



Red River Watershed Management Board

Board of Managers

John Finney, President-Humboldt LeRoy Carriere-Roseau Dan Money-Hallock Ben Kleinwachter-Strandquist
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

November 18, 2014

Wild Rice Watershed District, Ada, Minnesota

The RRWMB met on Tuesday, November 18, 2014 at the Wild Rice Watershed District, Ada, Minnesota.

President John Finney called the meeting to order.

Members present were: LeRoy Carriere Dan Money
 Ben Kleinwachter Orville Knott
 Daniel Wilkens Greg Holmvik
 Jerome Deal

Others present were: Naomi Erickson, Administrator
Dan Thul, Red River Coordinator
Nick Drees, Project Coordinator, Middle Snake Tamarac Rivers WD
Pat Downs, Executive Director - RRRRA
Keith Weston, Red River Basin Coordinator - USDA-NRCS
Sharon Josephson, Congressman Peterson's office
Jim Ziegler, Unit Supervisor - MPCA
Jerry Bents, Engineer - Houston Engineering, Inc.
Morrie Lanning, Barr Engineering, Inc.
Ron Adrian, Engineer - Houston Engineering, Inc.
Chuck Fritz, Director - International Water Institute
Myron Jesme, Administrator - Red Lake WD
Nate Dalager, Engineer - HDR Engineering, Inc.
Chad Engels, Engineer - Moore Engineering, Inc.
Blake Carlson, Engineer - WSN Engineering, Inc.
Danny Omdahl, Administrator - Middle Snake Tamarac Rivers WD
Sharee Femling - Nationally Registered Emergency Medical Technician
Dan Weber, Asst. State Conservationist - USDA-NRCS
Charlie Anderson, Engineer, WSN Engineering, Inc.
Torin McCormack, Roseau River WD
Brian Dwight, Clean Water Specialist, BWSR
Jon Roeschlein, Administrator – Bois de Sioux WD
Kevin Ruud, Administrator - Wild Rice WD
Gerry Van Amburg, Buffalo-Red River WD
Mark Anderson, Buffalo-Red River WD

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

The Treasurer's report was presented and it was approved as read. **Motion** by Manager Money to approve the Treasurer's Report, **Seconded** by Manager Kleinwachter, **Carried**.

The bills to be approved as of November 18, 2014 were as follows:

Date	Num	Name	Memo	Amount
11/18/2014	7485	ACS	Phone line, Fax/Internet	151.46
11/18/2014	7486	Brady, Martz & Associates, P.C.	2013 Audit & Special District Reporting Form - 12/31/13	7,175.00
11/18/2014	7487	Courtyard by Marriott	Meeting Expense	\$259.00
11/18/2014	7488	HDR Engineering, Inc.	Invoice No. 426465-H	\$3,235.09
11/18/2014	7489	Houston Engineering, Inc.	TAC - Inv. No. 22212	\$2,270.56
11/18/2014	7490	International Water Institute	RRBFDRWG - Pay Req. No. 1 (FY15)	\$18,703.68
11/18/2014	7491	International Water Institute	BTSAC - 50% Cost reimbursement	\$7,532.21
11/18/2014	7492	International Water Institute	Distributed Detention Study - RRBIN PPT	\$8,024.28
11/18/2014	7493	Jon Schauer/Consulting Unlimited Inc.	Invoice No. 3469	\$2,765.00
11/18/2014	7494	Jon Schauer/Consulting Unlimited Inc.	Invoice No. 3473	\$1,510.58
11/18/2014	7495	Kris Versdahl & Associates, Inc.	Invoice Dated 11-06-14	\$675.00
11/18/2014	7496	Marco, Inc.	Photocopier Maintenance - Invoice No. INV2245539	\$280.88
11/18/2014	7497	MCI	Long distance service	\$37.48
11/18/2014	7498	Naomi Erickson	Reimbursed Expenses	\$2,113.86
11/18/2014	7499	Red Lake Watershed District	Meeting Expense - RRBFDWRWG / 10-22-14	\$222.61
11/18/2014	7500	Sanford First Aid and Safety	Invoice No. 2975	\$7,195.80
11/18/2014	7501	Smith Partners PLLP	TRWD Funding Advance & General (Oct 2014)	\$4,011.52
11/18/2014	7502	U.S. Postal Service	Annual - P.O. Box Fee	\$232.00
11/18/2014	7504	Wideth Smith Nolting & Assoc., Inc.	Invoice Nos. 95524-26	\$7,276.39
11/18/2014	7503	Wideth Smith Nolting & Assoc., Inc.	Invoice Nos. 99324-26	\$4,760.20
				\$78,432.60

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

Automated External Defibrillator (AED) Demonstration

Sharee Femling, Nationally Registered Emergency Medical Technician (NREMT), Sanford Health conducted a demonstration on the use of Automated External Defibrillators (AEDs).

N. Erickson explained that the board authorized the purchase of four AEDs through the Sanford First Aid & Safety program at the previous monthly meeting. A quote of \$1,798.95 per device was received if the AEDs were purchased in multiples. One device was purchased for the Board, and three other devices were purchased for interested member watershed districts. Bills were forwarded to the member watershed districts that purchased AEDs for reimbursement to the board for their share of the cost.

Red River Retention Authority (RRRA)

P. Downs distributed a monthly report of activities. The Technical Sub-Committee appointed to rank priority projects from the \$50 million allocation conducted their second meeting in Hillsboro, ND on October 28, 2014. Recommendations were finalized to forward to the state conservationists for local priorities for the Environmental Quality Incentives Program (EQIP) and the Wetlands Reserve Easement (WRE) funds.

P. Downs reported that an update on the proposal for the Regional Conservation Partnership Program (RCPP) is expected in early December. Review teams composed of NRCS experts are currently reviewing more than 210 proposals that were received.

S. Josephson added that the NRCS originally estimated that applicants for the RCPP would be notified in mid-November, however, due to several procedural delays the announcement has been postponed.

Manager Money suggested scheduling a meeting of the Administrator's Group to further discuss the application of the RCPP with regard to easements. Manager Wilkens, Chair of the Administrator's Group, offered to contact the District Administrators and select a convenient date and time for the meeting. B. Dwight extended an offer for BWSR's services to assist with the meeting.

BTSAC's Briefing Paper (BP) No. 3

C. Fritz explained that a presentation on the Basin Technical and Scientific Advisory Committee's (BTSAC) Briefing Paper (BP) No. 3 - Water Management Options for Surface Drainage was conducted at the September board meeting. Since the scope of the study focused on hydrology and hydraulics including general physical principles and the associated cause and effect relationships of agricultural drainage system components, C. Fritz invited C. Anderson to discuss the technical perspective of the document.

C. Anderson stated that BTSAC developed a Uniform Surface Drainage Design Guidance document for the Red River Basin in conjunction with BP No. 3 which includes consistently balanced design capacities of both channels and culverts. The BTSAC design guidance includes the following recommendations:

- The design guidance should be considered when permitting or improving both public and private surface drainage systems in agricultural areas of the Red River Basin.
- Every available opportunity should be utilized to retrofit existing Red River Basin drainage systems using this design guidance.
- Where the design guidance cannot be applied, other means to mitigate flood damages should be implemented in the watershed.

C. Anderson noted that should the Uniform Surface Drainage Design Guidance be applied, the drainage system could be considered self-mitigating. In cases where no Uniform Surface Drainage Design Guidance is applied, the BTSAC recommends maintaining non-contributing areas, floodwater storage and subsurface drainage management (BP No. 2).

C. Anderson explained that the BTSAC adopted the *Adequacy and Equitable Policy* with regard to developing the Uniform Surface Drainage Design Guidance document. This policy states that landowners in the Red River basin have a right to adequate, but not more than adequate, drainage as well as an equal distribution of positive and negative effects of drainage throughout the system.

The development of the drainage design guidelines included three primary goals:

1. Adequate agricultural drainage during a 10-year summer event.
2. Equal benefits throughout the drainage system.
3. Controlled outflows during major floods.

A typical 10-year summer event at the center of the Red River basin is 3.6 inches of rain in 24 hours. This event produces 1.3 inches of runoff. For this typical event, an adequate drainage system should have enough capacity to remove 1.3 inches of runoff without significant crop damage. The selected design goal for the 10-year, 24-hour summer rainfall event is to remove standing water from intensively farmed cropland in about 24 hours. Spring flooding is generally a minor concern related to planting delays and potential erosion damage.

C. Anderson discussed the premise of flood control goals for spring and summer floods. Spring floods have the greatest urban and infrastructure impacts while summer floods have the greatest agricultural impacts. The goal is to reduce agricultural damages during summer floods while reducing flows during major spring floods. This can be accomplished by a combination of increasing ditch size and using culverts to control flow.

C. Anderson noted that every drainage project is unique and typical design parameters may not fit every location. In order to achieve design optimization, modeling techniques may need to be customized.

Manager Knott suggested that each member watershed district review BP No. 3 and forward their recommendations to the RRWMB for consideration prior to board approval. **Motion** by Manager Knott to request member watershed districts to review BP No. 3 and forward their recommendations to the RRWMB, **Seconded** by Manager Money, **Carried**.

Water Quality Project Monitoring

C. Fritz distributed the IWI Monitoring and Education Activity Report. He reported that monitoring staff provided assistance with equipment calibration and coordination with River Watch teams for October and November sample runs.

The 2014 River Watch Fall Kick-Off sessions will begin the third week in November (Nov. 17 - TRF, Nov. 18 - Barnesville, and Nov. 19 - UMC). Students and teachers will participate in training sessions on ground water models, stream tables, river mapping, mussel collection and identification, watershed stories, and River Watch Forum poster development.

Project Implementation Strategy

Manager Deal explained that discussions have occurred whether the process currently being followed by the Green Meadow Project Team of the Wild Rice WD could be utilized as a model in other project teams. He added that he discussed this issue with M. Carroll, the other Co-Chair of the Work Group and they agreed that both organizations would be in favor of cost-sharing the proposal.

Following discussion, the board requested Manager Deal to schedule a meeting with H. Van Offelen, R. Harnack and C. Fritz during the Minnesota Association of Watershed District's Annual Meeting to develop a recommendation for the December board meeting.

Administrator Report

A) Stream Gaging Cost-Share Program

N. Erickson reported that she attended the annual USGS Cooperator meeting on October 28, 2014 in West Fargo, ND. Funding for stream gages for fiscal year 2015 was discussed.

The USGS indicated at the meeting that due to an increase in the National Streamflow Information Program (NSIP) funding, additional funds would be used to help offset costs to cooperators (RRWMB). Funding for the gages at Caribou, Pembina, and Hickson are now fully funded by the USGS (NSIP). A handout was distributed.

The joint funding agreement between the U.S. Geological Survey (USGS) and the RRWMB for the period October 1, 2014 to September 30, 2015 was received. The amount of \$111,432 shall be contributed to cover all of the costs of the necessary field and analytical work directly related to the program. **Motion** by Manager Deal to authorize the joint funding agreement from October 1, 2014 to September 30, 2015, **Seconded** by Manager Knott, **Carried**.

B) Computer Purchase

N. Erickson stated that at the October board meeting, she obtained approval to purchase a new computer system and other required components, not to exceed \$3,000. An HP – ENVY Recline Desktop (\$1,403.09) and a Toshiba - Touch-Screen Laptop (\$983.24) were purchased for a total of \$2,386.33.

C) Governing Documents Review

N. Erickson reported that on November 3, 2014, the Governing Documents Committee met and discussed the development of criteria concerning funding advances and expenses not typically funded by the board. L. Smith is developing draft recommendations for board consideration.

D) RRB Flood Damage Reduction Work Group / Communications Team

The FDR Communications Team met on Friday, November 14, 2014 at MPCA in Detroit Lakes, MN. Plans are underway for the upcoming 17th Joint Annual Conference scheduled for March 25 and 26, 2015 at the Courtyard by Marriott in Moorhead, MN.

E) Upcoming Meetings/Conferences

1. **MAWD Annual Meeting & Trade Show**, December 4-6, 2014, Arrowwood Conference Center, Alexandria, MN.
2. **Red River Basin Flood Damage Reduction Work Group**, December 10, 2014, Detroit Lakes, MN.
3. **Red River Retention Authority (RRRA)**, January 13, 2015, Cass County Highway Department, West Fargo, ND.
4. **Red River Basin Commission's 32nd Annual Red River Basin Land & Water International Summit Conference**, *Meeting the Basin's Needs: One Goal at a Time*, January 20-22, 2015, at the Fort Garry Hotel in Winnipeg, MB.

Discussion occurred relative to the location to conduct the January 20, 2015 board meeting since it occurs the morning of the first day of the RRBC conference. Following discussion, the board agreed to reschedule the January 20th board meeting to coincide with the January 13th RRRA meeting. Reservations will be made at the Courtyard by Marriott, Moorhead, MN.

Red River Coordinator/TAC Report

D. Thul reported on the Halstad Upstream Retention (HUR) modeling project conducted by the RRBC to determine the impacts/benefits of retention sites identified upstream of Halstad (southern 1/3 of basin). A recommendation was forwarded from the TAC to the USACE to utilize federal funding to extend the modeling effort to the Canadian border to encompass the entire Red River basin. The final draft of the RFP being developed by Houston Engineering will be forwarded to the USACE to be utilized for the effort or for contract with another firm to complete the project.

District Reports

- The Sand Hill River WD reported that the District received a L-SOHC grant for \$990,000 for a fish passage project. The District submitted two previous applications for federal funding during the past twenty years prior to receiving approval this year. The project consists of installing rock riffles on four drop structures located west of Fertile. The MDNR plans to introduce Lake Sturgeon back into the Red River system upon project completion.

District's Funding Requests

No requests for funds were submitted this month.

Other Issues

Manager Wilkens distributed a summary of the meeting conducted of the Drainage Work Group on Thursday, November 13, 2014.

The next meeting will be on December 16, 2014, at 9:30 a.m. at the Sand Hill River Watershed District, Fertile, MN.

There being no further business, the meeting adjourned at 2:30 p.m.

Respectfully submitted,

Jerome Deal
Secretary

Naomi L. Erickson
Administrator