

RED LAKE WATERSHED DISTRICT  
Board of Manager's Minutes  
Via Conference Call  
May 14, 2020

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

Present in person, Manager Dale M. Nelson. By roll call of President, others stated present via telephonic conference calling were Managers Gene Tiedemann, Terry Sorenson, Allan Page, Brian Dwight, LeRoy Ose, and Les Torgerson. Staff Present: Myron Jesme and Tammy Audette and Legal Counsel, Delray Sparby.

The Board reviewed the agenda. Motion by Page, seconded by Dwight, and passed by unanimous vote that the Board approve the agenda. Motion carried.

The Board reviewed the April 23, 2020 minutes. Motion by Dwight, seconded by Page, to approve the April 23, 2020 Board meeting minutes. Upon roll call vote, motion carried unanimously.

The Board reviewed the May 5, 2020 minutes. Motion by Dwight, seconded by Page, to approve the May 5, 2020 Board meeting minutes. Upon roll call vote, motion carried unanimously.

The Board reviewed the Financial Report dated May 13, 2020. Motion by Page, seconded by Dwight, to approve the Financial Report dated May 13, 2020. Upon roll call vote, motion carried unanimously.

Staff member Arlene Novak reviewed the Investment Summary as of May 13, 2020. Manager Sorenson noted that the interest rate at Bremer Bank has been decreasing, recommending that the District transfer the balance of the account to an account with a better interest rate. Motion by Sorenson, seconded by Dwight, to transfer the money from the Bremer Bank account, to the American Federal Bank. Upon roll call vote, motion carried unanimously.

Staff member Arlene Novak reviewed the General Fund Budget as of March 31, 2020.

The Board reviewed Change Order No. 2 for the construction of the Thief River Falls Westside Flood Damage Reduction Project, RLWD Project No. 178, with R.J. Zavoral and Sons, Inc., in the amount of -\$27,577.00. Engineer Nate Dalager, HDR Engineering, Inc., stated that Change Order No. 2 is a net savings to the project for a change in specifications of the manholes which is part of the City of TRF portion of the contract. Motion by Dwight, seconded by Page, to approve Change Order No. 2 for a net savings in the amount of -\$27,577.00 with R.J. Zavoral and Sons, Inc., for construction of the Thief River Falls Westside Flood Damage Reduction Project, RLWD Project No. 178. Upon roll call vote, motion carried unanimously.

The Board reviewed Pay Estimate No. 1 in the amount of \$191,120.05 to R.J. Zavoral and Sons, Inc. for construction of the Thief River Falls Westside Flood Damage Reduction Project, RLWD Project No. 178. Motion by Dwight, seconded by Page, to approve Pay Estimate No. 1 in the amount of \$191,120.05 to R.J. Zavoral and Sons, Inc., for construction of the Thief River Falls Westside Flood Damage Reduction Project, RLWD Project No. 178. Upon roll call vote, motion carried unanimously.

Administrator Jesme stated that an additional acre of temporary right-of-way is required to complete boring on property owned by Pete Carlson for the Thief River Falls Westside Flood Damage Reduction Project, RLWD Project No. 178. Motion by Ose, seconded by Page, to approve the purchase of one acre of temporary right-of-way at a cost of \$150.00 per acre for one year from landowner Peter Carlson for construction of the Thief River Falls Westside Flood Damage Reduction Project, RLWD Project No. 178. Upon roll call vote, motion carried unanimously.

The Board reviewed Amendment No. 1 for the Flood Hazard Mitigation Grant Agreement between the State of Minnesota and the District for the Thief River Falls Westside Flood Damage Reduction Project, RLWD Project No. 178. Administrator Jesme stated that the grant contract amendment expiration date will be December 31, 2021.

The Board reviewed Task Order No. 3 for the Pine Lake Project, RLWD Project No. 26 with HDR Engineering, Inc. for Final Engineering of the Project in the amount of \$181,420.00. Discussion was held on the project design and support of the MnDNR. Legal Counsel Sparby stated that once the Plans and Specifications are submitted, the District will hold a hearing on the project. Motion by Dwight, seconded by Page, to approve the Task Order No. 3 with HDR Engineering, Inc. for the Pine Lake Project, RLWD Project No. 26. Upon roll call vote, motion carried unanimously.

Administrator Jesme discussed the various partners that are assisting in the submittal of a NRCS RCPP funding application for the Black River Impoundment Project, RLWD Project No. 176. Jesme stated that the application request is due the end of May, and we should know by August/September if the project is awarded the grant. The District could proceed with bidding and construction of the project. Once the agreement is signed, we can use those funds for cost share. Engineer Tony Nordby, Houston Engineering, Inc., stated that the RCPP process may require the completion of an Environmental Assessment (EA). Nordby noted that most of the information for the submittal of an EA is completed. Permitting through WCA has been approved through Pennington County, with mitigation of 5.03 acres. Nordby stated that we are waiting for a response from the U.S. Army Corps of Engineers and what jurisdiction they will have on the project. Once the permitting is acquired, a Step 3 submittal will be presented to the RRWMB, with the hopes to bid the projects in August. Discussion was held on beginning the process of easements with the landowners. Discussion was held on the District's current wetland banking credits. Manager Dwight recommended that the District determine if the RCPP process requires a minimum of 1:1 cost benefit. President Nelson asked if this application would delay the anticipated start of the project construction. Administrator Jesme indicated that he asked that question to the NRCS staff in their telephone conference and was assured that the District could

move forward with bids and construction and if grant is approved, cost share would occur on the remaining portion of the construction completed after the contract is executed.

Administrator Jesme stated that the Burski Construction will begin construction on Ditch 16, RLWD Project No. 177 once it is dry. Staff member Christina Slowinski has staked the project right-of-way.

Administrator Jesme indicated that the office received a Data Practice Request for the Improvement to Polk County Ditch 39, RLWD Project No. 179.

Engineer Tony Nordby, Houston Engineering, Inc., reviewed the costs and construction plans for the outlet repairs to Ditch 10, RLWD Project No. 161. Nordby stated that additional right-of-way will be required for the project. The District is still waiting to hear from FEMA. Administrator Jesme stated that some funding was earmarked in the Red Lake River 1W1P Work Plan for repairs to the outlet. Jesme stated he will present a cost breakdown at the next Board meeting. Motion by Dwight, seconded by Page, to approve the Plans and Specifications for the outlet repairs to Ditch 10, RLWD Project No. 161. Upon roll call vote, motion carried unanimously.

Administrator Jesme discussed the Athena Threatt ring dike located in Polk County. Jesme stated that this ring dike is being engineered and designed by Blake Carlson, with Widseth Smith Nolting. Jesme indicated that there are a few complex items in this ring dike that may delay the construction timeline as well as increase the cost of the ring dike. He mentioned one problem we are facing is State funding will expire on June 30<sup>th</sup>, but he hopes various aspects of the project can be completed prior to the expiration of the state funding. Jesme indicated that there is a strong possibility that construction will not be completed prior to the State grant expiring. Jesme stated that a request to the RRWMB will be made, for consideration to absorb the projected cost overrun of that project as well as state funding portion of the project should it not be completed by the deadline of June 30<sup>th</sup>. The landowner has submitted their 12.5% portion of the original estimated cost of the project.

The Board reviewed an impoundment update prepared by Staff member Nick Olson. Manager Tiedemann discussed a berm along the exterior ditch on the north side of Parnell Impoundment where water breaks out. Staff will inspect the area and report back to the Board.

The Board reviewed a request from Brent Strand to withdraw Permit No. 20-012. Motion by Dwight, seconded by Page, to withdraw Permit No. 20-012, Brent Strand, Badger Township, Polk County. Upon roll call vote, motion carried unanimously.

The Board reviewed a request for a one-year extension for RLWD Permit No. 19-109, Bryan Grove, Wyandotte Township, Pennington County. Motion by Dwight, seconded by Page, to approve a one-year extension for RLWD Permit No. 19-109, Bryan Grove, Wyandotte Township, Pennington County. Upon roll call vote, motion carried unanimously.

The Board reviewed a request to amend RLWD Permit No. 19-198, Parjim Farmland, GP, Mayfield Township, Pennington County. Motion by Dwight, seconded by Page, to amend RLWD Permit No. 19-109, Parjim Farmland, GP, Mayfield Township, Pennington County. Upon roll call vote, motion carried unanimously.

Motion by Dwight, seconded by Page, to deny RLWD Permit No. 20-057, Lessor Township, Polk County. Upon roll call vote, motion carried unanimously.

The Board reviewed the permits for approval. Motion by Dwight, seconded by Page, to approve the following permits with conditions stated on the permit: No. 20011, Tom Goddard, Evans Scrap and Steel, Inc., North Township, Pennington County; No. 20018, Gary Roisland, Kratka Township, Polk County; No. 20021 and 20022, Grove Park Township, Polk County; No. 20024, North Township, Pennington County; No. 20025, Bray Township, Pennington County; No. 20026, Randy Myhre, Terrebonne Township, Red Lake County; No. 20027, Gary Novak, Gervais Township, Red Lake County; No. 20028, Gary Novak, River Falls Township, Pennington County; No. 20029 and 20031, Parjim Farmland GP, Highland Township, Pennington County; No. 2030, FSMN Agri Partners, GP, Cloverleaf Township, Pennington County; No. 20032, Phillip Quam, Lessor Township, Polk County; No. 20-033, David Jerome Bray, North Township, Pennington County; No. 20034, Jason Bakke, Winsor Township, Clearwater County; No. 20035, David & Mary Lynn Bachand, Lambert Township, Red Lake County; No. 20038, Glen Nesland, Rocksbury Township, Pennington County; No. 20040, Tim Raiter, Smiley Township, Pennington County; No. 20041, Aaron Myhre, Poplar River Township, Red Lake County; No. 20042, Garnes Township, Red Lake County; No. 20043, Pennington County Highway Department Smiley Township; No. 20044, 20045 and 20046, Pennington County Highway Department, Wyandotte Township; No. 20047, Craig Mattson, Bray Township, Pennington County; No. 20048, Wyandotte Township, Pennington County; No. 20049 and 20050, Michel Weibolt, Sanders Township, Pennington County; No. 20051, Roger Walter, Emardville Township, Red Lake County; No. 20052, Tim Chaput, Lake Pleasant Township, Red Lake County; No. 20053, Jacob Beito, Norden Township, Pennington County; No. 20054, Nathan Hesse, Smiley Township, Pennington County; No. 20055, 20056, and 20058, Lessor Township, Polk County; No. 20061, Belguim Township, Polk County; No. 20062, Pennington County Highway Department, Wyandotte Township; No. 20064, Pennington County Highway Department, North Township; No. 20065, David Gunderson, Bygland Township, Polk County; No. 20066, Richard Froiland, Emardville Township, Red Lake County; and No. 20067, Pennington County Highway Department River Falls Township; Motion carried unanimously following roll call vote.

The Red River Basin Commission Board Tour and Meeting that had been scheduled for early June has been postponed.

Discussion was held on the COVID 19 pandemic. It appears that Governor Walz is gradually relaxing the status.

President Nelson stated that he participated, along with Managers Sorenson and Dwight and Administrator Jesme, in interviewing three individuals for the Engineer Specialist position. The

Committee recommended the hiring of Dave Marshall at an hourly rate of \$31.25 per hour (\$65,000 yearly), plus benefits, along with a three-month evaluation by Administrator Jesme after three months. Nelson stated that as part of the employee package that Marshall would also start with four weeks' vacation due to having 15 years of service with prior work experience. Motion by Sorenson, seconded by Page, to offer the position of Engineer Specialist to Dave Marshall at an hourly rate of \$31.25 per hour (\$65,000 yearly), plus benefits, with an employee evaluation after three months along with four weeks' vacation. Motion carried unanimously following roll call vote. Jesme stated that Marshall will begin work on May 29, 2020. Jesme will update the District's Job Description and Salary Range for the position and to have the Board officially approve at a later meeting.

Administrator Meeting:

- Jesme and Manager Ose will attend the RRWMB meeting on May 19, 2020 via conference call.
- Included in the packet was a letter from Moore Engineering soliciting comments to replace the existing City of Grygla water treatment plan, rehabilitate the water town and lift station, construct new transfer structures in the wastewater treatment lagoons and rehabilitate manholes and gate valves.
- Included in the packet was the bids for various MnDOT projects.
- Jesme participated in a virtual public meeting intended to update the public about various projects within the Thief River Falls area. All project partners, County, City and Watershed were available to answer any questions the public had.
- Jesme and Audette participated in an update with Corporate Technology staff regarding the District's technology.
- Included in the packet was a March 2020 Water Quality update.

Manager Torgerson stated that there is barely, if any flow, coming from the outlet structure of the Judicial Ditch 5, RLWD Project No. 102 (Four-Legged Lake) system. Torgerson indicated that this would be a good time to take some photos or possibly a drone video of the area.

Motion by Dwight, seconded by Page, and passed by unanimous roll call vote to adjourn the meeting.



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LeRoy Ose, Secretary