

RED LAKE WATERSHED DISTRICT  
Board of Manager's Minutes  
July 28, 2016

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 were: Managers Dale M. Nelson, Allan Page, Terry Sorenson, Lee Coe, Les Torgerson, Gene Tiedemann and LeRoy Ose. Staff Present: Myron Jesme, Tammy Audette and Legal Counsel Delray Sparby.

The Board reviewed the agenda. President Nelson requested the addition of Asphalt Quote for the District office parking lot to be added to the agenda. A motion was made by Tiedemann, seconded by Torgerson, and passed by unanimous vote that the Board approve the agenda with the addition of asphalt quote for the District office parking lot. Motion carried.

Motion by Sorenson, seconded by Ose, to dispense reading of the July 14, 2016 Board meeting minutes and approve them as corrected. Motion carried.

The Board reviewed the Financial Report dated July 27, 2016. Motion by Tiedemann, seconded by Page, to approve the Financial Report dated July 13, 2016 as presented. Motion carried.

The Board reviewed a resolution from the Red River Watershed Management Board (RRWMB), stating that the RRWMB voted to levy the ad valorem taxable rate at 75% of the current taxable market value, as requested by the RLWD Board.

Staff member Nick Olson appeared before the Board to discuss damage to the rock chute at the outlet of the RLWD Ditch 10, Project No. 161. Olson stated that it appears that the concrete grout had cracked, which allowed for water to erode the soil underneath the rock chute. Engineer Jeff Langan, Houston Engineering, Inc., stated that he had viewed the site and noted that there are additional cracks in the grout, which will eventually allow additional water under the rock chute. It was the consensus of the Board, to authorize Langan to gather further information and present several options at the August 11, 2016 Board meeting.

The Board reviewed Pay Estimate No. 1 to Brummund Excavating, LLC, for repairs to the Latendresse Dam Outlet Repair, RLWD Project No. 50B in the amount of \$26,015.71. Motion by Page, seconded by Tiedemann, to approve Pay Estimate No. 1 in the amount of \$26,015.71 to Brummund Excavating, LLC. for the Latendresse Dam Outlet Repair, RLWD Project No. 50B. Motion carried.

Engineer Nate Dalager, HDR Engineering, Inc. stated that that since the informational meetings held on July 12, 2016 for the Pine Lake Area Project, RLWD Project No. 26 and the Four Legged Lake Project, RLWD Project No. 102A, Dalager has been working on the Purpose and Need Statements as part of the NRCS seven step process for funding. Dalager stated that some feedback was received from landowners after the informational meeting, with a summary of the meetings to be submitted shortly. Administrator Jesme discussed correspondence from Keith

Weston with the NRCS, in regard to money spent on the seven step process compared to the deliverables required for the seven step process. Manager Torgerson questioned at what point do we determine the market value of land? Administrator Jesme stated that the District would have an appraisal of the property. Discussion was held on the possibility of the landowners holding a fee title with the District purchasing a flowage easement.

Administrator Jesme stated that the Red Lake River 1W1P Policy Committee approved the draft Plan, contingent upon final review by the Planning Committee. After the final review is complete, the draft Plan will be submitted for a 60 day review period.

Legal Counsel Sparby reviewed a Joint Powers Agreement with Hines Township and the District to establish a Board to coordinate efforts of planning, implementing and maintaining and operation of the Blackduck Lake Dam. Sparby stated that as part of the Joint Powers Agreement, a Joint Powers Board would be formed, consisting of two members from the District and one member from Hines Township. The Joint Powers Agreement would not change the ownership of the Blackduck Lake Dam, but would allow the District and Hines Township to apply for any available grant monies to perform required services for the outlet structure. Motion by Coe, seconded by Torgerson, to approve the Joint Powers Agreement as presented, subject the approval of Hines Township. Motion carried. Manager Coe stated that he will contact Hines Township regarding approval and signature of the Joint Powers Agreement. It was the consensus of the Board, to authorize Houston Engineering, Inc., to work with Tony Standera, MnDNR-Fisheries, Bemidji, to work on options for repairs to the Blackduck Lake Dam for completion of the grant application.

The Board reviewed the permits for approval. Motion by Sorenson, seconded by Ose, to approve the following permits with conditions stated on the permit: No. 16051, Jay Giroto, Highlanding Township, Pennington County; No. 16052, Jay Giroto, Kratka Township, Pennington County; No. 16057, Polk County Highway Department, Knute Township, Polk County; No. 16058, Emardville Township, Red Lake County; No. 16059, Steven Holte, Eckvoll Township, Marshall County; No. 16060, Terry Timm, Rocksbury Township, Pennington County; No. 16061, Moose River Township, Marshall County; No. 16062, Rodney Helgenset, Norden Township, Pennington County; No. 16063, Gervais Township, Red Lake County; and No. 16064, David Shand, Emardville Township, Red Lake County. Motion carried.

President Nelson discussed cracks and concerns with the bituminous asphalt of the District office parking lot. A quote was received from MinnDak Asphalt in the amount of \$33,060 to grind down the outer edges of the parking lot and installation of 1 ½" lift of bituminous asphalt. Motion by Coe, seconded by Page, to approve the quote submitted by MinnDak Asphalt in the amount of \$33,060 for the installation of bituminous asphalt of the District office parking lot. Motion carried. It was the consensus of the Board to use reserve funds from the General Fund account to pay for the parking lot improvements.

Administrators update:

- Jesme and Manager Ose attended the July 19, 2016 RRWMB meeting in Fertile. Included in the packet was the May 17, 2016 and June 21, 2016 meeting minutes.

- Manager Coe presented the 2015 Annual Report to the Beltrami County Commissioners on July 19, 2016. Due to a long RRWMB meeting, Jesme was unable to attend with Manager Coe. Jesme presented the 2015 Annual Report to the Pennington County Commissioners on July 26, 2016.
- On July 14, 2016, Jesme met with BWSR staff and other interested parties to discuss timeline of the BWSR tour being held August 24, 2016. Jesme toured the route with BWSR staff on July 26, 2016.
- Jesme will attend a Buffer Strip Listening Session with BWSR leadership on August 2, 2016 in East Grand Forks.
- As of today, Jesme and Nick Olson, along with Managers Coe, Tiedemann, Sorenson and Page have signed up for the buffer strip roundtable workshop held on August 3, 2016 at the Ralph Engelstad Arena in Thief River Falls. This training session will provide the latest buffer information for SWCD, County and Watershed District officials and staff. Agenda items will include overviews on the buffer law amendments, processes, timelines, DNR buffer mapping project and more. Representatives from BWSR and MnDNR will provide updates on statewide policies and mapping information.
- Included in the packet was an invitation to attend a 50<sup>th</sup> Anniversary Celebration for Davidson Construction & Redi-Mix.

Administrator Jesme stated that the Ditch 15, RLWD Project No. 175 area, recently received a 3.2 inch rain event within 15 minutes. A local landowner forwarded a photo to Jesme, showing water within the banks of the Ditch 15 system. No impoundments were operated during this event as most of the rain occurred downstream of the impoundments.

President Nelson presented the Proposed 2017 General Fund Budget. Nelson stated that the Budget/Salary committee members Nelson, Coe, and Tiedemann had met previously to review the 2017 Budget and Salary recommendations. Nelson stated that the 2017 Budget is similar to 2016, with a General Fund Budget in the amount of \$164,600. Discussion was held on setting the 2017 General Fund Budget levy to Counties at zero for 2017 and using the reserve funds in the General Fund to pay the proposed General Fund for the 2017 Budget. The Board reviewed a request from Legal Counsel Sparby that his current hourly rate be increased to \$180.00 per hour, which would be a \$5.00 per hour increase for 2017. Motion by Ose, seconded by Torgerson, and passed unanimously to approve the proposed 2017 General Fund in the amount of \$164,600, to not levy the Counties for the 2017 General Fund Budget and use the District's General Fund reserve fund, to approve the \$5.00 per hour increase for Legal Counsel Sparby, and to approve the 2017 staff salaries to read as follows: increase salaries for Natural Resource Technician Hitt, 6%; Ditch Inspector/Technician II Olson, 5%; Administrator Jesme, Engineer Aide/Technician III Sanderson, Water Quality Program Coordinator Hanson, Accounting Officer Novak, and Office Manager Audette, 3%; and set the 2017 General Fund Budget hearing for 9:30 a.m. on Thursday, August 25, 2016 at the RLWD office.

It was noted that the City of Erskine Memorial Park funding pre-application was denied. Discussion was held on additional funding options and the possibility of the East Polk SWCD requesting cost share from the District's Erosion Control Funds, RLWD Project No. 164. The Board discussed the preliminary options that Engineer Nate Dalager, HDR Engineering, Inc. presented for consideration. Dalager stated that the preliminary drawings are not quotable for construction, but he could work with Staff member Nick Olson for the completion of drawings that could be used to request quotes from local contractors. Motion by Sorenson, seconded by Tiedemann, to authorize Engineer Nate Dalager, HDR Engineering, Inc. to work with District staff to produce documentation to be used to receive quotes for the repairs to the City of Erskine Memorial Park Project. Motion carried.

Discussion was held various options for a local flooding issue on Maple Lake.

Manager Page discussed the Red Lake River Corridor Enhancement Project, RLWD Project No. 159, as it relates to the Huot State Park.

Motion by Torgerson, seconded by Coe, to adjourn to the August 3, 2016, Regional Buffer Strip Workshop to be held at the Ralph Engelstad Arena, 525 Brooks Avenue South, Thief River Falls, MN at 12:30 p.m., to allow the Board to participate in the Regional Buffer Strip Workshop. Motion carried.



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LeRoy Ose, Secretary