



## 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 Goral, Administrator-Detroit Lakes

## RED RIVER WATERSHED MANAGEMENT BOARD MEETING

April 21, 2015

Wild Rice Watershed District, Ada, Minnesota

The RRWMB met on Tuesday, April 21, 2015 at the Wild Rice Watershed District, Ada, Minnesota.

President John Finney called the meeting to order.

Members present were:

LeRoy Carriere	Ben Kleinwachter
Orville Knott	Daniel Wilkens
Greg Holmvik	Jerome Deal

Others present were:

- Naomi Goral, Administrator
- Dan Thul, Red River Coordinator
- Pat Downs, Executive Director – RRRRA
- Keith Weston, Red River Basin Coordinator, USDA-NRCS
- Nate Dalager, Engineer - HDR Engineering, Inc.
- Blake Carlson, Engineer - WSN Engineering, Inc.
- Ron Adrian, Engineer - Houston Engineering, Inc.
- Tony Nordby, Engineer – Houston Engineering, Inc.
- Kevin Ruud, Administrator - Wild Rice WD
- Jerry Bents, Engineer - Houston Engineering, Inc.
- Chuck Fritz, Director - International Water Institute
- Valerie Gravseth, Senator Franken's office
- Roger Hanson, Sand Hill River WD
- Tracy Halstensgard, Administrator, Roseau River WD
- Myron Jesme, Administrator - Red Lake WD
- Ron Osowski

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

The Treasurer's report was presented and it was approved as read. **Motion** by Manager Holmvik to approve the Treasurer's Report, **Seconded** by Manager Knott, **Carried**.

The bills to be approved as of April 21, 2015 were as follows:

Date	Num	Name	Memo	Amount
04/21/2015	7634	ACS	Phone line, Fax/Internet	\$151.68
04/21/2015	7635	Blue Cross Blue Shield of Minnesota	9T432-00 2	\$2,006.20
04/21/2015	7636	Brandner Printing	Invoice Nos. 9644-45	\$254.36
04/21/2015	7637	Courtyard by Marriott	Meeting Expense - Joint Annual Conf. (03/25-26/15)	\$10,360.41
04/21/2015	7638	HDR Engineering, Inc.	Invoice No. 439787-H	\$4,127.09
04/21/2015	7639	Houston Engineering, Inc.	TAC - Inv. No. 24479, USACE WFS	\$687.75
04/21/2015	7640	International Water Institute	Distributed Detention Study - RRBDIN PPT	\$3,530.75
04/21/2015	7641	Jon Schauer/Consulting Unlimited Inc.	Invoice No. 3487	\$2,804.99
04/21/2015	7642	Kris Versdahl & Associates, Inc.	Invoice Dated 04-06-15	\$840.00
04/21/2015	7643	Marco, Inc.	Photocopier Maintenance - Invoice No. INV2512935	\$280.88
04/21/2015	7644	MCI	Long distance service	\$41.33
04/21/2015	7645	Moore Engineering, Inc.	Invoice No. 9911	\$1,414.85
04/21/2015	7646	Naomi Goral	Reimbursed Expenses	\$499.46
04/21/2015	7647	Red Lake Watershed District	Grand Marais Creek Outlet Rest. Project - Pay Req. No. 31	\$3,261.21
04/21/2015	7648	Red River Basin Commission	Local Government Share	\$75,000.00
04/21/2015	7649	Ronald D. Harnack	Project Coordinator Exp. - April 2015	\$582.73
04/21/2015	7650	Roseau River Watershed District	Hay Creek/Norland Project - Pay Req. No. 23	\$112,686.93
04/21/2015	7651	Smith Partners PLLP	General (March 2015)	\$1,791.99
04/21/2015	7652	U.S. Geological Survey	Bill No. 90340741, Stream Gaging - Fiscal Year 2015	\$27,858.00
04/21/2015	7653	Virtual Systems	Invoice No. March 2015-26	\$130.00
				\$248,310.61

**Motion** to approve and pay bills by Manager Knott, **Seconded** by Manager Deal, **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 RRRA agreed that the best use of RCPP funds is for Technical Assistance (TA) utilized in the Small Watershed Protection Planning Process. Discussions continue regarding cost share options and funding priorities.

P. Downs reported that a committee meeting was conducted in April to discuss RRRA staffing and administrative options. Manager Deal added that the committee agreed by consensus that in the interim D. Thul and R. Gjestvang would provide guidance to the RRRA while a contract is being developed with Moore Engineering, Inc. to retain P. Downs on an hourly basis as needed until September 1<sup>st</sup>. Manager Deal further noted that the committee agreed that a Request for Proposal (RFP) should be developed to fill the vacated position of Executive Director, however, the individual hired should be on a contract basis rather than a full-time employee.

Manager Finney inquired whether D. Thul considers the Small Watershed Protection Planning Process a feasible method for project development. D. Thul responded that, with the exception of including a cost-benefit analysis, this process follows the same steps followed by project teams when completing the USACE's Points of Concurrence (POC) process. D. Thul

noted that although funding provided through the RCPP program for this planning process won't assure project funding, it does provide for permit acquisition.

Manager Finney referred to the process currently being followed by the Green Meadow Project Team of the Wild Rice WD and asked C. Fritz whether or not this process would facilitate implementation of the Small Watershed Protection Planning Process endorsed by the RRRRA. C. Fritz responded that the Accelerated Project Team Process that developed as a result of the Green Meadow Project Team process identifies specific roles and responsibilities for the various entities involved in developing and selecting a preferred and viable alternative for project implementation. Adherence to these roles and responsibilities ensures that the process attains the desired objective in the allotted timeframe.

P. Downs stated that in addition to following the USACE's POC process, a cost-benefit analysis would need to be conducted in order to meet the Small Watershed Protection Planning Process requirements. K. Weston added that PL566 planning criteria requires documentation of public meetings as well as a cost-benefit analysis.

### **Water Quality Project Monitoring**

C. Fritz distributed a handout titled *River Watch: 20 Years of Citizen Science*. More than 200 high school students presented at the International Water Institute's (IWI) annual River Watch Forum in March. This year celebrated the 20<sup>th</sup> Anniversary of the Red River Basin River Watch program, a citizen science water quality monitoring program that engages youth as citizen scientists in field study of their local rivers.

C. Fritz discussed the Prioritize, Target, and Measure Application (PTMApp) used in the development of the 1 Watershed 1 Plan of the Red Lake WD. The application was developed to provide a dependable Decision Support System (DSS) application for local water resources practitioners to plan and implement meaningful conservation practices on the landscape. Workshops in the Red River basin and southern Minnesota are being planned with local SWCD/WD staff to review the application.

A funding request of \$39,800 was approved by the North Dakota Red River Joint Water Resources Board for 1-year initial maintenance for the Red River Basin Decision Information Network (RRBDIN).

### **Governing Documents Committee**

Manager Deal, Chairman of the Governing Documents committee, reported that the committee met during the 17<sup>th</sup> Joint Annual Conference to discuss recommendations developed by L. Smith to Section 4 – Application Procedures for Funding Flood Damage Reduction Projects and Related Programs. Attendees included committee members J. Deal, D. Money, L. Carriere, and G. Holmvik. Others in attendance included D. Wilkens, D. Thul and N. Goral.

Manager Deal distributed copies of the March 25, 2015 Governing Documents Committee meeting minutes and noted that the committee agreed to discuss their recommendations with the board at the next monthly board meeting. Following discussion, the Board of Managers requested all comments be forwarded to N. Goral by Friday, May 8<sup>th</sup>, with additional committee meetings scheduled as needed prior to printing the revised publication.

### **Project Coordinator Report**

In the absence of Ron Harnack, the Project Coordinator Report was distributed. The Senate (SF2101) and House (HF0846) Environment Finance Committees have finalized their bills with action yet to be taken by the Senate Finance Committee or the House Ways & Means Committee, followed by floor action and conference committees to finalize a compromised funding deal. The respective bills have the following appropriations related to the RRWMB:

	<u>SF2101</u>	<u>HF0846</u>
1. Red River Mediation	\$264,000/yr.	\$264,000/yr.
2. Red River Basin Comm.	\$100,000/yr.	\$100,000/yr.
3. Ring Dikes	\$400,000 one-time	\$ 0
4. Red River Basin Comm. - Water Quality Initiative	\$200,000 one-time	\$ 0
5. River Watch	\$ 0 in Legacy Bill	\$100,000/yr.

### **Administrator Report**

#### **A) 17th Joint Annual Conference**

N. Goral reported that the conference was conducted on March 25-26, 2015 at the Courtyard by Marriott & Conference Center, Moorhead, MN and approximately 100 individuals attended. She requested feedback on the conference and whether next year the annual conference should be conducted at the same venue. The Board of Managers agreed the conference should be hosted during the same time of year at the same location.

Manager Knott commended R. Sip and H. Van Offelen for their participation in the conference proceedings. T. Halstensgard added that she enjoyed participating in her first year on the Planning Committee and suggested that next year the committee begin their planning efforts earlier in order to ensure adequate time for discussion and execution of planning details. N. Goral concurred with T. Halstensgard and noted that many additional ideas were incorporated into this year's conference to try to include the suggestions made from committee membership which had increased significantly from previous years.

#### **B) RRB Flood Damage Reduction Work Group**

N. Goral explained that due to strict guidelines imposed by the State Office of Management and Budget on the Minnesota Department of Natural Resources (MDNR), the MDNR is requiring the board submit more detailed reporting for the reimbursement requests related to the administration of the state grants associated with the mediation funds.

N. Goral stated that she, H. Van Offelen, and P. Lynch have discussed the new reporting format and the revisions necessary to resubmit the fiscal year 2014 mediation funding requests to the MDNR. A total of three, detailed requests were re-submitted totaling \$190,256.64 to complete the funds expended for FY2014. The remaining unexpended funds of the original \$264,000 budget (\$73,273.36) were carried forward to FY2015.

#### **C) Upcoming Meetings/Conferences**

1. **Red River Basin Flood Damage Reduction Work Group**, April 29, 2015, MnDOT, Detroit Lakes, MN.
2. **FDR Work Group Communications Team Meeting**, May 7, 2015, Grand Forks, ND.

3. **Human Resource Committee**, Tuesday, May 19, 2015, following the regular monthly board meeting, Sand Hill River Watershed District, Fertile, MN.
4. **2015 MAWD Summer Tour, Duluth – Twin Port’s Water: Past, Present, and Future**, Radisson Duluth Harborview, June 24 – 26, 2015.

### **Red River Coordinator/TAC Report**

D. Thul reported on the USACE Red River Basin Watershed Feasibility Study (WFS). The USACE has been utilizing the RRBC’s Long Term Flood Solutions (LTFS) Plan and is in the process of finalizing the Halstad Upstream Retention (HUR) modeling project.

D. Thul added that previously the TAC forwarded a recommendation to the USACE to utilize federal funds to extend the modeling effort to the Canadian border to encompass the entire Red River basin. An RFP is being developed by Houston Engineering which will be forwarded to the USACE to be utilized for the effort or for contract with another firm to complete the project.

D. Thul noted that in conjunction with the HUR modeling project, coordination may be needed with the individual watershed districts. As federal funding won’t be available for this component, additional funding sources will be required. Houston Engineering is developing cost estimates for this effort as part of the RFP.

D. Thul stated that he and R. Gjestvang have been directed by the RRRRA to develop a questionnaire for applicants applying for RCPP funds to assist with screening projects to determine main stem impacts. He suggested that the board may want to consider requesting the TAC to reassess the Star Value Method as well.

### **District Reports**

- The Red Lake WD reported on the Grand Marais Outlet Restoration Project. A preconstruction meeting was held for Phase II of the project that includes the construction of the diversion/bypass structure. Once completed, the structure will successfully divert low flows up to a two-year event on the Grand Marais Creek to the new restored channel thus bypassing the cut channel that’s been in place since the early 1900s. This is the final phase of the \$6.1 million dollar project that should be completed by mid to late June 2015.
- The Wild Rice WD announced that a new manager has been appointed by the Clay County Commissioners. Sharon Askelson has replaced John Austinson who had been on the board for six years. She is from the Felton, MN area and will be sworn in next month.

### **District’s Funding Requests**

No requests for funds were submitted this month.

**Other Issues**

- V. Gravseth reported on her upcoming retirement with Senator Franken's office. She will be forwarding contact information for the new northwest Regional Field Representative who will be serving essentially the same part of the state that she served on the Senator's behalf.

The next meeting will be on May 19, 2015, at 9:30 a.m. at the Sand Hill River Watershed District, Fertile, Minnesota.

There being no further business, the meeting was adjourned by acclamation at 11:45 a.m. following lunch.

Respectfully submitted,

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Jerome Deal  
Secretary

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Naomi L. Goral  
Administrator