

RED LAKE WATERSHED DISTRICT  
Board of Manager's Minutes  
September 11, 2008

President Dale M Nelson called the meeting to order at 9:00 a.m. at the Red Lake Watershed District office, 1000 Pennington Avenue South, Thief River Falls, MN.

Present were: Managers Orville Knott, Arnold Stanley, Jim Votava, Lee Coe, Vernon Johnson, Dale M. Nelson and Gene Tiedemann. Staff Present: Myron Jesme and Tammy Audette and Legal Counsel Delray Sparby.

The Board reviewed the agenda. A motion was made by Knott, seconded by Stanley, and passed by unanimous vote that the Board approve the agenda.

Tammy Audette read the minutes of August 28, 2008. A motion was made by Coe, seconded by Johnson, and passed unanimously that the Board approve the minutes as printed.

The Board reviewed the minutes of September 4, 2008. A motion was made by Knott, seconded by Tiedemann, and passed unanimously that the Board dispense reading of the September 4, 2008 minutes and approve them as printed.

The board reviewed the Financial Report as of September 10, 2008. A motion was made by Tiedemann, seconded by Votava, and passed by unanimous vote that the Board approve the Financial Report dated September 10, 2008. Administrator Jesme indicated that two CD's have been purchased at Access Bank, Plummer and one at Unity Bank North, Red Lake Falls.

Keith Mykelseth, Glacial Ridge Project Manager, The Nature Conservancy and Greg Bengston, Engineer, NRCS, presented the Final Plans for the Abandonment of the Jensen Petition, RLWD Project No. 106. Mykelseth stated that in the Spring 2007, the Nature Conservancy/NRCS petitioned the Board for the Abandonment of the Jensen Petition for wetland restoration. The RLWD Board approved the Abandonment at the May 24, 2007 meeting as per the signed Plans and Specifications being approved through the RLWD permit process. Discussion was held on the culvert being removed at the access of the BR-6 Impoundment. It was the consensus of the Board and staff members that the culvert should remain in place for access to the BR-6 project for future maintenance issues. Mykelseth stated he could see no issue with leaving the culvert in, but would have to have some discussion with Dave Bennett, Rydell Refuge Manager. Legal Counsel Sparby stated that an easement between the two parties in regard to reservation of access should be drafted as part of the abandonment process. A motion was made by Knott, seconded by Coe, with motion carried to approve the Abandonment of the Jensen Petition, RLWD Project No. 106, subject to a reservation of an easement for ingress and egress for access to the BR-6 Impoundment and also upon the condition that the existing culvert in the proposed easement area remains in place and that The Nature Conservancy agrees to take over the maintenance of the culvert.

At 9:30 a.m., President Dale M. Nelson recessed the general meeting and called the 2009 General Fund Budget Hearing to order. Administrator Jesme read for the record the 2009 General Fund

Budget. Legal Counsel Sparby explained that the hearing was properly advertised and is on videotape and available for viewing at the RLWD office. Hearing no public comment, the hearing closed at 9:36 a.m. A motion was made by Johnson, seconded by Tiedemann, and passed by unanimous vote that the Board approve the following 2009 General Fund Budget:

	<b>PROPOSED 2009 BUDGET</b>
Manager's fees, salaries, mtg. exp.	\$20,000.00
Board of managers' expense	17,000.00
Staff salaries	320,000.00
Payroll taxes	24,000.00
Employee benefits	79,000.00
Travel and meetings (inc. mileage & exp.)	5,000.00
Legal	10,000.00
Audit	6,800.00
Office supplies	10,000.00
Wellness Program	
Appraisers and Viewers	
Office equipment	10,000.00
Engineering Equipment	22,000.00
Engineering supplies	2,500.00
Rent	1,500.00
Telephone	11,000.00
Dues and subscriptions	3,000.00
Insurance and bonds	30,000.00
Repairs and maintenance-Building	58,500.00
Utilities	8,000.00
Professional services(inc. Eng. fees)	2,000.00
Advertising and publications	2,000.00
Interest	
Vehicle expense & maintenance	<u>15,000.00</u>
TOTAL	\$657,300.00
LESS OVERHEAD	<u>( 480,000.00)</u>
PROPOSED 2009GENERAL FUND LEVY	<u>\$177,300.00</u>

The regular meeting reconvened.

Engineer Ron Adrian, Houston Engineering, Inc. gave an informational presentation to the Board on the Preliminary Engineers Report for the Lateral to Pennington County Ditch No. 75, RLWD Ditch 13, Project No. 170. After the presentation to the Board, Adrian answered various questions. A motion was made by Tiedemann, seconded by Johnson, to set the Preliminary Hearing date for October 23, 2008 at 10:00 a.m. at the Red Lake Watershed District office, contingent upon filing of the Preliminary Engineers Survey Report.

Jim Hest, Joint Powers Board Engineer, and Lisa Newton, Marshall Beltrami County SWCD, presented plans for a streambank stabilization project on the Moose River located in Section 3,

Northwood Township, Beltrami County. Mr. Hest stated that the cost of the project is \$16,416. The county is paying for 50% of the project and they are asking the District for a 50% cost share match from monies allotted from the Erosion Control Projects funds, RLWD Project No. 164. A motion was made by Johnson, seconded by Coe, to approve a 50% cost share in the amount of \$8,208.00 for the Moose River Streambank Stabilization Project. Motion carried.

Administrator Jesme discussed RLWD Ditch 8, Project 36. Jesme stated that when JD 4, a joint ditch between Red Lake and Polk County, was improved, the JD 4 benefited area was absolved and a redetermination of benefits was completed and was named RLWD Ditch 7, Project No. 20. They did not improve the last 2-3 miles of the JD 4 joint ditch, which later became designated as RLWD Ditch 8, Project No. 36. Monies left over in the RLWD Ditch 8 fund were given to the RLWD Ditch 7 fund. Jesme stated that when the viewers did a redetermination of benefits they did not include the Ditch 8 portion. Jesme stated that the District levied extra money into the Ditch 7 system to be borrowed to the Ditch 8 system. Legal Counsel Sparby stated that borrowing from one ditch system to another is allowed, as long as the funds are paid back to the borrowed from system. Legal Counsel Sparby recommended doing a redetermination of benefits for RLWD Ditch 8, Project No. 36. A motion was made by Coe, seconded by Votava, to do a redetermination of benefits for RLWD Ditch 8, Project No. 36, based upon the fact that the benefits and damages do not reflect the proper drainage area. Motion carried. Discussion was held on the hiring of viewers to begin the process of redetermination of benefits. A motion was made by Coe, seconded by Knott, to authorize Administrator Jesme to begin the process of hiring of viewers to do a redetermination of benefits for RLWD Ditch 8, Project No. 36. Motion carried.

Permit No. 08052, Pennington County Highway Department, Star, Hickory and Highlanding Township, Pennington County was discussed. Motion by Johnson, seconded by Stanley, to table Permit No. 08052, Pennington County Highway Department for further review. Motion carried.

The Board reviewed permits for approval. A motion was made by Tiedemann, seconded by Knott, to approve the following permits with conditions stated on the permits: No. 08063, Curtis Funk, Wylie Township, Red Lake County; No. 08064, Mentor Fire Department, Woodside and Grove Park Townships, Polk County; No. 08065, Lawrence Boutain, Moylan Township, Marshall County; No. 08066, Chad and Sam Olson, Onstad Township, Polk County; No. 08067, Bruce Newhouse, Fisher Township, Polk County; and No. 08068, Ray Ulrich, Sanders Township, Pennington County. Motion carried.

#### Administrators update:

- On Tuesday, September 9<sup>th</sup>, Nate Dalager and Jesme inspected the construction progress at the Brandt Outlet Restoration Project 60E, Phase II. A punch list was completed. The contractor stated that construction on the project should be completed within the next few weeks. There are concerns of the lack of seeding and the fear that at this point there will be limited growth potential. The contractor indicated that he will seed the site at his own risk and that whatever problems occur next spring, if any, he will repair at his cost. Dalager and Jesme also met with landowner Roger Hagen to discuss some minor changes or additions to the project and returned two abstracts to him that was not required for updating concerning the future land transaction.

- Holthusen Construction will start on the Moose River Impoundment Repairs to the levee next week, with the hopes to be completed by the end of the month.
- Recent rains have slowed the progress of spot cleaning on State Ditch No. 83, but will continue as weather permits. It has been determined that we will stay under the 5 acres of disturbed area which is the requirement for the MPCA General Storm Water permit. There is some concern from the MPCA that this tributary is impaired and they have indicated that they will review this part of the rule at a later date.
- Thirty copies of the RLWD Ditch 12 plans and specifications have been prepared. To date we have 10 contractors that have purchased the plans.
- Included in your packet today is a Water Quality Report prepared by Corey Hanson, Water Quality Coordinator.

Discussion was held on standing water inside the dike on Kliners property on the Brandt Channel Restoration Project, Phase I. Manager Tiedemann/Administrator Jesme will contact Randy Huelskamp with the Polk County NRCS to get further information.

Manager Stanley discussed his concerns on the Moose River Road Bank Stabilization Project.

Manager Knott stated that the Red Lake SWCD had received a request on a deteriorated culvert with the possibility of road failure, which may come before the board at a future date.

Motion by Johnson, seconded by Stanley, with motion carried to adjourn the meeting.

  
Vernon Johnson, Secretary