



Red River Watershed Management Board

Board of Managers

John Finney, President-Humboldt Todd Miller-Warroad Dan Money-Hallock Ron Osowski-Oslo
Orville Knott, Vice President-Red Lake Falls Daniel Wilkens, Treasurer-Fertile Greg Holmvik-Ada Jerome Deal, Secretary-Wheaton
Naomi Erickson, Administrator-Detroit Lakes

RED RIVER WATERSHED MANAGEMENT BOARD MEETING January 18, 2011

The RRWMB met on Tuesday, January 18, 2011, at the Ramada Plaza Suites & Convention Center, Fargo, North Dakota.

President John Finney called the meeting to order.

Members present were:

Todd Miller	Dan Money
Ron Osowski	Orville Knott
Daniel Wilkens	Greg Holmvik
Jerome Deal	

Others present were:

- Naomi Erickson, Administrator
- Mark Meister, CR*CS
- Dan Thul, Red River Coordinator
- Ron Harnack, Project Coordinator
- Myron Jesme, Administrator, Red Lake WD
- Nick Drees, Administrator, Middle Snake Tamarac Rivers WD
- Paul Wannarka, MNDNR Red River Basin Coordinator
- Ron Adrian, Engineer, Houston Engineering, Inc.
- Chuck Fritz, Director, International Water Institute
- Kevin Ruud, Administrator, Wild Rice WD
- Nate Dalager, Engineer, HDR Engineering, Inc.
- Rob Sando, Administrator, Roseau River WD
- Blake Carlson, Engineer, JOR Engineering, Inc.
- Jerry Bents, Engineer, Houston Engineering, Inc.
- Mike Carroll, MNDNR Regional Director
- Diane Ista, Wild Rice WD
- Sharon Josephson, Congressman Peterson's office
- LeRoy Ose, Red Lake WD

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

The Treasurer's report was presented and it was approved as read. **Motion** by Manager Miller to approve the Treasurer's Report, **Seconded** by Manager Knott, **Carried**. A one-page handout of monthly bills to be approved was distributed. **Motion** to approve and pay bills by Manager Money,

Seconded by Manager Knott, **Carried**. For further reference, copies of the bills approved are attached hereto in the Treasurer's Report.

Manager Wilkens discussed a funding request submitted by the Sand Hill River WD which included a request of \$3,000 for webpage creation and of \$1,500 for webpage maintenance for 2010. N. Erickson explained that board policy authorizes each member district a 50% cost-share reimbursement from the RRWMB not to exceed \$3,000 for the creation of a webpage and a 50% cost-share reimbursement not to exceed \$1,500 per year for maintenance. N. Erickson further stated to date, the following three member districts have been reimbursed for the development of a webpage: Red Lake WD - \$3,000, 12/24/04; Sand Hill River WD - \$3,000, 02/20/07; and Wild Rice WD - \$1,087, 04/17/07, \$208, 10/16/07, and \$182, 11/20/07.

Following discussion, the board agreed to authorize \$1,500 for webpage maintenance to the Sand Hill River WD. **Motion** by Manager Deal to direct the Administrator's Committee to develop a recommendation regarding possible revisions to the policy for board consideration, **Seconded** by Manager Knott, **Carried**.

Annual Board Organization

The Annual Board Organization was conducted. President Finney turned the meeting over to Vice President Knott who asked for nominations for President of the Board. Manager Osowski nominated Manager Finney for President. Nominations were called for three times by Manager Knott. No further nominations were made. **Motion** to cease nominations and have the Secretary cast a unanimous ballot for John Finney for President by Manager Deal, **Seconded** by Manager Money, **Carried**.

President Finney asked for nominations for Vice President of the Board. Manager Miller nominated Manager Knott for Vice President. Nominations were called for three times by President Finney. No further nominations were made. **Motion** to cease nominations and have the Secretary cast a unanimous ballot for Orville Knott for Vice President by Manager Osowski, **Seconded** by Manager Holmvik, **Carried**.

President Finney asked for nominations for Secretary of the Board. Manager Miller nominated Manager Deal for Secretary. Nominations were called for three times by President Finney. No further nominations were made. **Motion** to cease nominations and have the Secretary cast a unanimous ballot for Jerome Deal for Secretary by Manager Money, **Seconded** by Manager Osowski, **Carried**.

President Finney asked for nominations for Treasurer of the Board. Manager Holmvik nominated Manager Wilkens for Treasurer. Nominations were called for three times by President Finney. No further nominations were made. **Motion** to cease nominations and have the Secretary cast a unanimous ballot for Daniel Wilkens for Treasurer by Manager Osowski, **Seconded** by Manager Money, **Carried**.

Resolution Authorizing the Regular Monthly Meeting Date and Time

The Red River Watershed Management Board considered the designation of the regular monthly meeting date and time at the regular board meeting held in Fargo, ND, on Tuesday, January 18, 2011.

On a **motion** by Manager Knott, **seconded** by Manager Miller, and on a vote of 7 for and 0 against, the motion passed to designate the third Tuesday of each month at 9:30 a.m. as the regular monthly meeting date and time for the Red River Watershed Management Board.

Resolution Authorizing the Payment of Per Diem/Mileage to Managers

The Red River Watershed Management Board considered the authorization of payment of per diem/mileage to Managers at the regular board meeting held in Fargo, ND, on Tuesday, January 18, 2011.

On a **motion** by Manager Money, **seconded** by Manager Miller, and on a vote of 7 for and 0 against, the motion passed to allow the maximum per diem by state law which is currently \$75.00 per day and the maximum IRS limit for mileage which is currently .51 per mile unless a change occurs.

Resolution Authorizing Deposit/Investment of Funds

The Red River Watershed Management Board considered the authorization of deposit/investment of funds at the regular board meeting held in Fargo, ND, on Tuesday, January 18, 2011.

On a **motion** by Manager Deal, **seconded** by Manager Osowski, and on a vote of 7 for and 0 against, the motion passed to authorize the Red River Watershed Management Board to reaffirm the adoption of the Treasurer's Manual originally adopted on 4/19/91 and amended on 8/08/95, 1/18/00, and 3/16/04.

Resolution Authorizing Legal Counsel

The Red River Watershed Management Board considered the authorization of legal counsel at the regular board meeting held in Fargo, ND, on Tuesday, January 18, 2011.

On a **motion** by Manager Deal, **seconded** by Manager Osowski, and on a vote of 7 for and 0 against, the motion passed to obtain legal counsel on a case-by-case basis for the Red River Watershed Management Board.

Public Information Initiative

M. Meister reviewed the public information monthly report. Activities for the month of December included writing three articles for distribution, and distributing a press release on behalf of the RRWMB and the Red River Retention Authority (3RA).

The annual calendars were printed and forwarded to member districts for distribution. Bids were solicited from printing companies in Thief River Falls, Roseau, Wheaton, and Crookston. M. Meister stated that Brandner Printing of Crookston was awarded the bid and not only was excellent to work with but produced the product under the price quoted.

Upcoming activities include visits to the following watershed districts: January – Bois de Sioux, Wild Rice; February – Red Lake, Middle Snake Tamarac, and Roseau; and March – Sand Hill River, Two Rivers and Joe River. After attending each meeting, specific projects will be coordinated with each watershed district.

Project Coordinator Report

R. Harnack reviewed the Project Coordinator Report. Meetings with several legislators from the Red River basin have occurred as well as scheduling meetings with committee chairs for bonding and natural resources policy and finance.

A Red River basin bonding bill is currently being drafted for introduction in the next couple of weeks with chief authors yet to be determined. The bonding requests of member watershed districts for the upcoming session are as follows: Two Rivers, Springbrook - \$130,000; Roseau River, Hay Creek/Norland - \$1,500,000; Red Lake, Grand Marais - \$575,000; Middle Snake Tamarac, Brandt/Angus - \$1,680,000; Sand Hill River, Climax & Shelly \$4,620,000; Wild Rice, Shelly & Felton \$5,100,000, Home Acquisitions \$935,000, and River Stability Acquisitions \$500,000; and Bois de Sioux, North Ottawa - \$3,000,000 and Redpath - \$4,300,000. The total bonding funds requested is \$22,340,000.

Red River Coordinator/TAC Report

D. Thul reported that at the previous monthly meeting, the board authorized a resolution to forward to the USACE regarding the Watershed Feasibility Study (WFS) requesting that the modeling efforts currently being conducted in the southern part of the basin are also conducted in the northern part. He noted that he and R. Harnack participated on a conference call with Nan Bischoff and Aaron Snyder of the USACE regarding Phase 2 Hydrologic Modeling for Red River of the North Tributaries in the northern part of the basin. D. Thul added that based on the board recommendation and subsequent discussions with the USACE, he and R. Harnack prepared a draft letter for review. A handout was distributed.

D. Thul stated that originally the board expressed an interest in requesting that the USACE utilize the same firms for modeling efforts currently being conducted in the southern portion of the basin for Phase 2 modeling to be conducted in the northern portion of the basin. However, based on discussions with the USACE, doing so would cause significant delay in achieving the development and upgrading for the major watersheds in the northern basin.

Following discussion, the board agreed to revise the letter to include a proposal to form a third party quality assurance (QA) team comprised of representatives from engineering firms designated by northern basin watershed districts (Sand Hill River, Red Lake, Middle Snake Tamarac, Two Rivers, Roseau River and Joe River) and authorize funding in the amount of \$120,000 for QA team expenses. **Motion** by Manager Money to direct N. Erickson to revise the letter to the USACE based

on the above-referenced recommendations and authorize funding in the amount of \$120,000 for QA team expenses, **Seconded** by Manager Osowski, **Carried**.

Technical & Scientific Advisory Committee (TSAC) Paper No. 14

N. Erickson reported that TSAC Paper No. 14 is currently being considered for adoption by the Work Group. She stated that the document was prepared to assist in developing natural resource enhancement (NRE) criteria to be used in conjunction with securing 75:25 state cost-share for flood damage reduction (FDR) projects. She noted her concern that should the board endorse TSAC Paper No. 14, the length of time required for a project to progress through the project team process could increase significantly.

N. Erickson explained that the paper refers to establishing *high* standards for NRE's and inquired whether a more accurate description would be *reasonable* standards based on an assessment that reflects accepted criteria such as cost/benefit analysis, historical investment, value to the taxpayer, etc., since these same criteria are used to assess the FDR components of projects.

Following discussion, the board agreed that an accurate, detailed estimate of the total number of project team meetings that would be required to complete such a thorough NRE planning process should be prepared by the Technical Advisory Committee (TAC) and also that TSAC Paper No. 14 should be reviewed by the entire TSAC of the Work Group prior to adoption.

R. Harnack added that the document was originally developed as a tool to assist with determining the state cost-share percentage. Manager Finney noted that the board would not support additional requirements that could lengthen the process for project completion. Manager Money suggested that the paper could be considered as a guideline to obtain 75:25 state funding, however, he cautioned the board on adopting the paper as a requirement. The board of managers directed the TAC to review TSAC Paper No. 14 and develop a recommendation for board consideration at the next monthly meeting.

Administrator Report

A) IRS Standard Mileage Rate

Beginning January 1, 2011, the standard mileage rate for the use of a car (including vans, pickups or panel trucks) will be 51 cents per mile for business miles driven. The new rate for business miles compares to a rate of 50 cents per mile for 2010.

B) Year-end Tax Information

The 2010 year-end tax information has been prepared. The W-2's and 1099's for the board have been distributed. Please review the tax information for accuracy and report any discrepancies that should be corrected.

C) Project Team Support

For fiscal year 2011 (July 1, 2010 – June 30, 2011), the Work Group allocated each project team \$15,000 for project team expenses. The following project team reimbursement requests have been disbursed to date: Bois de Sioux WD - \$15,000; Buffalo-Red River WD - \$11,123; Middle Snake Tamarac WD - \$15,000; Red Lake WD - \$4,387; Roseau River WD - \$1,508; Sand Hill River WD - \$4,734; Two Rivers WD - \$2,848; and Wild Rice WD - \$7,003.

D) 13th Joint Annual Conference – Project Team Reports

N. Erickson reported that the annual conference has been scheduled for March 15-16, 2011 at the Courtyard by Marriott & Conference Center, Moorhead, MN. The RRWMB will conduct their regular monthly meeting from 9:30 a.m. – 12:00 p.m. on Tuesday, March 15, 2011, with the conference to begin at 1:00 p.m.

The first day of the conference will highlight activities of the Red River Retention Authority (3RA), and conclude at 4:30 p.m. The following day of the conference will include Project Team reports among other topics. Each Project Team is requested to conduct a 30 minute presentation of past achievements as well as current activities. Please have PowerPoint presentations prepared and forwarded to Paul Wannarka prior to the conference.

E) Upcoming Meetings/Conferences

1. **Red River Basin Commission's 28th Annual Red River Basin Land & Water International Summit Conference**, January 18-20, 2011, Ramada Plaza & Suites, Fargo, ND. An online registration form and pre-conference brochure are available at www.redriverbasincommission.org.
2. **Red River Basin Flood Damage Reduction Work Group**, Wednesday, February 16, 2011, Red Lake WD office, Thief River Falls, MN.
3. **13th Joint Annual Conference (the "March" Conference)**, Tuesday, March 15 - Wednesday, March 16, 2011, Courtyard by Marriott & Conference Center, Moorhead, MN.

Minnesota Department of Natural Resources (DNR) Roundtable

R. Harnack reported that he attended the DNR Roundtable discussion regarding fish and wildlife. The new DNR Commissioner, Tom Landwehr was introduced and briefly addressed the group. R. Harnack further noted that the small group discussion he attended regarding the new Division of Ecological and Water Resources seemed to indicate that the division is redirecting its focus from water resources to fish and wildlife.

Managers Wilkens and Deal added that they also attended the meeting. Manager Deal noted that there is discussion in the legislature regarding the need to streamline water planning efforts. Manager Deal also stated that the Drainage Work Group is discussing legislative changes requiring counties to redetermine benefits. R. Sando inquired whether a statute of limitations would apply to redeterminations. Manager Deal responded that currently the discussions are preliminary in nature.

Water Quality Project Monitoring Report

C. Fritz discussed a possible contract amendment to one of the current sub-contracts assumed by the International Water Institute (IWI) from the RRWMB. Staff is working with the MPCA on a contract work plan amendment to include duties to be performed through June 30, 2011. The RRWMB would need to approve this amendment to the work plan for IWI to continue to provide service of this project while the details of the contract agreement between MPCA and IWI can be finalized. This action would allow for the work plan to continue through end date of the existing contract which is June 30, 2011. Currently, the State has a contract freeze in place as they switch to a new contract system and MPCA contract staff believes it's unlikely to get a contract in place with IWI in a timely manner.

C. Fritz noted that since the amendment to the existing sub-contract could involve duplicative administrative services of the RRWMB and IWI, should the board authorize the amendment a \$2,000 administrative reimbursement could be forwarded to the RRWMB. N. Erickson stated that the RRWMB has never charged administration fees during the nine-year period they administered the water quality effort. C. Fritz added that should a contract between MPCA and IWI be executed prior to the end date of the existing contract, an amendment may not be required. **Motion** by Manager Wilkens to authorize an amendment to the current work plan, **Seconded** by Manager Osowski, **Carried**.

District Reports

- The Roseau River WD reported on the Hay Creek/Norland Project. The Spruce Valley Corporation continues work on Phase 2 of the project. They have been working in the damp areas of the project while those areas are frozen. Monitoring will continue on the project this spring.

A meeting to discuss the operation and maintenance procedures for the Palmville FDR and Restoration Project will be conducted in February. The remaining elements in the operation and maintenance agreement between the Minnesota Department of Natural Resources (MDNR), Roseau County and the District will be finalized.

- The Red Lake WD reported on the lateral to Pennington County Ditch No. 75. The *Final Survey Report* for a petition to construct a lateral to Pennington County Ditch No. 75 was submitted at the regularly scheduled meeting conducted on January 13, 2011. After accepting the report for filing, the Board appointed three viewers for the project. Following the completion and approval of the viewing process, a final hearing will be scheduled for the project sometime in April with construction to occur in late May.

District's Funding Requests

1. Roseau River WD / Program Reimbursement Request / Palmville Restoration

The information for the Palmville Restoration program funding was distributed at the previous monthly meeting. The estimated total project cost is ~ \$375,000, with a requested RRWMB cost-share for the program funding of \$46,875.00.

Motion by Manager Holmvik to authorize the Palmville Restoration program funding request of \$46,875.00, **Seconded** by Manager Wilkens, **Carried**.

The next meeting will be on February 15, 2011 at the Red Lake Watershed District, Thief River Falls, Minnesota.

There being no further business, the meeting was adjourned by acclamation at 12:20 p.m. following lunch.

Respectfully submitted,

Jerome Deal
Secretary

Naomi L. Erickson
Administrator