

RED LAKE WATERSHED DISTRICT

August 25, 2022

9:00 a.m.

Agenda

9:00 a.m.	Call to Order	Action
	Review and approve agenda	Action
	Requests to appear	Information
	August 11, 2022 Minutes	Action
	Financial Report dated August 24, 2022	Action
	Audit Quotes	Info./Action
9:15 a.m.	2023 Administrative Budget Hearing	Action
9:30 a.m.	Pine Lake, RLWD Project No. 26B – Final Payment Hearing RRWMB-Step 3 Submittal Approval	Action Information
9:45 a.m.	Hearing on Petition for Inclusion – Kyle & Misty Mehrkens Thief River Westside FDR, RLWD Project No. 178 Permit No. 22-097, Kyle Mehrkens	Action Action
	Thief River Westside FDR, RWLD Project No. 178-Summary of Costs	Info./Action
	Black River Impoundment, RLWD Project No. 176 Construction/Road Gravel Update	Information
	Red Lake SWCD-Erosion Control, RLWD Proj. 164-Funding Request Dave SteMarie, Gervais Twp. Dave SteMarie, Terrebonne Twp. Tronson/Versadah, Gervais Twp. Gary Purath, Lake Pleasant Twp. Red Lake County Ditch 62, River/Gervais Twp. Michael Seeger, Red Lake Falls Township	Information Action Action Action Action Action Action
	Chiefs Coulee Update	Information
	Thief River 1W1P Project No. 149A Project Update and Potential Grant Extension	Information
	Clearwater River 1W1P, RLWD Proj. No. 149B – Public Hearing Notice	Information
	Grand Marais Channel Restoration, RLWD Project No. 60F 2022 RIM Inspection Report	Info./Action
	Impoundment Updates	Information

Ring Dikes Fladeland Ring Dike, RLWD Project No. 129AX	Information Action
Permits: No. 22-203, Darwin Boutain, Hickory Twp., Penn. County	Info/Action
Table Permit No. 22-030, Steve Svendsen Equality Twp., Red Lake Co.	Info./Action
Permits: No. 22174-22182, 22184, 22185, 22187-22189, 22192	Action
MAWD Strategic Plan	Action
Administrators Update	Information
Legal Counsel Update	Information
Managers' updates	Information
Adjourn	Action

UPCOMING MEETINGS

August 25, 2022	RLWD Board Meeting, 9:00 a.m.
August 31, 2022	Clearwater River 1W1P Public Hearing, Bagley, 9:00 a.m.
September 5, 2022	Labor Day-Office closed
September 8, 2022	RLWD Board Meeting, 9:00 a.m.
September 20, 2022	RRWMB Meeting, Ada, 10:00 a.m.
September 22, 2022	RLWD Board Meeting, 9:00 a.m.

DRAFT

RED LAKE WATERSHED DISTRICT
Board of Manager's Minutes
August 11, 2022

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. Absent: Brian Dwight Staff Present: Myron Jesme, Tammy Audette, and Legal Counsel, Delray Sparby.

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

David Myhrer requested to appear before the Board.

The Board reviewed the July 28, 2022, minutes. Motion by Tiedemann, seconded by Sorenson, to approve the July 28, 2022, Board meeting minutes. Motion carried.

The Board reviewed the Financial Report dated July 27, 2022. Motion by Sorenson, seconded by Ose, to approve the Financial Report dated July 27, 2022, as presented. Motion carried.

Motion by Anderson, seconded by Page, to approve the Letter of Credit from American Federal for increased securities. Motion carried.

David Myhrer, landowner, and Supervisor of East Valley Township appeared before the Board, in his individual capacity, to share his frustration concerning the spring flooding which occurred in the spring/summer of 2022 and the length of flooding in East Valley Township during the time. Mr. Myhrer stated that he felt the flooding was in part due to the lack of proper operation by the RLWD on the Elm Lake Project and that not enough stop logs were installed during the flood. Mr. Myhrer also indicated that State Ditch 83 should be cleaned out and that stop logs from a structure within Agassiz National Wildlife Refuge were dislodged and flowed downstream. Administrator Jesme stated that the stop logs on Elm Lake Structure are installed by Agassiz National Wildlife staff and during extreme flood events, at the direction of the District, are to be installed to the elevation of 941.0. Jesme indicated that the stop logs were installed to an elevation of 940.6, and after meeting with a local landowner, along with the review of the operating plan, additional logs were installed by Agassiz staff to the elevation of 941.0. It was also noted that the flood water at the time of the inspection was at or slightly above elevation of 943.0 which is 2 feet above the stop logs. LeRoy Ose, Manager representing Marshall County, indicated that this flood is the highest he had ever seen in his lifetime and felt that it was clearly not the District's fault. He also mentioned that he flew his airplane over Agassiz various times only to see water within the refuge overtopping all the roads and pools within the refuge. Mr. Ose said there was no operating plan of any dam within the refuge or Elm Lake that could have prevented this flood from happening. After considerable discussion concerning the flood of 2022, the Board thanked Mr. Myhrer for sharing his concerns.

Engineer Tony Nordby, Houston Engineering, Inc., stated that all the culverts washed out this spring on the diversion ditches of the Black River Impoundment, RLWD Project No. 176 are in place. The seeding subcontractor is trying to catch up behind R.J. Zavoral & Sons, Inc. who are presently removing sediment along the diversion channel parallel up to Highway 12. Nordby and Administrator Jesme met with R.J. Zavoral & Sons, Inc., regarding various punch list items as well as the need to repair the slopes on both sides of the diversion ditch along Highway 12. Jesme indicated that additional seeding would be required in these areas and will be added to the bid quantities. The Board reviewed Pay Estimate No. 17, in the amount of \$163,188.92. Motion by Ose, seconded by Page, to approved Pay Estimate No. 17, in the amount of \$163,188.92, to R.J. Zavoral & Sons, Inc., for construction of the Black River Impoundment, RLWD Project No. 176. Motion carried. Administrator Jesme noted that he has been working with staff from the Flood Damage Reduction Work Group and Minnesota Department of Natural Resources to create a video on the construction of impoundments.

The Board reviewed the Final Payment for the Thief River Streambank Stabilization Projects, RLWD Project No. 149A. Motion by Tiedemann, seconded by Sorenson, to approve the Final Payment in the amount of \$5,052.91, to Quality Spray Foam/Anderson Excavating for the Thief River Streambank Stabilization Projects, RLWD Project No. 149A. Motion carried.

The Board reviewed Pay Estimate No. 1, to Quality Spray Foam/Anderson Excavating for the Schirrick Dam Outlet Repair, RLWD Project No. 25 in the amount of \$88,406.04. Motion by Page, seconded by Tiedemann, to approve Pay Estimate No. 1 in the amount of \$88,406.04 to Quality Spray Foam/Anderson Excavating for the Schirrick Dam Outlet Repair, RLWD Project No. 25. Motion carried. Administrator Jesme noted that the Contractor was hired to complete additional hourly work removing debris and a sediment bar downstream of the project area and those bills were presented in the approved financial report.

Engineer Tony Nordby, Houston Engineering, Inc., stated that the substantial completion date for replacement of the Knutson Dam outlet structured was scheduled for August 12, 2022 with the final work to be completed by August 26th. Nordby stated that there have been issues with ordering the outlet structure as there was a communication breakdown between the contractor and True North Steel. The District did receive a letter from True North Steel indicating that Taggart Contracting, Inc., ordered the structure, but due to their staff turnover, the structure was not ordered. Nordby noted that True North Steel plans to manufacture the structure in mid-September and for it to be delivered the last week of September. Nordby stated that the District could push for liquidated damages but at a minimum should set a new final completion date. Motion by Ose, seconded by Page, to set the final completion date for replacement of the Knutson Dam Outlet Structure, RLWD Project No. 50F for Taggart Contracting, Inc., for 30 days from delivery of the outlet structure. Motion carried.

Administrator Jesme stated that the Moose River North Pool is at summer elevation, with the south pool 2.5 feet higher than summer elevation. Jesme noted that we were informed by Agassiz staff that someone cut the locks on Farnes Pool Structure and released water from the pool which is now 1 foot below the summer elevation.

The Board reviewed information from Red Lake County and Marshall County regarding updating their Multi-Hazard Mitigation Plans.

Staff member Tammy Audette stated that she will be attending a Federal Disaster Applicant Briefing meeting due to flooding earlier this spring.

Administrator Jesme updated that Board on a meeting he held with members from Bygland Township, Polk County, in the area of Ditch 12, RWLD Project No. 169. Discussion was held on recent flooding and the possibility of repair of township roads.

Administrative Jesme indicated that the new 2022 Ford F150 pickup that was ordered from Christian Brothers Ford, Inc., is in and available for pick-up this afternoon. Discussion was held on the sale of the 2011 Ford F150 XLT. Motion by Anderson, seconded by Page, to declare the vehicle as surplus property no longer needed by the Watershed District and to accept sealed bids until 9:30 a.m. on September 8, 2022 at the Red Lake Watershed District office, for the sale of the 2011 Ford F150 XLT. Motion carried.

Motion by Page, seconded by Anderson, to deny Permit No. 22035, Polar River Township, Red Lake County. Motion carried.

Motion by Page, seconded by Sorenson, to deny Permit No. 22125, Darrel Payment, Gervais Township, Red Lake County. Motion carried.

The Board reviewed the permits for approval. Motion by Ose, seconded by Sorenson, to approve the following permits with conditions stated on the permit: No. 22041, Curt Beyer, Louisville Township, Red Lake County; No. 22090, Pennington County Highway Department, Rocksbury Township, Pennington County; No. 22109, Rocksbury Township, Pennington County; No. 22114, Austin Knoll, Excel Township, Marshall County; No. 22129, Kurt Halvorson, Equality Township, Red Lake County; No. 22133 and 22134, Richard Salentiny, Mayfield Township, Pennington County; No. 22137 and 22138, River Falls Township, Pennington County; No. 22141, Duane Knott, Lake Pleasant Township, Red Lake County; No. 22147, Richard Yaggie, Gervais Township, Red Lake County; No. 22161, Randy Derosier, Terrebonne Township, Red Lake County; No. 22162, Red Lake Falls Township, Red Lake County; No. 22163, Minnesota Department of Transportation, Cormorant Township, Beltrami County; No. 22164, Minnesota Department of Transportation, Steenerson Township, Beltrami County; No. 22165, Lance Reitmeier, Fanny Township, Polk County; No. 22166, Earl Pederson, Emardville Township, Red Lake County; No. 22167, Lawrence Vettleson, Johnson Township, Polk County; No. 22168, Dan Stroot, Belguim Township, Polk County; No. 22169 and 22170, Mike Gasper, Nesbit Township, Polk County; No. 22171, Mike Gasper, Fanny Township, Polk County; No. 22172, Jay Giroto, Lambert Township, Red Lake County; No. 22173, Keystone Township, Polk County; No. 22186, Dave Ste. Marie, Terrebonne Township, Red Lake County; and No. 22190, Earl Pederson, Terrebonne Township, Red Lake County. Motion carried.

The Board reviewed the MAWD Strategic Plan.

Staff member Tammy Audette presented the draft 2021 Annual Report, for review by the Board.

Administrators Update:

- Jesme will attend the RRWMB meeting on August 16, 2022 via Teams, with Manager Ose participating in person.
- The Red Lake River 1W1P Planning Work Group met on August 8th to review the budget and project updates prior to the Policy Committee meeting on August 10th.
- Staff members Koland and Huseth attended a Joint Ditch 21 meeting at the Grygla Community Center on August 9th.

Administrator Jesme noted that the Policy Committee for the Red Lake River 1W1P, RLWD Project No. 149, approved submitting a request to BWSR to extend the 2020 Grant, which is set to expire December 2022.

Legal Counsel Sparby stated that he is working on gathering information for the preparation of the Notice of Appeal, for the Improvement to Polk County Ditch 39, RLWD Project No. 179. Sparby, Administrator Jesme, and Legal Counsel John Kolb will participate in a conference call this afternoon.

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

LeRoy Ose, Secretary

RED LAKE WATERSHED DISTRICT
Financial Report for August 25, 2022

Ck#	Check Issued to:	Description	Amount
online	EFTPS	Withholding FICA, Fed & Medicare (8-17-22 payroll)	\$ 4,550.45
online	MN Department of Revenue	Withholding taxes (8-17-22 payroll)	\$ 799.59
online	Public Employers Retirement Assn.	PERA (8-17-22 payroll)	\$ 2,845.71
online	Further	Employee HSA (8-17-22 payroll)	\$ 175.00
	40304 Quality Spray Foam/Anderson Exc.	* see below for project detail	\$ 112,175.94
	40305 R.J Zavoral & Sons	Payment #17 - Proj. #176 Black River Imp.	\$ 163,188.92
	40306 APG Media of MN	Ad for 2023 General Budget hearing	\$ 196.65
	40307 Big John's Muffler	Repair on vehilce #929	\$ 80.00
	40308 Corporate Technologies	Managed IT services and MS office 365	\$ 1,472.50
	40309 Erskine Echo	Ad for 2023 General Budget hearing	\$ 59.60
	40310 HDR, Inc.	** see below for project detail	\$ 21,128.30
	40311 Marco	Added M-files for Erick	\$ 56.25
	40312 Marshall County SWCD	Admin fees for Proj. #149A TR1W1P	\$ 3,670.58
	40313 NCPERS Life Insurance	Life insurance	\$ 144.00
	40314 Richards Publishing Co	Ad for 2023 General Budget hearing	\$ 90.00
	40315 RMB Environmental Laboratories	Lab analysis of water quality samples	\$ 1,311.47
	40316 Vonasek Mowing	Mowing Proj. #177, 166, 60C, 60D & 81	\$ 21,369.50
	40317 Sun Life Financial	Life insurance	\$ 147.84
	40318 Sutton Vettleson	Clean offices	\$ 140.00
	40319 The Exponent	Ad for 2023 General Budget hearing	\$ 304.36
online	City of TRF	Utilities	\$ 499.95
online	PureWater	H2O for office	\$ 38.00
online	Cardmember Services	Paper towels & Vacuum cleaner bags	\$ 181.68
online	MN Energy	Heating expense	\$ 20.00
online	Further	Monthly Fee	\$ 8.25
online	Quick Books	Monthly Fee	\$ 329.00
direct	Tom Anderson	Mileage	\$ 165.00
	Staff & Board Payroll	7/20/2022	\$ 15,347.06
	Total Checks		\$ 350,495.60

*** Quality Spray Foam/Anderson**

Proj. #25 Pay Est 1 Schirrick Dam	88,406.04
Proj. #122A Challenger Ditch	1,075.00
Proj. #25 Schirrick Dam	1,205.00
Proj. #149A Pay Est 3	5,052.91
Proj. #149 RL1W1P	16,436.99
Total	112,175.94

**** HDR Engineering**

Proj. #180C Mud River Restoration	1,305.73
Proj. #26B Pine Lk Lost River Bridge	11,285.98
Proj. #081, #60C, #60D	8,536.59
Total	21,128.30

Banking Northern State Bank

Balance as of August 11, 2022	\$ 212,880.52
Total Checks Written	\$ (350,495.60)
Receipt #224167 Transfer of funds from AFB to NSB	\$ 400,000.00
Receipt #224168 Agassiz NWR - Reimbursement for Mowing Proj. #14	\$ 80.00
Receipt #224171 MPCA - TR SWAG Proj. #168A	\$ 3,615.58
Balance as of August 25, 2022	<u>\$ 266,080.50</u>

Current interest rate is .20%

American Federal Bank-Fosston

Balance as of August 11, 2022	\$ 6,064,789.09
Receipt #224165 Jacob Sorum Ring Dike Proj. #129AW	\$ 5,975.62
Receipt #224166 Beltrami Co. - Public Hunting	\$ 234.43
Receipt #224167 Transfer of funds from AFB to NSB	\$ (400,000.00)
Receipt #224169 Pennington Co. 2022 1st half Riparian Aid	\$ 3,199.00
Receipt #224170 RMB Environmental - refund for overcharge	\$ 22.70
Balance as of August 25, 2022	<u>\$ 5,674,220.84</u>

Current interest rate is .70%

Interest rate increased to 1.0% on 8-22-22

Total Cash \$ 5,940,301.34

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

Dear Mr. Jesme:

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

RESOURCES YOU CAN DEPEND ON

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

INVESTMENT IN SERVICES

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

	December 31,		
	2022	2023	2024
Audit of District	\$10,400	\$10,800	\$11,100

The quote above includes the preparation of financial statements and anticipated travel costs. If due to a change in federal funding, the District expends in excess of \$750,000 in federal awards, an additional fee of \$4,000 will be charged for each major program required to be tested.

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

CLOSING COMMENTS

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

BradyMartz

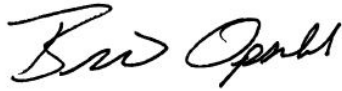
As mentioned above, Brady, Martz prides itself on providing individualized attention to the needs of the clients we serve. Our goal is to build long-term client relationships in order to establish a complete understanding of the needs of our clients, the risks that they face, and the ever-changing environment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

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

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

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

Sincerely,

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

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

NOTICE OF HEARING

Pursuant to Minnesota Statutes, Chapter 103D.911, notice is hereby given that the Board of Managers of the Red Lake Watershed District will hold a public hearing on the proposed 2023 General Fund Budget at 9:15 a.m., August 25, 2022, at the Red Lake Watershed District Office, 1000 Pennington Avenue South, Thief River Falls, MN 56701. The following is the 2023 proposed budget:

	PROPOSED 2023 <u>BUDGET</u>
Manager's fees and salaries	\$ 40,000.00
Board of Managers' expense	24,200.00
Staff salaries	601,305.00
Payroll taxes	45,999.83
Employee benefits	160,166.00
Travel and meetings	7,500.00
Audit	9,450.00
Legal	16,000.00
Office supplies	20,000.00
Office equipment	30,000.00
Appraisers and Viewers	2,000.00
Professional services	25,000.00
Dues and subscriptions	10,000.00
Insurance and bonds	45,000.00
Repairs and maintenance-building	15,000.00
Utilities	12,000.00
Advertising and publications	4,000.00
Telephone	11,000.00
Vehicle expense & maintenance	15,000.00
Engineering supplies	3,000.00
Engineering equipment	<u>40,000.00</u>
TOTAL	\$ 1,136,620.83
LESS: ESTIMATED OVERHEAD	(901,957.50)
LESS: MISCELLANEOUS REVENUE	<u>(3,000.00)</u>
PROPOSED 2023 GENERAL FUND BUDGET	\$231,663.33

CAPITAL PROJECTS FUND

An ad valorem tax of .0003627 times the taxable market value for 2022, collectible for 2023, will be levied on all taxable property within the Red Lake Watershed District. One-half of the levy will remain in the District for projects listed below; the other one-half of the levy will be sent to the Red River Watershed Management Board for projects within the Red River Basin.

Permitting system	Benchmarks
Flood Control studies/projects	Stream gauging
Water quality studies/projects	Rivers
Watershed hydrologic analysis	Lakes
Bank stabilization	



Contractor's Application and Certificate for Payment Summary

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: 7/11/2022 - 8/18/2022

**Application for Payment
Change Order Summary**

Change Orders Approved by Owner:			
Number	Date Approved	Additions	Deductions
FO-1	6/21/2022	\$ 5,000.00	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
TOTALS		\$ 5,000.00	\$ -
NET CHANGE BY CHANGE ORDERS			\$ 5,000.00

1. ORIGINAL CONTRACT PRICE	\$ 342,162.00
2. NET CHANGE BY CHANGE ORDERS	\$ 5,000.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$ 347,162.00
4. TOTAL COMPLETED AND STORED TO DATE (Column I on Progress Estimate)	\$ 347,162.00
5. RETAINAGE: 5% of Completed Work and Stored Material	\$ -
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5)	\$ 347,162.00
7. LESS PREVIOUS PAYMENTS	\$ 329,803.90
8. AMOUNT DUE THIS APPLICATION	\$ 17,358.10
9. BALANCE TO FINISH	\$ -
10. PERCENT COMPLETE	100.00%

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:

By:	Date:
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Payment of:
\$ 17,358.10 is recommended.

HDR Engineering, Inc.

By:  Date: 8/18/2022

Red Lake Watershed District

By: _____ Date: _____



Contractor's Application and Certificate for Payment Summary

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: 7/11/2022 - 8/18/2022

Summary of Previous Payments

Application No.	Application Period	Payment Amount
1	8/16/2021-11/17/2021	\$ 238,269.50
2	11/17/2021-7/11/2022	\$ 91,534.40

Application No.	Application Period	Payment Amount



Contractor's Application and Certificate for Payment

For (contract):		Pine Lake Structure Replacement Project					Contractor:		Davidson Construction, Inc.					
Application No.:		2					Application Period:		7/11/2022 - 8/18/2022					
A			B		C	D	E	F	G	H	I	J		
Item			Work Completed					Materials Presently Stored (not in C or D)	Total Completed and Stored To Date (C+D+E)	Percent Complete To Date (%)	Total Cost This Period	Total Cost Complete to Date	Quantity to Finish (A - F)	
Item No.	Description	Unit	Contract Quantity	Contract Unit Price	Scheduled Value	From Previous Applications	This Period							
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	
SUBTOTAL OF PROJECT BID ITEMS					\$342,162.00						\$96,352.00	\$347,162.00		

26B PINE LAKE FDR
Red Lake Watershed District
Statement of Activity by Class
All Dates

	026B PINE LAKE FDR	Total Capital Project Fund	TOTAL
Revenue			
Total Revenue		\$ 0.00	\$ 0.00
Gross Profit	\$ 0.00	\$ 0.00	\$ 0.00
Expenditures			
50070 SALARIES-PROJECT ADM	660.00	660.00	660.00
50210 MANAGERS EXPENSES	328.79	328.79	328.79
50260 LEGAL FEES	1,458.00	1,458.00	1,458.00
50310 PROFESSIONAL FEES	2,732.96	2,732.96	2,732.96
50400 Interest Paid	1,454.49	1,454.49	1,454.49
50500 ADVERTISING AND PUBL	3,576.75	3,576.75	3,576.75
51320 PROJECT MAINTENANCE	89.59	89.59	89.59
60010 LAND ACQUISITION	12,322.26	12,322.26	12,322.26
60020 CONSTRUCTION	332,613.15	332,613.15	332,613.15
60030 ENGINEERING COSTS	111.31	111.31	111.31
60040 OVERHEAD	19,341.82	19,341.82	19,341.82
60050 ENGINEERING FEES	283,472.34	283,472.34	283,472.34
Total Expenditures	\$ 658,161.46	\$ 658,161.46	\$ 658,161.46
Net Operating Revenue	-\$ 658,161.46	-\$ 658,161.46	-\$ 658,161.46
Net Revenue	-\$ 658,161.46	-\$ 658,161.46	-\$ 658,161.46
5% Retainage (not yet paid)			\$ (17,358.10)
Total Expenses			\$ (675,519.56)







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 SE $\frac{1}{4}$ NE $\frac{1}{4}$ 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 NW $\frac{1}{4}$ NE $\frac{1}{4}$ 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 *Kyle Mehrkens*
Date 7-11-02
Kyle Mehrkens
13290 120th Ave NE
Thief River Falls, MN 56701

Sign *Misty Mehrkens*
Date 7/11/02
Misty Mehrkens
13290 120th Ave NE
Thief River Falls, MN 56701

Red Lake Watershed District

President
Dale M. Nelson

Vice President
Gene Tiedemann

Treasurer
Terry Sorenson

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

Hearing for Petition of Inclusion into the Thief River Falls West Side Flood Damage Reduction Project, RLWD Project No. 178, Water Management District

NOTICE IS HEREBY GIVEN, that on the 25th day of August, 2022 at 9:45 a.m. at the Red Lake Watershed District Board Room, 1000 Pennington Avenue South, Thief River Falls, MN, a public hearing will be held regarding a petition from Kyle and Misty Mehrkens for inclusion into the Water Management District of the Thief River Falls West Side Flood Damage Reduction Project, Red Lake Watershed District Project No. 178. Said property will drain approximately 27 acres in the SE1/4 NE1/4, Section 17, Rocksbury Township, Pennington County, MN.

The public hearing will be held in accordance with Minnesota Statute 103D.729, Subd. 2 and will consider the petition, the capacity of the outlet drainage system, terms and conditions for use of the drainage system if such use is allowed, the property to be benefited by the drainage system and the amount of benefits to the property for the outlet and any amount to be paid as an outlet fee. If use as an outlet is granted, the properties benefited will be liable for assessments levied after that time in the drainage system, on the basis of the benefits determined, as if they had been determined in the original order establishing the drainage system. The RLWD Board of Managers will consider any input and comments from interested landowners, public or private, likely to be affected by the addition of the land requested.



Myron Jesme, Administrator



Permit # **22-097**

Status Report: **Tabled**

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

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

RED LAKE WATERSHED DISTRICT
Subsurface Tile Drainage Application

Landowner Name: Kyle Mehrkens Phone: 218-686-0617

Address (Street, City, State, Zip): 13290 140th Ave NE Thief River Falls, MN 56701

Name of designer: Field Drainage Phone: _____

Name of installer: Field Drainage Phone: _____

Legal description and site map and/or GPS coordinates to accurate scale showing location of all tiles, surface water inlets, outlet(s), lift stations, pumps, and flow control devices; (attach maps): _____

Section # 17 Township (Name & #) Rocksbury 153 N Range # 43 W County Pennington

Land area to be tiled (acres): 65

Type of tiling (circle) Pattern Tile Random Tile

Type of outlet (circle) Lift Station/Pump Gravity Other _____

Date proposed plan submitted: Month 6 Day 13 Year 22

Pump/lift station outlet flow capacity (GPM) _____

- All subsurface tile drainage systems must protect from erosion and include RLWD approved erosion control measures.
- All subsurface tile outlets including lift station pumps, must be located out of a legal drainage system and governmental roadway right of way unless approved by District and must be visibly marked.
- It is recommended that after harvest, tile outlet controls, including lift station pumps, be opened or turned on to remove water from the system unless downstream culverts are freezing.
- Obtaining a permit from the RLWD Managers does not relieve the applicant from the responsibility of obtaining any other additional authorization or permits required by law. (Ex: NRCS, SWCD, Township, County, State, etc.)
- Upon completion of the project, "As Built" plans must be provided to the District.
- Consideration must be made for turning off pumps for short period of times during the summer so maintenance can be performed on public, legal and private drainage ways, such as road ditches or private natural field drains.

EXHIBITS. The following exhibits may be requested to accompany the permit application. Two copies, (standard paper size of 8.5 inches by 11 inches), which include:

Signature of Owner [Signature] Date: 6-13-22

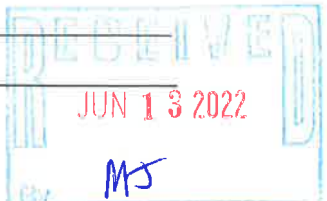
RLWD staff use:

Permit # 22-0917 Date received: 6/13/22

Drain tile outlets to: RLWD - TRF FDR DIVERSION DITCH

Legal System (Benefited Area): _____

Culvert size upstream and downstream of tile outlet: SEE AERIAL MAP

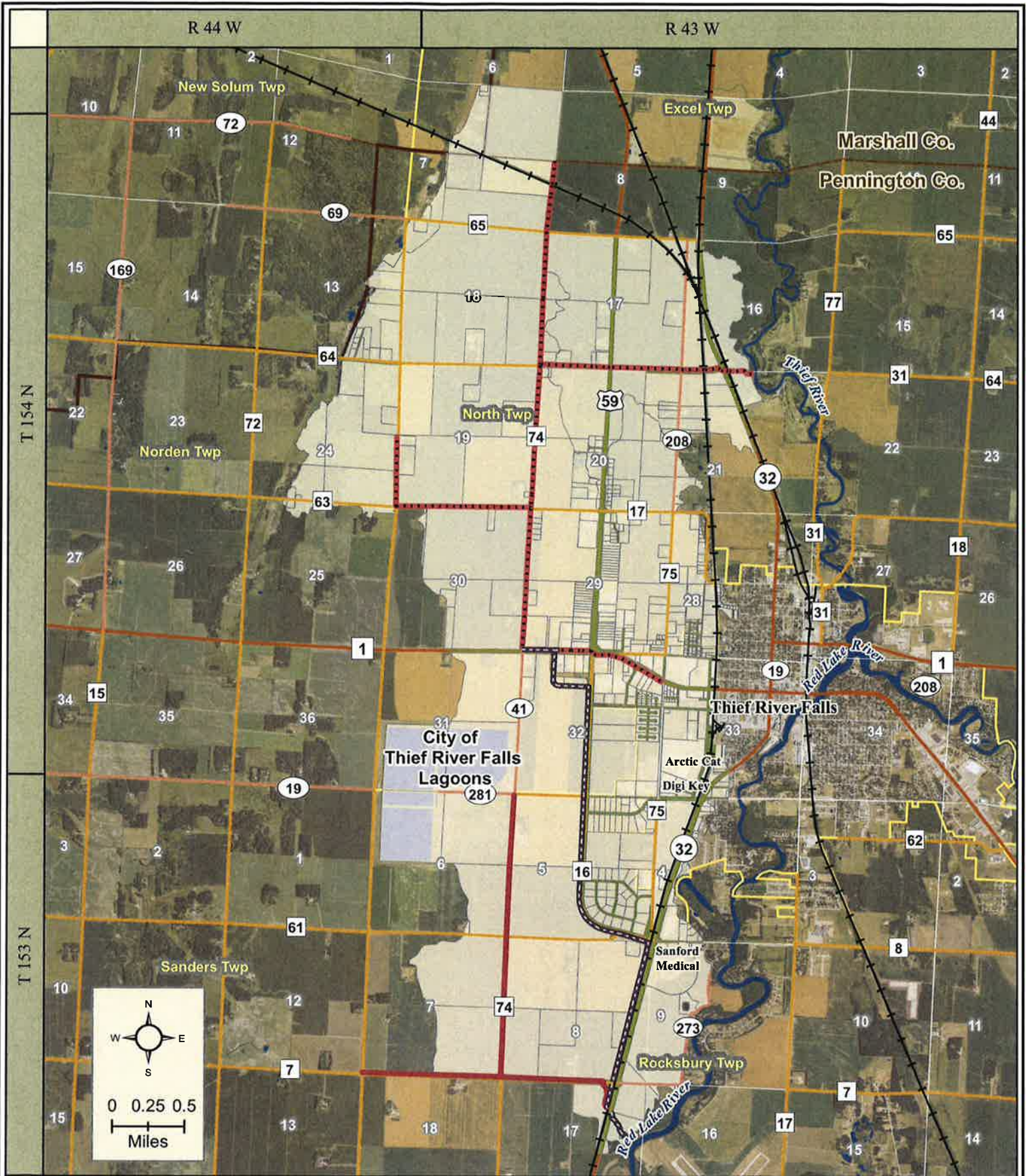


37.3

6.02

26.8



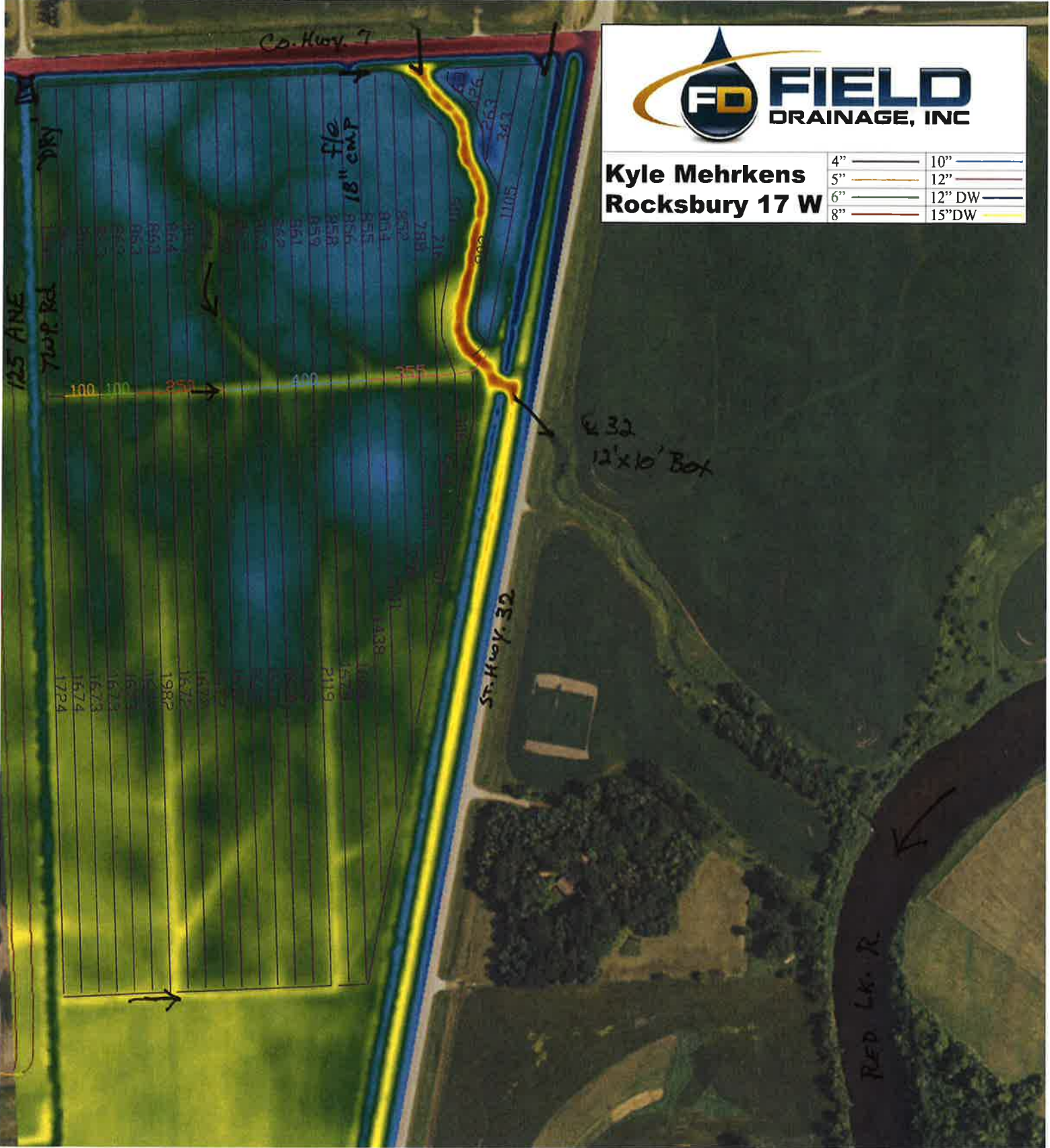


- | | | |
|---------------|-------------------------|---------|
| Townships | State & Fed Hwys | CD1 |
| RLWD Boundary | Railroad | CD70 |
| WMD | TRF FDR Diversion Ditch | Twp Rds |
| Streams | County Rds | |

Thief River Falls West Side Flood Damage Reduction Water Management District RLWD Project 178

Q# 7 115"
RCP-A

Q# 7
12x18' Box



Kyle Mehrkens
Rocksbury 17 W

4"	10"
5"	12"
6"	12" DW
8"	15" DW

#22-097

**Thief River Falls Westside Flood Damage Reduction
Red Lake Watershed District Project #178
Summary of Costs**

	Total Owed By Partners	Total Paid To Date	Remaining To Be Invoiced
****Red Lake Watershed District	\$ 1,850,000.00	\$ 1,850,000.00	\$ -
****Watermanagement District	\$ -	\$ -	\$ -
Land Sale	\$ 110,076.57	\$ 110,076.57	
State of MN	\$ 1,740,000.00	\$ 1,740,000.00	\$ -
RRWMB	\$ 1,000,000.00	\$ 1,000,000.00	\$ -
*MNDOT Trunk Hwy 32	\$ 400,000.00	\$ 400,000.00	\$ -
**MNDOT Trunk Hwy 1	\$ 288,435.60	\$ 288,435.60	\$ -
PCHD County State Aid Hwy #7	\$ 333,464.85	\$ 333,464.85	\$ -
PCHD County Road 61	\$ 179,064.49	\$ 179,064.49	\$ -
PCHD County Road 62	\$ 86,685.25	\$ 86,685.25	\$ -
Pennington Recon Study	\$ 11,944.17	\$ 11,944.17	\$ -
City of TRF Storm Sewer	\$ 2,191,245.42	\$ 2,191,245.42	\$ -
City of TRF Force Main	\$ 510,894.60	\$ 510,894.60	\$ -
City of TRF - Wastewater	\$ 29,325.50	\$ 29,325.50	\$ -
City of TRF - Barzen	\$ 230,161.16	\$ 230,161.16	\$ -
City of TRF Recon Study	\$ 11,944.17	\$ 11,944.17	\$ -
	<u>\$ 8,973,241.78</u>	<u>\$ 8,973,241.78</u>	\$ -
*****Total Project Expenditures	\$ 9,111,085.49		
Remaining unalloctated funds	\$ (137,843.71)		

*MnDOT maximum grant is \$400,000.00

**MnDOT amended grant is maximum of \$288,435.60 which includes 8% admin/engineering.

****Per Board action dated 12-23-21, RLWD Board of Managers approved by motion to pay up to \$1,850,000 toward the total project cost. Another motion was made for the Watermanagement District to be levied \$100,000 for future maintenance with no charge toward the total project cost.*

***** This total is from accounting program expenditures.

Staff member, Ann Jopru, reviewed the General Fund Budget as of December 22, 2021. Administrator Jesme stated that the balance in the Office Equipment will not be used as the District is not purchasing accounting software, as the billing for most software has shifted to monthly installments versus outright purchase of the software as we have seen in the past. This allows automatic updates to the programs to be installed regularly, as needed by the software company.

The Board reviewed the Capital Project Fund Transfers as of December 22, 2021. After discussion by the Board, motion by Sorenson, seconded by Tiedemann, to approve the Capital Project Fund Transfers as of December 22, 2016, as proposed, with adjustments to be made following final payroll and payments of the year, and year end interest allocation. Motion carried.

The Board reviewed the disposal of property list. Motion by Tiedemann, seconded by Anderson, to declare the listed property as surplus and of no value to the District, and to properly dispose of the property listed. Motion carried.

The Board reviewed correspondence from the Campaign Finance and Public Disclosure Board.

Administrator Jesme reviewed the summary of expenses for the Thief River Falls Westside Flood Damage Reduction Project, RLWD Project No. 178 and invoices submitted to the Pennington County Highway Department and the City of Thief River Falls for their share of the project cost. Discussion was held on the amount to be charged to the Water Management District (WMD). Jesme stated that the District had originally committed to \$500,000, with landowners within the WMD paying the balance based on volume of runoff. The WMD will also be responsible for future maintenance costs. Motion by Dwight, seconded by Ose, that the District will pay up to \$1.85 million of project costs for the construction of the Thief River Falls Flood Damage Reduction Project, RLWD Project No. 178. Motion carried. Discussion was held setting a levy amount to the WMD for future maintenance. Motion by Dwight, seconded by Sorenson, to levy \$100,000 to the Water Management District for future maintenance purposes for the Thief River Falls Westside Flood Damage Reduction Project, RLWD Project No. 178. Motion carried. Administrator Jesme stated that Pennington County will set up the levy to the landowners on their tax statements. The following bids were received for the purchase of 5.88 acres of property owned by the District for the Thief River Falls Westside Flood Damage Reduction Project, RLWD Project No. 178: Tom Greelis, \$20,500; Pete Carlson, \$7,520, True North Equipment Co. \$200,000.

The Board recessed for a 10-minute break to allow for Jesme to contact the two highest bidders to inquire if they wished to have a chance to raise their bids in \$1,000 increments as advertised. The meeting reconvened after a 10-minute break. Administrator Jesme indicated that he had spoken to Tom Greelis, who indicated that he did not wish to raise his bid. Motion by Ose, seconded by Page, to accept the highest bid from True North Equipment Co. for the purchase of 5.88 acres located in the NW1/4, Section 32, North Township, Pennington County at a price of \$200,000 for the Thief River Falls Westside Flood Damage Reduction Project, RLWD Project No. 178. Motion carried.

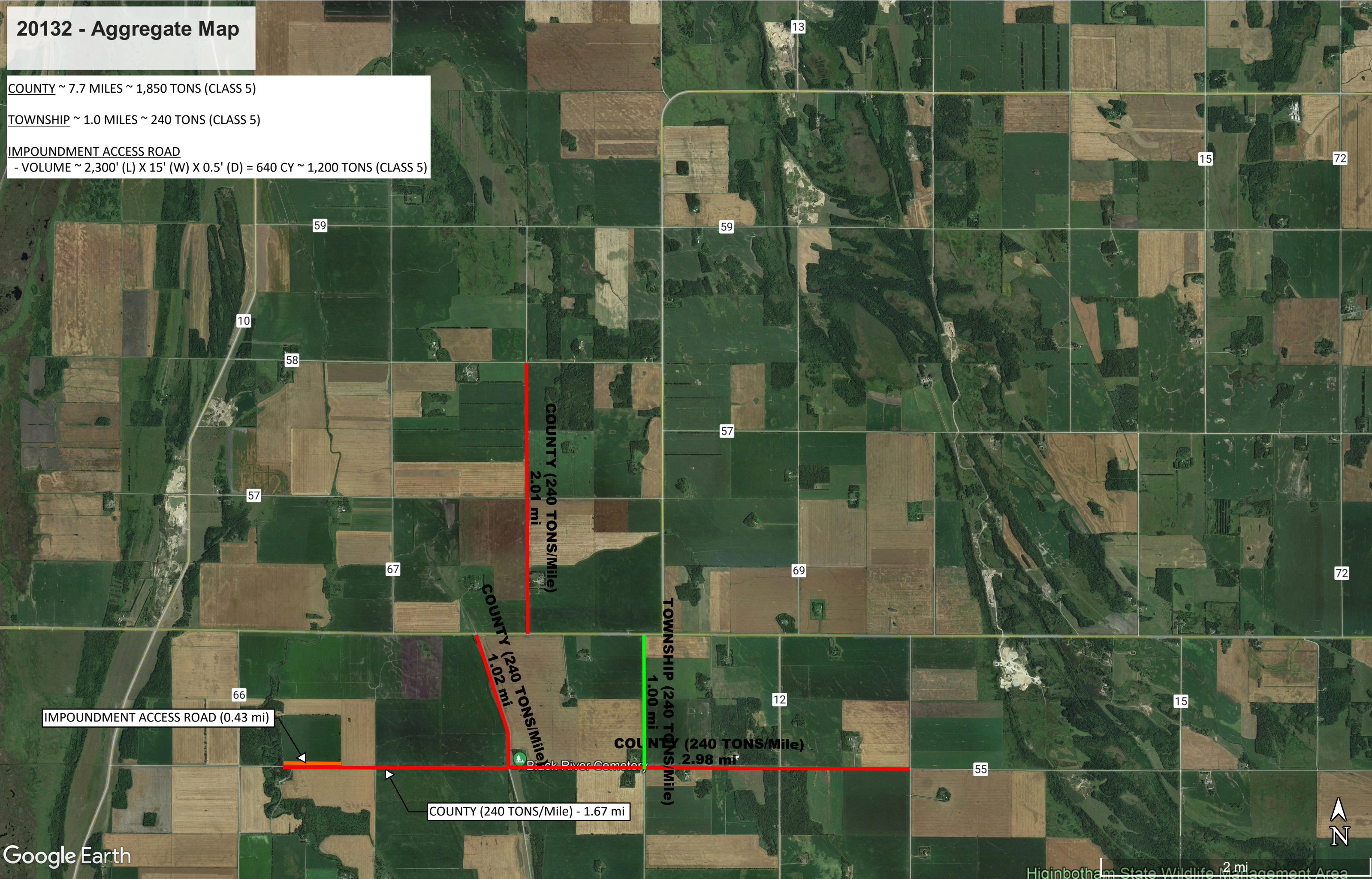
20132 - Aggregate Map

COUNTY ~ 7.7 MILES ~ 1,850 TONS (CLASS 5)

TOWNSHIP ~ 1.0 MILES ~ 240 TONS (CLASS 5)

IMPOUNDMENT ACCESS ROAD

- VOLUME ~ 2,300' (L) X 15' (W) X 0.5' (D) = 640 CY ~ 1,200 TONS (CLASS 5)



COUNTY (240 TONS/Mile)
2.01 mi

COUNTY (240 TONS/Mile)
1.02 mi

TOWNSHIP (240 TONS/Mile)
1.00 mi

COUNTY (240 TONS/Mile)
2.98 mi

COUNTY (240 TONS/Mile) - 1.67 mi

IMPOUNDMENT ACCESS ROAD (0.43 mi)

Red Lake SWCD - Funding Requests
 RLWD Erosion Control Funds, RLWD Project No. 164

Project	Location	Project Cost	1W1P	SWCD/BWSR	Local Match	
					Landowner	RLWD
Dave Ste Marie	Sec. 35, Gervais Twp.	\$ 7,800.00		\$ 5,850.00	\$ 950.00	\$ 1,000.00
Dave Ste Marie	Sec. 2, Terrebonne	\$ 12,240.00		\$ 9,180.00	\$ 1,260.00	\$ 1,800.00
Thronson/Versadahl	Sec. 8, Gervais Twp.	\$ 115,000.00	\$ 103,500.00	\$	\$ 9,700.00	\$ 1,800.00
Gary Purath	Sec. 15, Lake Pleasant Twp.	\$ 94,000.00	\$ 84,600.00		\$ 2,400.00	\$ 7,000.00
Red Lake Co. Ditch 62	River/Gervais Twp.	\$ 174,000.00	\$ 156,600.00	\$	7,400.00	\$ 10,000.00
Micheal Seeger	Sec. 21, Red Lake Falls Twp	\$ 38,671.00	\$ 34,803.90		\$ 1,867.10	\$ 2,000.00
		\$ 441,711.00				\$ 23,600.00

possible partial ditch/county funds
 Red Lake County/SWCD/landowner shares

Red Lake County SWCD
2602 Wheat Drive – Suite 103
Red Lake Falls, MN 56750

August 22, 2022

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

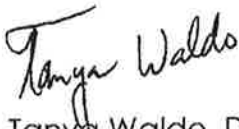
Red Lake County SWCD would like to request \$1,000.00, from the Red Lake Watershed District, for the installation of a Grade Stabilization Project in Red Lake County.

The project that needs local assistance is located in Gervais Township Section 35. Houston Engineering has completed the survey and design work for this project. Red Lake County SWCD approved a bid from Nathan Knott in the amount of \$7,800.00.

The Red Lake County SWCD would like to request \$1,000.00 from the Red Lake Watershed District to assist with the local match requirement for this project. The total project cost estimate was \$7,800.00. Red Lake County SWCD will be using BWSR Clean Water funding to fund 75% of this project. The local match requirement is \$1,950.00. The landowners will be in charge of paying \$950.00; if the Red Lake Watershed District approves the \$1,000.00 request.

If you have any questions, please give me a call at (218)253-2593.

Thank you,



Tanya Waldo, District Manager
Red Lake County SWCD



DAVE STE MARIE - GRADE STABILIZATION PROJECT
SECTION 35, GERVAIS TWP.
OPINION OF PROBABLE COST
RED LAKE COUNTY SWCD

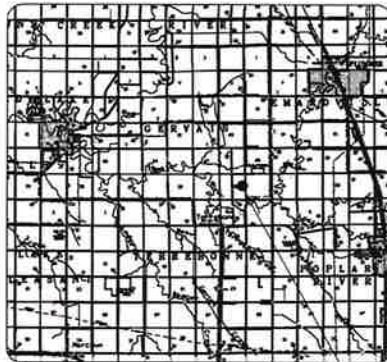
7/8/2022

Bid Item No.	Description	Unit of Measure	Contract Quantity	Unit Price (\$)	Contract Amount (\$)
2021.501	MOBILIZATION	LUMP SUM	1	\$1,500.00	\$1,500.00
2106.507	COMMON EMBANKMENT (P) (CV)	C.Y.	460	\$12.00	\$5,520.00
2574.508	FERTILIZER TYPE 1	LB	158	\$0.80	\$126.40
2575.505	DISK ANCHORING	ACRE	0.63	\$100.00	\$63.00
2575.505	SEEDING	ACRE	0.63	\$500.00	\$315.00
2575.508	SEED MIXTURE 21-112	LB	16	\$3.00	\$48.00
2575.508	SEED MIXTURE 25-141	LB	38	\$7.00	\$266.00
2575.509	MULCH MATERIAL TYPE 1	TON	1.26	\$120.00	\$151.20
Total Construction Cost =					\$7,989.60

CONSTRUCTION PLANS FOR DAVE STE MARIE-GRADE STABILIZATION PROJECT RED LAKE COUNTY SOIL & WATER CONSERVATION DISTRICT SEC. 35, GERVAIS TWP, RED LAKE COUNTY JULY, 2022



PROJECT LOCATION



LOCATION MAP

INDEX SHEET

- | | |
|---|--------------------------------------------------|
| 1 | COVER SHEET |
| 2 | ESTIMATED QUANTITIES, NOTES, AND TYPICAL SECTION |
| 3 | PLAN AND PROFILE |

THIS PLAN CONTAINS 3 SHEETS

GOVERNING SPECIFICATIONS:

THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" DIVISION II AND III SHALL GOVERN FOR CONSTRUCTION DETAILS AND MATERIALS.

UTILITY NOTE:

THE UNDERGROUND UTILITIES WERE NOT LOCATED AS PART OF THE PRELIMINARY SURVEY OR DATA GATHERING FOR THIS SITE.

STATE LAW REQUIRES THE EXCAVATOR TO CONTACT GOPHER STATE ONE CALL AT (800)-252-1166 FOR UTILITY LOCATION 48 HOUR PRIOR TO START OF EXCAVATION WORK.

HORIZONTAL AND VERTICAL CONTROLS

1. ALL COORDINATES LISTED IN THIS PLAN ARE MNDOT, RED LAKE COUNTY, U.S FOOT
2. ALL ELEVATIONS ARE NAVD 88 DATUM

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Tony A. Norby
Tony A. Norby
License No. 51392

Date: 07-08-2022

H:\18\10861\10861\10861_0012.dwg M:\CADD\CONVENT\18\10861_0012.dwg COVER SHEET 7/8/2022 10:12 AM (tkatowski)

Red Lake County SWCD
2602 Wheat Drive – Suite 103
Red Lake Falls, MN 56750

August 22, 2022

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

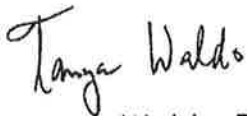
Red Lake County SWCD would like to request \$1,800.00, from the Red Lake Watershed District, for the installation of a Grade Stabilization Project in Red Lake County.

The project that needs local assistance is located in Terrebonne Township Section 2. Houston Engineering has completed the survey and design work for this project. Red Lake County SWCD approved a bid from Nathan Knott in the amount of \$12,240.00.

The Red Lake County SWCD would like to request \$1,800.00 from the Red Lake Watershed District to assist with the local match requirement for this project. The total project cost estimate was \$12,240.00. Red Lake County SWCD will be using BWSR Clean Water funding to fund 75% of this project. The local match requirement is \$3,060.00. The landowners will be in charge of paying \$1,260.00; if the Red Lake Watershed District approves the \$1,800.00 request.

If you have any questions, please give me a call at (218)253-2593.

Thank you,



Tanya Waldo, District Manager
Red Lake County SWCD

DAVE STE MARIE - GRADE STABILIZATION PROJECT
SECTION 2, TERREBONNE TWP.
OPINION OF PROBABLE COST
RED LAKE COUNTY SWCD

6/8/2022

Bid Item No.	Description	Unit of Measure	Contract Quantity	Unit Price (\$)	Contract Amount (\$)
2021.501	MOBILIZATION	LUMP SUM	1	\$1,500.00	\$1,500.00
2106.507	EXCAVATION - COMMON (P)	C.Y.	19	\$10.00	\$190.00
2106.507	COMMON EMBANKMENT (P) (CV)	C.Y.	32	\$18.00	\$576.00
2501.601	15" RODENT GUARD	EACH	1	\$200.00	\$200.00
2503.503	15" CP PIPE SEWER (SMOOTH)	LIN. FT.	112	\$48.00	\$5,376.00
2503.601	24" CP PIPE RISER (SMOOTH)	LIN. FT.	8	\$210.00	\$1,680.00
2503.602	24" ANTI-VORTEX TRASH RACK	EACH	1	\$1,200.00	\$1,200.00
2511.507	RANDOM RIPRAP CLASS II	C.Y.	17	\$125.00	\$2,125.00
2575.501	TURF ESTABLISHMENT	LUMP SUM	1	\$600.00	\$600.00
Total Construction Cost =					\$13,447.00

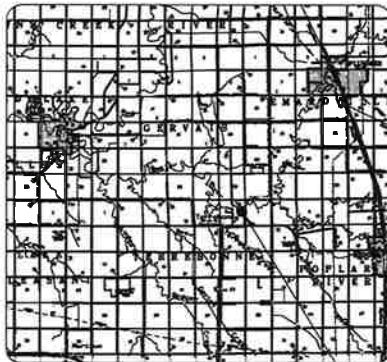
CONSTRUCTION PLANS FOR DAVE STE MARIE-GRADE STABILIZATION PROJECT RED LAKE COUNTY SOIL & WATER CONSERVATION DISTRICT SEC. 2, TERREBONNE TWP, RED LAKE COUNTY JUNE, 2022



PROJECT LOCATION



LOCATION MAP



VICINITY MAP



LOCATION MAP

INDEX SHEET

- | | |
|-----|--------------------------------|
| 1 | COVER SHEET |
| 2 | ESTIMATED QUANTITIES AND NOTES |
| 3 | PLAN AND PROFILE |
| 4 | RISER DETAILS |
| 5-6 | STANDARD PLANS |

THIS PLAN CONTAINS 6 SHEETS

GOVERNING SPECIFICATIONS:

THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" DIVISION II AND III SHALL GOVERN FOR CONSTRUCTION DETAILS AND MATERIALS.

UTILITY NOTE:

THE UNDERGROUND UTILITIES WERE NOT LOCATED AS PART OF THE PRELIMINARY SURVEY OR DATA GATHERING FOR THIS SITE.

STATE LAW REQUIRES THE EXCAVATOR TO CONTACT GOPHER STATE ONE-CALL AT (800)-252-1166 FOR UTILITY LOCATION 48 HOUR PRIOR TO START OF EXCAVATION WORK.

HORIZONTAL AND VERTICAL CONTROLS

1. ALL COORDINATES LISTED IN THIS PLAN ARE MNDOT, RED LAKE COUNTY, U.S FOOT
2. ALL ELEVATIONS ARE NAVD 88 DATUM

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Tony A. Nordby

Tony A. Nordby
License No. 51392

Date: 6/8/2022

H:\HN\108061\10861-0005\Draws\Sec 2-Aerial Terrebonne\CAD\COVERSHEET.dwg COVERSHEET.dwg (2/2/2022 8:17 AM) (khalamaki)

Red Lake County SWCD
2602 Wheat Drive – Suite 103
Red Lake Falls, MN 56750

August 22, 2022

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

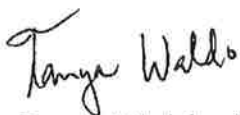
Red Lake County SWCD would like to request \$1,800.00, from the Red Lake Watershed District, for the installation of a Grade Stabilization/Ditch Outlet Project in Red Lake County.

The project that needs local assistance is located on the Gervais Township Section 8. Houston Engineering has completed the survey and design work for this project. Houston Engineering Inc. Opinion of Probable Cost is \$109,897.00. Red Lake County SWCD developed a contract with the landowner in the amount of \$115,000.00.

The Red Lake County SWCD would like to request \$1,800.00 from the Red Lake Watershed District to assist with the local match requirement for this project. The total project cost estimate was \$115,000.00. Red Lake County SWCD will be using Red Lake River Watershed Based Funding or Ditch Outlet funding to fund 90% of this project. The local match requirement is \$11,500.00. Red Lake County, Red Lake County SWCD, and the landowners will be in charge of paying \$9,700.00; if the Red Lake Watershed District approves the \$1,800.00 request.

If you have any questions, please give me a call at (218)253-2593.

Thank you,



Tanya Waldo, District Manager
Red Lake County SWCD



**THRONSON-VERSDAHL STRUCTURE REPLACEMENT PROJECT
SECTION 8 GERVAIS TWP, RED LAKE COUNTY
OPINION OF PROBABLE COST
RED LAKE COUNTY SWCD**

8/19/2022

Spec. No.	Item	Unit	Quantity	Unit Price	Total Cost
2021.501	MOBILIZATION	LUMP SUM	1	\$4,000.00	\$4,000.00
2101.511	CLEARING & GRUBBING	LUMP SUM	1	\$1,000.00	\$1,000.00
2104.502	REMOVE STRUCTURE	EACH	1	\$2,000.00	\$2,000.00
2106.507	COMMON EMBANKMENT (CV) (P)	CU. YD.	221	\$12.00	\$2,652.00
2451.507	FINE FILTER AGGREGATE (CV) (P)	CU. YD.	74	\$45.00	\$3,330.00
2501.502	42" CAS PIPE APRON	EACH	1	\$1,200.00	\$1,200.00
2503.503	42" CAS PIPE SEWER	LIN. FT.	162	\$205.00	\$33,210.00
2506.601	72" CAS RISER STRUCTURE DESIGN SPECIAL	EACH	1	\$17,000.00	\$17,000.00
2506.602	TRASH RACK	EACH	1	\$21,000.00	\$21,000.00
2511.507	RANDOM RIPRAP, CLASS II	CU. YD.	7	\$120.00	\$840.00
2511.507	RANDOM RIPRAP, CLASS IV	CU. YD.	157	\$120.00	\$18,840.00
2575.501	TURF ESTABLISHMENT	LUMP SUM	1	\$4,500.00	\$4,500.00
2573.503	SILT FENCE, TYPE MS	LIN. FT.	100	\$3.25	\$325.00
TOTAL CONSTRUCTION					\$109,897.00

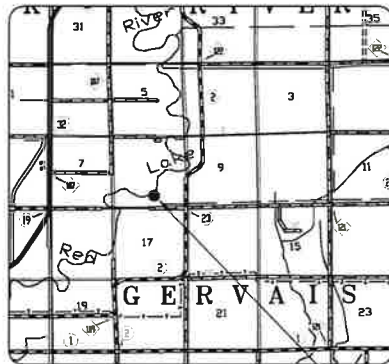
CONSTRUCTION PLANS FOR THRONSON-VERSDAHL STRUCTURE REPLACEMENT RED LAKE COUNTY SOIL & WATER CONSERVATION DISTRICT SEC 8, GERVAIS TWP, RED LAKE COUNTY AUGUST, 2022



PROJECT LOCATION



LOCATION MAP



PROJECT LOCATION

INDEX SHEET

- | | |
|------|-----------------------------------|
| 1 | COVER SHEET |
| 2 | ESTIMATED QUANTITIES AND NOTES |
| 3 | STRUCTURE PLAN AND PROFILE |
| 4 | DIKE PLAN AND PROFILE |
| 5-6 | CONSTRUCTION DETAILS |
| 7 | EROSION AND SEDIMENT CONTROL PLAN |
| 8 | SILT FENCE DETAILS |
| 9-10 | STANDARD PLANS |

THIS PLAN CONTAINS 10 SHEETS

GOVERNING SPECIFICATIONS:

THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" DIVISION II AND III SHALL GOVERN FOR CONSTRUCTION DETAILS AND MATERIALS

UTILITY NOTE:

THE UNDERGROUND UTILITIES WERE NOT LOCATED AS PART OF THE PRELIMINARY SURVEY OR DATA GATHERING FOR THIS SITE.

STATE LAW REQUIRES THE EXCAVATOR TO CONTACT GOPHER STATE ONE-CALL AT (800)-252-1166 FOR UTILITY LOCATION 48 HOUR PRIOR TO START OF EXCAVATION WORK.

HORIZONTAL AND VERTICAL CONTROLS

1. ALL COORDINATES LISTED IN THIS PLAN ARE MNDOT, RED LAKE COUNTY, U.S FOOT
2. ALL ELEVATIONS ARE NAVD 88 DATUM

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Tony A. Nordby
Tony A. Nordby
License No. 51392

Date: 08/19/2022

H:\DATA\WORK\PROJECTS\10861\10861-0004\CONTRACT\CONTRACT_SHEETS\10861-0004\10861-0004.dwg (8/19/2022 9:11 AM) (AutoCAD)

Red Lake County SWCD
2602 Wheat Drive – Suite 103
Red Lake Falls, MN 56750

August 22, 2022

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

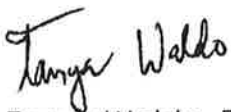
Red Lake County SWCD would like to request \$7,000.00, from the Red Lake Watershed District, for the installation of a Grade Stabilization Structure Replacement Project in Red Lake County.

The project that needs local assistance is located in Lake Pleasant Township Section 15. Houston Engineering has completed the survey and design work for this project. Houston Engineering Inc. Opinion of Probable Cost is \$89,839.00. Red Lake County SWCD developed a contract with the landowner in the amount of \$94,000.00.

The Red Lake County SWCD would like to request \$7,000.00 from the Red Lake Watershed District to assist with the local match requirement for this project. The total project cost estimate was \$89,839.00. Red Lake County SWCD will be using Red Lake River Watershed Based Funding or Ditch Outlet funding to fund 90% of this project. The local match requirement is \$9,400.00. The property owner will be in charge of paying \$2,400.00; if the Red Lake Watershed District approves the \$7,000.00 request.

If you have any questions, please give me a call at (218)253-2593.

Thank you,



Tanya Waldo, District Manager
Red Lake County SWCD



**GARY PURATH STRUCTURE REPLACEMENT PROJECT
SECTION 15 LAKE PLEASANT TWP, RED LAKE COUNTY
OPINION OF PROBABLE COST
RED LAKE COUNTY SWCD**

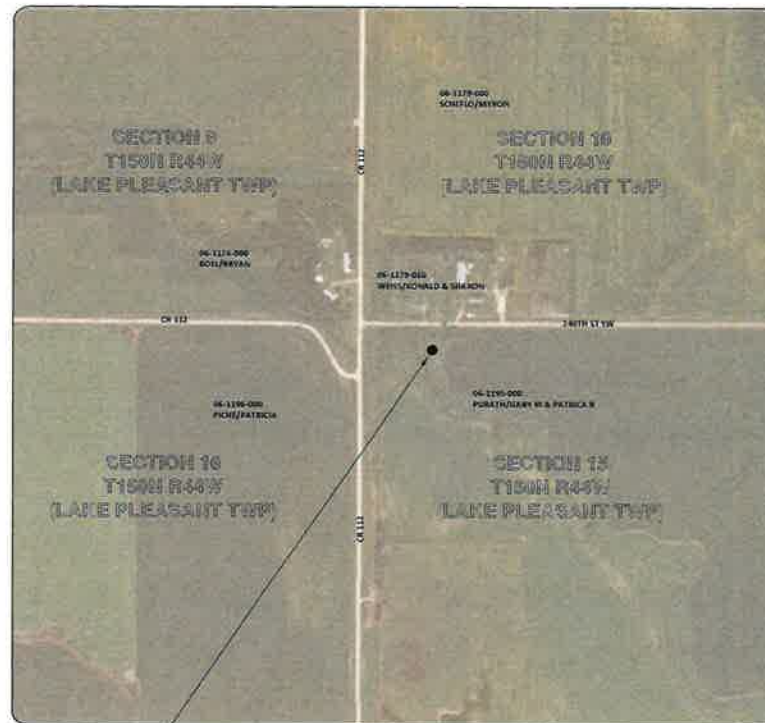
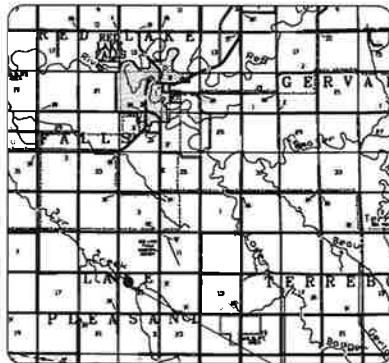
8/17/2022

Spec. No.	Item	Unit	Quantity	Unit Price	Total Cost
2021.501	MOBILIZATION	LUMP SUM	1	\$4,000.00	\$4,000.00
2101.511	CLEARING & GRUBBING	LUMP SUM	1	\$2,000.00	\$2,000.00
2104.502	REMOVE DROP STRUCTURE	EACH	1	\$3,500.00	\$3,500.00
2106.507	COMMON EMBANKMENT (CV) (P)	CU. YD.	402	\$12.00	\$4,824.00
2451.507	FINE FILTER AGGREGATE (CV) (P)	CU. YD.	30	\$45.00	\$1,350.00
2501.502	48" CAS PIPE APRON	EACH	1	\$1,500.00	\$1,500.00
2503.503	48" CAS PIPE SEWER	LIN. FT.	54	\$230.00	\$12,420.00
2506.601	72" CAS RISER STRUCTURE DESIGN SPECIAL	EACH	1	\$16,000.00	\$16,000.00
2506.602	TRASH RACK	EACH	1	\$21,000.00	\$21,000.00
2511.507	RANDOM RIPRAP, CLASS II	CU. YD.	7	\$120.00	\$840.00
2511.507	RANDOM RIPRAP, CLASS IV	CU. YD.	157	\$120.00	\$18,840.00
2573.503	SILT FENCE, TYPE MS	LIN. FT.	20	\$3.25	\$65.00
2575.504	RAPID STABILIZATION, METHOD 4	LUMP SUM	1	\$3,500.00	\$3,500.00
TOTAL CONSTRUCTION					\$89,839.00

CONSTRUCTION PLANS FOR GARY PURATH-STRUCTURE REPLACEMENT PROJECT RED LAKE COUNTY SOIL & WATER CONSERVATION DISTRICT SEC. 15, LAKE PLEASANT TWP, RED LAKE COUNTY AUGUST, 2022



PROJECT LOCATION



LOCATION MAP

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- 1 COVER SHEET
- 2 ESTIMATED QUANTITIES AND NOTES
- 3 STRUCTURE PLAN AND PROFILE
- 4 DIKE PLAN AND PROFILE
- 5-6 CONSTRUCTION DETAILS
- 7 SILT FENCE DETAILS
- 8-9 STANDARD PLANS

THIS PLAN CONTAINS 9 SHEETS

GOVERNING SPECIFICATIONS:

THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" DIVISION II AND III SHALL GOVERN FOR CONSTRUCTION DETAILS AND MATERIALS.

UTILITY NOTE:

THE UNDERGROUND UTILITIES WERE NOT LOCATED AS PART OF THE PRELIMINARY SURVEY OR DATA GATHERING FOR THIS SITE.

STATE LAW REQUIRES THE EXCAVATOR TO CONTACT GOPHER STATE ONE-CALL AT (800)-252-1166 FOR UTILITY LOCATION 48 HOUR PRIOR TO START OF EXCAVATION WORK

HORIZONTAL AND VERTICAL CONTROLS

- 1. ALL COORDINATES LISTED IN THIS PLAN ARE MNDOT, RED LAKE COUNTY, U S FOOT
- 2. ALL ELEVATIONS ARE NAVD 88 DATUM

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Tony A. Nordby
Tony A. Nordby
License No. 51392

Date: 08/17/2022

Red Lake County SWCD
2602 Wheat Drive – Suite 103
Red Lake Falls, MN 56750

August 22, 2022

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

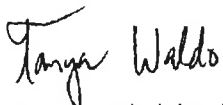
Red Lake County SWCD would like to request \$10,000.00, from the Red Lake Watershed District, for the installation of a Grade Stabilization/Ditch Outlet Project in Red Lake County.

The project that needs local assistance is located on the River Township Section 32 and Gervais Township 5 line. Houston Engineering has completed the survey and preliminary design work for this project. Houston Engineering Inc. Opinion of Probable Cost is \$170,200.50. Red Lake County SWCD developed a contract with the landowner in the amount of \$174,000.00.

The Red Lake County SWCD would like to request \$10,000.00 from the Red Lake Watershed District to assist with the local match requirement for this project. The total project cost estimate was \$174,000.00. Red Lake County SWCD will be using Red Lake River Watershed Based Funding or Ditch Outlet funding to fund 90% of this project. The local match requirement is \$17,400.00. The property owner and/or Red Lake County will be in charge of paying \$7,400.00; if the Red Lake Watershed District approves the \$10,000.00 request.

If you have any questions, please give me a call at (218)253-2593.

Thank you,



Tanya Waldo, District Manager
Red Lake County SWCD



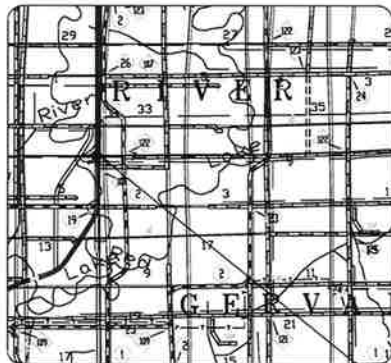
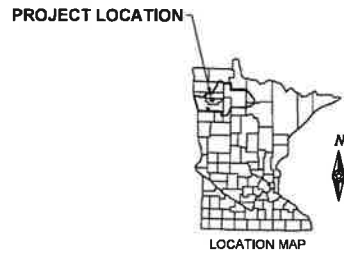
ALTERNATIVE 1 - 60" RCP STRUCTURE
RED LAKE COUNTY DITCH 62 OUTLET STRUCTURE REPLACEMENT
RIVER/GERVAIS TOWNSHIP, RED LAKE COUNTY
OPINION OF PROBABLE COST
RED LAKE COUNTY SWCD

8/17/2022

Spec. No.	Description	Unit of Measure	Contract Quantity	Unit Price	Contract Amount (\$)
2021.501	MOBILIZATION	LUMP SUM	1	\$15,000.00	\$15,000.00
2101.501	CLEARING AND GRUBBING	LUMP SUM	1	\$2,000.00	\$2,000.00
2104.502	REMOVE DROP STRUCTURE	EACH	1	\$5,000.00	\$5,000.00
2106.601	DEWATERING	LUMP SUM	1	\$5,000.00	\$5,000.00
2106.507	COMMON EMBANKMENT (P) (CV)	CU. YD.	472	\$18.00	\$8,496.00
2451.507	GRANULAR BEDDING (CV) (P)	CU. YD.	121	\$40.00	\$4,840.00
2501.502	60" RC PIPE APRON	EACH	1	\$4,250.00	\$4,250.00
2501.503	60" RC PIPE CULVERT DESIGN 3006 CLASS IV	LIN. FT.	136	\$500.00	\$68,000.00
2502.502	12" PRECAST CONCRETE HEADWALL	EACH	1	\$6,000.00	\$6,000.00
2502.503	4" PERF. PE PIPE DRAIN	LIN. FT.	266	\$9.00	\$2,394.00
2511.507	RANDOM RIPRAP CLASS III	CU. YD.	189	\$125.00	\$23,625.00
2511.507	RANDOM RIPRAP CLASS IV	CU. YD.	153	\$125.00	\$19,125.00
2573.501	STABILIZED CONSTRUCTION EXIT	EACH	1	\$1,500.00	\$1,500.00
2573.607	ROCK DITCH CHECK	CU. YD.	10	\$125.00	\$1,250.00
2574.508	FERTILIZER TYPE 1	LB	50	\$1.00	\$50.00
2575.504	ROLLED EROSION PREVENTION CATEGORY 25	SQ. YD.	891	\$3.50	\$3,118.50
2575.505	SEEDING	ACRE	0.2	\$1,000.00	\$200.00
2575.505	DISK ANCHORING	ACRE	0.2	\$500.00	\$100.00
2575.508	SEED, MIXTURE 21-112	LB	5	\$4.00	\$20.00
2575.508	SEED, MIXTURE 25-121	LB	12	\$6.00	\$72.00
2575.509	MULCH MATERIAL, TYPE 1	TON	0.4	\$400.00	\$160.00
TOTAL CONSTRUCTION					\$170,200.50
CONTINGENCY (15%)					\$25,530.08
ENGINEERING					\$31,420.00
TOTAL PROJECT COST					\$227,150.58

CONSTRUCTION PLANS FOR RED LAKE COUNTY DITCH 62 OUTLET STRUCTURE REPLACEMENT RED LAKE COUNTY SOIL AND WATER CONSERVATION DISTRICT

RIVER/GERVAIS TWP, RED LAKE COUNTY
AUGUST, 2022



PROJECT LOCATION

LOCATION MAP

SHEET INDEX:

- 1 COVER SHEET
- 2 ESTIMATED QUANTITIES AND NOTES
- 3 SITE MAP
- 4 PLAN AND PROFILE
- 5-7 CONSTRUCTION DETAILS
- 8-9 EROSION CONTROL DETAILS

THIS PLAN CONTAINS 9 SHEETS

GOVERNING SPECIFICATIONS:

THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" DIVISION II AND III SHALL GOVERN FOR CONSTRUCTION DETAILS AND MATERIALS.

UTILITY NOTE:

THE UNDERGROUND UTILITIES WERE NOT LOCATED AS PART OF THE PRELIMINARY SURVEY OR DATA GATHERING FOR THIS SITE.

STATE LAW REQUIRES EXCAVATORS TO CONTACT GOPHER STATE ONE-CALL AT (800)-252-1166 FOR UTILITY LOCATION 48 HOURS PRIOR TO EXCAVATION WORK.

HORIZONTAL AND VERTICAL CONTROLS

1. ALL COORDINATES LISTED IN THIS PLAN ARE MNDOT, RED LAKE COUNTY, U.S FOOT
2. ALL ELEVATIONS ARE NAVD 88 DATUM

PRELIMINARY
NOT FOR CONSTRUCTION

Red Lake County SWCD
2602 Wheat Drive – Suite 103
Red Lake Falls, MN 56750

August 22, 2022

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

Red Lake County SWCD would like to request \$2,000.00, from the Red Lake Watershed District, for the installation of three Grade Stabilization Projects in Red Lake County.

The projects that need local assistance is located in Red Lake Falls Township Section 21. Houston Engineering has completed the survey and final design work for these projects. The landowner sent out 2 bid packets; and received only one bid back. The District Manager approved Michael Seeger's bid in the amount of \$38,671.00 because it was below the Engineer's Cost Bid estimate.

The Red Lake County SWCD would like to request \$2,000.00 from the Red Lake Watershed District to assist with the local match requirement for these projects. The total project cost was \$38,671.00. Red Lake County SWCD will be using 2020 Watershed Based Funding to fund 90% of this project. The local match requirement is \$3,867.10. The property owner will be in charge of paying \$1,867.10; if the Red Lake Watershed District approves the \$2,000.00 request.

If you have any questions, please give me a call at (218)253-2593.

Thank you,

Tanya Waldo

Tanya Waldo, District Manager
Red Lake County SWCD

AUG 22 2022

ms

**MIKE SEEGER 3 GRADE STABILIZATION STRUCTURES
SECTION 21 RED LAKE FALLS TWP.
OPINION OF PROBABLE COST
RED LAKE COUNTY SWCD**

6/6/2022

Bid Item No.	Description	Unit of Measure	Contract Quantity	Unit Price (\$)	Contract Amount (\$)
2021.501	MOBILIZATION	LUMP SUM	1	\$3,000.00	\$3,000.00
2106.507	EXCAVATION - COMMON (P)	C.Y.	476	\$6.00	\$2,856.00
2106.507	COMMON EMBANKMENT (P) (CV)	C.Y.	726	\$8.00	\$5,808.00
2501.502	18" GS PIPE APRON	EACH	1	\$280.00	\$280.00
2501.601	15" RODENT GUARD	EACH	1	\$200.00	\$200.00
2503.503	15" CP PIPE SEWER (SMOOTH)	LIN. FT.	310	\$45.00	\$13,950.00
2503.503	18" CP PIPE SEWER (SMOOTH)	LIN. FT.	169	\$50.00	\$8,450.00
2503.601	24" CP PIPE RISER (SMOOTH)	LIN. FT.	7	\$200.00	\$1,400.00
2503.602	24" ANTI-VORTEX TRASH RACK	EACH	1	\$1,200.00	\$1,200.00
2511.507	RANDOM RIPRAP CLASS II	C.Y.	27	\$100.00	\$2,700.00
2575.501	TURF ESTABLISHMENT	LUMP SUM	1	\$800.00	\$800.00
Total Construction Cost =					\$40,644.00

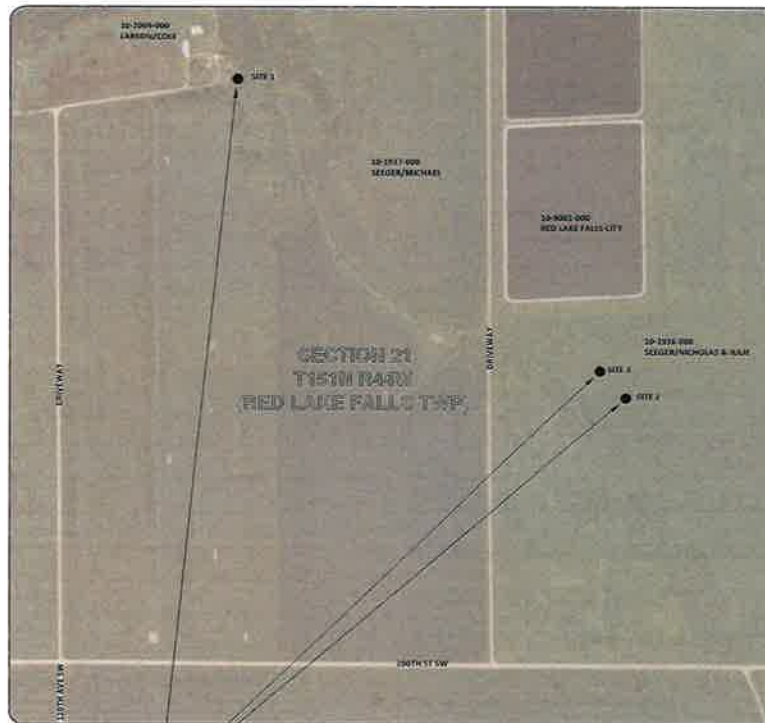
CONSTRUCTION PLANS FOR MICHAEL SEEGER- 3 GRADE STABILIZATION STRUCTURES RED LAKE COUNTY SOIL & WATER CONSERVATION DISTRICT RED LAKE FALLS TWP, RED LAKE COUNTY JUNE, 2022



PROJECT LOCATION



VICINITY MAP



LOCATION MAP

INDEX SHEET

- 1 COVER SHEET
- 2 ESTIMATED QUANTITIES AND NOTES
- 3 SITE 1 PIPE PLAN AND PROFILE
- 4 SITE 1 DIKE PLAN AND PROFILE
- 5 SITE 2 PLAN AND PROFILE
- 6 SITE 3 PLAN AND PROFILE
- 7-8 RISER DETAILS
- 9-10 STANDARD PLANS

THIS PLAN CONTAINS 10 SHEETS

GOVERNING SPECIFICATIONS:

THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" DIVISION II AND III SHALL GOVERN FOR CONSTRUCTION DETAILS AND MATERIALS.

UTILITY NOTE:

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STATE LAW REQUIRES THE EXCAVATOR TO CONTACT GOPHER STATE ONE-CALL AT (800)-252-1166 FOR UTILITY LOCATION 48 HOUR PRIOR TO START OF EXCAVATION WORK.

HORIZONTAL AND VERTICAL CONTROLS

- 1. ALL COORDINATES LISTED IN THIS PLAN ARE MNDOT, RED LAKE COUNTY, U.S FOOT
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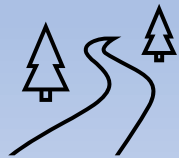
I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision, and that I am a duly licensed Professional Engineer under the laws of the State of Minnesota.

Tony A. Nordby
Tony A. Nordby
License No. 51392

Date: 06/06/2022

Chief's Coulee

The Chief's Coulee area has been a source of flooding and water quality concerns for many years. Once a natural drainage course, the Coulee has been built upon with development including agricultural practices, railroad yards, City street department facilities, grain elevators, recycling operators, and residential development. Over time, the drainageway has become a source of untreated pollutants and inconsistent drainage capacity mostly due to a lack of coordinated management by any public entity. The system does not drain well, and discharges unpleasant odors at the outlet into the Red Lake River at Red Robe Park. The proposed project hopes to improve drainage, flood damage reduction, water quality, and aesthetics through a multi-purpose and multi-agency effort focusing on landowner consensus, benefitting from modern day water management techniques and funding opportunities.



Potential Project Scope

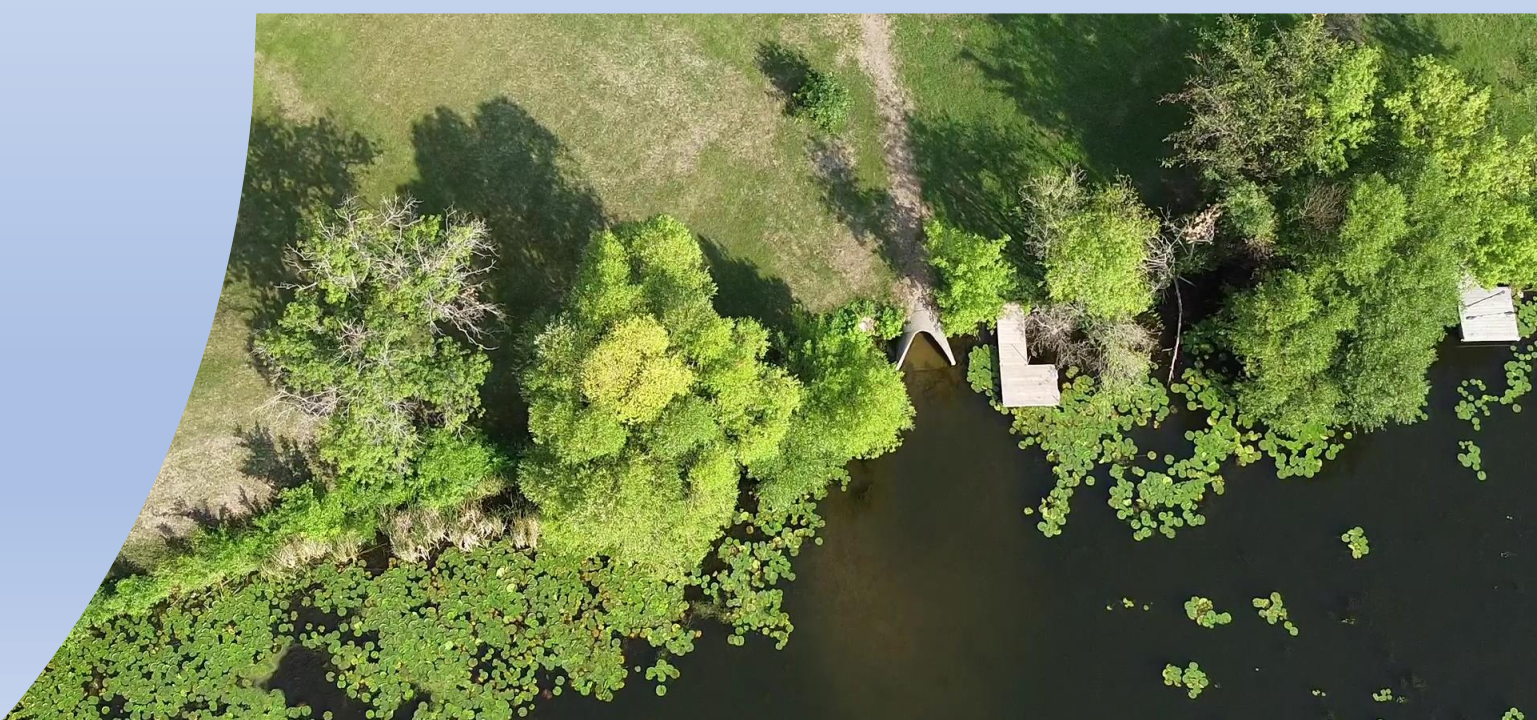
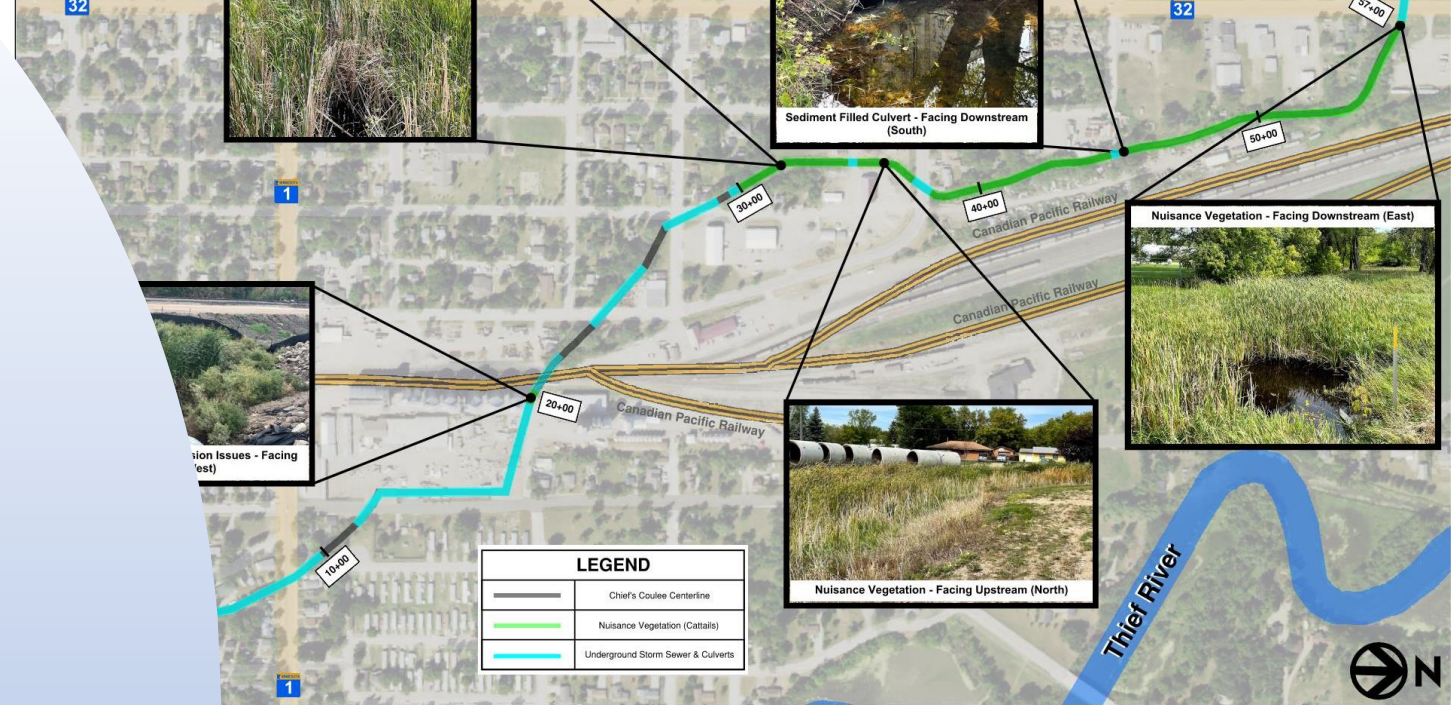
- Diversion
- Channel cleanout
- Storm sewer
- Hydrodynamic separators (HDS)
- Buffers / Ag BMPs
- Right of way
- Funding
- Permitting
- Construction

Water Quality Benefits

- Remove portion of flows from contaminated stream corridor as well as reduce volume of runoff to treat
- 1-2 Hydrodynamic separator structures to treat less volume
- Buffers and erosion reduction
- Drainage / Flood Damage Reduction (FDR)

Critical Path - To Do Items - Challenges

- Project partnerships
- Alternatives analysis
- Landowner buy-in
- Design
- Funding
- Right of Way
- Permitting





RLWD RIM Inspection 2022

*07-21-22 & 07-22-22
Grand Marais Restoration
Project
By: Christina Slowinski*

Reinvest in Minnesota Reserve

The Reinvest in Minnesota Resources Act was enacted in 1986 to restore certain marginal and environmental sensitive agricultural land to protect soil and water quality and support fish and wildlife habitat. BWSR's Reinvest in Minnesota Reserve (RIM) program is a component of the state's efforts to improve water quality by reducing soil erosion and phosphorus and nitrogen loading and improving wildlife habitat and flood attenuation on private lands.

The Minnesota Board of Water and Soil Resources (BWSR) acquire conservation easements to permanently protect, restore and manage critical natural resources without owning the land outright. The land remains in private ownership and the landowner retains responsibility for maintenance and paying applicable real estate taxes and assessments. The Red Lake Watershed District has contracts with landowners that we will be responsible for maintenance. Not all landowners signed the contract and therefore they are responsible for their own maintenance (See map on page 8).

The Red Lake Watershed District has RIM property along the Grand Marais Restoration project (Project 60F) in which RLWD does not own the land but is responsible for the management of RIM on the properties. Every year these properties are to be inspected by four-wheeler for prohibited noxious weeds according to the Minnesota Department of Agriculture Noxious Weed List. If any are found, RLWD must manage or eradicate the infestations accordingly.



2022 Noxious Weed List from MN Department of Agriculture

Prohibited Noxious Weeds: Attempts must be made by all landowners to control or eradicate species on these lists. These species cannot be transported illegally or sold in Minnesota. There are two Prohibited categories: Eradicate and Control.

Prohibited Eradicate- Must be eradicated by killing the above and below-ground parts of the plant

- Black swallow-wort
- Brown knapweed
- Common teasel
- Dalmatian toadflax
- Diffuse knapweed
- Giant hogweed
- Grecian foxglove
- Japanese honeysuckle
- Japanese hops
- Meadow knapweed
- Oriental bittersweet
- Palmer amaranth
- Poison hemlock
- Tree of heaven
- Yellow starthistle

Prohibited Control- Must be controlled to prevent the maturation and spread of propagating parts.

- Bohemian knotweed
- Canada thistle
- Common barberry
- Common tansy
- Giant knotweed
- Japanese knotweed
- Leafy spurge
- Narrowleaf bittercress
- Non-native phragmites
- Plumeless thistle
- Purple loosestrife
- Spotted knapweed
- Wild parsnip

Inspection

During the inspection of 2022, it was a pleasant surprise to see that areas that use to be large swaths of Canadian Thistle no longer exists. While some Canadian Thistle was identified on higher grounds, a lot of native plants were identified as well.

Native plants found during RIM inspection: Prairie Clover, Goldenrod, Wild Petunia, Common Milkweed, Swamp Milkweed, Big Blue Stem, Black-eyes Susan, Yarrow, Queen Anne's Lace, False Aster, Panicle Aster, Canadian anemone, and Maximilian Sunflower. Overall, the Common Milkweed is spreading nicely throughout the RIM properties.

During inspection a lot of Native weeds and Non-native weeds were identified. These, while being a nuisance are not plants identified by the Department of Agriculture to manage. Some of these types of plants identified were: Perennial Sowthistle, Devil's Beggartick, Swamp Smartweed, Lambsquarters, Amaranth, Curly Dock, Cocklebur, Ragweed, Giant Ragweed, Wild Cucumber and Bird's foot trefoil. Most of the weeds are are located along or in the banks of the Grand Marais River. Please see maps.

Two plants were identified during inspection that are in the Prohibited Control group, meaning that they must be controlled to prevent the maturation and spread of propagating parts. These plants are Canadian Thistle and Leafy Spurge. Canadian Thistle was most found on higher ground located on Darrel Loeck, Todd Mack and Maynard Gulbranson property. One spot in the flood plains was found on Carol Thompson's property. Leafy Spurge was found on Carol Thompson's property along the tree line and is still isolated.



Leafy Spurge

Leafy Spurge is a perennial plant with greenish-yellow flower bracts. The leaves are simple and opposite with a blue-grey hue. If the stems or leaves are cut, a white milky sap is released. The plant can reach a maximum height of about 4 feet. One plant can send up clusters of multiple stems that arise from the same underground root system. Most of the plants flower in May and June. Leafy Spurge can be found in pastures, grasslands, prairies and roadsides. It grows in full sun in a wide range of soil types, from dry to moist.

Each plant can produce large clumps of shoots from extensive underground stems and roots allowing the weed to overtake other vegetation quickly. It produces seed that explodes from the seedpods and can travel up to 20 feet. The seed can remain viable for up to 10 years.

To prevent or manage the plant, there are some options available. Mowing can reduce seed production but will not eliminate the infestation. Sometimes mowing can have a negative impact increasing the plants density. Repeated herbicide applications during the early spring and fall can effectively reduce spurge. Biological control, spurge beetles, is an option for reducing large infestations (not necessary for this situation).

I suggest we do an herbicide application this fall, of 2022, and spring of 2023 and see what is found during the inspection in July/August of 2023.



Canada Thistle

Canada Thistle is an aggressive perennial with a vigorous root system that continually produces new shoots. Its flowers are purple and pink, occasionally white, and are at the end of the stems in clusters. Its leaves are alternate, lance shaped, irregularly lobed and have a wavy/spiny tooth margins. The stems are usually smooth but sometimes have short hairs and are slightly grooved. The plant grows from 2-5 feet tall.


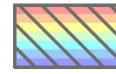
This plant is a prolific seed producer and also spreads by roots. Seedlings emerge as small rosettes in the fall/early spring, later bolting into a branched flowering stems. Flowers begin to develop in late June, blooming between July and August. The flowers then change to seedheads with obvious white fluffy tops. The seeds are attached to the fluff and can become airborne and spread to new areas.

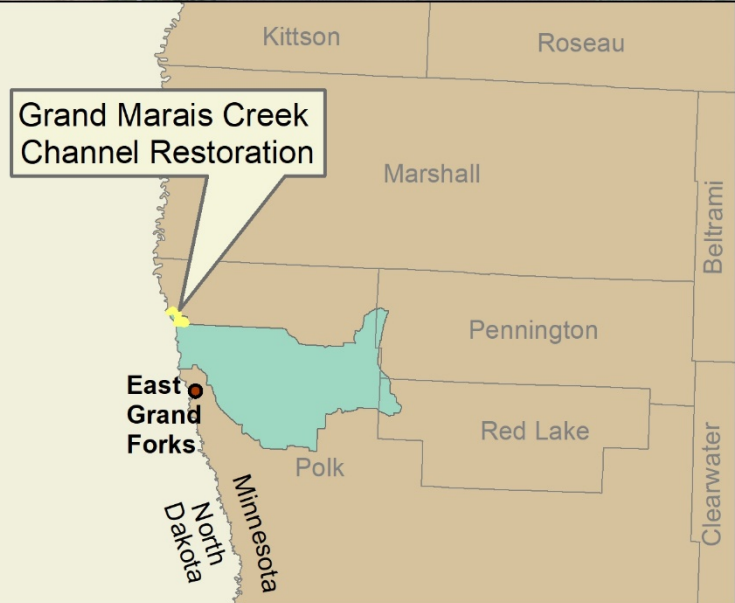
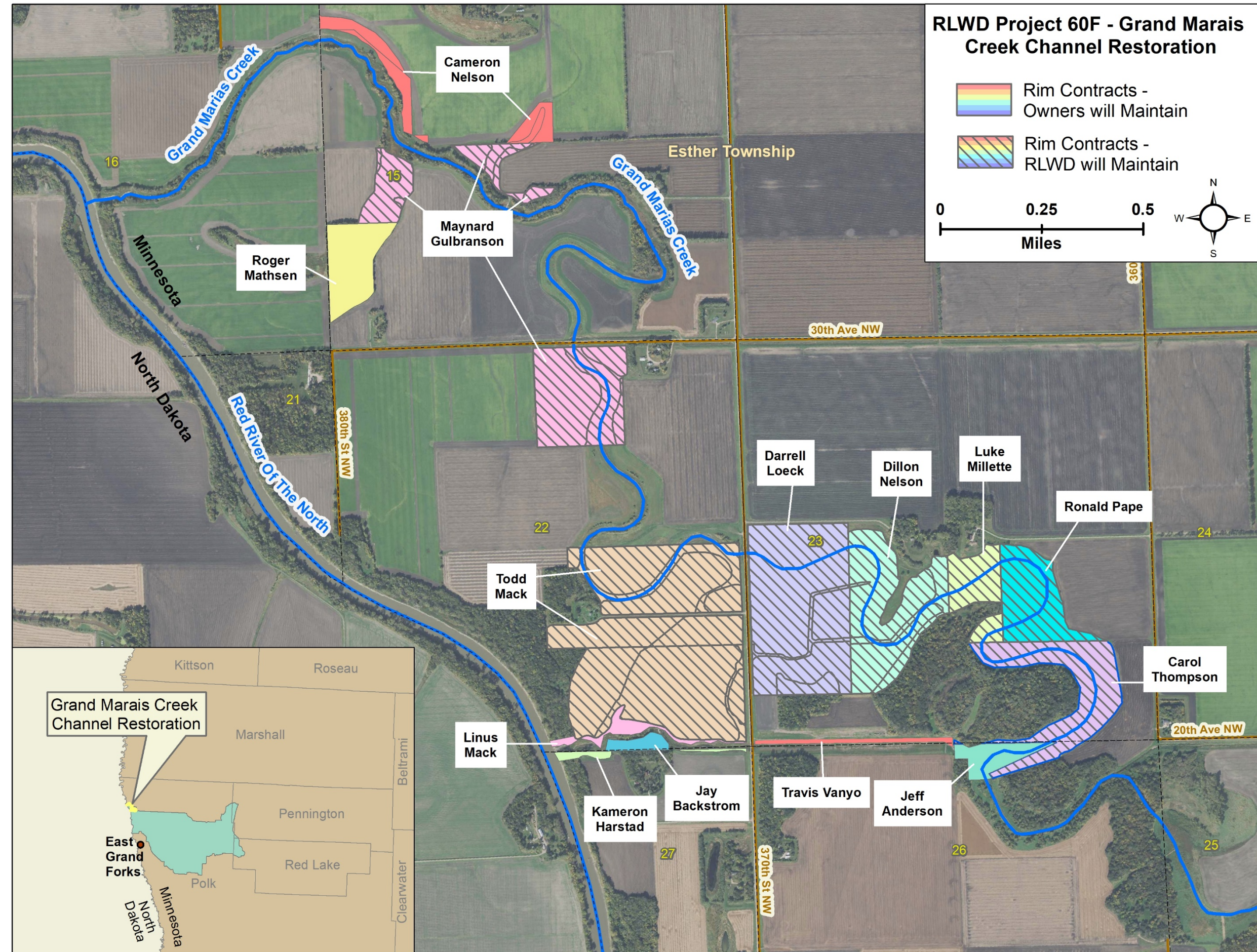
To prevent or manage the plant, there are some options available. Mowing can reduce seed production but will not eliminate the infestation. Fall and spring applications of foliar herbicides that mobilize their active ingredients into the root system have been shown to provide the most effective management. Infestations need to be monitored for several years after initial treatments and follow-up applications should be administered for surviving plants and new seedlings.

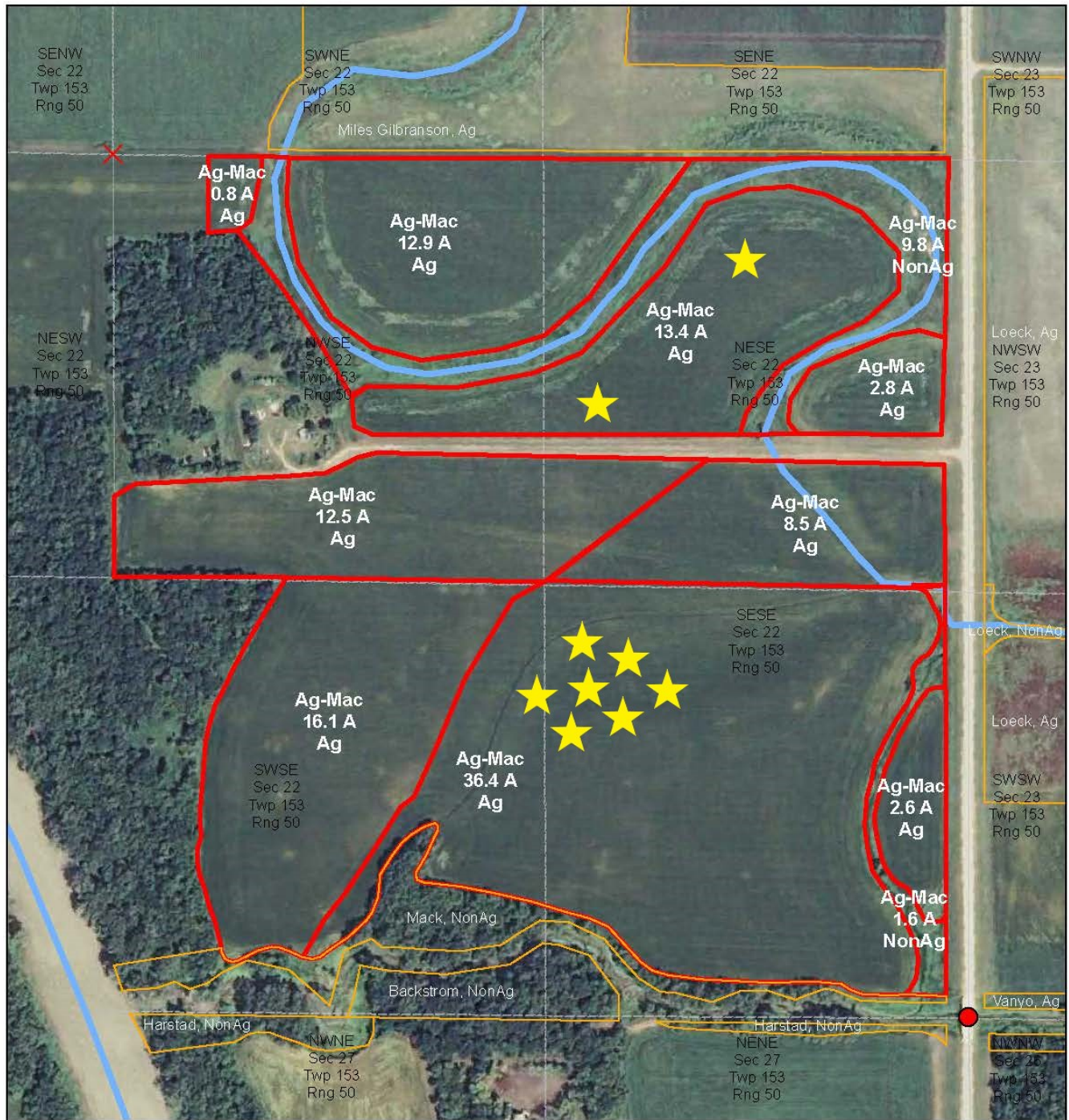
I suggest we do a foliar herbicide application this fall, of 2022, and spring of 2023 and see what is found during the inspection in July/August of 2023.



RLWD Project 60F - Grand Marais Creek Channel Restoration

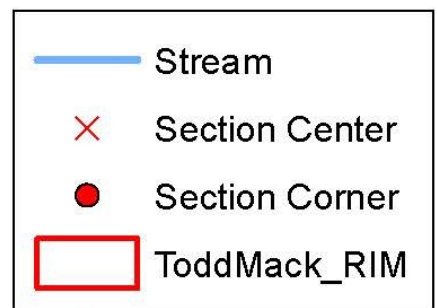
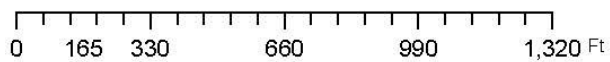
-  Rim Contracts - Owners will Maintain
-  Rim Contracts - RLWD will Maintain



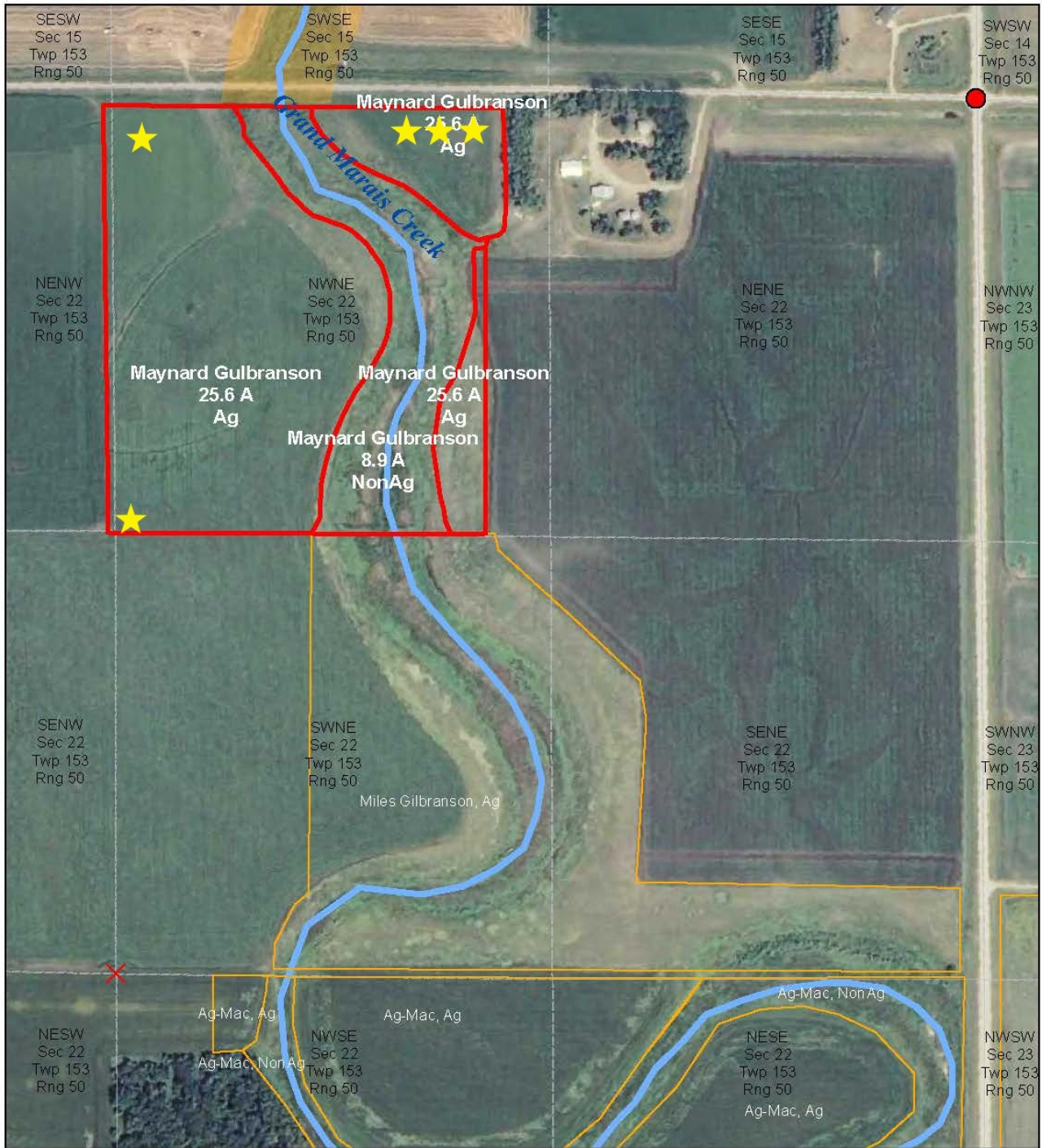


Ag-Mac

60-03-09-08 W

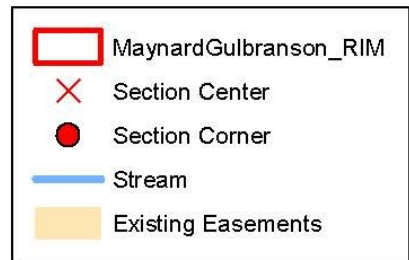
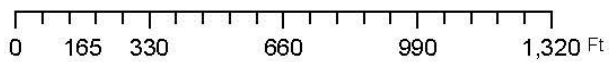


Canada Thistle

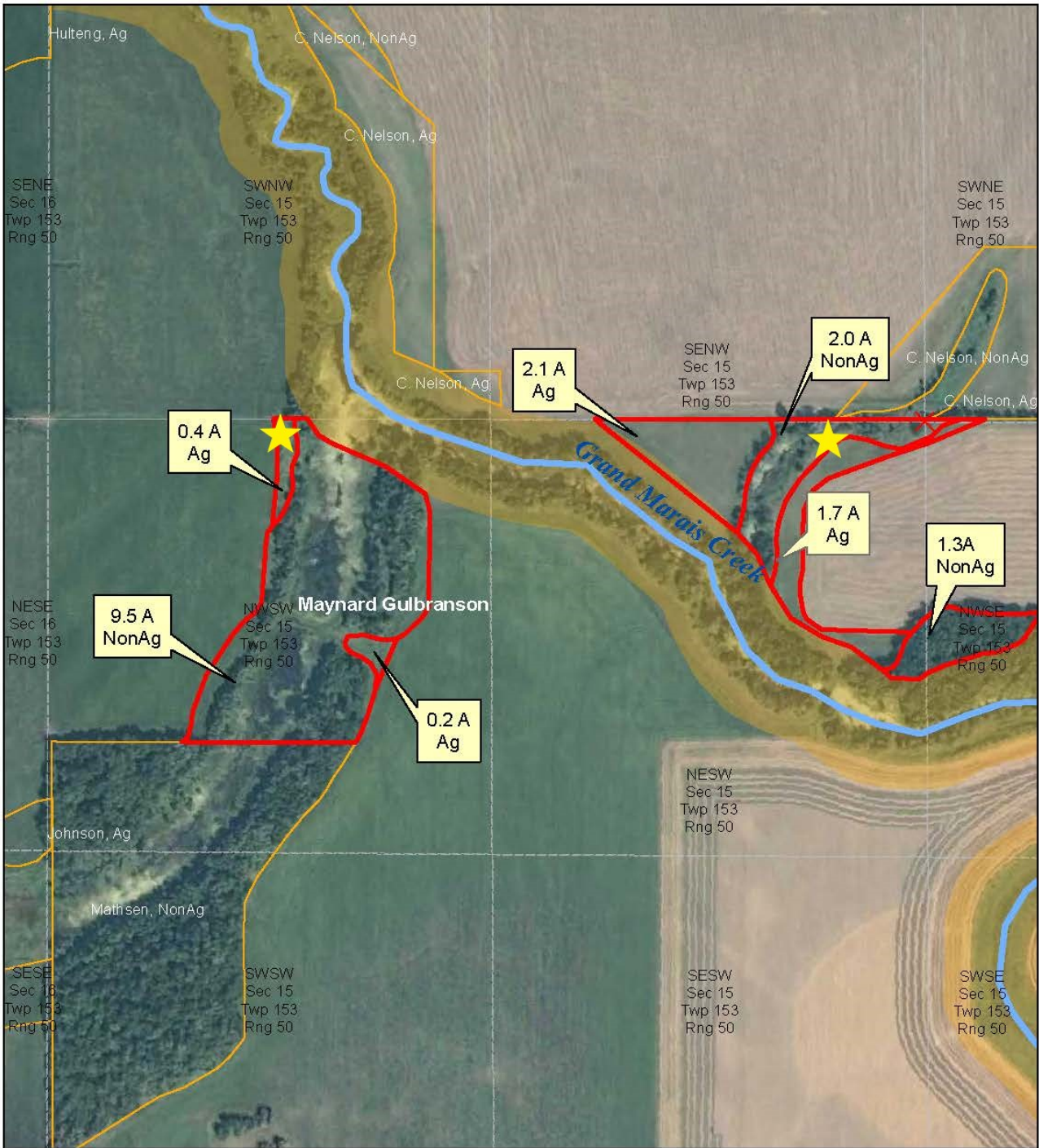


Maynard Gulbranson, Sec. 22

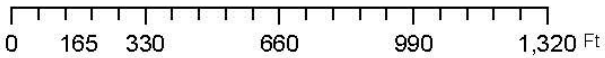
60-02-09-08 W








★ Canada Thistle

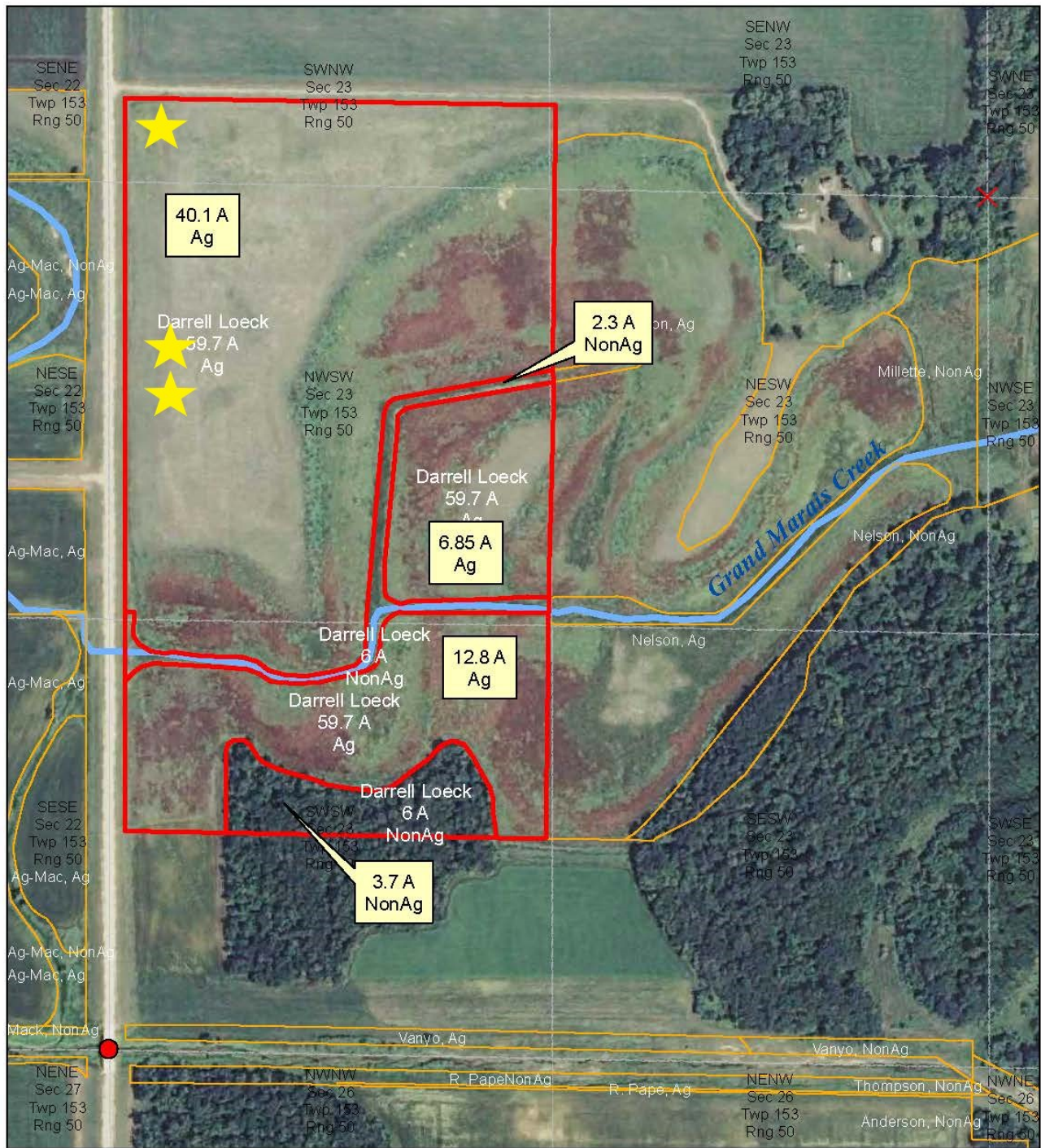


Maynard Gulbranson, Sec. 15
60-02-09-08 W



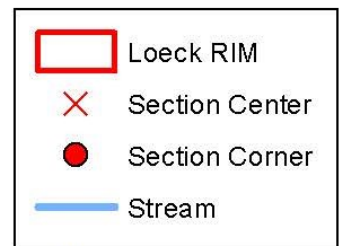
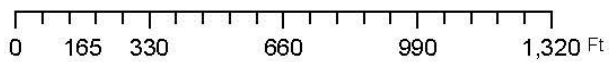
	MaynardGulbranson_RIM
	Section Center
	Section Corner
	Stream
	Existing Easements

 Canada Thistle

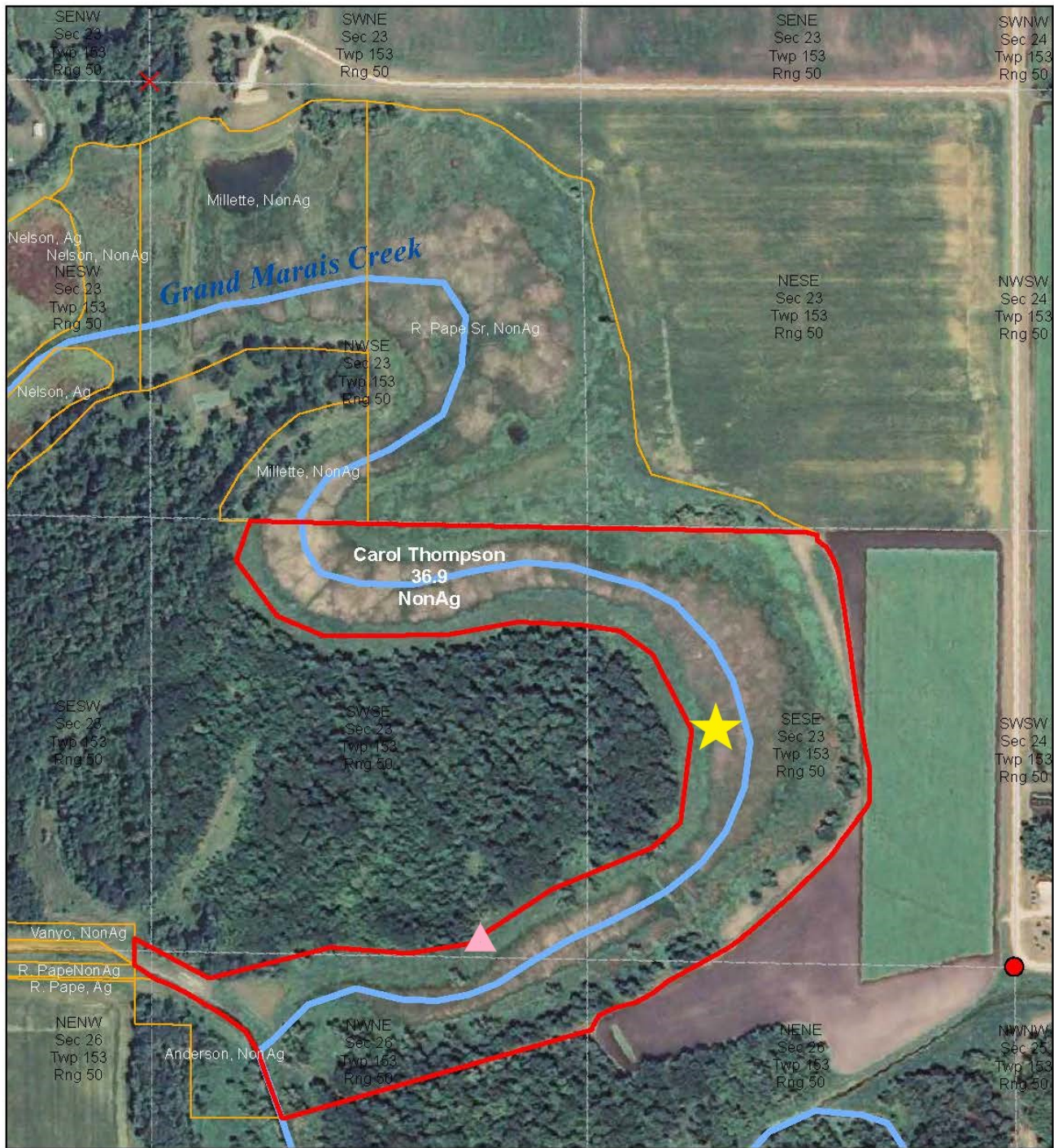


Darrell Loeck

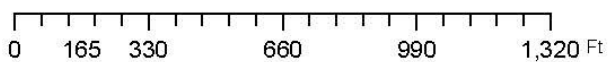
60-05-09-08 W









 Canada Thistle



Carol Thompson 60-06-09-08 W



-  Leafy Spurge
-  Thompson RIM
-  Section Center
-  Section Corner
-  Stream
-  Canada Thistle



Permit # **22-203**

Status Report: **2**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Darwin Boutain		36402 195th Street NE Goodridge, MN 56725		tel: mobile: 218-686-4309 fax:

General Information

(1) The proposed project is a:

Surface Drainage (New Ditch or Improvement)

(2) Legal Description

(3) County: **Pennington** Township: **Hickory** Range: **39** Section: **13 1/4: E1/2**

(4) Describe in detail the work to be performed. **Site 1 clean west side of road ditch 420th Avenue SE Site 2 install culvert through township road SW1/4 Site 3 install field access south of bridge on west side of road 420th Avenue SE Site 4 field access size culvert flap gate**

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

Status

Status	Notes	Date
Received	None	Aug. 18, 2022

Conditions

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

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

TO THE BOARD OF MANAGERS:

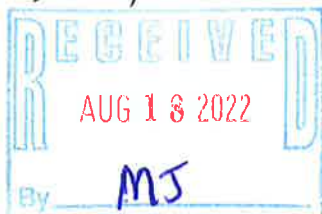
Landowner Name: <i>Dominic Barton</i>		Telephone Number: <i>686-4309</i>	
Address (Street, RFD, Box No., City, State, Zip): <i>36402 195 st NE Goodhue MN 56725</i>			
Project Location: Government Lot _____ Quarter Section(s) <u><i>13</i></u> Section(s) <u><i>13</i></u> <i>Hickory</i>			
Township (Name & #) <u><i>Hickory</i></u> Range # _____ County <u><i>pen</i></u>			
Type of Work Proposed:			
<input checked="" type="checkbox"/> Excavate <i>Clean Ditch</i>	<input checked="" type="checkbox"/> Install	<input checked="" type="checkbox"/> Ditch	<input type="checkbox"/> Dike
<input type="checkbox"/> Fill	<input type="checkbox"/> Remove	<input checked="" type="checkbox"/> Culvert (Size _____)	<input type="checkbox"/> Erosion Control
<input type="checkbox"/> Drain	<input type="checkbox"/> Other	<input type="checkbox"/> Bridge (Size _____)	<input type="checkbox"/> Tile
<input type="checkbox"/> Construct	<input type="checkbox"/>	<input type="checkbox"/> Dam	<input type="checkbox"/> Other

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

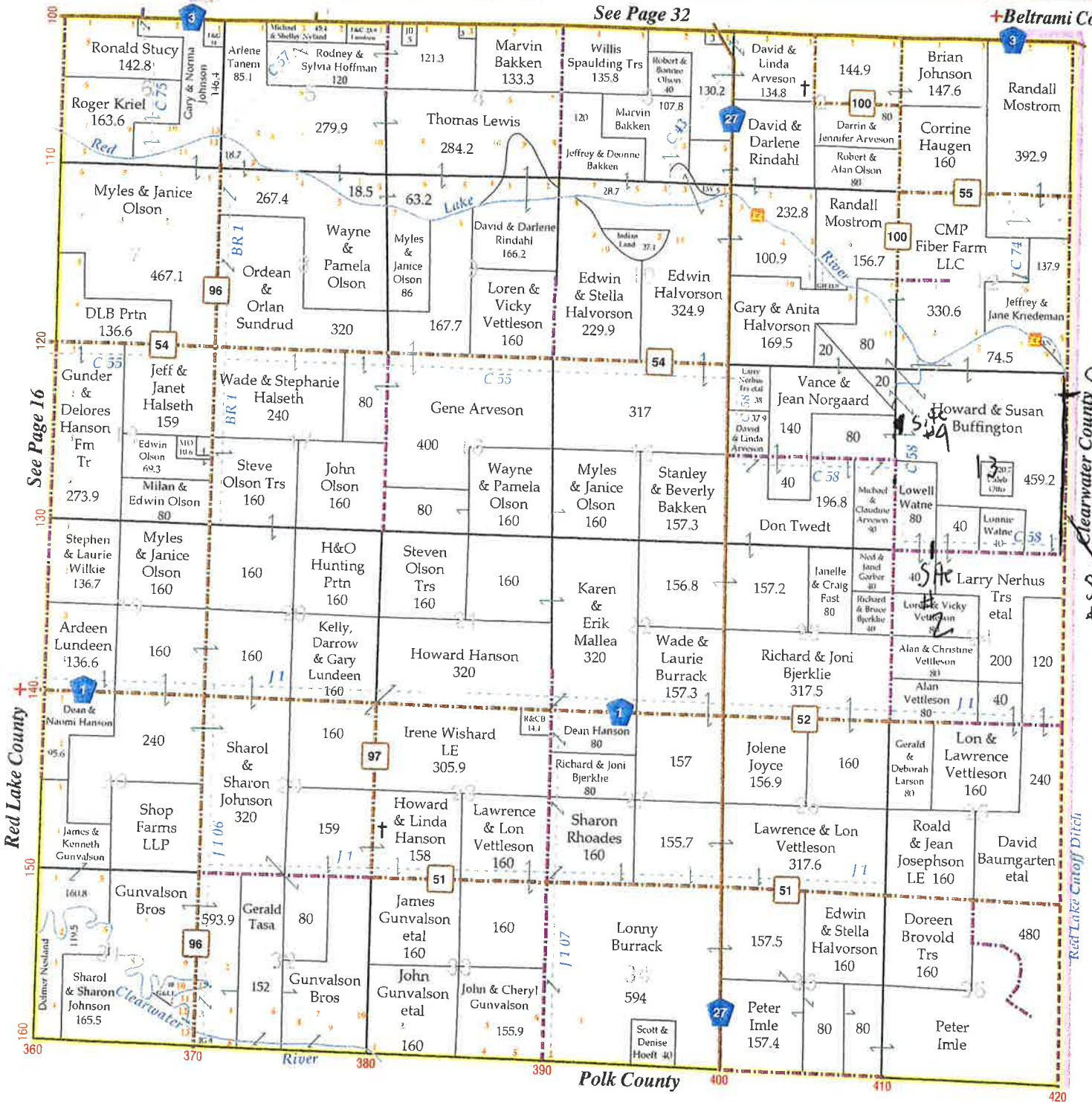
Description of work to be done: <i>Site #1 Clean West Side of Road ditch # 420th Ave SE</i>	
<i>Site #2 - install Culvert through top Rd - SW 1/4</i>	
<i>Site #3 - install Field Access south of Bridge on West Side of Rd. # 420th. Ave SE</i>	
Estimated drainage area: acres _____ or sq. mile(s) _____	<i>Site #4 Field Access size Culvert w F/G</i>
Work is necessary because: <i>Poor Drainage - Field Access.</i>	

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

Signature of landowner: <i>Dominic Barton</i>	Date: <i>8-18-22</i>
--------------------------------------------------	-------------------------



For Office Use Only P.A. No. <i>22-203</i>



See Page 16

Clearwater County Site #1

Red Lake Cutoff Ditch

a Closer LOOK



Why are CCI maps better than the competition? For starters, they just look better. The care and attention our artists put into the creation of each map is equalled only by the fastidious proofing that each map receives from our own internal research and proofing department. This adds up to maps that are easy-on-the-eyes and easy-to-use.

better maps




Pennington, MN



Hickory Sec 13

Darwin Boutain Permit #22-203

Legend

-  Ditch "Cleaning"
-  Hot Rod Ridge Restorations & Auto?
-  New Field Crossing

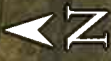
Red Lake River

New Field Crossing

Hot Rod Ridge Restorations & Auto ...

Install Culvert through Twp. RD

New Field Crossing



3000 ft



Permit # 21-006

Status Report: **Tabled**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Darwin Boutain		36402 195th Street NE Goodridge, MN 56725		tel:218-378-4654 mobile: 218-686-4309 fax:

General Information

(1) The proposed project is a:

**Surface Drainage (New Ditch or Improvement)
Culvert Installation / Removal / Modification**

(2) Legal Description

(3) County: **Pennington** Township: **Hickory** Range: **39** Section: **13 1/4: E1/2**

(4) Describe in detail the work to be performed. **Clean one mile of west side of road ditch in the east side of the section. Install culvert in the SW1/4 SW1/4.**

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

Status

Status	Notes	Date
Tabled		March 17, 2021
Received		Jan. 28, 2021

Conditions

I recommend this permit be "Tabled" until after the adjacent land has been transferred into the applicants name. N.J.O.

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

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

TO THE BOARD OF MANAGERS:

Landowner Name: <u>Darwin Boutain</u>		Telephone Number: <u>218-686-4309</u> <u>378-4654</u>	
Address (Street, RFD, Box No., City, State, Zip): <u>36402 195th St NE Goodridge MN 56705</u>			
Project Location: Government Lot _____ Quarter Section(s) <u>NE 1/4, SE 1/4</u> Section(s) <u>13</u> <u>SW 1/4 - culvert</u>			
Township (Name & #) <u>Hickory T-152-N</u>		Range # <u>39-W</u> County <u>Pennington</u>	
Type of Work Proposed:			
<input checked="" type="checkbox"/> Excavate	<input checked="" type="checkbox"/> Install	<input checked="" type="checkbox"/> Ditch	<input type="checkbox"/> Dike
<input type="checkbox"/> Fill	<input checked="" type="checkbox"/> Remove	<input checked="" type="checkbox"/> Culvert (Size _____)	<input type="checkbox"/> Erosion Control
<input type="checkbox"/> Drain	<input type="checkbox"/> Other	<input type="checkbox"/> Bridge (Size _____)	<input type="checkbox"/> Tile
<input type="checkbox"/> Construct	<input type="checkbox"/>	<input type="checkbox"/> Dam	<input type="checkbox"/> Other

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

Description of work to be done: <u>Site 1 - Clean west side of road ditch</u> <u>Site 2 - install culvert thru top road - SW 1/4</u> Estimated drainage area: acres _____ or sq. mile(s) _____	
Work is necessary because: <u>improved</u>	

I hereby make application for a permit, and other information submitted with this application are true and correct. I understand that the Board of Managers does not relieve the applicant from the responsibility of obtaining all necessary permits from other agencies.

DITCH CLEANING ON W. SIDE OF RD.
IS SAME SCOPE OF WORK AS ON
EXPIRED P.A. #16011
I WOULD USE COMMENTS FROM THAT
PER. (SEE ATTACHED HIGHLIGHTED)
+ STAN. TWP. COMMENTS FOR
CULV. INSTALLATION.

I have reviewed the attached all supporting maps, drawings, photos, other data, etc., to support permit application. The Board of Managers does not relieve the applicant from the responsibility of obtaining all necessary permits from other agencies.

Signature of landowner:
Darwin

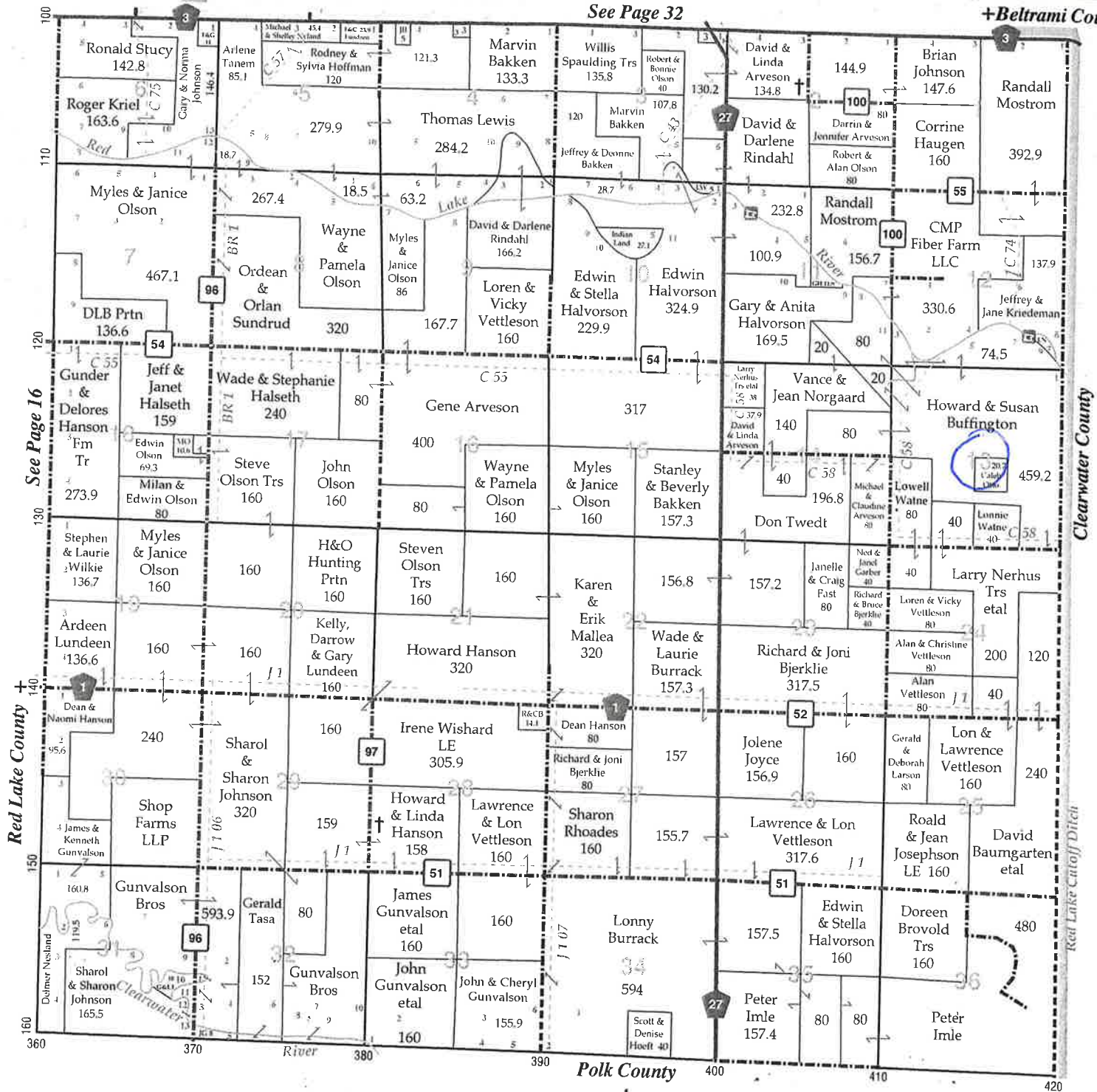
1/28/20

Fee Only 21.006

Boutain

3-12-21-f 88





a **Closer LOOK**



Why are CCI maps better than the competition? For starters, they just look better. The care and attention our artists put into the creation of each map is equalled only by the fastidious proofing that each map receives from our own internal research and proofing department. This adds up to maps that are easy-on-the-eyes and easy-to-use.

better maps

RED LAKE WATERSHED DISTRICT PERMIT NUMBER 16011

In the matter of the application of: Darwin Boutain, 36402 195th Street NE, Goodridge, MN 56725

Pursuant to Minnesota Statutes Chapter 103D, the Permit and Drainage Rules of the Red Lake Watershed District, and on the basis of the statement and information contained in the permit application submitted by applicant, including all letters, maps, and other supporting data furnished by applicant, all of which are made a part hereof by reference, permission is hereby granted to Darwin Boutain address for the purposes of notice and other communications pertaining to this permit is 36402 195th Street NE, Goodridge, MN 56725 the purpose of doing the work applied for with the following exceptions, changes, and/or special conditions:

Red Lake Watershed District (RLWD) approval as per approval of Hickory Township specs/conditions; proposed work for site #2 is within township road Right-of-Way. For site #1 only – this work MAY involve Red Lake Tribal road Right-of-Way – Applicant shall contact Tribal Road Authority and obtain their approval before this work begins. For proposed work on lands not owned by applicant, he/she must obtain, in writing, permission from the affected landowners to perform proposed work. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166)

This permit is granted subject to the following provisions:

- 1) This permit is permissive only and shall not release the permittee from any liability or obligation imposed by Minnesota Statutes, Federal Law or Local Ordinances and shall be subject to all conditions and limitations now or hereafter imposed by law. The Red Lake Watershed District makes no representations to the applicant in granting the permit that the proposed work complies or does not comply with the existing law. No liability shall be imposed upon or incurred by the District or any of its officers, agents or employees, officially or personally, on account of the granting of this permit, or on account of any damage to any person or property resulting from any act or omission of the permittee or any of its agents, employees or contractors relating to any matter hereunder. This permit shall not be construed as estopping or limiting any legal claim or right of action of the District against the permittee, its agents, employees, or contractors for violation of or failure to comply with the provisions of the permit or applicable provisions of law.
- 2) Work authorized under this permit shall be completed by June 8, 2017, unless extended by the District.
- 3) The permittee shall grant access to the site at all reasonable times during and after construction to authorized representatives of the District for inspection of the work authorized by this permit.
- 4) This permit may be terminated by the District without notice at any time deemed necessary for the management of the water resources of the District, or in the interest of the public health and welfare, or for violation of any of the provisions of this permit.

Dated this 8 day of June, 2016.

Red Lake Watershed District



Myron Jesme, Administrator

P.A. No. 16011

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

TO THE BOARD OF MANAGERS:

Applicant's Name: <u>Darwin Boutain</u>		Telephone Number: <u>686-4309 (h) 378-4654</u>	
Address (Street, RFD, Box No., City, State, Zip): <u>36402 195th St NE Goodridge mn 56725</u>			
Project Location: Government Lot _____		Quarter Section(s) _____ Section(s) <u>13, 23</u> ^{Culvert} ^{field crossing}	
Township (Name & #) <u>Wickory</u>		Range # _____ County <u>Penn</u>	
Type of Work Proposed:			
<input type="checkbox"/> Excavate	<input type="checkbox"/> Install	<input type="checkbox"/> Channel	<input type="checkbox"/> Dike
<input type="checkbox"/> Fill	<input type="checkbox"/> Remove	<input checked="" type="checkbox"/> Culvert (Size <u>18" Dia. @</u> <u>both sites</u>)	<input type="checkbox"/> Erosion Control
<input type="checkbox"/> Drain	<input type="checkbox"/> Other	<input type="checkbox"/> Bridge (Size _____)	<input type="checkbox"/> Tile
<input type="checkbox"/> Construct	<input type="checkbox"/>	<input type="checkbox"/> Dam	<input type="checkbox"/> Other

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

Description of work to be done: <u>making a site Culvert + ditch to run north + south; also to add a field crossing to Sect 23.</u> ^{Site 2-40 ac.}	
Estimated drainage area: acres _____ or sq. mile(s) _____	
Work is necessary because: <u>to clean, drain for existing farmland</u>	

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

Signature of owner or authorized agent <u>Darwin Boutain</u>	Date <u>3-30-16</u>
-----------------------------------------------------------------	------------------------

RECEIVED

MS
3-31-16

MAR 20 2016

RLWD

For Office Use Only P.A. No. <u>16-011</u>

N



SITE 1

S

SITE 2

Generated with the GeoMOOSE Printing Utilities

2

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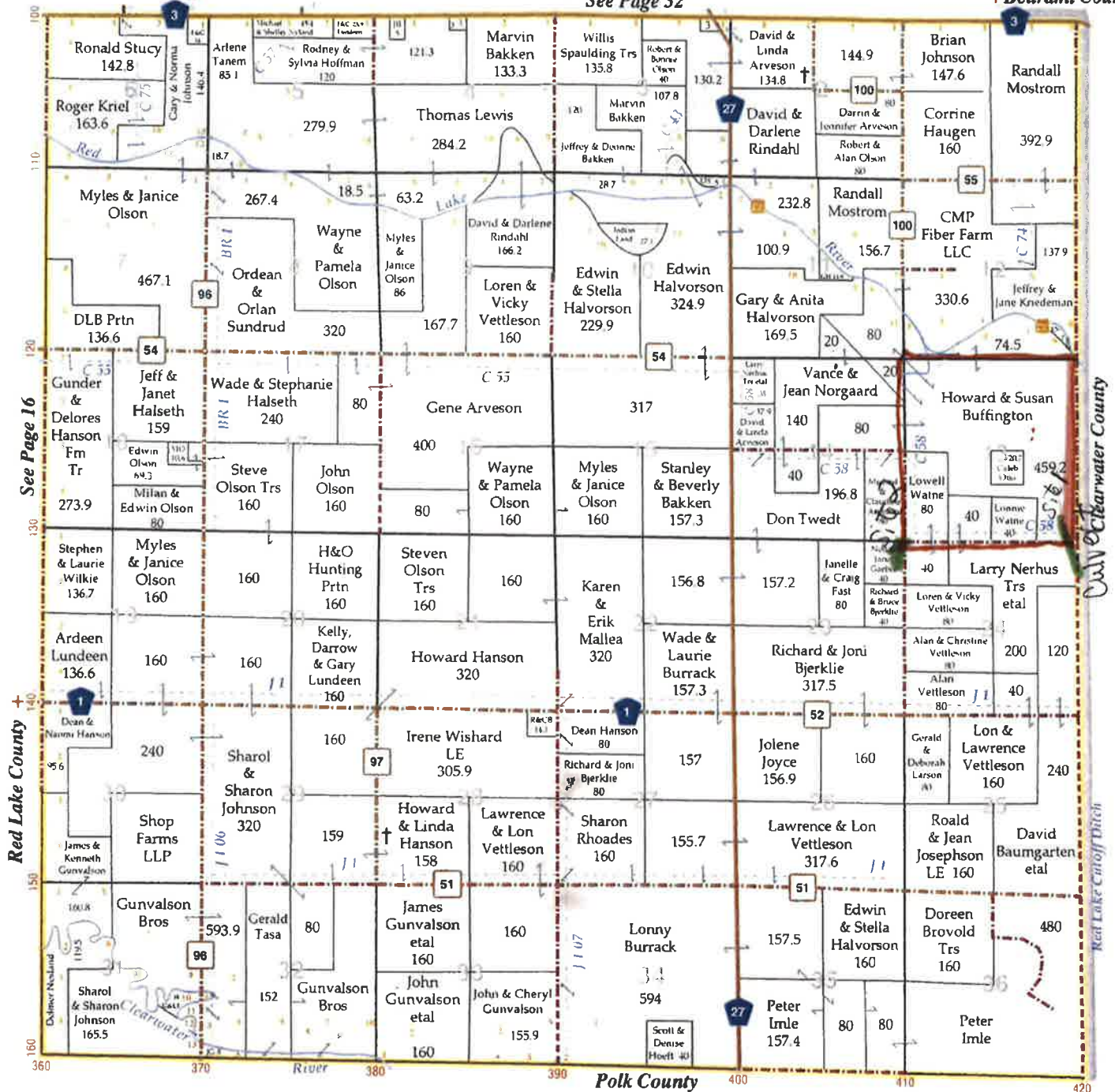
7. Hickory

T.152N. - R.39W.

©2008 CLOUD Cartographics, Inc. St. Cloud, MN 56301

See Page 32

+Beltrami County



See Page 16

Red Lake County

Curvedwater County

Net Lake Cutoff Ditch

Polk County

a Closer LOOK



better maps

Why are CCI maps better than the competition? For starters, they just look better. The care and attention our artists put into the creation of each map is equalled only by the fastidious proofing that each map receives from our own internal research and proofing department. This adds up to maps that are easy-on-the-eyes and easy-to-use.

Pennington, MN



Permit # **22-030**

Status Report: **Tabled**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Steve Svendsen		37631 State Hwy 92 SE Trail, MN 56684		tel: mobile: 218-268-4525 fax:

General Information

(1) The proposed project is a:

Tiling

(2) Legal Description

(3) County: **Red Lake** Township: **Equality** Range: **40** Section: **25 1/4: E1/2**

(4) Describe in detail the work to be performed. **Install pattern tile with gravity outlet.**

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

Status

Status	Notes	Date
Tabled	P.A. #22-030 – Steve Svendsen Red Lake County – S. Equality Township – Section 25 I recommend this permit be tabled due to land not included in the benefitted area of RLWD Ditch 1 Lat C Project 115. T.O.	Aug. 23, 2022
Received	None	April 12, 2022

Conditions

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

RED LAKE WATERSHED DISTRICT
Subsurface Tile Drainage Application

Landowner Name: STEVE SVENDSEN Phone: 218-268-4525
Address (Street, City, State, Zip): 37631 STATE HWY 92 SE, TRAIL, MN 56684
Name of designer: FIELD DRAINAGE INC Phone: 218-698-4628
Name of installer: FIELD DRAINAGE INC Phone: 218-698-4628

Legal description and site map and/or GPS coordinates to accurate scale showing location of all tiles, surface water inlets, outlet(s), lift stations, pumps, and flow control devices; (attach maps): CONTACT JESS DETERMAN

Section # 25 Township (Name & #) S. EQUALITY Range # 40W County RED LAKE

Land area to be tiled (acres): 180 AC

Type of tiling (circle) Pattern Tile Random Tile

Type of outlet (circle) Lift Station/Pump Gravity Other _____

Date proposed plan submitted: Month ? Day ? Year 2022

Pump/lift station outlet flow capacity (GPM) _____

- All subsurface tile drainage systems must protect from erosion and include RLWD approved erosion control measures.
- All subsurface tile outlets including lift station pumps, must be located out of a legal drainage system and governmental roadway right of way unless approved by District and must be visibly marked.
- It is recommended that after harvest, tile outlet controls, including lift station pumps, be opened or turned on to remove water from the system unless downstream culverts are freezing.
- Obtaining a permit from the RLWD Managers does not relieve the applicant from the responsibility of obtaining any other additional authorization or permits required by law. (Ex: NRCS, SWCD, Township, County, State, etc.)
- Upon completion of the project, "As Built" plans must be provided to the District.
- Consideration must be made for turning off pumps for short period of times during the summer so maintenance can be performed on public, legal and private drainage ways, such as road ditches or private natural field drains.

EXHIBITS. The following exhibits may be requested to accompany the permit application. Two copies, (standard paper size of 8.5 inches by 11 inches), which include:

Signature of Owner  Date: 4-12-22

RLWD staff use:

Permit # 22-030 Date received: 4/12/22

Drain tile outlets to: _____

Legal System (Benefited Area): _____

Culvert size upstream and downstream of tile outlet: _____

APR 12 2022

MS



Red Lake Watershed District

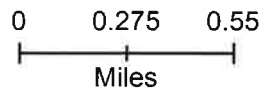
Project 115

RLWD Ditch 1 Lateral C
Amended 4-22-2021

Red Lake and Polk Counties

Lost River Subwatershed

- Lost River
- - - Project 115
- Benefitted Area
- County
- Township
- Section

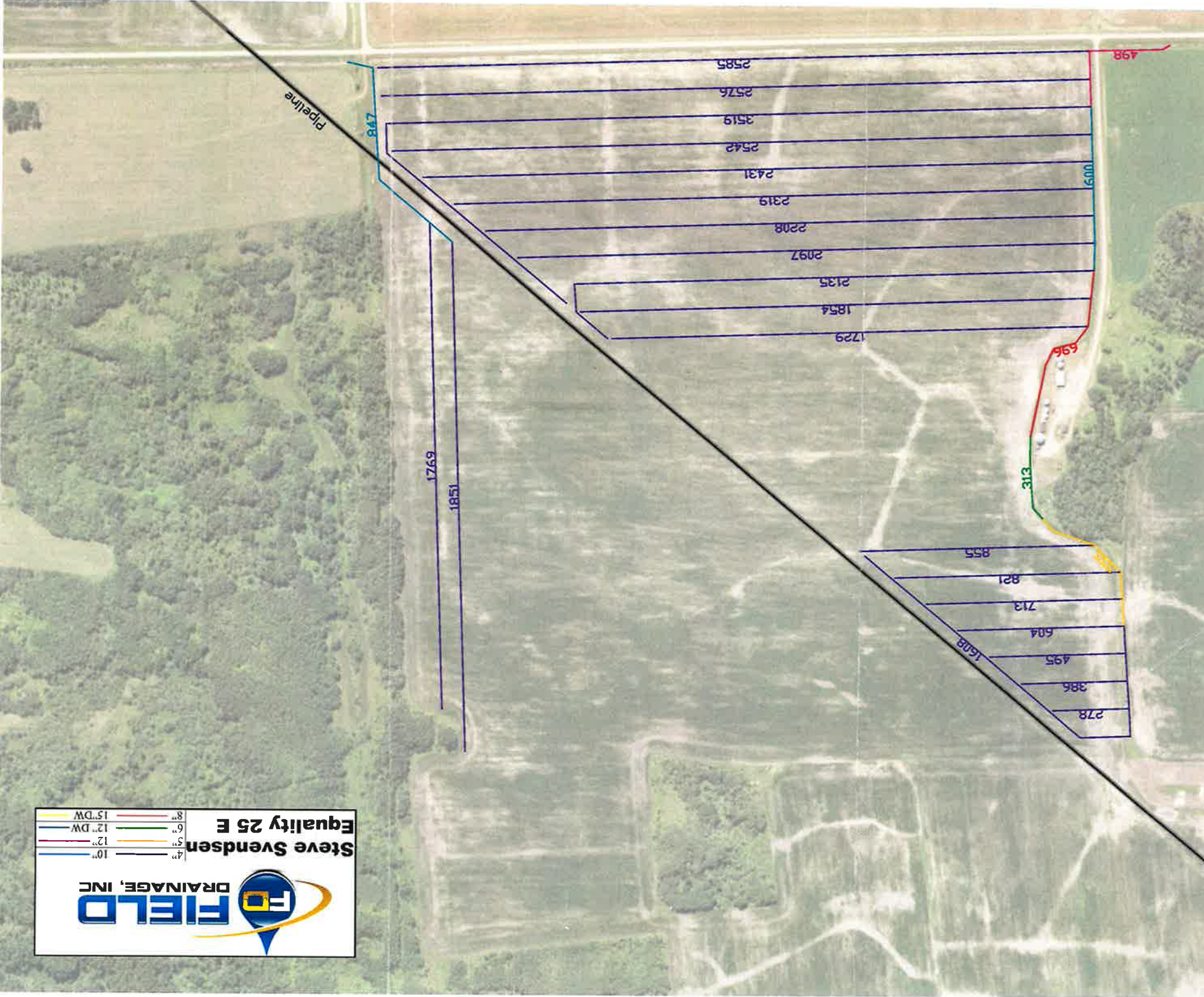


22-030

FD FIELD DRAINAGE, INC.

Steve Svendsen
Equality 25 E

8"	15" DW
6"	12" DW
5"	12"
4"	10"





Steve Svendsen
Equality 25 E

4"	10"
5"	12"
6"	12" DW
8"	15" DW





Permit # 22-174

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Pennington County	Pennington County	None		tel:218-689-0330 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **Wyandotte** Range: **42** Section: **14 1/4**:

(4) Describe in detail the work to be performed. **Replacing pipe in driveway 12392 220 Ave SE**

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

Status

Status	Notes	Date
Approved	P.A. #22-174 – Pennington County Highway Dept. Pennington County – Wyandotte Township – Section 14 Red Lake Watershed District (RLWD) approval to replace a failed 60” dia. culvert and install a new 60” diameter culvert in driveway crossing. 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.	Aug. 23, 2022
Received	None	July 26, 2022

Conditions

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



Permit # 22-175

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Pennington County	Pennington County	Thief River Falls, MN 56701		tel:218-689-0330 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **Wyandotte** Range: **42** Section: **17 1/4**:

(4) Describe in detail the work to be performed. **Replacing pipe in CO 81**

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

Status

Status	Notes	Date
Approved	P.A. #22-175 – Pennington County Highway Dept. Pennington County – Wyandotte Township – Section 17/18 Red Lake Watershed District (RLWD) approval to replace a failed 60” dia. culvert and install a new 60” diameter 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.	Aug. 23, 2022
Received	None	July 26, 2022

Conditions

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



Permit # 22-176

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Pennington County	Pennington County	Thief River Falls, MN 56701		tel:218-689-0330 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **Smiley** Range: **42** Section: **30** 1/4:

(4) Describe in detail the work to be performed. **Replace pipe in Driveway 17382 110 St NE**

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

Status

Status	Notes	Date
Approved	P.A. #22-176 – Pennington County Highway Dept. Pennington County – Smiley Township – Section 30 Red Lake Watershed District (RLWD) approval to replace a failed 60” Arch culvert and install a new 60” Arch culvert in a driveway crossing at 17382 110th St NE. 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.	Aug. 23, 2022
Received	None	July 26, 2022

Conditions

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



Permit # 22-177

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Pennington County	Pennington County	Thief River falls, MN 56701		tel:218-689-0330 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **Kratka** Range: **41** Section: **5 1/4**:

(4) Describe in detail the work to be performed. **Removing pipe in driveway 15212 240 Ave NE**

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

Status

Status	Notes	Date
Approved	P.A. #22-177 – Pennington County Highway Dept. Pennington County – Kratka Township – Section 5 Red Lake Watershed District (RLWD) approval to remove a failed 66” dia. culvert and install a new 66” diameter culvert in a driveway crossing at 15212 240th Ave NE. 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.	Aug. 23, 2022
Received	None	July 26, 2022

Conditions

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



Permit # 22-178

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Pennington County	Pennington County	Thief River Falls, MN 56701		tel:218-689-0330 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **Kratka** Range: **40** Section: **2 1/4**:

(4) Describe in detail the work to be performed. **Replacing 2 60" pipe on Co 61 and 89 in Ditch C-39**

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

Status

Status	Notes	Date
Approved	P.A. #22-178 – Pennington County Highway Dept. Pennington County – Kratka Township – Section 2/11 Red Lake Watershed District (RLWD) approval to replace (2) failed centerline 60" dia. culvert and install a new 60" diameter culvert in ditch C-39. 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.	Aug. 23, 2022
Received	None	July 26, 2022

Conditions

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



Permit # 22-179

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Pennington County	Pennington County	Thief River Falls, MN		tel:218-689-0330 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **Highlanding** Range: **40** Section: **31 1/4**:

(4) Describe in detail the work to be performed. **Replace Field crossing in Ditch 47**

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

Status

Status	Notes	Date
Approved	P.A. #22-179 – Pennington County Highway Dept. Pennington County – Highlanding Township – Section 31 Red Lake Watershed District (RLWD) approval to replace a failed 48” dia. culvert and install a new 48” diameter culvert for a field crossing in Ditch C47. 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.	Aug. 23, 2022
Received	None	July 26, 2022

Conditions

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



Permit # 22-180

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Pennington County	Pennington County	Thief River Falls, MN 56701		tel:218-689-0330 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **Highlanding** Range: **40** Section: **23 1/4**:

(4) Describe in detail the work to be performed. **Replacing Pipe 0-38 Ditch Sec 23 field crossing**

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

Status

Status	Notes	Date
Approved	P.A. #22-180 – Pennington County Highway Dept. Pennington County – Highlanding Township – Section 23 Red Lake Watershed District (RLWD) approval to remove a failed 72” dia. Culvert and install a new 72” diameter 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.	Aug. 24, 2022
Received	None	July 26, 2022

Conditions

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



Permit # 22-181

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Pennington County	Pennington County	Thief River Falls, MN 56701		tel:218-689-0330 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **Highlanding** Range: **40** Section: **24 1/4**:

(4) Describe in detail the work to be performed. **Replacing Pipe in Driveway in Ditch C-38 34866 120 St. NE**

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

Status

Status	Notes	Date
Approved	P.A. #22-181 – Pennington County Highway Dept. Pennington County – Highlanding Township – Section 24 Red Lake Watershed District (RLWD) approval to replace a failed 60” dia. culvert and install a new 60” diameter 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.	Aug. 23, 2022
Received	None	July 26, 2022

Conditions

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



Permit # 22-182

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Pennington County		Pennington County Thief River Falls, MN 56701		tel:218-689-0330 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **Bray** Range: **45** Section: **5 1/4**:

(4) Describe in detail the work to be performed. **Put in bigger culvert or add culverts**

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

Status

Status	Notes	Date
Approved	P.A. #22-182 – Pennington County Highway Dept. Pennington County – Bray Township – Section 5/8 Red Lake Watershed District (RLWD) approval to remove a failed 30" dia. Culvert and install a new 36" diameter culvert to improve drainage. 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.	Aug. 24, 2022
Received	None	July 29, 2022

Conditions

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



Permit # 22-184

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Red Lake County Highway Department		204 7th St. SE Red Lake Falls, MN 56750		tel:218-253-2697 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Red Lake** Township: **Red Lake Falls** Range: **44** Section: **14 1/4**:

(4) Describe in detail the work to be performed. **Remove existing failed drop structure under CSAH 19 on an unnamed drainage. New structure is proposed to be longer to minimize downstream erosion occurring in unnamed drainage**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Severe downstream erosion causing sediment transfer to Red Lake River and the failed structure could become a safety hazard within the roadway if not replaced**

Status

Status	Notes	Date
Approved	P.A. #22-184 – Red Lake County Highway Dept. Red Lake County – Red Lake Falls Township – Section 14 Red Lake Watershed District (RLWD) approval to remove a failed drop structure under CSAH 19 on an unnamed drainage. New structure being constructed will minimize downstream erosion occurring in the unnamed drainage. (See attachments). 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.	Aug. 24, 2022
Received	None	Aug. 2, 2022

Conditions

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

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
KAM Farmland Holdings GP		18 Crescent Key Bellvue, WA 98006		tel:425-301-0728 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Polk** Township: **Badger** Range: **42** Section: **15 1/4**:

(4) Describe in detail the work to be performed. **To complete culvert work, from the approved permit #20-104**

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

Status

Status	Notes	Date
Approved	P.A. #22-185 – Kam Farmland Holdings GP Polk County – Badger Township – Section 15 ADDITIONAL COMMENTS - RLWD approval to install an 18" diameter centerline culvert through 300th ST SE, and to remove a dry crossing and install an 18" diameter culvert. See Map. RLWD approval to clean a north township road ditch, as per approval of Badger Township; proposed work is within Township Road Right-of-Way. All excavation shall be consistent with the existing road and ditch slopes and there shall be no vertical excavation faces. Existing drainage/flow patterns shall not be changed or diverted. Applicant is responsible for utility locates by calling Gopher 1 at (1-800-252-1166) T.O.	Aug. 23, 2022
Received	None	Aug. 2, 2022

Conditions

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



Permit # 22-187

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Randy Weiss		24049 110th Ave. SE Red Lake Falls, MN 56750		tel:218-253-2259 mobile: fax:

General Information

(1) The proposed project is a:

Tiling

(2) Legal Description

(3) County: **Red Lake** Township: **Lake Pleasant** Range: **44** Section: **13 1/4**:

(4) Describe in detail the work to be performed. **Pattern Tile**

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

Status

Status	Notes	Date
Approved	P.A. #22-187 – Randy Weiss Red Lake County – Lake Pleasant Township – Section 13 The Red Lake Watershed District (RLWD) approves the pattern tile project with a 'lift/pump station' 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. Permit Holder shall contact the road authorities when cutting through roads. Directly downstream of the tile and/or pump station(s) outlets, applicant shall ensure that adequate grade and drainage is provided. Applicant will ensure that there is appropriate water dissipation at the outlet of the tile pump to prevent scouring in the outlet ditch. Applicant shall ensure that the tile outlet meets the MN DNR requirements, if any. 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 shall install appropriate erosion control measures for energy dissipation at the tile outlet. ■ 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.	Aug. 23, 2022
Received	None	Aug. 5, 2022

Conditions

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



Permit # **22-188**

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Pennington County		250 125 Ave NE Thief River Falls, MN 56701		tel:218-689-0330 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **Deer Park** Range: **40** Section: **24 1/4**:

(4) Describe in detail the work to be performed. **Remove and replace field crossing**

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

Status

Status	Notes	Date
Approved	P.A. #22-188 – Pennington County Highway Dept. Pennington County – Deer Park Township – Section 24 Red Lake Watershed District (RLWD) approval to remove a failed 36” dia. Culvert and install a new 36” diameter 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.	Aug. 23, 2022
Received	None	Aug. 5, 2022

Conditions

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



Permit # 22-189

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
Pennington County		250 125th Ave. NE Thief River Falls, MN 56701		tel:218-689-0330 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **Smiley** Range: **42** Section: **16 1/4**:

(4) Describe in detail the work to be performed. **Possible repair or replace culvert with 24" pipe**

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

Status

Status	Notes	Date
Approved	P.A. #22-189 – Pennington County Highway Dept. Pennington County – Smiley Township – Section 16/21 Red Lake Watershed District (RLWD) approval to repair centerline 24" if possible. If its not "repairable", replace with a 24" pipe. 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.	Aug. 23, 2022
Received	None	Aug. 5, 2022

Conditions

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



Permit # 22-192

Status Report: **Approved**

Applicant Information

Name	Organization	Address	Email	Phone Number(s)
John Giese		502 Prairie Rose Ave. Warren, MN 56762		tel:218-201-0085 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Polk** Township: **Keystone** Range: **48** Section: **5 1/4**:

(4) Describe in detail the work to be performed. **Eliminate small culvert south of the farm yard. Clean ditch and remove field crossing going west of the Yard.**

(5) Why is this work necessary? Explain water related issue/problem being solved. **Culvert has failed, clean sediment and remove unused crossing**

Status

Status	Notes	Date
Approved	P.A. #22-192 – John Giese Polk County – Keystone Township – Section 5 Red Lake Watershed District (RLWD) approval to eliminate the failed 12” culvert south of the farmyard (See Map). And clean the ditch on the North side of 110th St SW from the farmyard to the west to then cross 110th St SW and outlet into PCD 40. Applicant shall maintain existing road slopes and field side backslopes, contractor shall maintain existing flow patterns, no diverting flows, no vertical cuts, and existing culverts shall remain ‘as-is’ Applicant shall also get approval from the Township to clean the ditch. 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.	Aug. 23, 2022
Received	None	Aug. 9, 2022

Conditions

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



Minnesota Association of Watershed Districts
For more information, contact Jan Voit at 507-822-0921 or
jrvoit@outlook.com

Memorandum

DATE: August 1, 2022
TO: MAWD Members
FROM: Jan Voit, MAWD Support Services
RE: MAWD Strategic Plan

MAWD Strategic Plan

Over the last several months, the MAWD Strategic Plan Committee has met to develop a new Strategic Plan (Plan). This is a bold, member-driven plan. The Plan content reflects feedback from the member survey, the Minnesota Association of Watershed Administrators, and the Strategic Plan Committee.

The committee recommended that the Plan:

- Contains a mission and vision that are ambitious and aspirational.
- Includes defined values.
- Ensures strong leadership from an open and transparent board.
- Develops concentrated communication efforts.
- Modernizes the organization by changing its name and focuses on inclusivity of its members, MAWA, and the board.
- Reduces the number of board and committee meetings and changes committee structures for efficient and effective management.
- Supports members' efforts in watershed management.
- Acknowledges the importance of partnerships and building relationships.
- Develops long-standing legislative policies and revises the legislative platform and resolutions development processes and focuses lobbying efforts.

The following components were included:

- Mission: the roadmap of strategic planning to work toward the vision.
- Vision: describes what the organization is building toward in the future.
- Values: form the foundation on which we will perform our work in both relationships and processes.
- Goal: a broad statement of what we hope to achieve.
- Objective: defines the improvement that needs to happen.
- Strategy: how we accomplish the objective.
- Tactics: specific activities to undertake.

Following are a few examples to compare the current and draft Plans.

Mission

- Current: MAWD provides relevant educational opportunities information, training, and advocacy for WDs and WMOs.
- Proposed: to support and advocate for leaders in watershed management.

Vision

- Current: Establish MAWD as the leading resource and advocate regarding water and watershed management.
- Proposed: to establish excellence and innovation in all watershed-based organizations.

Values

- Current (no definitions were included):
 - Integrity
 - Communication
 - Collaboration
 - Relevance
 - Science-based
- Proposed:
 - Collaborate: work with partners to enhance members' watershed management skills and initiatives.
 - Efficient: provide services to maximize effective science-based principles for watershed management.
 - Support: promote and assist members' efforts in watershed management.
 - Member-driven: seek and consider input to ensure the organization's decisions reflect members' voices.
 - Transparent: communicate information about the performance, financial position, and governance of the organization in an open honest manner

Goals

- Current: 1) Education and Training, 2) Communication and Collaboration, and 3) Lobbying and Advocacy
- Proposed (including a proposed name change): 1) Fortify the infrastructure of Minnesota Watersheds to ensure reliable delivery of services; 2) Build a watershed community that supports one another; 3) Serve as a liaison to collaborate with statewide agencies and associations; 4) Ensure strong legislative policies are in place for watershed management; and 5) Enhance the skills of watershed officials.

This Plan is **YOUR** Plan. The Strategic Plan Committee respectfully requests that you review this draft Plan at your August board meeting(s) and send responses on behalf of your entire board by August 31. Responses should be sent to Jan Voit at jrvoit@outlook.com.



DRAFT

MINNESOTA WATERSHEDS

Strategic Plan

August 2022 Draft

Abstract

This document defines Minnesota Watersheds' mission and vision for the future and identifies goals, objectives, strategies, and tactics.

MINNESOTA WATERSHEDS

STRATEGIC PLAN GOALS AND OBJECTIVES

MISSION: To support and advocate for leaders in watershed management.

VISION: To establish excellence and innovation in all watershed-based organizations.

GOALS AND OBJECTIVES:



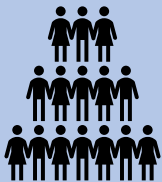
Fortify the infrastructure of MW to ensure reliable delivery of services.

- Ensure MW governance and management are aligned with the Strategic Plan.
- Provide focused leadership training for the MW Board.
- Develop concentrated communication efforts.
- Empower MW to accomplish its goals and objectives.
- Invest in technological resources to accommodate access to information.
- Reduce the number of board and committee meetings without sacrificing quality of input.



Build a watershed community that supports one another.

- Enhance member engagement through inclusivity.
- Increase membership.
- Increase attendance at MW events.
- Increase member involvement on committees and the MW board of directors.



Serve as a liaison to collaborate with statewide agencies and associations.

- Increase collaborative efforts between the Board of Water and Soil Resources (BWSR) and MW.
- Increase partnership activities with statewide entities.



Ensure strong legislative policies are in place for watershed management.

- Streamline the resolutions and legislative platform processes.
- Articulate clearly defined legislative policies so members and MW representatives can accurately state our positions.
- Focus and prioritize lobbying efforts
- Increase member engagement in the legislative process.



Enhance the skills of watershed officials.

- Provide guidance and direction for efficient and effective member operations.

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DRAFT

Strategic Plan

Mission

To support and advocate for leaders in watershed management.

Vision

To establish excellence and innovation in all watershed-based organizations.

Values

Collaborate: work with partners to enhance members' watershed management skills and initiatives.

Efficient: provide services to maximize effective science-based principles for watershed management.

Support: promote and assist members' efforts in watershed management.

Member-driven: seek and consider input to ensure the organization's decisions reflect members' voices.

Transparent: communicate information about the performance, financial position, and governance of the organization in an open honest manner.

Goals, Objectives, Strategies, and Tactics

Goal 1: Fortify the infrastructure of MW to ensure reliable delivery of services.

Background

With only one staff person, it has been challenging to get consistent communication out to members. MW has consistently heard that more communication was needed. Upon further review, the most valued method of receiving information has been through newsletters. Social media does not seem to hit our target audience and may not be worth the investment. It is recommended that a communications plan be developed that brings structure and consistency to this activity. The organization would also benefit from streamlining its operations to ensure staff are spending their time on the most important tasks.

Objectives, Strategies, and Tactics to Achieve Goal 1

1. Ensure MW governance and management are aligned with the Strategic Plan.
 - Focus the organization's efforts on defined goals, strategies, objectives, and tactics.
 - i. Confirm, each month, that board actions are done in accordance with the Strategic Plan.
 - ii. If new issues arise that require significant resources, seek member support before pursuing.
 - iii. Do not adopt major policies or expenditures without staff review and recommendations that consider pros and cons, alternatives, costs, and member perspectives.
2. Provide focused leadership training for the MW Board.
 - Roles and responsibilities for the MW Board.
 - i. Adopt roles and responsibilities for the MW Board within six months of Strategic Plan approval.
 - Orientation document for the MW Board.
 - i. Develop an orientation document that covers MW Board roles and responsibilities, governance documents, committee scopes of work, and communication that is presented to the MW Board in an annual workshop.
 - Leadership training for the MW Board.
 - i. Work with Board of Water and Soil Resources (BWSR), League of MN Cities (LMC), Pryor Learning, and other entities to develop leadership training.

3. Develop concentrated communication efforts.
 - Newsletters.
 - i. Adhere to a consistent process for newsletter development and distribution, as well as a process for posting newsletters on the website.
 - ii. Ensure newsletters are distributed to members and non-members.
 - MW Board agendas and meeting packets.
 - i. Distribute agendas and meeting packets directly to each member organization ahead of each meeting and post on the website.
4. Empower MW to accomplish its goals and objectives.
 - Sufficient staffing.
 - i. Invest in sufficient staff to complete identified strategies and tactics.
 - Suitable policies.
 - i. Set policies that ensure adequate funding for staffing and technological resources.
 - ii. Develop an annual work plan for the MW Board.
5. Invest in technological resources to accommodate access to information.
 - Robust website.
 - i. Update the website to be an up to date and complete resource for boards and administrators.
 - Efficient internal communication tool.
 - i. Work with MAWA to launch a platform for data sharing.
 - ii. Transition electronic files to the cloud for reliable backup and document sharing among staff.
6. Reduce the number of board and committee meetings without sacrificing quality of input.
 - Reduced MW Board meeting schedules.
 - i. Adopt a schedule and cancel meetings if no time-sensitive decisions are needed.
 - Member committees.
 - i. Maintain four member committees: Awards, Events/Education, Legislative, and Resolutions/Policy.
 - ii. Adjust committee leadership to one manager and one administrator who serve as co-chairs. Continue to populate the committee with one manager and one administrator from each region.
 - iii. Refine committee scopes of work annually.
 - iv. Develop annual work plans for committees.
 - Executive committees.
 - i. Form three executive committees: Governance, Personnel, and Finance.
 - ii. Governance Committee: Members include one MW Board member from each region and the Executive Director.
 1. Combine the bylaws, MOPP, and Strategic Plan committee into one executive governance committee. This committee would handle minor issues and make recommendations to the board. When major reviews or revisions are warranted, form a member committee, as defined above, to perform the assigned work.

- iii. Personnel Committee: Members include the President, Vice President, an appointed director from each region not represented by the President and Vice President, and the Executive Director.
- iv. Finance Committee: Members include the President, Vice President, Treasurer, and Executive Director.
 - 1. The executive finance committee will prepare a budget and make the annual recommendation to the board on dues. Form a member committee, as defined above, when major projects are warranted, such as proposing a new dues structure.
- v. Refine committee scopes of work annually.
- vi. Develop annual work plans for committees.

Goal 2: Build a watershed community that supports one another.

Background

Some members have voiced they do not find value in the services of MW and some have left the association. It has also been a struggle to find enough volunteers to serve on the board of directors and committees. This leads to a less unified voice, a weaker understanding of what issues are most important to members, and difficulties associated with an unstable revenue stream.

Objectives, Strategies, and Tactics to Achieve Goal 2

- 1. Enhance member engagement through inclusivity.
 - Change the name of the organization to accurately represent membership.
 - i. Review work done by the MAWD Board in 2020.
 - ii. Recommend a new name.
- 2. Increase membership.
 - Meet individually with watershed organizations that are not members to address concerns.
 - i. Start discussions with non-member watershed organizations on the benefits of membership.
 - ii. Use MW Regional Directors and/or Administrators to advocate for MW around the state.
- 3. Increase attendance at MW events.
 - Increase the percentage of organizations that attend MW events.
 - i. Be inclusive of members and non-members for MW events and meetings to maintain a sense of fairness, apply discounts to members.
 - ii. Hold regional caucuses in conjunction with all MW events.
- 4. Increase member involvement on committees and the MW Board.
 - Promote the importance of member involvement in the MW board and on the committees that provide direction and guidance to the organization.
 - i. Ensure members have opportunities to voice concerns and provide input at board and committee meetings.
 - ii. Advocate for MW activities through newsletters and the website.

Goal 3: Serve as a liaison to collaborate with statewide agencies and associations.

Background

Some members have expressed a desire for BWSR to balance their focus more equitably between SWCDs, WDs/WMOs, and counties, especially in areas of advocacy, policymaking, funding, and training. MAWA has expressed interest in taking a more active role within MW but has met resistance by the MAWD

Board. Maximizing these relationships ranked as a high priority by members as the best way to advance initiatives, especially with the legislature.

Objectives, Strategies, and Tactics to Achieve Goal 3

1. Increase collaborative efforts between BWSR and MW.
 - Work with BWSR leadership to address member concerns.
 - i. Identify points of contention, develop a work plan to address issues, and develop opportunities for reducing concerns.
2. Increase partnership activities with statewide entities.
 - Identify opportunities to work with MN Association of Watershed Administrators (MAWA), MN Association of Soil and Water Conservation Districts (MASWCD), the Association of MN Counties (AMC), the League of MN Cities (LMC), Local Government Water Roundtable (LGWRT), Drainage Work Group (DWG), Clean Water Council (CWC), and others as deemed appropriate to promote watershed management.
 - i. Attend BWSR, CWC, and DWG meetings and provide updates for members.
 - ii. Develop a plan that articulates the opportunities to partner and track collaboration with entities like MAWA, MASWCD, AMC, LMC, LGWRT, and AMC.
 - iii. Pursue collaborative education and training opportunities with MAWA, MASWCD, AMC, LMC, LGWRT, DWG, and others.
 - iv. Advocate for the appointment of effective watershed board members with BWSR and AMC.

Goal 4: Ensure strong legislative policies are in place for watershed management.

Background

Members have expressed disappointment that more resolutions have not passed at the Capitol. Others feel the setting of the legislative platform does not consider enough input from members. There has been interest in improving the resolutions process to be less chaotic.

Objectives, Strategies, and Tactics to Achieve Goal 4

1. Streamline the resolutions and legislative platform processes.
 - Evaluate the current resolutions and legislative platform process.
 - i. Identify alternative methods to achieve concurrence on resolutions, adopt a revised process, or reaffirm the current process.
2. Articulate clearly defined legislative policies so members and MW representatives can accurately state our positions.
 - Develop a comprehensive platform of clearly defined policies.
 - i. Work with MAWA and the Resolutions Committee to develop a full legislative policy document that is inclusive of policies that can remain on the books indefinitely or until members approve changes to those positions.
 - ii. Draft expectations for support and advocacy for MW representatives that serve on the BWSR Board, CWC, and LGWRT.
3. Focus and prioritize lobbying efforts.
 - Identify legislative issues impacting the most members.
 - i. Support legislation that promotes watershed management.
 - ii. Fend off legislation that limits member abilities to protect and restore water resources.
 - iii. Ensure the MW lobbyist(s) have clear direction on MW legislative priorities.

- iv. Align workload with the resources set aside for lobbying and manage member expectations.
4. Increase member engagement in the legislative process.
 - Encourage member involvement on the resolutions and legislative committees.
 - i. Solicit more direct input from members when setting legislative priorities by surveying members or provide another avenue for members to get feedback to the committee before they make a recommendation to the board.
 - ii. Promote committee membership to ensure members' voices are reflected in the legislative platform.
 - Increase communication with members about legislative activity.
 - i. Host an annual event for members to learn about MW's legislative platform and receive guidance on how to discuss and interact with legislators on issues.
 - ii. Personally call and invite legislators to attend MW events.
 - iii. Set up appointments with members and legislators.

Goal 5: Enhance the skills of watershed officials.

Background

The MW Board has approved updating the watershed handbook. There seems to be consensus that MW should focus its education efforts on the board managers and allow MAWA to coordinate efforts for staff.

Objectives, Strategies, and Tactics to Achieve Goal 5

1. Provide guidance and direction for efficient and effective member board operations.
 - Offer comprehensive watershed officials training.
 - i. Provide training sessions at all MW events.
 - ii. Enhance the sharing of knowledge between members at MW events.
 - iii. Maintain an up-to-date watershed handbook by reviewing the handbook annually and revising it as warranted.
 - iv. Work collaboratively with BWSR to provide regional training opportunities.
 - v. Utilize the expertise, knowledge, and experience of MW staff and MAWA in the development of education and training for watershed officials.

Supporting Resources

In addition to the Strategic Plan, MW has developed supporting resources for its governance and management. The documents listed below will be reviewed annually and updated as warranted. The MW Board of Directors can update all documents except the bylaws which requires adoption by the membership. For the most up-to-date versions of these documents, visit www.mnwatershed.org.

Bylaws

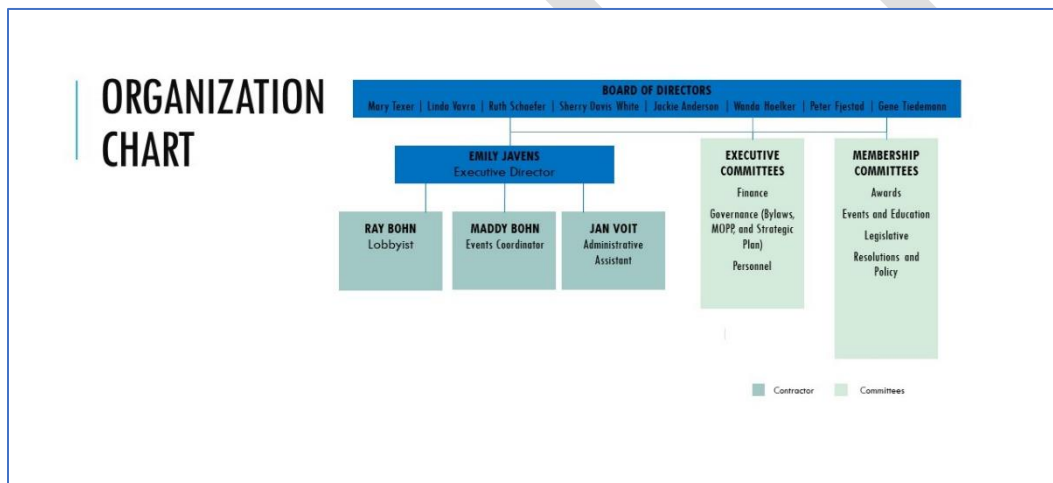
Bylaws are the written rules for conduct of the organization. The Bylaws can be found [here](#).

Manual of Policy and Procedures (MOPP)

The MOPP is designed to regulate all major decisions, actions, and principles of MW. The MOPP can be found [here](#).

Organizational Chart

An organizational chart shows the chain of command within an organization and can be found on the next page.



Position Descriptions

MW Board of Directors

The position description for the Board of Directors guides roles and responsibilities of serving on the MAWD Board.

Executive Director

The position description for the Executive Director specifies the work to be completed by this person.

Executive Committees – Scopes of Work

Finance

The Executive Finance Committee handles day-to-day financial decisions, prepares a budget, and makes recommendations to the board on membership dues. Members include the President, Vice President, Treasurer, and Executive Director.

Governance (Bylaws, MOPP, and Strategic Plan)

The Executive Governance Committee ensures the Bylaws, MOPP, and Strategic Plan are kept up to date and adequately guide the organization. Members include one MW Board member from each region and the Executive Director.

Personnel

The Personnel Committee provides guidance, oversight, and support to the MW Board as it reviews and recommends performance management and compensation systems. Members include the President, Vice President, an appointed director from each region not represented by the President and Vice President, and the Executive Director.

Membership Committees – Scopes of Work

Member committees have six voting members, are co-chaired by one manager and one administrator, and supported by one staff or contract worker. At least one manager should be a MAWD Board Director. The MAWD Board appoints the managers and MAWA appoints the administrators.

Awards

The Awards Committee promotes, manages, and presents the annual MW Project and Program of the Year Awards. This committee has an extra administrator from each region making for nine committee members and is supported by the event manager.

Education/Events

The Education/Events Committee ensures that MW events provide high quality educational and networking opportunities for members and non-members. The committee annually reviews the education work plan, provides input before and after events, and sets the convention presentation schedule. This committee is supported by the assigned education program manager.

Legislative

The Legislative Committee provides focus and direction to the MW lobbyist(s) and Executive Director who also support the committee. They annually review the legislative program work plan and make recommendations on a legislative platform.

Resolutions/Policy

The Resolutions/Policy Committee oversees the resolutions process and is supported by staff assigned to the committee.

Program and Project Work Plans

Work plans describe a project or program from beginning to end, providing detail on what needs to be done, when it needs to be done, and when appropriate how much should be spent. Developing annual work plans for the MW Board and its committees is important. To date, the following have been approved.

Education Program

The education program work plan can be found here.

Legislative Program

The legislative program work plan can be found here.

Note:

The program work plans will eventually be uploaded to the website and will have links included. For now, they are in the development process.

Tactics Timeline

Goal 1. Fortify the infrastructure to ensure reliable delivery of services	Start Date	Complete by	Process	2023 Staff Hours	2024 Staff Hours	2025 Staff Hours	2026 Staff Hours	2027 Staff Hours
Tactics								
<i>Governance and Management</i>								
Confirm that board actions are done in accordance with the Strategic Plan								
Seek member support if new issues arise that require significant resources								
Staff review and recommendations for major policies or expenditures								
<i>Board Leadership</i>								
Adopt roles and responsibilities within six months of Strategic Plan adoption								
Develop an orientation document for the Board and hold annual workshop								
Work with entities to develop leadership training								
<i>Communication</i>								
Adhere to a consistent process for newsletter development and distribution								
Post newsletters on website								
Distribute newsletters to members and non-members								
Distribute agendas and meeting packets directly to member organizations								
Post agendas and meeting packets on website								
<i>Empower Accomplishing Goals and Objectives</i>								
Invest in sufficient staff to complete identified strategies and tactics								
Set policies that ensure adequate funding for staffing and technology								
Develop an annual work plan for the Board								

Note:

The Tactics Timeline is a work in progress. Its purpose is to show that time and resources will be required to achieve the goals. Once the Plan is approved, the strategies and tactics will be prioritized.

Goal 1. Fortify the infrastructure to ensure reliable delivery of services	Start Date	Complete by	Process	2023 Staff Hours	2024 Staff Hours	2025 Staff Hours	2026 Staff Hours	2027 Staff Hours
Tactics								
<i>Technological Resources</i>								
Update website								
Work with MAWA to launch a platform for data sharing								
Transition electronic files to the cloud for reliable backup and document sharing among staff								
<i>Reduce the Number of Board and Committee Meetings</i>								
Adopt a schedule and cancel meetings if no time-sensitive decisions are needed								
<i>Maintain member committees: Awards, Events/Education, Legislative, Resolutions/Policy</i>								
Adjust committee leadership to one manager and one administrator who serve as co-chairs. Continue to populate the committee with one manager and one administrator from each region								
Refine committee scopes of work annually								
Develop annual work plans for committees								
<i>Form executive committees: Governance, Personnel, and Finance</i>								
Governance: one Board member from each region and executive director								
Personnel Committee: Board president, vice president, an appointed director from each region not represented by the president and vice president, and executive director								
Finance: Board president, vice president, treasurer, and executive director								
Develop scopes of work for all committees								
Develop annual work plans for committees								
Goal 2. Build a watershed community that supports one another								
Tactics								
<i>Change Organization Name</i>								
Review work done by MAWD Board in 2020								
Recommend a new name								
<i>Meet with Non-Members</i>								
Start discussions on benefits of membership								
Use directors or administrators to advocate								
<i>Increase Attendance Percentage</i>								
Include members and non-members in events								
Hold regional caucuses in conjunction with events								
<i>Promote Member Involvement</i>								
Ensure members have opportunities to voice concerns and provide input at board and committee meetings								
Advocate for activities through newsletters and the website								

Goal 3. Serve as a liaison to collaborate with statewide agencies and associations	Start Date	Complete by	Process	2023 Staff Hours	2024 Staff Hours	2025 Staff Hours	2026 Staff Hours	2027 Staff Hours
Tactics								
<i>Work with BWSR to Address Member Concerns</i>								
Identify points of contention and develop opportunities for reducing concerns								
<i>Identify Opportunities to Partner to Promote Watershed Management</i>								
Attend BWSR, CWC, and DWG meetings and provide updates								
Develop a plan that articulates opportunities to partner and track collaboration								
Pursue collaborative education and training opportunities								
Advocate for the appointment of effective watershed board members with BWSR and AMC								

Goal 4. Ensure strong legislative policies are in place for watershed management	Start Date	Complete by	Process	2023 Staff Hours	2024 Staff Hours	2025 Staff Hours	2026 Staff Hours	2027 Staff Hours
Tactics								
<i>Evaluate Current Resolutions and Legislative Platform Process</i>								
Identify alternative methods, adopt revised process, or reaffirm current process								
<i>Develop Comprehensive Platform of Policies</i>								
Work with MAWA and the Resolutions Committee to develop a full legislative policy position document								
Draft expectations for support and advocacy for representatives on the BWSR Board, CWC, LGWRT								
<i>Identify Legislative Issue Impacting Members</i>								
Support legislation that promotes watershed management								
Fend off legislation that limits abilities to protect and restore water resources								
Ensure lobbyist(s) have clear direction on legislative priorities								
Align workload with the resources set aside for lobbying and manage member expectations								
<i>Member Engagement in Resolutions and Legislative Committees</i>								
Solicit more direct input from members when setting legislative priorities								
Promote committee membership to ensure members' voices are reflected in the legislative platform								
Increase Communication about Legislative Activity								
Host an annual event for members to learn about the legislative platform and receive guidance on legislator interaction								
Personally call and invite legislators to attend MW events								
Set up appointments with members and legislators								

Goal 5. Enhance the skills of watershed officials	Start Date	Complete by	Process	2023 Staff Hours	2024 Staff Hours	2025 Staff Hours	2026 Staff Hours	2027 Staff Hours
Tactics								
<i>Offer comprehensive watershed officials training</i>								
Provide training sessions at all MW events								
Enhance the sharing of knowledge between members at events								
Maintain an up-to-date watershed handbook by reviewing it annually and revising it as warranted								
Work collaboratively with BWSR to provide regional training								
Utilize the expertise of staff and MAWA in the development of education and training for watershed officials								