



Red River Watershed Management Board

Board of Managers

John Finney, President-Humboldt LeRoy Carriere-Roseau Dan Money-Hallock Ben Kleinwachter, Vice President-Strandquist
LeRoy Ose-Thief River Falls Daniel Wilkens, Treasurer-Fertile Greg Holmvik-Ada Jerome Deal, Secretary-Wheaton
Naomi Goral, Administrator-Detroit Lakes

**RED RIVER WATERSHED MANAGEMENT BOARD MEETING
November 15, 2016
Wild Rice Watershed District, Ada, Minnesota**

The RRWMB met on Tuesday, November 15, 2016 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 LeRoy Ose
 Daniel Wilkens Greg Holmvik
 Jerome Deal

Others present were: Naomi Goral, Administrator
Ron Harnack, Project Coordinator
Henry Van Offelen, Red River Coordinator
Chuck Fritz, Director – International Water Institute
Dr. Jay Leitch
Jerry Bents, Engineer – Houston Engineering, Inc.
Nate Dalager, Engineer – HDR Engineering, Inc.
Chad Engels, Engineer – Moore Engineering, Inc.
Morrie Lanning, Barr Engineering, Inc.
Myron Jesme, Administrator – Red Lake WD
Jim Ziegler, Regional Manager – MPCA
Brent Silvis, Administrator – Middle Snake Tamarac Rivers WD
Julie Goehring, South Basin Manager – RRBC
Kevin Ruud, Administrator – Wild Rice WD
Daron Selvig, Advanced Engineering & Environmental Services, Inc. (AE2S)
April Swenby, Administrative Assistant – Sand Hill River WD
Rita Albrecht, Northwest Regional Director – MDNR
Allen Wold, Manager – Bois de Sioux WD
Wally Sparby, Congressman Peterson's office
LeRoy Stumpf
Jon Roeschlein

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

The bills to be approved as of November 15, 2016 were as follows:

Date	Num	Name	Memo	Amount
11/15/2016	8186	ACS	Phone line, Fax/Internet	\$132.22
11/15/2016	8187	Adv. Engineering & Environmental Services	Public Information Consulting Services	\$2,850.65
11/15/2016	8188	Brady, Martz & Associates, P.C.	2015 Audit & Special District Reporting Form - 12/31/15	\$7,434.88
11/15/2016	8189	HDR Engineering, Inc.	Invoice No. 1200016713	\$2,673.94
11/15/2016	8190	Marco Technologies LLC	Photocopier Maintenance - Invoice No. INV3762440	\$369.74
11/15/2016	8191	MCI	Long distance service	\$38.57
11/15/2016	8192	Naomi Goral	Reimbursed Expenses	\$1,745.26
11/15/2016	8193	Ronald D. Harnack	Project Coordinator Exp. - November 2016	\$1,597.13
11/15/2016	8194	Smith Partners PLLP	Invoice No. 38345, October 2016	\$88.66
11/15/2016	8195	Smith Partners PLLP	Invoice No. 38346, Model Buffer Rule - 10/16	\$13,085.48
11/15/2016	8196	Smith Partners PLLP	Invoice No. 38347, Runoff Based Drainage Assess. - 10/16	\$2,256.17
11/15/2016	8197	Star Tribune	Advertising/Promotion - Project & Financial Coordination Consultant	\$1,292.00
11/15/2016	8198	U.S. Postal Service	Annual - P.O. Box Fee	\$228.00
11/15/2016	8199	Verizon	Conference Calling Charges	\$88.72
11/15/2016	8200	Wild Rice Watershed District	Farmstead Ring Dike Program - Pay Req. No. 5 (Visser)	\$2,283.19
11/15/2016	8201	Wild Rice Watershed District	Farmstead Ring Dike Program - Pay Req. No. 6 (Ramstad)	\$41,757.43
11/15/2016	8202	Wild Rice Watershed District	Project Team Reimbursement FY2017	\$5,850.79
11/15/2016	8204	Brandner Printing	Invoice No. 11499 - Newsletter	\$966.09
				\$84,738.92

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

Red River Retention Authority

Manager Finney stated that a meeting of the Office Administration Committee is scheduled at 10:00 a.m. on Tuesday, November 22, 2016 to discuss the Executive Director position.

A special meeting is scheduled at 11:00 a.m. following the committee meeting to further discuss the Executive Director position and receive a presentation on the Benefit-Cost Analysis Template developed by J. Leitch and C. Fritz.

Water Quality Project Monitoring

C. Fritz distributed the IWI Monitoring and Education Activity Report. Michael Knudson, Monitoring and Education Specialist, started employment with IWI on October 17th. He will be working in the northern basin with River Watch schools and water quality monitoring. Mr. Knudson is filling the vacated position left by Evelyn Ashiamah.

Benefit-Cost Analysis Template / Green Meadow Subwatershed

J. Leitch distributed a draft white paper titled *Dollar Values of Recreation, Fish & Wildlife, and Habitat for Evaluating Watershed Management Alternatives in Northwest Minnesota*.

Water management alternatives have the potential to both positively and negatively affect fish and wildlife resources and associated recreational opportunities. Three possible areas for valuation are (1) outdoor recreation, (2) fish and wildlife, and (3) habitat. Dollar values were identified from the literature for fish and wildlife resources normally found in northwest Minnesota, explicitly to be used in the economic analyses of small watershed projects.

J. Leitch concluded that instead of developing a single Benefit-Cost Analysis Template to conduct a scoping analysis, several “white papers” will be developed to address issues on the benefit list.

Public Information Initiative

D. Selvig reported that the print and electronic versions of the Fall 2016 newsletter have been distributed.

The board’s website has been updated with the latest newsletter articles and images. Work is underway to update the TSAC papers on the website. More photographs of various watersheds are being gathered to rotate through the carousel on the home page.

A “Save the Date” notification for the 19th Joint Annual Conference has been emailed to the board’s mailing list.

Human Resource Committee Report

Manager Finney reported that the Human Resource Committee (HRC), along with R. Harnack and N. Goral, interviewed six candidates for the position(s) of Project and/or Financial Coordination Consultant. Of the six candidates; two applied for Project Coordination only, three applied for Financial/Lobbying only, and one applied for both positions.

Manager Finney explained that he developed an estimate of approximate administrative expenditures for consideration by the HRC. He noted his concern regarding the potential additional expenses that are likely to be incurred due to retaining two separate individuals to address the tasks previously completed by R. Harnack.

Manager Wilkens stated that to better manage administrative expenses, a meeting should be scheduled with organizations that receive annual funding from the board to determine whether in addition to the services provided for funding received that’s used to assist the board in meeting their goals and objectives, if additional services could be performed to help reduce the board’s administrative expenses. Following discussion, the board directed Manager Wilkens to schedule a meeting with various basin-wide organizations to further address this issue.

Manager Money suggested that the board should conduct another retreat to discuss internal operations. Manager Kleinwachter concurred and noted the importance of good communication among board managers as well as an understanding of board operation.

R. Harnack noted that due to the upcoming legislative session, retaining a Financial/Lobbying Consultant should be the board's highest priority. He further stated that he plans to continue his consulting services with the board through June which would allow adequate time to fill the Project Coordination position.

Project Coordinator Report

R. Harnack distributed the Project Coordinator Report. An updated five-year schedule of various progressing watershed projects was distributed. It was noted that should each project proceed as anticipated, it's unlikely the FDR appropriation would be sufficient to cover to the estimated construction costs. The importance of securing USDA funds for RCPP projects was discussed.

R. Harnack stated that prior to the distribution of a draft report on the 404 assumption the final two chapters must be completed. Steve Taft, University of Minnesota – Economist, is completing one chapter. The benefit-cost to the regulated community by the state assumption of 404 and the anticipated enhanced regulatory timing, efficiency and certainty due to the assumption is under review. The current estimated benefit is between 1 and 5% of project costs due to permitting delays and related cost increases. The final report is due to the legislature in January.

R. Harnack referenced that the Minnesota Department of Natural Resources (MDNR) has denied a permit application for the proposed Fargo-Moorhead Flood Risk Management Project. He inquired whether the board should provide comments for the record. Following discussion, the board agreed to forward similar comments as the ones sent regarding the Environmental Impact Statement (EIS) for the project.

Administrator Report

A) Project and Financial Coordination Consultant Position

N. Goral reported that the Human Resource Committee, R. Harnack and herself, conducted interviews for the position(s) of Project and/or Financial Coordination Consultant on Friday, November 11, 2016 at the Sand Hill River WD office in Fertile, MN.

The Human Resource Committee plans to meet following today's board meeting for further discussion.

B) Red River Basin Women's Initiative

N. Goral stated that she attended a meeting on Monday, October 24, 2016 at the Red River Basin Commission office in Fargo, ND. Discussion included hosting a breakfast session at the RRBC's 34th Annual Conference. Others in attendance included: L. Thvedt, J. Goehring, S. Miranowski, and L. Kingery.

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

N. Goral noted that she attended the Annual USGS Cooperative Stream gaging on Tuesday, October 25, 2016 at the Cass County Highway Department in West Fargo, ND. Discussion included the merger of the USGS North Dakota Water Science Center with the South Dakota Water Science Center into a single science organization that would allow for a broader range of skills and increased capacity. Please refer to handout.

The cost share payments for USGS Stream Gages for FY2017 have been calculated. Individual billings will be forwarded to member districts for reimbursement to the RRWMB.

D) Upcoming Meetings/Conferences

1. **Red River Basin Flood Damage Reduction Work Group**, 9:30 a.m., Wednesday, November 16, 2016, MnDOT, Detroit Lakes, MN.
2. **Red River Retention Authority**, November 22, 2016, Cass County Highway Department, West Fargo, ND.
3. **MAWD Annual Meeting & Trade Show**, December 1-3, 2016, Arrowwood Conference Center, Alexandria, MN.
4. **Prairie Grains Conference**, December 7 – 8, 2016, Grand Forks, ND.
5. **Red River Basin Commission's 34th Annual Red River Basin Land & Water International Summit Conference**, January 17-19, 2017, at the Ramada Plaza * Suites, Fargo, ND.

Red River Coordinator/TAC Report

H. Van Offelen discussed the TAC objectives for 2016-17. A handout was distributed with the following objectives:

1. Make recommendations on all projects working through the established Project Prioritization Process (described in Section 9).
2. Develop a checklist for the RRWMB to use to track projects as they move through the Project Prioritization Process.
3. Investigate and report on the options for storing project prioritization related materials in a central location.
4. Provide technical review and recommendations to the RRWMB on all requested issues.
5. Review and make recommendations on all issues relevant to the ongoing Red River Basin Watershed Feasibility Study.

H. Van Offelen inquired about TAC membership. Following discussion, it was agreed that the TAC should include a representative from each engineering firm that works with individual member watershed districts, rather than each individual member watershed district designating an engineer on the TAC. Reimbursement from the RRWMB will be remitted for only one representative from each firm. **Motion** by Manager Wilkens to designate one representative from each engineering firm on the TAC, **Seconded** by Manager Deal, **Carried**.

Red River Basin Commission

J. Goehring, South Basin Manager, RRBC reported that the 34th Annual Red River Basin Land & Water International Summit Conference, *Passport to Progress: Thinking Beyond Our Boundaries*, is scheduled for January 17-19, 2017 in Fargo, ND.

A Natural Resources Framework Plan (NRFP) Update was distributed. J. Goehring referred to *Goal No. 9: Water Quality*. Manager Holmvik inquired about the cattail nutrient capture and vegetative harvesting project conducted in the Bois de Sioux WD.

J. Ziegler responded that the RRBC completed the first cattail harvest to optimize removal of biomass/nutrient content. The harvested biomass was analyzed for nutrient content and quantified to develop a detailed nutrient budget for removal of phosphorus and nitrogen. Although there was a

steep learning curve during this initial harvest, studies prove that North Ottawa provided enough acres to remove all the nutrients from the contributing upstream watershed.

District Reports

- The Bois de Sioux WD reported that the District has hired Michelle Swenson as their new Administrator. Ms. Swenson began her new position on Monday, November 14, 2016.

District's Funding Requests

No requests for funds were submitted this month.

The next meeting will be on December 20, 2016, 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 12:15 p.m. following lunch.

Respectfully submitted,

Jerome Deal
Secretary

Naomi L. Goral
Administrator