



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**  
**July 21, 2015**  
**Wild Rice Watershed District, Ada, Minnesota**

The RRWMB met on Tuesday, July 21, 2015 at the Wild Rice Watershed District, Ada, 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 Goral, Administrator  
Dan Thul, Red River Coordinator  
Ron Harnack, Project Coordinator  
Kevin Ruud, Administrator – Wild Rice WD  
Jeff Lewis, Executive Director – RRBC  
Jim Ziegler, Regional Manager – MPCA  
Chuck Fritz, Director – International Water Institute  
Dr. Jay Leitch  
Jerry Bents, Engineer – Houston Engineering, Inc.  
Morrie Lanning, Barr Engineering, Inc.  
Chad Engels, Engineer - Moore Engineering, Inc.  
Wally Sparby, Congressman Peterson's office  
Debbie Rynda, Engineering Technician – MSTRWD  
Phillip Swenson, Manager – Sand Hill River WD  
Blake Carlson, Engineer – WSN, Inc.  
Keith Weston, Red River Basin Coordinator – USDA-NRCS  
Ron Adrian, Engineer – Houston Engineering, Inc.  
Daron Selvig, Advanced Engineering & Environmental Services, Inc. (AE2S)  
Diane Ista

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

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

Date	Num	Name	Memo	Amount
07/21/2015	7714	ACS	Phone line, Fax/Internet	\$151.66
07/21/2015	7715	Brandner Printing	Invoice No. 9813 - Post Its	\$194.35
07/21/2015	7716	HDR Engineering, Inc.	Invoice No. 446472-H	\$994.29
07/21/2015	7717	Houston Engineering, Inc.	TAC - Inv. No. 25903	\$1,201.50
07/21/2015	7718	International Water Institute	CWL River Watch - MPCA Pay Req. No. 5 (Grant No. 63748)	\$21,340.63
07/21/2015	7719	International Water Institute	CWL River Watch - MPCA Pay Req. No. 6 (Grant No. 63748)	\$21,050.05
07/21/2015	7720	International Water Institute	RRBFDRWG - Pay Req. No. 3 (FY15)	\$18,170.08
07/21/2015	7721	International Water Institute	RRBFDRWG - Pay Req. No. 4 (FY15)	\$18,518.56
07/21/2015	7722	International Water Institute	Distributed Detention Study - RRBDIN PPT	\$7,083.98
07/21/2015	7723	International Water Institute	Red River Basin River Watch Program - 2015-16	\$100,000.00
07/21/2015	7724	International Water Institute	TSAC Coordination	\$1,840.00
07/21/2015	7725	Jon Schauer/Consulting Unlimited Inc.	Invoice No. 3490	\$1,207.50
07/21/2015	7726	Kris Versdahl & Associates, Inc.	Invoice Dated 07-17-15	\$60.00
07/21/2015	7727	Marco, Inc.	Photocopier Maintenance - Invoice No. INV2633694	\$280.88
07/21/2015	7728	MCI	Long distance service	\$40.06
07/21/2015	7729	Minnesota Department of Natural Resources	Invoice No. 222516 - July 1, 2015 - June 30, 2016	\$28,000.00
07/21/2015	7730	Moore Engineering, Inc.	Invoice No. 10083	\$382.80
07/21/2015	7731	Naomi Goral	Reimbursed Expenses	\$438.82
07/21/2015	7732	Red Lake Watershed District	Grand Marais Creek - Pay Req. No. 33	\$93,294.60
07/21/2015	7733	Red River Retention Authority	Annual Cost-share - 2nd half of 2015	\$35,000.00
07/21/2015	7734	Ronald D. Harnack	Project Coordinator Exp. - July 2015	\$1,177.37
07/21/2015	7735	Smith Partners PLLP	Invoice No. 37161, June 2015	\$1,725.67
07/21/2015	7736	U.S. Geological Survey	Bill No. 90363427, Stream Gaging - Fiscal Year 2015	\$27,858.00
07/21/2015	7737	Virtual Systems	Invoice No. June 2015-22	\$105.00
07/21/2015	7738	Widseth Smith Nolting & Assoc., Inc.	Invoice No. 103912	\$310.00
				<b>\$380,425.80</b>

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

**Budget and Tax Levy Rate Determination**

Prior to discussion, Manager Wilkens requested his alternate, Phillip Swenson, participate in the discussion and vote.

N. Goral distributed the 2016 proposed annual budget. The draft budget included projected expenses for 2016 based on a comparison of the previous year's actual vs. budgeted expenses.

N. Goral distributed the Project and Program Commitments Worksheet as of June 30, 2015. Discussion occurred regarding board funding commitments to watershed district projects that are currently progressing through the step process.

The River Watch Program that the board participates in with the International Water Institute (IWI) was discussed. N. Goral distributed an amendment to the agreement between IWI and the RRWMB to extend the contract for another two-year term through May 31, 2016. **Motion** by Manager Holmvik

Page 3 July 21, 2015. Red River Watershed Management Board Meeting Minutes to authorize the amendment to extend the two-year agreement between IWI and the RRWMB for \$100K/year for another two-year term, **Seconded** by Manager Deal, **Carried**.

The board discussed the rural and farmstead ring dike programs. N. Goral circulated copies of board policies for cost-share on ring dikes that were adopted on May 18, 2010. R. Harnack added that the legislature approved a one-time appropriation of \$400,000 for rural and farmstead ring dikes that would be available until 2018. The board's current cost-share policies are as follows:

**Rural Ring Dike Cost-Share:**

BWSR/DNR Construction & Engineering 50%  
RRWMB Construction & Engineering 25%  
Remaining 25% - divided between the individual watershed district and landowner as determined by the local watershed district.

**Farmstead Ring Dike Cost-Share:**

EQIP Engineering 100%  
EQIP Construction 75%  
Watershed District 0-12.5% as determined by the local watershed district  
Landowner 12.5-25% (RRWMB 0-25% of the total project cost not to exceed a combined EQIP and RRWMB cost-share of 75% of project costs upon request of the local watershed district)

**Motion** by Manager Deal to approve the 2016 proposed annual budget, **Seconded** by Manager Knott, **Carried**. Manager Money abstained.

The Board discussed the tax levy rate determination. It was moved by Manager Deal and seconded by Manager Carriere to maintain the levy at 75% (.0003627) for FY 2016. Upon roll call vote, the motion carried unanimously. Manager Money abstained. Phillip Swenson returned his position to Manager Wilkens.

**Red River Retention Authority (RRRA)**

K. Weston reported on the Regional Conservation Partnership Program (RCPP). The National Watershed Program Manual (NWPM) states that NRCS responsibilities provide for the State Conservationist (STC) offering overall management of the Watershed Program in his or her State and to provide for the coordination, organization, and management of program activities. K. Weston added that M. Podoll, North Dakota - STC has inquired about obtaining a waiver so sponsoring local organizations (SLOs) i.e. WDs/WRDs can start incurring costs prior to entering into project agreements with NRCS.

K. Weston noted that the RRRA has developed a screening tool that is required to be utilized by SLOs prior to entering into project agreements. The project agreements can proceed to the National Water Management Center (NWMC) for review following the final consultation of cooperating agencies such as the U.S. Army Corps of Engineers (USACE).

K. Weston referred to the Environmental Quality Incentives Program (EQIP) and noted that ~ \$45 million is still available this year to fund conservation programs in the basin. Manager Holmvik asked if these funds have been appropriated to the Red River basin. K. Weston responded that the original conservation funding stated that up to \$50 million a year over the next five years (\$250 million) was approved to minimize flooding, boost soil health, improve water quality and enhance wildlife habitat in the Red River of the North watershed. K. Weston

Page 4 July 21, 2015. Red River Watershed Management Board Meeting Minutes further clarified that the conservation funding states that each year up to \$50 million may be available through various NRCS programs which is not the same as an annual \$50 million dollar appropriation.

Manager Holmvik suggested forwarding a letter to Congressman Peterson requesting clarification on the funding made available through the efforts of the RRRRA utilizing the RCPP via the 2014 Farm Bill. Manager Finney requested D. Thul to coordinate with R. Gjestvang and K. Weston in the development of a letter.

### **Water Quality Project Monitoring**

C. Fritz distributed the IWI Monitoring and Education Activity Report. The funding to sponsor the River Watch program in North Dakota schools has been secured for 2016 and 2017. The Red River Joint Water Resource District (RRJWRD) will continue to be the local project sponsor and will match NRCS funding 1:1. The Contribution Agreement covering two years has been executed for a total amount of \$96,600. The project start date is November 2, 2015.

C. Fritz reported that a conference call was conducted with USACE regulatory staff on June 19<sup>th</sup> to discuss the Green Meadow Project Team (GMPT) Points of Concurrence (POC) Nos. 3 & 4. The memo developed in response to the conference call was distributed. C. Fritz added that the memo will also be discussed at the next Red River Basin Flood Damage Reduction Work Group meeting.

### **Scope of Work / Model Plan Development**

C. Fritz explained that last month the board authorized the development of a model plan to include a scope of work to merge the Accelerated Planning Process initiated in the Green Meadow watershed with the PL566 Small Watershed Protection Planning Process. C. Fritz noted that a meeting is scheduled tomorrow with J. Leitch, K. Weston, K. Ruud, R. Harnack, J. Bents and himself to finalize the model plan.

C. Fritz stated that creating a template to ensure that plans submitted to NRCS meet state/federal requirements is the goal of merging the Accelerated Planning Process and the PL566 Small Watershed Protection Planning Process. J. Bents added that the development of a model plan that outlines the specific planning steps and information required by the federal government, including an economic analysis of the alternatives considered, will benefit watershed districts that plan to apply for RCPP funds.

J. Bents suggested that since watershed districts have limited experience in developing watershed plans that meet the guidelines of the PL566 Small Watershed Protection Planning Process, C. Fritz and J. Leitch could provide assistance to each watershed district applying for RCPP funding by conducting the benefit-cost analysis.

C. Fritz noted that in order to ensure federal cost-share funding is available, the local watershed plans must comply with the National Watershed Program Manuals (NWPM) which include economic analysis of various reasonable alternatives considered. C. Fritz added that although a SLO may find an alternative unacceptable, it does not eliminate it from consideration.

### **Project Coordinator Report**

R. Harnack reviewed the Project Coordinator Report. State agencies have submitted information on bonding needs for next biennium. Member watershed districts were encouraged to submit their

R. Harnack reported on the effort led by the Board of Water and Soil Resources (BWSR) and the Commissioner of Natural Resources (DNR) to study the feasibility of the state assuming administration of the section 404 permit program of the federal Clean Water Act. The study will identify the estimated costs and savings that would accrue to affected units of government, the effect on application review and time frames, and whether or not it would achieve the goals of regulatory simplification, efficiency, and reduced permitting times. The report must be completed by January 15, 2017.

## **Administrator Report**

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

N. Goral reported that she has a meeting scheduled with H. Van Offelen to finalize the FY 2015 expenditures and reallocate the unexpended funds as directed by the Work Group at the June 16, 2015 meeting.

The FDR Communications Team met on June 26, 2015 in Detroit Lakes, MN to discuss a Communications Strategy for the Work Group. \* Reminder: To those who haven't forwarded the FDR Communications Needs Survey, please send them to Rob Sip as soon as possible.

### **B) Public Information Committee Meeting**

The Public Information Committee (PIC) conducted conference calls on 06/19/15 and 06/29/15 to discuss advertising for the vacated position of Public Information Consultant.

An advertisement for this position is currently posted for one month in the following publications: the Fargo Forum (print/online), the Grand Forks Herald (print/online), the Thief River Falls Times, and the Northern Watch.

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

1. **USACE Watershed Feasibility Study Meeting**, August 6, 2015, Fargo, ND.
2. **Red River Basin Flood Damage Reduction Work Group**, August 19, 2015, MnDOT, Detroit Lakes, MN.
3. **FDR Work Group Communications Team Meeting**, August 19, 2015, following the Work Group meeting, MnDOT, Detroit Lakes, MN.

## **Red River Basin Commission**

J. Lewis, Executive Director - RRBC reported on the *Citizen Engagement for Voluntary Nutrient Management Strategies in the Red River Basin* effort. This program is funded by a Community Innovation Grant through the Bush Foundation.

J. Lewis explained that the project was initiated since too much phosphorus and nitrogen is flowing into lakes and rivers which impacts how we use the resources. These nutrients are essential plant nutrients, however, in excessive amounts can lead to degrading water quality.

The project will focus in the southern portion of the Red River Basin which includes parts of MN, ND and SD and supports the current reduction strategies being developed in each jurisdiction. The project will couple strategies to simultaneously address both flooding and water quality problems.

**Red River Coordinator/TAC Report**

D. Thul reported on the USACE Red River Basin Watershed Feasibility Study (WFS). A meeting is scheduled for Thursday, August 6<sup>th</sup>, to review an update of the Project Management Plan (PMP). The proposal to extend the Halstad Upstream Retention (HUR) modeling effort to the Canadian border to encompass the entire Red River basin will also be discussed. The RFP developed by Houston Engineering was forwarded to the USACE for review and the USACE has indicated they plan to utilize the recommendations to complete the project.

D. Thul noted that since additional federal funds were appropriated for the WFS, extra Work-in-Kind (WIK) credits from the Red River basin must be calculated. He plans to work with N. Goral and R. Gjestvang to update the WIK credits needed to match the federal funds.

**District Reports**

- The Wild Rice WD reported on the Green Meadow Project Team. The District notified the USACE that they plan to proceed with the Regional Conservation Partnership Program. The notification also requested clarification on the additional information the USACE is seeking on POC No. 3.

**District's Funding Requests**

No requests for funds were submitted this month.

**Other Issues**

- Manager Wilkens distributed the following handouts:
  - ✓ Drainage Work Group (DWG) / July 9, 2015 Meeting Information
  - ✓ Chapter 103E Drainage Records Database Project / PAC Kick-Off Meeting Information
  - ✓ Riparian Protection & Water Quality Practices (Buffer Bill) – Rinke Noonan

The next meeting will be on August 18, 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 12:10 p.m. following lunch.

Respectfully submitted,

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Jerome Deal  
Secretary

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Naomi L. Goral  
Administrator