



Board of Managers

John Finney, President - Humboldt
Jason Braaten, Treasurer - Roseau

Greg Holmvik, Vice President - Ada
Dan Money - Hallock
LeRoy Ose - Thief River Falls

Jerome Deal, Secretary - Wheaton
Roger Mischel - Warren

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

APPROVED

RED RIVER WATERSHED MANAGEMENT BOARD MEETING November 20, 2018 Meeting Minutes Community Room, Polk County Sheriff's Office | Crookston, Minnesota

- 1. Call to Order:** The Red River Watershed Management Board (RRWMB) met on Tuesday, November 20, 2018 at the Community Room of the Polk County Sheriffs' Office in Crookston, 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.

Others present included:

- Kevin Ruud, Administrator, Wild Rice Watershed District (WRWD)
- Robert Sip, Executive Director, RRWMB
- Nikki Swenson, Executive Assistant, RRWMB
- Morrie Lanning, Staff, Barr Engineering
- Nate Dalager, Engineer, HDR Engineering
- Keith Weston, Executive Director, Red River Retention Authority (RRRA)
- Debra Walchuk, Natural Resource Conservation Service (NRCS)
- Rita Albrecht, Regional Manager, Minnesota Department of Natural Resources (DNR)
- Myron Jesme, Administrator, Red Lake Watershed District (RLWD)
- Jeppe Kjaersgaard, Research Scientist, MN Department of Agriculture (MDA)
- Allen Wold, Manager, Bois de Sioux Watershed District (BdSWD)
- Tony Nordby, Engineer, Houston Engineering Inc.
- Chuck Fritz, Executive Director, International Water Institute (IWI)
- Danni Halverson, Staff, IWI
- Chad Engels, Engineer, Moore Engineering
- Terry Sorenson, Manager, RLWD
- Brad Redlin, Program Manager, Minnesota Department of Agriculture (MDA)
- Glen Kajewski, Staff, MDA

- 2. Meeting Additions and Adoption of Agenda:** Mr. Sip requested to add the DNR Flood Damage Reduction Work Group (FDRWG) contract and office space lease agreement to the agenda. A **Motion** to approve the agenda with the additions was made by Mr. Mischel and **Seconded** by Mr. Ose. **Carried.**



3. **Approval of Meeting Minutes: Motion** by Mr. Braaten to dispense with the reading of the minutes for October 16, 2018, **Seconded** by Mr. Deal. **Carried.** A **Motion** by Mr. Deal to approve the October 16, 2018 meeting minutes, **Seconded** by Mr. Money. **Carried.**

Motion by Mr. Ose to dispense with the reading of the minutes for the RRWMB special meeting on October 24, 2018, **Seconded** by Mr. Money. **Carried.** A **Motion** by Mr. Braaten to approve the October 24, 2018 RRWMB special meeting minutes, **Seconded** by Mr. Holmvik. **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. Mischel. **Carried.** **Motion** to approve the October 2018 Treasurer’s Report by Mr. Holmvik, **Seconded** by Mr. Deal. **Carried.** The bills presented for approval as of November 20, 2018, were as follows:

Date	Name	Memo	Amount
11/06/2018	Arvig	December Office Rent	625.00
11/06/2018	Arvig	Auto Pay - November Bill	241.94
11/06/2018	Brady, Martz & Associates, P.C.	Quickbooks Consulting	175.00
11/09/2018	Cardmember Services	MAWD, RRBC and Skype Business	991.49
11/16/2018	City of Ada	Deposit	50.00
11/16/2018	City of Ada	Room Rental - Dec 18	25.00
11/16/2018	Dot.Com Connection	October Services	150.00
11/12/2018	Frenette Legislative Advisors	August-November 2018 Reimbursement	2,151.70
11/09/2018	HDR Engineering, Inc.	TAC - Strategic Planning Meeting 10/24	1,069.50
11/19/2018	League of Minnesota Cities	0023198	20.00
11/19/2018	Logo 2 Promo	Promotional Materials	2,845.48
11/16/2018	Madison National Life Ins Co, Inc.	November 2018	199.29
11/06/2018	Marco Technologies LLC	Remaining Balance	27.12
11/12/2018	MN PEIP	12/01/18 - 12/31/18 Coverage	1,479.36
11/19/2018	Moore Engineering, Inc.	TAC Meeting and Prep	360.00
10/26/2018	Morris Electronics, Inc.	Laptop and Memory, Service, Darren Service	2,319.11
11/05/2018	Northwest Beverage	Water for Office	8.50
11/08/2018	Office Supplies Plus	Paper, Sheet Protectors, Anti-Fatigue Mat, Binders, Tabs, HDMI Cable	329.37
10/31/2018	Red Lake Watershed District	FDRWG Meeting Lunch	276.69
11/07/2018	Robert Sip	10/10/18 - 11/7/18 Reimbursement	2,087.88
11/05/2018	Smith Partners PLLP	October Services	1,940.20



10/31/2018	Widseth Smith Nolting & Assoc., Inc.	TAC Services Through Oct 31	465.00
10/23/2018	Wild Rice Watershed District	Todd Request #4	12,043.92
10/23/2018	Wild Rice Watershed District	Moore Request #5	5,385.71
11/06/2018	Wild Rice Watershed District	Shared services	182.40
TOTAL			\$ 35,449.66

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

Mr. Sip stated that there was an updated, draft funding commitment spreadsheet in the meeting packet. Mrs. Swenson provided explanation of the format of the document and gave additional background.

D. Purchasing of Office Furniture for New Office: Mr. Sip indicated that staff would like to spread the cost of office furniture over 2018 and 2019 and stated that prices are being obtained at the present time. **Motion** to approve purchasing office furniture by Mr. Deal, **Seconded** by Mr. Braaten. **Carried.**

E. KFGO Radio Show - Annual Conference: Mr. Sip discussed that the KFGO had broadcast live from the annual conference in past years and the Managers held discussion about the merits of doing so again at the 2019 annual conference. Mr. Finney further asked if the Managers wanted to have the radio show at the conference and additional discussion was held. Mr. Sip distributed a contract for the board to review. Mr. Deal made a **Motion** to approve the contract, **Seconded** by Mr. Money. **Carried.**

5. Funding Requests:

A. Project Step Process reports and applications: Mr. Sip stated that there were no Step applications this month and therefore no new or updated recommendations from the Technical Advisory Committee (TAC).

B. Other Requests for Funding:

- **DNR FDRWG Mediation Agreement for FY 2019:** Mr. Sip stated that there were some minor modifications to the current agreement, which is a two-year agreement. The minor changes included date revisions to reflect that the agreement is for two years and ends on June 30, 2019. Mr. Deal made a **Motion** to approve the contract, **Seconded** by Mr. Holmvik. **Carried.**



- **Office Space:** Mr. Holmvik spoke on behalf of the WRWD and thanked the RRWMB for approving the lease extension the previous month. Mr. Holmvik stated that the WRWD is requesting to review the lease with the RRWMB in 10 years and to possibly adjust the rent if utility prices and other costs have changed significantly. Mr. Deal made a **Motion** to have a review of the lease in 10 years, **Seconded** by Mr. Money. **Carried.**

6. Phase I Benefit Cost Analysis Framework Document: Mr. Sip reviewed the Document and the discussions that had taken place over the last few months with the TAC and consultants regarding the development of the Document. Mr. Sip reviewed the process and timelines of the Document development, and communication with the Managers that had also taken place. Mr. Sip also indicated that the Document had been shared at numerous times the last few months with the Managers. Mr. Sip asked that the Managers determine how the Document should be distributed and he also distributed an updated draft Resolution (18-09) for review and discussion by the Managers.

Mr. Sip proceeded to explain the need for Resolution (18-09) and reviewed the language within the resolution. Mr. Finney asked if there were any concerns and Mr. Money stated that Regional Conservation Partnership Program (RCPP) projects will be the main beneficiary of the Framework Document. It was Board consensus that the Document be distributed via the RRWMB website, shared with member watershed districts and the North Dakota counterpart watershed districts, and RCPP project managers. Mr. Deal made a **Motion** to approve, **Seconded**. Mr. Holmvik. **Carried.**

Mr. Finney called for the Roll Call for Resolution 18-09:

Roll Call Vote:	Yea	Nay	Absent	Abstain
Mr. Braaten	X			
Mr. Deal	X			
Mr. Finney	X			
Mr. Holmvik	X			
Mr. Mischel	X			
Mr. Money	X			
Mr. Ose	X			

7. River Watch Discussion: Danni Halvorson spoke about how the State of Minnesota would like to expand River Watch statewide but the Clean Water Council (CWC) has not allocated funding for the program in this current round of funding. In the past there have been allocations by the Minnesota Pollution Control Agency (MPCA) in their budget but this program has only been for the Red River Basin. Mr. Halvorson stated that the question being presented to the Managers today focuses on the RRWMB being the fiscal agent for the statewide program. Mr. Money asked about the naming of the program and Mr. Halvorson said the program name is current and is tied to existing funding until 2019.



Mr. Halvorson said that River of Dreams is a program for fourth and fifth graders and this is the program the State is interested in going statewide. There are other River Watch programs in Minnesota currently and the IWI has assisted in developing them. Mr. Halvorson mentioned that additional staff would be needed for travel and training once the statewide program was up and running. Mr. Money asked why the IWI cannot be their own fiscal agent and Mr. Halvorson responded that the original state allocations required the RRWMB to be the fiscal agent and that former RRWMB legislative liaison Ron Harnack worked with legislators on this matter.

Ms. Frenette said that she felt it would continue to be good public relations for the RRWMB to continue to be the fiscal agent for the program. Mr. Money asked about how much RRWMB staff time would be needed for a statewide program and staff responded that the current process requires minimal effort. Mr. Halvorson further added that River of Dreams is primarily a teacher lead program in which students read a book, design art on a small canoe, and then go to the Red River or other rivers to release the decorated canoes. A **Motion** was made by Mr. Money to approve being the fiscal agent for River of Dreams and was **Seconded** by Mr. Ose. **Carried.**

8. **Minnesota Agricultural Water Quality Certification Program (MAWQCP):** Mr. Sip introduced Brad Redlin and Glen Kajewski of MDA and provided some background to the Mangers about the Program. Mr. Sip said that the Program relates to the RRWMB mission and supporting objectives related to sedimentation and could help the RRWMB attain future goals and to increase partnerships with others.

Mr. Redlin presented information to the Mangers and stated that the MAWQCP is a first of its kind, voluntary program that treats risks to water quality on a field-by-field, whole farm basis. Mr. Redlin said that through its innovative and nationally recognized process of identifying and mitigating agricultural risks to water quality, the MAWQCP delivers on-farm conservation that helps protect and restore Minnesota's lakes, rivers, streams, and groundwater. Mr. Redlin went on to state that the MAWQCP is a national demonstration project that is operated as a federal-state partnership between the State of Minnesota, the United States Department of Agriculture, and Minnesota's 89 soil and water conservation districts.

Mr. Redlin stated that the program additionally partners with industry leaders including private businesses and in 2016, Governor Dayton and the CEO of Land O' Lakes Inc. signed a historic public-private partnership agreement, leveraging the strengths of the certification program and Land O' Lakes retail networks and technology platforms to protect Minnesota's water quality. Mr. Redlin mentioned that in 2017, the Cedar River Watershed Project was formed as a collaboration between CFS Cooperative, Land O'Lakes SUSTAIN, the MAWQCP, Mower County SWCD, Environmental Initiative, and Hormel Foods Corporation. Mr. Redlin mentioned that through this partnership, producers in the watershed work with CFS and Land O'Lakes SUSTAIN to implement agricultural practices and earn MAWQCP certification. Mr. Redlin explained that these partnerships clearly demonstrate MAWQCP is a new model of shared problem-solving on agricultural water issues that will help improve our waters for years to come.



There was discussion held after the presentation and Mr. Redlin and Mr. Kajewski discussed current staff levels for the program including funding levels through the Clean Water Council and the Regional Conservation Partnership Program. Mr. Redlin explained that programs through the Natural Resources Conservation Service are more targeted and that the MAWQCP is a wholistic program and that the MAWQCP finds risk and mitigates it with many tools and programs. Mr. Finney thanked MAWQCP staff for their attendance and the information.

9. **Tiered Aquatic Life Use (TALU) Comment Letter and MPCA Factsheet:** Mr. Sip stated that the factsheet and comment letter were included in the meeting packet for informational purposes. Mr. Sip also thanked Red Lake Watershed District staff and others for their assistance in developing the RRWMB TALU comment letter.
10. **Environmental Quality Board (EQB) Environmental Review Advisory Panel Final Report:** Mr. Sip stated that the EQB is continuing their work on developing changes to the environmental review rules and that final proposed draft rules have been made publicly available. Mr. Sip said that he and Ms. Frenette will be reviewing the draft proposed rules and Mr. Sip stated that the RRWMB will likely want to submit comments by the January 7, 2019 deadline. Mr. Money stated that the RRWMB needs to do more on this issue and recommended that the previous letter submitted by the RRWMB be used as a template for developing the next comment letter. There was Manager consensus that a letter be sent by the deadline.

Mr. Sip stated that Julie Goehring of the Red River Basin Commission is also an EQB member and she has been asked to attend the December 2018 RRWMB regular meeting to discuss the rules and to give some additional background on the Environmental Review Advisory Panel report that was provided in the meeting packet. Mr. Sip provided some background about the report and the survey that was included within one of the report appendices, which included recommendations about future environmental review processes for public drainage projects that drain into public waters. Mr. Finney asked the Managers how to move forward and Mr. Money said that everyone involved should be commenting to make it known that there are concerns about the proposed rules in the Red River Basin. The Managers directed Mr. Sip and Ms. Frenette to develop draft comments for the December 2018 RRWMB meeting.

11. Legislative Issues:

- A. **Legislative Report:** Ms. Frenette joined the meeting by conference call at approximately 11:10 am and discussed her report that was submitted in the meeting packet. Ms. Frenette proceeded to give the Managers an update on the 2018 election and described the makeup of the Minnesota legislature now. Ms. Frenette mentioned that there are up to 22 agency commissioners, deputy commissioners, and assistant commissioners that appointed by Governor-elect Walz and she said that there will likely be more discussion about additional water and air quality fees and regulations this legislative session.



Mr. Deal asked if any state agency commissioners would retain their positions and Ms. Frenette responded that it is likely that most if not all commissioners would be replaced and that Governor-elect Walz has application processes currently open. Ms. Frenette stated that the executive director for the Minnesota Board of Water and Soil Resources (BWSR) is appointed by the BWSR Board and not the Governor and she also provided information about the committee that was appointed to help provide transitional guidance to Governor-elect Walz. It was noted by the RRWMB Managers that there were no people on this transitional committee from Northwestern Minnesota.

Ms. Frenette stated that she and Mr. Sip were working on inviting area legislators and county commissioners to the December 2018 RRWMB meeting in Ada and an invite will be sent out soon and each legislator will be also be called as a follow-up. Ms. Frenette said that the format of the December 2018 RRWMB meeting will include time on the agenda for legislators to discuss legislative priorities. Mr. Sip stated that there will be a RRWMB Legislative Committee meeting on December 17, 2018 and the structure and format of the December 2018 RRWMB meeting will be reviewed and discussed at the Committee meeting. Ms. Frenette left the conference call at approximately 11:30 am. Mr. Sip discussed the upcoming Minnesota Association of Watershed Districts (MAWD) annual conference and mentioned that the MAWD resolutions have been made available.

10. Reports:

A. Internal RRWMB Committees:

- **Red River Basin Coordinator Report:** Mr. Sip stated that a written report was included in the meeting packet and that Rodger Hemphill was currently on vacation. Mr. Sip mentioned that the next FDRWG meeting will be held in December 2018 and will be part of the Prairie Grains Conference in Grand Forks. Mr. Sip also mentioned that the RRWMB will have a booth at that event and will also display some FDRWG materials at the booth.

B. External Committees - Drainage Work Group (DWG): Mr. Deal provided a brief update on the activities of the DWG.

C. Executive Director Report: Mr. Sip discussed the new promotional items that were purchased through Logo-2-Promo including table cloths, pull-up display units, and a free-standing flag that will be used at several upcoming conferences. Mr. Sip talked about priorities that have been developed by the State of Minnesota Legislative Water Commission and discussed the priority that is focused on water retention. Mr. Sip referred to the Commission materials provided in the meeting packet and briefly discussed the information provided by the Commission.

Mr. Sip mentioned that the Red River Joint Water Resource District has developed a Draft Strategic Plan for the timeline 2018 to 2022, which is available on the internet. Mr. Sip stated that a copy of the draft document had been emailed to the Managers and that it could be used as a guide as the RRWMB develops its future strategic plan.



Mr. Sip discussed recent information about groundwater and clean water act court rulings at the federal level that were recently in the Dirt Magazine published by Gislason and Hunter Law Firm. Mr. Sip also discussed a recent press release about the RRWMB and he thanked Mr. Money for his assistance.

- D. Red River Basin Commission - Appointment of Executive Director as Alternate:** Mr. Sip requested to be appointed by the Managers as an alternate to the RRBC so that he could vote at Commission meetings. Mr. Sip explained that there have been times where RRWMB Managers have been unable to attend and that the RRWMB voice is not heard at the table. Mr. Deal made a **Motion** to appoint Mr. Sip as an alternate for the RRBC, **Seconded** by Mr. Ose. **Carried.**
- E. NRCS State Technical Committee (STC):** The STC held a meeting recently in Waite Park and Mr. Money attended via conference call. Mr. Sip stated that he attended the last meeting in person and provided some brief information about the STC. Mr. Sip stated that the Local Work Group process is used by the STC to gain insight into local county priorities for federal funding through NRCS. The STC reviewed information about regional priorities and resource concerns and Mr. Sip discussed these matters for Northwest Minnesota. Mr. Sip stated that sedimentation, soil organic matter, soil erosion, and degradation of nutrients are priorities and resource concerns for the Red River Basin, which relate to the RRWMB sedimentation supporting objective.

11. Agency and Partner Reports:

- **Member Watershed Districts:**
 - **Wild Rice Watershed District:** A written report was shared at the meeting.
- **RRRA:** Mr. Weston provided a written report for the meeting packet and stated that Pine Lake and Four-Legged Lake RCPP projects may not be proceeding in the future. Mr. Weston mentioned that the RRRA will be meeting during the Prairie Grains Conference. The Managers discussed who would attend the RRRA meeting as the DWG meeting is the same day in St. Paul. Mr. Sip reviewed RRWMB committee assignments and it was indicated that Mr. Ose and Mr. Mischel are the alternates that would need to attend.
- **NRCS:** Ms. Walchuk also provided a written report for the meeting packet and she provided some additional comments, which related to payment documentation concerns nationwide and review of fourth quarter requests. Ms. Walchuk reminded the group that no administrative costs, but only technical costs can be reimbursed and that costs could be assigned to specific review points for better tracking. Ms. Walchuk discussed the potential for NRCS economist George Townsley to interact with RCPP projects that are working on economic analysis. Ms. Walchuck stated that should would be following up on the letter to the Sand Hill Watershed District.



- **MDA:** Mr. Kjaersgaard of MDA distributed a save the date flyer for the Ag BMP workshop coming up in the spring of 2019 and he also shared a publication on saturated buffers.
- **IWI:** Mr. Fritz provided a written report and discussed the need to meet with watershed district administrators to discuss technical tools. Mr. Sip stated that he would work with Mr. Fritz to schedule a meeting with administrators as soon as possible.
- **DNR:** Ms. Albrecht commented on agency commissioner appointments and mentioned that the MPCA Commissioner will be retiring and she provided some remarks to the RRWMB Managers about the Fargo-Moorhead Diversion project.

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

13.Upcoming Meetings: The next regular meeting will take place on December 18, 2018 and will be held at the Ada Area Event Center, Ada, 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,

Jerome Deal
Secretary

Nikki Swenson
Executive Assistant