

RED LAKE WATERSHED DISTRICT
Board of Manager's Minutes
December 12, 2024

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

Managers Present: Grant Nelson, Terry Sorenson, Allan Page, Brian Dwight, Tom Anderson, LeRoy Ose, and Gene Tiedemann. Staff Present: Tammy Audette, Lindsey Deselich, Elaine Rychlock, Nate Koland, Corey Hanson, Tony Olson, Melissa Bushy, and Legal Counsel, Delray Sparby.

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

The Board reviewed the November 25, 2024, Board meeting minutes. Motion by Sorenson, seconded by Anderson, to approve the November 25, 2024, Board meeting minutes. Motion carried.

The Board reviewed the Financial Report dated December 11, 2024. Motion by Ose, seconded by Anderson to approve the Financial Report dated December 11, 2024, as presented. Motion carried.

President Tiedemann questioned the amount of maintenance funds requested for the Good Lake Impoundment, RLWD Project No. 67. Considerable discussion with held on the topic. Staff will report back at a future meeting on 2024 expenses.

Staff member Elaine Rychlock stated that at the November 25, 2024, Board meeting, the Board approved the purchase of two \$500,000 Certificates of Deposits (CDs) from Unity Bank at a rate of 4.9% for 5 months. Rychlock was informed by Unity Bank that they will only allow a maximum of \$250,000 at the rate of 4.9% for 5 months. After much discussion, a motion was made by Ose, seconded by Anderson, to approve the purchase of two \$500,000 CD's at Dakota Heritage Bank in Red Lake Falls, MN, for 9 months at a rate of 4.85% and to reinvest the CD set to mature on December 20, 2025 at Unity Bank, Red Lake Falls, in the amount of \$250,000 at a rate of 4.9%. Motion carried.

Administrator Audette gave a funding update on the Cardinal Ring Dike, RLWD Project No. 129BB. A motion was made by Page, seconded by Nelson, to approve cost share payment refund to the landowner in the amount of \$2,608.63. Motion carried.

Administrator Audette gave a funding update on the Payment Ring Dike, RLWD Project No. 129BC. A motion was made by Nelson, seconded by Sorenson, to approve cost share payment refund to the landowner in the amount of \$3,035.14. Motion carried.

Administrator Audette reviewed the Conservation Practice Assistance Contract for the installation of five side water inlet culverts (SWI) between the Beltrami SWCD and landowner, Reed Engelstad. Mr. Engelstad owns property adjacent to the Moose River/JD 11 outlet where erosion is occurring, hence the need for installation of the SWI's. Audette noted that discussion was held at a previous meeting to participate in a cost share with Mr. Engelstad, as this system also serves as the outlet of the Moose River north pool. The estimated project cost is \$41,410.70. The Thief River 1W1P will pay 75% of the cost; the landowner 15% of the project cost; with a request for the District to pay 10% of the cost, plus the installation of five flap gates at an approximate cost of \$600 each, with the anticipated cost to the District to be approximately \$9,211. Motion by Ose, seconded by Dwight, to approve the cost share for the installation of five SWI's along with flap gates, with landowner, Reed Engelstad, as part of the Thief River 1W1P Project, RLWD Project No. 149A. Motion carried. The Board directed Administrator Audette to proceed with scheduling a meeting with the Judicial Ditch 11 Joint Ditch Board to review the Houston Engineering, Inc. Channel Stability Study.

The District was informed that we did not receive the Clean Water Fund Grant through BWSR for the Clearwater River Stabilization Project, RLWD Project No. 149B. District staff will contact the MnDNR regarding the possibility of the CPL Grant application. Staff member Corey Hanson updated the Board on the scope and concept of the project. Discussion was held with Engineer Tony Nordby, Houston Engineering, Inc., if the District should proceed with the project design. Motion by Dwight, seconded by Ose, to authorize Engineer Tony Nordby, Houston Engineering, Inc., to provide a proposal for the design of the Clearwater River Stabilization Project, RLWD Project No. 149B. Motion carried. Staff will report back to the Board on further funding information.

Staff member Corey Hanson reviewed a Project Workplan and Budget for the Thief River Cycle 2 WRAPS submission. Hanson stated that Cycle 1 was completed in 2019, with new findings from 2014-2023 monitoring efforts, prioritization strategies will be documented in a WRAPS update report. Hanson stated that he would prepare the WRAPS report with assistance from MPCA staff. All expenses would be funded through the MPCA. Motion by Sorenson, seconded Page, to approve the Thief River Cycle 2 WRAPS submission, RLWD Project No. 157B. Motion carried.

A motion was made by Ose, seconded by Anderson, to approve the previously tabled RLWD Permit No. 24159, East Valley Township, Marshall County. Manager Sorenson voted in opposition. Motion carried.

The Board reviewed the permits for approval. Motion by Sorenson, seconded by Dwight, to approve the following permits with conditions stated on the permit: No. 24207, Donald Carlson, Queen Township, Polk County; No. 24226, Scott Tersteeg, Badger Township, Polk County; No. 24228, Halverson Family Holdings LLLP, Lambert Township, Red Lake County; No. 24229, Matt Knutson, Red Lake Falls Township, Red Lake County; No. 24230, Matt Knutson, Red Lake Falls Township, Red Lake County; and No. 24233, Charles and Linda Brice, Smiley Township, Pennington County. Motion carried.

Staff member Kallis reviewed the draft RLWD scholarship application and eligibility criteria with the board. Motion by Page, seconded by Anderson, to approve two \$1,000 scholarships; one for a student within the RLWD area and the other for a student that had participated in the River Watch Program. Motion carried. Applicants would be required to write a 500-word letter to the District on a designated subject. A committee will be formed to review the applications.

Administrator Audette reviewed the proposed 2025 Budget and Salary recommendations and proposed revisions to the Personnel Policies. Motion by Dwight, seconded by Nelson to approve the 2025 Budget and Salary recommendations and revisions to the Personnel Policies. Motion carried.

Administrator Audette reviewed the proposed purchase of four new computers for staff along with a quote from Corporate Technologies. Motion by Ose, seconded by Nelson, to approve the purchase of four new computers from Corporate Technologies for staff per the quote obtained. Motion carried.

Administrator Audette discussed hiring Red Canoe Creative to develop a new logo for the Red Lake Watershed District. Audette and staff would like to hire an outside firm to develop a new logo for the Red Lake Watershed District. Motion by Page, seconded by Ose, to approve hiring Red Canoe Creative to develop a new logo for the Red Lake Watershed District per its presented proposal. Motion carried.

Administrator Audette discussed the 2024 Minnesota Watersheds Annual Conference & Trade Show that staff and board managers attended. Overall, the staff and board felt it was a great week.

Administrator's Report:

- **Watershed Manager Orientation:** Included in the packet was a draft agenda for the BWSR Watershed Manager Orientation that will be held in the District office on January 28, 2025, from 1:00 – 4:00. More information to come on this orientation.
- **Thief River 1W1P:** There will be a Thief River 1W1P Policy and Advisory Committee meeting here in the District office on Friday, December 13, 2024, at 9:00 a.m.
- **RRWMB:** There will be a RRWMB meeting on December 17, 2024, starting at 10:00 a.m., with the Legislative Open House starting at 10:30 a.m. Currently four legislators have confirmed their attendance, with the hopes that others will join.
- **State Ditch 83 Area Project Team Meeting:** There will be a SD 83 Area Project Team meeting on December 18, 2024, at 9:00 a.m. at the District office.
- **Judicial Ditch 60 Outlet, Red Lake River 1W1P:** HDR Engineering has been working with a soil boring company for completion of soil borings and the installation of two water monitoring wells which will be completed in the next month for the JD 60 Feasibility Study.

Manager Sorenson requested to attend RLWD board meetings virtually for February 2025 through March 2025 as he will be in Arizona during that time.

Manager Anderson requested the Board review its permit policy guidelines and look at updating them in the near future.

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



LeRoy Ose, Secretary