

**Minutes of the Regular Meeting of the Board of Managers
Of the Two Rivers Watershed District
Held: January 3, 2018 @ 8:00 a.m.**

The Board of Managers of the Two River Watershed District held their regular meeting beginning at 9:55 a.m. on Wednesday, January 3, 2018 at the District Office located in the Kittson County Courthouse in Hallock, Minnesota.

Managers present included President Darrel Johnson, Vice President Allen Brazier, Secretary Daryl Klegstad, Treasurer Paul Olsonawski, Roger Anderson, Gary Johnson, and Bruce Anderson. None were absent.

Others present included District Administrator Dan Money, Head Technician Matt Thompson, Engineer Blake Carlson (Widseth, Smith & Nolting), Engineer Nate Dalager & Tech Jake Huwe (HDR Engineering), and Betty Younggren (Kittson County Commissioner).

The meeting was called to order by President D. Johnson. Johnson called for any additions or corrections to the proposed meeting agenda and also the meeting minutes from December 7, 2017. Today's meeting agenda and the minutes of the December 7, 2017 regular meeting were approved upon a **motion** by G. Johnson, **second** by Brazier, and **unanimous vote** of the Managers.

Treasurer's Report:

Money presented the treasurer's report including the fund balances, accounts listing, and deposit detail. It was noted that checks written for the month include check numbers 8368 through 8389 and electronic funds transfers to PERA, MN Dept. of Revenue, and Electronic Federal Tax Payment System, as reported and contained within the report.

The treasurer's report was then approved upon a **motion** by B. Anderson, a **second** by Klegstad, and a **unanimous vote** by the Board.

Administrator's Report:

District Administrator Money gave a report on the following and distributed a handout:

Legal Ditch Report: The maintenance work that was completed last summer relative to spring 2017 runoff was discussed. \$49,589 was expended fixing sloughs and installing rip rap to repair damages on four systems. 75% of the cost will be reimbursed to the TRWD by MN Homeland Security Emergency Management. There are two sites left to be completed and possibly a log jam at an estimated cost of \$33,714.

Kittson County Ditch 21 Diversion 1 Improvement was discussed. The contractor is hired however construction is on hold until 2018. Temporary construction right of way was discussed. Kittson County Commissioner Betty Younggren was in attendance and she indicated the County is willing to turn over the entire ditch system to the TRWD. This could be done sometime over the winter.

Program Report:

Watershed Restoration & Protection Plans;

- **Lower Red River** - The U.S. Env. Protection Agency has provided comments on the Total Maximum Daily Load Study. The MN Pollution Control Agency and Houston Engineering have responded to the comments. We will now wait for US EPA approval.

- **Two Rivers** – The EPA has also provided comments for this Total Maximum Daily Load Study, and has requested more information to answer their questions. Houston Engineering is working with the MN PCA to collect the information and provide it to the EPA.

Red River Watershed Management Board:

The RRWMB has hired a new Executive Director, eliminated the old position of Administrator, and is currently advertising for the position of Executive Assistant. Also, the RRWMB will be establishing an office in either Ada, Fertile, or Thief River Falls, and is seeking proposals regarding office space and accommodations.

MN Counties Insurance Trust:

The TRWD obtains its liability and worker's compensation insurance through MCIT. MCIT has indicated that in 2018 they will be doing all transactions through direct deposit. Upon a **motion** by Brazier, **second** by Klegstad, and **unanimous vote**, the District Administrator was authorized to work with MCIT to set up direct deposit transactions.

Data Practices Act Policy:

The District's current policy was written in 2004, and is in need of updating. Draft language has been provided by the District's Attorney. The matter of updating the policy was tabled and will be brought up for further discussion at next month's meeting.

Project Report:

Klondike Clean Water Retention Prj. #11:

- Fen Management Plan – The 'Fen Team', consisting of members from DNR has put together a final draft after a year of meetings. The plan was written as required by legislation from the MN Legislature, and contains information regarding the fen located in the vicinity of the KCWRP #11. The plan discusses goals for management of the fen and suggests activities to maintain and improve the quality of the fen. The Board of Managers discussed the plan and brought forth many concerns and issues they had with some of the language. Manager D. Johnson and Administrator Money were directed put the concerns into a letter to the MNDNR and request changes be made to the Plan.
- Soils – A letter was received from Braun Intertec regarding soil borings that were done, services rendered, and whether or not payment if full has been provided. A reply letter was sent, and to date no further correspondence has been received.
- PL 566 – The District is currently documentation for 'review point 3' for the environmental assessment work through the Natural Resources Conservation Service funding that was received by the District. This involves completing an alternatives analysis for the project, and picking a preferred alternative.
- Funding – the RRWMB will be discussing legislative funding for projects at their 1/16/18 board meeting, and might be looking to hold a meeting with area legislators prior to the beginning of the legislative session.
- Project tasks and timelines were presented and reviewed.

Klondike Clean Water Retention Project Design Planning:

Nate Dalager and Jake Huwe of HDR Engineering were in attendance to discuss project design planning. They previously have been directed by the Board to prepare plans and specifications

that are needed to construct the project. Several items are needing input and guidance from the Board, as follows:

- Project Phasing: because of funding, timing, permitting, and other factors, it seems best to construct the project in several phases.
 - Dalager suggests 3 phases, with phase 1 being the diked inlet, an impoundment dike around section 31 Juneberry Township, re-alignment of Lat 1 SD95, a temporary outlet structure, and miscellaneous crossings and structures. The estimated cost for phase 1 is \$15 million.
 - Phase 2 would cost \$17 million, and would consist of all of main diking around the project, external drainage ditches, and 3 outlet structures.
 - Phase 3 would cost \$5 million and consist of inlet ditches from both the south and the north, and associated tie back dikes and structures.
 - The engineering plans and permitting would all be done up front, and construction could be done as funding is obtained.
 - Planning needs to be done to address ecosystem sustainability, sediment and nutrient loading, and fisheries habitat. These were all goals of the project agreed to by the Big Swamp Project Work Team. While significant Flood Damage Reduction planning has been done, Natural Resources Enhancement planning needs to be done. The fen plan Environmental Assessment Worksheet, and PL566 plan will help determine natural resources goals.
 - Discussion was held regarding the possible use of section 31 Juneberry

Task Assignments:

- The Board of Managers agreed that the project should be done as suggested in 3 phases. Accordingly, funding will be sought in phases. Engineering plans and specifications will all be done up front, however construction engineering will coincide with construction phasing. Dalager was directed to put together a Task Order document for engineering work, complete with a project price for engineering and present it for discussion and approval at the February monthly Board meeting.
- A Big Swamp Project Work Team should be scheduled for some time in February. This meeting will be held to 1) update the BSPWT on the project plans and details, and 2) get input and planning regarding natural resource enhancements, specifically the fen plan, water quality impairments, and low flow augmentation to reduce algal blooms in Lake Bronson and to provide low (base) flows in the rivers for fish.
- Between now and the February Board meeting, work will continue on the PL 566 plan, review point #3.
- Funding planning will continue, and the RRWMB will be consulted for help with legislative funding. Other sources of funding available to Watershed Districts will be sought out, researched, and reported to the Board at the February meeting.

Permits:

There were no permits to review.

With no other matters to come before the Board of Managers, the meeting was adjourned.

Attest:



Darrel Johnson, President



Daryl Klegstad, Secretary