

RED LAKE WATERSHED DISTRICT
Board of Manager's Minutes
July 28, 2022

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

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

The Board reviewed the July 14, 2022, minutes. Motion by Sorenson, seconded by Tiedemann, to approve the July 14, 2022, Board meeting minutes with correction. Motion carried.

The Board reviewed the Financial Report dated July 27, 2022. Motion by Tiedemann, seconded by Anderson, to approve the Financial Report dated July 27, 2022, as presented. Motion carried.

Staff member Ann Joppru reviewed the General Fund Budget as of June 30, 2022. Joppru reviewed the budget, and various changes throughout the year.

The Board reviewed the renewal of the District's League of Minnesota Cities Property and Casualty Liability Insurance and Excess Liability Coverage. The renewal reflects an increase of \$3,867 in the Property and Casualty Insurance Premium for the 2022-2023 renewal year. This increase was due to the increased number of expenditures paid out in the previous premium year. Motion by Tiedemann, seconded by Page, to renew the Property and Casualty Liability Coverage with the League of Minnesota Cities. Motion carried.

Travis Nelson, Houston Engineering, Inc., updated the Board on construction on the Black River Impoundment, RLWD Project No. 176. Nelson indicated that installation of the pipes along CSAH 3 and CR 55 have been completed. The contractor is currently working on the punch list of erosion riprap installation, ditch grades, and south diversion ditch and will then move onto County Road 3. The access road on the backside of the Sorvig LLP property has been prepped and will be completed as part of the punch list items. Restoration of the cross over tile line which drains into the CR 68 Diversion Channel has been completed. Completion is scheduled for the end of August. Discussion was held on the vinyl walls for the wetland mitigation that will be filled in with riprap where the head cutting took place. Administrator Jesme stated that Alex Nelson will be doing the haying on the project.

Travis Giffen and Norman Betland, City of Thief River Falls, appeared before the Board to discuss local projects on the Red Lake River within the City of TRF. Griffen discussed various projects that the District has partnered with in the past and potential projects in the future. Motion by Tiedemann, seconded by Ose, to support/partner with the City of Thief River Falls,

for various projects along the Red Lake River within the City of Thief River Falls. Motion carried.

Executive Director Rob Sip, RRWMB, stated that the RRWMB of Managers set their 2023 Levy at 75% (0.0003627). Sip reviewed the 2023 Operating and Program Budget and Project Spending Plan. Manager Dwight asked about the possibility of funding larger impoundment projects through state funding. The RRWMB Finance Committee recommended 15% of the total tax revenue towards water quality projects. Sip discussed the updating of the Governing Documents that was approved at their July Board meeting and the Joint Powers Agreement. Discussion was held on the allowance of a District Administrator being on the RRWMB Board. Sip stated that the RRWMB adopted Bylaws and the use of Roberts Rules of Order. Motion by Ose, seconded by Tiedemann, to authorize President Nelson the authority, to sign the RRWMB Joint Powers Agreement. Motion carried.

Administrator Jesme stated that two quotes were received for the construction of the Sorum Ring Dike, RLWD Project No. 129AW, located in Polk County with the low quote from Paul Zavoral, Inc. in the amount of \$129,241.40. Jesme indicated that the landowner wishes to proceed with the construction of the ring dike, knowing that the quotes came in higher than the engineer's estimate. Motion by Sorenson, seconded by Ose, to accept the low quote for Paul Zavoral, Inc. in the amount of \$129,241.40 for construction of the Sorum Ring Dike, RLWD Project No. 129AW. Motion carried.

Administrator Jesme stated that the District was made aware of maintenance issues, which included damages from impacts of the 2022 spring rain events on the Moose River Impoundment, RLWD Project No. 13. Jesme indicated that debris, logs, and a bog have floated up on the dike and will need to be removed prior to the mowing of the dike. Motion by Dwight, seconded by Tiedemann, to authorize staff to spend up to \$25,000 on maintenance issues on the Moose River Impoundment, RLWD Project No. 13. Motion carried. Jesme stated that he will update the Board on the progress and costs of the listed items.

The Board reviewed Pay Estimate No. 2 in the amount of \$30,702.50 to Gladen Construction, Inc. for the Demarais/Hanson outlet Project, RLWD Project No. 149. Administrator Jesme indicated that the pay request also recommends reducing the retainage withheld from 5% to 3%. Motion by Page, seconded by Anderson, to approve lowering the retainage withheld from Gladen Construction, Inc., for the Demarais/Hanson Outlet Project, RLWD Project No. 149 from 5% to 3%. Motion carried. Motion by Page, seconded by Sorenson, to approve Pay Estimate No. 2 in the amount of \$30,702.50 to Gladen Construction, Inc. for the construction of the Demarais/Hanson Outlet Project, RLWD Project No. 149. Motion carried. Motion by Ose, seconded by Anderson, to set the Final Payment Hearing for Gladen Construction, Inc., for the Demarais/Hanson Outlet Project, RLWD Project No. 149 for 9:30 a.m., September 8, 2022 at the Red Lake Watershed District office, 1000 Pennington Avenue South, Thief River Falls, MN. Motion carried. Administrator Jesme stated that there was sloughing at the project this week. The Contractor will seed the area and the area will be monitored by staff.

District staff and staff from HDR Engineering, Inc. inspected the Brandt, Euclid East, and Parnell Impoundments, with HDR Engineering providing an inspection report. The impoundments are in relatively good shape with minor repairs to be completed. There appears to be some low flow wave action on the interior embankment of Parnell Impoundment.

Administrator Jesme stated that NRCS engineers are reviewing the Burnham Creek/BR 6 Impoundment, RLWD Project No. 43, to check for structural engineering deficiencies.

The Board reviewed RLWD Permit No. 22-052, Moylan Township, Marshall County. Administrator Jesme stated that this was a previously approved permit, but now the applicant was able to obtain 2 - 42-inch culverts to replace what it was initially permitted. Motion by Ose, seconded by Dwight, to approve RLWD Permit No. 22-052, Moylan Township, Marshall County, with conditions stated on the permit. Motion carried.

The Board reviewed the permits for approval. Motion by Ose, seconded by Anderson, to approve the following permits with conditions stated on the permit: No. 22130 and 22131, Marshall County Highway Department, Grand Plain Township, Marshall County; No. 22132, Marshall County Highway Department, Agder Township, Marshall County; No. 22144, Red Lake County Highway Department, Equality Township, Red Lake County; No. 22145, Lynn Burnman, Equality Township, Red Lake County; No. 22146, Randy Myhre, Terrebonne Township, Red Lake County; No. 22148, Fedosia Slack, Badger Township, Polk County; No. 22149, Marlyn Haugen, Mayfield Township, Pennington County; No. 22150, LeRoy Ose, Excel Township, Marshall County; No. 22151 and 22152, Pennington County Highway Department; Smiley Township, Marshall County; No. 22153, Jerry Skjerven, Emardville Township, Red Lake County; No. 22154, Mark Panek, Silverton Township, Pennington County; No. 22156, 22157, and 22158, Thomas Scholin, Bray Township, Pennington County; No. 22159, Marshall County Highway Department, Excel Township, Marshall County; and No. 22160, Marshall County Highway Department, Agder Township, Marshall County. Motion carried.

Staff member Tammy Audette reviewed a list of items recommended for disposal. A motion was made by Tiedemann, seconded by Page, that the District declare the items as excess/surplus property, with no value, and arrange for proper disposal. Motion carried.

The Proposed 2023 Budget and Salary recommendations and General Fund Budget was presented by Administrator Jesme. Jesme presented a worksheet of descriptions of what expense is included in each line item of the budget. The proposed salaries are based on employee steps along with the 2.5% COLA for each employee and the salary structure for 2023. Motion by Dwight, seconded by Tiedemann, to approve the proposed 2023 General Fund Budget, in the amount of \$231,663.33, and set the 2023 General Fund Budget hearing for 9:15 a.m. on Thursday, August 25, 2022, at the Red Lake Watershed District office. Motion carried.

Managers Dwight and Ose stated that they will not be present at the August 25, 2022 Board meeting.

Administrators Update:

- Manager Ose attended the July 19, 2022 RRWMB in Ada, Jesme participated via Teams.
- Included in the packet was the MAWD Newsletter, Financial Committee meeting notes from June , along with the MAWD payment request document. Jesme participated in the MAWD Strategic Planning meeting held July 12th and the Region 1 MAWA/MAWD meeting.
- Jesme and Staff member Corey Hanson participated in a Chief Coulee coordination meeting with officials from the City of TRF, and HDR Engineering.
- Staff members Koland and Huseth will attend the Joint Ditch 21 meeting on August 9th in Grygla.

Legal Counsel Sparby reviewed the decision and options to appeal the Improvement to Polk County Ditch 39, RLWD Project No. 179. After discussion by the Board, motion by Dwight, seconded by Sorenson, to authorize Legal Counsel Sparby to move forward with the appeal process for the Improvement to Polk County Ditch 39, RLWD Project No. 179. Motion carried.

Manager Tiedemann updated the Board on matters within MAWD.

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



LeRoy Ose, Secretary