

# Red River Watershed Management Board

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Board of Managers

John Finney-Humboldt Farrell Erickson-Badger Harley Younggren, Secretary-Hallock Ron Osowski, Chairman-Oslo Vernon Johnson-Clearbrook Daniel Wilkens, Treasurer-Fertile Robert Wright-Felton Curtis Nelson-Barnesville Jerome Deal-Wheaton Don Ogaard, Executive Director-Ada

## RED RIVER WATERSHED MANAGEMENT BOARD MEETING

February 15, 2000

Sand Hill River Watershed District, Fertile, Minnesota

The RRWMB met on Tuesday, February 15, 2000, at the Sand Hill River Watershed District Office, Fertile, Minnesota.

Chairman Ron Osowski called the meeting to order.

Members present were: John Finney Farrell Erickson  
Harley Younggren Vernon Johnson  
Daniel Wilkens Nathan Redland  
Curtis Nelson Jerome Deal

Others present were: Don Ogaard, Executive Director  
Naomi Jagol, Administrative Assistant, Sand Hill River WD  
Chuck Fritz, Administrator, Red Lake WD  
Richard Nelson, Financial Coordinator  
Dan Thul, Red River Coordinator  
Brent Johnson, Engineer, Houston Engineering  
Dennis Nikolayson, Red Lake WD  
Ron Adrian, Administrator, Middle River-Snake River WD  
Charlie Anderson, Engineer, JOR Engineering  
Rick St. Germain, Engineer, Houston Engineering  
Jerry Bennett, Administrator, Wild Rice WD

No additional items were added to the agenda.

The minutes of the January 18, 2000 meeting were read and approved with minor corrections. Ogaard discussed the Annual Organization of the Board section reported in the January minutes and explained that the resolutions would require motions from the Board. The managers listed in the January minutes as approving the resolutions reaffirmed the motions. **Motion** by Manager Wilkens to include the resolutions in the January minutes, **Seconded** by Manager Deal, **Carried**. Manager Nelson noted that he had stated the new mileage rate for the year 2000 had changed, and according to his source was .33 instead of .325 as reported. Manager Finney suggested reviewing the IRS web page on the Internet to obtain the correct reimbursable mileage amount. **Motion** to approve the minutes as written by Manager Johnson, **Seconded** by Manager Erickson, **Carried**.

The Treasurer's report was presented and it was approved as read. Manager Wilkens stated that a new format was developed for the Treasurer's report in order to coincide with the QuickBooks Professional computer program adopted by the RRWMB. Manager Finney inquired whether a one-page summary of mediation income and expenses incurred by the RRWMB could be included with the Treasurer's report. Manager

Wilkins responded that he and Jagol would try to develop such a report for a future meeting. **Motion** by Manager Nelson, **Seconded** by Manager Younggren, **Carried**.

Ogaard reviewed the monthly bills received. Wilkins distributed a one-page handout of monthly bills to be approved. A **Motion** to approve and pay bills by Manager Younggren, **Seconded** by Manager Johnson, **Carried**. For further reference, copies of the bills approved are attached hereto in the Treasurer's Report.

### **Individual Watershed District Reports on Progress of Project Teams**

Manager Finney stated that the Joe River WD has combined with the Two Rivers WD to form a project team. Manager Younggren stated that the Two Rivers project team is reviewing several locations around Badger, Minnesota to determine whether water could be impounded upstream of an area that has petitioned for a legal ditch. Younggren also noted that the project team is considering an impoundment in Norway Township located 2 miles east of the City of Halma.

Chuck Fritz, Red Lake WD Administrator, stated that the State Ditch #83 litigation was settled on February 10, 2000. Manager Johnson added that the Badger Creek/Poplar River and the Grand Marais project teams are moving forward. The next project team meetings are scheduled for March 2, 2000.

Manager Deal stated that the Bois de Sioux WD project team is finalizing the North Ottawa Project. He noted that the Board of Managers had authorized the project team to begin considering another problem area.

Manager Erickson explained that the Roseau River WD project team had received approval by the USACE regarding 206 project guidelines for the Hay Creek Project. He added that the District had also been approached by landowners southwest of Roseau regarding the pursuit of an impoundment area. Charlie Anderson noted that construction is scheduled to begin in 2002 for the Hay Creek Project.

Manager Nelson noted that the Buffalo-Red River WD has conducted two project team meetings, but currently has no meetings scheduled.

Jerry Bennett, Wild Rice WD Administrator, stated that at the previous project team meeting the concept design was approved for the City of Lockhart Flood Damage Reduction (FDR) Project. He added that a review of the fiscal management of the District along with how funds are disbursed for projects was presented to the project team.

Ron Adrian, Middle River-Snake River WD Administrator, stated that the next project team meeting is scheduled for February 16, 2000. He added that the planning continues for the Snake River Flood Damage Reduction (Helgeland Site) Project. He noted that the proposed project has been expanded significantly and is proposed to occupy approximately 2,560 (4 sections) acres.

### **Policy Review on Funding Share for Projects from "Mediation Funds"**

Ogaard distributed a handout which outlined the facts and issues relative to the distribution of mediation project funding. He stated that \$1.4 million is available for projects. He explained that the funds received would reduce the overall project cost, with the remaining costs to be shared according to the original motions agreed on percentages between the RRWMB and the individual watershed district.

Manager Nelson referred to the funding percentage relative to the Deerhorn Creek Levee Project. He inquired whether the RRWMB could table this issue until after he could discuss the issue with Gerry Van Amburg, Flood Damage Reduction work group member from the Buffalo-Red River WD. Ogaard responded that clarification is needed in order to allocate the mediation funds accordingly.

Manager Deal concurred with the new language proposed by Ogaard for the distribution of mediation project funding. He noted that in order to receive the funds the project must be contracted before July 1, 2000.

Manager Osowski inquired about what would happen to the project funds should the proposed projects not qualify for funding. Ogaard responded that the funds would be utilized for other qualified projects.

**Motion** by Manager Deal to rescind the original motion adopted on July 20, 1999 (**Motion** by Manager Wilkens to divide up the state funds on a proportionate basis according to the original RRWMB commitment, **Seconded** by Manager Johnson, **Carried**.) and adopt the proposed motion as presented below, **Seconded** by Manager Younggren. Discussion followed.

*The funds received from the State of Minnesota for "Mediation Project" funding for projects, on which a final contract for construction has been awarded before July 1, 2000, shall be forwarded to the sponsoring Watershed District. The receiving Watershed District shall credit funds received toward payment of the gross project cost and the balance of the cost shall be shared as prescribed in the original motion on each individual project. To be eligible for funding all projects must have received final approval in the RRWMB Step III Project Evaluation Process. Any funds received for a project on which the final contract has not been awarded by July 1, 2000, shall be distributed, as determined by the RRWMB, to eligible projects on which a contract has (or contracts have) been awarded.*

Manager Finney inquired whether the RRWMB's share and the watershed district's share should be converted to a percentage once the funding is received and credited toward the project. Ogaard responded that this would not be the case.

Manager Finney inquired whether the local watershed district would benefit from this agreement since the funds would reduce the total of the local watershed district's share. Ogaard responded that instead the funding would reduce the entire project cost, and the remaining costs would be shared as prescribed in the original motion.

Ogaard explained that the proposed motion deals with the current mediation project funding. He added that modifications could be needed to deal with future funding.

Manager Deal noted his concern relative to the motion stating that the project "must have received final approval in the RRWMB Step III Project Evaluation Process." He added that after receiving Step III approval, final approval is still needed from the Red River Basin Flood Damage Reduction Work Group (RRBFDRWG). Ogaard suggested that the Step III language be omitted from the proposed motion. Managers Deal and Younggren agreed to exclude the Step III language as suggested by Ogaard.

As there was no further discussion, a vote was taken on the following motion, the funds received from the State of Minnesota for "Mediation Project" funding for projects, on which a final contract for construction has been awarded before July 1, 2000, shall be forwarded to the sponsoring Watershed District. The receiving Watershed District shall credit funds received toward payment of the gross project cost and the balance of the cost shall be shared as prescribed in the original motion on each individual project. To be eligible for funding all projects must have received final approval from the RRWMB. Any funds received for a project on which the final contract has not been awarded by July 1, 2000, shall be distributed, as determined by the RRWMB, to

eligible projects on which a contract has (or contracts have) been awarded. Those voting in favor of the motion included: Finney, Erickson, Younggren, Johnson, Wilkens, Redland, and Deal. Opposed: none. Abstained: Nelson. Motion **Carried**.

### **District Reports**

- The Joe River WD reported that the District conducted a public hearing on February 14, 2000, for the purpose of updating its rules. Comments were accepted and reviewed by the Board. Several changes were adopted and the document is ready for publication.

The Board welcomed Douglas Irving of St. Vincent as a new board member. Irving replaces Arne Anderson who had resigned.

- The Roseau River WD reported that the Board of Managers had met with a landowner, along with their individual attorneys, regarding a recent dispute. The landowner was requested by the Board of Managers, and advised by his attorney, to remove a dike blocking a watercourse or possibly face criminal action. The Board is currently reviewing an alternative outlet for the above-mentioned area.
- The Two Rivers WD reported that the mediation project team met on Thursday, February 3, 2000, to discuss several possible impoundment projects. Several locations are being looked at in the Badger, Minnesota area to impound water upstream of an area that has been petitioned for a legal ditch. Also, an impoundment in Norway Township located 3 miles east of the City of Halma is also being considered. The project team referred these projects to a Wetlands Subcommittee to review the potential impacts and to study the wetland restoration possibilities.
- The Middle River-Snake River WD reported that the first public hearing on the PL 566 (Snake River Watershed) project was conducted on January 26, 2000. Approximately 1,200 notices were forwarded to affected landowners, with over 350 attending the hearing. The purpose of the hearing was to determine whether the proposed project meets the requirements as listed in the "Watershed Act." The Board of Managers will be considering the testimony and evidence presented at the hearing at the next board meeting scheduled for February 28, 2000, and should the requirements be met, a project would be ordered with appraisers appointed to determine the benefits and damages of the project.
- The Red Lake WD reported that the State Ditch #83 litigation was settled on Thursday, February 10, 2000. President Vernon Johnson signed the settlement document. The board agreed to amend the full 1.8 million-dollar repair order to a \$300,000 spot cleaning order and move to implement the Thief River Water Management plan developed by the Thief River Project Team. The DNR agreed to pay for their portion of the spot cleaning (approximately 32%) and agreed to pay the back taxes outstanding from past levies on the system. The District will receive \$214,000 in the settlement. The DNR also agreed to pay their portion of future maintenance levies providing they are \$50,000 or less. The spot cleaning effort will begin this spring. The firms of Houston Engineering and JOR Engineering have been assigned to review the concepts developed by the Thief River Project Team.
- The Buffalo-Red River WD reported that an electric compressor/venturi system was installed on the Long Lake siphon on 2/04/00. The system is on a time clock and will be used to remove trapped air within the piping. As of 1/24/00, Turtle Lake was 1.43 feet above its OHW elevation. Since start up of the system on 9/04/99, Turtle Lake has been drawn down 2.21 feet. A meeting was conducted on 1/25/00 with MPCA, DNR, and local residents to discuss the water quality monitoring. No problems were noted. The project

may actually be helping the dissolved oxygen levels on downstream Lake Fifteen. A special meeting was held on 2/10/00 to discuss overrun costs.

The District reported that three-easement options remain to be obtained on the Deerhorn Creek Levee Project. Plans are to have the project under contract by July 1, 2000 in order to qualify for the Red River Basin Flood Damage Reduction Work Group funding.

- The Bois de Sioux WD reported that a special meeting was conducted in Tintah on January 7, 2000, to “unveil” the North Ottawa Subwatershed Plan and Option G of the North Ottawa Impoundment Project. At the regular meeting on January 20<sup>th</sup>, the Board adopted the Plan and authorized Option G for further investigation including the development of funding packages and additional engineering and design. Additional funds are being sought from the legislature with the assistance of Dick Nelson, RRWMB Financial Coordinator. The project team is continuing to develop a budget for the entire subwatershed plan in order for the Board to consider submitting the entire proposal to Congress for full funding.

**Financial Coordinator Report** – Dick Nelson

Nelson distributed a handout on Flood Hazard Mitigation Grants relative to the 2000 Capital Budget. He stated that he had been in contact with Moe, Langseth and Stumpf regarding the bill requesting a 75/25 state cost share percentage. He explained that a Senator’s chair has not yet been named for the bonding committee, but added that it would be either Cohen or Langseth. He noted that Kent Lokkesmoe, Director-DNR Waters, is proposing a 50/50 flood control, 100% environmental enhancement cost share. He stated that a major difficulty with this proposal would be in discerning the environmental enhancements. He added that he had visited with Ron Harnack, Executive Director of BWSR, and Harnack had indicated that he would discuss this issue with Lokkesmoe.

Thul stated that separating environmental enhancements from flood damage reduction would be defeating the purpose of the mediation agreement. Ogaard concurred and noted that all components need to be addressed prior to a project being adopted.

Manager Erickson inquired about the 75/25 state cost share percentage. Nelson responded that the 25% would need to be non-state and/or non-federal funds to qualify.

Nelson explained that the problem with the current state cost share program is that it is not based on the ability to pay. He noted that a solution to the problem could be to base the cost share amount on the net tax capacity.

Nelson requested direction from the RRWMB. Ogaard noted the importance of promoting the 75/25 state cost share program. Nelson stated that he would be meeting with Harnack and Lokkesmoe in Moe’s office on February 21, 2000 to discuss various issues.

Manager Erickson suggested a cost share program of 50/25/25 with 50% state, 25% local, and 25% environmental. Nelson noted that a significant burden is placed on local sources for funding support.

Manager Johnson inquired whether a dollar amount could be placed on environmental benefits. Ogaard referred to a study proposed by the Minnesota Audubon Society relative to this issue.

Nelson inquired about which board members had previous experience testifying at the legislature. Managers’ Deal, Johnson, and Wilkens, along with Don Ogaard stated that they had previous experience.

Nelson stated that he has been receiving questions relative to proposed projects and requested that those watershed districts with projects progressing through the mediation process forward him accurate information regarding cost estimates and timeframes.

**Red River Coordinator/TAC Report** – Dan Thul

Thul stated that the Technical Advisory Committee (TAC) met prior to the board meeting. He noted that the TAC had discussed the USGS funding request, the Prioritization Worksheet developed by Ogaard, and also the STAR value method. He stated that he would present the results of the TAC discussion regarding the USGS funding request and the Prioritization Worksheet in conjunction with the Executive Director's report.

Thul explained that Manager Wilkens had contacted him relative to the STAR value method being included in the *Governing Documents* and inquired whether any revisions were needed prior to publication. He noted that the graphs included in the document would be updated by the TAC prior to it being published. Ogaard suggested that once the *Governing Documents'* manuals have been completed, he will present the manuals to each individual watershed district's board of managers.

Manager Nelson inquired whether the TAC had discussed the study conducted by NDSU regarding wetlands. Thul responded that some members of the TAC had reviewed the study, however, the TAC had not discussed the document as a whole since not all the members were familiar with the study.

**RRWMB Levy Analysis** – Dan Wilkens

Manager Wilkens distributed a handout regarding the projected tax levy income to be received in the year 2000 from member watershed districts. He explained that the information was obtained from the Form B's prepared by the individual watershed districts.

Manager Wilkens discussed the current limitation of \$125,000 placed on the Administration levy for watershed districts and noted that a bill should be introduced to eliminate this limitation. The Administrative levy would still have the one mill levy limitation. Manager Johnson stated that this issue is being promoted by local county commissioners in the Red Lake WD.

St. Germain inquired as to the meaning of "HACA" funds. Manager Wilkens responded that "HACA" refers to Homestead and Agricultural Credit Aid. Wilkens stated that the HACA funds are generated from the state general revenues and represent a reduction in property tax.

Manager Johnson inquired about the additional funding that could be obtained should the RRWMB levy increase from 75% to 100%. Manager Wilkens estimated that an additional \$500,000 could be obtained each year should the levy be increased.

**Executive Director Report** – Don Ogaard

**A) Second Annual Early Coordination Conference**

Ogaard explained that the Second Annual Early Coordination Conference sponsored by the RRWMB and the Red River Basin Flood Damage Reduction Work Group is scheduled for March 16-17, 2000, at the Northland Inn, Crookston, MN. He noted that it is through the mediation process that permitting and funding for future projects will be accomplished. All board members were encouraged to attend the conference.

**B) USGS Request for Funding Assistance**

Manager Osowski referred to a funding request for \$11,250.00 received from USGS regarding a wetland study conducted in both Minnesota and North Dakota. He stated that the request had been submitted in 1999 and was denied by the RRWMB.

Brent Johnson stated that the wetland study examined fluctuations throughout the year to determine whether potential storage capacity existed prior to flooding. He added that the TAC had discussed this issue and determined it could be beneficial to request a representative from USGS to discuss the funding request with the RRWMB.

Manager Johnson noted that he recalled a funding request for publishing a study had been received from USGS and was denied by the RRWMB. Manager Osowski requested Ogaard to follow up on whether this request had been considered previously by the RRWMB.

Ogaard stated that MPCA had forwarded a letter explaining that funds are being sought to support the USGS funding request to publish the results of a study. He noted that he had not received notification as of yet whether or not the funds had been secured by MPCA.

**C) Project Rating Worksheet**

Ogaard distributed a "Project Rating Worksheet" he had developed in response to earlier discussions conducted by the RRWMB. He noted that basic criteria needed to be developed to provide guidance to the Board regarding projects selected for funding by the RRWMB. He explained that he had included major issues with regard to projects and developed a rating score. He added that he had discussed the worksheet with Dan Thul, TAC chairman, who had concurred with the process developed. He noted that the score would be used when determining which watershed district projects would be eligible for funding from the RRWMB and, ultimately, recommendations to the FDR work group.

Thul noted that, from a TAC perspective, the worksheet would be used as a tool for the RRWMB. He added that it could be beneficial to individual watershed districts in discerning important features for project funding eligibility. However, he cautioned the RRWMB relative to attaching numbers and/or a rating system for projects.

St. Germain concurred with Thul that the worksheet could be too simplified if the results were reduced down to one number. Manager Wilkens stated that all the data concerning the results would be included in the worksheet.

Anderson suggested that the worksheet could be used in conjunction with the STAR value. Manager Osowski added that the STAR value could be a significant part of the equation to be used in conjunction with the worksheet.

Bennett inquired about how the worksheet addresses flow reduction. He added that several watershed districts do not have access to HEC 1 modeling information. Thul responded that the volume of storage the project provides would be included in the worksheet.

St. Germain inquired whether environmental benefits would be addressed by the worksheet. Manager Johnson inquired whether a dollar value could be placed on environmental benefits. Manager Wilkens responded that the mediation process ensures that all projects will address and/or include an environmental component.

Ogaard explained that the worksheet was a result of reviewing the *Governing Documents of the RRWMB* and including the issues and policies included therein.

Redland stated that primary goals need to be identified relative to what the RRWMB wants accomplished within the Red River Basin. Ogaard noted that should the benefits of a project be primarily local, then the funding for the project should also be local in nature.

Manager Wilkens inquired whether a committee should be formed to address the worksheet prior to it being adopted by the RRWMB. **Motion** by Manager Finney to designate the entire RRWMB as a committee to review the "Project Rating Worksheet," **Seconded** by Manager Nelson, **Carried**.

**D) Joint Powers Agreement**

Ogaard explained that minor changes had occurred in the Joint Powers Agreement upon revision prior to the publishing of the *Governing Documents of the Red River Watershed Management Board*. He stated that the signature page of the document would be forwarded to each individual watershed district to be signed by the districts' current chairman and secretary and returned to Naomi Jagol at the Sand Hill River WD office as soon as possible.

**E) Individual Watershed District RRWMB Representative/Alternate Resolutions**

Ogaard requested that those watershed districts which had not yet forwarded resolutions to the RRWMB regarding the official RRWMB representative and alternate be forwarded to himself as soon as possible.

**Wild Rice WD/Mediation Issues**

Jerry Bennett, Wild Rice WD Administrator, distributed a handout regarding a resolution adopted by the Wild Rice WD concerning the Technical and Scientific Advisory Committee (TSAC) Paper No. 1. He explained that the resolution was in response to a memorandum dated January 26, 2000, from Don Buckhout regarding further clarification of the TSAC Paper No. 1 which addresses guidance on two-foot bounce.

Bennett stated that the WRWD Board of Managers had discussed the clarification of TSAC Paper No. 1 and determined that the clarification constituted a change in the mediation agreement. He added that the Board had also determined that there was no process established for changing the agreement. He noted that the Board was concerned that since no process had been established to revise the agreement, the participants of the agreement would not be given due process for addressing the proposed changes. He suggested that a framework be developed that would involve the project teams presenting issues to the local board of managers, local board of managers presenting to the RRWMB, and finally the RRWMB presenting to the FDR work group.

Bennett also discussed a funding program recommended by the WRWD Board of Managers relative to the mediation implementation process. The recommendation stated that implementation of the flood damage reduction and natural resource management goals will require an integrated, long-term funding program as cited in the mediation agreement. The WRWD Board of Managers recommended that the RRWMB consider a joint strategy for funding to member watershed districts that is consistent with the legislation enacted by the legislature establishing the RRWMB by a joint powers agreement. The WRWD requested that the RRWMB consider the following resolution:

*Whereas the proceeds of one-half of funding for mediation shall be credited to the districts and shall be used for mediation implementation and the proceeds of one-half of the mediation funding shall be provided to the RRWMB and shall be used for mediation implementation of projects of benefit to the Red River Basin.*

Manager Finney referred to Draft #1, Section III, Part F. which stated that “any final decision by the FDRWG shall be by consensus and will be communicated in writing to the project team for implementation.” Bennett responded that Don Buckhout developed these recommendations.

Ogaard stated that the RRWMB would need to consider the recommendation and agree on a course of action prior to presenting the recommendation to the FDRWG.

**Motion** by Manager Erickson to establish a flow chart to clearly define the sequence of reporting of the different players of the mediation process as follows: 1) Project Team, 2) Local Watershed District, 3) RRWMB, and 4) Flood Damage Reduction Work Group. **Seconded** by Nathan Redland, **Carried**.

Bennett explained that the WRWD is concerned that the watershed districts are being given certain mandates without the funds for implementation. Ogaard noted that the FDR work group approved \$9,700 per project team to help alleviate the costs associated with the project teams.

Manager Erickson stated that the RRWMB representatives on the FDRWG should try to secure additional funding for the project teams and once these funds are obtained the RRWMB could determine how they would be allocated. Ogaard responded that the FDRWG Finance Committee is meeting on February 17, 2000 and he added that he would discuss this issue.

Motion by Manager Erickson to secure additional funding for the project teams and disburse in the same manner as was done previously. Following discussion, the Board determined to table the issue until the next monthly meeting. Manager Erickson withdrew his motion.

### **District’s Funding Requests:**

#### **1. Wild Rice WD/Implementation Funding for the City of Lockhart FDR Project:**

Jerry Bennett, Wild Rice WD Administrator, distributed a handout requesting the RRWMB to consider cost-share funding for a small flood control project in the community of Lockhart. The proposed project would update the existing levee within Lockhart which would include removing and replacing the existing internal drainpipes, installing improved flood control gates, regrading internal drainage, improvements to the existing levee system and upgrading the two north side closures. The benefits of the proposed project include improved protection for the entire community and reduced emergency action required during flooding situations.

Because the community of Lockhart does not have the personnel or means to implement the project, the Wild Rice WD had agreed to act on behalf of the community as the local project sponsor. The project has been estimated to cost \$57,000.00 with the Minnesota Department of Natural Resources providing a grant in the amount of \$28,500.00 to pay for one-half of the project costs.

The Wild Rice WD requested funding assistance from the RRWMB in the amount of \$14,500.00 which represents twenty-five percent of the overall project costs. **Motion** by Nathan Redland to approve the funding request in the amount of \$14,500.00, **Seconded** by Manager Deal, **Carried**.

### **Angus Oslo Site #4**

Manager Osowski distributed a handout regarding the costs incurred from November 17, 1999 through January 24, 2000 for the Angus Oslo Site #4 Project. He explained that the Middle River-Snake River WD has funds remaining of \$201,111.18 from the \$500,000.00 advance forwarded from the RRWMB on September 16, 1999.

Manager Osowski stated that no additional funds would be expended until construction begins again in May and inquired whether the excess funds should be forwarded back to the RRWMB. Ogaard responded that the interest earned on the funds should be utilized to reduce the RRWMB commitment by crediting the interest to the cost of the project.

### **Informational Handouts**

Manager Finney discussed the promotion of the projects progressing through the mediation process. He noted that often only brief discussions with key legislators occur and suggested presentations could include colored photos along with possible letters of recommendation. He added that this information could be very useful for Dick Nelson, Financial Coordinator.

Manager Deal noted that the Bois de Sioux WD had developed a pamphlet in conjunction with the North Ottawa Project. Manager Nelson stated that Houston Engineering had developed similar informational material for the Buffalo-Red River WD.

Ogaard suggested that the individual watershed districts with projects progressing through the mediation process should be responsible for developing such informational handouts.

The Board agreed that a special meeting of the RRWMB will be held at the Red Lake WD office in Thief River Falls, MN on March 6, 2000 at 9:30 a.m. for the purpose of considering and evaluating issues in the proposed "Prioritization of Proposed Projects" document.

Alternative meeting dates were discussed in order to coincide with the Second Annual Early Coordination Conference scheduled for March 16-17, 2000. **Motion** by Manager Wilkens to reschedule the regular monthly meeting of the RRWMB for March 17, 2000, at 1:00 p.m. at the Northland Inn, Crookston, Minnesota, **Seconded** by Manager Erickson, **Carried**.

There being no further business, the meeting was adjourned at 4:00 p.m.

Respectfully submitted,

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E. Harley Younggren  
Secretary

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Naomi L. Jagol  
Administrative Assistant