

RED LAKE WATERSHED DISTRICT  
Board of Manager's Minutes  
August 8, 2019

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

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

The Board reviewed the agenda. President Nelson requested the addition of an Executive Session be added to the agenda to allow the Board to discuss staff salaries. A motion was made by Dwight, seconded by Ose, and passed by unanimous vote that the Board approve the agenda with the addition of an Executive Session. Motion carried.

The Board reviewed the July 25, 2019 minutes. Motion by Torgerson, seconded by Dwight, to approve the July 25, 2019 Board meeting minutes as presented. Motion carried.

The Board reviewed the Financial Report dated August 7, 2019. Motion by Sorenson, seconded by Torgerson, to approve the Financial Report dated August 7, 2019 as presented. Motion carried.

The Board reviewed the Investment Summary as of August 7, 2019. Staff member Arlene Novak stated that the next Certificate of Deposit is set to mature on September 5, 2019.

Staff member Arlene Novak stated that she, along with Administrator Jesme, participated in a conference call with Bremer Bank regarding the potential of a Money Market Account and short-term investments. Novak stated that Bremer Bank is currently offering 2.2% on their money market accounts, which could fluctuate with the market. The District is currently earning 1.59% at American Federal Bank. Motion by Ose, seconded by Sorenson, to invest \$2.3 million into a Bremer Bank Money Market Account. Motion carried.

Staff member Arlene Novak reviewed the District's 2019 Market Value/Tax Capacity Work Papers.

Staff Member Arlene Novak reviewed the 2020 Market Value Work Paper at 75%, which is what the RRWMB set the maximum levy amount for 2020. Novak also prepared the 2020 Market Value Work Paper at 100% as a comparison.

Administrator Jesme stated that our local Wetland Conservation Act (WCA) administrator is prepared to give the District a permit for RLWD Ditch 16, RLWD Project No. 177, but is still waiting to hear from staff from the U.S. Army Corps of Engineers (Corps). Details on the culvert on Highway 220 have been worked out with the Minnesota Department of Transportation (MnDOT), but we will still need to get a MnDOT Inspector to Devils Lake, ND, while the

culvert is being built. Jesme also indicated that CenturyLink has not responded to the correspondence submitted to them August 1, 2019; therefore, the District has not received an updated cost estimate for utility relocation. It was the consensus of the Board to have Legal Counsel Sparby submit a letter of intent to proceed with the project, stating that the project will be moving forward. Administrator Jesme will try to contact CenturyLink once more.

Engineer Nate Dalager, HDR Engineering, Inc., updated the Board on the Thief River Falls Westside FDR Project, RLWD Project No. 178. Dalager indicated that there are some MnDOT administrative agreements to work through, that are required in order to procure funding for the box culverts. Dalager noted that the WCA permit should be received by the end of August, and he is waiting to hear on the Corps and FAA permit. Dalager indicated that Advertisement for Bids will take place later this fall once all the permits are obtained.

Administrator Jesme stated that a meeting with the Viewers and Engineers for the Improvement to Polk County Ditch 39, RLWD Project No. 179, will be held on August 15, 2019.

Engineer Tony Nordby, Houston Engineering, Inc., stated that he and two wetland specialists from Houston Engineering will participate in a conference call on August 9, 2019, with agency staff representing local WCA, BWSR and Corps staff representing the Technical Evaluation Panel regarding wetland impacts and indirect impacts on the diversion ditches for the Black River Impoundment, RLWD Project No. 176. Nordby stated that the Shoreline Permit and MPCA Storm water permit have been submitted. Nordby noted that presently we are waiting on the Corps and WCA permits.

Engineer Tony Nordby, Houston Engineering, Inc., stated that he reviewed the information his office had on the outlet for RLWD Ditch 10, Project No. 161. Nordby stated that it appears the information contained conceptual ideas for consideration, but no hydraulics were looked at. Motion by Page, seconded by Ose, to direct Houston Engineering, Inc. to develop plans for repair of the RLWD Ditch 10, Project No. 161 Outlet. Motion carried.

Summer staff, Marisa Newton, updated the Board on the Clearwater River Watershed Culvert Inventory Project that she has been working on. Newton stated that she identified culverts within the Clearwater River through GIS, and when necessary would go out to ground truth the location of the culverts. This process allows the District to know establish where the water is going, timing of water coming off the lands and measure the benefits of a project that could work within that subwatershed. Newton is also assisting in water quality sampling this summer. Manager Dwight asked staff if they were measuring culvert sizes at the same time while field truthing? Ashley Hitt indicated that when they started the project, they were trying to get sizes but soon realized time would not allow this to be completed within the budget and timeframe.

Engineer Nate Dalager, HDR Engineering, Inc., and staff member Nick Olson, discussed the emergency spillway on the Brandt Impoundment, RLWD Project No. 60D. Dalager will obtain additional information on the installation of a berm and screw gates and report back to the Board.

Staff member Nick Olson requested that the Board table RLWD Permit No. 19093, Doug Barth, North Township, Pennington County, to allow the landowner to petition into a county ditch system that they currently do not pay benefits into. Motion by Torgerson, seconded by Page, to table RLWD Permit No. 19093, Doug Barth, North Township, Pennington County. Motion carried.

Motion by Tiedemann, seconded by Torgerson, to approve the following permits with conditions stated on the permit: No. 19091, Melanie Glass, Grove Park Township, Polk County; No. 19092, David Faivre, Terrebonne Township, Red Lake County; No. 19094, David Zubrod, Badger Township, Polk County; No. 19096, Merlyn Perreault, Terrebonne Township, Red Lake County; No. 19097, Valiere Gagnon, Gervais Township, Red Lake County; No. 19098, Darrell Payment, Gervais Township, Red Lake County; No. 19099, Darrell Payment, Terrebonne Township, Red Lake County; No. 19100, Bruce Mattson, North Township, Pennington County; No. 19101, Carolyn Faivre Trust, Terrebonne Township, Red Lake County; No. 19102, Carolyn Faivre Trust, Terrebonne Township, Red Lake County; No. 19103, Pennington County Highway Department, Smiley Townships, Pennington County; No. 19104, Pennington County Highway Department, Highlanding Township, Pennington County; No. 19105, Pennington County Highway Department, Deer Park Township, Pennington County; No. 19106, Pennington County Highway Department, Kratka Township, Pennington County; No. 19107, Pennington County Highway Department, River Falls Township, Pennington County; No. 19108, Diane Arreola, Reiner Township, Pennington County; No. 19109, Bryan Grove, Wyandotte Township, Pennington County; No. 19110, Qwest, d.b.a. Centurylink, North Township, Pennington County; No. 19112, Richard Goodyke, Parnell Township, Polk County; No. 19113, Dennis Nikolayson, Knute Township, Polk County; and No. 19114, Alex Engelstad, Russia Township, Polk County. Motion carried.

The Board reviewed quotes from Marco for installation of video equipment, televisions, projector and screen in the District Board room. It was the consensus of the Board, to authorize staff to research additional information and report back to the Board.

Administrator Jesme stated that the District office was struck by lightning on July 25, 2019, which took out several computers, switches and internet in the office. Staff filed an insurance claim and are working on quotes to replace the damaged equipment.

The Board reviewed the draft 2018 Annual Report.

#### Administrators Update:

- Jesme and Manager Ose will attend the August 20, 2019 RRWMB meeting in Ada.
- Included in the packet was the BWSR August 2019 article on “Buffer Law Flexibility Yield Results”.
- Included in the packet is a memo from MAWD requesting nominations for the 2019 MAWD Awards Program/Project of the Year. Jesme will participate in a telephone conference with other Watershed District Administrators for a brainstorming session that

we can put into place to proactively combat legislation that would be unfavorable to watershed districts.

- Quotes were opened for the West Polk SWCD Burnham Creek Project using “Highway Heavy” Prevailing Wages that were omitted from the previous specification. The low quote was submitted by Wright Construction of TRF and was about 10% higher than their previous quote.
- The Thief River 1W1P Policy and Advisory Committee’s met on August 31, 2019 to review the draft plan. The Policy Committee approved all changes and voted to move the plan forward for the 60-day review period.
- Jesme received a call from Kip Hanson, lobbyist for the International Labor Union of Operators located in Minneapolis. Mr. Hanson would like to be on a future District meeting agenda to discuss prevailing wages.
- Included in the packet was the April 2019 Water Quality Report.

Legal Counsel Sparby presented information on Prevailing Wages.

The Board met in Executive Session to review the 2020 staff salaries.

Motion by Dwight, seconded by Torgerson, to set the Budget and Salary and Employer Health Insurance contribution effective as of January 1, 2020 as follows: Employer health contribution for a single policy, \$500.00; Employer health contribution for a family policy, \$1,250.00; Administrator salary, \$90,962.00; Accounting Officer Salary, \$61,763.00; Office Manager Salary, \$53,853.00; Water Quality Coordinator, \$65,716.00; Natural Resource Technician Salary, \$48,863.00; Engineering Technician II/Ditch Inspector Salary, \$48,309.00; Engineering Specialist-\$52,022.00; with all wage salary to be set as of January 1, 2020, and also said set salary to be adjusted with a 1.5% COLA, which would set the final salary amounts for 2020. Motion carried with Manager Sorenson opposed.

Motion by Manager Dwight, seconded by Manager Sorenson to adjourn the meeting. Motion carried.



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Terry Sorenson, Secretary