail designated status in Minnesota as a regulated species to a prohibited species.

2017-02 Temporary Lake Quarantine Authorization to Control the Spread of AIS

MAWD supports legislation granting to watershed districts, independently or under DNR oversight, the authority, after public hearing and technical findings, to impose a public access quarantine, for a defined period of time in conjunction with determining and instituting an AIS management response to an infestation.

WATERSHED MANAGEMENT AND OPERATIONS

2021-03: Support Increased Flexibility in Open Meeting Law

- MAWD supports changes to the Open Meeting Law to provide greater flexibility in the use of interactive technology by allowing members to participate remotely in a nonpublic location that is not noticed, up to three times in a calendar year per manager.
- MAWD supports allowing public participation from a remote location by interactive technology, or alternatively from the regular meeting location where interactive technology will be made available for each meeting, unless otherwise noticed under Minnesota Statutes Section 13D.021.
- MAWD supports changes to the Open Meeting Law requiring watershed districts to prepare and publish procedures for conducting public meetings using interactive technology.

2021-06: Support 60-day Review Required for State Agencies on Policy Changes

MAWD supports requiring State Agencies to provide a meaningful, not less than 60-day review and comment period from affected local units of government on new or amended water management policies, programs, or initiatives with a response to those comments required prior to adoption.

2021-07: Support Metro WBIF for Approves 103B Plans Only

MAWD supports BWSR distribution of metro WBIF among the 23 WMOs with state-approved comprehensive, multi-year 103B watershed management plans. Those plans implement multijurisdictional priorities at a watershed scale and facilitate funding projects of any eligible local government unit (including soil and water conservation districts, counties, cities, and townships).

2020-03 Soil Health Goal for Metropolitan Watershed Management Plans

MAWD supports amending Minnesota Rule 8410.0080 to include a goal for soil health in watershed management plans and ten-year plan amendments.

2019-01 Streamline the DNR permitting process

MAWD supports legislation, rules, and/or agency policies to streamline the DNR permitting process by increasing responsiveness, decreasing the amount of time it takes to approve permits, providing a detailed fee schedule prior to application, and conducting water level management practices that result in the DNR reacting more quickly to serious, changing climate conditions.

2019-03 Support for Managing Water Flows in the Minnesota River Basin Through Increased Water Storage and Other Strategies and Practices

MAWD supports efforts to manage the flow of water in the Minnesota River Basin and the Minnesota River Congress in its efforts to increase water storage on the landscape; and

MAWD supports the Minnesota River Congress in its efforts to secure state and federal programs targeted specifically to increase surface water storage in the Minnesota River Watershed.

2019-05 Watershed District Membership on Wetland Technical Evaluation Panels

MAWD supports legislation to allow technical representatives of watershed districts to be official members of wetland technical evaluation panels (TEPs).

2018-03 Require Timely Appointments to the BWSR Board

MAWD supports legislation that requires the Governor to make BWSR board appointments within 90 days of a vacancy or board member term expiration.

2018-04 Require Watershed District Permits for the DNR

MAWD supports an amendment to the MN Statute § 103D.315, Subd. 5, to include the MN Department of Natural Resources as a state agency required to get permits from watershed districts when applicable.

2018-06 Ensure Timely Updates to Wildlife Management Area (WMA) Plans

MAWD supports that WMA operation and maintenance plans and/or management plans are either drafted or brought current in a timely fashion, with input from local governmental entities, to ensure their consideration in future One Watershed, One Plan efforts.

2018-09 Clean Water Council Appointments

MAWD may ask the representative of the Clean Water Council to resign when they lose their direct association to a watershed district; and that MAWD will recommend to the Governor's office that managers and/or administrators in good standing with MAWD be appointed to the Clean Water Council.

Resolutions to Sunset

Effective December 31, 2022

In accordance with MAWD's Sunset Policy, the following resolutions will be archived at the end of 2022 and will no longer be considered for future legislative and administrative platforms. The Sunset Policy says that resolutions older than five years old shall be removed from the books. If your watershed feels any of these issues should continue to be actively pursued with MAWD resources, then your watershed board needs to submit the resolution and the issue will need to be voted on and renewed by the membership at the annual meeting in December 2022. Please see previous sections for language associated with the following resolutions set to expire.

2017-02 Temporary Lake Quarantine Authorization to Control the Spread of AIS
2017-04 Limited Liability for Certified Commercial Salt Applicators
2017-05 Middle Fork Crow River Watershed District General Operating Levy Adjustment
2017-06 Obtain Stable Funding for the Flood Damage Reduction Program
2017-07 Creation of a Stormwater Reuse Task Force

Background Information 2022 MAWD Resolution

Proposing District:	
Contact Name:	
Phone Number:	
Email Address:	
Resolution Title: <i>Please attach a s</i>	 bmittal form. Thank you!

Background that led to the submission of this resolution:

Describe the problem you wish to solve and provide enough background information to understand the factors that led to the issue. Attach statutory or regulatory documents that may be helpful.

Ideas for how this issue could be solved:

Describe potential solutions for the problem. Provide references to statutes or rules if applicable.

Efforts to solve the problem:

Document the efforts you have taken to try to solve the issue. For example: have you spoken to state agency staff, legislators, county commissioners, etc? If so, what was their response?

Anticipated support or opposition:

Who would be willing to partner with us on the issue? Who may be opposed to our efforts? (Ex. other local units of government, special interest groups, political parties, etc.)?

This issue: (check all that apply)

 Applies only to our district
 Requires legislative action

 Applies only to 1 or 2 regions
 Requires state agency advocacy

 Applies to the entire state
 Impacts MAWD bylaws or MOPP

 (MOPP = Manual of Policies and Procedures)

MN Association of Watershed Districts, Inc. | 595 Aldine Street | St. Paul MN 55104 www.mnwatershed.org | 651.440.9407

RED RIVER PARTNERS SUMMER TOUR

Grand Forks, ND | August 23-25, 2022





Red River Joint Water Resource District





Tuesday, August 23



Wednesday, August 24



Thursday, August 25



Meetings, Dinner, Social, and Presentations

1 p.m.	MAWD Board of Directors meeting
1 p.m.	MAWA meeting
4 p.m.	Registration
6 p.m.	Dinner and Social
7 p.m.	1997 Flood Overview; Presentations: Flood
	Reduction Efforts

Meetings and registration will be held at the Canad Inn. Dinner and social will be held at the Boardwalk Bar and Grill. Ken Vein, former Grand Forks City Engineer and Public Works Director and current city council member, will give a short overview of the 1997 flood. Summer Tour Partners will give presentations regarding flood reduction/water quality restoration efforts that have occurred over the last 25 years. The event will conclude at 9 p.m.

Red River Basin Bus Tour (Minnesota and North Dakota sites)

7 a.m. Registration (Buses will depart the Canad Inn at 8:30 a.m.

8:00 a.m. - 4 pm Bus Tour (see tour packet for more details) Hop on the bus for a tour of some exciting projects in the Red River Basin in both Minnesota and North Dakota. These projects will showcase water quality, drainage, flood damage reduction, soil conservation, fish and wildlife, and outdoor recreation.

Workshop

8:30 a.m. Workshops (coffee, pastries, and fruit provided) Tracy Halstensgard, Roseau River WD and Tara Jensen, Wild Rice WD will provide an update on eminent domain. An overview of the legislative bonding process will be given. Workshop ends at 11:30 a.m. 9 a.m. BWSR Board meeting – East Grand Forks

Hotel Accommodations and Registration Details

HOTEL: Call 701-772-8404 to reserve your hotel room at Canad Inns, 1000 S. 42nd Street, Grand Forks, ND 58201 REGISTRATION: Click this link to register for the Summer Tour QUESTIONS: Contact Rob Sip at: 218-474-1084 or rob.sip@rrwmb.us

RED RIVER PARTNERS SUMMER TOUR



Bus Tour Itinerary Wednesday, August 24, 2022 (Minnesota and North Dakota sites)

8:00 a.m. Load buses at hotel parking lot for 8:30 a.m. departure: Canad Inns, 1000 S. 42nd Street, Grand Forks, ND 58201

Oslo: Tour participants will stop and see the Red River at Oslo and hear about Oslo area flooding and the Border Township Associative Group (BTAG) efforts to end Oslo's isolation from flooding by addressing the bridges and roadways that connect Minnesota and North Dakota.

Floodplain easements: Participants will see efforts since 1997 to provide flood damage reduction to private landowners along the Red, Forest, and Park Rivers in ND using USDA NRCS Emergency Watershed Protection (EWP) and Wetland Reserve Program (WRP) easements.

City of Drayton: The tour will look at and hear about the city's efforts for flood protection with dikes.

Drayton Dam: Tour will stop at the Drayton Dam located approximately three miles northwest of the City of Drayton. This structure will be modified as part of the mitigation plan for the F-M diversion project. When implemented it will allow fish passage upstream and will facilitate the movement of fish species such as the lake sturgeon to spawn as it did years ago. The project will also reduce the public safety concerns at the site.

Springbrook Flood Protection Project: This project consisted of constructing approximately eight miles of setback dikes to the 10-year flood elevation to prevent future out-of-bank flows and overland flooding. Twenty-eight side water inlets were installed and a 300-acre grass buffer corridor was created. In addition to providing significant flood damage reduction, the project has provided natural resources enhancements by reducing erosion, providing a habitat corridor, and reducing turbidity and suspended solids. Funding sources included the USDA-NRCS's PL566 small watershed program, Reinvest In Minnesota, the DNR's Flood Hazard Mitigation grant program, and the Two Rivers Watershed District.

Agassiz Valley Water Resource Management Project: This project was developed under the Mediation Agreement between the State of Minnesota and the RRWMB. It is a multi-purpose project which combines flood control and environmental enhancement features. It occupies about 2,600 acres in Marshall and Polk Counties in which an offchannel impoundment of approximately 5.25 miles of embankment, 5.5 miles of inlet channels, and two miles of bypass channel were constructed.

Swift Coulee Channel Restoration: This project includes restoration of meandering channel across eight sections of McCrea and Warrenton Townships in Marshall County. The channel restoration design is based on the Rosgen type E-Channel and a floodplain design for a 10-year frequency event. A setback levee included for flood damage reduction benefits and a culvert sizing scheme to reduce peak flows downstream. Side water inlets will be installed to minimize sediment runoff from adjacent agricultural fields. This project will provide flood control, habitat restoration, and soil health/erosion reduction benefits.

Snake River PL-566 Project: Phase 1 of this project consisted of the construction of the lower 4,000 feet of floodway and the outlet chute. Phase 2 included the off-channel floodwater storage area with a flood pool storage area of 6,800 acre/feet. Phase 3 consisted of the construction of the Snake River diversion structure and the upper three miles of floodway. Phase 4 called for mitigating 38.73 acres of directly and indirectly impacted wetland acres, as well as seven acres of forest impacted by construction of the project.

Red Lake Watershed District - Administrators Report

July 14, 2022

Red River Watershed Management Board – LeRoy will attend the Red Board meeting at 10:00 am July 19 at the RRWMB Board room in Ada and I will attend via Teams. One of the main agenda items will be setting the 2023 budget which also dictates the RRWMB levy for the upcoming year.

I also included in your packet the agenda for the Minnesota Farm Bureau, RRWMB and Minnesota Agricultural Water Resource Coalition, Red River Valley Ag Water Issues Forum which are being held July 20th, July 21st and July 22nd at three different locations in the RRV. If you would like to attend, please contact Ann or Tammy to register you.

BWSR Taxable Market Value – I've included in your packet the State of Minnesota estimated market value for Watershed Districts throughout the state. The State numbers do vary somewhat from what the Counties declare to the District, but it's close and used only as guidance.

Chief's Coulee Coordination Meeting – The subcommittee consisting of City, Pennington SWCD, Corey, myself and HDR staff attended the Chief Coulee Coordination meeting which was held both virtual and live from HDR Office at 9:00 am Friday June 24th. Part of the meeting was to develop "the alternative", while pursuing and writing a grant application narrative. Once funding is firmed up, the agreed to alternative can advance to each LGU Board or Council for review. As far as the alternatives, it will likely include storm sewer, BMPs of many kinds, possibly on-site storage, and an upstream high flow diversion.

Drainage Workgroup Meeting – After our Board meeting this morning, I will be attending the DWG meeting (virtual) which starts at 11:00 am. The meeting is live from St. Cloud, but they are still allowing participation via Zoom.

Kurt Deter Retirement – I have known for some time that Kurt Deter was retiring but was not sure exactly when. I have included in your packet the official retirement from Kurt and will reach out to him to thank him for his years of service not only to our Watershed District but to Watershed Districts throughout the State.

Corey Hanson – I would like to share with the Board that as of July 15th, Corey will be celebrating his 20th year of working for the District. Please reach out to Corey to congratulate him on his accomplishment.

BOARD OF WATER AND SOIL RESOURCES

Memo

Date: June 30, 2022

To: Watershed District Administrators and Managers

From: Melissa King, Water Programs Coordinator

Cc: Emily Javens, MAWD Rob Sip, RRWMB BWSR: John Jaschke, Justin Hanson, Dave Weirens, Jeremy Olson, Regional Operations Staff

RE: 2022 Estimated Market Values

Please find attached a table containing the recently released total estimate market values (EMV) for 2022 from the Minnesota Department of Revenue. The 2021 abstract of tax lists was used as the basis for calculating the table.

To determine the annual maximum general fund levy for a watershed district (Minn. Stat. § 103D.905, Subd. 3):

- Multiple the EMV listed in the table for the watershed district by 0.048 percent (0.00048)
- Compare that calculated value to the maximum general fund levy limit of \$250,000
- Use whichever value is less

Please contact me if you have any questions.

Melissa King Melissa.king@state.mn.us 651.350.8845

Attachment: Taxes Payable 2022 Estimated Market Values for Watershed Districts in Minnesota

TAXES PAYABLE 2022 ESTIMATED MARKET VALUES (EMV) FOR WATERSHEDS IN MINNESOTA

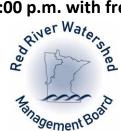
Watershed Code	Watershed Name	Total EMV
001	Bear Valley Watershed District	\$ 231,310,700
003	Belle Creek Watershed District	\$ 428,426,200
031	Bois De Sioux Watershed District	\$ 4,450,140,100
069	Browns Creek Watershed District	\$ 2,274,652,800
005	Buffalo Creek Watershed District	\$ 2,498,874,700
007	Buffalo-Red River Watershed District	\$ 9,451,561,500
070	Capitol Region Watershed District	\$ 26,471,138,600
010	Carnelian-Marine-St. Croix Watershed District	\$ 1,964,538,200
002	Cedar River Watershed District	\$ 3,306,836,500
009	Clearwater River Watershed District	\$ 1,913,231,000
071	Comfort Lake-Forest Lake Watershed District	\$ 2,406,482,200
013	Coon Creek Watershed District	\$ 19,485,735,600
015	Cormorant Lakes Watershed District	\$ 685,904,600
016	Crooked Creek Watershed District	\$ 405,961,900
024	Heron Lake Watershed District	\$ 2,504,746,600
018	High Island Watershed District	\$ 1,228,087,900
020	Joe River Watershed District	\$ 240,778,900
021	Kanaranzi-Little Rock Watershed District	\$ 1,792,559,900
022	Lac qui Parle-Yellow Bank Watershed District	\$ 3,090,449,300
060	Lower Minnesota River Watershed District	\$ 12,391,396,500
074	Middle Fork-Crow River Watershed District	\$ 2,023,156,000
026	Middle-Snake-Tamarac Rivers Watershed District	\$ 2,718,434,800
062	Minnehaha Creek Watershed District	\$ 62,893,144,900
058	Nine Mile Creek Watershed District	\$ 23,565,087,200
008	North Fork Crow River Watershed District	\$ 1,602,276,400
028	Okabena-Ocheda Watershed District	\$ 1,034,278,400
030	Pelican River Watershed District	\$ 2,555,454,100
032	Prior Lake-Spring Lake Watershed District	\$ 5,097,661,100
034	Ramsey-Washington Metropolitan Watershed District	\$ 19,793,800,800
036	Red Lake Watershed District	\$ 8,798,392,000
038	Rice Creek Watershed District	\$ 27,228,152,900
064	Riley-Purgatory-Bluff Creek Watershed District	\$ 16,945,426,600
040	Roseau River Watershed District	\$ 820,826,300
042	Sand Hill Watershed District	\$ 1,244,986,200
043	Sauk River Watershed District	\$ 9,885,010,200
073	Shell Rock River Watershed District	\$ 2,228,222,000
014	South Washington Watershed District	\$ 15,504,858,600
044	Stockton-Rollingstone-Minnesota City Watershed District	\$ 571,324,900
050	The Two Rivers Watershed District	\$ 1,574,610,400
048	Turtle Creek Watershed District	\$ 1,353,930,900
052	Upper Minnesota River Watershed District	\$ 1,451,984,700
054	Valley Branch Watershed District	\$ 5,763,753,200
056	Warroad Watershed District	\$ 439,782,300
066	Wild Rice Watershed District	\$ 3,940,718,900
068	Yellow Medicine River Watershed District	\$ 2,557,913,600

SOURCE: MN Department of Revenue 2022 PRISM SUBMISSION #3 - FINAL ASSESSMENT AND TAXATION

Red River Valley Ag Water Issues Forum

Building Grower Awareness and Local Engagement July 20th, Wheaton, MN ---- July 21st, Greenbush, MN ---- July 22nd, Ada, MN 8:00 a.m. - 12:00 p.m. with free meal to follow







July 20th – Craig Lichtsinn Home, 4 miles west of Wheaton, MN on County Rd. 27

Directions: From Wheaton, travel 4 miles West of Wheaton on County Rd. 27. House is on the north side of the road by mile marker 19. Signs will be posted

8:00 a.m.	Welcoming Whitney Pittman, NW MN Membership and Marketing Specialist- MN Farm Bureau
8:15 a.m.	2022 Minnesota Legislative Recap- <i>What Impacts Will Rural Minnesota See</i> Nathan Collins, District 4 State Board of Directors - MN Farm Bureau
9:00 a.m.	Local Watershed District Efforts: - How we work with landowners on flood control and drainage projects Who we are and what we do Robert L. Sip, Executive Director, Red River Watershed Management Board
9:45 a.m.	Break
10:00 a.m.	NRCS – NRCS Programs to Help Farmland Owners Address Flooding Cory Walker, NRCS CST Lead
11:00 a.m.	Discovery Farms Minnesota- <i>Tile Water Quality in NW MN</i> Tim Radatz, Coordinator- Discovery Farms Minnesota
11:40 a.m.	Northwest MN Legislator's 20 Minute Special Session- Invited legislators will have a chance to discuss topics that affect agriculture from the 2022 session and things to consider as we move into 2023

Free meal provided by the sponsors following adjournment

Contact Whitney Pittman by phone or email with any questions. Phone: 218-556-4480 | Email: whitney.pittman@fbmn.org

Red River Valley Ag Water Issues Forum

Building Grower Awareness and Local Engagement July 20th, Wheaton, MN ---- July 21st, Greenbush, MN ---- July 22nd, Ada, MN 8:00 a.m. - 12:00 p.m. with free meal to follow







July 21st – Eeg Farms, 4 miles west of Greenbush on County Rd. 4

Directions: From Greenbush, turn west on County Highway 4. Shop will be located on the south side of the road. Signs will be posted.

8:00 a.m.	Welcoming Whitney Pittman, NW MN Membership and Marketing Specialist- MN Farm Bureau
8:15 a.m.	2022 Minnesota Legislative Recap- <i>What Impacts Will Rural Minnesota See</i> Kaytlin Bemis – Public Policy Specialist, MN Farm Bureau
9:00 a.m.	Local Watershed District Efforts: - How we work with landowners on flood control and drainage projects / Who we are and what we do Robert L. Sip, Executive Director, Red River Watershed Management Board
9:45 a.m.	Break
10:00 a.m.	NRCS – NRCS Programs to Help Farmland Owners Address Flooding Lance Smith and Cathy Filmore, NRCS
11:00 a.m.	Discovery Farms Minnesota- <i>Tile Water Quality in NW MN</i> Tim Radatz, Coordinator- Discovery Farms Minnesota
11:40 a.m.	Northwest MN Legislator's 20 Minute Special Session- Invited legislators will have a chance to discuss topics that affect agriculture from the 2022 session and things to consider as we move into 2023

Free meal provided by the sponsors following adjournment

Contact Whitney Pittman by phone or email with any questions. Phone: 218-556-4480 | Email: whitney.pittman@fbmn.org

Red River Valley Ag Water Issues Forum

Building Grower Awareness and Local Engagement July 20th, Wheaton, MN ---- July 21st, Greenbush, MN ---- July 22nd, Ada, MN 8:00 a.m. - 12:00 p.m. with free meal to follow





July 22nd – Dave Scherfenberg Shop

Minnesota Farm Bureau®

Farmers • Families • Food

Directions: From Ada go 4.5 miles west on Hwy 200, turn right on County Rd 18 and go 2.5 miles north. Turn right (east) on 225thth Ave. Turn right (south) on 220th street. Then turn left on 220th Ave. The shop driveway is on the north side of the road. Signs will be posted.

8:00 a.m.	Welcoming Whitney Pittman, NW MN Membership and Marketing Specialist- MN Farm Bureau
8:15 a.m.	2022 Minnesota Legislative Recap- <i>What Impacts Will Rural Minnesota See</i> Kaytlin Bemis – Public Policy Specialist, MN Farm Bureau
9:00 a.m.	Local Watershed District Efforts: - How we work with landowners on flood control and drainage projects / Who we are and what we do Robert L. Sip, Executive Director, Red River Watershed Management Board
9:45 a.m.	Break
10:00 a.m.	NRCS – NRCS Programs to Help Farmland Owners Address Flooding Lance Smith, NRCS ASTC-FO
11:00 a.m.	Discovery Farms Minnesota- <i>Tile Water Quality in NW MN</i> Tim Radatz, Coordinator- Discovery Farms Minnesota
11:40 a.m.	Northwest MN Legislator's 20 Minute Special Session- Invited legislators will have a chance to discuss topics that affect agriculture from the 2022 session and things to consider as we move into 2023

Free meal provided by the sponsors following adjournment

Contact Whitney Pittman by phone or email with any questions. Phone: 218-556-4480 | Email: whitney.pittman@fbmn.org

Kdeter@RinkeNoonan.com



July 13, 2022

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

SENT VIA U.S. MAIL AND EMAIL TO: Myron.jesme@redlakewatershed.org

Re: Retirement Announcement Our File No. 13333-0001

Dear Myron:

Although not a well-kept secret, I have decided to retire at the end of the year after over 44 years of practice. I wanted to take this opportunity to thank you for not only your years of being a client, but more importantly, the friendships I have enjoyed. I hope to personally see you before the end of the year and continue to work with you as needed. I will only be accepting new matters on a limited basis and will continue on existing matters as needed. I wish you nothing but the best in the future and hope our paths cross.

During the transition, John Kolb or Kale Van Bruggen will be contacting you with follow-up correspondence to make the transition as smooth as possible. You likely have worked with John Kolb or Kale Van Bruggen and they will do an excellent job in continuing to represent you.

Thank you again for allowing me the opportunity to not only represent you, but also to consider you as a friend.

Very Truly Yours,

in

Kurt A. Deter KAD/cmt

Suite 300 US Bank Plaza 1015 W. St. Germain St. P.O. Box 1497 St. Cloud, MN 56302 320.251.6700

www.rinkenoonan.com

[4755855] Retirement Letter 7-5-2022 7/12/2022 1:07 PM