



Red River Watershed Management Board

Board of Managers

John Finney, President - Humboldt
Jason Braaten, Treasurer - Roseau
Roger Mischel - Warren

Greg Holmvik, Vice President - Ada
Dan Vesledahl - Fertile
LeRoy Ose - Thief River Falls

Jerome Deal, Secretary - Wheaton
Dan Money - Hallock

Robert L. Sip, Executive Director
Nikki Swenson, Executive Assistant

APPROVED MINUTES

RED RIVER WATERSHED MANAGEMENT BOARD MEETING

August 21, 2018 Meeting Minutes

Red Lake Watershed District | Thief River Falls, Minnesota

- 1. Call to Order:** The Red River Watershed Management Board (RRWMB) met on Tuesday, August 21, 2018 at the Red Lake Watershed District, Thief River Falls, Minnesota. President John Finney called the meeting to order. Members present were: LeRoy Ose, Greg Holmvik, Dan Money, Jason Braaten, Roger Mischel, and Jerome Deal. Members absent were: Dan Vesledahl.

Others present included:

- Rodger Hemphill, Interim Red River Coordinator, Minnesota Department of Natural Resources (DNR)
- Joel Praska, Administrator, Middle Snake Tamarac Rivers Watershed District (MSTRWD)
- Blake Carlson, Engineer, Widseth Smith and Nolting (WSN) Engineering, Inc.
- Myron Jesme, Administrator, Red Lake Watershed District (RLWD)
- Ted Priester, Executive Director, Red River Basin Commission (RRBC)
- Kevin Ruud, Administrator, Wild Rice Watershed District (WRWD)
- Jerry Bents, Engineer, Houston Engineering Incorporated (HEI)
- Rob Sip, Executive Director, RRWMB
- Nikki Swenson, Executive Assistant, RRWMB
- Morrie Lanning, Barr Engineering
- Nate Dalager, Engineer, HDR Engineering
- Keith Weston, Red River Retention Authority (RRRA)
- Donald Lacey, Land Owner, Grant County
- Henry Van Offelen, Board of Water and Soil Resources (BWSR)
- LeRoy Stumpf, Congressman Collin Peterson's Office
- Allen Wold, Manager, Bois de Sioux Watershed District (BDSWD)
- Lisa Frenette, Legislative Liaison, RRWMB
- Terry Sorenson, Manager, RLWD
- Al Page, Manager, RLWD
- Tracy Halstengard, Administrator, Roseau River Watershed District (RRWD)
- Tony Nordby, Engineer, HEI
- Chuck Fritz, Executive Director, International Water Institute (IWI)



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– Brian Opsahl, Auditor, Bracy, Martz, and Associates

2. **Meeting Additions and Adoption of Agenda:** Mr. Sip indicated that the BDWSD asked to remove their funding request from the agenda until next month. Mr. Sip asked that a funding request be added for the Red River Basin Commission related to the Long-term Flood Solutions update. A **Motion** to approve the Agenda with the additions was made by Mr. Money. **Seconded** by Mr. Braaten. **Carried.**

3. **Executive Assistant Performance Review:** Mr. Finney inquired with Mrs. Swenson if this portion of the meeting should be closed or open and Mrs. Swenson stated that she would prefer it to be open. Mr. Finney indicated that Mr. Sip conducted a performance review of the Executive Assistant. The RRWMB Human Resource Committee reviewed and affirmed the performance review at 8:45 AM on Tuesday, August 21, 2018 and recommended the Executive Assistant be moved from probationary to permanent status. A **Motion** to move Mrs. Swenson to permanent status and according to the terms of the appointment letter was made by Mr. Holmvik. **Seconded** by Mr. Mischel. **Carried.**

4. **Approval of Meeting Minutes: Motion** by Mr. Deal to dispense with the reading of the minutes for July 2018, **Seconded** by Mr. Braaten. **Carried.** A **Motion** by Mr. Deal to approve the July 17, 2018 meeting minutes. **Seconded** by Mr. Braaten. **Carried.**

5. **Financial Reporting:** Mr. Braaten provided and an overview of the Treasurers Report and monthly financial statements. Mr. Ose made a **Motion** to approve the reading of the Treasurer’s Report. **Seconded** by Mr. Holmvik. **Carried.**

The bills presented for approval as of August 21, 2018, were as follows:

Date	Name	Memo	Amount
8/1/18	Arvig	September Rent	\$625.00
8/7/18	Arvig	Phone Services for July	\$233.03
8/8/18	Bois de Sioux Watershed District	Pay request #20 for Redpath Funding	\$30,043.25
8/10/18	Cardmember Services	Meals, U-haul, Msft-Skype	\$73.43
7/13/18	Constant Contact	Auto Pay Monthly Services	\$55.00
8/10/18	Dot.Com Connection	July Services	\$30.00
7/20/18	HDR Engineering, Inc.	TAC 5/27/18-6/30/18	\$593.81
7/17/18	International Water Institute	FY 2018-2019	\$125,000.00
7/17/18	International Water Institute	First Reimb Req CWL 136073	\$61,471.34
7/31/18	International Water Institute	RRBFDRWG-Pay req 1 (FY18)	\$39,129.84
7/31/18	International Water Institute	RRBFDRWG-Pay req 2 (FY18)	\$43,143.68
8/3/18	Lisa A. Frenette	Expense Reimbursement 2/17/18-8/14/18	\$392.16
8/16/18	Marco Technologies LLC	Toner Cartridges	\$413.60
7/30/18	McCollum Hardware	Fans for office, Totes for storage	\$164.93
7/26/18	MN PEIP	9/1/18-9/30/18 coverage	\$1,479.36
8/8/18	Moore Engineering, Inc.	TAC mtg & Service through 7/31/18	\$1,777.60
8/20/18	Nikki Swenson	Expense Reimbursement	\$300.73



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8/20/18	Northwest Beverage	Water for Office	\$8.63
7/30/18	Office Supplies Plus	RRWMB Post its, staples, folders, doc. holder, binders, tabs, batteries, HD stapler, carafes, paper, magnets, binder clips, highlighter, RRWMB scratch pads, poster putty.	\$971.28
8/20/18	Ralph's	Meeting snacks	\$25.88
8/2/18	Red River Retention Authority	Second half of 2018	\$16,000.00
8/17/18	Robert Sip	July & August Expense Reimbursement	\$2,306.14
8/17/18	Sand Hill River Watershed District	Project Team Reimbursement 4 th Q	\$5,821.58
8/7/18	Smith Partners PLLP	July Services	\$1,004.30
8/20/18	Tri-Valley Transportation	RRWMB Project Tour-Newfolds, Thief River Falls	\$350.00
8/17/18	Two Rivers Watershed District	Project Team Reimbursement 4 th Q	\$4,790.97
7/18/18	U.S. Geological Survey	4/1/18-6/30/18 billing	\$29,633.75
8/7/18	Verizon	July Bill	\$72.47
8/7/18	Widseth Smith Nolting & Assoc., Inc.	Services through 7/21/18	\$1626.90
8/2/18	Wild Rice Watershed District	Shared services	299.11
		TOTAL	\$367,837.77

Motion to approve and pay bills along with manager vouchers presented by Mr. Mischel, **Seconded** by Mr. Deal. **Carried.** For further reference, copies of the bills approved are attached hereto in the Treasurer's Report as Exhibit A.

6. Funding Requests:

A. Project Step Process Reports and Applications - Technical Advisory Committee (TAC)

Recommendations:

- **Newfolds-Middle River Subwatershed Flood Damage Reduction Project** – Mr. Sip discussed the request and STAR value of the project. The TAC recommends approving the request with the recommendation the City of Newfolds and MSTRWD pursue additional State funding using the provisions that the local share of community flood protection projects be capped at 2 percent. There was discussion held regarding the project plan and benefits. It was stated that the impoundments are in lieu of the ring dike funding, and the communities are going to assist in paying for the project through DNR funding (2 percent median household income), similar to the Hendrum project with the WRWD.

B. Other Requests for Funding:

- **BDSWD Research Funding:** Deferred to September 2018 RRWMB Board Meeting.
- **River Watch Funding:** Mr. Sip indicated that the funding agreement and resolution between the RRWMB and the IWI were not available at the time the meeting packet was finalized and that it had been emailed to the Managers on Friday, August 17, 2018. The funding agreement and resolution were distributed to the Managers for discussion and review. Mr. Sip discussed the



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funding agreement and resolution and indicated that these documents will be used in the future for funding requests such as this. **Motion** to approve by Mr. Money. **Seconded** by Mr. Deal. Mr. Finney stated that a roll call vote would be taken:

Roll Call Vote:

Mr. Holmvik	Yes
Mr. Braaten	Yes
Mr. Finney	Yes
Mr. Mischel	Yes
Mr. Money	Yes
Mr. Ose	Yes
Mr. Deal	Yes
Mr. Vesledahl	Absent

Carried.

Mr. Fritz briefly discussed the River Watch Program with the Managers and stated that the IWI has been asked by the Minnesota Clean Water Council (CWC) to move the River of Dreams Program into a new statewide program. The CWC is currently proposing to commit \$500,000 for the biennium for the statewide program. Mr. Fritz indicated that the additional funding from the CWC will help pay for the program expansion. Each watershed district statewide will have the option to participate in the program. Mr. Fritz also stated that the River Watch Program is receiving statewide recognition.

- **LIDAR:** Mr. Fritz distributed information about a proposed new LIDAR flight for the Red River Basin and discussed QL2 data compared to QL1 data, which is the highest resolution. Mr. Fritz indicated that the blue and green areas on the map in the handout shows the areas that are planning to be collected this fall (2018). FEMA and the North Dakota State Water Commission represent the blue area and will be contributing approximately \$750,000 for 3,134 square miles. The North Dakota USDA Natural Resources Conservation Service represents the green area and will be contributing approximately \$1.5 million for 6,207 square miles. The US Army Corps of Engineers (ACOE) will be the project managers. The cost is estimated at about \$215 to \$235 per square mile.

Mr. Fritz stated that this is the same vendor as the last time the LIDAR data was collected. Mr. Fritz indicated that if the RRWMB were to fund part of this project for the Minnesota portion, the cost is estimated to be approximately \$125 per square mile, with the cost being negotiable. Mr. Fritz stated that he has been told there is a federal client willing to cost share if other funding is confirmed. Mr. Fritz mentioned that he is unsure of final costs but that this would be a great opportunity to collect updated data. It was asked what the time line would be for this project and Mr. Fritz said that it will take the next two fall seasons to collect the data.

Mr. Fritz stated that North Dakota is willing to allocate funds for a new LIDAR flight and has the funding secured. Mr. Money asked what can be done with the new data versus the current data. Mr. Fritz responded that the new flight will result in better, clearer, and more precise data. Mr.



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Priester mentioned that he is headed to Canada after today's RRWMB meeting to meet with Canadian officials about their interest in the project and Manitoba is potentially willing to participate.

Mr. Finney asked about recouping some of the costs of obtaining LIDAR data. Mr. Fritz responded that previously it appeared that agricultural tiling companies and engineering firms were the primary users of the data and that if the State of Minnesota is involved, the data will need to be free to the public for downloading. Discussion was held about being able to potentially charge fees for the data. Mr. Fritz said that it will cost roughly \$2 million on the Minnesota side and that Minnesota would like QL1 data, which is the most accurate and precise. Tracy Halstengard asked if tiling companies and engineering firms could be asked to contribute financially to the LIDAR flight. Mr. Fritz agreed that could be an option.

Mr. Deal inquired about what point will additional flights not be needed. Mr. Money asked if the RRWMB TAC had discussed the issue and if it was worth the time and money. Mr. Hemphill stated that this issue would be discussed at the next TAC meeting in early September 2018. Mr. Finney asked about the need for better data because it appears that the current data is adequate. Mr. Fritz responded that he is just presenting this to see if there is interest in moving forward. Mr. Deal said there is interest, but that more detailed project costs need to be shared with the RRWMB.

Mr. Bents stated that the projected cost of \$2 million may not be palatable and Mr. Engels and Mr. Dalager stated that new data would not eliminate the need for a certified survey. Mr. Fritz stated that if the RRWMB does not lead, the project it will end up costing more as North Dakota and Minnesota and the federal government have a preset contracted amount and that there is not an option to negotiate down. Mr. Money stated that he would like to see a comparison made between the differences between current LIDAR data and a new flight. Mr. Van Offelen suggested that the RRWMB send a letter to the previous funding partners stating that there is an excellent opportunity to obtain newer data and that funding partners are needed. Mr. Ose indicated that he was in favor of a letter being sent out. Mr. Finney stated that maybe the letter should come from the Flood Damage Reduction Work Group (FDRWG). It was general board consensus that they are cautiously interested and will further discuss the issue at the September 2018 regular board meeting to see who additional funding partners would be.

- **Long Term Flood Solutions (LTFS):** Mr. Sip and Mr. Priester distributed information to the Managers regarding updating the LTFS. Mr. Priester stated that the US ACOE identified 2018 funds for the project, but the funds will need to be spent this fall. Mr. Priester indicated that Cass County will be allocating funds for the update and is asking for \$5,000 to \$100,000 from the RRWMB depending on funding from other sources including the State of Minnesota. The US ACOE available funds have helped move the update process forward and all the expenses are covered for the first year of this project. The focus of this project will be to complete studies of 200 and 500-year events and to ensure that community plans are updated.

The original LTFS encouraged communities to be prepared for 200-year events but there was limited ability to provide data for those types of events in the past. The RRWMB Managers asked



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how much the RRBC would need today and Mr. Priester responded that \$12,500 would work for this year. This amount would help offset costs for Task 1 in the first year, 60 percent of Task 2, and will provide funds to start on Task 3 as listed in the information that was distributed to the Managers.

Mr. Priester stated that next year a funding request could be as much as \$87,500. Mr. Money made a **Motion** to allocate \$12,500 to the RRBC for this year and stated that the RRBC can request funds additional funds next year, which would allow the RRBC to locate other funding partners. Mr. Deal **Seconded. Carried.**

7. **Levy Reduction Criteria:** Mr. Sip indicated that the Managers had asked at the July 2018 RRWMB meeting that this issue brought forward for discussion. Mr. Deal stated that it was his recollection that he thought the Levy Reduction Criteria had been previously approved. Mr. Money stated that in the minutes from August 2017 that the Criteria was approved. Mr. Finney stated that the RRWMB Managers could reaffirm the approval of the Levy Reduction Criteria. Mr. Ose made a **Motion** to reaffirm the August 15, 2017 decision. **Seconded** by Mr. Deal. **Carried.**
8. **2017 Audit Presentation:** Brian Opsahl of Brady, Martz, and Associates presented the results of the 2017 Audit to the Managers. Mr. Opsahl stated that internal controls were addressed with two findings or comments in the Audit. Mr. Opsahl indicated that this is common in organizations that have few or limited staff. Mr. Opsahl stated that the Management Letter discusses payroll taxes and reminded the RRWMB to make sure there is a monthly review of this. He also stated that bank statements and reconciliations should be reviewed by more than one person monthly. Mr. Finney inquired if staff or a Board Manager should be reviewing the documents monthly. Mr. Opsahl responded that it could be either.

Mr. Sip said that Mr. Braaten and he have been reviewing statements and reconciliations and that they both initial the documents. Mr. Opsahl stated that there were no concerns with this process and then discussed the Audit Report. He mentioned that the RRWMB operates on a cash basis and that there was more financial activity in 2017 with an increase in net cash position. Mr. Opsahl stated that overall the Audit Report is clean. Mr. Finney asked if the RRWMB needs a more detailed audit going forward and Mr. Opsahl explained that a regular audit is a sample of the overall business transactions and that not every transaction is reviewed. Mr. Opsahl stated that this is the most common audit that governmental entities usually conduct with their auditing firms.

Mr. Opsahl stated that another type of audit is a forensic audit, which is used when fraud or financial wrongdoing is suspected, and he mentioned that it would be a RRWMB decision to have such an audit conducted for 2017. Mr. Finney asked Mr. Opsahl if he was confident with the results of the 2017 Audit. Mr. Opsahl responded that it does not appear that a forensic audit is needed, and Mr. Finney indicated that he wanted the new staff to be comfortable with the 2017 Audit Report and asked the staff if they would like a forensic audit completed for 2017. It was noted that the Executive Assistant was not an employee of the RRWMB in 2017 and that the Executive Director started RRWMB employment on November 29, 2017.

Mr. Jesme asked if it would be worth the expense since the 2017 audit balances and that there are no issues with it according to Mr. Opsahl. Mr. Deal stated that the BDSWD conducted a forensic audit and it



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was expensive compared to the minor issue that resulted from the BDWSD audit. RRWMB Staff stated that they were comfortable with the 2017 Audit Report and that a forensic audit was not needed at this time. Staff indicated that they would keep the RRWMB Managers informed of any issues that they encountered for years prior to their employment with the RRWMB.

- 9. Internal Controls:** Mr. Sip presented another draft of the internal controls document that had been previously shared at the July 2018 RRWMB regular board meeting. Mr. Sip indicated that Mr. Opsahl have reviewed the document and had made some minor suggestions that were included in the current draft document. Mr. Opsahl commented positively on the document. Mr. Finney inquired with Mr. Opsahl about meal reimbursements and the need for receipts versus a set meal amount. Mr. Opsahl stated that receipts are preferred but what the board has set in their policies and governing documents is adequate. Mr. Finney asked if there is a government rate published somewhere and Mr. Opsahl responded that the federal Internal Revenue Service has per diem rates on their website.

Mr. Money asked where the language came from for the document being presented. Mr. Sip stated that information was taken from the Minnesota Association of Watershed Districts (MAWD) Handbook and the League of Minnesota Cities. Mr. Sip further mentioned that Mr. Opsahl had reviewed the document and that the RRWMB Budget and Finance Committee had reviewed and discussed the document. **Motion** to approve by Mr. Ose. **Seconded** by Mr. Deal. It was Manager consensus that the document be reviewed by the Governing Document Committee. **Carried.** Mr. Opsahl recommended that RRWMB polices be reviewed over the coming year.

10. Legislative Issues:

- A. Legislative Report:** Mr. Money discussed the results of the RRWMB Legislative Committee Meeting that was held August 20, 2018. Mr. Money reviewed the flowchart of timelines developed by Mr. Sip for the development of RRWMB legislative priorities, which was previously shared at the July 2018 RRWMB meeting. In August 2018, the draft priorities will be developed and in September 2018, the draft priorities will be shared with member watershed districts. In October 2018, the draft priorities will be refined based on input received and in November 2018, the Legislative Committee will review the MAWD resolution process to ensure that no conflicts exist between RRWMB priorities and MAWD resolutions. In December 2018, the priorities will be finalized and the RRWMB Legislative Committee will review the Minnesota DNR priority funding list for Flood Hazard Mitigation projects.

Mr. Money stated that the RRWMB Legislative Committee reviewed the RRWMB five-year capital investment project list for 2019 to 2023 and stated that many of the projects listed were not in the RRWMB STEP process. Mr. Money indicated that lobbying efforts should be done for projects that are in the STEP process versus those that are not. Mr. Money stated that he reviewed the RRWMB five-year capital investment project list and prioritized the projects according to where projects were in the planning stage and it appears that funding needs can be brought down from \$16.4 million to \$9.6 million, which would be more realistic and manageable. Mr. Money stated that no projects should come off the list, rather, the list should be further prioritized.

Lisa Frenette discussed the list and overall funding outlook. Ms. Frenette discussed additional draft policy issues including the runoff-based assessment model, MAWD resolutions, and raising



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watershed district manager per Diems to \$100. Ms. Frenette also stated that she would like the RRWMB Managers to approve by resolution the overall 2019 RRWMB Legislative priorities. Ms. Frenette stated that the RRWMB Legislative Committee discussed bonding and funding for the Flood Damage Reduction Work Group, River Watch, and the Red River Basin Commission. She indicated that there will likely be legislative recommendations by the Drainage Work Group that the RRWMB will need to be aware of.

Ms. Frenette also discussed other watershed planning and coordination issues that will be discussed again during the 2019 legislative session from last year. Allen Wold spoke regarding drainage versus storm water assessment taxes and indicated that the BDSWD recently passed resolutions against the runoff-based assessment model and the acceleration of ditch system buffer strips. Mr. Deal and Ms. Frenette reiterated that the runoff-based assessment is an option only and is not mandatory.

Mr. Deal provided the RRWMB Managers with the following overview of additional history regarding stormwater assessments and how it relates to the runoff assessment option being supported by the Drainage Work Group:

- Runoff based assessment history stems from 2004 regarding Chesapeake Bay issues.
- In Minnesota, a report funded by the Legislative Citizen Commission on Minnesota Resources (LCCMR) was completed by Louis Smith in August 2011 and the report had many options and recommendations for drainage related issues.
- An LCCMR grant provided additional funding to the University of Minnesota for drainage related matters.
- BWSR and the University of Minnesota held meetings in Wisconsin, Minnesota, South Dakota, and North Dakota with some conflict.
- HEI and IWI commenced work on a runoff-based option with the RRWMB being the fiscal agent for the work only if the method was an option. BWSR allocated \$94,000 for the development of the method.
- The State of Ohio has 11 different options for drainage assessments.
- The City of Des Moines in Iowa sued 10 ditch authorities regarding nitrates a couple of years ago but the lawsuit was dismissed.
- Federal courts have determined that ground water is point source for pollution and that agricultural tile may be a point source for pollution.

The Managers held additional discussion and concluded that the runoff-based assessment is a pertinent system if it remains an option and voluntary. Mr. Jesme stated his support of the method as an option.

B. Legislative Water Commission (LWC): Ms. Frenette discussed the results of a recent Minnesota LWC meeting regarding water retention on the landscape and she referred to the materials in the board packet. She will continue to track this issue with Mr. Sip.

11. Sand Hill River Watershed District (SHRWD): Mr. Finney stated that he and Mr. Sip received an email on Monday, August 20, 2018 from the SHRWD indicating that they are leaving the RRWMB.



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12. Strategic Planning Discussion: Mr. Sip suggested that the Managers meet in September 2018 after the regular RRWMB meeting to discuss the Strategic Plan. Mr. Finney asked to move the Strategic Plan discussion to October due to fall harvest and tillage operations. Manager consensus was to wait until October 2018 and to have a special meeting to discuss the strategic plan and funding of alternative flood damage reduction projects.

13. Reports:

A. Internal RRWMB Committees:

- **Red River Basin Coordinator Report:** Rodger Hemphill of the DNR reported the FDRWG meets tomorrow, with the focus being on the budget and moving forward. Mr. Hemphill stated that 2019 conference planning has commenced, and the Committee met in July and August 2018. Sponsors are willing to allocate funds again for the 2019 conference. There may be a possible fee to help offset some of the food costs for the 2019 event. At the 2018 Conference, a banquet was held and since there was no fee, many people that registered did not attend the evening banquet. Approximately \$900 in food costs could have been avoided if a registration fee was in place. Mr. Hemphill stated that the FDRWG annual funding of \$264,000 will be finalized and approved.

B. External Committees - DWG: Ms. Frenette discussed the draft membership list, charter, and additional materials that were included in the meeting packet. It was noted that BWSR has listed five state agencies with two votes each for a total of ten votes. It was noted that only two representatives on the DWG are from Northern Minnesota. Mr. Deal stated that he believes that there is a need for more representatives from Northwest Minnesota. Mr. Wold spoke about supermajorities and quorum. It was discussed at the August 9, 2018 DWG that there are not enough land owners represented but a show of hands that day indicated that approximately 80 percent of the people attending the DWG are landowners.

C. Executive Director Report: Mr. Sip briefly discussed a recent Minnesota Groundwater Association report on agricultural drainage effects on groundwater and more information can be provided if needed in the future. Mr. Sip indicated that staff are still working on updating the funding commitment spreadsheet. Mr. Sip also shared a spreadsheet of the financial institutions that submitted information on investment and banking services as previously requested by the RRWMB. Mr. Money asked what the outcome of this process should be, and Mr. Sip stated that the RRWMB Budget and Finance Committee could review and make a recommendation. Board consensus was to stay with the current financial institution after reviewing the spreadsheet provided by staff, that the Committee should review interest rates continually, and that the Committee should review services provided by the current financial institution on a yearly basis.

14. Agency and Partner Reports:

- **Member Watershed Districts:**
 - **Wild Rice Watershed District:** A written report was shared at the meeting.
 - **Two Rivers Watershed District:** Mr. Money presented an updated on the Klondike Project.
- **International Water Institute:** A written report was distributed.



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- **Red River Basin Commission:** Mr. Priester provided a written report for the meeting packet.
- **Red River Retention Authority:** Keith Weston provided a written report for the meeting packet.
- **Board of Water and Soil Resources (BWSR):** Henry Van Offelen presented BWSR related updates and provided documents for the meeting packet.

15. Advisory Comments: There were no advisory comments presented.

16. Upcoming Meetings: The next regular meeting will take place on September 18, 2018 and will be held at the Wild Rice Watershed District, Ada, MN at 9:30 a.m. Several other upcoming meetings were mentioned and are listed on the monthly calendar provided by the RRWMB.

17. Lunch Recess: The Managers recessed the meeting for a lunch break at 12:09 PM until 1:30 PM.

18. Reconvening of Meeting: The Managers reconvened the meeting at 1:30 pm for a bus tour of the following projects:

- Newfolden-Middle River Subwatershed Flood Damage Reduction Project.
- Westside Flood Damage Reduction Project for the City of Thief River Falls.
- Black River Flood Impoundment Project.

During the tour of the Newfolden-Middle River Subwatershed Flood Damage Reduction Project, the Managers held discussion about the details of the project. **Motion** by Mr. Holmvik to approve the Step I submittal for this project. **Seconded** by Mr. Deal. **Carried.**

19. Adjournment: There being no further business, the meeting was adjourned by acclamation at 4:15 PM.

Respectfully submitted,

Jerome Deal
Secretary

Nikki Swenson
Executive Assistant