



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 Holmviik-Ada Jerome Deal, Secretary-Wheaton
Naomi Goral, Administrator-Detroit Lakes

RED RIVER WATERSHED MANAGEMENT BOARD MEETING
June 20, 2017
Red Lake Watershed District, Thief River Falls, Minnesota

The RRWMB met on Tuesday, June 20, 2017 at the Red Lake Watershed District, Thief River Falls, Minnesota.

President John Finney called the meeting to order.

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

Others present were: Naomi Goral, Administrator
Ron Harnack, Project Coordinator
Lisa Frenette, Financial Coordinator
Henry Van Offelen, Red River Coordinator
Dr. Jay Leitch
Myron Jesme – Administrator, Red Lake WD
Nate Dalager, Engineer – HDR Engineering, Inc.
Kevin Ruud, Administrator – Wild Rice WD
Morrie Lanning, Barr Engineering, Inc.
Jerry Bents, Engineer – Houston Engineering, Inc.
Danni Halvorson, Director - IWI
Keith Weston, Consultant – RRRA
Willis Goll, Agricultural Engineer - NRCS
Tony Nordby – Engineer, Houston Engineering, Inc.
Heidi Hughes, Public Information Consultant
Tracy Halstensgard, Administrator – Roseau River WD
LeRoy Stumpf, Congressman Peterson's Office
Julie Goehring, South Basin Manager – RRBC
Jason Braaten, Manager – Roseau River WD
Roger Hanson, Manager – Sand Hill River WD
April Swenby, Administrative Assistant – Sand Hill River WD
Roger Mischel, Manager – Middle Snake Tamarac Rivers WD
Rita Albrecht, Northwest Regional Director - MNDNR
Allen Wold, Manager – Bois de Sioux WD

An update from Manager Money regarding Enbridge seeking additional funds from the State was added to the agenda under *Other Issues / New Agenda Items*.

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

The bills to be approved as of June 20, 2017, were as follows:

Date	Num	Name	Memo	Amount
06/20/2017	8377	ACS	Phone line, Fax/Internet	\$132.22
06/20/2017	8378	Bois de Sioux Watershed District	Public Information Initiative - North Ottawa, Joel Heitkamp	\$1,000.00
06/20/2017	8379	Brady, Martz & Associates, P.C.	2016 Audit & Special District Reporting Form - 12/31/16	\$7,325.00
06/20/2017	8380	Buffalo-Red River Watershed District	Project Team Reimbursement FY2017 - Qtr 1	\$2,124.40
06/20/2017	8381	Buffalo-Red River Watershed District	Project Team Reimbursement FY2017 - Qtr 2	\$5,864.49
06/20/2017	8382	Buffalo-Red River Watershed District	Project Team Reimbursement FY2017 - Qtr 3	\$3,637.00
06/20/2017	8383	Dot.Com Connection	Website maintenance	\$270.00
06/20/2017	8384	HDR Engineering, Inc.	Invoice No. 1200056851	\$5,244.46
06/20/2017	8385	Heidi Hughes	Public Information Consulting Services	\$2,839.04
06/20/2017	8386	Houston Engineering, Inc.	TAC - Inv. No. 34933	\$2,136.23
06/20/2017	8387	International Water Institute	Red River Basin River Watch Program - 2017-18	\$125,000.00
06/20/2017	8388	Marco Technologies LLC	Photocopier Maintenance - Invoice No. INV4329911	\$369.74
06/20/2017	8389	MCI	Long distance service	\$38.22
06/20/2017	8390	Moore Engineering, Inc.	Invoice No. 15494 - TAC Meeting	\$972.80
06/20/2017	8391	Naomi Goral	Reimbursed Expenses	\$821.01
06/20/2017	8392	Red River Retention Authority	Annual Cost-share - 2nd half of 2017	\$20,997.50
06/20/2017	8393	Ronald D. Harnack	Project Coordinator Exp. - June 2017	\$585.94
06/20/2017	8394	RTW, Inc.	Workers Comp. Ins. 07/20/17 - 07/20/18	\$682.00
06/20/2017	8395	Smith Partners PLLP	Invoice No. 38849, May 2017	\$12,001.03
06/20/2017	8396	U.S. Postal Service	500 - 1st Class Postage	\$245.00
06/20/2017	8397	Widseth Smith Nolting & Assoc., Inc.	Invoice No. 116808 - TAC	\$691.50
06/20/2017	8398	Jay A. Leitch	RRWMB Strategic Planning	\$5,998.00
06/20/2017	8399	Red Lake Watershed District	Meeting Expense - RRBFRWG / 06-20-17	\$224.72
				\$199,200.30

Motion to approve and pay bills by Manager Money, **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

K. Weston distributed the RRRRA Executive Director's Report. He participated in a meeting on May 17, 2017, between NRCS, RRRRA and RCPP watershed sponsors, staff and consultants to discuss ongoing Regional Conservation Partnership Program (RCPP) planning efforts.

K. Weston reported that formal letters were sent to the Sand Hill River and Wild Rice Watershed Districts encouraging them to begin RCPP watershed planning. The Wild Rice WD conducted public meetings for both Moccasin Creek (Twin Valley) and South Branch of the Wild Rice River (Felton) watersheds on June 12, 2017.

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During the May board meeting, it was suggested that a joint RRWMB and Red River Joint Water Resource District (RRJWRD) meeting and tour be scheduled for July 19, 2017 following the regular monthly July board meeting on Tuesday, July 18, 2017. K. Weston distributed a draft meeting agenda, trip itinerary and trip route map.

Following the May board meeting, K. Weston met with H. Hughes, Public Information Consultant, to set up a RRRRA Facebook account. New items will be posted to the site as time permits.

K. Weston stated that during the first week of June, he assisted Co-Chair Finney in developing testimony for the Subcommittee on Conservation and Forestry, for the purposes of providing testimony and responding to questions from members of the committee regarding Small Watershed Infrastructure on June 13, 2017.

Water Quality Project Monitoring

D. Halvorson distributed the IWI Monitoring and Education Activity Report. Rapid floristic quality assessment (rFQA) protocol work is being scheduled at select FDR impoundment sites within the Red River basin. Plans are by the end of June to repeat the work completed in 2012 for wetland condition monitoring at Lockhart and Ross Impoundments as well as complete initial wetland condition monitoring at Hay Creek Norland and Euclid East impoundments. The goal is to use the rFQA protocol to sample and assess the biological quality/biological condition, of wetlands within these impoundment areas.

Project Coordinator Report

R. Harnack distributed the Project Coordinator Report. One of the few bills that passed before the end of the special session was the Omnibus Environmental bill. This bill sets the stage for the next biennium's expenditures for the various agencies with environment overview. Included in this year's budget affecting the RRWMB were the following:

- Red River Basin Flood Damage Reduction Work Group (Work Group) \$264,000/year for up to 50% local match.
- Red River Basin Commission (RRBC) \$100,000/year for water quality and floodplain management.
- Drainage Work Group (DWG) \$166,000 per year for technical assistance to local drainage authorities and the DWG.
- A one-time \$300,000 appropriation to assist the state in negotiating draft agreements with the U.S. Environmental Protection Agency (EPA) for the state assumption of the 404 program.

R. Harnack reported on the Clean Water Legacy bill. The Wild Rice WD received \$600,000 for the Goose Prairie Project to enhance aquatic and upland habitat. The Buffalo-Red River WD received \$1,877,000 for the Wolverton Creek Habitat Restoration Project to acquire permanent conservation easements.

R. Harnack stated that the Flood Hazard Mitigation program received the same funding as in last year's session of \$11.5 million. He has discussed capital investments needs for the upcoming year with the MDNR which include \$2.8 million for Halstad, ~\$1 million for Redpath, and \$500,000 for Roseau Lakebed.

Red River Basin Commission

J. Goehring, South Basin Manager – RRBC, distributed an update on the Natural Resources Framework Plan (NRFP) that was discussed at the June 1, 2017 board meeting.

A handout was also distributed on the Roseau River International Watershed regarding the organization's purpose and mission.

Administrator Report

A) Red River Basin Flood Damage Reduction Work Group

N. Goral reported that at the previous monthly meeting, the Board of Managers requested that she reserve the venue at the Courtyard by Marriott in Moorhead, MN for the **20th Joint Annual Conference** on Wednesday, March 21, 2018 and Thursday, March 22, 2018. These dates immediately follow the regular monthly board meeting of March 20, 2018. The venue for the conference was available and the dates have been reserved. Following discussion, the board agreed to conduct their board meeting on March 20th at the Courtyard by Marriott as well.

N. Goral stated that the Work Group is scheduled to meet following lunch after today's board meeting. As June 30, 2017 is the end of FY17, the Work Group plans to discuss reallocating the unexpended fund balance of \$134,148.09.

N. Goral encouraged watershed districts to submit all remaining project team expenses incurred through June 30, 2017 for reimbursement as soon as possible following the end of the fiscal year so the balance of any remaining funds can be reallocated as directed by the Work Group.

B) Regional Conservation Partnership Program (RCPP) Meeting

N. Goral stated that she attended the RCPP meeting conducted on May 17, 2017 at Houston Engineering, Inc. An update on the status of projects progressing through the planning process was presented by Dave Jones, Acting Red River Basin Coordinator – NRCS. Discussion also occurred on the development of Purpose and Need statements and the Benefit-Cost Analysis requirements.

C) Joint Powers Board

N. Goral reported that the Minnesota Joint Powers Board met on Wednesday, May 24, 2017 at the RRBC Fargo offices. She provided an update on current efforts of the RRWMB. Others in attendance included: Ron Staples, Stevens County; Roger Falk, Roseau County; Gary Kiesow, Marshall County; Steve Jacobson, Norman County; and Leah Thvedt, RRBC.

D) 3rd International Sustainable Wetland Plan Management Conference / North Ottawa Tour

N. Goral stated that she attended the North Ottawa Impoundment Project bus tour on June 1, 2017 sponsored by the Bois de Sioux WD. The event was well-attended and generated much interest from bird watchers statewide.

E) Public Information Initiative

N. Goral noted that she and H. Hughes met with Don Ogaard at his home in Ada, MN on June 6, 2017 to begin the process of recording the development of the RRWMB. N. Goral added that D. Ogaard was invaluable for providing historical information regarding water management activities in the Red River basin.

F) Annual Report

N. Goral reported that she continues to work on the 2016 Annual Report with assistance from H. Hughes and H. Van Offelen. Following the completion of the 2016 audit, the report will be incorporated into the annual report with a final draft copy circulated to the PIC for comment.

G) Red River Retention Authority Meeting

N. Goral stated that she attended the RRRA meeting on Thursday, June 15, 2017 in West Fargo, ND. The RRRA reviewed and approved the 2018 budget. The annual RRWMB contribution for 2018 is \$32,000.

Cathee Pullman, MN State Conservationist – USDA-NRCS, introduced the new Acting Red River Basin Coordinator Willis Goll at the RRRA meeting. Mr. Goll is an Agricultural Engineer from the Rochester, MN Area Office and will be based out of the Thief River Falls, MN office for approximately 120 days. His contact information is willis.goll@mn.usda.gov, phone: (218) 681 – 6600, Ext. 116.

H) Finance Committee

N. Goral explained at the May board meeting, Brad Bakken, Wealth Advisor – Bell Bank, met with the board and discussed various investment options. Mr. Bakken has subsequently developed additional information for board consideration and she recommended the Finance Committee should schedule a meeting to discuss the Bell Bank proposal and develop a recommendation for board consideration. Committee members include: J. Deal – Chair, D. Wilkens, R. Harnack, N. Goral, H. Van Offelen, J. Finney and M. Jesme. Following discussion, the committee members requested N. Goral to distribute a doodle poll. A draft 2018 proposed annual budget was distributed for review.

I) Upcoming Meetings/Conferences

- 1. Minnesota Association of Watershed Districts (MAWD) 2017 Summer Tour**, Wednesday, June 21, 2017 to Friday, June 23, 2017, Leech Lake Area, Bemidji, MN.
- 2. RRBC Water Quality Strategic Planning Meeting**, Friday, June 23, 2017, at 9:00 a.m., Ag Country Farm Credit Services, Ada, MN.
- 3. Joint RRJWRD & RRWMB Bus Tour**, Wednesday, July 19, 2017, at 9:30 a.m., Canad Inn, Grand Forks, ND.
- 4. 6th Annual Red River Valley Ag Water Issues Forums**, July 18, 19 & 20, 2017, sponsored by Minnesota Farm Bureau. July 18th – Jon & Val Johnson Farm, Badger, MN; July 19th – Neil Rockstad Farm, Ada, MN; and, July 20th – Craig Lichtsinn, Dumont, MN.

Red River Coordinator/TAC Report

H. Van Offelen reported that the TAC met last week to further discuss the Cost Benefit Analysis and prospects for multi-purpose project development. J. Bents referred to the flowchart distributed at last month's meeting depicting how projects progress through the RCPP process relative to trying to determine a federal interest. He reiterated the TAC's concern regarding projects developed for distributed detention storage (DDS) that are consistent with larger sites and mainstem benefits only to be misaligned or redirected to smaller, localized projects since a federal interest couldn't be identified.

H. Van Offelen explained that the TAC proposes to study the value of the 20% basin-wide flow reduction strategy to account for the full implementation of DDS and to justify long-term goals of the RRWMB. An estimate of \$25,000 to conduct the study was developed by the TAC. N. Dalager

Page 6 June 20, 2017. Red River Watershed Management Board Meeting Minutes added that currently no individual project can account for mainstem benefits. A determination should be made not only for RCPP projects but also for FDR projects.

H. Van Offelen stated that funds for the study could be provided by those allocated to the Cost Benefit Analysis initiative. Manager Money inquired whether those resources should be expended on the proposed study when each project progressing through the RCPP process will have to develop their own Cost Benefit determination.

It was **moved** by Manager Ose and **seconded** by Manager Wilkens to authorize \$25,000 for the TAC to conduct a study to determine the value of the 20% basin-wide flow reduction strategy. As there was no further discussion, a vote was taken. **Carried with Managers Money and Carriere opposed.**

R. Albrecht reviewed the State of Minnesota Income Contract for the Red River Coordinator position. The contract is for a one-year period effective July 1, 2017 – June 30, 2018. Discussion occurred relative to Exhibit A, Red River Coordinator Job Duties. **Motion** by Manager Deal to approve the State of Minnesota Income Contract for a one-year period effective July 1, 2017 to June 30, 2018 at a cost of \$28,000 with specific job duties to be finalized by R. Albrecht and the RRWMB, **Seconded** by Manager Ose, **Carried.**

District Reports

- The Roseau River WD reported on the Roseau River Wildlife Management Area (RRWMA) Project. Seeding of the channel has taken place and the remaining punch-list items are being addressed. There is an issue with seepage from an adjacent wetland that needs to be addressed this year or next.
- The Wild Rice WD reported on the Lower Wild Rice Project. The District continues to work with representatives from MDNR and BWSR to discuss potential uses for the funds received from the Lessard-Sams Outdoor Heritage Council (L-SOHC).
- The Bois de Sioux WD reported that the District is making progress with the PL-566 planning process. A project team meeting was held on June 6th to complete the Purpose and Needs Statement. Several project alternatives were also discussed and then narrowed down to four viable projects. A combination of individual project alternatives may be necessary in order to proceed.

Strategic Planning Session

J. Leitch distributed handouts developed by the Strategy-Management Team of Morrie Lanning, Chuck Fritz, Ron Harnack, Jill Wilkey, and himself. He inquired whether a contract should be executed between himself and the board relative to the facilitation services he provides to the board for Strategic Planning. Following discussion, the board agreed that no formal documentation was necessary.

J. Leitch explained that at the previous monthly meeting, Manager Finney encouraged each RRWMB member to distribute the materials that were circulated at the previous two board meetings and discuss the strategic planning effort with their respective boards for consideration. N. Goral reported

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J. Leitch inquired about the results of the member district discussions. The Bois de Sioux WD submitted documentation supporting retaining a part-time Executive Director with administrative support to continue being provided by N. Goral. The Bois de Sioux WD also was not in favor of obtaining office space and viewed this as an unnecessary expense.

The Roseau River WD submitted documentation stating that the strategic planning documents were reviewed by the board and the following recommendations were developed:

- Does not see a need for physical office space.
- Not in favor of Administrators on the board.
- The roles, responsibilities and goals listed in the current job descriptions should be more clearly defined.
- Secondary interviews of applicants should be conducted with the full board.
- Need clarification of the specifics of Phase II of the Strategic Plan.

The Red Lake WD Board of Managers voted to approve proceeding with the strategic planning effort of the board, however, offered the following comments for the RRWMB's consideration:

- The Red Lake WD Board of Managers felt that a clarification should be made as to whether the present Administrator Position would be replaced in the organization or whether the Executive Director position was in addition to the Administrator position.
- It is also stated that the Executive Director will hire the Executive Secretary. It is felt that the Board should be in charge of hiring and firing. The Executive Director could certainly have input and make recommendations, but it is felt that hiring authority should remain with Board.
- It was also recommended that the Executive Director and Executive Secretary contracts should be defined as "at will" employment and not have any specific contract term.
- It was noted that Key Qualifications include: Successful experience "directing" a board of managers. It was suggested that different language be used. It was not felt that the Executive Director would "direct" the board as to what it should do.
- It was felt that clarification should be made as to who would be conducting interviews of the candidates. Would it be this committee or a committee of the Board, or the entire Board? It was suggested that the entire Board actively participate in the interview and hiring process.
- It appeared that the candidate list was or is to be obtained from headhunter search only. It was felt that a broader approach in the search for candidates could be beneficial.

Manager Kleinwachter stated that the Middle Snake Tamarac Rivers WD is not against the process of strategic planning, however, it seems unclear as to how the board will proceed.

Those member districts in favor of moving forward with strategic planning also included the Sand Hill River, the Wild Rice, and the Two Rivers WD. **Motion** by Manager Wilkens to authorize the Strategic Planning effort to proceed, **Seconded** by Manager Ose, discussion followed.

Manager Wilkens referred to the initial strategic planning session that was conducted following the March board meeting. He explained at that meeting all the board managers were in favor of proceeding with retaining an Executive Director. Manager Kleinwachter suggested that before

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proceeding additional questions need to be answered such as what do we want to be different with
the new structure that the board isn't already doing?

Manager Deal reiterated the Bois de Sioux's recommendation for a part-time Executive Director. He added that he didn't see any problems with the current structure of the board. Manager Wold inquired if things are working under the current structure why would the board want to change.

Manager Wilkens stated with the upcoming retirement of R. Harnack, board representation is needed for dealing with USACE permitting issues as well as the 404-assumption process. J. Leitch suggested that should the board decide to proceed with the strategic planning process, the first step would be hiring an Executive Director who would continue to lead the process.

J. Leitch addressed the costs associated with proceeding with the strategic plan. Manager Finney noted his concern about proceeding with the plan and incurring additional administrative expenditures. A. Swenby, Administrative Assistant of the Sand Hill River WD, stated that at their previous board meeting, Manager Wilkens explained that proceeding with the new process would be financially neutral. T. Halstensgard, added that everyone seems to agree that the strategic planning effort should proceed and the process of retaining an Executive Director should begin.

As there was no further discussion, a vote was taken. The **motion carried** unanimously.

District's Funding Requests

No requests for funds were submitted this month.

Other Items

Manager Money stated that Enbridge Inc. is seeking a return of funds collected by the State as they claim an excess amount was levied for the required pipeline construction. He noted that should the return of funds be approved, it could have financial impacts to the board.

Enbridge Inc. provides a network of crude oil, liquids and natural gas pipelines and is currently constructing a replacement pipeline that was originally built in the 1960s in northwestern Minnesota.

The next meeting will be on July 18, 2017, at 9:30 a.m. at the East Grand Forks Campbell Library, East Grand Forks, Minnesota.

There being no further business, the meeting was adjourned by acclamation at 12:30 p.m. following lunch.

Respectfully submitted,

Jerome Deal
Secretary

Naomi L. Goral
Administrator