



## Red River Watershed Management Board

### ***Board of Managers***

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

**Greg Holmviik, 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 MEETING MINUTES** **RED RIVER WATERSHED MANAGEMENT BOARD MEETING** **June 19, 2018 Meeting Minutes** **Two Rivers Watershed District | Hallock, Minnesota**

- 1. Call to Order:** The Red River Watershed Management Board (RRWMB) met on Tuesday, June 19, 2018 at the Two Rivers Watershed District, Hallock, Minnesota. President John Finney called the meeting to order. Members present were: LeRoy Ose, Greg Holmviik, 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 Engineering (WSN), 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
- 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
- Debra Walchuk, Natural Resource Conservation Service (NRCS)
- Henry Van Offelen, Board of Water and Soil Resources (BWSR)
- LeRoy Stumpf, Staff, Congressman Collin Peterson's Office

- 2. Meeting Additions and Adoption of Agenda:** Mr. Sip requested that a funding request from the WRWD for the Hendrum Flood Project be added to the agenda under funding. A **Motion** to approve the agenda with the addition was made by Mr. Deal and **Seconded** by Mr. Money, **Carried**.



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3. **Approval of Meeting Minutes: Motion** by Mr. Deal to dispense with the reading of the minutes for May 15, 2018, **Seconded** by Mr. Mischel. **Carried.** A **Motion** by Mr. Deal to approve the May 15, 2018 meeting minutes, **Seconded** by Mr. Ose, **Carried.**
4. **Financial Reporting:** Treasurer's Report: Mr. Ose made a **Motion** to dispense with the reading of the Treasurer's Report. **Seconded** by Mr. Deal. Discussion was held requesting the bills be read and Mr. Money asked about the QuickBooks payroll items. Mrs. Swenson provided further explanation. **Carried.** The bills presented for approval as of June 19, 2018, were as follows:

Date	Name	Memo	Amount
6/5/18	Arvig	July Rent	\$625.00
6/5/18	Arvig	Phone Services for May	\$238.68
6/18/18	Bois de Sioux Watershed District	50% Reimbursement PT FY2018	\$1,250.87
5/30/18	Brady Martz & Associates, P.C.	Progress billing for 2017 Audit	\$5,000.00
6/18/18	Buffalo-Red River Watershed District	50% Reimbursement PT FY2018	\$1,202.82
6/12/18	Cardmember Services	Skype Subscription	\$5.50
6/15/18	Constant Contact	Auto Pay for Services	\$110.00
6/12/18	Dot.Com Connection	May Services	\$193.42
6/5/18	HDR Engineering, Inc.	TAC Meetings	\$2,547.31
5/18/18	Houston Engineering, Inc.	TAC Presentation and Meetings	\$1,220.25
5/30/18	League of Minnesota Cities	Insurance	\$4,364.00
6/18/18	Marco Technologies LLC	HP Laserjet Pro Printer & Toner Refills	\$967.04
5/31/18	MAWG	2018 MAWG Registration	\$400.00
6/1/18	McCollum Hardware	Office Radio and Command Strips	\$28.48
6/18/18	Middle Snake Tamarac Rivers WD	Accelerated Grant for Swift Coulee & 50% Reimbursement PT FY2018	\$13,119.66
6/11/18	MN PEIP	July Coverage	\$1,479.36
6/18/18	Moore Engineering, Inc.	TAC Meeting	\$630.00
6/18/18	Nikki Swenson	Mileage Reimbursement	\$75.21



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6/5/18	Northwest Beverage	Water for Office	\$17.00
6/18/18	Office Supplies Plus	Batteries, Envelopes, Mouse, Folders, Clips, Cable, Binders, Wrist Rest, & Calculator	\$210.83
6/15/18	Red Lake Watershed District	Accelerated Grant for Black River	\$8,000.00
6/15/18	Robert Sip	June Reimbursement	\$1,733.97
5/18/18	Rodger Hemphill	FDRWG Meeting Snacks & Lunches	\$294.39
5/31/18	Smith Partners PLLP	May Legal Services	\$1,111.80
5/28/18	Verizon	Apr 29 – May 28	\$72.52
5/30/18	Widseth, Smith, Nolting, Inc.	TAC Meetings	\$1,314.12
6/12/18	Wild Rice Watershed District	Copies & Postage	\$111.50
		<b>TOTAL</b>	<b>\$46,323.73</b>

**Motion** to approve and pay bills along with manager vouchers presented by Mr. Ose, **Seconded** by Mr. Deal. Discussion: Mr. Money asked about a funding commitment report. Mr. Sip stated that a version from November 2017 is available but needs to be updated. Staff will update the document as soon as possible and it was asked that the document be shared quarterly going forward. **Carried.** Mr. Finney asked Mr. Braaten about progress with the Treasurer position and Mr. Braaten responded that he has an excellent working relationship with the staff and they have been helpful. Mr. Braaten also confirmed that he has been added to the checking account as an authorized signer. Mr. Braaten also reported on the amount of interest that was earned in one month after closing the sweep account and the Managers commented positively about this. For further reference, copies of the bills approved are attached hereto in the Treasurer’s Report as Exhibit A.

**5. Funding Requests:**

A. **RLWD Westside Flood Damage Reduction Project** – Mr. Dalager made a presentation for the Westside Flood Damage Reduction Project in Thief River Falls, on behalf of the RLWD. Mr. Jesme stated that they received confirmation that they will receive some funding via the 2018 State of Minnesota bonding bill. In addition, the RLWD will be receiving funding from several other sources for the project, which is moving faster than expected due to collaborative efforts from those involved. During Mr. Dalager’s presentation, he discussed various options and alternatives for the project, which also included cost comparisons and benefits to adjacent and downstream property owners. The goal of the project is to limit or alleviate flooding to area businesses and to provide farmers with protection for a 10-year flood event. Currently, landowners are receiving protection for a 1.5-year event in the existing drainage ditch.



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Mr. Dalager stated that they have several funding partners involved in the project including State of Minnesota Flood Hazard Mitigation funding, Minnesota Department of Transportation (DOT), Pennington County, benefitted property owners, RLWD, and potentially the RRWMB. The project covers 14 square miles and shifts the timing of the water to the river due to the extra travel time, therefore lowering peak levels. Mr. Dalager indicated that this is not a standalone retention project but further explained how the project is consistent with the Mediation Agreement Goals and referenced Technical Paper #11 developed by the Flood Damage Reduction Work Group (FDRWG) Technical and Scientific Advisory Committee (TSAC).

The total cost of the project is estimated to be approximately \$5,000,000, and the RLWD is requesting the RRWMB contribute \$1,000,000 towards the project. Discussion was held regarding current state statutes 103D and 103E in relation to this project. Mr. Money and Mr. Finney had comments and questions that Mr. Jesme answered. Further discussion was held regarding the RRWMB's criteria and if this project met those standards. Mr. Sip asked for clarification from Mr. Dalager about downstream flows. Mr. Deal made a **Motion** to accept the application and send it to the RRWMB Technical Advisory Committee (TAC) for recommendation and to accept a virtual tour, **Seconded** by Mr. Ose. **Carried**.

- B. WRWD Goose Prairie Wetland Management Area (WMA) Enhancement Project** - Jerry Bents presented on behalf of the WRWD. Mr. Ruud stated that they have been working on this project for about 5 years and that there have been many changes since the project started, which will provide wildlife and retention benefits. The WRWD recently held a landowners meeting and out of those that attended, only one individual opposed the project, with the remaining landowners being in favor of the project. Mr. Bents stated that this an existing WMA created and operated by the State of Minnesota. When discussing the need for this project, the original plan was to try to build a separate impoundment site, but then additional consideration resulted in the current plan that is within the existing WMA area.

Area landowners and the DNR stated that the high-water table makes drainage difficult, if not impossible, and that a majority of the time the WMA fills and does not drain quickly. Questions at the landowner meeting related to how the current structures could be operated differently to make it a more useful project. The proposed project has the following four components:

- Selective sediment and beaver dam removal.
- Raising 115<sup>th</sup> Avenue North.
- Installation of a water control structure, and;
- Realignment of County Ditch 18.

These components will provide 2.5 feet or 460-acre feet of drawdown storage for the spring melt and will be held until mid-April, then drawn down will occur to provide for nesting birds and adequate water levels for aquatic plants. In the fall it will be drawn down after waterfowl hunting season but before winter or frozen conditions to allow for the spring melt. It is estimated that this project will cost approximately \$1,500,000.



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The WRWD is proposing and working towards the following contribution scenario:

- 40 % Lessard Sams Outdoor Heritage Council - \$600,000.
- 17 % RRWMB - \$250,000.
- 10 %WRWD - \$150,000.
- 13 % State of MN Flood Hazard Mitigation - \$200,000.
- 20 % DNR/US Fish and Wildlife Service/Other - \$300,000.

Mr. Deal made a **Motion** to accept the application and move to the TAC for their recommendation and to accept a virtual tour, Mr. Ose **Seconded. Carried.**

C. **City of Hendrum** – Mr. Bents presented on behalf of the WRWD. It was reported that the WRWD has been working with the City of Hendrum since the 2009 flood to provide adequate protection. Phase 1 of the project is complete, and Phase 2, which consists of road raises, is estimated to cost approximately \$2,800,000. Norman County and the City of Hendrum indicated that they will contribute towards the project. US Highway 75 is scheduled to be worked on in 2019 and the Minnesota DOT indicated that the agency will also provide funding towards the project. Norman County will pay for pavement replacement on the County roads needing to be raised. Mr. Bents also reported that the FEMA Flood mapping plan will be updated to include Hendrum in the 100-year flood risk at this time. The WRWD is requesting \$625,000, which is approximately 12 % of the total cost. Mr. Finney asked about projects that have been previously approved and discussion was held. Construction on the roads is scheduled to start in 2019. A **Motion** to accept the request and move to the TAC for review and to accept a virtual tour made by Mr. Deal, **Seconded** by Mr. Money. **Carried.**

D. **Long Term Flood Solutions (LTFS)** - Ted Priester reported that the LTFS is seven years old and that the RRBC is working towards an update of the document. There is approximately \$135,000 in funds needed yet before work can commence on the update, but this request is strictly for the RRWMB to approve a meeting with the TAC to assist with technical issues. The TAC meeting would take place in late September or October 2018 and the RRWMB Managers agreed to provide the use of the TAC for one meeting. A **Motion** to approve a meeting with the TAC to review the LTFS Report was made by Mr. Ose and **Seconded** by Mr. Money. **Carried.**

### 6. Legislative Issues:

A. **Legislative Report:** RRWMB Legislative Liaison Lisa Frenette stated that Flood Hazard Mitigation dollar amounts will be known August 1, 2018. She reminded member watershed districts as they submit proposals or requests to the State of Minnesota, that documentation and information should be complete to avoid unnecessary delays. Ms. Frenette stated that she can assist with permits if needed. Regarding projects submitted to the Environmental Trust Fund, Ms. Frenette stated that she would like a list of projects that each watershed will be submitting so she can be prepared to help if needed. Ms. Frenette also indicated that she is working with Chuck Fritz from the International Water Institute on River Watch program funding.



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Ms. Frenette also reported there will be no special session this year. The Governor vetoed the tax bill, which may have long term effects. She mentioned that funding will be difficult to obtain next year as several funding programs will have limited dollars available. Ms. Frenette asked about upcoming projects so that she can start discussions and planning on how much funding will be needed.

Ms. Frenette reported she will be participating on a communications committee along with Emily Javens of the Minnesota Association of Watershed Districts (MAWD) for the Drainage Work Group (DWG). This committee will work towards increased communications from the DWG to the legislature, agencies, and other partners or stakeholders. Mrs. Javens and Ms. Frenette will work with the DWG to produce better information about DWG consensus decisions to heighten awareness of the DWG. Part of this process includes making sure legislative proposals put forward are properly communicated to all parties. Mr. Jesme inquired about how the DWG addresses situations where the Minnesota Viewers Association may be in conflict with DWG proposals. Ms. Frenette stated that she would talk with Mr. Jesme soon and would send more information to the RRWMB Managers on this issue. She also indicated that in July or August 2018, a RRWMB Legislative Committee meeting will be held. Ms. Frenette is planning to come up to the Red River Basin in August 2018 for a few days.

**B. Federal Farm Bill and Water Resources Development Act (WRDA):** Mr. Sip gave a brief update on the Farm Bill, which is currently being addressed by Congress. Mr. Sip distributed a factsheet on the top 10 highlights of the farm bill that was produced by the US House of Representatives. WRDA proposed changes do not affect the RRWMB but there are changes to benefit cost analysis language within the bill regarding emergency projects. Mr. Money stated that US Senator Tina Smith held listening sessions within the Red River Basin and he attended a session. Mr. Money mentioned that while we have Regional Conservation Partnership Program (RCPP) funding now, we will need to seek implementation funds for these plans. He stated that the RRWMB should be more proactive with a letter or phone calls. Mr. Weston proposed working with Mr. Sip to draft a letter to congressional members. Mr. Sip agreed that he would work with Mr. Weston on a letter.

**7. Record Retention:** Mr. Sip presented a draft document from 2013 that was recently located by RRWMB legal counsel. Mr. Sip indicated that he would like to work with legal counsel to update and review the draft. Discussion was held regarding the document and where it was at in the review process at that time. Mr. Deal stated that the draft document appeared to be the original and it was intended to be sent to legal counsel in 2013 to be simplified and reduced. A question was asked about how the League of Minnesota Cities legal counsel could be used for this type of review since the RRWMB is now a member. Mr. Sip stated that he would inquire with the League of Minnesota Cities about this matter.

**8. Sand Hill River Watershed District (SHRWD):** Mr. Finney provided an update to the Managers on his meeting with SHRWD Managers Mr. Christenson and Mr. Hanson after the RRWMB meeting in May 2018. Mr. Finney reported that no new concerns or issues were mentioned in that meetings.



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The SHRWD Managers stated that they currently believe that their projects do not align with the parameters of the RRWMB and that perhaps the SHRWD is not well suited for the RRWMB at this time. It was noted that the SHRWD did not have representation today due to prior obligations for both the delegate and alternate. Mr. Finney asked if they would be open to mediation at the RRWMBs expense and the SHRWD managers stated that this would be discussed at their next meeting. Mr. Weston spoke about the RCPP funding related to the SHRWD.

Mr. Finney reported that he met with USDA NRCS State Conservationists Mary Podoll (North Dakota) and Curt Elke (Minnesota) to discuss what the standing of the SHRWD RCPP funds would be if they were to leave the RRWMB. NRCS indicated that sub-agreements were between individual watershed districts and the RRA and that this matter will be further discussed at the June 29, 2018 RRA meeting. Mr. Finney said that he would call the SHRWD Chair and talk with him again about their issues and concerns. There was another question about the DWG and who is representing the RRWMB, as former RRWMB Manager Dan Wilkens was representing the RRWMB.

**9. Committee Reappointments:** Mr. Finney opted to commence with committee appointments given the previous discussion about the SHRWD. The following appointments were made to replace former RRWMB Manager Dan Wilkens on various committees:

- Human Resources Committee - Jason Braaten.
- FDRWG - Dan Money (Roger Mischel, Alternate).
- Budget and Finance Committee - Jason Braaten.
- Monitoring Advisory Committee - Roger Mischel.
- Investment Committee - Jason Braaten.
- RRBC - LeRoy Ose.
- DWG - This appointment will be revisited next month.
- International Water Institute - Jerome Deal, Alternate.
- International Red River Board - Ted Priester of the RRBC explained that the RRBC submits prospective members to the International Joint Commission for selection on this Board and that there is a more involved selection process. Therefore, the RRWMB does not have to submit a name as the open seat is available for interested citizens in the Red River Basin.

## 10. Reports:

### A. Internal RRWMB Committees:

- **Red River Basin Coordinator Report:** Rodger Hemphill of the DNR reported that the FDRWG met on May 16, 2016. There was positive feedback from the 20<sup>th</sup> Annual Joint Conference and Kerry Ross of DNR presented to the FDRWG on the results of the conference evaluations and what attendees would like to see at next year's conference. Danni Halverson of the International Water Institute gave a presentation on Water Quality Monitoring at the FDRWG meeting.



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Mr. Hemphill also presented the FDRWG proposed budget for 2019. Mr. Hemphill discussed two project acceleration grants for Swift Coulee and the Black River Impoundment project. Both projects were approved and awarded \$5,000 (Swift Coulee) and \$8,000 (Black River Impoundment). Mr. Hemphill also reviewed current FDRWG membership and TSAC membership and the makeup of subcommittees. The FDRWG membership list has been updated but is still a work in progress. Mr. Hemphill mentioned that the Mediation Agreement funding will be expended as of the 3<sup>rd</sup> quarter submission but the 4<sup>th</sup> quarter will also be submitted to illustrate how much has been spent. He stated that Fiscal Year 2019 starts July 1, 2018 and that a resolution will be needed from the RRWMB to accept these funds from the State of Minnesota.

- **Public Information Committee:** The Draft Communication and Outreach Strategy was presented for review and approval from the Board. Mr. Holmvik made a **Motion** to approve the Communication and Outreach Strategy as presented and if needed the RRWMB Managers can make changes in the future, **Seconded** by Mr. Ose. **Carried.**
- **Budget and Finance Committee:** Committee Chair Mr. Deal reported that the draft 2019 budget has been developed and reviewed by the Committee on June 5, 2018. A final draft will be available at the next regular RRWMB meeting. Mr. Sip gave a brief update on the notice that was sent to area financial institutions for banking and investment services. He indicated that only one bank had submitted information prior to today's meeting but that there was a couple of weeks yet before the deadline. Mr. Sip stated that the annual audit was conducted and that a draft document has been received from the auditor and he indicated that the audit appears to similar to previous audits.

**B. External Committees - Drainage Work Group (DWG):** This item was discussed in Lisa Frenette's legislative report.

**C. Executive Director Report** – Mr. Sip mentioned that a DNR document was previously sent out regarding DNR guidance on drainage work in public waters. Mr. Sip inquired with the Managers to see if there was interest in Surface Pros or similar technology to reduce the amount of paper at meetings. The Managers indicated that they were satisfied with the current process, meeting packet, and how it is distributed. Mr. Sip stated that a five-year compilation was completed for RRWMB expenditures and levy receipts and that the data is available in a pie chart for illustration purposes and this is the type of information that will be useful in upcoming presentations.

### 11. 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 a handout about the Klondike Project.



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- **Red Lake Watershed District:** Mr. Jesme stated they are moving forward on several projects, but they need to know if the RRWMB will be providing funding if State of Minnesota funding does not come to fruition. The RLWD will need to spend appropriately going into next year if RRWMB funding is not available. Mr. Money stated that a special meeting may need to be scheduled for the RRWMB Managers to discuss funding issues such as how to fund alternative projects, when to fund them, what rate to fund at, and to discuss parameters and criteria for other types of projects. The RRWMB Managers discussed this and it was a consensus to schedule a special meeting as soon as possible.
- **International Water Institute:** A written report was distributed.
- **Red River Basin Commission:** Ted Priester presented on various projects that the RRBC is working on and in particular, municipal water treatment plants have been contacted by the League of Minnesota Cities regarding a water quality trading program with the Minnesota Pollution Control Agency. Mr. Priester said it is early in the process, so he does not know what that program will look like but thought it was an interesting concept. The funding they were hoping for in the omnibus bill fell through this year at the Minnesota legislative session. The RRBC was seeking \$50,000 from the Minnesota Legislature and they had been working with Mr. Ron Harnack on those efforts. Mr. Priester reported that the RRBC held their annual tour at the Devils Lake western outlet followed by a regular Board Meeting the next day in Grand Forks in early June 2018.
- **Red River Retention Authority:** Keith Weston reported that he has attended several meetings, including attending one with North Dakota Senator Hoven's staff regarding proposed amendments to the PL-566 program offered by Senator Bennet of Colorado. Mr. Weston stated that the State of North Dakota is working on a benefit cost analysis process for state funded projects. Regarding RCPP agreements, Mr. Weston stated that NRCS is sending comments back after reviewing the RRRAs six-month report. He indicated that some comments are just suggestions, but others need to be specifically addressed and he stressed the importance of the comments coming back from NRCS. He discussed additional detail about one-year extension options for RCPP agreements and that this is a one-time option. Mr. Weston concluded his update by discussing his work with NRCS to develop RCPP fact sheets for each of the Red River Basin's RCPP Watersheds and an example of the Whitney Lake Watershed fact sheet was included in his report.
- **Board of Water and Soil Resources (BWSR):** Mr. Van Offelen stated that on July 2, 2018, applications are due for the 1 Water 1 Plan Program. Mr. Van Offelen stated that the Clean Water Legacy fund has approximately \$33,860,000 available, and projects fitting that category are encouraged to apply. He discussed the BWSR practices and accelerated grants that are available for well sealing, multiple drainage grants, and other types of initiatives. He discussed new BWSR buffer staff for Northern Minnesota.



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- **NRCS:** Debra Walchuk from NRCS reported that Curtis Elke (MN State Conservationist) developed a new plan for the organization in Minnesota. Mr. Elke has asked for comments and questions from staff regarding the new plan and Ms. Walchuk indicated her support of the plan. Mr. Elke's last day is June 22, 2018 and Troy Daniell will start July 23, 2018 as his replacement. Dave Jones will also start June 25, 2018 as the State Engineer. Regarding RCPP, Ms. Walchuk received pay requests from 11 of 12 agreements. It was noted that the RCPP process has been completed more thoroughly in North Dakota and Ms. Walchuk will be working diligently on Minnesota review points. Ms. Walchuk stated that she feels she is making progress with this task and that she appreciates everyone's patience at this point. She stated that fact sheets for each watershed project have been created with the RRRRA.

**12. Advisory Comments:** There were no advisory comments presented.

**13. Upcoming Meetings:** The next regular meeting will take place on July 19, 2018 and will be held at the Bois de Sioux Watershed District, Wheaton, MN at 9:30 a.m.

**14. Adjournment:** There being no further business, the meeting was adjourned by acclamation at 12:45 PM.

Respectfully submitted,

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Jerome Deal  
Secretary

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Nikki Swenson  
Executive Assistant