



Red River Watershed Management Board

Board of Managers

John Finney, President-Humboldt LeRoy Carriere-Roseau Dan Money-Hallock Ron Osowski-Oslo
Orville Knott, Vice President-Red Lake Falls Daniel Wilkens, Treasurer-Fertile Greg Holmvik-Ada Jerome Deal, Secretary-Wheaton
Naomi Erickson, Administrator-Detroit Lakes

RED RIVER WATERSHED MANAGEMENT BOARD MEETING

July 16, 2013

Roseau River Watershed District, Roseau, Minnesota

The RRWMB met on Tuesday, July 16, 2013 at the Roseau River Watershed District, Roseau, Minnesota.

President John Finney called the meeting to order.

Members present were:

| | |
|----------------|---------------|
| LeRoy Carriere | Dan Money |
| Ron Osowski | Orville Knott |
| Daniel Wilkens | Greg Holmvik |
| Jerome Deal | |

Others present were:

- Naomi Erickson, Administrator
- Ron Harnack, Project Coordinator
- Jerry Bents, Engineer, Houston Engineering, Inc.
- Nate Dalager, Engineer, HDR Engineering, Inc.
- Pat Downs, Executive Director, RRRRA
- Danny Omdahl, Asst. Administrator, Middle Snake Tamarac Rivers WD
- Myron Jesme, Administrator, Red Lake WD
- Jeff Lewis, Assistant Executive Director/Policy, RRBC
- Chuck Fritz, Director, International Water Institute
- Tracy Halstensgard, Administrator, Roseau River WD
- Torin McCormack, Roseau River WD
- Brian Dwight, Clean Water Specialist, BWSR
- Ron Shelito, Northern Regional Supervisor, BWSR
- Morrie Lanning, Barr Engineering, Inc.
- Henry VanOffelen, MDNR Red River Basin Coordinator
- Roger Hanson, Sand Hill River WD
- Floyd Haugen, Roseau River WD
- LaVerne Voll, Roseau River WD
- Cody Schmalz, Roseau River WD
- Sharon Josephson, Congressman Peterson's office
- Valerie Gravseth, Senator Franken's office

Motion by Manager Deal to dispense with the reading of the minutes and approve as written with minor corrections, **Seconded** by Manager Money, **Carried**.

The Treasurer's report was presented and it was approved as read. **Motion** by Manager Knott to approve the Treasurer's Report, **Seconded** by Manager Carriere, **Carried**. A one-page handout of monthly bills to be approved was distributed. **Motion** to approve and pay bills by Manager Deal, **Seconded** by Manager Knott, **Carried**. For further reference, copies of the bills approved are attached hereto in the Treasurer's Report.

Public Information Initiative

N. Erickson reported that M. Meister was unable to attend today's meeting due to the unexpected death of his mother.

Budget and Tax Levy Rate Determination

Prior to discussion, Manager Wilkens requested his alternate, Roger Hanson, participate in the discussion and vote.

N. Erickson reviewed a 2014 proposed annual budget. A draft budget was developed for discussion which included projected expenses for 2014 based on the previous year's expenses incurred. Following discussion, it was agreed to include projected income as well expenses in next year's proposed budget. It was moved by Manager Deal and seconded by Manager Osowski to approve the 2014 proposed annual budget. Upon roll call vote, the motion carried unanimously.

The Board discussed the tax levy rate determination. It was moved by Manager Deal and seconded by Manager Osowski to maintain the levy at 100% for FY 2014. Upon roll call vote, the motion carried unanimously. Roger Hanson returned his position to Manager Wilkens.

Red River Retention Authority (RRRA)

P. Downs distributed a monthly report of activities. The potential co-location for the offices of the RRBC, IWI, RRRA, and River Keepers was discussed at the July 9, 2013 RRRA meeting. The Red River Joint Water Resource District (RRJWRD) also met on July 9, 2013 following the board meeting to further discuss the issue and agreed to table discussion until September 10, 2013. As a six-month notice is required in order to terminate the current lease, board action is necessary in the near future.

Rules and Regulations Committee

Manager Deal reported that the Rules and Regulations Committee met on Monday, July 8, 2013 at the RRRA office. Committee members include: J. Finney, D. Wilkens, R. Osowski, R. Harnack, and D. Thul. Invitations were extended to watershed district administrators and individual watershed district attorneys with nearly all administrators as well as one watershed district attorney in attendance.

Manager Wilkens explained that as Chair of the committee, he requested L. Smith review all member watershed district rules in an effort to develop a standardized set of rules that could be customized to address individual watershed district needs. He added that in addition to the board's legal counsel attending the meeting, John Jaschke, Executive Director-BWSR, was in attendance as well. He

noted that L. Smith and J. Jaschke agreed to coordinate and develop a board recommendation based on the discussion that occurred at the meeting.

Governing Documents Committee

Manager Deal stated that the Governing Documents Committee met on Tuesday, July 9, 2013, at the Courtyard by Marriott in Moorhead, MN following the RRRRA meeting. Committee members include: J. Deal, D. Money, G. Holmvik, R. Osowski, and N. Erickson. He added that D. Thul, Chair of the TAC, attended the meeting and reported that the TAC will review Sections 5 & 9 of the Governing Documents publication prior to the next committee meeting. L. Smith and J. Jaschke were also in attendance. The next committee meeting has been scheduled for Thursday, September 12, 2013.

Project Coordinator Report

R. Harnack reviewed the Project Coordinator Report. He reported that in addition to attending the June board meeting in Thief River Falls, he also attended the Rules and Regulations and Governing Documents committee meetings.

R. Harnack stated that during the Rules and Regulations committee meeting, discussion occurred relative to developing a Legal Advisory Committee consisting of individual watershed district attorneys as well as the board's legal counsel. It was suggested that this group could meet on an as-needed basis, or least annually in conjunction with the MAWD annual meeting or the Joint Annual Conference.

R. Harnack reported that he attended the MAWD Summer Water Resources Tour on June 20-21, 2013 in the Minnesota River - New Ulm Area. This year's tour was hosted by MAWD, the Minnesota River Board, Minnesota River History Center, and the Coalition for a Clean Minnesota River.

S. Josephson, Congressman Peterson's office, stated that the farm bill legislation passed in the House last week and that the current bill is partisan. The Congressman is hopeful that the bill will be sent to the Senate for conference as the food stamp issue must still be considered. The House has considerable reductions to the food stamp program while the Senate does not, however, in order for the bill to pass the votes must be bipartisan.

Water Quality Project Monitoring

C. Fritz distributed the IWI Monitoring and Education Activity Report. The Red River Basin Monitoring Advisory Committee meeting was conducted on June 28th at the Sand Hill River WD office. Lee Ganske, Pat Baskfield, and Andy Butzer from the MPCA presented Watershed Load Monitoring site information and received input on site locations for 2014. The group also received information concerning the Red River Basin Flood Forecast Work Group (Joe Courneya), River Explorers (Wayne Goeken/Asher Kingery), and the 2013 FDR Water Quality Report (Danni Halvorson). Changes to the FDR report suggested by the group are being developed. The report will be finalized and presented at the next Red River Basin Flood Damage Reduction Work Group meeting.

C. Fritz added that the Basin Technical and Scientific Advisory Committee (BTSAC) has scheduled a meeting on July 24-25, 2013 at the Courtyard by Marriott in Moorhead, MN. The RRJWRD has approved the revised scope of work and authorized BTSAC to proceed with the Surface Drainage

Study. **Motion** by Manager Wilkens to approve the revised scope of work and authorize BTSAC to proceed with the Surface Drainage Study, **Seconded** by Manager Holmvik, **Carried**.

Administrator Report

A) RRB Flood Damage Reduction Work Group

N. Erickson reported that at the June board meeting, a handout was distributed outlining the proposed reallocation of unexpended FY2013 funds as developed by the Funding Committee. The individual watershed districts were requested to submit their project team expenses incurred through June 30, 2013 by July 12, 2013 to the RRWMB.

On Monday, July 15, 2013, the Funding Committee met via conference call and discussed the final reallocation recommendation. A handout was distributed outlining the final FY2013 reallocation.

B) Red River of the North Rural Nonstructural Flood Damage Reduction Feasibility Study and Environmental Assessment

N. Erickson explained that at the June board meeting, Katie Opsahl and Nan Bischoff, St. Paul District U.S. Army Corps of Engineers (USACE) provided an update on the status of the Corps' nonstructural feasibility study.

Assuming the board would agree to sponsor the study at a cost-share of 50/50 (with an estimated cost of \$35,000 to each sponsor, RRWMB/RRJWRD), the likely sponsors for the implementation phases of the project would be the local watershed districts.

At the June board meeting, the board agreed that the local watershed districts should be contacted to determine their level of interest in participating in the program. Additional information was received from the USACE by the board on Monday, July 8, 2013 and forwarded to member watershed districts for review. She requested the individual watershed districts to discuss this information with their respective boards so the RRWMB can make a determination whether or not to sponsor the study at the August board meeting.

C) 16th Joint Annual Conference (March Conference)

N. Erickson stated that the 15th Joint Annual Conference was conducted on Tuesday, March 26, 2013 - Wednesday, March 27, 2013, at the Courtyard by Marriott, Moorhead, MN. As the conference was rescheduled this year in order to avoid other scheduling conflicts, she suggested conducting next year's conference during the last week in March as was done this year. The proposed dates would be Tuesday, March 25, 2014 - Wednesday, March 26, 2014.

D) Upcoming Meetings/Conferences

1. **Red River Basin Flood Damage Reduction Work Group**, August 21, 2013, MnDOT, Detroit Lakes, MN.
2. **Governing Documents Committee**, Thursday, September 12, 2013, location tbd.

Red River Basin Commission

J. Lewis, Assistant Executive Director/Policy, RRBC, distributed information from the RRBC. An update on the project details of the Halstad Upstream Retention (HUR) Project was presented. The HMS model inputs developed for the project including the snow melt progression grid and the synthetic model multiple depth progression analysis have been completed. The watershed retention/detention site identification and the watershed HMS site modeling has also been completed for the watershed hydrologic modeling.

J. Lewis discussed a proposal for co-locating the offices of the RRBC, IWI, RRRRA, River Keepers and potentially others. A space assessment has been conducted to identify individual organization and common needs. The current proposal includes the RRBC leasing office space in Moorhead previously occupied by Vogel Law Office. The proposed lease is for a 3-5 year term for an area of 7,230 square feet. The proposed space includes a large meeting room of 1,480 square feet, as compared to the current meeting room of the RRRRA at 840 square feet. The office is located just north of Highway 10, with easy access to I-94. The building is currently for sale, however, the owner is willing to consider an offer to lease.

N. Erickson stated that annually the board contributes funding of \$75,000 to the RRBC, \$100,000 to IWI, and \$80,000 to the RRRRA. She inquired whether additional funding would be requested from these organizations in order to lease the proposed office space. J. Lewis responded that the RRBC is requesting an additional \$15,000 from the RRWMB per year for a 5-year period to secure the lease. P. Downs added that currently of the \$80,000 the RRWMB contributes to the RRRRA, \$13,000 is allocated toward leasing office space in West Fargo.

Manager Money inquired if the board approves the current proposal whether the annual appropriation to the RRRRA would be reduced by \$13,000. J. Lewis responded that since the current proposal anticipates that the RRRRA would co-locate in the new office space, funds previously utilized to lease office space in West Fargo could be used toward the space in Moorhead with only an additional \$2,000 expense incurred per year by the RRWMB.

Manager Deal noted as a member of the RRRRA committee that was involved in the search to secure the current office space, he was asked to tour some of the newly proposed office sites relative to the potential for co-location with the other organizations previously mentioned. Several of the sites toured required extensive renovation in order to accommodate the various occupants. He inquired whether the proposed space in question would require renovations. J. Lewis responded that minimal work would be required in order to accommodate the participating organizations.

Manager Deal referred to the uncertain future of the RRRRA and inquired whether the RRBC would still seek funding for office space from the RRWMB should the RRRRA cease operations and no longer occupy the proposed space. J. Lewis responded that the RRBC is requesting a \$15,000 annual commitment from both Minnesota (RRWMB) and North Dakota (RRJWRD) for leasing the office space. J. Lewis further noted that should the RRRRA cease operations, the RRBC provides sufficient benefit to the states of Minnesota and North Dakota to justify the annual obligation.

Manager Deal inquired whether any complications would occur with relocating the office of the RRRRA from North Dakota to Minnesota. J. Lewis responded that when he met with the RRJWRD to discuss this issue, they didn't see any problem with relocating the office from North Dakota to Minnesota.

Manager Finney stated that other RRWMB board managers on the RRRRA committee referenced previously by Manager Deal include Managers Osowski and Holmvik. Manager Finney suggested that these board managers tour the proposed office space and determine whether or not to

recommend board approval. Manager Deal inquired whether the committee members would present their recommendation at the August board meeting. P. Downs responded that the RRJWRD plans to revisit this issue at their September 10, 2013 board meeting.

Motion by Manager Wilkens to authorize Managers Deal, Holmvik and Osowski to tour the proposed office space relative to co-locating the offices of the RRBC, IWI, RRRRA, River Keepers and potentially others and present a board recommendation at the August board meeting, **Seconded** by Manager Knott, **Carried**. J. Lewis added that he would schedule a meeting in the near future to conduct the tour.

District Reports

- The Middle Snake Tamarac Rivers WD reported on the Brandt/Angus Impoundment Project. The project was operated this spring with only minor erosion damage. The Acceptance of Contract hearing was conducted on July 15th as the project has been completed.

District's Funding Requests

No requests for funds were submitted this month.

The next meeting will be on August 20, 2013, at 9:30 a.m. at the Wild Rice Watershed District, Ada, Minnesota.

There being no further business, the meeting was adjourned by acclamation at 11:40 a.m. following lunch.

Respectfully submitted,

Jerome Deal
Secretary

Naomi L. Erickson
Administrator