

RED LAKE WATERSHED DISTRICT
Board of Manager's Minutes
November 10, 2021

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

Present: Managers: Dale Nelson, Terry Sorenson, LeRoy Ose, Brian Dwight and Tom Anderson.
Absent: Gene Tiedemann and Allan Page. Staff Present: Myron Jesme, Tammy Audette and Legal Counsel, Delray Sparby.

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

The Board reviewed the October 28, 2021, minutes. Motion by Sorenson, seconded by Anderson, to approve the October 28, 2021, Board meeting minutes as presented. Motion carried.

The Board reviewed the Financial Report dated November 9, 2021. Motion by Anderson, seconded by Ose, to unanimously approve the Financial Report dated November 9, 2021. Motion carried.

Engineer Tony Nordby, Houston Engineering, Inc., stated that seeding was completed, but was not mulched along County Road 12 for construction of the inlet ditch for the Black River Impoundment, RLWD Project No. 176. Nordby, Administrator Jesme and Manager Dwight participated in a meeting for potential wetland banking credits on November 4, 2021, at the District office with staff from the U.S. Army Corps of Engineers, BWSR and Pennington SWCD. Jesme indicated that recommendations for wetland banking will be presented at a future Board meeting.

Gladen Construction, Inc., installed SWPP items and began clearing near the outlet end on the Demarais/Hanson Outlet Project, Red Lake River 1W1P, RLWD Project No. 149. Engineer Tony Nordby, Houston Engineering, Inc, stated that the contractor is waiting to see what the weather does this weekend, prior to proceeding with the construction.

The following quotes were received for the Schirrick Dam Outlet Repair, RLWD Project No. 25: Anderson Excavating, \$76,800.25; Spruce Valley Corporation, \$107,530.00; Gladen Construction, \$115,350.00; Wright Construction of TRF, Inc., \$49,558.75; Davidson Construction, Inc., \$112,975.00; and R.J. Zavoral & Sons, Inc., \$150,788.00. Engineer Tony Nordby, Houston Engineering, Inc, stated that the Engineers Estimate is \$89,220.00. Motion by Ose, seconded by Sorenson, and passed by unanimous vote to accept the apparent low quote from Wright Construction of TRF, Inc., in the amount of \$49,558.75 for the Schirrick Dam Outlet Repair, RLWD Project No. 25, contingent upon the review and approval by Legal Counsel Sparby, District Staff, and Project Engineer Tony Nordby, Houston Engineering, Inc., in their review of the quote documents and materials.

The Board reviewed Change Order No. 1 in the amount of \$2,000.00 to Quality Spray Foam/Anderson Excavating for the Thief River Streambank Stabilization Project, RLWD Project No. 149A. Motion by Dwight, seconded by Sorenson, to approve Change Order No. 1 for the Thief River Streambank Stabilization Project, RLWD Project No. 149A. Motion carried. The Board reviewed Pay Estimate No. 2 to Quality Spray Foam/Anderson Excavating for the Thief River Streambank Stabilization Projects, RLWD Project No. 149A. Motion by Anderson, seconded by Ose, to approve Pay Estimate No. 2 in the amount of \$20,494.35 to Quality Spray Foam/Anderson Excavating for the Thief River Streambank Stabilization Projects, RLWD Project No. 149A. Motion carried.

Engineer Nate Dalager, HDR Engineering, Inc., stated that after receiving additional information from the subcontractor, they had come to an agreement with all parties involved on Change Order No. 8 with R.J. Zavoral and Sons, Inc. for construction of the Thief River Falls Westside Flood Damage Reduction Project, RLWD Project No. 178 in the amount of \$41,179.34. The agreed to amount is an additional \$11,144, to what was originally proposed. The City of Thief River Falls asked if the District would consider splitting the additional \$11,144 and the city would pay their half plus the proposed \$30,035.34 previously recommended by HDR Engineering, Inc. Motion by Sorenson, seconded by Anderson, to approve Change Order No. 8 in the amount of \$41,179.34 for construction of the Thief River Falls Westside Flood Damage Reduction Project, RLWD Project No. 178, with the District paying one-half of the \$11,144. Motion carried.

Administrator Jesme stated while inspecting the slump on along County Road 16, they were made aware that a landowner along the "Diversion Channel" had made various cuts through the buffer strip, over the spoil bank as well as turning around on the ditch slope with farm equipment damaging the slopes and vegetation. Jesme drafted a letter that was submitted to the landowner, stating that the repairs to all damaged areas shall be made by May 30, 2022. The landowner is currently collaborating with a local contractor that is also repairing the slump on County Road 16, to repair the damage.

Construction on the structure for the Pine Lake Flood Damage and Fish Habitat Project, RLWD Project No. 26B has been substantially completed. There is some concern in that the steel gates and catwalk for the structure have been on back order and have not yet arrived. At the direction of the Engineer, plywood has been placed in the bay areas and cuts will be made by District staff to assure operation and water levels in accordance to the plan can be accomplished. It is the hopes of the contractor that the steel gates and catwalk will be made available by February so they can be installed prior to Spring runoff.

Staff member Nick Olson discussed two SCS/NRCS dams that need repair. The Knutson Dam located southeast of Red Lake Falls, has completely failed. The riser is rusted out and does not hold water. In discussion with the NRCS and Red Lake SWCD, the Red Lake SWCD has Clean Water funding available for up to 75% funding for construction costs, depended on final construction costs, as well as \$5,000 for preliminary engineering. Motion by Dwight, seconded by Ose, to approve entering into an agreement with the Red Lake SWCD for repairs to the Knutson Dam, RLWD Project No. 50, with District agreeing to pay all preliminary Engineering

cost in excess to the \$5,000 cost share, as well as excess construction costs utilizing the Red Lake SWCD Clean Water Grant. Motion carried. Olson stated that the Thibert Dam, located northwest of Red Lake Falls, has severe erosion downstream of the structure. The Red Lake SWCD does not have funding for this project, as it is out of their priority area. Olson spoke to the landowner, encouraging them to sign up for NRCS EQIP funds, to help offset any costs. The NRCS has some pre-engineering funds that could be used. EQIP applications are due by November 19, 2021, but we will not find out until March 2022 if the project is funded. Discussion was held on obtaining a design and costs for replacement. Motion by Ose, seconded by Dwight, that if EQIP funds are received for repair of the Thibert Dam, RLWD Project No. 50, the District will pay for any local share required above and beyond the appropriated EQIP funding. Motion carried.

Staff member Nick Olson stated that in 2020, Engineer Jeff Langan inspected the structures on the Moose River Impoundment, RLWD Project No. 13. Olson stated that since 2020, the North Pool has additional concrete shifting and movement has taken place. Langan's report indicated a method of repair. Motion by Ose, seconded by Anderson, to have several concrete contractors review the project and submit a proposal for repairs for the North Pool of the Moose River Impoundment, RLWD Project No. 13, as previously recommended by Engineer Langan. Motion carried.

Administrator Jesme stated that in checking for a new vehicle to replace the blue Ford 150, we will be unable to receive a vehicle in a timely manner thus we will not be utilizing the vehicle funds in the 2021 Engineering budget. It was the recommendation of Jesme, to upgrade the District's Trimble survey equipment in 2021 versus purchasing a vehicle. Currently the District has survey units, but the oldest units presently use Windows 7 which is no longer supported by Trimble. Jesme indicate that it is a matter of time in which the system will shut down due to lack of updates and be useless. Motion by Sorenson, seconded by Dwight, to approve the purchase of a Trimble R121, Model 60 and accessories for a total of \$32,570.10 from Frontier Precision. Motion carried. Jesme indicated that the estimate includes a discount for trading in the outdated system, and training rate for the new system.

Motion by Ose, seconded by Anderson, to table RLWD Permit No. 21151, Daniel Caillier, to allow for the applicant to acquire the adjacent landowner's signature on the application. Motion carried.

The Board reviewed the permits for approval. Motion by Anderson, seconded Ose, to approve the following permits with conditions stated on the permit: No. 21173 and 21174, Earl Pederson, Terrebonne, Township Red Lake County; No. 21175, LeRoy Stumpf and Collin Pederson, Wyandotte Township, Pennington County; No. 21176, Dennis Haglund, Wylie Township, Red Lake County; No. 21177, Dylan Niswander, Lessor Township, Polk County; and No. 21178, Earl Pederson, Lambert Township, Red Lake County. Motion carried.

Administrator Jesme stated that District staff met with Brady Martz to review potential new accounting software, 2020 audit and assistance in closing out 2020. Jesme stated that the initial fee for Brady Martz to setup and import Quick Books online is estimated to cost between \$6,000-\$7,500. The District will also pay a monthly fee of \$364.00 for the first year, and

\$441.00 monthly after the first year. Brady Martz would charge an additional fee of \$150-\$175 per hour, as needed, for training of the new program as well as any other duties requested by the District. Motion by Ose, seconded by Dwight, to approve the estimate for Brady Martz to setup and import the District's current accounting information into Quick Books Online, and additional fees for year-end purposes, and approval for the Quick Books online monthly fees. Motion carried. Staff member Tammy Audette stated that at a minimal cost, a desktop printer will be required to allow for printing of checks. Jesme indicated that the cost of the printer will be purchased utilizing the 2021 budget.

Administrators Update:

- Jesme will participate virtually in the RRWMB meeting On November 16th. The RRWMB will host a legislative meeting on December 14th in Ada.
- Jesme was asked by the Minnesota Department of Management & Budget to participate in their 1W1P focus group meeting on November 17, 2021.
- There was a Clearwater River 1W1P Policy Committee meeting on November 3, 2021 in Bagley. Updates from the meeting were included in the packet. A Planning Work Group meeting will be held on November 17th in Brooks.

Legal Counsel Sparby indicated that he should know by this Friday if a Summary Judgment motion will be used instead of a court trial for the Improvement to Polk County Ditch 39, RLWD Project No. 177. Sparby will keep the Board updated.

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



LeRoy Ose, Secretary