



Red River Watershed Management Board

Board of Managers

John Finney, President-Humboldt LeRoy Carriere-Roseau Dan Money-Hallock Ben Kleinwachter, Vice President-Strandquist
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Naomi Goral, Administrator-Detroit Lakes

RED RIVER WATERSHED MANAGEMENT BOARD MEETING
September 20, 2016
Courtyard by Marriott, Moorhead, Minnesota

The RRWMB met on Tuesday, September 20, 2016 at the Courtyard by Marriott, Moorhead, Minnesota.

President John Finney called the meeting to order.

Members present were: LeRoy Carriere Dan Money
 Ben Kleinwachter Les Torgerson
 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
Kevin Ruud, Administrator – Wild Rice WD
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
Tony Nordby, Engineer – Houston Engineering, Inc.
Keith Weston, Red River Basin Coordinator – USDA-NRCS
Tracy Halstensgard, Administrator – Roseau River WD
April Swenby, Administrative Assistant – Sand Hill River WD
Senator LeRoy Stumpf
Wally Sparby, Congressman Peterson’s office
Daron Selvig, Advanced Engineering & Environmental Services, Inc. (AE2S)
Heidi Hughes

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

The bills to be approved as of September 20, 2016 were as follows:

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
09/20/2016	8129	ACS	Phone line, Fax/Internet	152.98
09/20/2016	8130	Adv. Engineering & Environmental Services	Public Information Consulting Services	211.50
09/20/2016	8131	Bois de Sioux Watershed District	Reallocation of Surplus Mediation Funds FY16 - PT	4,226.37
09/20/2016	8132	Buffalo-Red River Watershed District	Project Team Reimbursement FY2016	12,414.82
09/20/2016	8133	Buffalo-Red River Watershed District	Reallocation of Surplus Mediation Funds FY16 - PT	4,071.16
09/20/2016	8134	International Water Institute	Runoff Based Drainage Assess. P16-5933 - Pay Req. No. 2	37,672.80
09/20/2016	8135	Jon Schauer/Consulting Unlimited Inc.	Invoice No. 3507	\$1,170.00
09/20/2016	8136	Marco Technologies LLC	Photocopier Maintenance - Invoice Nos. INV3584775 & INV3587150	\$1,108.74
09/20/2016	8137	MCI	Long distance service	\$39.82
09/20/2016	8138	Middle Snake Tamarac Rivers WD	Project Team Reimbursement FY2016	\$15,000.00
09/20/2016	8139	Middle Snake Tamarac Rivers WD	Reallocation of Surplus Mediation Funds FY16 - PT	\$430.16
09/20/2016	8140	Moore Engineering, Inc.	Invoice No. 13665	\$949.10
09/20/2016	8141	Naomi Goral	Reimbursed Expenses	\$366.42
09/20/2016	8142	Red Lake Watershed District	Reallocation of Surplus Mediation Funds FY16 - PT	\$16,111.57
09/20/2016	8143	Ronald D. Harnack	Project Coordinator Exp. - September 2016	\$1,130.78
09/20/2016	8144	Roseau River Watershed District	Roseau River Wildlife Management Area Proj. - Pay Req. No. 2	\$147,392.25
09/20/2016	8145	Roseau River Watershed District	Reallocation of Surplus Mediation Funds FY16 - PT	\$34,535.33
09/20/2016	8146	Smith Partners PLLP	Invoice No. 38172, August 2016	\$474.92
09/20/2016	8147	Two Rivers Watershed District	Project Team Reimbursement FY2016	\$1,044.90
09/20/2016	8148	U.S. Geological Survey	Bill No. 90474609, Stream Gaging - Fiscal Year 2016	\$28,371.00
09/20/2016	8149	Widseth Smith Nolting & Assoc., Inc.	Invoice No. 108272	\$3,235.00
09/20/2016	8150	Wild Rice Watershed District	Project Team Reimbursement FY2016	\$7,028.30
09/20/2016	8151	Wild Rice Watershed District	Reallocation of Surplus Mediation Funds FY16 - PT	\$4,908.85
				\$322,046.77

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

Red River Retention Authority

Manager Finney reported that at the September 13, 2016 meeting, a proposal for the Forest River Watershed Plan of the Walsh County Water Resource District was approved.

A Cooperative Agreement between the USDA-NRCS and the RRRRA for RCPP outreach was approved in the amount of \$70,000. The purpose of the agreement is to develop a Watershed Outreach Plan for the Red River of the North Basin to promote watershed protection for the twenty identified watersheds in the basin. A key component of watershed planning is providing outreach and education to the residents and landowners in a watershed area.

The preliminary 2017 budget of \$149,300 was approved. The 2016 budget was \$148,650.00.

Water Quality Project Monitoring

C. Fritz distributed the IWI Monitoring and Education Activity Report. The fall kick-offs for River Watch have been scheduled at three locations in the basin including Thief River Falls, October 4th; East Grand Forks, October 5th; and Moorhead, October 6th. To date, 150 students and teachers have registered to attend. This year students will receive the 2017 River Watch Forum assignment, train on watershed exploration, and paddle with Wilderness Inquiry to close out the day.

Runoff-Based Drainage Assessment Update

C. Fritz discussed the BWSR grant awarded through the Clean Water Fund (CWF) in the amount of \$94,182. The purpose of the grant was to conduct a conservation drainage program in consultation with the Drainage Work Group (DWG) that consisted of projects where existing drainage systems could be retrofitted with water quality improvement practices, outcomes could be evaluated, and outreach provided to landowners, public drainage authorities, drainage engineers, contractors and others.

The purposes of the Runoff-Based Drainage Assessment included:

- 1) Enabling a runoff and sediment based drainage assessments option in Chapter 103E for drainage system repairs.
- 2) Increasing the utilization of technology for determination of drainage system assessments.
- 3) Potentially reducing the time and cost of determining repair assessments, without conducting a redetermination of benefits and damages.
- 4) Better enabling equitable assessment of drainage system repair costs.
- 5) Providing incentives in Chapter 103E to reduce runoff and sediment delivery to a drainage system.

R. Harnack discussed the possibility of amending the current work plan of the original grant agreement to include the additional costs associated with the development of the Buffer Model Enforcement Rule & Guidance for Watershed Districts. The Scope of Services for development of the model rule would include: establishing an advisory committee, analyzing and integrating statutory requirements and authority, preparing a "draft" model buffer rule and guidance, preparing an updated "draft" model buffer rule and guidance, reviewing the updated rule with the advisory committee and preparing a revised "draft" model buffer rule and guidance for approval. The total estimated cost for Scope of Services is \$22,905.00.

Motion by Manager Wilkens to authorize an amendment of \$22,905.00 to the current work plan of the original grant agreement of \$94,182.00 for a total revised grant awarded of \$117,087.00, **Seconded** by Manager Deal, **Carried**.

Project Coordinator Report

R. Harnack distributed the Project Coordinator Report. A special session for bonding or taxes has *not* been scheduled at this time. Currently, project briefing updates from member districts are being reviewed with anticipated Flood Damage Reduction (FDR) funding needs for the next five years being calculated. The anticipated RRWMB obligations associated with the respective projects will be estimated as well.

A draft Request for Proposals (RFP) for the position of Project Coordinator was distributed. The RFP contains two components including lobbying efforts and member watershed district project coordination and support. Applicants can apply for either one of the two components or for both. Following board review, the board directed N. Goral to circulate the RFP and request applications to be submitted by Friday, October 14, 2016.

Administrator Report

A) Red River Basin Flood Damage Reduction Work Group

N. Goral reported that at the June 20, 2016 meeting, the Work Group approved reallocating the unexpended FY2016 funds to project teams to reimburse those watershed districts that submitted funding requests in excess of \$15,000.

The unexpended funds of \$64,283.44 (\$264,000 – \$101,526.08 - \$98,190.48 = \$64,283.44) were reallocated to individual project teams (provided they forwarded sufficient documentation for match) as follows:

Watershed District	Excess Available for Match	Pro-rated Allocation	Totals
BdSWD	\$10,098.38	6.57%	\$4,226.37
BRRWD	\$9,727.54	6.33%	\$4,071.16
MSTRWD	\$1,027.80	0.68%	\$430.16
RLWD	\$38,496.60	25.06%	\$16,111.57
RRWD	\$82,517.88	53.72%	\$34,535.33
WRWD	\$11,729.09	7.64%	\$4,908.85
Totals	\$153,597.29	100.00%	\$64,283.44

B) 2015 Annual Audit

The 2015 annual audit was completed by Brady, Martz & Associates. Copies of the report were distributed.

N. Goral requested WD Administrators and/or bookkeepers to forward copies of their Form B's to the board's office when they send the information to their county auditors each September.

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

The Annual USGS Cooperator meeting has been scheduled for Tuesday, October 25, 2016 at 1:00 p.m. in the Vector Room at the Cass County Highway Department in West Fargo, ND. The agenda items include Streamgage Funding for Fiscal Year 2017, USGS Activities in Water Year (WY) 2016, and Adventures in Stochastic Hydrology.

D) Appointment of New Northwest Regional Director

The Minnesota Department of Natural Resources has announced that Rita Albrecht has been selected as the new Northwest Regional Director, replacing Greg Nelson who retired in August.

E) Upcoming Meetings/Conferences

- RCPP Watershed Planning Meeting**, Tuesday, September 20, 2016, Courtyard by Marriott, Moorhead, MN, following the RRWMB meeting.

2. **Red River Basin Flood Damage Reduction Work Group**, October 19, 2016, Red Lake WD, Thief River Falls, MN.
3. **MAWD Annual Meeting & Trade Show**, December 1-3, 2016, Arrowwood Conference Center, Alexandria, MN.
4. **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.

N. Goral noted that as the first day of the RRBC's annual conference coincides with the RRWMB's regular monthly meeting, the Board may want to consider conducting the January board meeting in close proximity to Fargo, ND. Following discussion, the Board directed N. Goral to schedule the January board meeting at the Courtyard by Marriott in Moorhead, MN.

Red River Coordinator/TAC Report

H. Van Offelen reported that he has been communicating with C. Jarnot – USACE relative to the Watershed Feasibility Study (WFS). Progress continues regarding completing the tasks associated with the WFS.

Red River Basin Commission Report

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.

An updated RRBC's Natural Resources Framework Plan (NRFP) was distributed. J. Goehring referred to *Goal No. 9: Water Quality* and discussed the cattail nutrient capture and vegetative harvesting project occurring in the Bois de Sioux WD. The RRBC has completed the first cattail harvest to optimize removal of biomass/nutrient content. An adjoining landowner/farmer has been secured to take all cattail material harvested. The harvested cattail will be chopped, hauled, and spread as a green manure on agricultural land within the upstream drainage area in an effort to recycle nutrients and improve soil health.

Public Information Initiative

D. Selvig reported that a new, slightly redesigned edition of the print newsletter was distributed. A fall edition of the newsletter is under development featuring an article on the PTMApp as well as Dan Thul's career and retirement.

An upcoming meeting of the Joint Public Information Committee is scheduled for tomorrow in Detroit Lakes, MN. Items to be discussed include: the Joint Annual Conference, suggestions for future newsletters, an assessment of current communication initiatives, and an evaluation of the effectiveness of the FDR Communications Team.

District Reports

- The Red Lake WD reported that construction of one of two total ring dikes has been completed. The District is presently working with a second landowner on final engineering for another ring dike with hopes to finish construction yet this fall.

- The Two Rivers WD reported that Governor Dayton visited Kittson County to discuss water quality issues. Staff and board members of the Kittson SWCD and the Two Rivers WD were invited to meet with the Governor at Lake Bronson State Park to discuss water quality initiatives. Discussion included the Klondike Clean Water Retention Project which will store approximately 37,000 acre-feet of water during flood events.
- The Wild Rice WD reported on Community Flood Projection meetings. Several meetings have been conducted regarding clarification of funding responsibilities for the construction of road raises required for the completion of dikes in Hendrum and Perley. The District plans to finalize cost estimates so informational sheets can be developed and distributed to legislators.

District's Funding Requests

No requests for funds were submitted this month.

The next meeting will be on October 18, 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 11:45 p.m. following lunch.

Respectfully submitted,

Jerome Deal
Secretary

Naomi L. Goral
Administrator