

RED LAKE WATERSHED DISTRICT
Board of Manager's Minutes
March 10, 2022

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

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

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

The Board reviewed the February 24, 2022, minutes. Motion by Anderson, seconded by Page, to approve the February 24, 2022, Board meeting minutes as presented. Motion carried.

The Board reviewed the Financial Report dated March 9, 2022. Motion by Sorenson, seconded by Dwight, to approve the Financial Report dated March 9, 2022, as presented. Motion carried.

Staff member, Ann Joppru, updated the Board on the District's accounting package and additional costs due to formatting of Quick Books Online Payroll and General Ledger reports. Joppru indicated that she feels we are progressing well with the new program but added we still need about 10-20 additional hours to complete the reporting forms. Joppru estimated the cost for additional reporting will be about \$3,500. Motion by Dwight, seconded by Anderson, to approve the additional costs for set-up and training for the District's accounting package. Motion carried.

Engineer Tony Nordby, Houston Engineering, Inc., presented the Plans and Specifications for the Knutson Dam Structure Replacement, RLWD Project No. 50F. The District was informed that the Red Lake County SWCD secured funding for approximately 75% of the construction costs through BWSR Clean Water Fund competitive grants from 2020 and 2021. It was also noted that since there are State dollars being used for the construction, Prevailing Wages will be required in construction of the project. Nordby recommended beginning advertising next week, with a bid opening scheduled for April 14, 2022 at 9:30 a.m. Nordby mentioned that we have worked closely with the MnDNR on the permit, which is presently in the comment period. One recommended change by MnDNR Dam Safety is to replace the existing 2:1 slope of the levee with a 3:1 slope for safety and maintenance purposes. Motion by Ose, seconded by Page, to approve the Plans and Specifications for the Knutson Dam Structure Replacement, RLWD Project No. 50F, and schedule the Bid Opening for 9:30 a.m., on April 14, 2022 at the District office. Motion carried.

Administrator Jesme stated that the buyer for the property the District is selling on the Thief River Falls Westside FDR Project, RLWD Project No. 178, Tango TNE LLC, has requested that the District complete a Certificate of Survey prior to the purchase of the property. Jesme contacted Pribula Engineering, who will be able to complete the survey within the next couple of

weeks. Motion by Sorenson, seconded by Page, to authorize Administrator Jesme to hire Pribula Engineering, to complete a Certificate of Survey for the property being sold on the Thief River Falls Westside FDR Project, RLWD Project No. 178. Motion carried.

Administrator Jesme stated that the organizational meeting for the Upper/Lower Red Lake 1W1P has been scheduled for March 24, 2022 at 1:00 p.m. with the location TBD. Jesme indicated that the Board should appoint a delegate and alternate to the Policy Committee and assign a project number. Motion by Dwight, seconded by Sorenson, to appoint Manager Dwight as the Delegate, and Manager Anderson, as the Alternate, to the Upper/Lower Red Lake 1W1P Policy Committee and assign Project No. 149C, to the Upper Lower Red Lake 1W1P. Motion carried.

Motion by Ose, seconded by Sorenson, to table RLWD Permit No. 22012, Jerome Simmons, Russia Township, Polk County, as the proposed work is in a portion of the Burnham Creek, which is not currently in the District's Burnham Creek Project area, RLWD Project No. 43B, and is also located within a MnDNR Public Waters. Motion carried.

The Board reviewed the permits for approval. Motion by Ose, seconded by Page, to approve the following permits with conditions stated on the permit: No. 22010 and 22011, Elizabeth Barge, Russia Township, Polk County; and No. 22014, Polk County Highway Department, Kertsonville Township, Polk County. Motion carried.

Staff member Nick Olson updated the Board on the current snow survey and National Weather Service (NWS) outlook. Olson stated that presently there is on average 3-4" of moisture content in the snow. The NWS will present a new outlook this afternoon. Olson discussed purchasing an additional snow sampling tube at a cost of \$506.52. Manager Dwight stated that he would like to test the moisture content in the Upper/Lower Red Lake watershed area, which would require an additional snow sampling tube. Motion by Dwight, seconded by Page, to purchase a snow sampling tube from Performance Results Plus at a cost of \$506.52. Motion carried.

Discussion was held on the potential of District impoundment sites being utilized for a spring flood event. District staff will monitor the Black River Impoundment closely, as runoff begins.

Manager Tiedemann discussed the installation of a berm on the outlet of the Euclid East Project, RLWD Project No. 60C. Staff member N. Olson stated that this item will be completed this year.

The Board reviewed correspondence from BWSR, thanking Administrator Jesme for presenting at a BWSR "local implementer discussions" series hosted by BWSR.

Motion by Sorenson, seconded by Ose, to approve paying \$100.00 for the 2022 Minnesota Viewers' Association membership fees. Motion carried.

Staff member N. Olson presented quotes on the purchase of a generator to assist in operating gates on District impoundments. Motion by Dwight, seconded by Page, to authorize the purchase of a Honda generator at an approximate cost of \$1,129. Motion carried.

Staff member Audette stated that the District is in need of replacing office chairs and floor mats. Motion by Sorenson, seconded by Anderson, to approve purchase of new office chairs and floor mats at an approximate cost of \$3,280 - \$4,264. Motion carried.

Discussion was held on posting for Staff member N. Olson's position as he will be resigning in April. Administrator Jesme stated that after speaking with District staff, Jesme would like to post for a Ditch Inspector/Technician II position. After reviewing applicants and completing interviews, the District could then make a determination as to what direction we should go in rotating existing staff positions as needed. Motion by Page, seconded by Ose, to approve posting for a Ditch Inspector/Technician II position. Motion carried.

The District's Advisory Committee meeting is scheduled for March 21, 2022 at 9:30 a.m. at the District office. It was the consensus of the Board, to adjourn today's meeting to that date to allow for a quorum of the Board members to participate.

Administrators Update:

- Manager Ose will participate in the March 15th RRWMB meeting in Ada. Jesme will not participate as he will be enroute to the MAWD Legislative Breakfast. Included in the packet was the FDRWG meeting highlights from February 16, 2022.
- The District audit is being completed by Brady Martz, March 10-11th in the District office.
- Jesme and Manager Ose will participate in the BWSR Watershed Managers Training in Barnesville on March 14th. This meeting had been previously postponed due to inclement weather.
- An Upper/Lower Red Lake Watershed 1W1P organizational meeting will take place on March 24th at 1:00 p.m. Location TBD.
- The Mud River Project Work Team will be meeting on March 18th at 9:00 a.m. at the District office. Staff member Hanson will represent the District.
- A Red Lake River 1W1P PWG meeting was held on March 9th to discuss the 2022 grant update, financial and project updates, cost share policy and project tracking/program log.
- A Thief River Watershed 1W1P Policy Committee meeting was held on March 7th at the District office.
- Jesme and Manager Dwight attended the "Keep it Clean" kickoff meeting on March 1st in Waskish.
- Included in the packet was the 2022 MN Per Diem Rates.
- Jesme will be attending the MAWD Legislative Breakfast/Update March 16-17th.
- Jesme will be on vacation March 18-28th.

Legal Counsel Sparby stated he spoke with Attorney Mark Grainger regarding the Stipulation items due prior to the March 18th deadline.

Administrator Jesme discussed the landowner meeting for County Ditch 1, RLWD Project No. 103, scheduled for April 1st at 10:00 a.m. at the Gonvick Community Center. Jesme discussed

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legal clarification as to what conversations we can have with the landowners. It was the consensus of the Board, to have Legal Counsel Sparby review the information and report back to the Board.

Manager Dwight updated the Board on the "Keep It Clean" meeting he and Administrator Jesme participated in. Dwight discussed the Outdoor News Publication regarding the project.

Manager Anderson stated that he will be participating in the March 23, 2022, Clearwater River 1W1P meeting.

Motion by Ose, seconded by Sorenson, to adjourn the meeting to the District's Advisory Committee meeting to be held at the District office at 9:30 a.m. on March 21, 2022. Motion carried.

A handwritten signature in blue ink that reads "LeRoy Ose". The signature is written in a cursive style and is positioned above a horizontal line.

LeRoy Ose, Secretary