



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
January 19, 2016
East Grand Forks City Hall, East Grand Forks, Minnesota

The RRWMB met on Tuesday, January 19, 2016 at the East Grand Forks City Hall, East Grand Forks, Minnesota.

President John Finney called the meeting to order.

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

Others present were: Naomi Goral, Administrator
Dan Thul, Red River Coordinator
Congressman Collin Peterson
Senator LeRoy Stumpf
Kevin Ruud, Administrator – Wild Rice WD
Chuck Fritz, Director – International Water Institute
Morrie Lanning, Barr Engineering, Inc.
Keith Weston, Red River Basin Coordinator – USDA-NRCS
Caroline Clarin, Wetland Restoration Engineer – USDA-NRCS
Myron Jesme, Administrator – Red Lake WD
Nate Dalager, Engineer – HDR Engineering, Inc.
Daron Selvig, Advanced Engineering & Environmental Services, Inc. (AE2S)
Henry Van Offelen, Red River Basin Coordinator – MDNR
Chad Engels, Engineer - Moore Engineering, Inc.
Tamara Cameron, Regulatory Branch Chief – USACE
Ben Cox, Northwest Section Chief – USACE
Keith Mykleseth, Assistant Regional Manager – MDNR
Ron Adrian, Engineer – Houston Engineering, Inc.
Blake Carlson, Engineer – WSN Engineering, Inc.
Roger Hanson, Manager – Sand Hill River WD
Phillip Swenson, Manager – Sand Hill River WD
April Swenby, Administrative Assistant – Sand Hill River WD
Curt Johannsen, Manager – Wild Rice WD
Les Torgerson, Manager – Red Lake WD
Allan Wold, Manager – Bois de Sioux WD

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 Money to approve the Treasurer's Report, **Seconded** by Manager Deal, **Carried**. N. Goral inquired whether the board was interested in incorporating the budgeted amounts for each category of expenses in the monthly Treasurer's Report. Following discussion, the board requested N. Goral to develop a year-end report rather than modifying the monthly Treasurer's Report.

The bills to be approved as of January 19, 2016 were as follows:

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
01/19/2016	7905	ACS	Phone line, Fax/Internet	\$152.82
01/19/2016	7906	Adv. Engineering & Environmental Services	Public Information Consulting Services - Inv. No. 46584	\$8,377.35
01/19/2016	7907	Bois de Sioux Watershed District	Project Team Reimbursement FY2016	\$15,481.18
01/19/2016	7908	Buffalo-Red River Watershed District	Project Team Reimbursement FY2016	\$2,585.18
01/19/2016	7909	Courtyard by Marriott	Meeting Expense	\$292.98
01/19/2016	7910	Henry Van Offelen	Meeting Expenses - 11/16/15, 11/19/15, & 01/08/16	\$74.28
01/19/2016	7911	International Water Institute	Runoff Based Drainage Assess. P16-5933 - Pay Req. No. 1	\$47,091.00
01/19/2016	7912	Jon Schauer/Consulting Unlimited Inc.	Invoice No. 3500	\$1,589.59
01/19/2016	7913	Marco Technologies LLC	Photocopier Maintenance - Invoice No. INV3040242	\$322.21
01/19/2016	7914	MCI	Long distance service	\$39.75
01/19/2016	7915	Naomi Goral	Reimbursed Expenses	\$554.22
01/19/2016	7916	Red Lake Watershed District	Project Team Reimbursement FY2016	\$11,689.94
01/19/2016	7917	Red River Basin Commission	Co-location Proposal - Annual Rental Contribution	\$15,000.00
01/19/2016	7918	Red River Retention Authority	Annual Cost-share - 1st half of 2016	\$28,500.00
01/19/2016	7919	Ronald D. Harnack	Project Coordinator Exp. - January 2016	\$811.45
01/19/2016	7920	Roseau River Watershed District	Project Acceleration Grant - Roseau Lake Bottom	\$10,000.00
01/19/2016	7921	Smith Partners PLLP	Invoice No. 37579, December 2015	\$2,301.71
01/19/2016	7922	Virtual Systems	Invoice No. December 2015-22	\$55.00
01/19/2016	7923	Widseth Smith Nolting & Assoc., Inc.	Invoice Nos. 107246 & 102728	\$697.50
01/19/2016	7924	Wild Rice Watershed District	Project Team Reimbursement FY2016	\$7,971.70
				<u>\$153,587.86</u>

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

Annual Board Organization

The Annual Board Organization was conducted. President Finney turned the meeting over to Secretary Deal who asked for nominations for President of the Board. Manager Kleinwachter nominated Manager Finney for President. Nominations were called for three times by Manager Deal. No further nominations were made. **Motion** to cease nominations and have the Secretary cast a unanimous ballot for John Finney for President by Manager Money, **Seconded** by Manager Wilkens, **Carried**.

President Finney asked for nominations for Vice President of the Board. Manager Deal nominated Manager Kleinwachter for Vice President. Nominations were called for three times by President Finney. No further nominations were made. **Motion** to cease nominations and have the Secretary cast a unanimous ballot for Ben Kleinwachter for Vice President by Manager Carriere, **Seconded** by Manager Money, **Carried**.

President Finney asked for nominations for Secretary of the Board. Manager Kleinwachter nominated Manager Deal for Secretary. Nominations were called for three times by President Finney. No further nominations were made. **Motion** to cease nominations and have the Secretary cast a unanimous ballot for Jerome Deal for Secretary by Manager Money, **Seconded** by Manager Wilkens, **Carried**.

President Finney asked for nominations for Treasurer of the Board. Manager Deal nominated Manager Wilkens for Treasurer. Nominations were called for three times by President Finney. No further nominations were made. **Motion** to cease nominations and have the Secretary cast a unanimous ballot for Daniel Wilkens for Treasurer by Manager Carriere, **Seconded** by Manager Kleinwachter, **Carried**.

Resolution Authorizing the Regular Monthly Meeting Date and Time

The Red River Watershed Management Board considered the designation of the regular monthly meeting date and time at the regular board meeting held in East Grand Forks, MN, on Tuesday, January 19, 2016.

On a **motion** by Manager Carriere, **seconded** by Manager Kleinwachter, and on a vote of 7 for and 0 against, the motion passed to designate the third Tuesday of each month at 9:30 a.m. as the regular monthly meeting date and time for the Red River Watershed Management Board.

Resolution Authorizing the Payment of Per Diem/Mileage to Managers

The Red River Watershed Management Board considered the authorization of payment of per diem/mileage to Managers at the regular board meeting held in East Grand Forks, MN, on Tuesday, January 19, 2016.

On a **motion** by Manager Deal, **seconded** by Manager Carriere, and on a vote of 7 for and 0 against, the motion passed to allow the maximum per diem by state law which is currently \$75.00 per day and the maximum IRS limit for mileage which is currently 54 cents per mile unless a change occurs.

Resolution Authorizing Deposit/Investment of Funds

The Red River Watershed Management Board considered the authorization of deposit/investment of funds at the regular board meeting held in East Grand Forks, MN, on Tuesday, January 19, 2016.

On a **motion** by Manager Deal, **seconded** by Manager Money, and on a vote of 7 for and 0 against, the motion passed to authorize the Red River Watershed Management Board to reaffirm the adoption of the Treasurer's Manual originally adopted on 4/19/91 and amended on 8/08/95, 1/18/00, 3/16/04, 1/21/14, and 5/19/15.

Resolution Authorizing Legal Counsel

The Red River Watershed Management Board considered the authorization of legal counsel at the regular board meeting held in East Grand Forks, MN, on Tuesday, January 19, 2016.

On a **motion** by Manager Deal, **seconded** by Manager Carriere, and on a vote of 7 for and 0 against, the motion passed to obtain legal counsel on a case-by-case basis for the Red River Watershed Management Board.

Red River Retention Authority (RRRA)

K. Weston, Red River Basin Coordinator – USDA-NRCS, reported that a total of 22 projects are progressing through the Regional Conservation Partnership Program (RCPP). The applications received included eight (8) in Minnesota, and fourteen (14) in North Dakota.

Congressman Peterson requested clarification regarding the funding available through RCPP. K. Weston responded that RCPP funds may be utilized for project planning but not for construction. K. Weston further noted that the original conservation funding stated that up to \$50 million over the next five years was approved to minimize flooding, boost soil health, improve water quality and enhance wildlife habitat in the Red River of the North watershed utilizing funds available through various NRCS programs such as WRP and EQIP.

Manager Finney added that the RRRA has authorized RCPP funds to progress 22 projects through the PL566 Small Watershed Protection Planning Process. K. Weston stated that these projects are planning to be ready for construction in two years.

Congressman Peterson requested that a list be compiled and forwarded of the aforementioned 22 projects that are in the process of completing the PL566 Small Watershed Protection Planning Process. He stated that he will continue to develop a plan for funding project construction.

Congressman Peterson inquired whether one of the twenty-two projects referenced included the Winger Dam project in the Sand Hill River WD. Manager Wilkens responded that discussion began about the potential for on-channel storage south of Winger in the 1980s, however, obtaining the permits required to satisfy all the stakeholders seemed impossible and the project was never initiated. Congressman Peterson noted that in recent discussions with state and federal agencies, indications were that potential exists to construct the proposed project.

Congressman Peterson offered to attend a future Sand Hill River WD meeting to further discuss the potential for initiating the Winger Dam project. Managers Hanson and Swenson of the Sand Hill River WD accepted the Congressman's offer to attend a future board meeting.

Water Quality Project Monitoring

C. Fritz distributed the IWI Monitoring and Education Activity Report. All water quality data collected in 2016 has been submitted, reviewed, and is finalized within the State EQulS system.

Project Coordinator Report

In the absence of Ron Harnack, the Project Coordinator Report was distributed. The Governor's bonding initiative for the next two years has been released and includes \$3.5M with a reference to Halstad and Montevideo. The proposal includes funding city waste water and water quality initiatives such as RIM, buffers, etc. A statewide need of \$20 - \$25M exists for FDR retention projects over the next two years if all projects progress as local sponsors anticipate.

Administrator Report

A) IRS Standard Mileage Rate

Beginning on Jan. 1, 2016, the standard mileage rate for the use of a car (also vans, pickups or panel trucks) will be 54 cents per mile for business miles driven, down from 57.5 cents in 2015.

B) Board Retreat

N. Goral reported that a room has been reserved at the Courtyard by Marriott in Moorhead for Tuesday, March 22nd for a board retreat. The meeting will be in conjunction with the 18th Joint Annual Conference scheduled for Wednesday, March 23, 2016 - Thursday, March 24, 2016 also at the Courtyard by Marriott. Following discussion, the board agreed to conduct the retreat from 1:00 p.m. to 5:00 p.m.

C) Year-end Tax Information

The 2015 year-end tax information has been prepared and distributed. Please review for accuracy your W-2's and 1099's and report any discrepancies that should be corrected.

D) Public Official Bond

N. Goral reported that Waypoint Insurance Advisors has requested underwriting information for the board's Public Official Bond that's coming up for renewal. New applications were requested for the following individuals: J. Finney, D. Wilkens, J. Deal, G. Holmvik, O. Knott (L. Ose), D. Money, and B. Kleinwachter.

E) RRB Flood Damage Reduction Work Group

N. Goral stated that a copy of the Flood Hazard Mitigation Grant agreement between the Minnesota Department of Natural Resources and the RRWMB for fiscal year 2016 Flood Damage Reduction Work Group expenses in the amount of \$264,000.00 has been received. A Local Government Resolution for Flood Hazard Mitigation Grant Assistance was also forwarded.

She requested the board consider authorizing J. Finney as an agent to sign the contract. The resolution must also be adopted and returned prior to executing the contract.

Motion by Manager Wilkens to authorize J. Finney as an agent to sign the grant agreement for fiscal year 2016 in the amount of \$264,000, **Seconded** by Manager Deal, **Carried**.

Motion by Manager Kleinwachter to adopt the Local Government Resolution for Flood Hazard Mitigation Grant Assistance, **Seconded** by Manager Holmvik, **Carried**.

F) River Keepers

N. Goral distributed an excerpt from the book the *Relaxed Anglers Guide to Catfishing on the Red River of the North* that was received from Christine Laney – Executive Director, River Keepers.

The book is being offered to the board at a special rate of \$200 for 1 case (44 books) or 76% off the retail price. Following discussion, the board decided not to make the purchase.

G) Upcoming Meetings/Conferences

1. **Red River Basin Commission's 33rd Annual Red River Basin Land & Water International Summit Conference**, *Making Connections: People – Places – Water*, January 19-21, 2016, at the Alerus Center in Grand Forks, ND.
2. **River Watch Forum**, Tuesday, March 15, 2016 at the University of Minnesota - Crookston Campus. In previous years, the March board meeting has been scheduled in conjunction with the forum.
3. **18th Joint Annual Conference (March Conference)**, Wednesday, March 23, 2016 - Thursday, March 24, 2016, Courtyard by Marriott, Moorhead, MN.

Update on USACE Support for NRCS RCPP Projects

T. Cameron, Regulatory Branch Chief, USACE-St. Paul District discussed a proposed amendment to the Project Management Plan (PMP) of the Red River Basin Watershed Feasibility Study (WFS). Due to the increased workload associated with permit review for RCPP projects, the USACE is lacking resources to meet the required regulatory staffing needs. A short-term option to meet this demand would be to include a task in the PMP of the WFS which would provide funding for USACE staffing to adapt the concurrence point framework to the watershed planning approach.

B. Cox, Northwest Section Chief, USACE-St. Paul explained that the USACE is in the process of implementing an electronic processing system as part of a programmatic improvement. The change will assign one email address for USACE Regulatory which will forward an electronic response to the originators of emails and forward the information received to the appropriate Project Manager. The goal is to designate one Project Manager per watershed district.

C. Fritz referred to the Green Meadow Project Team Planning Process and noted that had there been USACE staff specifically assigned to addressing the Points of Concurrence for PL566 projects, the regulatory process could have been completed in a timelier manner. He noted that T. Cameron's option to amend the PMP by adding Coord-Fed task 2: 404 permitting Coordination, Budget: \$25,500 could be very beneficial for those watershed districts completing the PL566 Small Watershed Protection Planning Process. D. Thul added that he will further discuss amending the PMP at the February board meeting.

District Reports

- The Wild Rice WD reported that the District received the agreement for the Regional Conservation Partnership Program (RCPP) for the South Branch of the Wild Rice River. Minor changes were made and the agreement was forwarded back to NRCS for approval. After the updated document is received and board approval obtained, the watershed planning will begin.

District's Funding Requests

1. Roseau River WD / Step I Submittal / Roseau Lake Bottom

N. Dalager distributed a STarValue Analysis of the Roseau Lakebed Project. This project does not create new storage but rather improves the timing of storage that occurs within the drained lakebed.

At the December board meeting, the Board of Managers directed the TAC to review the concept report to determine whether the information prepared was sufficient to constitute a Step 1 Submittal. Following discussion, the TAC agreed that the information submitted is sufficient to meet Step I requirements.

N. Dalager stated that in addition to submitting a Step I application, the District requests a funding advance of \$135,000 to assist in funding the preliminary engineer's report. The total estimated project cost is ~ \$15,000,000 with the following proposed cost-share: State 75% / Non-state 25%. However, N. Dalager explained that after applying the Cost of Living Adjustment the maximum contribution requested from the RRWMB is \$1.68 million.

Motion by Manager Ose to approve the Step I submittal for the Roseau Lake Bottom Project with a \$1.68 million RRWMB commitment, **Seconded** by Manager Money, **Carried**.

Motion by Manager Kleinwachter to approve a funding advance of \$135,000 for the Roseau Lake Bottom Project, **Seconded** by Manager Ose, **Carried**.

Other Issues

Manager Finney announced that Manager Wilkens was honored as the 2015 Outstanding Watershed District Employee of the Year at the Minnesota Association of Watershed Districts (MAWD) Annual Meeting & Trade Show by the Minnesota Board of Water and Soil Resources (BWSR).

The next meeting will be on February 16, 2016, at 9:30 a.m. at the Red Lake Watershed District, Thief River Falls, Minnesota.

There being no further business, the meeting was adjourned by acclamation at 12:10 p.m. following lunch.

Respectfully submitted,

Jerome Deal
Secretary

Naomi L. Goral
Administrator