

RED LAKE WATERSHED DISTRICT  
Board of Manager's Minutes  
January 14, 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 in person: Managers Dale M. Nelson, Allan Page, LeRoy Ose and Tom Anderson.  
Present via Zoom: Terry Sorenson, Gene Tiedemann, and Brian Dwight. Staff Present: Myron Jesme, Tammy Audette and Arlene Novak, and Legal Counsel, Delray Sparby.

President Nelson welcomed Manager Tom Anderson to the Board.

President Nelson stated that the following individuals were also present at the meeting either in person or via Zoom: Tony Nordby, Nate Dalager, Jacob Huwe, and Rob Sip.

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

The Board reviewed the December 30, 2020 minutes. Motion by Ose, seconded by Page, to approve the December 30, 2020 Board meeting minutes as presented. Upon roll call vote, motion carried unanimously.

The Board reviewed the Financial Report dated January 13, 2021. Motion by Sorenson, seconded by Ose, to approve the Financial Report dated January 13, 2021. Upon roll call vote, motion carried unanimously.

Polk County confirmed the reappointment of Manager Tiedemann, for an additional 3-year term on the Board. Clearwater County appointed Manager Tom Anderson as a Watershed Board Manager representative, replacing Les Torgerson.

Election of officers was conducted with President Nelson turning the meeting over to Vice President, Gene Tiedemann.

Manager Tiedemann called for nominations for President. Manager Dwight, nominated Dale M. Nelson, seconded by LeRoy Ose. Upon calling for further nominations three times, no further nominations were made. Motion by Page, seconded by Ose, for nominations to cease and that the secretary cast a unanimous ballot for Dale M. Nelson for President of the Board. Motion carried.

Vice President Tiedemann turned the meeting over to President Nelson to conduct elections for the remaining Board positions.

Nominations were opened for Vice-President. Manager Ose nominated Gene Tiedemann, seconded by Manager Sorenson. Upon calling for further nominations three times, no further nominations were made. Motion by Ose, seconded by Sorenson, that the secretary cast a unanimous ballot for Gene Tiedemann for vice-president of the Board. Motion carried.

Nominations were opened for Secretary. Manager Sorenson nominated LeRoy Ose, seconded by Manager Dwight. Upon calling for further nominations three times, no further nominations were made. Motion by Sorenson, seconded by Page, that the secretary cast a unanimous ballot for LeRoy Ose for Secretary of the Board. Motion carried.

Nominations were opened for Treasurer. Manager Dwight nominated Terry Sorenson, seconded by Manager Page. Upon calling for further nominations three times, no further nominations were made. Motion by Tiedemann, seconded by Ose, that the secretary cast a unanimous ballot for Terry Sorenson for Treasurer of the Board. Motion carried.

President Nelson reviewed the Advisory Committee members. Motion by Ose, seconded by Page, to approve the Advisory Committee members as listed. Motion carried.

The position of Delegate and Alternate to the Red River Watershed Management Board (RRWMB) was discussed. Manager Nelson stated that Manager Ose is currently the Delegate and just completed his final year of a 3-year term, with Manager Torgerson and Manager Nelson as Alternates. Motion by Page, seconded by Dwight, to appoint Manager Ose as the Delegate to the RRWMB, and Managers Tiedemann and Nelson as Alternates. Motion carried.

Delegates and Alternate to the Minnesota Association of Watershed Districts were discussed. Motion by Sorenson, seconded by Anderson, to appoint Managers Ose and Tiedemann as Delegates and Manager Page as an alternate. Motion carried.

The Budget/Salary Committee was discussed by the Board. A motion was made by Ose, seconded by Page, to appoint Managers Dwight, Sorenson, and Nelson to serve on the Budget/Salary Committee. Motion carried.

The Board discussed representatives on the Grand Marais Creek Joint Powers Board. A motion was made by Dwight, seconded by Ose, to appoint Managers Nelson, Tiedemann, and Page to the Grand Marais Creek Joint Powers Board, with Manager Sorenson as an alternate. Motion carried.

The committees for the JD 2 and JD 72 Joint Ditch Boards were reviewed. Motion by Dwight, seconded by Tiedemann, to appoint Managers Sorenson and Anderson to the JD 2 and JD 72 Joint Ditch Boards. Motion carried.

Discussion was held on the appointment of representatives to the Pine Lake Area Project Work Team. Motion by Tiedemann, seconded by Ose, to appoint Managers Sorenson and Anderson as Delegates and Manager Dwight as Alternate to the Pine Lake Area Project Work Team. Motion carried.

Discussion was held on the appointment of representatives to the Four-Legged Lake Project Work Team. Motion by Page, seconded by Ose, to appoint Managers Sorenson and Anderson as Delegates and Manager Dwight as Alternate to the Four-Legged Lake Project Work Team. Motion carried.

Discussion was held on the appointment of representatives to the Black River Impoundment Project Work Team. Motion by Sorenson, seconded by Dwight, to appoint Managers Nelson and Page as Delegates and Manager Tiedemann as Alternate to the Black River Impoundment Project Work Team. Motion carried.

Discussion was held on the appointment of representatives to the 20% Flood Reduction Committee. Motion by Dwight, seconded by Sorenson, to appoint Managers Nelson, Ose and Tiedemann to the 20% Flood Reduction Committee. Motion carried.

Discussion was held on the appointment of representatives to the Policy Committee and Advisory Committee for the Red Lake River One Watershed One Plan (1W1P). Motion by Ose, seconded by Dwight, to appoint Manager Tiedemann as Delegate and Manager Nelson as Alternate to the Policy Committee and Managers Nelson and Page to the Advisory Committee for the Red Lake River 1W1P. Motion carried.

At 9:30 a.m., President Nelson stated that the bid opening for the Ditch 10 Outlet Repairs, RLWD Project No. 161 would be conducted. Legal Counsel Sparby noted the time and that no further bid proposals would be accepted after the 9:30 a.m. bid submission timeline. Bids were opened and bid amounts were publicly announced and are on file at the office District office. The following bids were received: R.J. Zavoral & Sons, Inc., East Grand Forks, MN, \$218,498.35; Davidson Construction & Ready Mix, Inc., Newfolden, MN, \$268,784.50; Gladen Construction, Laporte, MN, \$274,723.40; Knife River Materials, Bemidji, MN, \$322,780.90; Liin Company, Inc., Sartell, MN, \$339,727.17; and Triple D Construction, Plummer, MN, \$357,054.25. Motion by Tiedemann, seconded by Ose, and passed by unanimous vote to accept the apparent low bid from R.J. Zavoral & Sons, Inc., in the amount of \$218,498.35 for the Ditch 10 Outlet Repairs, RLWD Project No. 161, contingent upon the audit and review of the bids and approval by Legal Counsel Sparby, District staff, and Project Engineer Tony Nordby, Houston Engineering, Inc.

Discussion was held on the appointment of representatives to the Policy Committee and Advisory Committee for the Thief River One Watershed One Plan (1W1P). Motion by Tiedemann, seconded by Page, to appoint Manager Ose as Delegate and Manager Nelson as Alternate to the Policy Committee and Managers Nelson and Dwight to the Advisory Committee for the Thief River 1W1P. Motion carried.

Discussion was held on the appointment of representatives to the Blackduck Lake Structure Joint Powers Board. Motion by Page, seconded by Tiedemann, to appoint Managers Dwight and Anderson to the Blackduck Lake Structure Joint Powers Board. Motion carried.

Discussion was held on the appointment of representatives to the Permit Rules and Regulations Committee. Motion by Ose, seconded by Sorenson, to appoint Managers Dwight, Page and Tiedemann to the Permit Rules and Regulations Committee. Motion carried.

Discussion was held on the appointment of representatives to the Policy Committee and Advisory Committee for the Clearwater River One Watershed One Plan (1W1P). Motion by Ose, seconded by Dwight, to appoint Manager Sorenson as Delegate and Manager Anderson as Alternate to the Policy Committee and Manager Page to the Advisory Committee for the Clearwater River 1W1P. Motion carried.

A motion was made by Ose, seconded by Page, and passed by unanimous vote that the regularly scheduled Board meetings be held at 9:00 A.M. at the Red Lake Watershed District Office on the second and fourth Thursdays of each month for 2021.

A motion was made by Ose, seconded by Sorenson, that the following institutions be designated as depositories for the RLWD: Northern State Bank of Thief River Falls, American Federal Bank, Unity Bank North, with the following signatures on the signature cards at the financial institutions: Dale M. Nelson, Gene Tiedemann, LeRoy Ose, Terry Sorenson, Myron Jesme and Arlene Novak. Motion carried.

The Conflict-of-Interest policy was reviewed by the Board. Motion by Ose, seconded by Page, to approve the Conflict-of-Interest Policy and have each Board member sign the Conflict-of-Interest policy and return it to staff member, Arlene Novak. Motion carried.

Engineer Nate Dalager, HDR Engineering, Inc., stated that his staff is working on the “draft” final breakdown of cost per project partner for the Thief River Westside Flood Damage Reduction Project, RLWD Project No. 178, and that the same will be presented at the next Board meeting.

Engineer Nate Dalager, HDR Engineering, Inc., stated that the Engineers Report for the Pine Lake Outlet Structure, RLWD Project No. 26, is nearly finished. Once completed the document will need to be submitted to the MnDNR and MnBWSR, followed by a public hearing. Dalager indicated that the RRWMB will review the Step 1 Submittal at their January 19, 2021 meeting and that a Step 2 Submittal will be forthcoming.

Engineer Jacob Huwe, HDR Engineering, Inc., stated that collection of data has begun on the Preliminary Concept Report for the Mud River Restoration Project, RLWD Project No. 149A. Huwe noted that of the 27 miles to survey, five miles are left to be completed.

Final construction on the Burnham Creek Wildlife Pool Structure Replacement, RLWD Project No. 43A will be completed in the spring.

Engineer Tony Nordby, Houston Engineering, Inc., stated that he is working with R.J. Zavoral & Sons, Inc., on a change order for construction of the Black River Impoundment, RLWD Project No. 176. Nordby stated that the change order is for work around the Black River Church, where unsuitable materials were found and a request was made by the contractor for additional quantities of clay for the embankment. Nordby will work with the contractor and report back to the Board. Due to the number of utilities in the area, Nordby intends to hold a meeting in the near future to discuss scheduling. Administrator Jesme stated that he reached out of the U.S.

Army Corps of Engineers regarding the proposed Wetland Banking Project and has not received a response back.

Administrator Jesme discussed the funding agreement from the RRWMB for the Thief River Oxbow Project, RLWD Project No. 46Q. Construction on this project is anticipated to take place this summer.

The RRWMB passed and approved last summer the RRWMB Water Quality Base Funding Program in the amount of \$100,000 for each watershed within the RRWMB. In order to receive the funding, each watershed puts in a request for water quality projects that would fit into their criteria.

Executive Director Rob Sip, RRWMB, stated that the RRWMB allocated \$3 million for funding Water Quality projects, with \$1.3 million committed. The \$100,000 is meant to assist with smaller water quality projects, the competitive funds are for larger projects. Four projects were submitted as larger water quality projects. Sip stated that the RRWMB is looking for recommendations on what kind of funding needs there are for water quality projects through the RRWMB. Motion by Tiedemann, seconded by Ose, to support continuation of the RRWMB Water Quality Base Funding and Competitive Funding for Water Quality Projects within the RRWMB area. Upon roll call vote, motion carried unanimously.

Legal Counsel Sparby discussed the Notice of Filing Order received for the Appeal to the Improvement of Polk County Ditch 39, RLWD Project No. 179. Sparby indicated that a scheduling conference was held with Judge Corey Harbott. Sparby indicated that Staff member Tammy Audette is working on gathering information to complete a Certification of Record that will be filed with all the parties and the court. The motion date is scheduled for March 5, 2021, with a trial date of June 1, 2021. Discussion was held on invoices from Rinke Noonan for legal services pertaining to the appeal. Administrator Jesme stated that the District has not asked for an additional bond from the petitioners. Motion by Ose, seconded by Tiedemann, to pay all invoices related to the Appeal for the Improvement to Polk County Ditch 39, RLWD Project No. 179, until the matter is resolved. Upon roll call vote, motion carried unanimously.

Motion by Page, seconded by Tiedemann, to approve the renewal of two Civil 3D (AutoCAD) Government Annual Subscription license at a cost of \$3,292.82. Upon roll call vote, motion carried unanimously.

Motion by Ose, seconded by Page, to approve RLWD Permit No. 20315, Wade Joppru, North Township, Pennington County, with conditions stated on the permit. Upon roll call vote, motion carried unanimously.

Staff member Tammy Audette stated that Sjobergs was informed that the District would be switching internet service to Garden Valley Technologies. Audette presented a quote that Sjobergs submitted for services. It was the consensus of the Board to go to Garden Valley Technologies for internet service.

Discussion was held on a request by Manager Les Torgerson on the possibility of purchasing the Board issued Surface Pro. Legal Counsel Sparby stated that if the Board allowed the purchase of the Surface Pros, the District would need to declare them excess property. Motion by Tiedemann, seconded by Page, to notify Manager Torgerson, that since the Surface Pro's are the District's property, it should be sent back to the District office. Upon roll call vote, motion carried unanimously.

Administrators Update:

- Jesme and Manager Ose will participate in the RRWMB meeting on January 19, 2021. Jesme will submit a letter to the RRWMB in support of the RRWMB Water Quality funding.
- A Red Lake River 1W1P Policy Committee meeting was held on January 12<sup>th</sup>. A project update will be presented at the January 28<sup>th</sup> meeting.
- The Clearwater River 1W1P Planning Work Group meeting was held on December 30, 2020.
- Jesme was asked to participate in the MnDNR Flood Hazard Mitigation statewide listening session on January 13<sup>th</sup>.
- The District office will be closed on January 18, 2021 in observance of the Martin Luther King Holiday.
- Included in the packet was the November 2020 Water Quality Report.

Administrator Jesme stated that he will forward Staff member, Ashley Hitt's, exit interview to the Board.

Manager Sorenson inquired about a landowner meeting on the Pine Lake Project, RLWD Project No. 26. Staff will follow-up with Manager Sorenson.

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



---

LeRoy Ose, Secretary