

RED LAKE WATERSHED DISTRICT

April 10, 2025

9:00 a.m.

Agenda

9:00 am	Call to Order	Action
	Review and approve agenda	Action
	Requests to appear	Information
	March 27, 2025 Minutes	Action
	Financial Report dated April 9, 2025	Action
	Chiefs Coulee, RLWD Project No. 46S Pay Estimate No. 2	Action
	Redetermination of Benefits	Information
9:30 am	Huot Streambank, RLWD Project No. 149 Bid Opening	Action
	Turtle Cross Connection, RLWD Project No. 114	Information
	RRWMB Updated Bylaws	Information
	U/L Red Lake 1W1P, RLWD Project No. 149C Bylaws	Info/Action
	RLWD Permit No. 25015 – Paul Donarski, Smiley Twp, Penn Cty	Info/Action
	Permits: 24232, 25009, 25010, 25016, and 25019	Action
	MN Watersheds Request for Resolutions	Information
	MN Watersheds Summer Tour: June 24-26, 2025	Information
	Summer Hours	Action
	Administrator's Report	Information
	Legal Counsel Update	Information
	Managers' Updates	Information
	Adjourn	Action

UPCOMING MEETINGS:

April 10, 2025	RLWD Board Meeting, 9:00 am
April 14, 2025	U/L Red Lake 1W1P Policy Committee Meeting, Red Lake, 10:00 am
April 15, 2025	RRWMB Meeting, 10:00 am, Ada
April 24, 2025	RLWD Board Meeting, 9:00 am

RED LAKE WATERSHED DISTRICT
Board of Managers Minutes
March 27, 2025

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, Tom Anderson, Brian Dwight, Grant Nelson, LeRoy Ose, and Allan Page; Manager, Terry Sorenson, participated via Zoom, but did not take part in any vote of the board. Staff Present: Melissa Bushy, Elaine Rychlock, Erick Huseh, Tony Olson, Nate Koland, Corey Hanson, Lindsey Deselich, and Legal Counsel, Delray Sparby.

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

The Board reviewed the March 13, 2025, Board meeting minutes. Motion by Page, seconded by Nelson, to approve the March 13, 2025, Board meeting minutes. Motion carried.

The Board reviewed the March 17, 2025, Board meeting minutes. Motion by Ose, seconded by Nelson, to approve the March 17, 2025, Board meeting minutes, with correction. Motion carried with Manager Dwight abstaining.

The Board reviewed the Financial Report dated March 26, 2025. Motion by Dwight, seconded by Anderson, to approve the Financial Report dated March 26, 2025. Motion carried.

Staff member Corey Hanson, and HEI Engineer, Tony Nordby, discussed the Clearwater River Head Cut River Restoration Grant, Clearwater 1W1P, RLWD Project No. 149B.

Nate Dalager, HDR Engineering, presented information on the Turtle Connection Cross Project. There is a Project Work Team Meeting scheduled for April 3 in Erskine.

Nate Dalager, HDR Engineering, presented information on Mud River, RLWD Project No. 180C.

Staff member Nate Koland reviewed the following DNR Dam Safety Inspection Reports: Latendresse, Seeger, and Thibert Dams, along with the Brandt & Moose River Impoundments. The Board authorized staff to make any needed corrections as noted.

The Judicial Ditch #1 Petition for Improvement was discussed. Greg Hilgeman has been in the office to meet with Administrator Audette to review the petition. Mr. Hilgeman will take the revisions to Attorney Jeff Hane for further review. Mr. Hilgeman is working on getting the bond to support the project.

Staff member Corey Hanson discussed the recent meeting with the City of Grygla and their flooding concerns. The City of Grygla is working with Moore Engineering on the proposed project.

The Board reviewed the permits for approval. Motion by Ose, seconded by Page, to approve the following permits with conditions stated on the permit: No. 25005, Cole Nymann, Emardville Township, Red Lake County; No. 25012, Garden Valley Technologies, Northland Township, Polk County; No. 25013, Pennington County Highway Department, Sanders Township, Pennington County; and No. 25014, Solheim Farms, Fairfax Township, Red Lake County. Motion carried.

Administrator's Update:

- **Wild Rice Allocation:** All three wild rice growers are actively pumping. District staff and Houston Engineering will be working with the growers on pump calibration this summer. We plan to have a meeting with all the growers prior to calibration.
- **Pine Lake:** Stoplogs are set at summer target elevation at 1283.5. The current lake elevation is 1283.2.
- **Huot Bank Stabilization Project:** Audette reached out to the landowners on the Huot Bank Stabilization Project regarding the Temporary Construction Easement, informing them that due to revisions requested by the MnDNR, the acreage changed from 3.3 acres to 4.63 acres. The landowners informed us to proceed with the project at 4.63 acres. The District received the MnDNR Permit on March 25th. Bid opening will be held April 10th.
- **RRWMB: The Board was reminded to** please check their emails for the most recent legislative update from Rob Sip.
- **Highway 59 Corridor:** District staff met with staff from HDR Engineering regarding the proposed Hwy 59 Corridor Project. District staff will look at the outlet of County Ditch 1 (RLWD Ditch 14) Project No. 171. Ditch 14 enters the city of TRF from the south, crosses over County Road 62 and Greenwood Street, flows behind Border Bank and crosses Hwy 59 at Circle K (formerly Holiday Gas Station) and then outlets into the Red Lake River. This would be a good time to review our outlet for water quality needs.
- **Peatland Restoration:** HDR Engineering, Inc. presented information on a Peatland Restorations Project that is taking place within the Roseau River WD. There are areas within the Beltrami Forest that have potential for peatland restoration by abandoning ditches. Torin with HDR is going to present this information to the Upper/Lower Red Lake 1W1P in the near future.
- **Polk County Re-Determination of Benefits:** Engineer Rich Sanders, Polk County Highway Department requested a meeting with Administrator Audette and staff from Middle Snake Tamarac WD for discussion on re-determination of benefits on ditches within Polk County. Administrator Audette will report back to the Board after that meeting.

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

LeRoy Ose, Secretary

RED LAKE WATERSHED DISTRICT
Financial Report for April 10, 2025

Ck#	Check Issued to:	Description	Amount
online	EFTPS/MN Withholding	Withholding FICA,Fed, Medi & MN Tax (pp 4-9-25)	\$6,134.77
online	PERA	(pp 4-9-25)	\$3,128.39
41696	Beltrami County Auditor-Treasurer	2025 Property Taxes Project #13	\$5.15
41697	Farmers Union Oil	March Fuel Bill	\$469.16
41698	Frontier Precision Inc	Trimble #2 - board approved 02/27/2025	\$37,126.50
41699	Hugo's	Meeting supplies & kitchen supplies	\$387.32
41700	Ihle Sparby & Haase PA	Legal Fees for Chief's Coulee	\$3,177.76
41701	Jeff Olson Construction	Parking lot plowing	\$200.00
41702	Kristie Huseh	Cleaning	\$455.00
41703	L & M Fleet Supply	Stream gauge supplies	\$350.45
41704	Marco	Monthly copier fee & set up Elaine's Mfiles	\$542.14
41705	Marshall County Highway Department	Moose River/JD 21 Design & Plans	\$3,855.64
41706	Pennington County Treasurer	2025 Property Taxes Project #178A & 176	\$11,410.22
41707	Polk County Administrator	2025 Property Taxes 43A, 60C,60D,60E,81, & 121	\$3,960.80
41708	Red Lake County Gazette	Advertisement for Huot Streambank project	\$512.34
41709	Red Lake County Treasurer	2025 Property Taxes #121	\$223.02
41710	Red River Watershed Mgmt Board	Ditch 83 Project Team Facilitation Cost Share	\$5,313.70
41711	Thief River Falls Times	Annual Subscription for the Times & Watch	\$55.00
41712	TRF Hardware	Gas can	\$24.97
41713	Universal Screenprint	Decals on Tony's Silverado	\$40.00
online	AT&T	Cell Phone bill	\$363.19
online	Garden Valley	Monthly Internet	\$68.95
online	Medica	Health Premiums	\$12,682.00
online	Card Member Services	DNR Huot permit, Drainage Conf. Motels, Sams	\$6,474.71
online	Vestis	Office Rug Rental	\$75.62
online	Aflac	Staff Insurance	\$326.24
online	Delta Dental	Dental Insurance Premium	\$631.22
online	MSRS	Employee Retirement Contribution pp 4/9/25	\$365.73
online	WEX	FSA Medical Reimbursement	\$14.88
online	NCPERS	Staff Life Insurance	\$128.00
direct	Grant Nelson	Mileage	\$112.00
direct	Al Page	Mileage	\$317.80
direct	Brian Dwight	Mileage	\$474.60
direct	Leroy Ose	Mileage & Per Diem	\$695.31
direct	Staff and Board Payroll	Salaries (pp 4-9-25)	\$18,281.77
Total Checks			\$118,384.35

<u>Northern</u>	Balance as of March 26, 2025		\$194,347.00
<u>State</u>	Total Check Written		-\$118,384.35
<u>Bank</u>	Receipt # 12352	MN Watersheds - Myron's Time Reimbursement	\$2,358.50
<u>TRF</u>	Receipt # 12353	March Monthly Interest	\$780.40
	Receipt # 12355	State of MN - Swag Invoice #10	\$1,689.69
	Receipt # 12356	Dakota Heritage March Interest on CD's	\$15,440.64
	Receipt # 12357	State of MN - FY24 Incentive Payments for #149	\$21,184.00
	Balance as of April 9, 2025	Current interest rate is 3.25%	\$117,415.88

<u>American</u>	Balance as of March 26, 2025		\$ 3,817,193.37
<u>Federal</u>	Receipt # 12354	March Monthly Interest	\$11,150.65
<u>Fosston</u>	Balance as of April 9, 2025	Current interest rate is 3.30%	<u>\$3,828,344.02</u>

<u>CD's</u>	Dakota Heritage	9 month CD 5.25% Expiry 4-24-25	<u>\$ 500,000.00</u>
	Dakota Heritage	7 month CD 5.17% Expiry 5-9-25	<u>\$ 500,000.00</u>
	<i>Edward Jones</i>	12 month CD 5.15% Expiry 5-15-25	<u>\$ 237,000.00</u>
	<i>Edward Jones</i>	12 month CD 5.20% Expiry 6-13-25	<u>\$ 243,000.00</u>
	Dakota Heritage	9 month CD 5.25% Expiry 7-9-25	<u>\$ 500,000.00</u>
	Dakota Heritage	9 month CD 4.97% Expiry 9-18-25	<u>\$ 500,000.00</u>
	Dakota Heritage	9 month CD 4.97% Expiry 9-18-25	<u>\$ 500,000.00</u>
	Dakota Heritage	9 month CD 4.82% Expiry 10-15-25	<u>\$ 500,000.00</u>
	Dakota Heritage	12 month CD 4.50% Expiry 02-05-26	<u>\$ 250,000.00</u>
	Dakota Heritage	12 month CD 4.50% Expiry 02-26-26	<u>\$ 500,000.00</u>
	Dakota Heritage	12 month CD 4.50% Expiry 02-26-26	<u>\$ 250,000.00</u>
	Total CD Investments		<u>\$ 4,480,000.00</u>

Total Cash (NSB + AFB + CD's)	\$ 8,425,759.90
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Cash that has been received and earmarked for projects:
(taken from remaining balance on financials)

2022 Grant Red Lake River 1W1P Project #149	\$ 185,704.26
2024 Grant Red Lake River 1W1P Project #149	\$ 1,673,444.20
2024 Grant Thief River 1W1P Project #149A	\$ 693,938.75
2023 Grant Clearwater 1W1P Project #149B	\$ 585,010.53
2025 Grant Clearwater 1W1P Project #149B	\$ 1,634,470.20
Mid Point Grant Project #149	\$ 10,202.57
Chief Coulee Project #46S	\$ 214,375.00
2025 CRP Payment Red Lake 1W1P	\$ 100,000.00
2024 CRP Payment Red Lake 1W1P	\$ 56,843.50
	\$ 5,153,989.01

Payables committed to by board action:

Chief Coulee Proj. #46S	\$ 800,000.00
	\$ 800,000.00

Total accessible cash (Est.)	\$ 2,471,770.89
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Contractor's Application and Certificate for Payment Summary

To (Owner): Red Lake Watershed District	From (Contractor): Quality Spray Foam LLC dba Anderson Exc.	Via (Engineer): Jacob Huwe
Owner's Project No.:	Contractor's Project No.:	Engineer's Project No.: 10134290
For (Contract): Chief's Coulee Flood Reduction and Water Quality Project	Application No.: 2	Application Period: 3/1/2025 - 3/31/2025

Application for Payment
Change Order Summary


Change Orders Approved by Owner:				1. ORIGINAL CONTRACT PRICE	\$ 2,056,638.51
Number	Date Approved	Additions	Deductions	2. NET CHANGE BY CHANGE ORDERS	\$ -
1		\$ -	\$ -	3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$ 2,056,638.51
2		\$ -	\$ -	4. TOTAL COMPLETED AND STORED TO DATE	
3		\$ -	\$ -	(Column F on Progress Estimate)	\$ 112,739.63
4		\$ -	\$ -	5. RETAINAGE: 5% of Completed Work and Stored Material	\$ 5,636.98
5		\$ -	\$ -	6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5)	\$ 107,102.64
6		\$ -	\$ -	7. LESS PREVIOUS PAYMENTS	\$ 66,025.00
7		\$ -	\$ -	8. AMOUNT DUE THIS APPLICATION	\$ 41,077.64
TOTALS		\$ -	\$ -	9. BALANCE TO FINISH	\$ 1,943,898.89
NET CHANGE BY CHANGE ORDERS		\$ -		10. PERCENT COMPLETE	5.48%

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:
\$ 41,077.64 is recommended.
HDR Engineering, Inc.
By:  4/1/2025

Red Lake Watershed District
By: _____ Date: _____



Contractor's Application and Certificate for Payment Summary

To (Owner): Red Lake Watershed District	From (Contractor): Quality Spray Foam LLC dba Anderson Excavating	Via (Engineer): Jacob Huwe
Owner's Project No.:	Contractor's Project No.:	Engineer's Project No.: 10318459
For (Contract): Chief;s Coulee Flood Reduction and Water Quality Project	Application No.: 2	Application Period: 3/1/2025 - 3/31/2025

Summary of Previous Payments

Application No.	Application Period	Payment Amount
1	11/1/2024 - 12/11/2024	\$ 66,025.00
2		
3		
4		
5		
6		
7		
8		

Application No.	Application Period	Payment Amount
9		
10		
11		
12		
13		
14		



For (Contract): Chief's Coulee Flood Reduction and Water Quality Project									Contractor:		Quality Spray Foam LLC dba Anderson Exc.			
Application No.:		2							Application Period:		3/1/2025 - 3/31/2025			
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	Balance to Finish (A - F)	
Item No.	Description	Unit	Contract Quantity	Contract Unit Price	Scheduled Value	From Previous Applications	This Period							
2021.501	MOBILIZATION	LS	0.38	\$65,000.00	\$24,700.00	0.10	0.00	0.00	0.10	26.32	\$0.00	\$6,500.00	0.28	
2051.501	MAINT AND RESTORATION OF HAUL ROADS	LS	0.38	\$25,000.00	\$9,500.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	0.38	
2101.501	CLEARING	ACRES	1.52	\$12,000.00	\$18,240.00	1.50	0.00	0.00	1.50	98.68	\$0.00	\$18,000.00	0.02	
2101.501	GRUBBING	ACRES	1.52	\$7,500.00	\$11,400.00	1.50	0.00	0.00	1.50	98.68	\$0.00	\$11,250.00	0.02	
2104.503	REMOVE CONCRETE CURB	LIN FT	30.00	\$25.00	\$750.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	30.00	
2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	156.56	\$10.00	\$1,565.60	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	156.56	
2104.503	REMOVE BITUMINOUS PAVEMENT	SQ YD	126.92	\$25.00	\$3,173.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	126.92	
2104.603	REMOVE RC PIPE CULVERT	LIN FT	42.00	\$25.00	\$1,050.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	42.00	
2105.607	SPOIL HAULING	CU YD	1065.90	\$10.00	\$10,659.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	1065.90	
2106.507	EXCAVATION - COMMON (P)	CU YD	830.00	\$10.00	\$8,300.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	830.00	
2106.507	EXCAVATION - MUCK (P)	CU YD	266.00	\$12.00	\$3,192.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	266.00	
2106.507	COMMON EMBANKMENT (CV)	CU YD	1404.10	\$24.00	\$33,698.40	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	1404.10	
2106.607	HAUL AND DISPOSE OF EXCAVATED MATERIAL	CU YD	266.00	\$12.00	\$3,192.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	266.00	
2108.504	GEOTEXTILE FABRIC TYPE 1	SQ YD	355.00	\$4.00	\$1,420.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	355.00	
2118.509	AGGREGATE SURFACING CLASS 5	TON	67.00	\$16.95	\$1,135.65	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	67.00	
2451.507	COARSE FILTER AGGREGATE (CV)	CU YD	65.00	\$60.00	\$3,900.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	65.00	
2451.607	GRANULAR BEDDING (CV) (P)	CU YD	0.50	\$24.00	\$12.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	0.50	
2451.607	MEDIUM FILTER AGGREGATE (CV)	CU YD	10.00	\$60.00	\$600.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	10.00	
2451.607	BIOFILTRATION MEDIA MIX	CU YD	470.00	\$30.00	\$14,100.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	470.00	
2501.503	6" PVC PIPE DRAIN	LIN FT	162.00	\$20.50	\$3,321.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	162.00	
2502.602	6" PVC PIPE DRAIN CLEANOUT	EA	4.00	\$350.00	\$1,400.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	4.00	
2503.503	INSTALL 18" RC PIPE SEWER DESIGN 3006, CLASS 3	LIN FT	14.00	\$45.31	\$634.34	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	14.00	
2503.503	INSTALL 30" RC PIPE SEWER DESIGN 3006, CLASS 3	LIN FT	32.00	\$108.04	\$3,457.28	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	32.00	
2504.603	RELOCATE 1" COPPER WATER SERVICE	LIN FT	40.00	\$87.50	\$3,500.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	40.00	
2506.503	CONSTRUCT 30" DRAINAGE STRUCTURE PRECAST	LIN FT	11.00	\$209.07	\$2,299.77	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	11.00	
2506.602	CONSTRUCT 8'X10' DRAINAGE STRUCTURE DESIGN SPECIAL	EA	1.00	\$27,973.45	\$27,973.45	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	1.00	
2506.602	CONSTRUCT 10' DRAINAGE STRUCTURE DESIGN SPECIAL	EA	2.00	\$165,000.00	\$330,000.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	2.00	
2506.602	INSTALL GRATE FRAME CASTING NO. 806	EA	1.00	\$1,200.00	\$1,200.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	1.00	
2506.602	MANHOLE RISER COVER PLATE - 30" DIAMETER	EA	1.00	\$1,000.00	\$1,000.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	1.00	
2511.507	RANDOM RIPRAP - CLASS 3	CU YD	7.00	\$130.00	\$910.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	7.00	
2531.503	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	30.00	\$100.00	\$3,000.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	30.00	
2563.601	TRAFFIC CONTROL	LS	0.38	\$7,500.00	\$2,850.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	0.38	



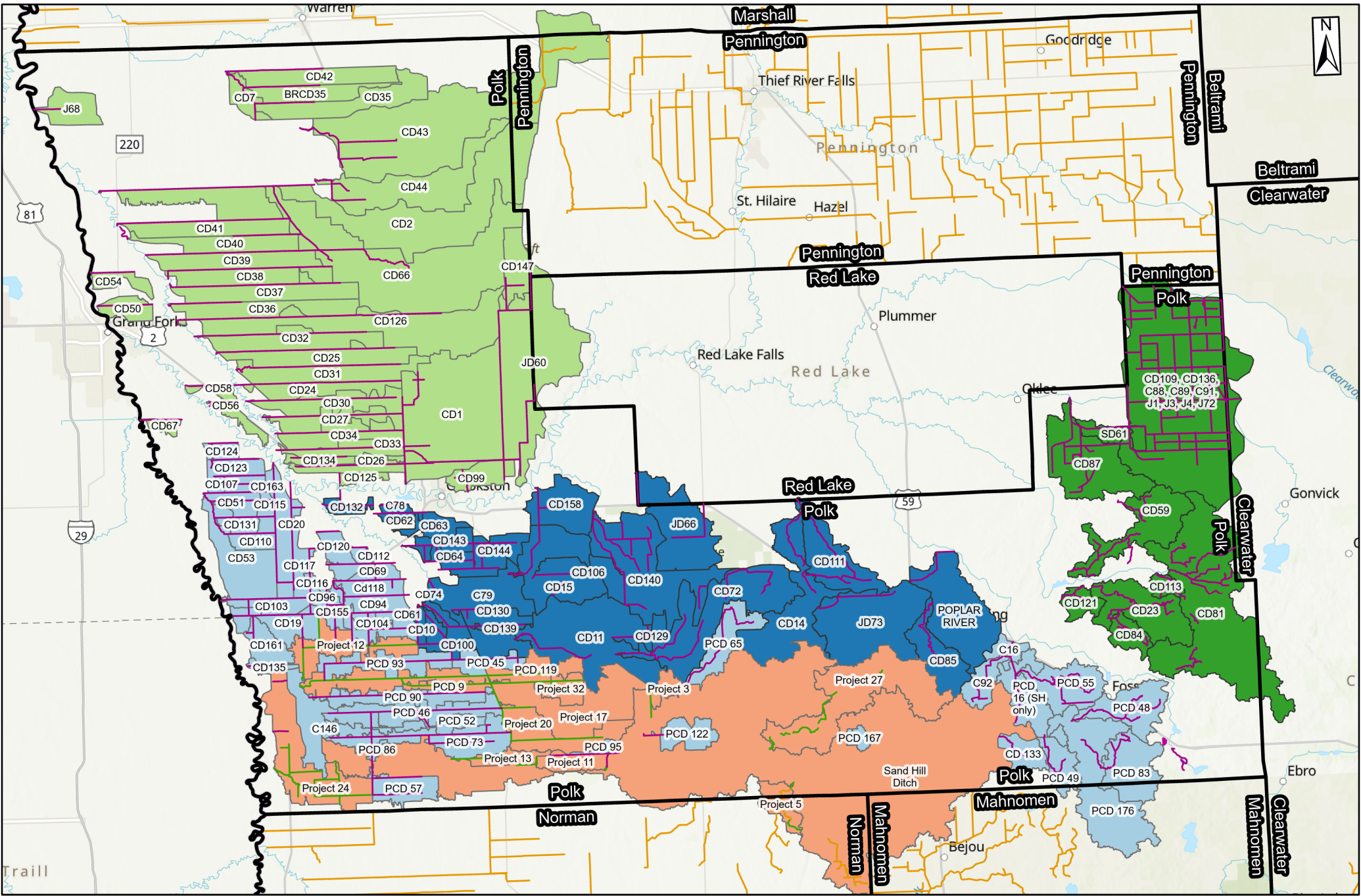
For (Contract): Chief's Coulee Flood Reduction and Water Quality Project						Contractor:		Quality Spray Foam LLC dba Anderson Exc.					
Application No.:		2				Application Period:		3/1/2025 - 3/31/2025					
A					B	C	D	E	F	G	H	I	J
Item						Work Completed		Materials Presently Stored (not in C or D)	Total Completed and Stored To Date (C+D+E)	Percent Complete To Date (%)	Total Cost This Period	Total Cost Complete to Date	Balance to Finish
Item No.	Description	Unit	Contract Quantity	Contract Unit Price	Scheduled Value	From Previous Applications	This Period						(A - F)
2573.502	STABILIZED CONSTRUCTION EXIT	EA	3.42	\$1,500.00	\$5,130.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	3.42
2573.502	STORM DRAIN INLET PROTECTION	EA	2.66	\$115.55	\$307.36	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	2.66
2573.503	SEDIMENT CONTROL LOG TYPE WOOD CHIP	LIN FT	70.68	\$5.00	\$353.40	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	70.68
2573.503	FLOATATION SILT CURATIN TYPE STILL WATER	LIN FT	15.20	\$21.55	\$327.56	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	15.20
2574.508	FERTILIZER, TYPE 3	POUND	1064.00	\$1.15	\$1,223.60	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	1064.00
2574.507	COMMON TOPSOIL BORROW	CU YD	466.64	\$26.00	\$12,132.64	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	466.64
2575.504	EROSION CONTROL BLANKET, CATEGORY 0	SQ YD	380.00	\$3.00	\$1,140.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	380.00
2575.505	SEEDING	ACRES	3.04	\$500.00	\$1,520.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	3.04
2575.505	DISK ANCHORING	ACRES	1.14	\$71.55	\$81.57	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	1.14
2575.508	SEED MIXTURE, 25-131	POUND	418.00	\$3.90	\$1,630.20	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	418.00
2575.508	SEED MIXTURE, 25-141	POUND	67.26	\$5.00	\$336.30	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	67.26
2575.508	HYDRAULIC MULCH MATRIX	POUND	3990.00	\$1.05	\$4,189.50	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	3990.00
2575.509	MULCH MATERIAL TYPE 1	TON	2.28	\$120.55	\$274.85	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	2.28
2575.523	WATER	M GAL	7.98	\$75.00	\$598.50	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	7.98
	ORIGINAL CONTRACT TOTALS				\$561,378.97				3.10		\$0.00	\$35,750.00	



For (Contract): Chief's Coulee Flood Reduction and Water Quality Project									Contractor:		Quality Spray Foam LLC dba Anderson Exc.			
Application No.:		2							Application Period:		3/1/2025 - 3/31/2025			
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	Balance to Finish	
Item No.	Description	Unit	Contract Quantity	Contract Unit Price	Scheduled Value	From Previous Applications	This Period							(A - F)
2021.501	MOBILIZATION	LS	0.62	\$65,000.00	\$40,300.00	0.00	0.00						0.00	0.00
2051.501	MAINT AND RESTORATION OF HAUL ROADS	LS	0.62	\$25,000.00	\$15,500.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	0.62	
2101.501	CLEARING	ACRES	2.48	\$12,000.00	\$29,760.00	2.50	0.00	0.00	2.50	100.81	\$0.00	\$30,000.00	-0.02	
2101.501	GRUBBING	ACRES	2.48	\$7,500.00	\$18,600.00	0.50	0.00	0.00	0.50	20.16	\$0.00	\$3,750.00	1.98	
2104.503	REMOVE CONCRETE CURB	LIN FT	34.00	\$25.00	\$850.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	34.00	
2104.503	REMOVE CONCRETE RETAINING WALL	LIN FT	30.00	\$50.00	\$1,500.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	30.00	
2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	255.44	\$10.00	\$2,554.40	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	255.44	
2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	207.08	\$25.00	\$5,177.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	207.08	
2104.603	REMOVE CS PIPE CULVERT	LIN FT	350.00	\$20.00	\$7,000.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	350.00	
2104.603	REMOVE RC PIPE CULVERT	LIN FT	206.00	\$25.00	\$5,150.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	206.00	
2104.603	SALVAGE & REINSTALL FENCE	LIN FT	94.00	\$200.00	\$18,800.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	94.00	
2105.607	SPOIL HAULING (P)	CU YD	1739.10	\$10.00	\$17,391.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	1739.10	
2106.507	EXCAVATION - COMMON (P)	CU YD	4665.00	\$10.00	\$46,650.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	4665.00	
2106.507	EXCAVATION - MUCK (P)	CU YD	434.00	\$12.00	\$5,208.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	434.00	
2106.507	COMMON EMBANKMENT (CV)	CU YD	2290.90	\$24.00	\$54,981.60	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	2290.90	
2106.607	HAUL AND DISPOSE OF EXCAVATED MATERIAL	CU YD	434.00	\$12.00	\$5,208.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	434.00	
2108.504	GEOTEXTILE FABRIC TYPE 5	SQ YD	178.00	\$2.50	\$445.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	178.00	
2118.509	AGGREGATE SURFACING CLASS 5	TON	1405.00	\$16.95	\$23,814.75	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	1405.00	
2211.509	AGGREGATE BASE CLASS 5	TON	29.00	\$16.95	\$491.55	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	29.00	
2211.609	AGGREGATE BASE CLASS 3	TON	205.00	\$15.70	\$3,218.50	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	205.00	
2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	100.00	\$185.00	\$18,500.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	100.00	
2451.607	GRANULAR BEDDING (CV) (P)	CU YD	1563.50	\$24.00	\$37,524.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	1563.50	
2501.502	36" CAS SAFETY APRON AND GRATE DESIGN 3128	EA	6.00	\$5,560.00	\$33,360.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	6.00	
2501.502	15" RC PIPE APRON	EA	1.00	\$823.51	\$823.51	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	1.00	
2501.502	24" RC PIPE APRON	EA	2.00	\$1,012.12	\$2,024.24	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	2.00	
2501.503	24" CAS PIPE CULVERT	LIN FT	72.00	\$49.50	\$3,564.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	72.00	
2501.503	36" CAS PIPE CULVERT	LIN FT	220.00	\$74.00	\$16,280.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	220.00	
2503.503	INSTALL 15" RCP PIPE SEWER DESIGN 3006, CLASS 3	LIN FT	14.00	\$58.44	\$818.16	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	14.00	
2503.503	INSTALL 24" RC PIPE SEWER DESIGN 3006, CLASS 3	LIN FT	74.00	\$70.67	\$5,229.58	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	74.00	
2503.503	INSTALL 36" RC PIPE SEWER DESIGN 3006, CLASS 3	LIN FT	6.00	\$158.64	\$951.84	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	6.00	
2503.503	INSTALL 48" RC PIPE SEWER DESIGN 3006, CLASS 3	LIN FT	12.00	\$285.78	\$3,429.36	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	12.00	
2503.503	INSTALL 60" RC PIPE SEWER DESIGN 3006, CLASS 3	LIN FT	14.00	\$439.47	\$6,152.58	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	14.00	
2503.503	INSTALL 44"X26" RC ARCH PIPE SEWER DESIGN 3006, CLASS 3	LIN FT	2598.00	\$258.62	\$671,894.76	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	2598.00	
2503.503	INSTALL 58"X36" RC ARCH PIPE SEWER DESIGN 3006, CLASS 3	LIN FT	350.00	\$363.81	\$127,333.50	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	350.00	
2503.503	INSTALL 73" SPAN RC PIPE ARCH SEWER DESIGN 3006, CLASS 3	LIN FT	72.00	\$581.69	\$41,881.68	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	72.00	
2506.503	CONSTRUCT 72" DRAINAGE STRUCTURE PRECAST	LIN FT	21.00	\$1,165.53	\$24,476.13	0.00	0.00	10.50	10.50	50.00	\$0.00	\$12,238.07	10.50	
2506.503	CONSTRUCT 84" DRAINAGE STRUCTURE PRECAST	LIN FT	32.00	\$1,675.76	\$53,624.32	0.00	0.00	18.50	18.50	57.81	\$0.00	\$31,001.56	13.50	



For (Contract): Chief's Coulee Flood Reduction and Water Quality Project						Contractor:		Quality Spray Foam LLC dba Anderson Exc.					
Application No.:		2				Application Period:		3/1/2025 - 3/31/2025					
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	Balance to Finish (A - F)
Item No.	Description	Unit	Contract Quantity	Contract Unit Price	Scheduled Value	From Previous Applications	This Period						
2506.503	CONSTRUCT 96" DRAINAGE STRUCTURE PRECAST	LIN FT	21.00	\$2,034.56	\$42,725.76	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	21.00
2506.602	CASTING ASSEMBLY - BEEHIVE GRATE AND FRAME	EA	13.00	\$1,500.00	\$19,500.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	13.00
2511.507	RANDOM RIPRAP - CLASS 3	CU YD	110.00	\$130.00	\$14,300.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	110.00
2531.503	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	34.00	\$100.00	\$3,400.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	34.00
2557.603	INSTALL CHAIN LINK FENCE	LIN FT	60.00	\$200.00	\$12,000.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	60.00
2563.601	TRAFFIC CONTROL	LS	0.62	\$7,500.00	\$4,650.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	0.62
2573.502	STABILIZED CONSTRUCTION EXIT	EA	5.58	\$1,500.00	\$8,370.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	5.58
2573.502	STORM DRAIN INLET PROTECTION	EA	4.34	\$115.55	\$501.49	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	4.34
2573.503	SEDIMENT CONTROL LOG TYPE WOOD CHIP	LIN FT	115.32	\$5.00	\$576.60	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	115.32
2573.503	FLOATATION SILT CURATIN TYPE STILL WATER	LIN FT	24.80	\$21.55	\$534.44	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	24.80
2574.508	FERTILIZER, TYPE 3	POUND	1736.00	\$1.15	\$1,996.40	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	1736.00
2574.507	COMMON TOPSOIL BORROW	CU YD	761.36	\$26.00	\$19,795.36	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	761.36
2575.504	EROSION CONTROL BLANKET, CATEGORY 0	SQ YD	620.00	\$3.00	\$1,860.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	620.00
2575.505	SEEDING	ACRES	4.96	\$500.00	\$2,480.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	4.96
2575.505	DISK ANCHORING	ACRES	1.86	\$71.55	\$133.08	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	1.86
2575.508	SEED MIXTURE, 25-131	POUND	682.00	\$3.90	\$2,659.80	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	682.00
2575.508	SEED MIXTURE, 25-141	POUND	109.74	\$5.00	\$548.70	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	109.74
2575.508	HYDRAULIC MULCH MATRIX	POUND	6510.00	\$1.05	\$6,835.50	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	6510.00
2575.509	MULCH MATERIAL TYPE 1	TON	3.72	\$120.55	\$448.45	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	3.72
2575.523	WATER	M GAL	13.02	\$75.00	\$976.50	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	13.02
2582.502	4" BROKEN LINE YELLOW PAINT	LIN FT	40.00	\$12.50	\$500.00	0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00	40.00
	ORIGINAL CONTRACT TOTALS				\$1,495,259.54				32.0		\$0.00	\$76,989.63	



- Polk Ditch Centerlines
 - SHRWD Ditch Centerlines
 - Surrounding Co Ditch Centerlines
- Approximate Watersheds
- Polk County Group 1
 - Polk County Group 2
 - Polk County Group 3
 - Polk County Group 4
 - SHRWD Group 1

Polk County Groups 1-4 Approximate Areas
H2Over Viewers
11 March 2025



BYLAWS



ADOPTED JULY 19, 2022

REVISED MARCH 18, 2025

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These bylaws establish governing rules for the Red River Watershed Management Board (RRWMB) Board of Managers (Board), consistent with Minnesota Statutes §103D.315, subd. 11.¹

1. **Office:** The RRWMB will maintain its principal place of business and its official records at an office located within one of the RRWMB member watershed district geographies, and is presently located at 11 5th Avenue East, Ada, MN 56510. The Board may change the location of its principal place of business in accordance with Minnesota Statutes §103D.321, subd. 2.
2. **Board of Managers:** The Board consists of one current member of the watershed board of managers from each member watershed district. Each appointing board shall also appoint an alternate member who shall serve and be entitled to vote in the regular member's absence. Each appointing watershed district board will determine the eligibility or qualifications of its representative manager and alternate. The alternate may be a person other than a current manager, and may vote in the regular manager's absence on matters other than the RRWMB's annual budget and levy. Within thirty days of appointing a RRWMB manager, the appointing watershed district board must file with the secretary of the RRWMB a record of the appointment of the representative manager and alternate.
 - a. *Term.* A manager serves as RRWMB manager for three years and until the manager's successors are selected and qualified. Each RRWMB manager will hold office at the pleasure of the appointing watershed district board.
 - b. *Vacancy.* Any vacancy for an unexpired term will be filled by the appointing watershed district board.
 - c. *Compensation.* The Board may elect to compensate its members for attending meetings and performing other duties necessary to properly manage the RRWMB and reimburse managers for expenses incurred in performing official duties. Compensation will be in accordance with Minnesota Statutes §103D.315, subd. 8, and policy established by the Board.
 - d. *Bonding.* Before a manager assumes his or her duties, the Board will, at its expense, obtain and file a bond for the manager consistent with Minnesota Statutes §103D.315, subd. 2.
 - e. *Insurance.* The Board will provide insurance for the managers for liability protection on such terms and in such amounts as the Board determines.
 - f. *Attendance.* Managers are expected to attend meetings of the Board. At the Board's discretion, a manager's failure to attend three consecutive regular meetings of the RRWMB may be reported to that manager's watershed district board.

¹ All references in these bylaws to statutes are to the section or sections as they may be amended.
RRWMB Bylaws – March 18, 2025

3. **Officers:** In January of each year, the Board will elect from among its members the following officers: President, Vice-president, Secretary, and Treasurer. The Board may elect other officers as it deems necessary to conduct its meetings and affairs. No manager may hold more than one office at a time. If any officer cannot complete his or her term of office, the Board immediately will elect from among its members an individual not already serving as an officer of the Board to complete the unexpired term. An officer's term as officer continues until a successor is elected or the officer resigns. The Board, by action at an official meeting, may appoint a manager as an officer *pro tem* in the event an officer is absent or unable to act, and action by that officer is required.

a. *President.* The President will:

- i. Preside at all meetings as chair of the Board;
- ii. Sign and deliver in the name of the RRWMB contracts, deeds, correspondence, or other instruments pertaining to the business of the RRWMB;
- iii. Be a signatory to the RRWMB accounts; and
- iv. Be a signatory to RRWMB documents if the Treasurer or Secretary is absent or disabled, to the same extent as the Treasurer or Secretary.

b. *Vice-president.* The Vice-president will:

- i. Preside at meetings as chair in the absence of the President;
- ii. Be a signatory to the RRWMB accounts; and
- iii. Be a signatory to RRWMB instruments and accounts if the President is absent or disabled, to the same extent as the President.

c. *Secretary.* The Secretary will:

- i. Be a signatory to resolutions and other documents certifying and memorializing the proceedings of the RRWMB;
- ii. Be a signatory to the RRWMB accounts;
- iii. Maintain the records of the RRWMB;
- iv. Make the required public and Board notice of all meetings in accordance with Minnesota Statutes chapter 13D and other applicable laws;
- v. Ensure that minutes of all Board meetings are recorded and made available to the Board in a timely manner and maintain a file of all approved minutes; and
- vi. Keep a record book in which is noted the proceedings at all meetings.

d. *Treasurer.* The Treasurer will:

- i. Be a signatory to the RRWMB accounts and financial records;
- ii. Present a report at the monthly meeting of the Board that includes a current check register and tracks each of the RRWMB's funds and account balances; and
- iii. Provide such other records as are necessary to inform the Board of the financial condition of the RRWMB.

4. **Committees:** All standing and special committees of the Board will be appointed by majority vote of the managers. Standing committees include Executive, Human Resources, Budget and Finance, Investment, Legislative, Governing Documents, Communication and Outreach, and Monitoring and Water Quality Advisory, Membership Committees. It is the duty of a committee to act promptly and faithfully in all matters referred to it and to make reports as directed on the date established by the chair or Board. A complete and accurate copy of written reports will be made by the Secretary and filed and recorded in the office of the Board. Additional committees serving the Board include:
- a. *Technical Advisory Committee.* There is established a Technical Advisory Committee (TAC) to the Board. The Board annually shall appoint individuals to serve on the TAC, and membership shall include consulting engineers serving the Board's member watershed districts. The TAC is convened as necessary and appropriate to advise the Board on regulatory, basin and watershed planning, and other technical matters.
 - b. *Flood Damage Reduction Work Group.* The Flood Damage Reduction Work Group (FDRWG) includes four Board members appointed by majority vote of the managers. Other members include representatives of federal, state, and local agencies, and non-governmental organizations. The FDRWG meets for the purpose of coordinating the implementation of the 1998 Mediation Agreement and making recommendations to other authorities and jurisdictions within the Red River Basin, including the Board.
5. **Meetings:** In January each year the Board will set a schedule of regular meetings for the coming year. Adjourned and special sessions may be held at such times as the Board deems necessary and proper.
- a. *Special and Emergency Meetings.* Special meetings and emergency meetings may be called by the President as chair or Vice-president. Notice of a special or emergency meeting will be made by the secretary in accordance with the Open Meeting Law, Minnesota Statutes chapter 13D.
 - b. *Open Meeting Law.* All meetings of the Board will be open to the public, except that a meeting or portion of a meeting may be closed in accordance with the Open Meeting Law.
 - c. *Quorum.* At all meetings of the Board, a majority of the managers appointed will constitute a quorum necessary to do business, but a minority may adjourn from day to day.
 - d. *Conduct of Meetings.* At the time appointed for a meeting, the President as chair or, in his or her absence, the temporary chair, will call the Board to order. On determination of a quorum, the Board will proceed to do business in accordance with the agenda, as may be amended and approved by the Board.
 - i. The chair will preserve order and decide questions of order, subject to an appeal by any manager. The chair may make motions, second motions, or speak on any question. The chair is entitled to vote in the same manner as other members of the Board.

- ii. The order of business for a meeting may be varied by the chair, but no public hearing convened by the Board will be closed before the time specified for the hearing in the notice.
 - iii. Every manager before speaking will address the chair and will not proceed until recognized by the chair. A manager called to order will immediately suspend his or her remarks until the point of order is decided by the chair.
 - iv. Any person may address the Board on a matter properly before the Board. The chair may limit the time allowed for a manager or other person addressing the Board to speak.
 - v. Any person may request that a matter be heard by the Board. The Board will consider such request and determine whether and, if approved, when to take up the matter or to defer the matter pending receipt of additional information thereon and direct the executive director to obtain such information.
 - vi. Every manager will act with courtesy, civility, and respect in all interactions as a member of the Board, maintain an open mind, and participate in open communication; managers should refrain from abusive conduct, personal charges, or verbal attacks on the character or motives of other managers, staff, or any member of the public.
- e. *Appeal of a Chair Ruling.* A manager may appeal to the Board from a ruling of the chair. If the appeal is seconded, the manager may speak once solely on the question involved and the chair may explain his or her ruling, but no other manager will participate in the discussion. The appeal will be sustained if it is approved by a majority of the managers present, exclusive of the chair.
- f. *Meeting Rules.* In all points not covered by the bylaws, the conduct of a meeting of the Board will be governed by the current edition of *Robert's Rules of Order*. *Robert's Rules* may be temporarily suspended by consent of a majority of the managers.
- g. *Resolutions.* Other than procedural motions, the Board shall take action only by the adoption of a resolution properly before the Board by a majority vote of the managers present at a duly called meeting at which a quorum is present. A resolution will be presented in writing at a meeting or the Board may order that staff prepare a resolution reflecting action taken by the Board. The material terms of a resolution must be stated in the motion to adopt. Each resolution passed by the Board will be signed by the secretary and filed in the official actions of the RRWMB and maintained at the RRWMB office.
- h. *Minutes and Records.* Minutes of all meetings of the Board and committees will be made by the Secretary or, with respect to a committee meeting, the Board member responsible for making the minutes. When signed, the minutes will constitute an official record of the Board proceedings. Except in extenuating circumstances, at the regular meeting of the Board, draft minutes of the preceding Board meeting will be reviewed by the Board and adopted as may be amended.

Adopted minutes will be kept at the RRWMB offices. All written communications addressed to the Board, other materials included in a Board meeting packet, and all documents and materials submitted to the record in the course of a Board meeting will be filed in the RRWMB office with the minutes of the meeting.

- i. *Voting.* When the chair puts a question to the Board, every manager present will vote, except as a manager elects to abstain. The manner of voting on any business coming before the Board may be by voice vote. An affirmative or negative vote by any manager will be entered in the minutes on his or her request.

Affirmative and negative votes will be recorded on any motion at the request of a manager and the results entered in the minutes. Unless provided otherwise by law, any vote or ballot completed by a manager, whether binding or not, will be disclosed at the meeting at which it is taken; a survey of managers shall be presented at the next scheduled meeting at which the relevant item of business is considered, including the vote results and vote of each manager.

6. **Conflict of Interest:** The Board seeks to operate in accordance with high ethical standards and wishes to establish clear guidelines for the ethical conduct of RRWMB business. Ensuring that conflicts of interest do not affect RRWMB proceedings is an essential element of maintaining high ethical standards. Therefore, to specify and supplement its commitment to compliance with the Ethics in Government Act, Minnesota Statutes section 10A.07, the Board adopts the following conflict of interest policy:

- a. *Disclosure of Conflicts.* A manager who has a financial interest in a matter scheduled to come before the Board must prepare a written statement describing the matter requiring action and the nature of the potential conflict. The manager affected will deliver the statement to the president of the Board before the Board considers or takes action on the matter. If a potential conflict arises and a manager does not have sufficient time to prepare a written statement, the manager must orally inform the Board before the matter is discussed.
- b. *Abstention.* A manager must abstain from chairing any meeting, participating in any vote, offering any motion, or participating in any discussion on any matter in which the manager has a financial interest. A manager also must abstain from chairing any meeting, participating in any discussion, offering any motion, or voting on any matter in which a private interest or relationship of the manager limits the manager's ability objectively to consider, deliberate or vote. The manager's nonparticipation in the matter will be recorded in the minutes.
- c. *Financial Interest.* For the purpose of this policy, "financial interest" means ownership or control in an asset that has the potential to produce a monetary return, where that ownership or control is held by the manager, the manager's associated business, or a family member of the manager.

Notwithstanding the foregoing, a financial interest does not implicate this policy if the effect of the action on the manager's interest is no greater than on that of other members of the manager's business classification, profession, or occupation.

- d. *Contracting Under Federal Award.* A board member, employee, or agent may not participate in the selection, award or administration of a contract supported in whole or part with federal funds if the individual has a real or apparent conflict of interest in the contract. For the purpose of this prohibition, terms are defined as follows:
 - i. A real conflict of interest is when the individual, a member of his or her immediate family, his or her partner, or an organization that employs or is about to employ any of these individuals, has a financial or other interest in, or a tangible personal benefit from, the firm considered for the contract.
 - ii. An apparent conflict of interest is an existing situation or relationship that creates the appearance that the individual, a member of his or her immediate family, his or her partner, or an organization that employs or is about to employ any of these individuals, has a financial or other interest in, or a tangible personal benefit from, the firm considered for the contract.
 - iii. A financial interest is the potential for gain or loss to the individual, a member of his or her immediate family, his or her partner, or an organization that employs or is about to employ any of these individuals, as a result of the procurement. The interest may arise from ownership of certain financial instruments or investments like stock, bonds, or real estate; or from salary, indebtedness, a job offer, or a similar interest that may be affected by the procurement.

An individual who is found by the board of managers to have violated this prohibition is subject to discipline by the board, pursuant to its legal authority.

- e. *Gifts.* A board member, employee, or agent of the Board may neither solicit nor accept a gift, gratuity, service, or anything of monetary value from a contractor or prospective contractor, except for an unsolicited item of nominal value.

- 7. **Bylaws Compliance, Suspension and Amendment:** These bylaws are adopted to facilitate the transaction of Board business. They should not be permitted to divert or hinder the expressed intent and desire of the Board. Informal compliance and substantial performance will be sufficient under the foregoing provisions in the absence of an objection seasonably taken. An objection will be deemed not seasonably taken as to any procedural matter provided for herein if a manager present at the meeting fails to object and request compliance with these bylaws during the meeting. To be seasonably taken by an absent manager, an objection must be taken at the next regular meeting of the Board.
 - a. Any provision of these bylaws may be suspended temporarily by a majority vote of the Board, except a provision that preserves the right of an absent manager.

- b. These bylaws may be amended by a two-thirds majority of the Board on 30 days written notice of the proposed change(s), unless such notice is waived by all managers. Notice of any amendment is to be contained in the notice of the meeting at which the proposed amendment is to be considered. An amendment to these bylaws must be approved by a two-thirds majority of the Board.
- c. Interpretation of the bylaws and any amendment thereto will rest with the Board. The bylaws are to be interpreted as consistent with the state watershed laws, Minnesota Statutes chapters 103B and 103D, and other governing laws. In the event of a conflict, the governing laws control.
- d. These bylaws will be reviewed by the Board at least once every five years.
- e. These bylaws govern internal conduct of the business of the RRWMB and neither create nor elucidate any right in any third party.

I, LeRoy Ose, secretary of the Red River Watershed Management Board of Managers, certify that the attached are true and correct copies of the bylaws of the Red River Watershed Management Board, which were properly adopted by the Board of Managers on March 18, 2025.

LeRoy Ose Date: 3-18-2025
LeRoy Ose, Secretary

Bylaws of the Upper/Lower Red Lake Watershed Comprehensive Watershed Plan

Beltrami County, Beltrami Soil and Water Conservation District, Red Lake Watershed District, and
Red Lake Nation

ADOPTED:

These bylaws establish rules governing the conduct of business by the Upper/Lower Red Lake One Watershed One Plan Policy Committee. Adopted on:

ARTICLE I: PURPOSE

1. The purpose of the Upper/Lower Red Lake One Watershed One Plan Policy Committee is to recognize the importance of partnerships to collectively plan and implement protection and restoration efforts pertaining to that area within the Upper/Lower Red Lake Watershed.
2. The Upper/Lower Red Lake One Watershed One Plan Policy Committee is a Memorandum of Agreement, pursuant to Minnesota Statutes 471.59. The members are Beltrami County, Beltrami Soil and Water Conservation District, Red Lake Watershed District, and the Red Lake Nation.
3. All parties recognize the importance of partnerships to implement the protection and restoration efforts for the Upper/Lower Red Lake Watershed on a cooperative and collaborative basis.

ARTICLE II: MEMBERSHIP PROVISIONS

1. The membership of the Policy Committee shall be comprised of one (1) member from each member unit of government designated by their respective board. Each unit of government may designate one alternate member to serve on the Policy Committee. Policy Committee members may not be a member of the Steering Team.
2. In the event that a member of the Policy Committee resigns or is otherwise unable to complete their term, the Policy Committee member shall notify their appointing authority of the vacancy as soon as practicable. The unit of government shall appoint a replacement member as soon as possible.
3. A Policy Committee member shall not take any action that may materially benefit the financial interest of that individual member, a member's family member, or a member's close associate, unless and until that member first discloses that interest for the record. The Policy Committee member who so discloses an interest may be present to answer questions related to that interest but shall not advocate for nor vote on the action. If a Policy Committee member concludes that their interest does not create a conflict, but that there may be an appearance of a conflict, the member shall disclose the interest for the record before participating in discussion or voting on an action.

ARTICLE III: OFFICERS

The Officers of the Policy Committee shall consist of a Chairperson, Vice Chairperson, and a Secretary elected by members of the Policy Committee at their first meeting each year. Policy Committee meetings will, at a minimum, meet annually.

- a. The Chairperson shall:
 - i. Serve as Chairperson for all meetings; and
 - ii. Sign and deliver in the name of the Partnership any correspondence pertaining to the business of the Partnership.
 - b. The Vice Chairperson shall:
 - i. Discharge the Chairperson's duties in the event of the absence or disability of the Chairperson.
 - c. The Secretary shall:
 - i. Maintain records of the Partnership.
 - ii. Certify records and proceedings of the Partnership.
 - iii. Ensure that minutes of all Policy Committee meetings are recorded and made available in a timely manner to the Policy Committee and maintain a file of all approved minutes including corrections and changes.
 - iv. Provide for proper public notice of all meetings.
 - v. The Secretary may delegate a representative or partner staff to record the minutes and perform other duties of the Secretary. The elected Secretary will sign the official minutes of all meetings following approval by the Policy Committee.
- 2. An Officer will serve until replaced by the election of a successor. No Policy Committee member may hold more than one office at a time.
 - 3. In the event that an Officer cannot complete their term of office, the Policy Committee shall immediately elect from among its members an individual to fill the vacant office position. The individual to be elected may not already be serving as an officer of the Policy Committee.
 - 4. The Policy Committee will request the respective unit of government participant to replace their representative member if that representative member misses two (2) consecutive meetings without notice to the Chairperson.

ARTICLE IV: MEETINGS

- 1. All meetings of the Policy Committee will comply with statutes and rules requiring open and public meetings.

2. The conduct of all meetings of the Policy Committee shall be generally governed by the most recent edition of *Robert's Rules of Parliamentary Law*.
3. A quorum of the Policy Committee will consist of a majority of three Policy Committee members.
4. Each entity has one vote made by the designated Policy Committee member or alternate and shall be made in person. Proxy voting is not permitted.
5. Notice of Policy Committee meetings and a proposed agenda shall be provided to all Policy Committee members not less than five days prior to the scheduled meeting date of the Policy Committee.
6. The unapproved minutes of any meeting shall be made available to all Policy Committee members prior to the next meeting.

ARTICLE V – VOTING

1. A motion or resolution shall be approved by a Policy Committee majority vote.
2. A majority vote of voting members present shall be required for final work plan approval for submittal to review.
3. A tie vote will be considered a “NO” vote. In case of a stalemate, the issue will be referred to the respective County, SWCD, Watershed District, and Tribal Board.

ARTICLE VI – COMPENSATION

1. Policy Committee members may be compensated by the member unit of government they represent for meetings and expenses incurred, according to the policies of the unit of government.
2. Policy Committee members may not be compensated for meeting time and expenses using funds granted by the State for the purpose of implementing the Upper/Lower Red Lake Watershed Comprehensive Plan.

ARTICLE VII – SUBCOMMITTEES OF THE POLICY COMMITTEE AND OTHER COMMITTEES

1. The Steering Team consists of at least one staff person from each partner and Board of Water and Soil resources staff. The Steering Team purpose is for logistical and process decision making in the plan development process. They will routinely advise the Policy Committee on the content and implementation of the Upper/Lower Red Lake Watershed Comprehensive Watershed Management Plan, and on issues of policy and administration related to the plan. The Steering Team will meet at least quarterly to discuss project and grant status.

2. The Policy Committee shall appoint an Advisory Committee and act to approve all Advisory Committee members. The Advisory Committee will routinely advise the Policy Committee on plan implementation and on issues of policy and administration related to the plan.
 - a. A member of the Policy Committee or an alternate will be assigned by the Chairperson to meet with the Advisory Committee as an ex-officio member.
 - b. Each Partnership member government unit may designate a representative to the Advisory Committee.
 - c. The Advisory Committee shall also include representatives from Minnesota's principal water management or plan review state agencies (Board of Water and Soil Resources, Department of Agriculture, Department of Health, Department of Natural Resources, and Pollution Control Agency). Each agency will designate a lead contact person from its agency to participate on the Advisory Committee. Additional agency or other persons may participate as Advisory Committee members depending on the desire of the Policy Committee or the needs of the Advisory Committee.
 - d. The Steering Team will facilitate the Advisory Committee meetings.
 - e. The list of Advisory Committee members will be reviewed and approved, annually, by the Policy Committee at the at their first meeting each year.

ARTICLE VIII: MEETING LOCATION

1. All regular meetings of the Upper/Lower Red Lake One Watershed One Plan Policy Committee will be held at the Red Lake Nation DNR office (15761 High School Dr, Red Lake MN 56671). The Policy Committee may, at its own discretion, change the location.

ARTICLE IX: WORK PLAN AND BIENNIAL BUDGET

1. All initial budgeted amounts within project categories must have prior approval of the Policy Committee.
2. The Policy Committee may approve projects, not in the budgeted implementation work plan with a majority vote.
3. All expenses shall be consistent with the approved biannual work plan, budget, and/or approved projects.
4. The Steering Team will develop a biennial work plan and budget following the identified priorities outlined in the Upper/Lower Red Lake Comprehensive Plan to be approved by the Policy Committee with input from the Advisory Committee.

ARTICLE X: MISCELLANEOUS

1. Portions of these bylaws may be suspended temporarily by a majority vote of the Policy Committee.
2. Addition to, alteration, or repeal of any part of these bylaws by the Policy Committee may be made at any meeting by a majority vote, provided that thirty (30) days advance written notice of the proposed change has been given to each member of the Policy Committee.
3. Beltrami Soil and Water Conservation District shall maintain the Upper/Lower Red Lake One Watershed One Plan Policy Committee official records and requirements of the BWSR grant agreement. The maintenance and disposition of these records shall be in accordance with applicable laws.
4. All expenses incurred by the Upper/Lower Red Lake One Watershed One Plan must be in the approved budget or have prior approval of the Policy Committee and include a signed claim form itemizing expenses that is submitted to the Beltrami Soil and Water Conservation District for payment. All claims must be submitted no more than ninety (90) days after incurred, and must be submitted prior to the termination of the grant agreement to guarantee payment.
5. All staff expenses incurred by the Beltrami Soil and Water Conservation District must be in the approved budget or have prior approval of the Policy Committee as approved in the budget.
6. These bylaws are intended to be consistent with applicable provisions of Minnesota Statutes Chapters 103B, 103C, and 103D. In all cases of omission or error, Minnesota Statutes Chapters 103B, 103C, and 103D will govern.

ARTICLE XI – CERTIFICATION

1. These By-laws were adopted by a vote of __ ayes and __ nays by the members of the Policy Committee on

(Beltrami County)

(Beltrami Soil and Water Conservation District)

(Red Lake Watershed District)

(Red Lake Nation)

Permit # **25-015**Status Report: ~~Received~~ *Approved*
T.G.**Applicant Information**

Name	Organization	Address	Email	Phone Number(s)
Paul Donarski		13242 115th St NW Thief River Falls, MN 56701		tel: 218-686-9755 mobile: fax:

General Information

(1) The proposed project is a:

Surface Drainage (New Ditch or Improvement)

(2) Legal Description

(3) County: **Pennington** Township: **Smiley** Range: **42** Section: **33 1/4**:(4) Describe in detail the work to be performed. **clean ditch**(5) Why is this work necessary? Explain water related issue/problem being solved. **to drain adequately****Status**

Status	Notes	Date
Approved	P.A. #25-015 – Paul Donarski/Josh Iverson Pennington County – Smiley Township – Section 33 The Red Lake Watershed District (RLWD) approves cleaning along Hwy 59 and Pennington County Road 3. Staff performed a survey (See Attached). 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.	April 9, 2025
Received	None	March 13, 2025

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: <u>Paul Donarski</u>		Telephone Number: <u>218-686-9755</u>	
Email Address: _____			
Address (Street, RFD, Box No., City, State, Zip): <u>13242 115th St NW Thief River Falls, MN 56701</u>			
Project Location: Government Lot _____		Quarter Section(s) <u>5 1/2</u> Section(s) <u>33</u>	
Township (Name & #) <u>Smiley 153N</u>		Range # <u>42W</u> County <u>Pennington</u>	
Type of Work Proposed:			
<input type="checkbox"/> Excavate	<input type="checkbox"/> Install	<input checked="" type="checkbox"/> Ditch	<input type="checkbox"/> Dike
<input type="checkbox"/> Fill	<input type="checkbox"/> Remove	<input type="checkbox"/> Culvert (Size _____)	<input type="checkbox"/> Erosion Control
<input checked="" 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>cleaning ditch to drain</u>
Estimated drainage area: acres _____ or sq. mile(s) _____
Work is necessary because: <u>Drain cleaning</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 landowner: <u>Paul Donarski</u>	Date: <u>3-7-25</u>
---	------------------------

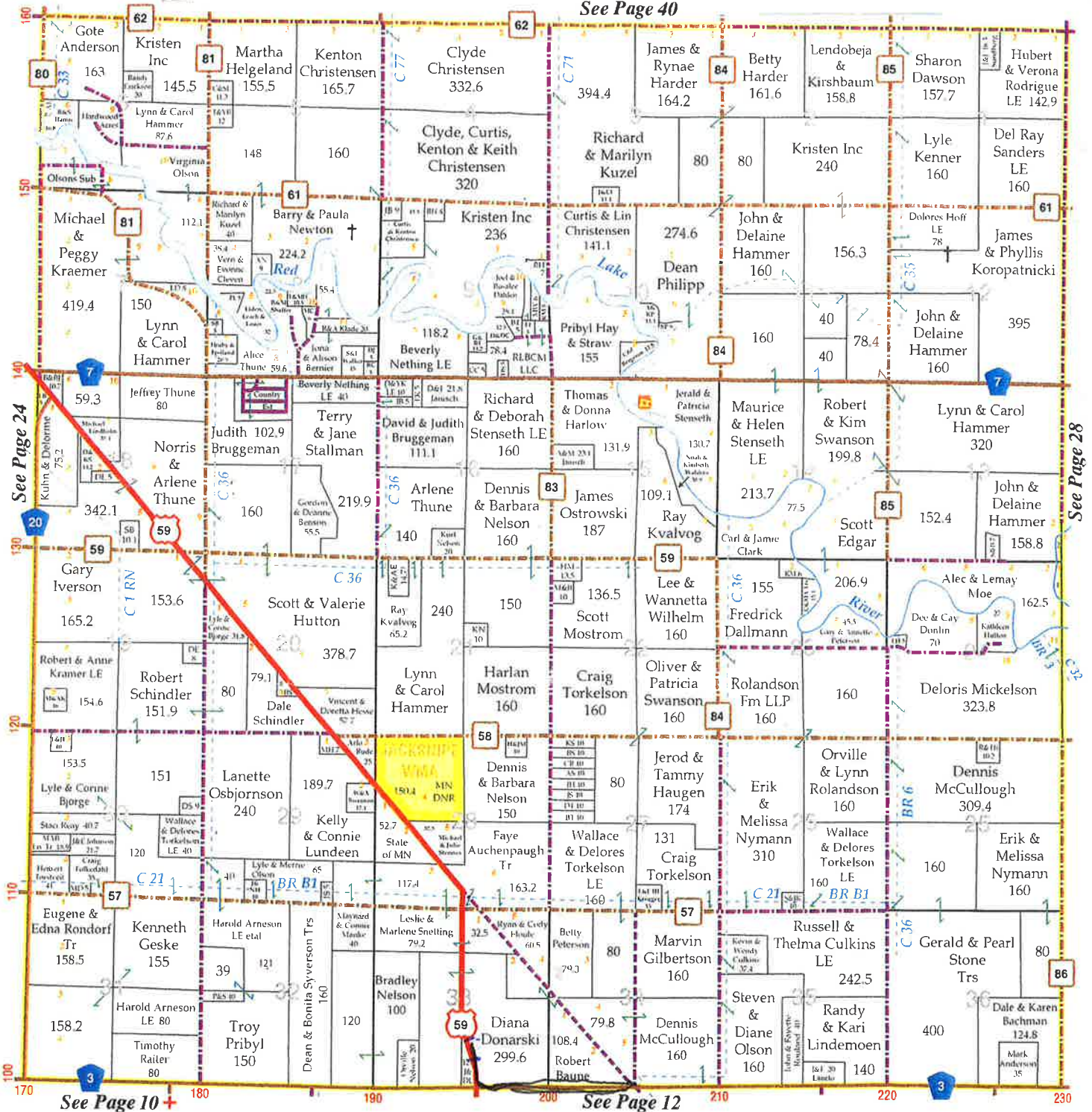
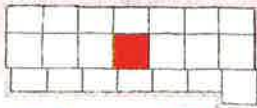
RECEIVED

MAR 13 2025

Initial: ja

For Office Use Only
P.A. No.

25015



a Closer LOOK



When CCI entered the plat book market in 1993, we introduced computerized mapping and revolutionized the way plat books were designed and built. Now, most of the requests for proposals we receive are virtual carbon copies of the standards we developed years ago. We continue to lead the way in mapping services for both print and online applications.

better ideas



These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

1:4,493

This map is not a substitute for accurate field survey or for locating actual property lines and any adjacent features.

Date: 4/1/2025

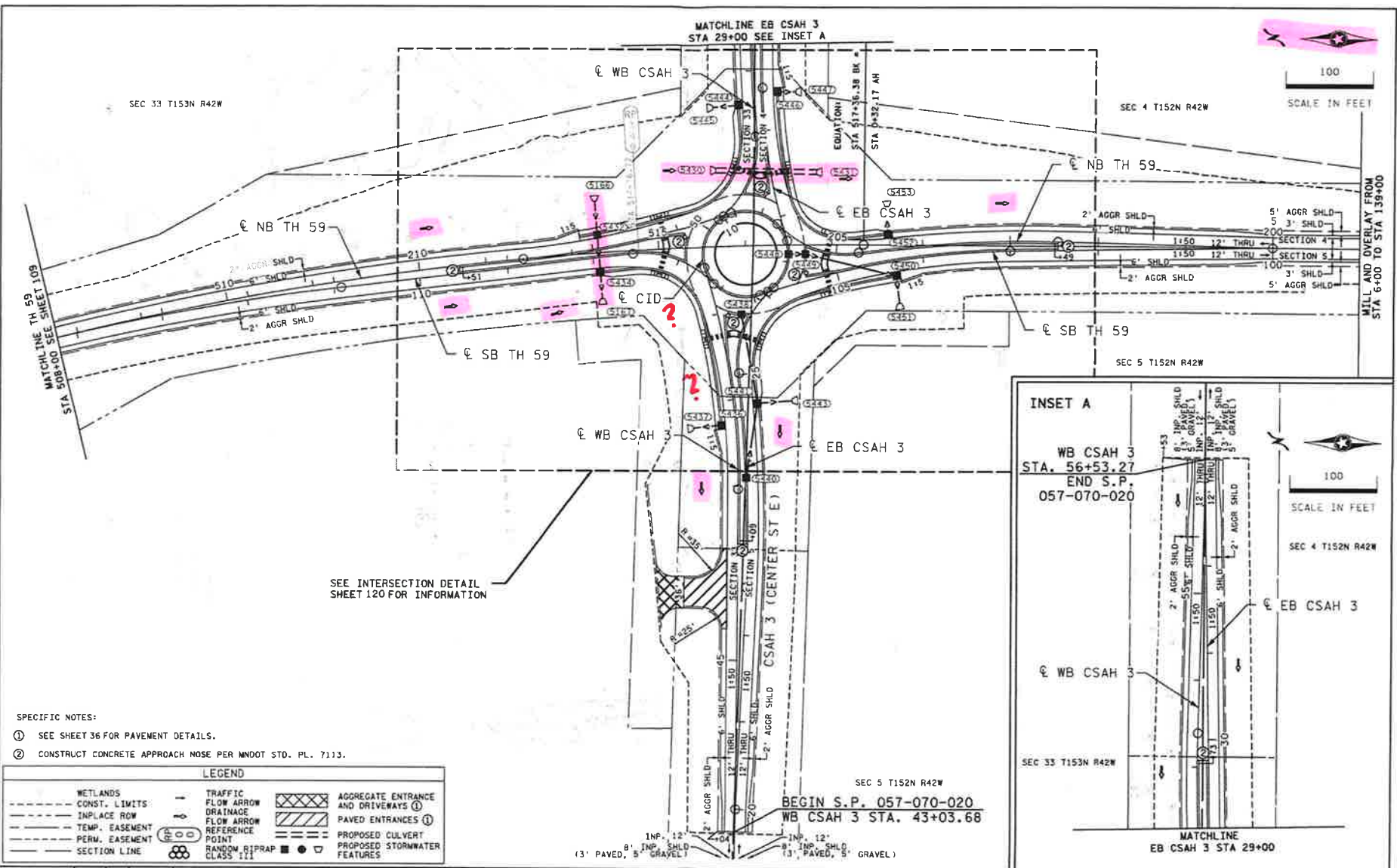
Pennington County



5/24/12 PM

2/10/2012

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- SPECIFIC NOTES:
- ① SEE SHEET 36 FOR PAVEMENT DETAILS.
 - ② CONSTRUCT CONCRETE APPROACH NOSE PER MNDOT STD. PL. 7113.

LEGEND	
WETLANDS	TRAFFIC FLOW ARROW
CONST. LIMITS	DRAINAGE FLOW ARROW
INPLACE ROW	REFERENCE POINT
TEMP. EASEMENT	RANDOM RIPRAP
PERM. EASEMENT	PROPOSED CULVERT
SECTION LINE	PROPOSED STORMWATER FEATURES
	AGGREGATE ENTRANCE AND DRIVEWAYS ①
	PAVED ENTRANCES ①

DESIGN TEAM	
DRAWN BY: JAC	
DESIGNED BY: JAC	
CHECKED BY: JAC	
NO.	DATE

REVISIONS	
DRAFT COPY 60%	DRAFT COPY 60%

I hereby certify that this plan 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.

CERTIFIED BY: JAC

MINNESOTA DEPARTMENT OF TRANSPORTATION

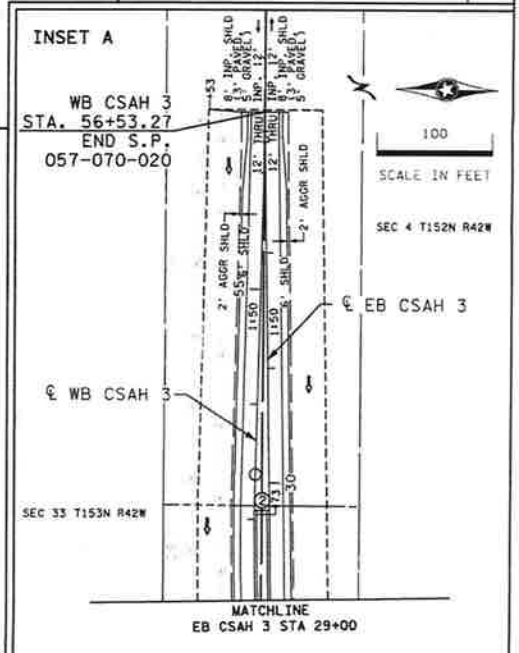


MINNESOTA DEPARTMENT OF TRANSPORTATION

TH 59

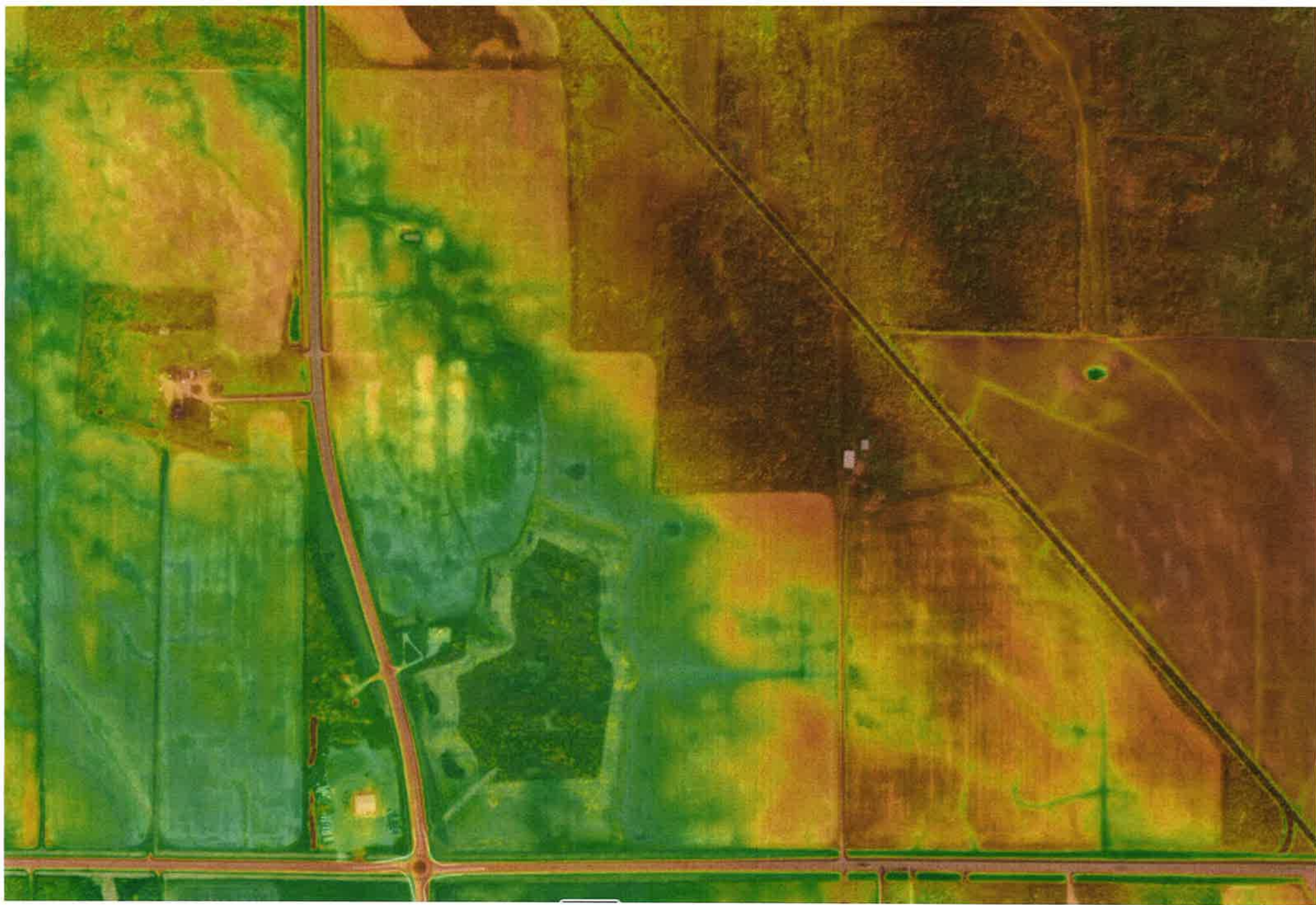
S.P. NO. 5705-61 (TH 59)

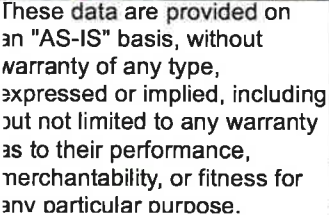
S.P. NO. 057-070-020 (TH 59)



CONSTRUCTION AND DRAINAGE PLANS	
WB CSAH 3 STA 43+03.68 - 56+53.27, NB TH 59 200+00.00 - 214+24.50, AND TH 59 STA 508+00 - 517+36.38	FILE NO. 110
	CP13
	250



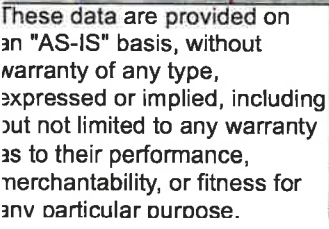




This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.

Pennington County





This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.

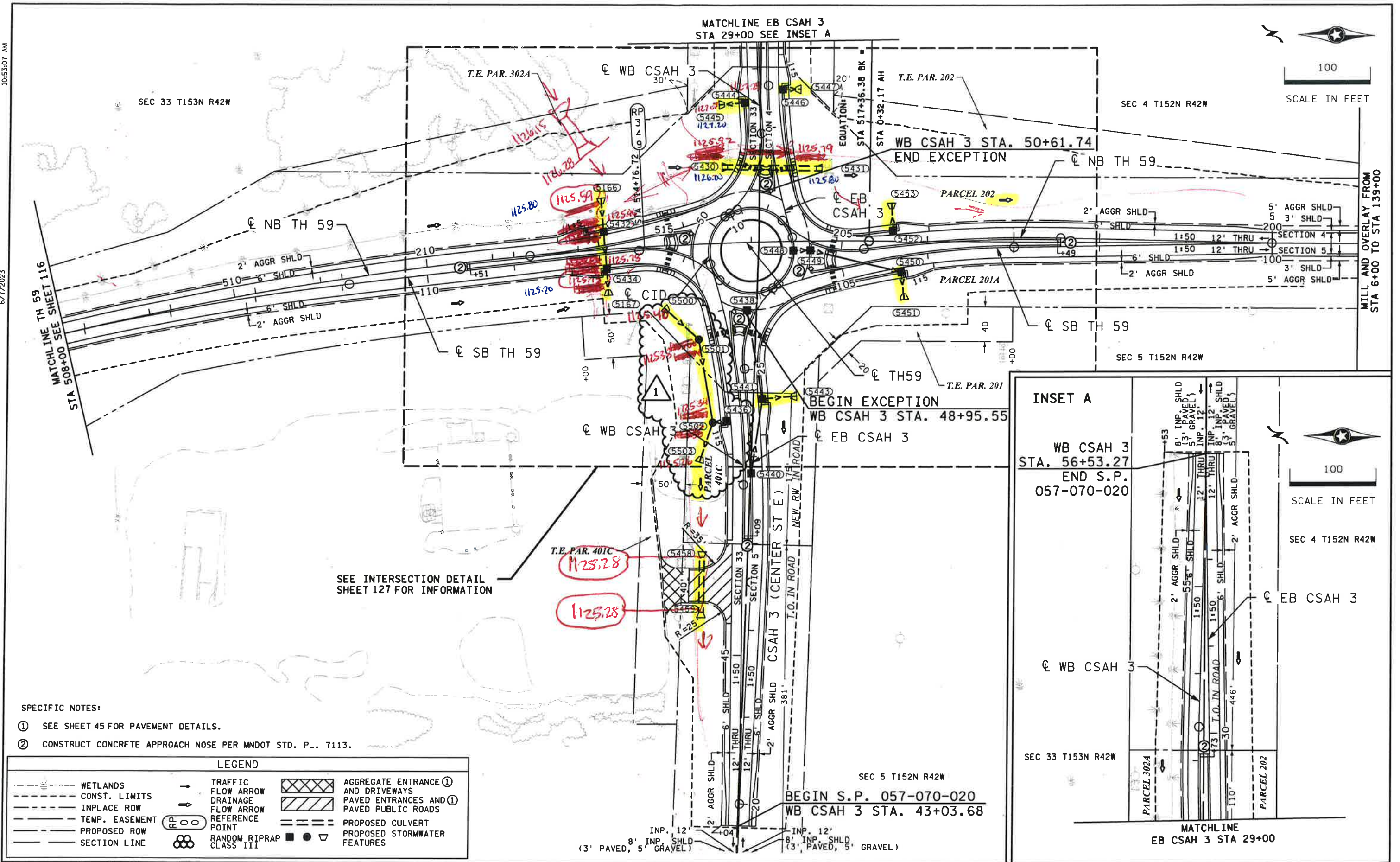
Pennington County



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10:53:07 AM

6/7/2023



- SPECIFIC NOTES:
- ① SEE SHEET 45 FOR PAVEMENT DETAILS.
 - ② CONSTRUCT CONCRETE APPROACH NOSE PER MNDOT STD. PL. 7113.

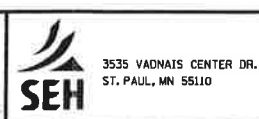
LEGEND			
	WETLANDS		TRAFFIC FLOW ARROW
	CONST. LIMITS		DRAINAGE FLOW ARROW
	INPLACE ROW		REFERENCE POINT
	TEMP. EASEMENT		PROPOSED CULVERT
	PROPOSED ROW		PROPOSED STORMWATER FEATURES
	SECTION LINE		AGGREGATE ENTRANCE ① AND DRIVEWAYS
	RANDOM RIPRAP CLASS III		PAVED ENTRANCES AND ① PAVED PUBLIC ROADS

DESIGN TEAM	1	CCG	6/7/2023	RAB STORM SEWER ADDITION
DRAWN BY:	DJC			
DESIGNER:	JLL			
CHECKED BY:	KAF			
NO.	BY	DATE	REVISIONS	

I hereby certify that this plan 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.

Certified By: L.La. No. 52682

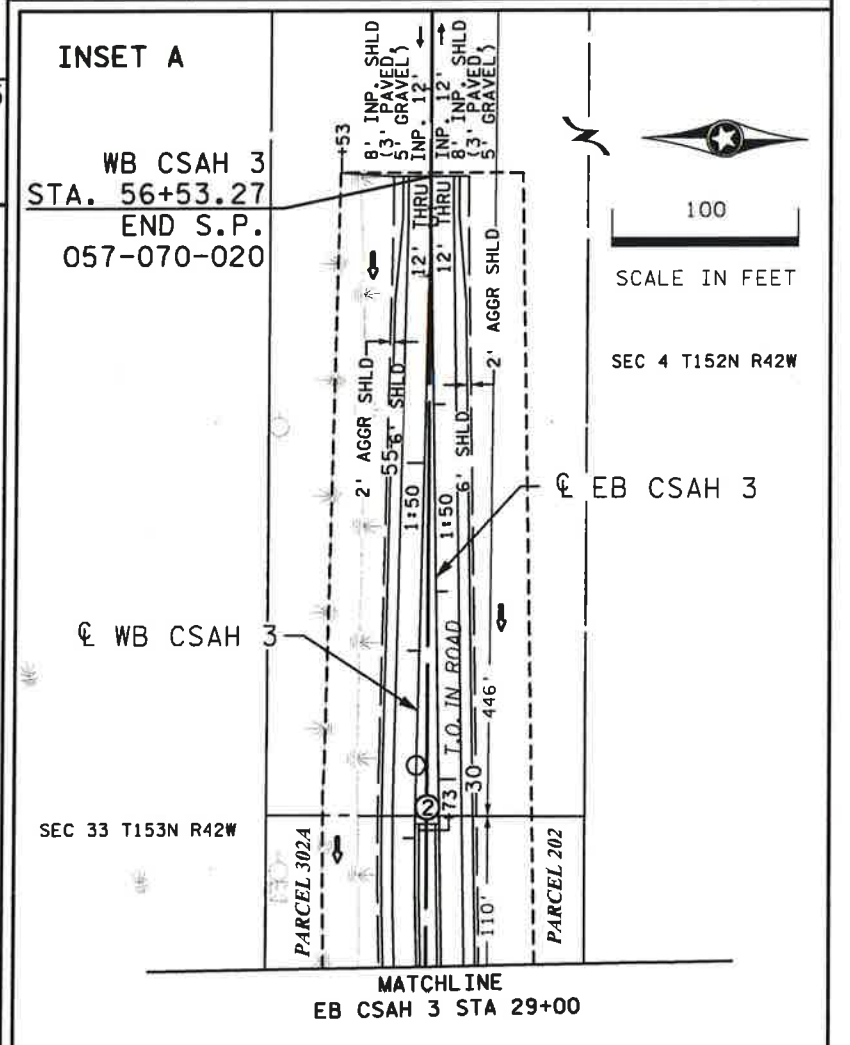
Printed Name: KYLE A. FITTERER Date: 06/07/2023



MINNESOTA DEPARTMENT OF TRANSPORTATION

TH 59

S.P. NO. 5705-61 (TH 59)
S.P. NO. 057-070-020 (TH 59)



CONSTRUCTION AND DRAINAGE PLANS

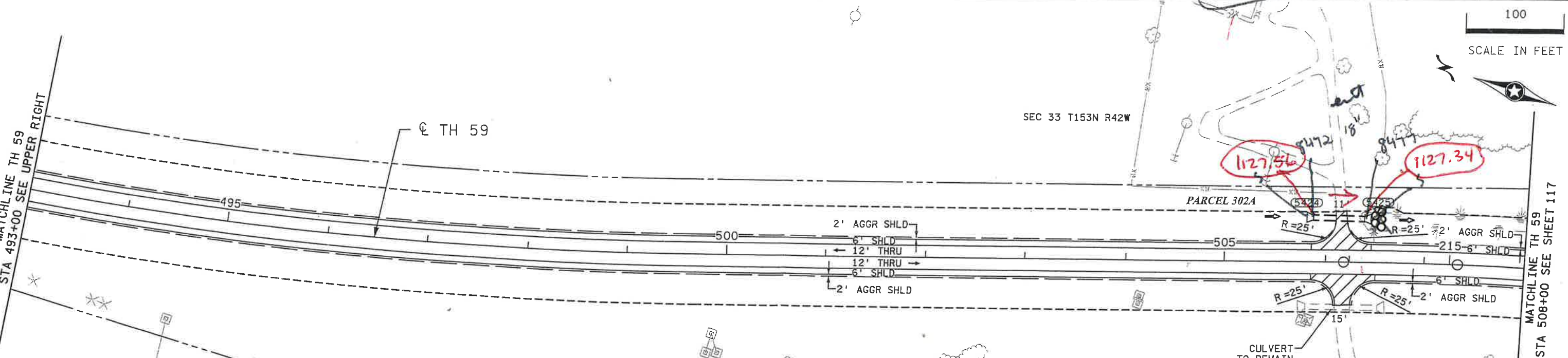
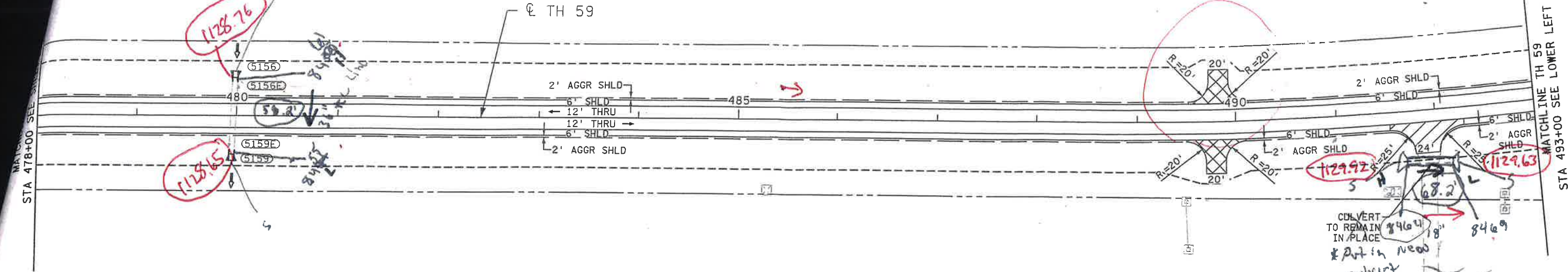
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200+00.00 - 214+24.50, AND TH 59 STA 508+00 - 6+00

FILE NO. **117A**
MNT02-156587
CP13A
OF CP15

258

SEC 33 T153N R42W

SCALE IN FEET



LEGEND

WETLANDS	TRAFFIC FLOW ARROW	AGGREGATE ENTRANCE ①
CONST. LIMITS	DRAINAGE FLOW ARROW	PAVED ENTRANCES AND PAVED PUBLIC ROADS ①
INPLACE ROW	REFERENCE POINT	PROPOSED CULVERT
TEMP. EASEMENT	RANDOM RIPRAP CLASS III	PROPOSED STORMWATER FEATURES
PROPOSED ROW		
SECTION LINE		

SPECIFIC NOTES:

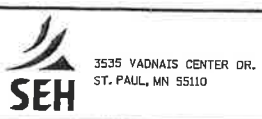
① SEE SHEET 45 FOR PAVEMENT DETAILS.

DESIGN TEAM			
DRAWN BY:	DJC		
DESIGNER:	JLI		
CHECKED BY:	KAF		
NO.	BY	DATE	REVISIONS

I hereby certify that this plan 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.

Certified By: Kyle A. Fitterer Lico. No. 52682

Printed Name: KYLE A. FITTERER Date: 10/11/2022



MINNESOTA DEPARTMENT OF TRANSPORTATION

TH 59

S.P. NO. 5705-61 (TH 59)

S.P. NO. 057-070-020 (TH 59)

CONSTRUCTION AND DRAINAGE PLANS		FILE NO. 116
TH 59 STA 478+00 - 508+00		MNT02-156587
CP12	OF CP15	258



Permit # 24-232

Status Report: **Approved****Applicant Information**

Name	Organization	Address	Email	Phone Number(s)
Faculty Road MN GP		1661 Ringling Blvd PO Box 2139 Sarasota, FL 34230-2139	jgirotto@farmopp.com	tel:425-301-0728 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Marshall** Township: **Grand Plain** Range: **41** Section: **25** 1/4:(4) Describe in detail the work to be performed. **install a culvert under 230th street so the nw 1/4 can properly drain north in a good outlet.**(5) Why is this work necessary? Explain water related issue/problem being solved. **it backs water up in the nw 1/4 of sec 34 in grand plain twp.****Status**

Status	Notes	Date
Approved	P.A. #24-232 – Faculty Road MN GP Marshall County – Grand Plain Township – Section 25 The Red Lake Watershed District (RLWD) approves to install a 24" culvert through Marshall County Road 129 to assist in field drainage. Approval from Marshall County will be needed as this road crossing will be going through Marshall County Road 129. 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.	April 9, 2025
Received	None	Nov. 22, 2024

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 # 25-009

Status Report: ~~None~~ *Approved*
T.O.**Applicant Information**

Name	Organization	Address	Email	Phone Number(s)
Jon Praska		16109 160th Ave NE Thief River Falls, MN 56701		tel:218-689-6583 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **North** Range: **43** Section: **35** 1/4:(4) Describe in detail the work to be performed. **need approach for access to land**(5) Why is this work necessary? Explain water related issue/problem being solved, **need access****Status**

Status	Notes	Date
Approved	P.A. #25-009 – Jon and Paula Praska Pennington County – North Township – Section 35 The Red Lake Watershed District (RLWD) approves to install a new crossing for access to land. The new crossing will require an 18" culvert to allow water to flow to the north. There is an old crossing that is located downstream of this location that I recommend be removed, there is an old culvert in it that is serving no purpose and it appears to be broke. Install new culvert at existing flowline inverts. 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 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.q	April 9, 2025
Received	None	Feb. 18, 2025

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 # 25-010

Status Report: **Approved****Applicant Information**

Name	Organization	Address	Email	Phone Number(s)
Jeremy Grove		2137 180th Ave SE Red Lake Falls, MN 56750	grovefarms@gmail.com	tel:218-289-1645 mobile: fax:

General Information

(1) The proposed project is a:

Tiling

(2) Legal Description

(3) County: **Red Lake** Township: **Gervais** Range: **43** Section: **25 1/4**:(4) Describe in detail the work to be performed, **pattern tile gervais 25 and emardville 30**(5) Why is this work necessary? Explain water related issue/problem being solved. **Improve drainage and productivity****Status**

Status	Notes	Date
Approved	P.A. #25-010 – Jeremy Grove Red Lake County – Gervais/Emardville Township – Section The Red Lake Watershed District (RLWD) approves the Pattern tile project with a 'pump' and a gravity outlet. The gravity outlet will be the portion to the West of the project that will remain in the benefitted area of Red Lake County Ditch #17, and the rest of the project will be installed as designed. 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 outlet(s) to prevent erosion. 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. If any of the work is 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. Directly downstream of the outlet, applicant shall ensure that adequate grade and drainage is provided. Applicant is responsible for utility locates by calling Gopher 1. (1-800-252-1166) T.O.	April 9, 2025
Received	None	Feb. 24, 2025

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 # **25-016**Status Report: **Approved****Applicant Information**

Name	Organization	Address	Email	Phone Number(s)
Joshua Iverson		13242 115th Street NW Thief River Falls, MN 56701		tel: 218-686-9755 mobile: fax:

General Information

(1) The proposed project is a:

Surface Drainage (New Ditch or Improvement)

(2) Legal Description

(3) County: **Pennington** Township: **Sanders** Range: **44** Section: **29** 1/4:(4) Describe in detail the work to be performed. **clean ditch, remove one crossing and add one**(5) Why is this work necessary? Explain water related issue/problem being solved. **doesn't drain properly****Status**

Status	Notes	Date
Approved	P.A. #25-016 – Paul Donarski/Josh Iverson Pennington County – Smiley Township – Section 33 The Red Lake Watershed District (RLWD) approves cleaning a Pennington County Road Ditch on the North side of Pennington County Road 57. Staff performed a survey (See Attached). 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.	April 9, 2025
Received	None	March 13, 2025

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 # **25-019**Status Report: **Approved****Applicant Information**

Name	Organization	Address	Email	Phone Number(s)
Parjim Farmland Holdings GP		1661 Ringling Blvd PO Box 2139 Sarasota , FL 34230	jgirotto@farmopp.com	tel:425-301-0728 mobile: fax:

General Information

(1) The proposed project is a:

Culvert Installation / Removal / Modification

(2) Legal Description

(3) County: **Pennington** Township: **Mayfield** Range: **41** Section: **14 1/4**:(4) Describe in detail the work to be performed. **replace culvert**(5) Why is this work necessary? Explain water related issue/problem being solved. **water stands in road ditch 365 days a year.****Status**

Status	Notes	Date
Approved	P.A. #25-019 – Parjim Farmland Holdings GP Pennington County – Mayfield Township – Section 14 The Red Lake Watershed District (RLWD) approves cleaning a Pennington County Road Ditch on the West side of Pennington County Road 5/290th Ave SE. Staff performed a survey (See Attached). 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.	April 9, 2025
Received	None	March 17, 2025

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.

MEMORANDUM



DATE: April 1, 2025
TO: Minnesota Watersheds Members
FROM: Don Pereira and Michelle Overholser Resolutions and Legislative Committee Co-Chairs
RE: **2025 REQUEST FOR RESOLUTIONS**

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

- April / May** Members write, discuss, and approve resolutions at your WD/WMO meetings. As you are aware, a well-written, well-researched, concise resolution will fare better in the review process.
- June 2** Administrators submit resolutions and background information documents to Jan Voit, Executive Director at jvoit@mnwatersheds.com by **June 2**. The submitted resolutions will be compiled and distributed to members as soon as possible.
- NOTE: If all the requested information is not included, the resolution will NOT be accepted.**
- June 13** Deadline for members to submit comments during the 10-day early review of resolutions.
- The Legislative and Resolutions Committee will review the resolutions, gather more information, or ask for further clarification when deemed necessary; work with the submitting watersheds to combine similar resolutions; reject resolutions already active; and discuss and make recommendations to the membership on the passage of resolutions.
- July 1** Resolutions (with committee feedback) will be emailed to each Minnesota Watersheds member organization by **July 1**.
- NOTE: If possible, please hold a regional meeting to discuss the resolutions BEFORE the Annual Meeting on Resolutions and Petitions.**
- July** Members should discuss the resolutions at their July meeting(s) and decide who will be voting on their behalf at the Annual Meeting on Resolutions and Petitions (2 voting members and 1 alternate are to be designated by watershed organization)
- Early August** Delegates discuss and vote on resolutions at the **Annual Meeting on Resolutions and Petitions** hearing. Please be prepared to present and defend your resolution.
- November** The Resolutions and Legislative Committee will review existing and new resolutions and make a recommendation to the Minnesota Watersheds members for the 2026 legislative priorities.
- December** Minnesota Watersheds membership will vote on legislative priorities at the Annual Business Meeting. The Board of Directors will finalize the 2026 legislative platform.

NOTE: Resolutions passed by the membership will remain Minnesota Watersheds policy for five years after which they will sunset. If a member wishes to keep the resolution active, it must be resubmitted and passed again by the membership. Enclosed with this memorandum are the **active resolutions** and **those that will sunset on 12/31/25**. Also enclosed is the **Legislative Platform** that was adopted in 2024. If you have questions, Please feel free to contact co-chairs at dpereira@vbwd.org or 651-968-9788, michelle.overholser@ymrwd.com or 320-226-8223, or our executive director at jvoit@mnwatersheds.com or 507-822-0921.

THANK YOU FOR YOUR EFFORTS IN OUR POLICY DEVELOPMENT!

Background Information

2025 Minnesota Watersheds Resolution

Proposing Watershed: _____

Contact Name: _____

Phone Number: _____

Email Address: _____

Resolution Title: _____

Background that led to the submission of this resolution:

Describe the problem you wish to solve, provide background information to understand the factors that led to the issue, and explain why the issue is important now. If relevant, attach statutory or regulatory documents.

Efforts to solve the problem:

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

Is legislative action the best means of addressing the matter? If yes, what is the purpose or intent of your proposal? If not, what advocacy steps could be taken with state or local government officials?

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

Anticipated support or opposition:

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

This issue: (check all that apply)

_____ Applies only to our district
_____ Applies only to 1 or 2 regions
_____ Applies to the entire state

_____ Requires legislative action
_____ Requires state agency advocacy
_____ Impacts Minnesota Watersheds bylaws or MOPP
(MOPP = *Manual of Policies and Procedures*)

Active Minnesota Watersheds Resolutions



December 1, 2024

FINANCE

Capacity

2021-01A: Support SWCD Capacity Fund Sources

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

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

Minnesota Watersheds supports Clean Water Funds being used for implementation and not for capacity.

2021-02: Support Capacity Funding for Watershed Districts

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

Grant Funding

2021-07: Support Metro Watershed-based Implementation Funding (WBIF) for Approved 103B Plans Only

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

URBAN STORMWATER

Stormwater Quality Treatment

2022-02 Limited Liability for Certified Commercial Salt Applicators

Minnesota Watersheds supports enactment of state law that provides limited liability protection to commercial salt applicators and property owners using salt applicators who are certified through the established state salt-applicator certification program and follow best management practices.

Water Reuse

2022-01 Creation of a Stormwater Reuse Task Force

Minnesota Watersheds supports administratively or legislatively including at least one Minnesota Watersheds member on the Minnesota Department of Health's workgroup to move forward, prioritize, and implement the recommendations of the interagency report on reuse of stormwater and rainwater in Minnesota.

WATER QUANTITY

Drainage

2022-03: Seek Increased Support and Participation for the Minnesota Drainage Work Group (DWG)

- Minnesota Watersheds communications increase awareness of the DWG (meeting dates and links, topics, minutes, reports) amongst members.

- Minnesota Watersheds training opportunities strongly encourage participation in the DWG by watershed staff and board managers (for watersheds that serve as ditch authorities or work on drainage projects) – for e.g., add agenda space for DWG member updates, host a DWG meeting as part of a regular event.
- In preparation for Minnesota Watersheds member legislative visits, staff add a standing reminder for watershed drainage authorities to inform legislators on the existence, purpose, and outcomes of the DWG, and reinforce the legitimacy of the DWG as a multi-faceted problem-solving body.
- During Minnesota Watersheds staff Board of Water and Soil Resources (BWSR) visits, regularly seek updates on how facilitation of the DWG is leading to improvements for member drainage authorities and convey this information to members.

2023-03: Support New Legislation Modeled after HF2687 and SF2419 (2018) Regarding DNR Regulatory Authority over Public Drainage Maintenance and Repairs

Minnesota Watersheds supports the introduction of new legislation modeled after HF2687 and SF2419 and commits its lobbying efforts toward promoting the passage of the bills in subsequent sessions.

Funding

2022-05: Obtain Stable Funding for Flood Damage Reduction and Natural Resources Enhancement Projects

Minnesota Watersheds supports collaborating with the Red River Watershed Management Board and state agencies to seek funding from the Minnesota Legislature to provide stable sources of funding through existing or potentially new programs that provide flood damage reduction and/or natural resources enhancements. A suggested sustainable level of funding is \$30 million per year for the next 10 years.

Flood Control

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

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

2023-04 Seeking Action for Streamlining the DNR Flood Hazard Mitigation Grant Program

Minnesota Watersheds seeks action requiring the DNR to establish transparent scoring, ranking, and funding criteria for the Flood Hazard Mitigation Program (M.S. Chapter 103F) and asking the Minnesota Legislature to fully fund the state's share of eligible projects that are on the DNR's list within each two-year bonding cycle. Information regarding scoring, ranking, and funding should be provided annually to project applicants.

Policy

2024-04: Seeking the Ability to Allow Resale of Acquisition Buyout Property

Minnesota Watersheds seeks federal legislation to allow the conveyance by an LGU of flood acquisition buyout real estate to a public entity or to a qualified conservation organization, or alternatively a resale to a private taxpayer, subject to the FEMA Model Deed Restrictions as stated in Exhibit A.

WATER QUALITY

Lakes

2022-06: Limit Wake Boat Activities

Minnesota Watersheds supports working with the Minnesota Department of Natural Resources (DNR) to utilize the research findings from the St. Anthony Falls Laboratory and seek legislation to achieve one or more of the following:

- Limit lakes and areas of lakes in which wake boats may operate;
 - Require new and existing wake boats to be able to completely drain and decontaminate their ballast tanks; and
 - Providing funding for additional research on the effects of wake boats on aquatic systems.
-

Policy

2024-01: Regulatory Approaches to Reducing Chloride Contamination

Minnesota Watersheds supports development, adoption, and implementation of regulatory approaches to reducing chloride contamination in waters of the state.

WATERSHED MANAGEMENT AND OPERATIONS

Duties

2023-05: Support Increased Flexibility in Open Meeting Law

Minnesota Watersheds hereby supports changes to the Open Meeting Law to provide greater flexibility in the use of interactive technology by allowing members to participate remotely in a nonpublic location that is not noticed, without limit on the number of times such remote participation may occur; and allowing public participation from a remote location by interactive technology, or alternatively from the regular meeting location where interactive technology will be made available for each meeting, unless otherwise noticed under Minnesota Statutes Section 13D.021; and that Minnesota Watersheds supports changes to the Open Meeting Law requiring watershed district to prepare and publish procedures for conducting public meetings using interactive technology.

2024-02: Alternative Notice of Watershed District Proceedings by Publication on the District's website

Minnesota Watersheds supports amending Watershed Law to provide for publication on a watershed district's website as an alternative to publication in a legal newspaper.

Watershed Planning

2023-06 Education and Outreach to Encourage Formation of Watershed Districts in Unserved Areas

Minnesota Watersheds, in consultation with its membership, will develop a framework for education and outreach intended to encourage petition and advocacy for the formation of watershed districts in areas of the state not presently served by watershed-based public agencies.

AGENCY RELATIONS

Advocacy

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

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

Regulation

2023-01 Require Watershed District Permits for all State Agencies

Minnesota Watersheds supports amending Minnesota Statutes § 103D.345, Subd. 5 to read as follows: **Subd. 5. Applicability of permit requirements to state.** A rule adopted by the managers that requires a permit for an activity applies to all state agencies, including the Department of Transportation.

2024-13 Request New Legislation to Set Permit Review Time Limits upon the DNR

Minnesota Watersheds supports amending Minnesota Statutes to implement a 60-day permit review limit following a negative declaration on an EAW.

REGULATIONS

2024-03: Provide for Watershed Management Organization Representation on Wetland Technical Evaluation Panels

Minnesota Watersheds supports amendment of Minnesota Statutes 103G.2242, subdivision 2 to include a watershed management organization representative on TEPs that are convened in cases where the organization is not the WCA LGU.

NATURAL RESOURCES

Policy

2024-5: Seeking the DNR to Establish a “Comprehensive Guideline for Calcareous Fen Management”

Minnesota Watersheds supports DNR establishing a “Comprehensive Guideline for Calcareous Fen Management” as a tool for project proposers to analyze a project’s feasibility or cost effectiveness.

2024-7: Seeking the DNR to Adopt a Program to Incentivize Calcareous Fen Management on Private Lands

Minnesota Watersheds supports the Minnesota Department of Natural Resources adopting a program through which a fee is paid to landowners to incentivize them to manage the quantity and quality of the Calcareous Fens on private lands, which program is made similar to the USDA Conservation Reserve Program or similar to a perpetual easement through the Board of Water and Soil Resources Reinvest in Minnesota.

2024-10: Seeking a Formal Process to Distribute a Complete List of Calcareous Fens Annually

Minnesota Watersheds supports the Board of Water and Soil Resources establishing a formal process to distribute on an annual basis an accurate and complete list identifying Calcareous Fens to all watershed districts, watershed management organizations, and soil and water conservation districts.

2024-12: Seeking the Development of a Calcareous Fen Work Group

Minnesota Watersheds supports the relevant state agencies, together with relevant stakeholders (including watershed districts), convene a work group to develop by consensus clear, objective and measurable criteria for determining the presence and quality of Calcareous Fen, which criteria shall thereafter be used by all state and local units of government.

Resolutions to Sunset

Effective December 31, 2025

All resolutions cease to be active at the end of the fifth year following the resolution’s adoption.

2020-01 Appealing Public Water Designations

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

2020-03 Soil Health Goal for Metropolitan Watershed Management Plans

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

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

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



**MINNESOTA
WATERSHEDS**
Connecting People. Protecting Water.

2025 LEGISLATIVE PLATFORM

Abstract

This document articulates clearly defined legislative policies so members and Minnesota Watersheds representatives on the Board of Water and Soil Resources Board, Clean Water Council, and Local Government Water Roundtable can accurately state our positions.

Adopted December 6, 2024

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Purpose

Minnesota Watersheds represents both watershed districts and watershed management organizations (collectively referred to as Watersheds). That representation underscores the necessity of protecting Watershed powers, duties, and planning responsibilities on a watershed basis.

This legislative platform outlines Minnesota Watersheds positions on legislative matters and serves as the foundation for our organization to support or oppose various local, state, and federal legislation. The legislative platform is based on adopted resolutions and emerging issues as identified by the MAWA Legislative Platform Committee and the Minnesota Watersheds Resolutions and Legislative Committees and adopted by the membership. It also is designed to clearly articulate defined legislative policies so members and Minnesota Watersheds representatives on the Board of Water and Soil Resources Board, Clean Water Council, and Local Government Water Roundtable can accurately state our positions.

Emerging Issues

New or developing problems or concerns may arise that require attention before or during the legislative session. Those problems or concerns likely have not been addressed through the resolutions process, may or may not be identified in the legislative platform, but will need to be addressed by the lobbying team and executive director through attendance and meetings, written comments, testifying at hearings, or legislation. Flexibility is necessary so that the lobbying team and executive director can be proactive on behalf of Minnesota Watersheds with state agencies, non-governmental organizations, and at the legislature.

The Minnesota Watersheds Manual of Policy and Procedures states: *In the event legislation or state agency policy is introduced that may cause harm to Minnesota Watersheds members and there is no policy adopted by Minnesota Watersheds on the issue, the Minnesota Watersheds Board of Directors may review the legislation or policy and adopt a temporary position on the issue on behalf of the organization. The policy position will be in effect until the next annual resolutions hearing. At that time, the membership must review the policy position and vote on whether it should become a permanent policy position or should expire.*

Finance

Watersheds are tasked with many responsibilities by Minnesota statute and local priorities are set by their boards. To effectively perform those duties, adequate funding is necessary. Although some Watersheds have levy authority, there are many other avenues of funding that are important for achieving local water management, as well as water quality and quantity goals.

1. Capacity

- a. Support Clean Water Funds for implementation, not capacity (Resolution 2021-01A and B)
- b. Support capacity funding for watershed districts (Resolution 2021-02)
- c. Support General Fund repayment of Soil and Water Conservation District capacity funds to the Clean Water Fund

2. Grant Funding

- a. Support metro watershed-based implementation funding for approved 103B plans only (Resolution 2021-07)

- b. Support a more equitable formula for watershed-based implementation funding in the metro
- c. Lobby for watershed-specific grant funding

Urban Stormwater

Watersheds and land use management partners work to reduce polluted stormwater runoff and/or increase infiltration from urbanization and hard surfaces. Many Watersheds in the state have adopted regulatory standards and/or official controls to successfully manage urban stormwater when land alterations occur. Watersheds also implement a variety of urban stormwater management practices to treat runoff before it enters our lakes, streams, and wetlands.

1. Stormwater Quality Treatment

- a. Support limited liability for certified commercial salt applicators (Resolution 2022-02)
- b. Support, partner/collaborate with a municipal separate storm sewer system (MS4s – municipal separate storm sewer system) (if/where appropriate) in permit compliance activities
- c. Support the use of green infrastructure and minimizing impervious surfaces, where practical, in urban development and planning
- d. Where it may exist, support removing duplication of urban stormwater regulatory standards and controls
- e. Support the rescission of the Department of Labor and Industry/Plumbing Board Final Interpretation of Inquiry PB0159, storm drainage surcharge to return to common engineering practice for stormwater pond design

2. Water Reuse

- a. Support the Stormwater Reuse Task Force and for the Minnesota Department of Health to complete a review process (Resolution 2022-01)
- b. Support efforts to clarify and simplify State Plumbing Board rulings and requirements to facilitate more reuse of rainwater/stormwater

Water Quantity

Watersheds are directed by statute to conserve the natural resources of the state by land use planning, flood control, and other conservation projects. Specific purposes refer to flood damage reduction, stream flows, water supply, and drainage systems, as well as to identify and plan for effective protection and improvement of surface water and groundwater, and to protect and enhance fish and wildlife habitat and water recreational facilities. Numerous past, present, and future legislative initiatives have affected how water quantity issues are managed at the local level. This very broad-based topic includes management of the volume of water (drought, flooding, water supply), the flow of water (drainage, storm water, channel restoration, habitat), and recreational (lakes, rivers, wetlands) activities like fishing, boating, and hunting.

1. Drainage

- a. Support the current statutory requirements for notification and coordination in the development of petitioned repairs, drainage improvement projects, and new drainage systems

- b. Support the addition of a classification for public drainage systems that are artificial watercourses
- c. Seek increased support for and participation in the Drainage Work Group (Resolution 2022-03)
- d. Oppose the drainage registry information portal
- e. Oppose incorporating increased environmental, land use, and multipurpose water management criteria (M.S. 103E.015 requirements)
- f. Support new legislation modeled after HF2687 and SF2419 (2018) regarding Department of Natural Resources regulatory authority over public drainage maintenance and repairs (Resolution 2023-03)
- g. Oppose mandatory Environmental Assessment Worksheets for drainage projects
- h. Investigate ways of maintaining water flow during periods of drought and explore opportunities for aquifer recharge.

2. Funding

- a. Obtain stable funding for flood damage reduction and natural resources enhancement projects (Resolution 2022-05)
- b. Clarify county financing obligations and/or authorize watershed district general obligation bonding for public drainage projects

3. Flood Control

- a. Support crop insurance to include crop losses within impoundment areas (Resolution 2021-05)
- b. Seek action for streamlining the Department of Natural Resources Flood Hazard Mitigation Grant Program (Resolution 2023-04)

4. Regulation

- a. Support temporary water storage on Department of Natural Resources wetlands during major flood events (Resolution 2020-04)
- b. Support managing water flows in the Minnesota River Basin (statewide) through increased water storage and other strategies and practices
- c. Work with Minnesota Department of Transportation to support flood control and how to handle increased water volume issues along state and federal highway systems (example from Bemidji district of the Minnesota Department of Transportation)

5. Policy

- a. Support funding for watershed-based climate resiliency projects and studies
- b. Support funding for best management practices that protect and enhance groundwater supply
- c. Seek the ability to allow resale of acquisition buyout property (Resolution 2024-04)

Water Quality

Protecting and improving the quality of surface and ground water in our Watersheds is an essential component of managing water resources on a watershed basis.

1. Lakes

- a. Support limiting wake boat activities (Resolution 2022-06)

- b. Support designation change and research needs for the Chinese Mystery Snail
- c. Support temporary lake quarantine authorization to control the spread of aquatic invasive species
- d. Support streamlining permit applications for rough fish management
- e. Support dredging as a best management practice to manage internal phosphorus loads in lakes

2. Wetlands

- a. Support a statutory requirement for water level control structures in wetland restorations and wetland banks
- b. Support federal, state, and local funding for wetland restoration and protection activities
- c. Seek clarification of the statutorily modified definition of wetlands and the effects on watershed implementation of the Wetland Conservation Act ([Minnesota Laws 2024, Chapter 90, Article 3, section 77](#))

3. Rivers and Streams

- a. Support a statutory deadline for Department of Natural Resources Public Waters Work Permits (45-60 days)
- b. Support automatic transfer of public waters work permits to Watersheds (M.S. Chapter 103G.245 Subd.5)

4. Policy

- a. Support funding for watershed-based climate resiliency projects and studies
- b. Support funding for best management practices that protect groundwater quality
- c. Support development, adoption, and implementation of regulatory approaches to reducing chloride contamination in waters of the state (Resolution 2024-01)

Watershed Management and Operations

Protecting, enhancing, defending, and supporting existing Watershed statutory powers, duties, and planning responsibilities is necessary for effective and efficient watershed management and operations. Specific Watershed powers, duties, and planning responsibilities are contained in Minnesota Statutes [Chapter 103B](#) and [Chapter 103D](#).

1. Watershed Powers

- a. Support and defend eminent domain powers for watershed districts
- b. Support Watershed powers to levy property taxes and collect special assessments
- c. Support a watershed district's power to accept the transfer of drainage systems in the watershed; to repair, improve, and maintain the transferred drainage systems; and to construct all new drainage systems and improvements of existing drainage systems in the watershed
- d. Support a Watershed's power to regulate the use and development of land within its boundaries

2. Watershed Duties

- a. Support a Watershed's duty to initiate projects
- b. Support a Watershed's duty to maintain and operate existing projects
- c. Support increased flexibility in the open meeting law (Resolution 2023-05)

- d. Allow alternative notice of watershed district proceedings by publication on the district's website (Resolution 2024-02)

3. Watershed Planning

- a. Support a Watershed's ability to jointly or cooperatively manage and/or plan for the management of surface and ground water
- b. Support the connection between watershed-based implementation and funding
- c. Support development of a soil health goal for metropolitan watershed management plans (Resolution 2020-03)
- d. Support education and outreach to encourage formation of watershed districts in unserved areas (Resolution 2023-06)

Agency Relations

Watershed organizations work with many federal and state agencies to accomplish their mission. While relationships vary from administrative to funding and regulatory, agency policies and procedures can have a major impact on Watershed operations and projects. Maintaining strong, positive relations and ensuring Watersheds have a role in policy making is key to successful watershed management and operations.

1. Advocacy

- a. Require a 60-day review period before state agencies adopt new policies related to water and watershed management (Resolution 2021-06)
- b. Increase collaborative efforts between Minnesota Watersheds and all state agencies involved in water management

2. Representation

- a. Support watershed district managers being appointed, not allowing county commissioners to serve as managers

3. Regulation

- a. Streamline the Department of Natural Resources permitting process by increasing responsiveness, decreasing the amount of time it takes to approve permits, providing a detailed fee schedule prior to application, and conducting water level management practices that result in their reaction more quickly to serious, changing climate conditions
- b. Require watershed district permits for all state agencies (Resolution 2023-01)
- c. Oppose mandatory Environmental Assessment Worksheets for drainage projects
- d. Request support to request new legislation to set permit review time limits upon the Department of Natural Resources (Resolution 2024-13)

Regulations

Watershed representation on state and local panels and committees and the ability for Watersheds to regulate development and use of land within the organization's boundaries without prohibitive regulatory restrictions is necessary.

- a. Oppose legislation that forces spending on political boundaries
- b. Support the ability to appeal public water designations (Resolution 2020-01)
- c. Seek Watershed membership on Wetland Technical Evaluation Panels (Resolution 2024-03)

Natural Resources

Minnesota Statutes direct Watersheds to conserve the natural resources of the state. Some of the purposes listed in statute are to conserve water in streams and water supply, alleviate soil erosion and siltation of water courses or water basins, regulate improvements by riparian property owners of the beds, banks, and shores of lakes, streams, and wetlands for preservation and beneficial public use; protect or enhance the water quality in water courses or water basins; and protect and preserve groundwater resources.

1. Planning

- a. Ensure timely updates to Wildlife Management Area plans
- b. Support Watershed inclusion in development of state plans (i.e., Prairie Plan, State Water Plan, etc.) related to water and watershed management

2. Policy

- a. Support funding for climate resiliency
- b. Seek clarification in the statutory language regarding funding for and updating the public waters inventory ([Minnesota Laws 2024, Chapter 116, Article 3, section 47](#))
- c. Seek the Department of Natural Resources to establish a “Comprehensive Guideline for Calcareous Fen Management” (Resolution 2024-05)
- d. Seek the Department of Natural Resources to adopt a program to incentivize calcareous fen management on private lands (Resolution 2024-07)
- e. Seek a formal process to distribute a complete list of calcareous fens annually (Resolution 2024-10)
- f. Seek the development of a calcareous fen work group (Resolution 2024-12)

3. Habitat

- a. Clarify buffer rule issues
- b. Support funding to reduce erosion and sedimentation
- c. Support funding for the enhancement, establishment, and protection of stream corridors and riparian areas
- d. Support funding for the enhancement and protection of habitats

2024 Results

This section will document when an issue is resolved.

Water Quantity

Drainage

- Comply with the legislative mandate to review outlet adequacy and notification requirements in the Drainage Work Group
 - During the 2023 legislative session ([Minnesota Laws 2023, Chapter 60, Article 5, section 21](#)), BWSR and the DWG were directed by the legislature to evaluate and develop recommendations on the definition and application of outlet adequacy as provided in M.S. Chapter 103E.261 and public notice requirements for drainage activities, including a drainage registry portal. The report was developed during DWG meetings following the 2023 legislative session. The report was submitted to the legislature on February 1, 2024 as required by the statutory language.

Watershed Management and Operations

Watershed Planning

- Support watershed autonomy during and following a One Watershed, One Plan development process
 - Changes were made to clarify and modernize M.S. Chapter 103D during the 2024 legislative session ([Minnesota Laws 2024, Chapter 90, Article 3, section 42](#)). M.S. Chapter 103D.401 was clarified that a watershed district maintains the authority to adopt a plan even when participating in a comprehensive watershed management planning program under section 103B.801 (One Watershed, One Plan/1W1P).

Administrator's Report

April 9, 2025

RRWMB Update: Included in the packet is the RRWMB legislative weekly update.

Mud River: Jim Graham, USFWS and Engineer Nate Dalager, were in my office on April 4th to work on the LSOHC grant application. Deadline for the grant is May 23, 2025. Later that same day, I participated in a meeting with staff from HDR and the U.S. Army Corps of Engineers for further discussion on permit requirements.

Ditch 15, RLWD Project No. 175: District staff are reviewing quantities for the removal of sediment within Ditch 15. Engineer, Jerry Pribula, reviewed the survey and recommended cleaning. Further review is being done on the outlet as there may be the need for rock riffles to prevent headcutting.

Moose River/JD 21: Marshall County is working on the final plans for the installation of three rock riffles on the Moose River/JD 21 system. The District will be responsible for acquiring quotes and inspection of the projects. Hopefully, the side water inlets can be completed at the same time, by the same contractor.

Thief River 1W1P: BWSR has completed their financial reconciliation checklist review of the FY 2022 Thief River WBIF. The final payment of \$264,946, should be received shortly.

Streambank Stabilization Projects: Matt Fischer, BWSR, suggested that we develop an agreement for landowners to sign where the District installs a streambank stabilization project. I have included a copy of the sample from the Warroad Watershed in the packet. I have forwarded this document to Legal Counsel Sparby for review.

Water Quality: District staff have begun their first round of water quality sampling this week.

Summer Intern: Will Johnson started as our Summer Intern on April 7th.

Weekly Updates

From Rob Sip <rob.sip@rrwmb.us>

Date Wed 4/9/2025 12:34 PM

To 'Tracy Halstengard' <Tracy@roseauriverwd.com>; 'Dan Money' <dan.money@tworiverswd.com>; 'Mori Maher' <morteza.maher@mstrwd.org>; Tammy Audette <tammy.audette@redlakewatershed.org>; Tara Jensen <tara@wildricewatershed.org>; 'bdsd@runestone.net' <bdsd@runestone.net>

Cc Nikki Swenson <nikki.swenson@rrwmb.us>; Maria Tommerdahl <maria.tommerdahl@rrwmb.us>; ian@resolve-strategies.com <ian@resolve-strategies.com>; 'Molly Jansen' <molly@parkstreetpublic.com>; smith@smithpartners.com <smith@smithpartners.com>; 'Chuck Holtman' <Holtman@smithpartners.com>

 4 attachments (1 MB)

2025_Legislative_Budget_Targets_House_and_Senate.pdf; Red River Watershed Management Board - Letter on SF2077.pdf; BRIC Memo - RRWMB.pdf; Red River Watershed Management Board Letter on HF2439.pdf;

RRWMB Managers (Bcc) and WD Administrators,

A few updates for you:

1. Legislative Items:

- a. **Senate Bonding Bill:** [Senate Capital Investment Committee Chair Sandy Pappas held a press conference last Thursday](#) to discuss the Senate DFL proposal and the \$1.35 billion target that is proposed for this year's bonding bill. The plan would include three pots of funding: one for state agencies, one for competitive projects, and one for earmarks. This has all yet to be worked out and we won't know anything until the end of the legislative session, that is if both parties can get their work done and can agree.
- b. **Environmental Permitting Reform (Verbatim From April 7, 2025 AMC Legislative Update):** The Minnesota Chamber of Commerce commissioned a [study](#) of regulatory process in Minnesota and identified several issues with processing permits in Minnesota. Legislation (SF570) that was developed to implement the report recommendations was heard in the Senate Environment Committee last week. The bill largely focuses on the state, including a requirement that petitions for Environmental Review (ER) must be signed by people who live in the county where a project is being proposed or an adjoining county. There was one provision that sought to limit the timeline that counties must approve or deny Wetland Conservation Act (WCA) determinations. These can sometimes be complex decisions that involve a Technical Evaluation Panel and field observations, setting stricter timelines for action would not expediate these decisions but lead to more denials. An [amendment](#) was agreed to that seeks to gather more information about extensions of WCA determines and revisit

the issues in a couple of years. Also, as part of an [amendment](#) that was adopted, statutes related to ER were amended to clarify that a county may start preliminary review of a feedlot permit while the ER is in process.

- c. **Budget Targets:** Attached are the most current House and Senate budget targets in a side-by-side spreadsheet.
 - d. **Mediation Agreement Funding:** The annual funding has been reduced to \$264,000/year for the next two fiscal years. Attached are RRWMB letters that have been sent to the Senate Environment Committee and the House Environment Committee.
 - e. **Legacy Finance Bill:** Today the House Legacy Finance Committee met to discuss HF2563 and the DE1 Amendment. Here is a link to the DE1 Amendment with the Red River Basin items of interest below highlighted in the document. There may be other areas in the document that relate to the Red River Basin, but they are mainly other habitat efforts:
<https://acrobat.adobe.com/id/urn:aaid:sc:VA6C2:5c331810-f65f-46c6-89c6-8b7e699fcd09>
 - Line 10.18 Nelson Clough
 - Line 11.1 Big Swamp North
 - Line 29.14 Weather Network Expansion
 - Line 34.5 Implementation of State Approved Plans
 - Line 38.4 Conservation Drainage
2. **Project Development Assistance:** Regarding the federal lobbying discussion at the March 18, 2025 RRWMB meeting, information will be shared with the RRWMB Managers prior to the start of next week's board meeting. Brian Fuder and I were asked to bring more information and options to the board meeting next week as the discussion was tabled last month. Today the Red River Joint Watershed District Board (RRJWRDB) met and they approved working with the RRWMB on "Project Development Assistance" related to federal funding. Park Street Public has submitted a scope of services, with the cost from April 1, 2025 to December 31, 2026 being \$120,750. This amount will be split 50/50 between the RRWMB and RRJWRDB. So, it will be \$60,375 or \$2,875/month for the 21-month period for each entity. Information that will be brought to the meeting next week will include the Letter Agreement With RRJWRDB, draft contract, scope of services, and resolution. Park Street Public CEO Chas Anderson will be at the RRWMB meeting in person and their Washington DC lobbyist will connect into the meeting electronically. It is anticipated that Brian, Chas, and I will make a couple of trips to Washington DC over the next 21 months.
3. **FEMA – HSEM Projects:**
- a. **Rural Flood Mapping Project:** We are still waiting for MN HSEM to officially verify that funds are available for the project. They have indicated that they will set up the account on their end next week. We will not be commencing work until

HSEM verifies the funding and we receive a fully signed contract. So, we are still in a holding pattern.

- b. **Culvert Inventory:** FEMA funding has been cancelled for the culvert inventory and see the attached letter for more information. I verified that this is specific to the culvert inventory only.

4. **General Items:**

- a. **Streamflow:** [Minnesota Weekly Stream Flow Report 4-6-2025](#)
- b. **2024 Financial Audit:** Brady Martz & Associates will be in Ada the week of April 28, 2025 to work on the 2024 financial audit. It is anticipated that the final audit documents will be presented at the July 2024 RRWMB meeting.
- c. **Ring Dike and Flood Project Maps:** Are forthcoming based on legislative and congressional districts.
- d. **Rob's Schedule:** I will be off April 30 – May 2, 2025 to go paddle fishing with my son in Western ND.

That's all for now.

Robert L. Sip
Executive Director
Red River Watershed Management Board

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Ada, MN 56510

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Bylaws of the Upper/Lower Red Lake Watershed Comprehensive Watershed Plan

Beltrami County, Beltrami Soil and Water Conservation District, Red Lake Watershed District, and
Red Lake Nation

ADOPTED:

These bylaws establish rules governing the conduct of business by the Upper/Lower Red Lake One Watershed One Plan Policy Committee. Adopted on:

ARTICLE I: PURPOSE

1. The purpose of the Upper/Lower Red Lake One Watershed One Plan Policy Committee is to recognize the importance of partnerships to collectively plan and implement protection and restoration efforts pertaining to that area within the Upper/Lower Red Lake Watershed.
2. The Upper/Lower Red Lake One Watershed One Plan Policy Committee is a Memorandum of Agreement, pursuant to Minnesota Statutes 471.59. The members are Beltrami County, Beltrami Soil and Water Conservation District, Red Lake Watershed District, and the Red Lake Nation.
3. All parties recognize the importance of partnerships to implement the protection and restoration efforts for the Upper/Lower Red Lake Watershed on a cooperative and collaborative basis.

ARTICLE II: MEMBERSHIP PROVISIONS

1. The membership of the Policy Committee shall be comprised of one (1) member from each member unit of government designated by their respective board. Each unit of government may designate one alternate member to serve on the Policy Committee. Policy Committee members may not be a member of the Steering Team.
2. In the event that a member of the Policy Committee resigns or is otherwise unable to complete their term, the Policy Committee member shall notify their appointing authority of the vacancy as soon as practicable. The unit of government shall appoint a replacement member as soon as possible.
3. A Policy Committee member shall not take any action that may materially benefit the financial interest of that individual member, a member's family member, or a member's close associate, unless and until that member first discloses that interest for the record. The Policy Committee member who so discloses an interest may be present to answer questions related to that interest but shall not advocate for nor vote on the action. If a Policy Committee member concludes that their interest does not create a conflict, but that there may be an appearance of a conflict, the member shall disclose the interest for the record before participating in discussion or voting on an action.

ARTICLE III: OFFICERS

The Officers of the Policy Committee shall consist of a Chairperson, Vice Chairperson, and a Secretary elected by members of the Policy Committee at their first meeting each year. Policy Committee meetings will, at a minimum, meet annually.

- a. The Chairperson shall:
 - i. Serve as Chairperson for all meetings; and
 - ii. Sign and deliver in the name of the Partnership any correspondence pertaining to the business of the Partnership.
 - b. The Vice Chairperson shall:
 - i. Discharge the Chairperson's duties in the event of the absence or disability of the Chairperson.
 - c. The Secretary shall:
 - i. Maintain records of the Partnership.
 - ii. Certify records and proceedings of the Partnership.
 - iii. Ensure that minutes of all Policy Committee meetings are recorded and made available in a timely manner to the Policy Committee and maintain a file of all approved minutes including corrections and changes.
 - iv. Provide for proper public notice of all meetings.
 - v. The Secretary may delegate a representative or partner staff to record the minutes and perform other duties of the Secretary. The elected Secretary will sign the official minutes of all meetings following approval by the Policy Committee.
2. An Officer will serve until replaced by the election of a successor. No Policy Committee member may hold more than one office at a time.
 3. In the event that an Officer cannot complete their term of office, the Policy Committee shall immediately elect from among its members an individual to fill the vacant office position. The individual to be elected may not already be serving as an officer of the Policy Committee.
 4. The Policy Committee will request the respective unit of government participant to replace their representative member if that representative member misses two (2) consecutive meetings without notice to the Chairperson.

ARTICLE IV: MEETINGS

1. All meetings of the Policy Committee will comply with statutes and rules requiring open and public meetings.

2. The conduct of all meetings of the Policy Committee shall be generally governed by the most recent edition of *Robert's Rules of Parliamentary Law*.
3. A quorum of the Policy Committee will consist of a majority of three Policy Committee members.
4. Each entity has one vote made by the designated Policy Committee member or alternate and shall be made in person. Proxy voting is not permitted.
5. Notice of Policy Committee meetings and a proposed agenda shall be provided to all Policy Committee members not less than five days prior to the scheduled meeting date of the Policy Committee.
6. The unapproved minutes of any meeting shall be made available to all Policy Committee members prior to the next meeting.

ARTICLE V – VOTING

1. A motion or resolution shall be approved by a Policy Committee majority vote.
2. A majority vote of voting members present shall be required for final work plan approval for submittal to review.
3. A tie vote will be considered a “NO” vote. In case of a stalemate, the issue will be referred to the respective County, SWCD, Watershed District, and Tribal Board.

ARTICLE VI – COMPENSATION

1. Policy Committee members may be compensated by the member unit of government they represent for meetings and expenses incurred, according to the policies of the unit of government.
2. Policy Committee members may not be compensated for meeting time and expenses using funds granted by the State for the purpose of implementing the Upper/Lower Red Lake Watershed Comprehensive Plan.

ARTICLE VII – SUBCOMMITTEES OF THE POLICY COMMITTEE AND OTHER COMMITTEES

1. The Steering Team consists of at least one staff person from each partner and Board of Water and Soil resources staff. The Steering Team purpose is for logistical and process decision making in the plan development process. They will routinely advise the Policy Committee on the content and implementation of the Upper/Lower Red Lake Watershed Comprehensive Watershed Management Plan, and on issues of policy and administration related to the plan. The Steering Team will meet at least quarterly to discuss project and grant status.

2. The Policy Committee shall appoint an Advisory Committee and act to approve all Advisory Committee members. The Advisory Committee will routinely advise the Policy Committee on plan implementation and on issues of policy and administration related to the plan.
 - a. A member of the Policy Committee or an alternate will be assigned by the Chairperson to meet with the Advisory Committee as an ex-officio member.
 - b. Each Partnership member government unit may designate a representative to the Advisory Committee.
 - c. The Advisory Committee shall also include representatives from Minnesota's principal water management or plan review state agencies (Board of Water and Soil Resources, Department of Agriculture, Department of Health, Department of Natural Resources, and Pollution Control Agency). Each agency will designate a lead contact person from its agency to participate on the Advisory Committee. Additional agency or other persons may participate as Advisory Committee members depending on the desire of the Policy Committee or the needs of the Advisory Committee.
 - d. The Steering Team will facilitate the Advisory Committee meetings.
 - e. The list of Advisory Committee members will be reviewed and approved, annually, by the Policy Committee at the at their first meeting each year.

ARTICLE VIII: MEETING LOCATION

1. All regular meetings of the Upper/Lower Red Lake One Watershed One Plan Policy Committee will be held at the Red Lake Nation DNR office (15761 High School Dr, Red Lake MN 56671). The Policy Committee may, at its own discretion, change the location.

ARTICLE IX: WORK PLAN AND BIENNIAL BUDGET

1. All initial budgeted amounts within project categories must have prior approval of the Policy Committee.
2. The Policy Committee may approve projects, not in the budgeted implementation work plan with a majority vote.
3. All expenses shall be consistent with the approved biannual work plan, budget, and/or approved projects.
4. The Steering Team will develop a biennial work plan and budget following the identified priorities outlined in the Upper/Lower Red Lake Comprehensive Plan to be approved by the Policy Committee with input from the Advisory Committee.

ARTICLE X: MISCELLANEOUS

1. Portions of these bylaws may be suspended temporarily by a majority vote of the Policy Committee.
2. Addition to, alteration, or repeal of any part of these bylaws by the Policy Committee may be made at any meeting by a majority vote, provided that thirty (30) days advance written notice of the proposed change has been given to each member of the Policy Committee.
3. Beltrami Soil and Water Conservation District shall maintain the Upper/Lower Red Lake One Watershed One Plan Policy Committee official records and requirements of the BWSR grant agreement. The maintenance and disposition of these records shall be in accordance with applicable laws.
4. All expenses incurred by the Upper/Lower Red Lake One Watershed One Plan must be in the approved budget or have prior approval of the Policy Committee and include a signed claim form itemizing expenses that is submitted to the Beltrami Soil and Water Conservation District for payment. All claims must be submitted no more than ninety (90) days after incurred, and must be submitted prior to the termination of the grant agreement to guarantee payment.
5. All staff expenses incurred by the Beltrami Soil and Water Conservation District must be in the approved budget or have prior approval of the Policy Committee as approved in the budget.
6. These bylaws are intended to be consistent with applicable provisions of Minnesota Statutes Chapters 103B, 103C, and 103D. In all cases of omission or error, Minnesota Statutes Chapters 103B, 103C, and 103D will govern.

ARTICLE XI – CERTIFICATION

- 1. These By-laws were adopted by a vote of __ ayes and __ nays by the members of the Policy Committee on

(Beltrami County)

(Beltrami Soil and Water Conservation District)

(Red Lake Watershed District)

(Red Lake Nation)

Warroad Watershed District Agreement for Installation of Streambank Stabilization Project

Landowner

Landowner Name	Address	City/State	Zip code
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Conservation Practice Location

Township Name	Township	Range	Section	1/4, 1/4
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Conservation Practice Information

[Include information here that clearly identifies the project (design information, cost estimate, etc.) or reference an attachment (detailed plans). If project is lumped with others, identify specific areas of the plans for this project and cost breakdown.]

Landowner Requirements

I (we), the undersigned, do hereby agree to work with the Warroad Watershed District (WWD) to install, operate, and maintain the conservation practice identified above. The landowner signature indicates agreement to:

1. Grant the WWD's representative(s) permission to access the parcel where the conservation practice will be located, construct the practice, and allow access for the effective life of the practice.
2. Authorize the WWD's representative(s) to obtain all permits required in conjunction with the installation and establishment of the practice prior to starting construction of the practice.
3. Authorize the WWD's representative(s) to be responsible for soliciting bids, entering into an agreement with a contractor, coordinating construction activities to complete conservation practices applied under this agreement, and making payment for work completed according to plans and specifications, including approved modifications.
4. Reimburse the WWD for 5 percent of the total cost to establish the conservation practice.
5. Maintain the practice for the effective life of 10 years from installation according to the operation and maintenance plan prepared by the technical assistance provider. Should the landowner fail to maintain the practice during its effective life, the landowner is liable to the WWD for the amount up to 150% of the construction cost, unless the failure was caused by reasons beyond the landowner's control.
6. If title to this land is transferred to another party before expiration of the aforementioned life, it shall be the responsibility of the landowner who signed this agreement to inform the new owner of this agreement and to notify the WWD.
7. This agreement will remain in effect unless canceled or amended by mutual agreement of the landowner and the WWD.

Date	Landowner Signature
Date	Warroad Watershed District Signature