

# RED LAKE WATERSHED DISTRICT

January 11, 2024

9:00 a.m.

## Agenda

9:00 a.m.	Call to Order	Action
	Review and approve agenda	Action
	Requests to appear	Information
	December 28, 2023 Minutes	Action
	Financial Report dated January 10, 2024	Action
	2023 General Fund Budget	Information
	Manager Appointment	Information
	Election of Board of Officers	Action
	Advisory Committee	Action
	Committees for 2024 (committee list in packet)	Action
	Schedule Board Meetings	Action
	Designate Depositories	Action
	Conflict of Interest Policy Review	Action
	MN Campaign Finance Board	Information
	MN Watersheds Dues	Information
	WBIF Supplemental Funds Request Clearwater River 1W1P Red Lake River 1W1P	Information
	RLWD Project No, 46S, Chief's Coulee	Info/Action
	RLWD Project No. 50 G, Thibert Dam Change Order #1 Pay Estimate #2	Action Action
	Ring Dikes: 129AX Fladeland 129 AY Beich	Info/Action Info/Action

Euclid East Impoundment, RLWD Project No. 60C CRP Land Rental Agreement - Carol Zammert	Info/Action
RLWD Permit No. 23028, Clearwater County Highway Dept.	Info/Action
Permits: 23226, 24001, and 24002	Action
Administrators Update	Information
Legal Counsel Update	Information
Managers' updates	Information
Adjourn	Action

UPCOMING MEETINGS

January 15, 2024	Martin Luther King Holiday – Office Closed
January 16-18, 2024	41 <sup>st</sup> Annual Red River Basin Land & Water Int. Summit Conference, West Fargo
January 25, 2024	RLWD Board Meeting
February 7-8, 2024	Drainage Conference - Alexandria
February 8, 2024	RLWD Board Meeting
February 22, 2024	RLWD Board Meeting

RED LAKE WATERSHED DISTRICT  
Board of Manager's Minutes  
December 28, 2023

Vice-President, Gene Tiedemann, called the meeting to order at 9:00 a.m. at the Red Lake Watershed District Office, Thief River Falls, MN.

Present: Managers: Gene Tiedemann, Terry Sorenson, Allan Page, LeRoy Ose, Tom Anderson, and Brian Dwight. Absent: Dale M. Nelson and Delray Sparby. Staff Present: Tammy Audette, Melissa Bushy, Elaine Rychlock, Lindsey Kallis, Corey Hanson, Erick Huseeth, Tony Olson, and Nate Koland. Guests: Nate Dalager, Tony Nordby, Grant Nelson, and Dave Myhrer.

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

A request to appear was made by Marshall County resident, Dave Myhrer.

The Board reviewed the December 14, 2023, minutes. Motion by Sorenson, seconded by Page, to approve the December 14, 2023, Board meeting minutes, as presented. Motion carried.

The Board reviewed the Financial Report dated December 27, 2023. Motion by Tiedemann, seconded by Page, to approve the Financial Report dated December 27, 2023. Motion carried.

Dave Myhrer shared his concerns about the proposed Mud River Project.

Administrator Audette reviewed the State of MN Earned Sick and Safe Time (ESST) employee notice handout. Employees in Minnesota are entitled to earned sick and safe time, a form of paid leave. The RLWD already has a policy in place that allows more earned time than what is required. It will be conformed to reflect the statutory ESST requirements.

Administrator Audette reviewed the League of MN Cities Dividend announcement. The District received a dividend in the amount of \$673.00.

Administrator Audette stated that discussion was held amongst the Red Lake River 1W1P, RLWD Project No. 149, Planning Work Group members regarding Request for Proposals (RFP) to engineering firms for a feasibility study regarding repairs to the outlet of Judicial Ditch 60. Funding requests for the Supplemental Funds through the 1W1P process need to be submitted by January 5, 2024.

Administrator Audette participated in a meeting with staff from BWSR and the Middle Snake Tamarac Watershed District (MSTWD) regarding the boundary lines between the District and the MSTWD as it relates to the 1W1P boundary. Audette stated that if the two watersheds' boundary was moved to correlate with the 1W1P boundary, the MSTWD would lose approximately 15 sections to the District. Since the District has a Joint Powers Agreement with the MSTWD for the Grand Marais Creek Watershed, RLWD Project No. 60F, BWSR will approve using the watershed boundary lines as they are currently determined. Although, this will need to be presented to the Thief River 1W1P Policy Committee for their approval.

A request was made by email from Jake Seidel, TKDA for BNSF Railway Company for an extension to RLWD Permit No. 22004, Popple Township, Section 28, Clearwater County. A motion was made by Anderson, seconded by Sorenson, to approve the one-year extension to permit no. 22004. Motion carried.

Staff member Tony Olson discussed RLWD Permit No. 23086, Aaron Miller, Star Township, Pennington County. Olson stated that the application was approved in June 2023 for the installation of pattern tile with a gravity outlet. The District was notified by a Star Township officer that the outlet was placed in a different location than that on the permit, that a pump was installed rather than the proposed gravity system, and that the pump was within the Star Township road-right-of-way. Work was also completed by a different installer/contractor, than named on the application. After considerable discussion by the Board, a motion was made by Sorenson, seconded by Dwight, to submit a warning letter to Aaron Miller pertaining to unauthorized work as it relates to installation of a pump versus the approved gravity outlet, requesting that an “after the fact” permit be submitted; also, a letter will be sent to the installer/contractor for work performed without permit compliance. Motion carried.

Staff member Tony Olson reported that the District was informed of a ditch blockage located in Section 15, Badger Township, Polk County. Motion by Sorenson, seconded by Page, to submit a letter to the landowner stating that they are in violation of the District’s Diking Rules and Regulations by diverting/blocking waters with a raised berm, said blockage shall be removed by January 24, 2024, or the District will remove the blockage and the landowner will be responsible for all costs incurred. Motion carried.

Administrator Audette updated the Board on the permit violation for RLWD Permit No. 23216, Section 25, Terrebonne Township, Red Lake County. Audette stated that the Red Lake County Sheriff’s Department has submitted the information to the county’s legal counsel to determine if charges should be filed. Legal Counsel Sparby, who spoke via telephone conference call, advised that the District could look at injunctive relief with a civil suit. After much discussion, a motion was made by Dwight, seconded by Page, to stay the seeking on civil injunctive relief until the January 11, 2024, board meeting to determine the county’s efforts in pursuing criminal charges. Motion carried.

Legal Counsel Sparby stated we have filed our Appeal Brief with the Supreme Court for the Improvement to Polk County Ditch 39, RLWD Project No. 179, and that the Amicus Brief has been filed as well. Dates have yet to be set for the time and location of oral arguments before the Supreme Court.

Motion by Anderson, seconded by Page, to adjourn the meeting.

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LeRoy Ose, Secretary

**RED LAKE WATERSHED DISTRICT**  
**Financial Report for January 10, 2024**

<b>Ck#</b>	<b>Check Issued to:</b>	<b>Description</b>	<b>Amount</b>
online	EFTPS	Withholding FICA, Fed & Medicare (12-29-23 payroll)	\$ 4,653.86
online	MN Department of Revenue	Withholding Taxes (12-29-23 payroll)	814.38
41063-64	void		
41065	Terrance Sorenson	Mileage	\$ 360.93
41066	Al Page	Mileage	\$ 81.22
41067	Matrix	Deferred Comp	\$ 571.05
41068	Gene Tiedemann	Mileage	\$ 229.25
41069	Dale Nelson	Mileage	\$ 18.34
41070	Terrance Sorenson	Mileage	\$ 49.13
41071	Leroy Osse	Mileage	\$ 163.76
41072	Brian Dwight	Mileage	\$ 310.06
41073	Tom Anderson	Mileage	\$ 311.78
41074	Aramark	Office Rug Rental	\$ 94.28
41075	Farmers Union of TRF	Gas for vehicles	\$ 470.39
41076	Houston	*see below	\$ 21,243.25
41077	Hugo's	Meeting Supplies	\$ 192.10
41078	Olson Construction	Parking lot plowing & sanding	\$ 450.00
41079	L & M Fleet	Cleaning Supplies, pole saw, dewalt Drill	\$ 615.72
41080	Les's Sanitation	Garbage removal	\$ 35.74
41081	Marco	Canon copier contract	\$ 265.07
41082	Northwest Service Coop	Annual membership	\$ 99.00
41083	Pennington Co. SWCD	T&E, Adm. Thief, Red Lake, Clearwater Rivers 1W1P	\$ 4,830.13
41084	Polk County Highway Dept.	*see below (construction of County Ditch 99)	\$ 562,752.50
41085	Quality Spray Foam	Proj. 14 - Ditch 83 -sediment removal	\$ 4,415.00
41086	Red Lake Co. SWCD	T&E, Adm.-Red Lake & Clearwater River 1W1P	\$ 2,938.77
41087	Richards Publishing	Ad Pine Lake notice of Aeration	\$ 18.00
41088	RMB	Lab analysis & water quality samples	\$ 1,091.00
41089	Kristi Huseth	Office Cleaning	\$ 630.00
41090	void		
41091	Motor Vehicle Department	License tabs for vehicles	\$ 193.50
41092	HDR	*see below	\$ 42,525.54
online	Cardmember Services	Office Supplies - BWSR Motels	\$ 7,311.50
online	Northwest Service Coop	Health insurance premium	\$ 10,100.02
online	AFLAC	Staff paid Insurance	\$ 326.24
online	Delta Dental	Staff Insurance	\$ 597.05
online	WEX	Medical FSA - (MB)	\$ 162.62
*41076	<b>Houston Engineering</b>	149B T&E Clearwater River Channel	\$ 6,536.50
		149A Moose River/JD 21 Channel Stability	\$ 4,226.50
		Proj. #17 Lost River	\$ 1,365.75
		Proj #52 Elm Lake	\$ 3,192.25
		149A T&E Stock & Drees Sites	\$ 5,922.25
*41084	<b>Polk Co. Highway Dept</b>	CD 99 - Proj. #46R Obj 2A 319 Grant	\$ 170,252.50
		CD 99 - RRWMB Base Water Quality Funding	\$ 112,500.00
		CD 99 - RLWD committed share	\$ 280,000.00
*41092	<b>HDR</b>	CD 99 Slope #149	\$ 4,629.28
		Proj. #114 Turtle Lakes	\$ 34,732.76
		Proj. #180C Mud River	\$ 1,742.50
		Proj. #26B Pine Lake Lost River	\$ 741.00
		Proj. #26B Pine Lake Lost River	\$ 680.00
	<b>Total Checks</b>		\$ 668,921.18

<b>Banking</b>	<b>Northern State Bank</b>		
	Balance as of December 31, 2023		\$ 573,354.12
	Total Checks Written		\$ (668,921.18)
	Rct# 25175	Pennington County	\$ 54,125.50
	Rct# 25176	Beltrami County	\$ 38.00
	Rct# 25177	Clearwater County	\$ 6,344.00
	Rct# 25178	Clearwater County	\$ 3,865.16
	Rct# 25179	Transfer funds from AFB to NSB	\$300,000.00
	Balance as of January 10, 2024	Current interest rate is 3.25%	<u>\$ 268,805.60</u>
	<b>American Federal Bank-Fosston</b>		
Balance as of December 31, 2023		\$ 5,490,862.51	
Rct #25179	Transfer funds from AFB to NSB	\$ (300,000.00)	
Balance as of January 10, 2024	Current interest rate is 2.8%	<u>\$ 5,190,862.51</u>	

<b>Investments</b>	12 month CD 4.85%	<u>\$ 238,000.00</u>
<b>Edward Jones</b>	Expiry 12-15-24	
Balance		
	12 month CD 4.55%	<u>\$ 238,000.00</u>
<b>Edward Jones</b>	Expiry 12-15-24	
Balance		
	12 month CD 4.75%	<u>\$ 24,000.00</u>
<b>Edward Jones</b>	Expiry 12-15-24	
Balance		
	12 month CD 5.02%	<u>\$ 237,000.00</u>
<b>Edward Jones</b>	Expiry 5-07-24	
Balance		
	12 month CD 5.02%	<u>\$ 237,000.00</u>
<b>Edward Jones</b>	Expiry 5-07-24	
Balance		
	12 month CD 5.02%	<u>\$ 26,000.00</u>
<b>Edward Jones</b>	Expiry 5-07-24	
Balance		
	6 month CD 5.25%	<u>\$ 243,000.00</u>
<b>Edward Jones</b>	Expiry 2-5-24	
Balance		
	6 month CD 5.25%	<u>\$ 243,000.00</u>
<b>Edward Jones</b>	Expiry 2-5-24	
Balance		
	6 month CD 5.15%	<u>\$ 14,000.00</u>
<b>Edward Jones</b>	Expiry 2-9-24	
Balance		
	12 month CD 5.45%	<u>\$ 241,000.00</u>
<b>Edward Jones</b>	Expiry 9-19-24	
Balance		
	12 month CD 5.5%	<u>\$ 237,000.00</u>
<b>Edward Jones</b>	Expiry 9-29-24	
Balance		
	12 month CD 5.5%	<u>\$ 33,000.00</u>
<b>Edward Jones</b>	Expiry 9-29-24	
Balance		
	<b>Total Cash</b>	<b>\$ 6,970,668.11</b>

**Cash that has been received and earmarked for projects:**

2022 Grant Thief River 1W1P Proj. #149A	\$ 264,946.00
2023 Grant Clearwater 1W1P Proj. #149B	\$ 487,363.00
2024 Grant Red Lake River 1W1P Proj. #149	\$ 850,219.50
Mid Point Grant Proj. #149	\$ 25,000.00
Chief Coulee Proj. #46S	<u>\$ 214,375.00</u>
	\$ 1,841,903.50

**Payables committed to by board action:**

TRF Reservoir Water Intake Proj. #63	\$ 38,400.00
Chief Coulee Proj. #46S	<u>\$ 800,000.00</u>
	\$ 838,400.00

**Total accessible cash (Est) \$ 4,290,364.61**

# RLWD Advisory Committee

John A. Nelson, Walker Brook Area  
Steve Holte, Thief River Area  
John Ungerecht, Upper Red Lake Area  
Dan Schmitz, Black River Area  
John Gunvalson, Clearwater River Area  
Roger Love, Grand Marais Area  
Dave Rodahl, Thief River Area  
Shane Bowe, Red Lake Band of Chippewa Indians  
Loiell Dyrud, Thief River Area  
Curt Beyer, Black River Area  
Greg Dyrdal, Black River Area  
Wayne Larson, Moose River Area  
Elroy Aune, Moose River Area  
Steve Linder, Clearwater River Area  
Gary Mathis, Lost River Area  
~~Jeep Mattson, Grand Marais/Red Area~~  
Trent Stanley, Thief River Area  
Jim Sparby, Thief River Area  
Dave Dalager, Pine Lake Area  
Richard Martell, Hill River Area  
Larry Peterson, Gully Sportsman's Club  
Jim Counter, Pennington County Sportsman's Club  
Mark Larson, Upper Clearwater River Area  
Robyn Dwight, Upper Red Lake Area  
Mike Solsten

## Pennington SWCD

Peter Nelson  
Greg Hilgeman

## Marshall SWCD

## Clearwater SWCD

Rachel Klein



# Advisory Committee Members

## Black River Area

\*Dan Schmitz, RLF  
Curt Beyer, RLF  
Greg Dyrdal, TRF

## Moose River Area

Wayne Larson, Middle River  
Elroy Aune, Gatzke

## Burnham Creek Area

## Clearwater River Area

Steve Linder, Oklee  
\*John Gunvalson, Gonvick  
Mark Larson

## Lost River Area

Gary Mathis, Gonvick

## Grand Marais/Red Area

Jeep Mattson, EGF

## Poplar River Area

## Clearwater Lake Area

## Thief River Area

\*Dave Rodahl, TRF  
Trent Stanley  
\*Steve Holte  
Jim Sparby

## Walker Brook Area

\*John A. Nelson, Clearbrook

## Pine Lake Area

Dave Dalager  
Mike Solsten

## Red Lake River Area

## Upper Red Lake Area

\*John Ungerecht, Northome  
Robyn Dwight

## Hill River Area

Richard Martell, Oklee

\*Overall Advisory Committee Members

## 2023 Board Committees

### Red River Watershed Management Board (RRWMB)

LeRoy Ose-Delegate (2021 1<sup>st</sup> year of a 3-year term)  
Gene Tiedemann-Alternate  
Dale Nelson (10/10/19)

### Minnesota Watershed (aka: MAWD)

LeRoy Ose-Delegate  
Gene Tiedemann-Delegate  
Allan Page-Alternate

### Budget/Salary/Personnel Committee

Terry Sorenson  
Dale Nelson  
Brian Dwight

### Grand Marais Creek Joint Powers Board

Dale M. Nelson  
Gene Tiedemann  
Allan Page  
Terry Sorenson-Alternate

### Joint Ditch 100 and 101 (formerly JD 72) Joint Ditch Board

Terry Sorenson  
Tom Anderson

### Pine Lake Area Project Work Team

Terry Sorenson  
Tom Anderson  
Brian Dwight-Alternate

### Black River Impoundment Project Work Team

Dale M. Nelson  
Allan Page  
Gene Tiedemann-alternate

### 20% Flood Reduction Committee

Tom Anderson  
LeRoy Ose  
~~Gene Tiedemann~~  
Dale Nelson (9/14/23)

### Red Lake River One Watershed One Plan (1W1P)

Gene Tiedemann-Policy Committee  
Dale Nelson-Alternate  
Dale Nelson-Advisory Committee  
Allan Page-Advisory Committee

### Thief River One Watershed One Plan (1W1P)

LeRoy Ose-Policy Committee  
Dale M. Nelson-Alternate  
Dale M. Nelson-Advisory Committee  
Brian Dwight-Advisory Committee

### Blackduck Lake Structure Joint Powers Board

Brian Dwight  
Tom Anderson

### Permit Rules and Regulations (10/24/19)

Brian Dwight  
Allan Page  
Gene Tiedemann

### Clearwater River 1W1P (10/8/20)

Tom Anderson-Policy Committee Delegate  
Terry Sorenson-Policy Committee Alternate  
Allan Page-Advisory Committee

### Mud River Project Restoration

LeRoy Ose  
Brian Dwight, Alternate

### Upper/Lower Red Lake 1W1P (3/10/22)

Brian Dwight-Policy Committee Delegate  
Tom Anderson, Policy Committee Alternate

### Turtle Connection Cross Lakes Project Work Team

Terry Sorenson  
Tom Anderson, Alternate

## **Conflict of Interest Policy**

The Board of Managers hereby adopts for themselves and successor Managers the following guidelines in an effort to avoid real and perceived conflicts of interest and to enhance the credibility of the District's actions:

1. All Managers shall comply with MSA Sec. 471.87. No Manager shall have a personal financial interest in any sale, lease, or contract entered into by the Board as it applies to MSA Sec. 471.87.
2. Disclosure. At the beginning of the discussion on any subject, all Managers shall disclose any potential conflict of interest and/or direct pecuniary interest they may have. Examples of matters which should be disclosed by the Managers include:
  - a. They own land which may be assessed.
  - b. They own land which may benefit or be damaged other than by a direct tax.
  - c. They have close relatives who have lands as described in (a) and (b) above, and that said relationship is such that it may affect their judgment.
  - d. They have close friends or business associates who have lands as described in (a) and (b) above, and that said relationship is such that it may affect their judgment.
  - e. They are a public officer, such as a township officer, which has potential interest or that may be affected by said project.
3. All Managers shall abstain from Board discussion and voting on any resolution that involves a direct pecuniary interest.
4. Each Manager shall use his own judgment in other situations and when in doubt should probably abstain from discussion and voting.
5. To avoid the appearance of wrongdoing, it is suggested that a Manager should remove himself from the Manager's chair and sit in the audience when he wishes to participate in a public discussion, particularly a public meeting on subjects where he may have a direct conflict of interest.
6. To the extent applicable, the Watershed staff is instructed to follow the above guidelines.

Adopted March 11, 1992

Amended April 8, 2010

I have reviewed this policy and agree to abide by these rules.

Signed \_\_\_\_\_ Dated \_\_\_\_\_



# MINNESOTA CAMPAIGN FINANCE BOARD

December 8, 2023

~~Ann Joppa~~ *Add Grant*  
Red Lake WD  
1000 Pennington Ave S  
Thief River Falls, MN 56701

*info.*  
**RECEIVED**  
DEC 12 2023  
Initial: *JA*

**From:** Campaign Finance and Public Disclosure Board

**Subject:** Statement of interest requirements for your agency's public officials

You are receiving this notice because you are the contact person for an agency that has members or employees who are public officials. All public officials who served in 2023 must review, update, and certify their statement of economic interest in January 2024. The Board is asking for your help in reminding the public officials in your agency of the annual requirement. In doing so, please keep these things in mind:

- A public official who served in 2023 must review and certify the statement **even if they left the public official position during 2023, or if nothing on it has changed. Please be sure that the public officials who left your agency during the year are aware of the filing requirement.**
- The annual certification must be filed **after January 1, 2024, but no later than January 29, 2024.** A public official who does not file a certification by the deadline will be subject to the imposition of late filing fees and a potential civil penalty.
- The Board will send letters directly to all public officials in late December notifying them of the filing requirement, and giving them the information necessary to file online. Paper copies of the statement may be printed from the Board's website by any official unable to file online.
- Officials who left your agency may have listed the agency address as their mailing address. **Please either forward our letters to them or provide their current mailing address to the Board.**
- **Changes have been made to the reporting requirements. Please see the enclosed memorandum for more details.**

If you are not sure who in your agency is considered a public official, you can view the list of the public officials in your agency by entering your agency's name into the search box at <https://cfb.mn.gov/reports-and-data/officials-financial-disclosure/agency/>.

If you need to correct any inaccuracies on the list for your agency, or if you have questions about the reporting requirements in general, please contact Greta Johnson at [greta.johnson@state.mn.us](mailto:greta.johnson@state.mn.us) or 651-539-1183.

Thank you in advance for your assistance.

Suite 190 • Centennial Office Building • 658 Cedar Street • St. Paul, MN 55155-1603  
cfb.mn.gov • 651-539-1180 • 800-657-3889 • Fax 651-539-1196 • 800-357-4114 • cf.board@state.mn.us  
For TTY/TDD communication, contact us through the Minnesota Relay Service at 800-627-3529

*Jan 1, 2024 | - Economical Int. Statement*



# MINNESOTA CAMPAIGN FINANCE BOARD

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**Date:** December 8, 2023

**To:** Soil and Water Conservation Districts, Watershed Districts, and Watershed Management Organizations

**From:** Erika Ross, Programs Administrator

**Telephone:** 651-539-1187

**Re:** Changes to the **Economic Interest Statement** disclosure requirements

Effective January 1, 2024, the disclosure requirements for statements of economic interest filed by public officials, and local officials in a metropolitan governmental unit, will change to include the following:

1. The disclosure of associated businesses from which the official's spouse received more than \$250 in compensation in any month during the reporting period.
2. The disclosure of real property in Minnesota held individually or jointly by the official's spouse at any time during the reporting period.
3. The disclosure of any contract, professional license, or lease issued to the official or their spouse, or to a business in which the official, or their spouse, has at least 25% ownership interest by the government agency on which the official serves.

The associated businesses, property holdings, and disclosure of contracts and licenses held by the spouse are not reported separately from the interests of the public official, or identified as being held by the spouse instead of the public official.

**Effective January 1, 2024, members of a Soil and Water Conservation District, Watershed District, or Watershed Management Organization, will no longer be required to disclose the following on their statements of economic interest:**

1. The business or professional activity category of each business from which the official received more than \$250 in any month during the reporting period, if the official has an ownership interest of 25% or more in the business.
2. The business or professional activity category of each business which the official received compensation of more than \$2,500 in the past 12 months as an independent contractor.
3. Honoraria worth more than \$250 received during the reporting period.
4. Businesses whose securities are valued at more than \$10,000 that the official held individually or jointly at any time during the reporting period.



**MEMORANDUM**

DATE: October 24, 2023  
TO: Watershed District and Watershed Management Organization Administrators  
FROM: Jan Voit, Executive Director  
CC: Minnesota Watersheds Board of Directors  
Angie Obremski, Accountant  
RE: 2024 Annual Membership Dues

PRESIDENT  
Linda Vavra (Region 1)  
Bois de Sioux WD  
[lvavra@fedtel.net](mailto:lvavra@fedtel.net)  
320-760-1774 | Term 2023

VICE PRESIDENT  
Peter Fjestad (Region 1)  
Buffalo Red River WD  
[pfjestad@prtcl.com](mailto:pfjestad@prtcl.com)  
218-731-4630 | Term 2025

SECRETARY  
Wanda Halker (Region 2)  
Upper Minnesota WD  
[whalker@fedtel.net](mailto:whalker@fedtel.net)  
320-760-6093 | Term 2024

TREASURER  
David Ziegler (Region 3)  
Riley-Purgatory-Bluff Creek WD  
[david.ziegler@outlook.com](mailto:david.ziegler@outlook.com)  
952-905-1889 | Term 2025

DIRECTORS  
Gene Tiedemann (Region 1)  
Red Lake WD  
[gtiedemann@rrrv.net](mailto:gtiedemann@rrrv.net)  
218-289-3511 | Term 2024

Jeff Gertgen (Region 2)  
Middle Fork Crow River WD  
[jlgertgen@gmail.com](mailto:jlgertgen@gmail.com)  
608-370-3934 | Term 2023

Brad Kramer (Region 2)  
Shell Rock River WD  
[brad@provenioconsulting.com](mailto:brad@provenioconsulting.com)  
507-369-6050 | Term 2025

Mary Texer (Region 3)  
Capital Region WD  
[metexer@gmail.com](mailto:metexer@gmail.com)  
651-224-2919 | Term 2023

Don Pereira (Region 3)  
Valley Branch WD  
[dpereira@vbwd.org](mailto:dpereira@vbwd.org)  
651-968-9788 | Term 2023

Jan Voit  
Executive Director  
[voit@mnwatersheds.com](mailto:voit@mnwatersheds.com)  
507-822-0921

As a non-profit organization that serves local governments, both rural and urban, that focus on water management on watershed boundaries, Minnesota Watersheds is a membership-driven organization. We greatly appreciate your membership in our organization.

Please find attached a 2024 membership dues invoice and a spreadsheet that shows the amount due from each watershed district or watershed management organization in 2024. **The dues formula remains the same as in 2023.** Our bylaws state that the dues payable date is January 31 of each year.

**2023 MEMBERSHIP DUES**

Dues Calculation = Estimated Market Value (EMV) x 0.00048 x 0.005, not to exceed cap

- 103D rural member Cap = \$5,000
- 103D rural member with additional tax revenue options Cap = \$7,500
- 103B metro WD member (EMV ≤ \$10B) Cap = \$7,500
- 103B metro WD member (EMV ≥ \$10B) Cap = \$12,500

**Minnesota Watersheds  
c/o Obremski Ltd.  
1005 Mainstreet  
Hopkins, MN 55343**

**PLEASE SEND PAYMENT DIRECTLY TO OUR ACCOUNTANT.**

Member services include regular communication regarding Minnesota Watersheds activities, as well as education and training opportunities at workshops, our summer tour, and our annual conference and trade show. We also provide lobbying services and are in the process of implementing a lobbyist succession plan for the 2024 legislative session and beyond.

We cannot be successful without our members. We are grateful for your support. If you have questions or concerns, please don't hesitate to contact me. I can be reached at 507-822-0921 or [jvoit@mnwatersheds.com](mailto:jvoit@mnwatersheds.com).

**We are stronger TOGETHER!**

Enclosures:

- Dues invoice
- 2024 dues spreadsheet
- BWSR memo dated July 13, 2023 re: 2023 Estimated Market Values
- Member Services



RECEIVED

OCT 31 2023

Initial: *ja*



# INVOICE

Minnesota Watersheds  
1005 Mainstreet  
Hopkins, MN 55343  
507-822-0921  
jvoit@mnwatersheds.com

Invoice No : 100  
Date : 10/24/2023

Name  
Red Lake Watershed District

2024	Minnesota Watersheds	Dues	Line Total
Amount due			\$ 7,500.00

	Subtotal	\$ 7,500.00
	<b>TOTAL</b>	\$ 7,500.00

Make all checks payable to Minnesota Watersheds.

THANK YOU FOR YOUR BUSINESS!

## 2024 Minnesota Watersheds Membership Dues

WATERSHED DISTRICT	2023 Estimated Market Values (EMV)	.048% EMV	x 0.005	2024 Dues
LOWER MINNESOTA RIVER	14,235,035,200	6,832,817	34,164	12,500
SOUTH WASHINGTON	18,738,687,700	8,994,570	44,973	12,500
RILEY-PURGATORY-BLUFF CREEK	19,657,603,300	9,435,650	47,178	12,500
RAMSEY-WASHINGTON METRO	22,694,883,500	10,893,544	54,468	12,500
COON CREEK	23,234,183,700	11,152,408	55,762	12,500
NINE MILE CREEK	26,283,107,200	12,615,891	63,079	12,500
CAPITOL REGION	29,215,629,200	14,023,502	70,118	12,500
RICE CREEK	32,221,576,200	15,466,357	77,332	12,500
MINNEHAHA CREEK	71,544,099,300	34,341,168	171,706	12,500
CARNELIAN MARINE ST. CROIX	2,445,764,300	1,173,967	5,870	4,621
BROWN'S CREEK	2,681,502,500	1,287,121	6,436	6,436
COMFORT LAKE - FOREST LAKE	2,975,872,700	1,428,419	7,142	7,142
PRIOR LAKE - SPRING LAKE	6,176,616,700	2,964,776	14,824	7,500
VALLEY BRANCH	7,137,574,300	3,426,036	17,130	7,500
JOE RIVER	269,569,600	129,393	647	647
ROSEAU RIVER	983,135,200	471,905	2,360	2,360
THE TWO RIVERS	1,955,465,400	938,623	4,693	4,693
SHELL ROCK RIVER	2,694,855,600	1,293,531	6,468	6,468
MIDDLE SNAKE TAMARAC RIVERS	3,273,341,600	1,571,204	7,856	7,500
WILD RICE	4,529,204,500	2,174,018	10,870	7,500
BOIS DE SIOUX	4,866,130,600	2,335,743	11,679	7,500
RED LAKE	10,207,837,200	4,899,762	24,499	7,500
BUFFALO-RED RIVER	10,495,228,500	5,037,710	25,189	7,500
SAUK RIVER	11,382,792,800	5,463,741	27,319	7,500
BEAR VALLEY	258,627,300	124,141	621	621
CROOKED CREEK	464,753,900	223,082	1,115	1,115
BELLE CREEK	471,829,000	226,478	1,132	1,132
WARROAD	524,402,400	251,713	1,259	1,259
STOCKTON-ROLLINGSTONE WS	652,935,100	313,409	1,567	1,567
CORMORANT LAKES	815,308,600	391,348	1,957	1,957
OKABENA-OCHEDEA	1,214,980,200	583,190	2,916	2,916
SAND HILL RIVER	1,311,050,000	629,304	3,147	3,147
HIGH ISLAND	1,488,152,700	714,313	3,572	3,572
TURTLE CREEK	1,631,814,400	783,271	3,916	3,916
UPPER MINNESOTA RIVER	1,663,890,300	798,667	3,993	3,993
NORTH FORK CROW RIVER	1,878,253,900	901,562	4,508	4,508
KANARANZI-LITTLE ROCK	1,983,562,100	952,110	4,761	4,761
CLEARWATER RIVER	2,271,825,000	1,090,476	5,452	5,000
MIDDLE FORK CROW RIVER	2,392,772,300	1,148,531	5,743	5,000
HERON LAKE	2,846,205,600	1,366,179	6,831	5,000
BUFFALO CREEK	2,904,328,200	1,394,078	6,970	5,000
PELICAN RIVER	2,945,172,600	1,413,683	7,068	5,000
YELLOW MEDICINE RIVER	3,068,303,900	1,472,786	7,364	5,000
LAC QUI PARLE-YELLOW BANK	3,455,319,000	1,658,553	8,293	5,000
CEDAR RIVER	3,908,802,900	1,876,225	9,381	5,000
<b>Watershed Management Organizations (WMOs)</b>				
Bassett Creek WMC	14,409,438,000	6,916,530	34,583	7,500
Mississippi WMO	34,094,634,023	16,365,424	81,827	7,500
Vadnais Lakes Area Lakes WMO	5,568,461,800	2,672,862	13,364	7,500
New WMO members - 1st year \$500	0	0	0	0
<b>TOTALS</b>	<b>92,224,823,223</b>	<b>44,267,915</b>	<b>221,340</b>	<b>301,829</b>

### Notes:

Dues Calculation = Estimated Market Values x 0.00048 x 0.005, not to exceed cap

For Greater MN; x 0.00096 x 0.005, not to exceed cap

103B metro WD member (EMV≥\$10B): Cap = \$12,500
103B metro WD member (EMV<\$10B): Cap = \$7,500
103D rural member with additional tax revenue options: Cap = \$7,500
103D rural member: Cap = \$5,000
WMO dues remain unchanged from the 2023 rate



Source of 2023 WD Estimated Market Values: See included BWSR Memorandum, July 13, 2023

Source of 2023 WMO Estimated Market Values - same values used for 2021 dues calculation

For more information, contact Jan Voit at 507-822-0921 or jvoit@mnwatersheds.com



**TAXES PAYABLE 2023****ESTIMATED & TAXABLE MARKET VALUES (EMV) FOR WATERSHEDS DISTRICTS IN MINNESOTA**

<b>Watershed Code</b>	<b>Watershed Name</b>	<b>Total EMV</b>
001	Bear Valley Watershed District	\$ 258,627,300
002	Cedar River Watershed District	\$ 3,908,802,900
003	Belle Creek Watershed District	\$ 471,829,000
005	Buffalo Creek Watershed District	\$ 2,904,328,200
007	Buffalo-Red River Watershed District	\$ 10,495,228,500
008	North Fork Crow River Watershed District	\$ 1,878,253,900
009	Clearwater River Watershed District	\$ 2,271,825,000
010	Carnelian-Marine-St. Croix Watershed District	\$ 2,445,764,300
013	Coon Creek Watershed District	\$ 23,234,183,700
014	South Washington Watershed District	\$ 18,738,687,700
015	Cormorant Lakes Watershed District	\$ 815,308,600
016	Crooked Creek Watershed District	\$ 464,753,900
018	High Island Watershed District	\$ 1,488,152,700
020	Joe River Watershed District	\$ 269,569,600
021	Kanaranzi-Little Rock Watershed District	\$ 1,983,562,100
022	Lac qui Parle-Yellow Bank Watershed District	\$ 3,455,319,000
024	Heron Lake Watershed District	\$ 2,846,205,600
026	Middle-Snake-Tamarac Rivers Watershed District	\$ 3,273,341,600
028	Okabena-Ocheda Watershed District	\$ 1,214,980,200
030	Pelican River Watershed District	\$ 2,945,172,600
031	Bois De Sioux Watershed District	\$ 4,866,130,600
032	Prior Lake-Spring Lake Watershed District	\$ 6,176,616,700
034	Ramsey-Washington Metropolitan Watershed District	\$ 22,694,883,500
036	Red Lake Watershed District	\$ 10,207,837,200
038	Rice Creek Watershed District	\$ 32,221,576,200
040	Roseau River Watershed District	\$ 983,135,200
042	Sand Hill Watershed District	\$ 1,311,050,000
043	Sauk River Watershed District	\$ 11,382,792,800
044	Stockton-Rollingstone-Minnesota City Watershed District	\$ 652,935,100
048	Turtle Creek Watershed District	\$ 1,631,814,400
050	The Two Rivers Watershed District	\$ 1,955,465,400
052	Upper Minnesota River Watershed District	\$ 1,663,890,300
054	Valley Branch Watershed District	\$ 7,137,574,300
056	Warroad Watershed District	\$ 524,402,400
058	Nine Mile Creek Watershed District	\$ 26,283,107,200
060	Lower Minnesota River Watershed District	\$ 14,235,035,200
062	Minnehaha Creek Watershed District	\$ 71,544,099,300
064	Riley-Purgatory-Bluff Creek Watershed District	\$ 19,657,603,300
066	Wild Rice Watershed District	\$ 4,529,204,500
068	Yellow Medicine River Watershed District	\$ 3,068,303,900
069	Browns Creek Watershed District	\$ 2,681,502,500
070	Capitol Region Watershed District	\$ 29,215,629,200
071	Comfort Lake-Forest Lake Watershed District	\$ 2,975,872,700
073	Shell Rock River Watershed District	\$ 2,694,855,600
074	Middle Fork-Crow River Watershed District	\$ 2,392,722,300

SOURCE: Minnesota Department of Revenue 2023 PRISM SUBMISSION #3 - FINAL ASSESSMENT AND TAXATION

## Memo

**Date:** July 13, 2023

**To:** Watershed District Administrators and Managers

**From:** Melissa King, Water Programs Coordinator

**Cc:** Jan Voit, Minnesota Watersheds  
Rob Sip, Red River Watershed Management Board  
BWSR: John Jaschke, Andrea Fish, Justin Hanson, Dave Weirens, Amie Wunderlich, Regional Operations Staff

### **RE: 2023 Estimated Taxable Market Values for Watershed Districts**

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Please find attached a table containing the recently released total estimate market values for 2023 from the Minnesota Department of Revenue.

Session law changes enacted during the 2023 regular session effected the calculation of and increased the annual maximum general fund tax levy for a watershed district ([Minn. Stat. § 103D.905, Subd. 3](#)). The session law changes are effective beginning with the 2024 assessment year and thereafter. To calculate the annual maximum general fund tax levy for a particular watershed district:

- Multiply the estimated market value listed in the enclosed table for the watershed district by 0.096 percent (0.00096)
- Compare that calculated value to the maximum general fund levy limit of \$500,000
- Use whichever value is less

Please contact me if you have any questions.

Melissa King  
[Melissa.king@state.mn.us](mailto:Melissa.king@state.mn.us)  
651.350.8845

Attachment: Taxes Payable 2023 Estimated & Taxable Market Values for Watershed Districts in Minnesota

# Member Services



# MINNESOTA WATERSHEDS

Connecting People. Protecting Water.

## What is Minnesota Watersheds?

**Minnesota Watersheds** is a 501c(4) non-profit and membership based organization serving local governments that manage water on watershed boundaries rather than political boundaries. Members benefit from having an organization that **supports and advocates for leaders in watershed management** and works diligently to maximize the availability of tools and resources to **establish excellence and innovation** in member organizations.

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



We maintain regular communication with our members to ensure they are informed of the latest watershed news including trainings they may find useful, changes to legislation that may impact them, and information to help them stay in compliance with governmental regulations and laws. **Strategic Plan efforts:** Ensure our governance and management are aligned with the Strategic Plan, continued commitment to communication through newsletters and distributing meeting information.

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



We continue to maximize relationships with state agencies and associations as the best way to advance initiatives, especially with the legislature. **Strategic Plan efforts:** continue collaborative efforts with the Minnesota Association of Watershed Administrators and the Board of Water and Soil Resources.

### Ensure strong legislative policies are in place for watershed management.



Members drive the organization's policies through an annual resolutions process. From these resolutions, our Board of Directors sets each year's priorities. Our lobbyist works to influence political decisions on our behalf. **Strategic Plan efforts:** develop clearly defined legislative policies that accurately state our positions and follow through with lobbyist succession plan.

### Enhance the skills of watershed district and watershed management organization boards.



Every year, we provide members with opportunities to learn from other members and industry experts at our events. Training topics include watershed planning, permitting, flood control, education and outreach programs, innovative technologies, public relations, data collection and analysis, aquatic invasive species, drainage, governance, and leadership. **Strategic Plan efforts:** maintain our watershed handbook and providing training at events.

### Build a watershed community that supports one another.



The Board of Directors appreciates your watershed's support through attendance at the Legislative Day at the Capitol, Summer Tour, and Annual Conference. We value the opportunity to work with board members and staff at these events. We welcome your involvement in the Board of Directors and on our committees. This is **YOUR** organization. We look forward to serving you in the coming year. **Strategic Plan efforts:** increase participation at our events and share member services information.

**Coming together is a beginning; keeping together is progress; working together is SUCCESS.**

**- Henry Ford**

# Member Services



# MINNESOTA WATERSHEDS

Connecting People. Protecting Water.



## Our Members

Region I		
Bois de Sioux	Buffalo-Red River	Cormorant Lakes
Joe River	Middle-Snake-Tamarac Rivers	Pelican River
Red Lake	Roseau River	Sand Hill River
Two Rivers	Warroad	Wild Rice

Region II		
Cedar River	Clearwater River	Crooked Creek
High Island Creek	Kanaranzi-Little Rock	Lac qui Parle-Yellow Bank
Middle Fork Crow River	North Fork Crow River	Okabena-Ocheda
Shell Rock River	Turtle Creek	Upper Minnesota River
Yellow Medicine River		

Region III		
Bassett Creek WMC	Brown's Creek	Capitol Region
Carnelian Marine St. Croix	Comfort Lake-Forest Lake	Coon Creek
Minnehaha Creek	Mississippi WMO	Nine Mile Creek
Ramsey-Washington Metro	Rice Creek	Riley-Purgatory-Bluff Creek
South Washington	Vadnais Lake Area WMO	Valley Branch

**Minnesota Watersheds offers opportunities to increase watershed management skills, build relationships, and develop partnerships with like-minded groups and organizations**

## FY22-23 WBIF Supplemental Funds Request

BWSR has \$7,750,000 available from the FY22-23 Watershed Based Implementation Funding (WBIF) appropriation. BWSR is soliciting requests for additional funding to implement approved comprehensive watershed management plans\*.

Partnerships may request funds if they have previously received WBIF grants and are encouraged to make a request if they are spending previous allocations on plan priorities in a timely way. Partnerships should consult with their board conservationist prior to submitting a request; requests will be considered based on a recommendation by the board conservationist.

Funding will be distributed among recommended requests according to the funding distribution formula previously approved by the BWSR board. The amount each partnership gets will depend on the total amount requested. Use of these funds is governed by the [FY22-23 WBIF policy](#).

\*Priority will be given to plans developed under M.S. §103B.801 because all available funds were originally allocated for those plans; funds allocated for other (metro) plan types were fully requested).

**Deadline for submitting request is 4:30 PM, Monday, January 8, 2024.**

### Section 1 - Interest

Watershed (select from list): Clearwater River

We are requesting additional FY22-23 WBIF funds

### Section 2 - Request

Indicate anticipated/requested activities and funding amounts in the table below. Provide enough information so the board conservationist can validate that the activity is eligible for WBIF. Once the final dollar amounts for each approved request are known, activities and amounts will be finalized through a grant work plan or work plan revision. Add more rows if needed.

Activity Category (e.g., ag BMPs, forestry practices, wetland restoration/creation) and brief description	Is this an activity in your FY 22-23 WBIF work plan?	Amount Requested <sup>5</sup>
Streambank/shoreline stabilization. Red Lake SWCD plans to install 5 streambank/shoreline	Yes	\$969,288.00

protection projects. The five structural practices will reduce sediment loading by 553 tons/year and phosphorus by 599 pounds/year.		
Urban Stormwater/Grade Stabilization / Ditch Outlet Project. Red Lake County SWCD plans to complete an Urban Stormwater Ditch Outlet project located within the City of Red Lake Falls. The structural practice will reduce sediment loading by 23 tons/year and phosphorus by 23 pounds /year.	Yes	\$43,830.00
Non-structural Practices. Red Lake County SWCD plans to install 540 acres of Cover Crop acres within the Clearwater River Watershed.	Yes	\$54,000.00
Project Development. Red Lake County SWCD plans to utilize project development funds to work with the landowners to implement the identified structural practices.	yes	\$50,656.00
Technical & Engineering Assistance. Red Lake County SWCD plans to utilize T & E Assistance funds to survey, design, and construct the identified structural and non-structural practices.	yes	\$151,968.00

Total Amount Requested: **1,269,742.00**

You may receive less than your request. Please indicate if you would accept partial funding.

Yes  No

If applicable, please provide additional information. **Red Lake County SWCD has done a great job of getting projects on the ground and funds spent in the FY23 WBIF grant. With an existing workload of shovel ready projects, the requested supplemental funds are intended to be spent during the 2024 construction season. Due to a lack of contractor availability that is why the extension is being requested.**

Do you anticipate requesting an extension to current FY22/23 WBIF grant to spend additional funds? Your board conservationist can help verify duration of fund availability.

Yes  No

Requested expiration date: December 31, 2026

## Section 3 – Open WBIF Grant Progress

Briefly summarize status of open WBIF grants and anticipated timeline for completion.

FY23 Clearwater River Watershed WBIF grant funds are on track to be spent by end of calendar year 2024.

## Section 4 – Signatures

By signing the form, the **representative** is submitting the form on behalf of the partnership.

*Chester Perry*  
Partnership Representative

1-3-24  
Date

By signing the form, the **board conservationist** indicates they support the request. BWSR will only distribute available funding among the requests with BC support.

Brett Arne  
Board Conservationist

01/03/2024  
Date

## Process

10/4/2023	BWSR distributes request forms
Fall 2023	Partnerships meet with their board conservationist to determine support for requesting additional funds. Set timelines with partnership and BC so your BC can meet the January 8 deadline to sign and submit the request form.
01/08/2024	<b>BC submits signed forms to program coordinator by this date! Please plan ahead.</b>
01/16/2024	BWSR anticipates communicating approved funding amounts.
	Partnership sends an email to the board conservationist including the following: <ol style="list-style-type: none"><li>1) Verify the dollar amount.</li><li>2) List work plan items including supplemental proposed measurable outcomes and match documentation.</li><li>3) If applicable, verify requested grant extension end date.</li></ol>

	The BC may ask for additional information to ensure all documentation is in place prior to initiating the grant agreement amendment process in eLINK.
	BWSR initiates the grant agreement amendment in eLINK; partners sign the amendment, work plan is unlocked and revised, BWSR executes amendment and funds are disbursed.



## FY22-23 WBIF Supplemental Funds Request

BWSR has \$7,750,000 available from the FY22-23 Watershed Based Implementation Funding (WBIF) appropriation. BWSR is soliciting requests for additional funding to implement approved comprehensive watershed management plans\*.

Partnerships may request funds if they have previously received WBIF grants and are encouraged to make a request if they are spending previous allocations on plan priorities in a timely way. Partnerships should consult with their board conservationist prior to submitting a request; requests will be considered based on a recommendation by the board conservationist.

Funding will be distributed among recommended requests according to the funding distribution formula previously approved by the BWSR board. The amount each partnership gets will depend on the total amount requested. Use of these funds is governed by the [FY22-23 WBIF policy](#).

\*Priority will be given to plans developed under M.S. §103B.801 because all available funds were originally allocated for those plans; funds allocated for other (metro) plan types were fully requested).

**Deadline for submitting request is 4:30 PM, Monday, January 8, 2024.**

### Section 1 - Interest

Watershed (select from list): Red Lake River

We are requesting additional FY22-23 WBIF funds

### Section 2 - Request

Indicate anticipated/requested activities and funding amounts in the table below. Provide enough information so the board conservationist can validate that the activity is eligible for WBIF. Once the final dollar amounts for each approved request are known, activities and amounts will be finalized through a grant work plan or work plan revision. Add more rows if needed.

Activity Category (e.g., ag BMPs, forestry practices, wetland restoration/creation) and brief description	Is this an activity in your FY 22-23 WBIF work plan?	Amount Requested
Technical and Engineering: Engineering services will be provided by the Pennington SWCD staff	Yes	\$156,631

(North Pod) for the Huot streambank stabilization project. HDR and HEI will provide engineering services for the JD 60 feasibility project in Polk County.		
Streambank and Shoreline Protection: The Huot project in Red Lake SWCD has a preliminary cost estimate of \$536,856 with 90% cost-share from WBIF. The project is in a priority area.	Yes	\$483,171
Administration: Red Lake SWCD will be responsible for the administration of the Huot project including contracting, agreements, and tracking expenses.	Yes	\$24,159
Project Development: SWCD staff will coordinate with landowners on preliminary plans, project access, and permitting on the streambank and shoreline protection projects. West Polk SWCD and the RLWD will coordinate with the Drainage Authority, HDR, and HEI for the development of the JD 60 feasibility study.	Yes	\$24,159

Total Amount Requested: \$688,120

You may receive less than your request. Please indicate if you would accept partial funding

Yes  No

If applicable, please provide additional information. NA

Do you anticipate requesting an extension to current FY22/23 WBIF grant to spend additional funds? Your board conservationist can help verify duration of fund availability.

Yes  No

Requested expiration date: December 31, 2025

### Section 3 – Open WBIF Grant Progress

Briefly summarize status of open WBIF grants and anticipated timeline for completion.

The Red Lake River 1W1P Partnership has \$193,044 remaining in the FY2022 WBIF grant with the remaining project funds encumbered. The FY2022 grant will be completed in 2024. The FY2024 WBIF grant was



# Change Order No. 1

Project Name: Thibert/Knott Dam	
Project Owner: (Name, Address) Red Lake Watershed District, 1000 Pennington Ave South, Thief River Falls, MN 56701	Owner's Project No.: 50G
	Date of Issuance: 01/10/2024
Project Contractor: (Name, Address) Olson Construction, 116 Belleville Ct., Thief River Falls, MN 56701	Date of Contract: 05/23/2023
	Contract Period: 09/01/2023

**It is agreed to modify the Contract referred to above as follows:**

CPR #	ITEM AND DESCRIPTION OF CHANGES	CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
	Hydromulch-NRCS recommended application for rapid stabilization.	\$9,900.00	
	Additional fill material hauled in-Landowner request for access.	\$3,430.00	
	Difference Net	\$13,330.00	

**Summary: It is agreed to modify the Contract referred to above as follows:**

Contract Price prior to this Change Order

\$13,340.00

Contract Time prior to this Change Order

Net Increase (decrease) of this Change Order

\$13,340.00

Net Increase (decrease) of this Change Order

Revised Contract Price with all approved Change Orders

\$13,340.00

Revised Contract Time with all approved Change Orders

**The changes included in this Change Order are to be accomplished in accordance with the terms, stipulations and conditions of the original Contract as though included therein.**

Accepted for Contractor by: \_\_\_\_\_

Date: \_\_\_\_\_

Approved for Owner by: \_\_\_\_\_

Attest: \_\_\_\_\_

Date: \_\_\_\_\_

Approved: (Other - when required) \_\_\_\_\_

Date: \_\_\_\_\_

Distribution:     Owner         Contractor         Office         Field         Other

**Fladeland Ring Dike**  
**RLWD Project 129 AX**  
**Project Cost Breakdown**

<b>Applicant(s):</b>	Robert & Nancy Fladeland	
<b>Contractor:</b>	Quality Spray Foam/Anderson Excavating	
<b>Original Contract Amount:</b>		\$ 141,284.60
<b>Contract Changes:</b>	Turf Establishment	\$ (5,000.00)
	Silt Fence	\$ (575.00)
	Culvert End Controls	\$ (100.00)
<b>New Contract Amount:</b>		\$ 135,609.60
<b>Engineering Fees:</b>		\$ 24,135.75
	*Includes wetland delineation	
<b>RLWD Staff Time:</b>		\$ 6,730.45
<b>Project Total:</b>		<b>\$ 166,475.80</b>

Estimated project total on application: \$ 155,500.00

**Project Total Shares:**

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**State of MN (50%)**

State share approved: \$ 77,750.00

**RRWMB (25%)**

**RLWD (12.5%)**

**Landowner (12.5%)**

Landowner share received: \$ 21,824.25 \$ 20,809.48

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**Landowner Due: \$ 1,014.78**

**Beich Ring Dike**  
**RLWD Project 129 AY**  
**Project Cost Breakdown**

**Applicant(s):** Terry & Sandra Beich

**Contractor:** Lunke, Inc.

**Original Contract Amount:** \$ 115,423.00

**Contract Changes:** Turf Establishment \$ (10,144.74)

**New Contract Amount:** \$ 105,278.26

**Engineering Fees:** \$ 18,807.75

**RLWD Staff Time:** \$ 10,098.69

---

**Project Total:** \$ 134,184.70

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Estimated project total on application: \$ 160,000.00

**Project Total Shares:**

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**State of MN (50%)**

State share approved: \$ 80,000.00

**RRWMB (25%)**

**RLWD (12.5%)**

**Landowner (12.5%)** \$ 16,773.09

Landowner share received: \$ 18,430.52

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**Landowner Due:** \$ 1,657.43

## RENTAL LEASE AGREEMENT

THIS LEASE AGREEMENT is made and executed on January 11 \_\_\_\_, 2024, by and between the RED LAKE WATERSHED DISTRICT, 1000 Pennington Avenue South, Thief River Falls, MN 56701, referred to as "Lessor", and Jacqueline Zammert and Anthony Zammert, sister and brother, referred to as "Lessee".

The parties agree as follows:

1. DESCRIPTION OF PREMISES. Lessor demises and lets to Lessee, to occupy and use for agricultural purposes and for no other purposes, the following real estate located in the County of Polk, State of Minnesota, described as follows:

28.7 acres located in that part of the East Half of the West Half of the Northeast Quarter (E1/2 W1/2 NE1/4) in Section Twenty-four (24), Township One Hundred Fifty-two (152) North of Range Forty-seven (47) West of the Fifth Principal Meridian referred to as Tract No. T 12091, as part of Farm No. 6910, for Contract period 10-01-14 to 9-30-2029 (see Lease Agreement dated 9/16/14), as set forth in the Conservation Reserve Program Contract between Jacqueline Zammert and Anthony Zammert, (formerly between Robert Zammert and Carole Zammert) and the United States Department of Agriculture, which contract is on file with the West Polk County FSA office in Crookston, MN. Said tract is outlined on the attached Exhibit "A".

2. TERM. The term of this Lease Agreement shall be from October 1, 2014 to September 30, 2029. Lessor reserving the right to re-negotiate the lease term rate in regard to any new lease agreements. However, Lessor shall have no right to terminate said written contract during the term of the CRP contract relating to the leased real property which is in effect at the time of the creation of this lease agreement, as long as Lessee is current in all other lease obligations, unless the same is done under eminent domain.

3. BINDING EFFECT. The provisions of this Lease Agreement shall be binding on the heirs, executors, administrators, successors, and assigns of both Lessor and Lessee in like manner as upon the original parties, unless modified by mutual agreement.

4. RENT. Lessee agrees to pay to Lessor, as annual cash rent for the above described real property, the initial amount of Twenty Five and 25/100ths Dollars (\$25.25) per acre, to be paid in annual installments. The first installment is to be paid on December 1, 2015, and subsequent installments on December 1st of each year thereafter for the term of this lease agreement. The last lease payment being due on December 1, 2029. Attached Exhibit "B" shows acres, cost per/acre and total amounts to be paid on a yearly basis during the above described CRP contracts.

5. LAND USE. Lessor and Lessee agree that the leased real property will only be used for hay or other grass crop purposes or may be enrolled in what is commonly known as the CRP program and in that case, all use of said real property by Lessee shall remain consistent with the terms and regulations of said program.

6. LESSOR'S INVESTMENTS AND EXPENSES. Lessor agrees to furnish the property, and to pay the items of expense listed below:

- (a) Lessor shall pay all real estate taxes, if any, when due.
- (b) All labor and materials necessary for the construction, repair, or maintenance of the Euclid Impoundment, a/k/a Red Lake Watershed District Project 60C.

7. LESSEE'S INVESTMENTS AND EXPENSES. Lessee agrees to furnish the property and services, and to pay the items of expense listed below:

- (a) Liability insurance in a minimum amount of \$100,000.00.
- (b) All machinery, equipment, materials and labor necessary to comply with the terms, rules and regulations of the CRP program, if the leased real property is so enrolled.
- (c) Lessee shall bear the full burden and liability for any failure to carry out the provisions or requirements of any enrolled CRP program, and shall hold Lessor harmless therefrom.

8. RIGHT OF RE-ENTRY. Lessor reserves the right to enter upon the leased premises at any reasonable time for the purpose of viewing the leased premises, or making repairs, maintenance or improvements on or to the leased premises, provided that such entry and activity shall not interfere with the occupancy of Lessee or violate any of the provisions of the CRP program requirements. If any action of Lessor results in a violation of any of the conditions or requirements of said program, Lessor agrees to indemnify and hold harmless Lessee for any damages arising as a result of said violations caused by the direct actions of Lessor. If Lessor, in its activities, directly causes any of the leased real property to become out of compliance with the CRP program, Lessor shall be responsible for ensuring that the leased premises are repaired and brought back into compliance with said program.

9. ASSIGNMENT OR SUBLETTING. Lessee shall not assign this Lease Agreement, or any interest in this Lease Agreement, nor sublet the Leased Premises, or any part of the Leased Premises. Lessee shall also not permit the Leased Premises, or any part of the Leased Premises, to be occupied or possessed by any other person or persons other than Lessee's agents and employees. Any such assignment or subletting shall be cause for termination of the Lease Agreement.



10. **WATER RIGHTS.** Lessee shall take no action, nor alter or improve any portion of the Leased Premises in a manner which would affect the source, flow or outlet of any surface water on said Leased Premises. Lessee shall not affect or divert in any way the surface water now located or to be located on the Leased Premises without the express written permission of Lessor.

11. **GOVERNING LAW.** It is agreed that this Lease Agreement shall be governed by, construed, and enforced in accordance with the laws of the State of Minnesota.

12. **WAIVERS.** Waiver by Lessor of any breach of any covenant or duty of Lessee under this Lease Agreement is not a waiver of a breach or of any other covenant or duty of Lessee, or of any subsequent breach of the same covenant or duty.

13. **EFFECT OF PARTIAL INVALIDITY.** Invalidity of any provision of this Lease Agreement will not and shall not be deemed to affect the validity of any other provision. In the event that any provision of this Lease Agreement is held to be invalid, the parties agree that the remaining provisions shall be deemed to be in full force and effect as if they had been executed by both parties subsequent to the expungement of the invalid provision.

14. **ENTIRE AGREEMENT.** This Lease Agreement shall constitute the entire agreement between the parties. Any prior understanding or representation of any kind preceding the date of this Lease Agreement shall not be binding upon either party except to the extent incorporated in this Lease Agreement.

17. **MODIFICATION OF AGREEMENT.** Any modification of this Lease Agreement or additional obligation assumed by either party in connection with this Agreement shall be binding only if evidenced in a writing signed by each party or an authorized representative of each party.

18. **HEADINGS.** The titles to the paragraphs of this Lease Agreement are solely for the convenience of the parties and shall not be used to explain, modify, simplify, or aid in the interpretation of the provisions of this Lease Agreement.

IN WITNESS WHEREOF, each party to this Lease Agreement has caused it to be executed on the date indicated below.

LESSOR:

RED LAKE WATERSHED DISTRICT

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

LESSEE:

Dated: \_\_\_\_\_

\_\_\_\_\_  
Jacqueline Zammert

Dated: \_\_\_\_\_

\_\_\_\_\_  
Anthony Zammert

**"Exhibit B"**

<u>Due (Year)</u>	<u>Acres</u>	<u>*Payment per/acre (\$)</u>	<u>*Payment</u>
2015	28.7	\$25.25	\$724.67
2016	28.7	\$25.25	\$724.67
2017	28.7	\$25.25	\$724.67
2018	28.7	\$25.25	\$724.67
2019	28.7	\$25.25	\$724.67
2020	28.7	\$25.25	\$724.67
2021	28.7	\$25.25	\$724.67
2022	28.7	\$25.25	\$724.67
2023	28.7	\$25.25	\$724.67
2024	28.7	\$25.25	\$724.67
2025	28.7	\$25.25	\$724.67
2026	28.7	\$25.25	\$724.67
2027	28.7	\$25.25	\$724.67
2028	28.7	\$25.25	\$724.67
2029	28.7	\$25.25	\$724.67

\* Payment per/acres(\$) and Payment is based on contracts signed prior to agreement. Any additional contracts agreed to after agreement date may result in a change of payment per/acre(\$).

## Tony Olson

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**From:** Tammy Audette  
**Sent:** Friday, January 5, 2024 4:28 PM  
**To:** Melissa Bushy; Tony Olson  
**Subject:** FW: permit  
**Attachments:** RLW permit.pdf

Another permit extension for the Board meeting.

Tammy Audette  
Administrator  
[Tammy.Audette@redlakewatershed.org](mailto:Tammy.Audette@redlakewatershed.org)  
Red Lake Watershed District  
1000 Pennington Avenue South  
Thief River Falls, MN 56701  
218.681.5800

**From:** Patrick Halloran <[pat.halloran@co.clearwater.mn.us](mailto:pat.halloran@co.clearwater.mn.us)>  
**Sent:** Friday, January 5, 2024 9:58 AM  
**To:** Tammy Audette <[tammy.audette@redlakewatershed.org](mailto:tammy.audette@redlakewatershed.org)>  
**Subject:** permit

Hi Tammy, we finally have the funding to do this culvert, your permit expires in May and the work won't begin before mid-June. Can we get this extended.

Thanks,

Pat Halloran  
Clearwater County  
Assistant Engineer  
Note new e-mail address: [pat.halloran@clearwatercountymn.gov](mailto:pat.halloran@clearwatercountymn.gov)

In the matter of the application of: Clearwater County Highway Department, 113 7<sup>th</sup> Street NE, Bagley, MN 56621

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 Clearwater County Highway Department address for the purposes of notice and other communications pertaining to this permit is 113 7<sup>th</sup> Street NE, Bagley, MN 56621 the purpose of doing the work applied for with the following exceptions, changes, and/or special conditions:

**Red Lake Watershed District (RLWD) approval to replace a failed 14'x 8' CMP with a 16'x 7' RC Box culvert with aprons. 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 shall install appropriate erosion control measures for energy dissipation at the outlet of pipes. This application does not exempt the permit applicant from local, state, or federal authority that might require their approval. 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 May 9, 2024, 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 9 day of May, 2023.

Red Lake Watershed District



Myron Jesme, Administrator

P.A. No. 2023-028

**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: Clearwater County Highway Department		Telephone Number: 218-694-6132	
Address (Street, RFD, Box No., City, State, Zip): 113 7th St. NE Bagley Mn 56621			
Project Location: Government Lot _____ Quarter Section(s) <u>N/E 1/4, NW 1/4</u> Section(s) <u>22</u>			
Township (Name & #) <u>Leon 149N</u> Range # <u>37W</u> County <u>Clearwater</u>			
Type of Work Proposed:			
<input type="checkbox"/> Excavate	<input checked="" type="checkbox"/> Install RC box	<input type="checkbox"/> Ditch	<input type="checkbox"/> Dike
<input type="checkbox"/> Fill	<input checked="" type="checkbox"/> Remove Culvert	<input checked="" type="checkbox"/> Culvert (Size <u>1</u> ) 16'x7' box	<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: Remove damaged culvert and replace with 36' 16'x7' RC box culvert with aprons <span style="color: red; font-size: 1.2em;">↳ 14x8 culv Existing</span>
Estimated drainage area: acres _____ or sq. mile(s) <u>42.44</u>
Work is necessary because: Existing culvert was damaged in the spring flood of 2022.

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: <u>FOR CHAD</u> 	Date: <u>12-13-22</u>
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RECEIVED

MAR 29 2023

Initial: MS

For Office Use Only P.A. No. <u>23-028</u>
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Permit # 23-226

Status Report: **Approved**

**Applicant Information**

Name	Organization	Address	Email	Phone Number(s)
Scott Tersteeg		80829 County Road 13 Olivias, MN 56277		tel:320-579-0314 mobile: fax:

**General Information**

(1) The proposed project is a:

**Other**

(2) Legal Description

(3) County: **Red Lake** Township: **Poplar River** Range: **42** Section: **31 1/4**:

(4) Describe in detail the work to be performed. **maker intersection bigger on the southwest corner of 190th Ave SE & 270th St SE - Scott Tersteeg will pay for culvert and fill**

(5) Why is this work necessary? Explain water related issue/problem being solved. **to make it safer for semis & trailers to turn. Intersection is narrow and trucks have difficulty making the turn.**

**Status**

Status	Notes	Date
Approved	P.A. #23-226 – Scott Tersteeg Red Lake County – Poplar River Township – Section - 31 The Red Lake Watershed District (RLWD) approves to make the intersection bigger on the SW corner of 190th Ave SE and 270th St SE to make this intersection safer for semi-truck travel. Applicant is paying for culvert and fill. clean blown in silt out of ditch bottom. Red Lake Watershed District recommends waiting until next spring for install to allow the required seed needed to cover the disturbed areas to establish. All excavation shall be consistent with the existing road and ditch slopes and there shall be no vertical excavation faces. Current flow patterns shall remain “as-is” and there shall be no additional drainage area or flows from the adjacent agriculture land routed to the ditch in question. 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 culvert outlet, applicant shall ensure that adequate grade and drainage is provided. Applicant shall ensure that all disturbed areas are seeded with appropriate seed mixture and that consideration for rock riprap with filter fabric is placed at the tile outlet. This permit does not exempt the permit applicant from local, state, or federal authority that might require their approval. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	Jan. 8, 2024
Received	None	Dec. 26, 2023

**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 # 24-001

Status Report: **Approved**

**Applicant Information**

Name	Organization	Address	Email	Phone Number(s)
Luckow Farms		31440 190th St SW Fisher, MN 56723		tel:218-289-0141 mobile: fax:

**General Information**

(1) The proposed project is a:

**Tiling**

(2) Legal Description

(3) County: **Polk** Township: **Fanny** Range: **47** Section: **18** 1/4:

(4) Describe in detail the work to be performed. **Pattern Tile - lift station/pump**

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

**Status**

Status	Notes	Date
Approved	P.A. #24-001 – Luckow Farms Polk County – Fanny Township – Section 18 The Red Lake Watershed District (RLWD) approves the Pattern tile project with a 'pump' outlet. If any work is within a public road and/or public ditch Right-of-Way, applicant shall contact the appropriate road/ditch authority for their approval and must meet their specs/conditions. Directly downstream of the tile and/or pump station(s) outlets, applicant shall ensure that adequate grade and drainage is provided. Applicant shall install appropriate erosion control measures for energy dissipation at the tile outlets. Applicant shall install appropriate markers to show the outlet end of the pipe, any damage caused by maintenance will be at the expense of the landowner/applicant ■ Note: Please be aware of and review the 'bullet points' on the bottom half of the application. This application does not exempt the permit applicant from local, state, or federal authority that might require their approval. RLWD recommends contacting Polk County SWCD regarding potential wetland issues. If any of the work will be done near adjacent wetlands or public watercourse, applicant shall contact the appropriate jurisdictional authority prior to the installation of the tile lines and meet their spec's/conditions. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	Jan. 9, 2024
Received	None	Dec. 28, 2023

**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 # 24-002

Status Report: **Approved**

**Applicant Information**

Name	Organization	Address	Email	Phone Number(s)
Darin Carlstrom	Polk County Highway Dept	820 Old Hwy 75 South Crookston, MN 56716		tel:218-470-8254 mobile: fax:

**General Information**

(1) The proposed project is a:

**Other**

(2) Legal Description

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

(4) Describe in detail the work to be performed. **Roundabout - grading, bituminous pavement, concrete pavement, culverts, lighting, pavement markingd**

(5) Why is this work necessary? Explain water related issue/problem being solved. **install roundabout to improve safety**

**Status**

Status	Notes	Date
Approved	P.A. #24-002 – Polk County Highway Department/Darin Carlstrom Polk County – Euclid Township – Section 3/Angus Township – Section 35 The Red Lake Watershed District (RLWD) approves the “Round-about” project requiring culverts to be moved to accommodate for the proposed project. The new culverts remain the same size as existing, the culverts in question are being installed at a different location to make room for the installation of the “round-about” and will not affect the current drainage. All excavation shall be consistent with the existing road and ditch slopes and there shall be no vertical excavation faces. Current flow patterns shall remain “as-is” and there shall be no additional drainage area or flows from the adjacent agriculture land routed to the ditch. Applicant shall ensure that all disturbed areas are seeded with appropriate seed mixture and that consideration for rock riprap with filter fabric is placed at the outlet end of the permitted culverts. 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 when applicable. Directly downstream of the outlet, applicant shall ensure that adequate grade and drainage is provided. This permit does not exempt the permit applicant from local, state, or federal authority that might require their approval. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	Jan. 8, 2024
Received	None	Dec. 29, 2023

**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.