



Red River Watershed Management Board

Board of Managers

John Finney, President-Humboldt LeRoy Carriere-Roseau Dan Money-Hallock Ben Kleinwachter-Strandquist
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

October 21, 2014

Nordhem Restaurant & Heritage, Karlstad, Minnesota

The RRWMB met on Tuesday, October 21, 2014 at the Nordhem Restaurant & Heritage, Karlstad, Minnesota.

President John Finney called the meeting to order.

Members present were: LeRoy Carriere Dan Money
 Ben Kleinwachter Orville Knott
 Daniel Wilkens Greg Holmvik
 Jerome Deal

Others present were: Naomi Erickson, Administrator
Ron Harnack, Project Coordinator
Dan Thul, Red River Coordinator
Nick Drees, Project Coordinator, Middle Snake Tamarac Rivers WD
Pat Downs, Executive Director - RRRRA
Keith Weston, Red River Basin Coordinator - USDA-NRCS
Sharon Josephson, Congressman Peterson's office
Matt Thompson, Technician - TRWD
Jim Ziegler, Unit Supervisor - MPCA
Jerry Bents, Engineer - Houston Engineering, Inc.
Dan Fabian, House of Representatives (R), District: 01A
Greg Nelson, Regional Director - MDNR
Morrie Lanning, Barr Engineering, Inc.
Ron Adrian, Engineer - Houston Engineering, Inc.
Tracy Halstengard, Administrator - Roseau River WD
Myron Jesme, Administrator - Red Lake WD
Nate Dalager, Engineer - HDR Engineering, Inc.
Chad Engels, Engineer - Moore Engineering, Inc.
Wally Sparby, Congressman Peterson's office
Zach Hermann, Engineer - Houston Engineering, Inc.
Donovan Pietruszewski, MDNR Fish and Wildlife
Jeff Lewis, Executive Director - RRBC
Al Brazier, Two Rivers WD
Blake Carlson, Engineer - WSN Engineering, Inc.
Roger Anderson, Two Rivers WD

Danni Halvorson, Director – Education and Monitoring, IWI
 Danny Omdahl, Administrator - Middle Snake Tamarac Rivers WD
 Richard Novacek

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 Deal to approve the Treasurer’s Report, **Seconded** by Manager Knott, **Carried**.

N. Erickson stated that the 2013 annual audit was completed by Brady, Martz & Associates. She explained that a recommendation in the Management Letter Memorandum was to include the check numbers approved and all Electronic Funds Transfers (EFTs) transactions in the meeting minutes.

In addition to the regular one-page *BILLS TO BE APPROVED* report distributed, a revised report was developed listing the check number sequences as recommended by the auditor. Following discussion, the Board of Managers agreed to continue distributing the regular one-page report at board meetings, and inserting the revised report depicting the check number sequences in the monthly minutes. The bills to be approved as of October 21, 2014 were as follows:

Date	Num	Name	Memo	Amount
10/21/2014	7459	ACS	Phone line, Fax/Internet	\$151.46
10/21/2014	7460	HDR Engineering, Inc.	Invoice No. 424005-H	\$2,626.61
10/21/2014	7461	Henry Van Offelen	Meeting Expense - RRBFDWRWG / 08-20-14, TSAC / 09-03-14	\$71.02
10/21/2014	7462	Houston Engineering, Inc.	TAC - Inv. No. 21757	\$880.00
10/21/2014	7463	Jon Schauer/Consulting Unlimited Inc.	Invoice No. 3468	\$780.00
10/21/2014	7464	Marco, Inc.	Photocopier Maintenance - Invoice No. INV2188727	\$280.88
10/21/2014	7465	MCI	Long distance service	\$45.70
10/21/2014	7466	Middle Snake Tamarac Rivers WD	AVWRMP - Pay Req. No. 20	\$3,011.24
10/21/2014	7467	Naomi Erickson	Reimbursed Expenses	\$406.79
10/21/2014	7468	Red Lake Watershed District	Grand Marais Creek Outlet Rest. Project - Pay Req. No. 28	\$2,918.38
10/21/2014	7469	Ronald D. Harnack	Project Coordinator Exp. - September 2014	\$516.18
10/21/2014	7470	Roseau River Watershed District	Project Team Reimbursement FY2015	\$4,064.44
10/21/2014	7471	Smith Partners PLLP	General (September 2014)	\$1,640.00
10/21/2014	7472	Two Rivers Watershed District	Advance for Klondike Clean Water Retention Proj. No. 11	\$5,000,000.00
				<u>\$5,017,392.70</u>

Motion to approve and pay bills by Manager Holmvik, **Seconded** by Manager Kleinwachter, **Carried**. For further reference, copies of the bills approved are attached hereto in the Treasurer’s Report.

Red River Retention Authority (RRRA)

P. Downs distributed a monthly report of activities. The Technical Sub-Committee appointed to rank priority projects from the \$50 million allocation conducted their first meeting in Hillsboro, ND. Committee members include D. Thul, B. Kleinwachter, K. Ruud, and R. Sip. The next meeting is scheduled for October 28, 2014 in Hillsboro, ND.

P. Downs noted that the proposal for the Regional Conservation Partnership Program (RCP) application was submitted on September 30, 2014.

Water Quality Project Monitoring

D. Halvorson distributed the IWI Monitoring and Education Activity Report. He reported that IWI staff met with local River Watch partners (Red Lake WD and UMC) on October 13, 2014 to plan the 2014 River Watch Fall Kick-Off sessions. Three fall sessions will take place in the basin the third week in November (Nov. 17 - TRF, Nov. 18 - Barnesville or Wheaton, Nov. 19 - UMC). Students and teachers will participate in training sessions on ground water models, stream tables, river mapping, mussel collection and identification, watershed stories, and River Watch Forum poster development.

Project Coordinator Report

R. Harnack reviewed the Project Coordinator Report. He reported that there has been significant discussion related to providing additional guidance as well as funding assistance to project teams to accelerate project development.

Manager Finney noted that at the previous monthly meeting it was discussed that the RRWMB and Work Group provide 50/50 cost-share for the proposed *Project Implementation Strategy*. The proposal included providing the following: H. Van Offelen - MDNR, R. Harnack - RRWMB, facilitation services provided by C. Fritz of IWI (50/50 cost-share between MDNR/RRWMB); and Project Team Support (50/50 split between the FDRWG/Local WD). Manager Finney added that should the RRWMB and Work Group endorse the proposal, this service would be available to interested project teams and function similar to the Project Planning Acceleration effort.

Manager Deal stated that, in response to last month's request, he and M. Carroll (Co-Chairs of the Work Group) discussed the proposal to establish a *Project Implementation Strategy* model to be utilized by project teams. He reported that although they're in agreement with adopting the proposal, in addition to obtaining input at tomorrow's Work Group meeting, they suggested conducting a meeting with H. Van Offelen, C. Fritz, and R. Harnack.

R. Harnack referred to a resolution he developed in conjunction with T. Halstengard and H. Van Offelen. The suggested policy included two potential cost-share break downs for consideration. The first proposal included a shared cost-share for preliminary engineering, administration and other project team expenses as follows: 50% Work Group, 25% RRWMB, and 25% local WD. The second proposal assumes the Work Group is unable to meet the 50% cost-share and would be adjusted as follows: 33.33% Work Group, 33.33% RRWMB, and 33.33% local WD.

Manager Finney noted that although C. Fritz is absent, the IWI handout references the Project Implementation Strategy proposal and states the process currently being followed in the Green Meadow Project Team of the Wild Rice WD could serve as a template to be applied in other watershed/project teams.

Manager Finney further added he was concerned about adopting a resolution that could significantly impact the board financially without requiring additional board discussion. N. Erickson distributed a handout of funding issues for consideration developed by L. Smith, legal counsel. Following discussion, the Board of Managers requested the Governing Documents committee to schedule a

meeting prior to the next board meeting in order to further address the issues identified by legal counsel.

Administrator Report

A) RRB Flood Damage Reduction Work Group

N. Erickson reported that each watershed district that received Work Group funding in fiscal year 2014 for Project Team Support was requested to submit a short narrative to be forwarded to Pat Lynch for use in a legislative report.

To date, all watershed districts have submitted reports on their project team accomplishments except the Roseau River and Buffalo-Red River WDs.

B) Red River Valley U.S. Geological Survey / COOP Meeting

N. Erickson stated that the Annual USGS Cooperator meeting has been scheduled for Tuesday, October 28, 2014 at 1:00 p.m. in West Fargo, ND. The proposed agenda includes Streamgage Funding for Fiscal Year 2015 and USGS Activities in Water Year (WY) 2014.

C) Computer Purchase

N. Erickson requested consideration for purchasing a new office computer and other required components. The current computer system was purchased in June 2011 and has started to malfunction. An estimate of \$2,500 to \$3,000 was received from the board's computer consultant to replace the current system. **Motion** by Manager Wilkens to authorize the purchase of a new computer system and required components, not to exceed \$3,000, **Seconded** by Manager Deal, **Carried**.

D) Automated External Defibrillators (AEDs)

N. Erickson reported at the previous monthly meeting, the board discussed a grant to receive AEDs through LifeCare Medical Center. After further review, it was determined the grant was limited to certain counties located in the northern part of the Red River basin which excluded some member watershed districts within the jurisdiction of the board. Additionally, the grant is only offered twice a year and awarded to selected recipients.

N. Erickson explained that three member watershed districts indicated their interest in obtaining an AED, not including purchasing one device for the board. **Motion** by Manager Money to purchase four AEDs through the Sanford First Aid & Safety program, **Seconded** by Manager Knott, **Carried**.

E) Upcoming Meetings/Conferences

1. **Red River Basin Flood Damage Reduction Work Group**, October 22, Red Lake WD, Thief River Falls, MN.
2. **Red River Retention Authority (RRRA)**, November 12, 2014, location TBD.
3. **MAWD Annual Meeting & Trade Show**, December 4-6, 2014, Arrowwood Conference Center, Alexandria, MN.
4. **Red River Basin Commission's 32nd Annual Red River Basin Land & Water International Summit Conference**, *Meeting the Basin's Needs: One Goal at a Time*, January 20-22, 2015, at the Fort Garry Hotel in Winnipeg, MB.

Discussion occurred relative to the location to conduct the January 20, 2015 board meeting as it takes place the morning of the first day of the RRBC conference. Several possible locations were suggested with no final decision agreed upon.

Red River Basin Commission

J. Lewis, Executive Director - RRBC distributed a draft program of the 32nd Annual Red River Basin Land & Water International Summit Conference, January 20-22, 2015 in Winnipeg, MB. He encouraged those individuals interested in attending to make their reservations early to ensure their accommodations at the Fort Garry Hotel.

J. Lewis added that one of the break-out sessions of this year's conference will be the *Nutrient Capture Through Utilization of Flood Storage Sites and Biomass Harvesting*. The project will evaluate the potential for capturing nutrient runoff from mostly nonpoint sources by utilizing cattails or other vegetation within existing shallow flood storage reservoirs.

Red River Coordinator/TAC Report

D. Thul reported that the TAC met prior to today's board meeting to further discuss BTSAC's Briefing Paper (BP) No. 3 - Water Management Options for Surface Drainage. A handout titled *Recommended Guidelines - Surface Drainage Systems* was distributed.

D. Thul explained that the TAC developed a draft resolution for board consideration based on their recommendation that the Board of Managers endorse the conclusions and recommendations stated in BP No. 3 - Water Management Options for Surface Drainage. D. Thul read the following excerpt from the draft resolution:

The RRWMB agrees that the potential adverse impacts of surface drainage, related to both timing and volume increase, can be minimized by a universal surface drainage design that balances design capacities of both channels and culverts. Design of surface drainage should be based on the philosophy of "Adequate and Equitable" where "Adequate" refers to the amount of agricultural drainage provided by a given surface drainage system and the acknowledgment that Red River Basin landowners have the right to adequate, but not more than adequate drainage, in accordance with drainage and reasonable use laws. "Equitable" refers to the equal distribution of positive and negative effects of agricultural surface drainage throughout the drainage system and the entire Red River Basin.

W. Sparby inquired about the representative organizations on BTSAC. D. Thul responded that BTSAC is facilitated by the IWI and funded by the RRWMB and the RRJWRD. Participation on BTSAC is exclusive with stakeholder organizations identified by the IWI. The IWI contacted stakeholder organizations requesting technical representation to serve on BTSAC. The goal was to strategically identify stakeholder organizations that would appoint an accredited (formal education in hydrology, engineering, soil science, natural resources management, etc.) representative to serve with their peers and address the questions posed by the RRWMB and the RRJWRD.

W. Sparby noted his concern that sugarbeet growers weren't represented on BTSAC. D. Thul responded that the Minnesota Corn Growers organization was included and their role was to act in the best interest of all commodity groups. Manager Finney explained that the types of crops

produced throughout the Red River basin vary greatly and that it would be difficult for one commodity group to adequately represent all commodity groups.

C. Engels noted that the development of a self-mitigating design should provide for uncomplicated drainage. Manager Kleinwachter inquired whether C. Engels was referring to designs for new or existing drainage. C. Engels responded that the self-mitigating design would apply to *all* drainage.

N. Dalager stated that the draft resolution was developed to affirm endorsement of BP No. 3 from a technical perspective throughout the basin. D. Thul inquired whether additional discussion is needed prior to adopting the resolution endorsing BP No. 3. Following discussion, the Board of Managers requested that the topic of BP No. 3 be further addressed at next month's meeting.

District Reports

- The Red Lake WD reported on the Brandt Channel Ditch Establishment/RLWD Ditch No. 15. After a considerable delay in construction and due to the contractor having other job commitments, construction on the project was not completed by the September 15, 2014 deadline. Due to a one-month delay in starting the project due to spring rainfalls and various abnormal rainfall events through June and July, the Board of Managers granted a 30-day extension to the contractor which expired on October 15, 2014. To date, the contractor is over 90% complete with approximately 2 miles of ditch remaining to complete. Construction will continue through the penalty phase of the project with plans to finish by month end.
- The Wild Rice WD reported on the Lower Wild Rice River Project Stream Restoration Project. A request was submitted to the Lessard-Sams Outdoor Heritage Council (L-SOHC) for funding to be used towards land acquisition for the project. The District was notified they were selected to receive preliminary funding of \$2.27M.

District's Funding Requests

1. Two Rivers WD / Step I Submittal / Klondike Clean Water Retention Project No. 11

The information required for a Step I submittal was distributed at the September 16, 2014 board meeting.

Manager Money conducted a presentation on the proposed impoundment project. The project is located in portions of Klondike Township in Kittson County and June Berry Township in Roseau County and includes a drainage area of 143 square miles. The District currently owns 1,279 acres within the project footprint, and plans to acquire an additional 7,047 acres to complete the project.

Manager Money stated that in addition to submitting a Step I application, the District requests a funding advance of \$5 million from the RRWMB for the additional land acquisition.

The total estimated project cost is ~ \$34,133,970 with the following proposed cost-share: \$25,600,477 - 75% State of Minnesota; and for the remaining local split of 25%, \$5,688,995 – RRWMB (2/3) and \$2,844,498 – TRWD (1/3).

Motion by Manager Money to recess for lunch at 12:00 p.m. with a tour of the project site to be conducted following lunch, **Seconded** by Manager Wilkens, **Carried**. Following lunch, the meeting was continued at the project site.

Motion by Manager Holmvik to approve the Step I submittal for the Klondike Clean Water Retention Project No. 11, **Seconded** by Manager Knott, **Carried**.

N. Erickson referred to the *Resolution to Approve a Funding Advance for the Klondike Clean Water Retention Project No. 11*. Manager Finney stated that with regard to the resolution, the board must consider whether the District has demonstrated an urgent need to acquire the subject property, has provided a preliminary engineer's report that indicates the project is in conformity with the District's watershed management plan, and has great potential for basin-wide benefits in the larger watershed of the Red River of the North.

Motion by Manager Wilkens to authorize the Resolution to Approve a Funding Advance for the Klondike Clean Water Retention Project No. 11, **Seconded** by Manager Deal, **Carried**.

The next meeting will be on November 18, 2014, at 9:30 a.m. at the Wild Rice Watershed District, Ada, MN.

There being no further business, the meeting adjourned at 2:45 p.m. at the conclusion of the tour.

Respectfully submitted,

Jerome Deal
Secretary

Naomi L. Erickson
Administrator