



DRAFT Regular Meeting Agenda

THURSDAY, MAY 17, 2018

Finalized Agendas and Approved Minutes are posted on www.bdswd.com.

Underscored times will be honored; all other times are estimates.

8:00 AM

Call to Order
Pledge of Allegiance
Approve Agenda
Approve Claims of May 17, 2018
Approve Minutes of April 19 & April 24, 2018
Treasurer's Report & Budget
Public Comment

Approve Resolution for J. Deal to Use TCD #40 as an Outlet & Set Outlet Fee
Consider Petition from Mark Lampert to Use TCD #8 as an Outlet for SW1/4 & NW1/4 of Section 18, Range 44W, Eldorado Township (126N), Stevens County, Minnesota. Parcel #: 16-0062-000
Approve WCD #8 Construction Bid
Order TCD #37 Contractor Final Hearing: Set for June 21, 2018 at 8:30 am
Order JD #11 Public Hearings: Set Continuation of Repair Hearing & Redetermination Hearing for June 21, 2018 at 9 am

Permits

#18-031 Neal Buller
#18-037 Wayne Summer

Watershed Projects

North Ottawa Impoundment **Approve 2018 FDR & NRE Management Plan**
Approve 05/17/18 FDR, NRE & Expense Management Report
Appoint NRE Committee

SWCD CRP Incentive Program
Buffer Policy. Buffer Fund \$292,803. Equipment Purchase Request.
Gallagher 2017 Lease Refund
1W1Plan Update
~~**Overall Plan Review**~~
Draft Annual Report
Southern Boundary Adjustment & Petition

Ditches

319 Grant Opportunity
Summer Engineer Intern

Board Managers

District Update

General

District Update
Accountant's Update
MAWD Committee Appointments
Letters & Minutes

Upcoming Meetings:

Grant Co. Commissioner Meeting – 5/15/18, 1:30 pm

1W1Plan Steering Committee – 5/29/18, 9 am

1W1Plan Policy Committee – 6/7/18, 1 pm

Watershed Board Meeting – 6/21/18, 8 am

Advisory Committee Meeting – 6/28/18, 9 am

**BOIS DE SIOUX WATERSHED DISTRICT
BOARD MEETING MINUTES
April 19, 2018**

- CALL TO ORDER** The meeting was called to order by President Vavra at 8:04 a.m. Present: Linda Vavra, Jason Beyer, Doug Dahlen, Jerome Deal, Steven Schmidt, Allen Wold. Absent: Scott Gillespie, John Kapphahn. Also present: Engineer Chad L. Engels, Engineer James Guler, Engineer Tech Troy Fridgen, Accountant Renee Kannegiesser, Attorney Tom Athens and Administrator Jamie Beyer.
- AMEND AGENDA** Upon motion by Deal, seconded by Schmidt and carried unanimously, the agenda was amended to include discussions of JD #11 Utilities, Five Mile Creek, TCD #52, and the Bois de Sioux Direct Doran Creek RCPP.
- CLAIMS** Upon motion by Deal, seconded by Schmidt and carried unanimously, the Claims of April 19, 2018 were approved as presented.
- MINUTES** Upon motion by Schmidt, seconded by Wold and carried unanimously, the Minutes of March 15, 2018 were approved.
- TREASURER'S REPORT** Upon motion by Dahlen, seconded by Schmidt and carried unanimously, the February & March Treasurer's Reports were approved.
- WCD #8 BIDS** Engels reported that bids were opened on April 17th. The bids are being reviewed by Athens, but the apparent low bidder is Fridgen Excavating (both for the base bid and the base bid with alternate topsoil stripping and berm spreading). Athens stated that the landowner damage checks had been sent; we are now waiting for landowners to return the certified signature receipts. John Kapphahn arrived at the meeting. Engels relayed that Wilkin County has requested two concrete culverts, a change from the plan's two corrugated metal culverts.
- TCD #37 PAY REQUEST** Fridgen reported that a check had been sent from Brad Krenz of Whaley Excavating and property owners Janet Barlage and Scott Leininger for topsoil that was improperly removed from TCD #37. Upon motion by Dahlen, seconded by Schmidt and carried unanimously, \$5000 (which had previously been withheld until the matter was settled) in retainage was released.
- TCD #52 OUTLET** Engels and Guler presented profiles of the watershed project design to repair the TCD #52's outlet. The plan will be presented to the DNR.
- J. DEAL PETITION INTO TCD #40** President Vavra opened the Public Hearing to Consider the Petition from Julie Deal to use TCD #40 as an outlet for SW1/4, Section 15, Clifton Township, Range 45, #02-0073000. Engineering staff stated that the project area already drains to TCD #40 and that the tile project conforms to Bois de Sioux Watershed District policy. Therefore, the project will not adversely impact TCD #40. Mr. Darrel Moerer stated that the north half of Section 15 takes on water. Mr. Kevin Deal (spouse of Julie Deal) stated that he would clean the township ditch in order to provide better drainage. Athens relayed to Mr. Deal that a calculation would be made, as to how the petitioned parcel would benefit from using TCD #40 as an outlet, and that an entrance fee would be calculated. Upon motion by Dahlen, seconded by Deal and carried unanimously, Board Managers approved the petition to use TCD #40 as an outlet for the permitted projects. Engineering staff will calculate the entrance fees.
- JD #11** Legal descriptions are being written for the JD #11 easements; once the descriptions are finalized, damages can be calculated. The repair project will affect both Traverse Electric and Otter Tail Power Company infrastructure. Beyer asked Moore Engineering to explore whether power is needed at some of the abandoned farm sites.
- FIVE MILE CREEK MEETING** An informal meeting was held in April with Five Mile Creek landowners and the DNR. Vavra, Dahlen, and Fridgen attended. The landowners will pursue an EAW. The proposed maintenance project does not require a BdSWD permit.
- #18-021 R. ARENS** Permit #18-021 filed by R. Arens. Board members reviewed the information, and heard from Mr. Arens. A portion of the proposed project is in the Upper Minnesota River Watershed, and a portion of the proposed projects is in the Bois de Sioux Watershed. Water drains from the affected parcel into the Bois de Sioux Watershed. Upon motion by Dahlen, seconded by Schmidt and carried unanimously, Board Managers

approved the permitted work located in the Bois de Sioux Watershed; the applicant must seek and receive approval from the Upper Minnesota River Watershed for the work proposed in their watershed.

**#18-023
R. ARENS**

Permit #18-023 filed by R. Arens. Mr. Don Stueve presented pictures upstream of the proposed project; his concern is that the Big Stone drainage ditch has undersized culverts and needs additional maintenance. Big Stone County Commissioner Backer stated that some work has been done on the ditch, and that they would consider future maintenance, to be discussed with Mr. Stevie. Upon motion by Beyer, seconded by Dahlen and carried unanimously, the permit was approved.

**#18-027
M. LAMPERT**

Permit #18-024 filed by M. Lampert. Mr. Mark Lampert wishes to install a tile system in parcel #16-0062-000 to drain into to the TCD #8 drainage system. Mr. Philip Brink voiced concerns that this would alter the historical pattern of drainage in the area, but historical, topographical photos indicate that the drainage does move Northwest. Upon motion by Dahlen, seconded by Beyer and carried unanimously, the permit was approved upon the condition that the applicant successfully petition and obtain an Order to outlet this project into TCD #8.

RECESS

At 9:50 am, the meeting was recessed. At 10:05 am, the meeting reconvened.

**JD #12
LATERAL #1**

At 10:05 am, a landowner meeting for JD #12 Lateral #1 was held. Fridgen indicated that there are several scour holes that need to be repaired. Landowners relayed that, with North Ottawa acting as a more effective outlet, water is moving faster through the drainage ditch system, creating the scour holes. Discussion was held as to whether the repair of JD #12 would be sufficient or if it should be replaced with a new ditch of larger capacity. Landowners and the Bois de Sioux Watershed could abandon JD #12 Lateral #1 and design a new ditch that would extend further upstream and convey the 10-yr 24 event. The new ditch would require a buffer. Engineering plans were presented. The preliminary design and cost estimate indicates that a 3.5 mile project would cost approximately \$1,008,000, not including land costs. However, additional engineering is needed to further refine the design and estimated cost. Upon motion by Deal, seconded by Dahlen and carried unanimously, Athens is authorized to draw-up a petition for landowners to consider.

**C-T
RIVERWATCH**

The Campbell-Tintah Riverwatch Team gave their 2018 River Watch Forum presentation. Deal and Kapphahn commended the team on their work and their Manager's Choice Award. Vavra presented the team with rain ponchos.

**RRRA & NRCS
DORAN CREEK
RCPP**

Red River Retention Authority's Keith Weston and Natural Resources Conservation Service's Debra Walchuk gave an update on the Bois de Sioux Watershed Direct Doran Creek RCPP planning grant. Engels stated that Review Point 4 will be submitted in May.

**RRBC & U OF MN
STUDIES**

Red River Basin Commission's Ted Preister and Leah Thvedt provided details on two University of Minnesota grants that will expire this summer: one study involving cattail nutrient removal and one study involving water quality. The University of Minnesota intends to purchase \$10,000 worth of monitoring equipment. They are responsible for maintaining the equipment, and pulling the equipment before winter freeze-up. Thvedt provided handouts on the nutrient reduction reported between the inlet and outlet of North Ottawa, and apologized that water quality data had not been provided to the board up to this date; Kapphahn requested that the data be provided in a more meaningful format. Board Managers expressed their interest in conducting soil samples this year, and water quality studies in the future with NDSU. Preister and Thvedt replied that they could work on project proposals for next year. Vavra relayed that final commitments could not be made until discussions with the DNR have been finalized. Kapphahn made motion to finish-out the term of the current grants. Deal seconded the motion. Beyer, Wold: nay. Deal, Vavra, Dahlen, Kapphahn, Schmidt: aye. Motion passed.

**SWCD
INCENTIVE
PROGRAM**

Board Managers reviewed requests from five SWCD's, to receive a \$10/acre administrative incentive. The program was instituted around 2005, but has not been consistently used by all of the SWCD's. Because of inconsistent utilization, only \$37,000 was budgeted for 2018; this would limit the incentive to \$7.14/acre. The approximate rate of Traverse County SWCD Manager Sara Gronfeld relayed that these funds are used as a match for other grants, and that increasing soil health increases water quality. This incentive program supports several objectives identified in the Bois de Sioux Watershed's 2003 Overall Plan. Vavra voiced concern that staff raises were restricted due to budget considerations. Deal questioned why the incentive is being used to incentivize CRP, if funding is being sought because of the new state law. Upon motion by Dahlen, seconded by Beyer and carried unanimously, the topic was tabled.

- BUFFERS** Board Managers discussed the basis for the Watershed's buffer ordinance. A draft will be presented at the next Bois de Sioux Watershed District meeting.
- SUMMER INTERN** Board Managers discussed the availability of a summer engineering intern. Upon motion by Dahlen, seconded by Kapphahn and carried unanimously, Board Managers approved a \$15/hour wage and reimbursable mileage for a personal vehicle used on-the-job.
- Beyer left the meeting.
- NORTH OTTAWA MANAGEMENT REPORTS** Board Managers reviewed the 2018 North Ottawa FDR & NRE Management Plan. Wold requested that Engels add water quality and nutrient reduction activities. Athens requested that Engels add farm cell management. Board Managers then reviewed the April 19, 2018 North Ottawa FDR, NRE & Expense Management Report. Deal requested that whooping crane and birdwatching benefits be added. Upon motion by Dahlen, seconded by Deal and carried unanimously, the report was approved.
- CLOSED ATTORNEY-CLIENT PRIVILEGE** Upon motion by Dahlen, seconded by Kapphahn and carried unanimously, the meeting was closed pursuant to attorney-client privilege to discuss legal issues that are the result of threatened litigation by the DNR over NRE management of the North Ottawa Impoundment. Upon motion by Wold, seconded by Deal and carried unanimously, the meeting was opened.
- TRAVEL POLICY UPDATED** Upon motion by Kapphahn, seconded by Dahlen and carried unanimously, the Bois de Sioux Travel Policy is amended to state that hotel reservations will no longer be made on the Bois de Sioux Watershed Board credit card; reimbursements will be provided upon proof of stay.
- MAWD LEGISLATIVE PRIORITIES** Vavra relayed a request from MAWD for three legislative causes. Board Managers requested that the \$75 per diem be increased to \$100; that a rural MAWD be formed, and that the administrative levy cap be increased from \$250,000 to \$500,000.
- DEC. 13, 2017 MINUTES AMENDED** Upon motion by Deal, seconded by Kapphahn and carried unanimously, the minutes for December 13, 2017 were amended with the addition:
- Upon motion by Gillespie, seconded by Wold and carried unanimously, the One Watershed One Plan Memorandum of Agreement was approved.
- BANK ACCOUNT & FUND ACCOUNT CLOSINGS** Kannegiesser reported that there are numerous bank accounts that no longer have a purpose. Upon motion by Dahlen, seconded by Kapphahn and carried unanimously, staff are authorized to combine bank accounts. Kannegiesser stated that pledged collateral may need to be increased, also. Kannegiesser also presented a number of accounting funds that no longer have a purpose. Upon motion by Deal, seconded by Dahlen, and carried unanimously, Kannegiesser is authorized to zero-out the balances and close the accounts.
- BROWN LETTER** Board managers reviewed a letter from Mr. Steven Brown from Kensington, Minnesota.
- Upon motion by Dahlen, seconded by Deal and carried unanimously, the meeting was adjourned at 2:30 pm.

Linda Vavra, President

Jamie Beyer, Administrator

**BOIS DE SIOUX WATERSHED DISTRICT
BOARD MEETING MINUTES
April 24, 2018**

- CALL TO ORDER** The meeting was called to order by President Vavra at 1:04 p.m. Present: Linda Vavra, Doug Dahlen, Jerome Deal, Scott Gillespie, Steven Schmidt. Absent: Jason Beyer, John Kapphahn, Allen Wold. Also present: Engineer Chad L. Engels, Water Quality Specialist Roger Clay, EOR Limnologist Dr. Meghan Funke, MPCA Watershed Project Manager Carey Hernandez, NRCS District Conservationist Christopher Hogge, and Administrator Jamie Beyer.
- SPECIAL MEETING** The purpose of the meeting was to review MPCA's Bois de Sioux River WRAPS and TMDL Reports.
- LAKE TRAVERSE & MUD LAKE SUMMARY** Funke gave details on Traverse Lake, Mud Lake, Upper Lightning Lake, and Ash Lake. Mud and Traverse Lake are not considered impaired. Their shallow depth, narrow shape, carp populations, dependency on precipitation and dam management controls are a basis for study in the future. Funke relayed that MPCA had length discussions on the water flow between the Mustinka River, Lake Traverse, and Mud Lake when the dams are open vs. when the dams are closed. When the dams are open, the Mustinka flows into Traverse and then into Mustinka, acting overall more like a river; therefore, MPCA nutrient levels should be set higher. When the dams are closed, the Mustinka flows into Traverse, which acts more lake-like. Funke relayed that, although Lake Traverse exceeds its phosphorous limits, what is important is what happens because of the phosphorous – and, in Lake Traverse, turbidity and lack of light prevent the phosphorus from fueling algae. It was stated that Lake Traverse is most impacted by South Dakota land use, and that South Dakota does not have Lake Traverse listed as an impaired lake either.
- INTERNAL LOADING** MPCA's research shows that 2/3 of the phosphorous in Lake Traverse is from "internal loading" – which is affected by characteristics unique to the lake like summer temperature swings, decomposition of organic matter, and lake sediment. MPCA attributed 96% of the phosphorous load in Mud Lake to internal loading; external land management decisions surrounding Mud Lake will not reduce phosphorous levels.
- ASH & UPPER LIGHTNING LAKES** Overall, Funke found Ash and Upper Lightning Lakes in really good shape, and that a 30% reduction in phosphorus is an achievable goal.
- TMDL PERMITEES** Bois de Sioux rivers and streams were discussed next. The TMDL discussed regulated sources, and the primary challenge for the permitted sources is water flow. Permit modifications are in-process to ensure that permittees discharge waste outside June – September, when flows are low.
- OTHER FINDINGS** Nitrates are not a problem in this watershed. E. coli is high, but there are no correspondingly high manmade sources. Funke recommends that a future fecal investigation be conducted to identify what wildlife species is the prevalent source of bacteria in this watershed. Dissolved oxygen, fish populations, and turbidity are a concern in the watershed streams; increasing stream flow could improve dissolved oxygen levels and positively affect these concerns. Pesticides were not found to be a problem in the watershed.
- PROPOSED IMPROVEMENTS** Funke reviewed some possible watershed improvements that could be made to reduce the amount of phosphorous in streams. Gillespie requested that side inlets be considered in MPCA's modeling, as they have been found to reduce the amounts of sediment-bound phosphorous. Hogge relayed that their office does not encourage riparian buffers with trees, as their office feels trees were not native to the landscape. Hogge also requested that MPCA consider strip till (instead of no-till) in their modeling, as no-till is extremely difficult to implement in this climate.
- IN-PROGRESS IMPROVEMENTS** Engels summarized the improvements that have been made, and are in the process of moving forward, including: ditch retrofits, the North Ottawa and Redpath Impoundments, and stream restoration projects.
- COMMENT PERIOD EXTENSION** Hernandez confirmed that he received the Bois de Sioux Watershed's request for an extended comment period; he will relay the request to the appropriate MPCA personnel.

Linda Vavra, President

Jamie Beyer, Administrator

TREASURER'S REPORT

April 2018

BANK ACCOUNT BALANCES FROM BANK STATEMENTS

Bank of the West - Checking: Mixed	Account *****730	\$	5,249,274.05
NEW Bank of the West - WCD 9 & 10 Bond	Account *****776	\$	20,007.94
BancWest CD Investments - Ditch Investments	Account *****424	\$	271,322.56
			5,540,604.55
END OF MONTH AMOUNT IN BANK ACCOUNTS:			\$ 5,540,604.55

ACCOUNTING FUND BALANCES FROM QUICKBOOKS

	Beginning Balance from Quickbooks 12/31/2017	2018 YTD Revenue 4/30/2018	2018 YTD Expenses 4/30/2018	Current Fund Balance 4/30/2018
Payroll Liabilities	0.00	1,139.86	0.00	1,139.86
General Fund(*)	110,338.21	7,405.73	(141,675.18)	(23,931.24)
Ditch Fund				
Total BdSWD #3	84,424.12	0.38	(1.55)	84,422.95
Total TCD #52/FEMA	0.00	0.00	0.00	0.00
Total JCD #2	138,933.97	452.59	(6.44)	139,380.12
Total JCD #3	15,423.99	773.04	(2,651.60)	13,545.43
Total JCD #4	1,030.59	8.84	0.00	1,039.43
Total JCD #6	(1,274.34)	565.33	(35,739.61)	(36,448.62)
Total JCD #7	(4,400.56)	1,102.78	(410.42)	(3,708.20)
Total JCD #11	(107,945.69)	1,172.71	(97,921.29)	(204,694.27)
Total JCD #12	(14,001.49)	849.98	(12,493.06)	(25,644.57)
Total JCD #14	(542,517.06)	2,496.48	(42.51)	(540,063.09)
Total TCD #1E	28,229.34	474.13	(5.87)	28,697.60
Total TCD #1W	23,572.25	28.44	(4.81)	23,595.88
Total TCD #2	32,834.02	53.16	(5.17)	32,882.01
Total TCD #4	5,709.52	542.26	(5.96)	6,245.82
Total TCD #7	(6,343.41)	469.14	(531.96)	(6,406.23)
Total TCD #8	22,770.56	33.79	(4.58)	22,799.77
Total TCD #9	15,408.73	12.26	(5.99)	15,415.00
Total TCD #10	(3,150.71)	302.77	(5.39)	(2,853.33)
Total TCD #11	(34,043.57)	1,784.81	(8.16)	(32,266.92)
Total TCD #13	(4,801.59)	1,876.10	(2.28)	(2,927.77)
Total TCD #15	1,260.78	4.52	(1.75)	1,263.55
Total TCD #16	(32,568.57)	76.44	(1,027.08)	(33,519.21)
Total TCD #17	(49,815.79)	181.89	(4.65)	(49,638.55)
Total TCD #18	(15,019.20)	116.37	(2.14)	(14,904.97)
Total TCD #19	546.78	50.95	(2.70)	595.03
Total TCD #20	(8,252.47)	139.99	(2.88)	(8,115.36)
Total TCD #22	(17,691.35)	17.76	(2.26)	(17,675.85)
Total TCD #23	1,935.89	88.13	(7,617.13)	(5,593.11)
Total TCD #24	6,640.10	51.61	(3.48)	6,688.23
Total TCD #26	3,884.59	692.70	(4.26)	4,573.03
Total TCD #27	(59,188.80)	1,120.81	(3,827.49)	(61,895.48)
Total TCD #28	(12,006.61)	271.16	(3,088.88)	(14,824.33)
Total TCD #29	7,077.71	197.17	(2.37)	7,272.51
Total TCD #30	(36,381.16)	410.78	(126.82)	(36,097.20)
Total TCD #31	(15,738.13)	128.43	(4.91)	(15,614.61)
Total TCD #32	7,930.48	410.79	(3.40)	8,337.87
Total TCD #33	10,473.95	7.77	(2.55)	10,479.17
Total TCD #35	15,159.06	226.45	(5.68)	15,379.83
Total TCD #36	(399.17)	60.59	(7.07)	(345.65)
Total TCD #37	(506,560.57)	6,300.75	(17,309.36)	(517,569.18)
Total TCD #38	11,597.40	28.54	(3.59)	11,622.35

Total TCD #39	3,519.23	112.46	(1.77)	3,629.92
Total TCD #40	(10,476.52)	119.69	(208.06)	(10,564.89)
Total TCD #41	(12,968.99)	76.49	(9.14)	(12,901.64)
Total TCD #42	3,269.11	138.17	(6.17)	3,401.11
Total TCD #43	(3,652.83)	367.69	(6.11)	(3,291.25)
Total TCD #44	6,101.61	948.47	(477.30)	6,572.78
Total TCD #45	0.00	0.00	0.00	0.00
Total TCD #46	4,752.75	260.16	(4.74)	5,008.17
Total TCD #48	(21,197.63)	21.32	(1.48)	(21,177.79)
Total TCD #50	1,922.33	0.00	(1.47)	1,920.86
Total TCD #51	(25,079.39)	109.89	(9.79)	(24,979.29)
Total TCD #52	31,788.59	312.23	(10,255.89)	21,844.93
Total TCD #53	58,910.92	1,107.97	(142.51)	59,876.38
Total TCD #55	(5,155.29)	3.31	(2.02)	(5,154.00)
Total WCD #Sub-1	14,310.89	430.30	(13,342.66)	1,398.53
Total WCD #8	(49,180.86)	5.82	(211,886.30)	(261,061.34)
Total WCD #9	(43,638.51)	18,808.28	(17,200.31)	(42,030.54)
Total WCD #10	8,180.30	18,793.02	(13,688.50)	13,284.82
Total WCD #18	(41,584.21)	755.09	(8.33)	(40,837.45)
Total WCD #20	(40,984.42)	3,627.46	(340.54)	(37,697.50)
Total WCD #25	17,568.56	0.00	(5.72)	17,562.84
Total WCD #35	18,172.01	0.00	(5.45)	18,166.56
Total WCD #39	12,013.86	0.00	(6.15)	12,007.71
Total Ditch Fund - Othe	0.00	0.00	(1,007.50)	(1,007.50)
Total Ditch Fund	-1,110,664.90	69,580.41	(451,515.01)	(1,492,599.50)
Construction Fund(*)	6,796,325.60	1,227,786.16	(1,010,434.06)	7,013,677.70
RRWMB Fund	0.00	19,949.63	(19,949.63)	0.00
TOTAL Funds	5,795,998.91	1,325,861.79	(1,623,573.88)	5,498,286.82

RECONCILE BANK STATEMENTS TO QUICKBOOKS

Bank Statement Total From Top:	5,540,604.55
Enter Quickbooks Bank Account Balance Total Assets:	5,498,286.82
+ Enter Uncleared Transactions:	42,317.73
Quickbooks Total:	5,540,604.55

Enter Quickbooks Total from Fund Balances Income/Expense Report:	5,497,146.96
Enter Quickbooks Total from Balance Sheet Current Payroll Liabilities:	1,139.86
Total:	5,498,286.82
Enter Quickbooks Total Assets from Bank Balances Report:	5,498,286.82

**BOIS DE SIOUX WATERSHED DISTRICT ORDER REGARDING A PETITION
TO OUTLET WATERS INTO TRAVERSE COUNTY DITCH #40**

WHEREAS, the Bois De Sioux Watershed District received a Petition from **Julie Deal** to establish a drain tile system, as more particularly described in permit #18-017, hereto attached, to outlet waters from the SW 1/4, Section 15, Clifton Township 127, Range 45, into Traverse County Ditch 40 pursuant to Minnesota '103E.401.

WHEREAS, upon receipt of the Petition, the Bois De Sioux Watershed District set the hearing for April 19, 2018, at 8:30 a.m. at the Watershed's Office in Wheaton, Minnesota, and gave notice by mail and publication in conformance with Minnesota '103E.401, subd. 3.

WHEREAS, said hearing was held as scheduled. The Board was read Minnesota '103E.401, subd. 4 and first considered the capacity of traverse County Ditch 40 as an outlet. Engineer Chad Engels provided the Board a written report and oral testimony that these waters already enter Traverse County Ditch 40, and it appears this project will not adversely effect said ditch. The Board also allowed all interested full opportunity to be heard. The Engineer was directed to provide the Board with the figures as to the amounts spent per acre of assessed lands on this ditch since its establishment to be considered in establishing the entrance fee and to calculate a reasonable amount to be assessed as benefits, considering the amounts assessed on the adjacent lands and the fact this approval is limited to the project petitioned for.

NOW, THEREFORE, IT IS ORDERED THAT;

The Board being fully advised in the premises, upon motion duly made by _____, and seconded _____, and unanimously carried, it is hereby Ordered pursuant to Minnesota '103E.401 :

1. The Petition is granted and the project described in permit #18-017, located in the SW 1/4, Section 15, Clifton Township 127, Range 45, is hereby given the express authority to use Traverse County Ditch 40 as an outlet, subject to:
2. Petitioner shall pay an outlet fee of **\$1,732.15**.
3. Benefits are set at **\$320**.
4. Petitioner shall pay the costs of the hearing notices in the amount of **\$128.25**.

Dated: _____

President
Bois de Sioux Watershed District

Dated: _____

Administrator
Bois de Sioux Watershed District

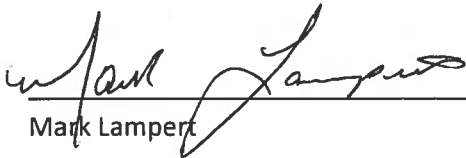
**Petition of Mark Lampert to Use
Traverse County Ditch #8
Drainage System as an Outlet**

TO BOIS de SIOUX WATERSHED DISTRICT, as the drainage authority for Traverse County Ditch #8:

The undersigned hereby petition the Bois de Sioux Watershed District, pursuant to 103E.401, for authority to use Traverse County Ditch #8 as an outlet for the lands herein described:
SW1/4 & NW1/4 of Section 18, Range 44W, Eldorado Township (126N), Stevens County, Minnesota.

I understand:

- 1) I am responsible for the costs of the hearing notices.
- 2) I am responsible for providing the watershed with sufficient expert information as to the capacity of the drainage system.
- 3) I will be charged an outlet fee, and said lands will be added to the area assessed benefits for said ditch.



Mark Lampert

4-24-18

Date



SWCD INCENTIVE PROGRAM

04/19/18, 05/17/18

HISTORY

Incentive for SWCD's was started in 2005 – 2007; the Bois de Sioux Watershed District agreed to pay \$10 per acre for lands set aside in WRP and CP21, and WRP, CRP and CREP II up to \$10,000. There were provisions in the resolutions to expand the program to all the SWCD's. Throughout the past 10 years, only three of the SWCD's have been requesting the incentive; out of the past 4 years, only 2 SWCD's requested the incentive.

I am not sure if the other SWCD's were aware that the program was continued or not. And, I am not sure what Boardmembers were aware of.....

ACTION NEEDED: APPROVE/DENY INCENTIVES FOR 2017

BdSWD Budget: \$37,000

Requests as of 4/14/18:

	<u>2017 CRP</u>	<u>\$10/Acre</u>	<u>\$7.14/Acre</u>
Big Stone	None yet		
Grant	644.03	\$6,440.30	\$5,123.96
Stevens	531.53	\$5,315.30	\$3,795.13
Traverse	3426.28	\$34,262.80	\$27,259.77
W. OtTail	150.88	\$1,508.80	\$1,200.41
Wilkin	429.34	\$4,293.40	\$3,415.86
TOTAL	4650.53	\$51,820.60	\$37,000.00

UPDATE: Excerpts from the 2016 Annual Report, reviewed by BdSWD Board Managers 7/20/17:

Projections for 2017: ..."The BdSWD will continue the Buffer Strip/Restoration incentive program with the local SWCD office."

"It is anticipated that this program will continue in 2017."

ACTION NEEDED: 2019 PROGRAM

There is time to discuss this – can wait until July/August, when budgets are put together: Do you want to see this program continued for 2019? Are there program revisions you would like to see?



TOPIC FOLLOW-UP

REDPATH, GALLAGHER CRP CONTRACT

05/17/2018 + 5/17/18

DETAILS

Gallaghers received the attached notice on 10/6/17 that their CRP contract had been cancelled, and that all benefits must be repaid. Total amount due: **\$42,372.81.**

On 07/27/17, Michelle Swenson sent an email to FSA, stating that the Watershed would be responsible for paying the FSA all penalties incurred to the cancellation of the Gallagher's CRP agreement.

In talking to FSA, the Watershed could have elected to continue the CRP contract without pay. The contract expires in 2029. If, at any time between now and 2029 the CRP contract were cancelled, the \$42,372.81 in fees would be due – with the addition of interest. However, FSA processed the 07/27/17 Bois de Sioux Watershed email as the final decision, and the 60-day decision window has expired.

Athens stated that the land sale went thru in the Spring/Summer of 2016.

FSA made a CRP payment last fall and this fall to Gallaghers, after the sale. Last fall's payment went to Gallaghers. This fall's payment went towards the outstanding debt.

On 10/19/2017, the Board approved payment to USDA in the amount of \$42,372.81. In the meantime, Gallagher's final 2017 CRP payment was applied to the amount outstanding at USDA. The board approved to split the payment: USDA \$23,596.78 and Gallagher's \$18,776.03.

UPDATE: The CRP payment Gallagher's received in October 2017 should have been for 163 acres. They only received a payment for 103 acres. No CRP payment was received for the 60 acres that they sold to the Bois de Sioux Watershed, and then leased back for \$6,100. They request that the rent that they paid be returned also, in the amount of \$6,100.

ACTION NEEDED

Approval of the \$6,100 rent returned.

Guiding principles and selection criteria for the pilot Clean Water Act Section 319 Small Watersheds Focus grant program

Sustainable implementation funding for selected small watersheds

The federal Clean Water Act Section 319 (Section 319) grant program provides funding to states to address nonpoint source (NPS) water pollution in watersheds. The Minnesota Pollution Control Agency (MPCA) passes through approximately \$2.6 million in Section 319 grants annually to local governments and organizations to implement best management practices (BMPs) and adopt strategies to mitigate NPS. Changes in federal program guidance necessitate changes to state administration of the program. This document outlines the principles and criteria for Minnesota's administration of the pilot 319 Small Watersheds Focus Program to meet the federal program requirements. It also provides guidance and parameters for the selection of the Focus Watersheds that will then be eligible to receive 319 Small Watersheds Focus Program grant funds for the federal fiscal year (FFY) 2020 Section 319 grant. Funding for the selected Focus Watersheds will continue in subsequent years for implementation projects. The goal of the 319 Small Watersheds Focus Program is to achieve the water quality objectives in the selected watersheds.

Background

In the past, Section 319 grant funds have been awarded annually on a competitive basis to projects based on an assortment of diagnostic studies, total maximum daily loads (TMDLs), and water plans. The U.S. Environmental Protection Agency (EPA) has now shifted their focus to geographically smaller and longer-term watershed projects, based on watershed-based plans meeting the requirements of the EPA handbook for developing watershed based plans (https://www.epa.gov/sites/production/files/2015-09/documents/2008_04_18_nps_watershed_handbook_handbook-2.pdf). In this new 319 Small Watersheds Focus Program, these watershed-based plans will be called Focus grant workplans, and will use and build upon existing local water plans and state reports.

Vision, Purpose, and Operation

The intent of the program is to **make measurable progress** for the targeted waterbodies in the 319 Focus Watersheds, ultimately restoring impaired waters and **preventing degradation of unimpaired waters**. The 319 Small Watersheds Focus Program will provide sustainable, longer-term funding to a select number of Focus Watersheds. Selected watersheds will develop detailed Focus grant workplans following the EPA guidance, using existing local water plans and state reports. They will then be eligible to receive Section 319 grant funds to implement the workplan over the course of multiple grant cycles, for up to approximately sixteen years. The Focus Watersheds will be selected to represent a cross-section of small watershed projects across the state that support local goals as expressed in local water plans, and the state's priorities (*Nonpoint Source Funding Priority Plan, Nonpoint Source Management Program Plan, MPCA Strategic Plan, Minnesota Nutrient Reduction Strategy, etc.*). The funding pool will be limited to these watersheds to provide a longer-term, stable funding source for staffing, local participation, and implementation of BMPs to achieve water quality goals.

The 319 Small Watersheds Focus Program will select approximately ten small watersheds to begin this program shift in the spring of 2018 for funding in federal fiscal year (FFY) 2020. Ten additional watersheds will be selected each year for funding beginning in FFY 2021 to FFY 2023 to form four groups of watersheds (Groups A to D).

The selected Focus Watersheds, with the support of the MPCA, will develop Focus grant workplans addressing the nine minimum elements defined in EPA's *Nonpoint Source Program and Grants Guidelines for States and Territories* (<https://www.epa.gov/sites/production/files/2015-10/documents/319-guidelines-fy14.pdf>). Upon EPA approval of Focus grant workplans, the Focus Watersheds will be eligible to receive grant funds for multiple years to implement the grant workplans, contingent on continuing Congressional appropriations and satisfactory project implementation progress.

Commitment and Responsibilities

The development of a Focus grant workplan will require substantial time and effort on the part of the local project sponsor prior to the receipt of 319 Small Watershed Focus Program funds; however, the MPCA is committed to providing support and guidance to the selected watersheds. This commitment includes MPCA staff time and limited funds to support the creation of the Focus grant workplan for each selected watershed. To get the watersheds started, MPCA staff will compile and draft initial Focus grant workplans for the watersheds to minimize added workload for local watershed staff. Local staff and partners will then build the workplans into an operating, iterative, and adaptive implementation plan for each watershed. A key goal for the Focus grant workplans is to support the development and enhancement of partnerships among landowners and other citizens, LGUs, organizations, businesses, and state and federal agencies.

In many cases, the grant workplans will mostly be comprised of information from previous and current monitoring, diagnostic studies, TMDLs, WRAPS, One Watershed, One Plans (1W1Ps) or other local water plans, modeling and other watershed tool applications, and implementation projects. The primary work in completing the workplan will be to integrate the available information and augment with some additional work. Limited federal funds will be available FFY 2018 and FFY 2019 to help address gaps in data and information needed to complete the Focus grant workplans.

Once the Focus grant workplans are approved by the EPA, each of the Focus Watersheds will be eligible for initial funding beginning in FFY 2020 and in subsequent years (e.g., Group A will be eligible in FFY 2020, Group B in FFY 2021, etc.). The annual request for proposals for Section 319 project funds will give funding priority to these watersheds. Focus project workplans will be drawn from the overall Focus grant workplans. In all, each of the Focus Watersheds will have up to sixteen years (or four four-year grants) of funding to implement the Focus grant workplan. If the project reaches success and completion earlier, the term of the project will be shorter.

Local governments and organizations representing the Focus Watershed will need to be committed to developing the Focus grant workplan and working diligently with their constituents to generate participation. Project sponsors must be prepared to execute projects for up to four (four-year) funding cycles to complete the Focus grant workplan. Grant funds can be used for staffing the project, installation of BMPs, development and distribution of marketing materials, and coordination of public participation activities.

While up-front work on behalf of the project sponsor will be needed, the opportunity for the project sponsors will be the receipt of 319 Small Watershed Focus Program funds to implement the Focus Watershed project(s) for up to 16 years. A key component for the 319 Small Watershed Focus Program is to provide a relatively stable source of funding to help build and keep staff capacity to encourage the development of partner, landowner, operator, and citizen relationships in the project.

Completion of the written Focus grant workplan only represents a portion of the effort needed to bring the projects to life through the development of relationships and communication among the watershed citizens and partners. The Focus grant workplan will be an iterative process with changes being made on an ongoing basis. It will be a multi-year effort, potentially up to 16 years, which will require the dedication, focus, and collaboration of the watershed partners and stakeholders.

The Section 319 grant requirement for a 40% match of money and/or in-kind services from non-federal sources remains part of the program. Continued funding will be contingent on demonstrating continuing progress and measurable results and accountability. Section 319 funds are appropriated annually at the discretion of the U.S. Congress.

Selection of Focus Watersheds

An announcement requesting potential project sponsors to submit letters of interest to participate in the 319 Small Watersheds Focus Program will be sent in May 2018. There is no deadline for expressing interest; however, the announcement will remain open only until a sufficient number of eligible partners are selected. Due to the limited number of watersheds selected, it is time-sensitive. A combination of watershed-specific information, state priorities, site visits, and watershed partner interviews will be used in selecting the Focus Watersheds for the program. Additional information is available at <https://www.pca.state.mn.us/section-319-focus>.

Criteria for Selecting Focus Watersheds

Selection criteria to be used in 2018 include the following items:

1. **Local unit of government capacity and commitment** to a long-term project, involving a high level of coordination and collaboration among groups and individuals. Willingness to utilize project funding in developing and maintaining local staffing, working with MPCA staff in creating an actionable Focus grant workplan, and to adapt the strategies and subsequent implementation as the project proceeds. Proven partnerships with area interested parties and stakeholders, including, but not limited to, other LGUs, local/regional stakeholders and leaders, watershed landowners and citizens, state agencies, academic institutions, environmental groups, trade groups, and/or other interested parties must be demonstrated.
2. **Availability and compilation of previous and/or current streamflow, water quality, and landscape data and analysis** for the individual waterbodies and their watershed. Watershed analysis tools and reports include various models (HSPF, SWAT, PTMAApp, etc.), SWCD/NRCS conservation planning, TMDL Studies, WRAPS Reports, other monitoring data, etc.
3. **Partners must begin the process with existing strong local water plans.** The strategies, actions, and data contained in these local water plans will provide the foundation of the Focus grant workplans.
4. **Waterbody assessed for impairment by the MPCA** –The small watersheds selected must (except as noted below under “Protection”) have a waterbody identified as being impaired on the MPCA CWA Section 303(d) impaired waters list, given that water quality restoration is the priority of the Section 319 program. The waterbody of focus must be assessed for impairment based on pollutant or biological criteria. Preference will be given to watersheds where the waterbody is most likely to show a measurable change in water quality with NPS implementation, and a high likelihood of resolving the impairment. Emphasis will be given to waterbodies that are “barely” impaired to increase the opportunity to attain water quality standards.
5. **Protection** — By exception, watersheds may be selected for waterbody protection, given that EPA guidance does allow funding for limited protection work. The selection criteria will be based on the Department of Natural Resources’ (DNR) and the MPCA’s water quality trend information, sensitivity of the waterbody to phosphorus, and the proximity to the water quality standard (“nearly” impaired). The criterion for lakes are fully explained in *Incorporating Lake Protection Strategies into WRAPS Reports* at <https://www.pca.state.mn.us/sites/default/files/wq-ws4-03c.pdf>. Protection criteria for streams is still being developed.
6. **MPCA Strategic Plan** – The water quality-related goals in the MPCA Strategic Plan for 2018-2022 include “reducing chloride entering surface waters and groundwater” and “accelerating prioritized and targeted reductions in nutrient pollution by integrating strategies with local watersheds”. The MPCA strategic plan is located at <https://www.pca.state.mn.us/sites/default/files/p-gen1-21.pdf>.

90 Steep Creek
p. 95

7. **State priorities as described in the *State Nonpoint Priority Funding Plan*** (<http://www.bwsr.state.mn.us/planning/npfp/index.html>), including:
 - Restore those impaired waters that are closest to meeting State water quality standards.
 - Protect those high-quality unimpaired waters at greatest risk of becoming impaired.
 - Restore and protect water resources for public use and public health, including drinking water.
8. **Geographic representation** – Focus Watersheds representing multiple major drainage basins of the state.
9. **Waterbody of interest** – The watershed includes at least one waterbody that is valued locally or regionally by citizens. The interest and significance of the waterbody may be documented in local water plans, Watershed Restoration and Protection Strategies (WRAPS) reports, previous watershed projects, and other information. A waterbody of interest does not refer only to a recreational value; each community will have their own reasons for taking interest in a waterbody.
10. **National Water Quality Initiative (NWQI) watersheds** – In support of the EPA’s commitment to the NRCS for the coordination of water quality improvement efforts, the NWQI watersheds will be an influencing selection factor. The partnership and integrations of multiple agencies is a focus of the Section 319 program guidance.
11. **Opportunities to leverage other funds** – A 40% non-federal fund match is required; however, amounts above this percentage are encouraged if possible.
12. **Environmental justice**—Applicants should highlight any environmental justice concerns for their watersheds.

Definitions of Terms

319 Small Watersheds Focus Program: The Clean Water Act Section 319 program shift to meet the requirements of the EPA. The intent is to prioritize and target specific areas to increase the benefits of implementation and affect measurable differences in water quality.

Focus grant workplan: The strategy for addressing all impairments and protection opportunities in the entire Focus Watershed. The Focus grant workplan will provide the framework for projects that are eligible for Section 319 funding and projects that will need to be funded with other funding.

Focus project workplan: A workplan for an individual project from a Focus grant workplan for a Section 319 grant contract.

Focus Watersheds: Watersheds that are selected to participate in the 319 Small Watersheds Focus Program and receive priority funding from the Section 319 grant program. These watersheds will meet state and local priorities.



MINNESOTA LAND TRUST

May 2018

Dear Friends,

Thanks to your support, the Minnesota Land Trust has made dramatic strides towards our mission to protect and restore Minnesota's most threatened natural heritage. Together we've protected tens of thousands of acres of our highest quality natural habitats and brought back wetlands and prairies from the brink of no return. But this success has left us with a question: who will be the stewards of this investment in the coming decades?

As you'll see inside our spring report, the statistics illustrate that today's kids are spending less time outdoors. Formative outdoor experiences that help build a connection to the natural world are becoming more infrequent each year.

I hope you will enjoy reading about how we are providing youth with opportunities to help spark a passion for nature. **Together we are making a difference!**

Yet, there is more work to be done! Please consider making a gift to help us increase access to the great outdoors; access which brings positive outcomes for community health and personal wellbeing.

Thank you for all that you do to protect and restore the places that we love in Minnesota and to encourage the next generation of conservation stewards.

Sincerely,

Kris Larson
Executive Director

P.S. Our fiscal year ends June 30. Please consider making a gift at this critical time!



Red River Watershed Management Board
Meeting Highlights – April 17, 2018

1. **Financial Activity** – The RRWMB has accepted a proposal from its banking institution to raise the interest rates on all accounts and to reduce or eliminate several monthly fees. The RRWMB will be working on an investment strategy in the coming months to take advantage of higher interest rates.
2. **Joint Powers Agreement (JPA)** – The RRWMB held discussion about the JPA and continues its work towards enhanced communication and transparency.
3. **Treasurer** – RRWMB Manager Jason Braaten of the Roseau River Watershed District was asked to transition into the treasurer position as current RRWMB Treasurer Dan Wilkens moves towards retirement. Jason will be working with Dan and RRWMB staff over the coming months on the annual audit, monthly financial information, internal controls, and other general accounting and reporting activities.
4. **Office Location** – The RRWMB managers approved a lease with the Wild Rice Watershed District to provide office space for the principal place of business for the RRWMB. It is anticipated that remodeling of the Wild Rice Watershed District's current office space will begin this spring.
5. **Insurance Coverage** – The annual premium is approximately \$11,000 for RRWMB bond, directors/officer's liability, workers compensation, and various other insurance coverages. The RRWMB has obtained a preliminary quote that will significantly reduce the annual premium.
6. **Strategic Plan** – The RRWMB Managers held a strategic planning session in the afternoon. Input recently obtained from small group discussions at the annual conference in March was provided to the Managers. It was affirmed that a strategic plan is necessary and staff will continue to work with the Managers to move the plan forward.
7. **Benefit Cost Analysis (BCA)** – A presentation was given to the Managers regarding BCA of flood impoundment projects. This information and discussion was held in the afternoon as part of the strategic planning session and will help inform the Managers as they review the current mission and goals.
8. **Reports** – Several reports were given by RRWMB partners including the Red River Retention Authority, Red River Basin Commission, and the International Water Institute. In addition, a number of written reports were provided to the Managers by other partners.
9. **Upcoming Meetings:**
 - RRWMB Public Information Committee Meeting – April 30, 2018 in Ada.
 - Next RRWMB Board Meeting – May 15, 2018 at the Sand Hill River Watershed District in Fertile, MN.



Red River Watershed Management Board

Public Information Update May 2018

RRWMB Mission:

The principal objective of the RRWMB is to assist member Watershed Districts with the implementation of water related projects and programs. The purpose of these projects and programs is the reduction of local and mainstem flood damages and to enhance environmental and water resource management.

Contact Information:

11 5th Ave East Suite B
Ada, MN 56510
Phone: 218-784-9500
Fax: 218-784-9502

Robert L. Sip
Executive Director
Rob.sip@rrwmb.org
218-474-1084 (Cell)

Nikki Swenson
Executive Assistant
Nikki.swenson@rrwmb.org
218-784-9500 (Office)

The Red River Watershed Management Board (RRWMB) is working on a strategic plan that will include outreach to local units of government. The RRWMB will be increasing outreach and communication efforts in the coming months and has implemented the following to increase transparency and to share more information about its activities:

Public Office Location - The RRWMB has established its principal place of business in Ada, Minnesota. The office will be co-located with the Wild Rice Watershed District in mid to late 2018. RRWMB staff are temporarily located in the Arvig Building in Ada. This is the first time the RRWMB has had a public office and staff are looking forward to your visit to Ada.

Annual Conference - The joint event between the Red River Basin Flood Damage Reduction Work Group and the RRWMB provides a venue for knowledge sharing, technical transfer of information, relationship building, and the opportunity for the RRWMB to share information about current activities.

Communication Plan - In 2016, the RRWMB finalized a communication plan that will guide its outreach and communication efforts. This document also builds off of data and information that was received during a Public Information Campaign from 2008. In addition, the University of Minnesota Completed a Social Science Assessment of Conservation in the Red River Basin in 2014. This study provides a wealth of information that the RRWMB can draw from social attitudes related to water and natural resources management and flooding. The study can be found here:

<https://2014.SocialAssessmentRRBConservation.pdf>

Social Media

- Facebook Page:
<https://www.facebook.com/RedRiverWatershedManagementBoard>
- Website:
www.rrwmb.org
- Constant Contact:
- Email Distribution Lists:
If you would like to be included in future RRWMB emails, let us know by contacting RRWMB staff.

Monthly Meeting Highlights - The RRWMB has started using highlights to better inform local watershed district managers, county commissioners, and other local units of government about decisions that are made at monthly RRWMB meetings. Monthly highlights were started in February 2018.

Annual Conference Highlights - Communication was recently sent out discussing highlights from the recent joint annual conference with the Flood Damage Reduction Work Group. The RRWMB will continue to provide information about the results of the conference in coming years.

Public Information Committee (PIC) - The RRWMB has a standing PIC that reviews and provides recommendations to the Board of Managers on communication issues, activities, and initiatives. The PIC will meet more frequently in 2018 to continue working on outreach and communication.

We look forward to working with you and your organizations in 2018 and beyond.

BOARD OF WATER AND SOIL RESOURCES

April 25, 2018

Greg Lillemon, Land Management Director
Grant County Government Center
10 1st St. NW
Elbow Lake, MN 56531

Sent Via Email:

RE: Draft Buffer Ordinance Review, Grant County

Dear Mr. Lillemon:

Thank you for sending a copy of the county's draft buffer ordinance dated March 22, 2018 to the Board of Water and Soil Resources (BWSR) for review.

The county's approach is to make modifications to its existing shoreland ordinance to meet the requirements of Minn. Stat. §103F.48 (the Buffer Law). BWSR is required to determine if the buffer ordinance the county is adopting contains adequate provisions to ensure compliance and effective enforcement of the Buffer Law. As a result of this review, we provide the following comments for your consideration as we continue to discuss ways to address both the county's desire to utilize their existing shoreland regulations and BWSR's responsibilities under the Buffer Law:

Information/Confirmation Needed.

- The county elected jurisdiction on public waters and all public drainage ditches for which it is the drainage authority. Therefore, the county must address both types of water resources to be whole. Currently, there are no provisions in ordinance that address public drainage ditches. However, the county has indicated that they are proposing to adopt a separate stand-alone ordinance to address public drainage systems.
 - Once drafted provide us with a copy of the proposed ordinance at your earliest convenience.
- The county proposes to adopt its own version of the buffer protection map. It is our understanding that there are 33 basins on the DNR Buffer Protection Map for which the draft ordinance allows current agricultural practices to continue without the required buffer until the time of sale (Section IV C (footnote 4)) which appears to be in conflict with statute. However, we have been advised that the county intends to resolve this matter by removing that provision in the ordinance. In addition, the tables in Section VII appear to have made the appropriate shoreland management classification change for the majority of the basins but there are a few inconsistencies that need to be reviewed those include basin #s 26-0027, 26-0056, 26-0096, and 26-0212.
 - As a result, we ask that the county provide a brief narrative to confirm that all waters identified on the DNR Buffer Protection Map are provided with protections which meet the minimum standards in the Buffer Law or documentation that this has been resolved within the ordinance.
- BWSR is concerned that the placement of the buffer provisions may limit the applicability of the law in the following areas;
 - Section V (D) Agricultural Use Standards does not clearly convey that buffers are also required on all other types of land use (residential, commercial, industrial, etc. unless they are exempted under Minn. Stat. §103F.48, Subd. 5). Having the buffer requirements only apply to permitted agricultural uses is too limiting. These provisions need to apply to all areas adjacent to a water body identified and mapped on DNR's Buffer Protection Map.
 - While the existing ordinance has intensive vegetation clearing restrictions in the Shore Impact Zones, it also contains three General Development shoreland classification basins where the Shore Impact Zone is 37.5 feet. In these areas the buffer law is more restrictive than the county's ordinance. We acknowledge that pre-existing structures and other exemptions listed under Minn. Stat. §103F.48, Subd. 5 might limit the establishment and maintenance of buffers in some locations.

Bemidji Brainerd Detroit Lakes Duluth Mankato Marshall New Ulm Rochester St. Cloud St. Paul

St. Paul Office 520 Lafayette Road North St. Paul, MN 55155 Phone: (651) 296-3767

www.bwsr.state.mn.us TTY: (800) 627-3529 An equal opportunity employer

Greg Lillemon
April 25, 2018
Page 2

- o Please provide us with some direction as to how the minimum standards in the Buffer Law will be met in these areas. One option may be to include a statement under the Agricultural Use Standards that this provision applies in all shoreland areas.

Please Consider

- The county's nonconformity language as it applies to buffers is only listed in the definition section (definition #66). That provision also should be described in Section V (R) Non-conforming Uses to have full force and effect. Additionally, by only having it apply to Section V (D) as specified in the definition section it potentially excludes it from applying to all land use types.
 - o Please consider this clarification
- The Buffer Law applies to all lands adjacent to waters shown on the buffer protection map regardless of land use type. Grant County has been in the forefront of having landowners establish and maintain buffers adjacent to water bodies prior to implementation of the Buffer Law. The county should be commended for their leadership and endeavors in this matter. In reviewing the ordinance, it is not clear as to the process that was used to require landowners to establish and/or restore buffers. Shoreland standards attempt to prevent the loss of vegetation in the shore impact zones but once vegetation is removed, there are no provisions in the shoreland ordinance to require restoration. In contrast, BWSR's Model Ordinance has specific language that requires landowners (regardless of their land use) to establish and maintain buffers along a designated water body. This is why it's important that the county's ordinance required buffers be applied to all land uses, not just agricultural to ensure that the county's procedures meet the full force and effect of the law.
 - o Some additional language that might strengthen the county's ordinance and improve consistency with the Buffer Law can be found in BWSR's Model Ordinance in Sections 1.2, 3.1, and 5.3 – 5.3.2.

Again, we want to reaffirm our appreciation for the leadership Grant County has consistently provided through the years on buffer establishment and management and protection of its water resources. Our comments above are intended to support the good work you are already doing in ways that effectively merges the new authorities and responsibilities found in the Buffer Law.

Following adoption by the county board and in accordance with Procedure 9: BWSR's Review of County and Watershed District Buffer Rules, Ordinances and Official Controls, please submit the ordinance and supporting documentation needed to make a final determination on adequacy and/or consistency as provided below:

Counties and watershed districts must submit the following information to BWSR, ideally to this email address buffers.bwsr@state.mn.us, prior to the effective date, if possible, of the rule, ordinance or other official control which includes:

- i. The resolution or other formal decision of the county or watershed district governing body documenting adoption of the rule, ordinance or other official control;*
- ii. The rule, ordinance or other official control adopted by the county or watershed district governing body; and*
- iii. If applicable, a document that describes how the rule, ordinance or other official control departs from the model ordinance or rule developed by BWSR.*

Greg Lillemon
April 25, 2018
Page 3

Please note, BWSR has coordinated the development of the buffer model ordinance and the state agency review process of the county's official controls with the Department of Natural Resources (DNR). In addition to submitting the county's buffer ordinance to BWSR, you should also submit any amendments to the county's shoreland management ordinance to your DNR Area Hydrologist when amending the shoreland management ordinance or substantially deviating from the model county buffer ordinance.

Thank you for your cooperation on this matter. Should you have any questions, please contact me at (651) 297-4958, or at travis.germundson@state.mn.us. Again, please keep in mind that this is not a final review of the county's buffer ordinance.

Sincerely,



Travis Germundson
Appeals and Regulatory Compliance Coordinator

cc: Grant County SWCD
Bois de Sioux Watershed District
DNR- Jennifer Shillcox, Dan Petrik, Emily Siira
BWSR: Dave Weirens, Tom Gile, David Leuthe, Pete Waller



April 24, 2018

Wilkin County
 Attn: Janelle Krump, County Auditor
 300 South 5th Street
 Breckenridge, MN 56520

RE: 2018A G.O. Drainage Improvement Bonds

Honorable Chair, Commissioners, and Auditor Krump:

The Bois de Sioux Watershed District has initiated a drainage improvement project for County Ditch No. 8 within the County. A construction bid for the project has been received and is considerable reasonable and cost effective. As the drainage improvement would be assessed by Wilkin County to benefited property owners, the Watershed District has asked the County to finance a portion of the proposed project cost.

To this end we have structured and prepared recommendations for a competitive sale of bonds utilizing the following amounts and terms.

Project Cost:

Construction, Engineering, Admin	\$978,500.00
Underwriting	12,975.00
Fiscal & Legal	20,000.00
Rating Agency	9,500.00
Capitalized Interest	14,950.00
Rounding	575.00
TOTAL PROJECT COST:	\$1,036,500.00

The funding sources to be utilized to finance project costs are summarized below:

2018A G.O. Drainage Bonds	\$865,000.00
CWF MDM Grant	171,500.00
TOTAL FUNDING SOURCES:	\$1,036,500.00

Payment and Revenue Requirements:

It is anticipated that Wilkin County will fund debt service payments from drainage assessment payments received from benefited properties. The attached preliminary cash flow assumes that drainage assessments totaling \$865,000 will be levied against benefited properties over a 15-year term at an interest rate of at least 4%. A shorter call date has been incorporated into this issue in the event that significant prepayments are received from property owners.

\$865,000 G.O. Drainage Improvement Bonds:

If the County Board determines that it is appropriate to proceed with financing the project as proposed, David Drown Associates, Inc. recommends the issuance of General Obligation Drainage Bonds utilizing the following terms:

- 15-year amortization of principal
- A call date of February 1, 2022 to assist in managing potential prepayments.
- Sale of bonds utilizing a competitive sale process.
- We do recommend purchasing a bond rating from Standard & Poor's.

Schedule and Issuance:

The proposed schedule for the sale of this bond issue includes:

May 8, 2018	Initiate the competitive sale process
June 12, 2018	Receive bids on the purchase of bonds & award sale
June 26, 2018	Close on the sale of bonds (funds wired to County)

A draft of the resolution initiating the competitive sale process is attached for your review and consideration. Please feel free to contact me in the interim if I can be of any assistance in answering questions regarding this information.

Sincerely,



Shannon Sweeney, Associate
David Drown Associates, Inc.

Wilkin County, Minnesota

Proposed for Competitive Sale

\$865,000

General Obligation Drainage Bonds, Series 2018A - Assessments Certified Fall of 2018

Uses of Funds

Wilkin County Ditch #8 Project Costs		978,500
Other		-
Total Project Costs		978,500
Underwriter's Discount Allowance	1.50%	12,975
Unused Underwriter's Discount Allowance		-
Fiscal Fee		10,500
Bond Counsel		7,500
Pay Agent/Registrar		750
Printing & Misc		1,250
Rating Agency		9,500
Capitalized Interest		14,950
Rounding		575
		<u>1,036,500</u>

Sources of Funds

Bond Issue	865,000
Cash Contribution - CWF MDM Grant	171,500
Construction Fund Earnings	(0)
	<u>1,036,500</u>

Bond Details

Set Sale Date	5/8/2018
Sale Date	6/12/2018
Dated Date	6/26/2018
Closing Date	6/26/2018
1st Interest Payment	2/1/2019
Proceeds spent by:	12/31/2018
	<i>to Dated Date</i>
Purchase Price	852,025.00
Net Interest Cost	254,359.97
Net Effective Rate	3.2479%
Average Coupon	3.0822%
Yield - IRS	TBD
Average Life	8.6088
Call Option	2/1/2022
Purchaser	Proposed for Competitive Sale
Bond Counsel	Briggs & Morgan, Professional Association
Pay Agent	U.S. Bank, N.A.
Tax Status	Tax Exempt, Bank Qualified
Continuing Disclosure	Limited
Rebate	\$5 million Small Issuer Exemption
Statutory Authority	M.S. 103E.635 & 475

Payment Schedule & Cashflow

12-Month Period ending	Payment Schedule				plus 5% Coverage
	Principal	Interest Rate	Interest	Payment Total	
6/26/2018	-		-	-	
2/1/2019	-	2.00%	14,950	14,950	14,950.
2/1/2020	50,000	2.00%	25,033	75,033	75,033
2/1/2021	50,000	2.00%	24,033	74,033	77,734
2/1/2022	50,000	2.50%	23,033	73,033	76,684
2/1/2023	50,000	2.50%	21,783	71,783	75,372
2/1/2024	55,000	2.50%	20,533	75,533	79,309
2/1/2025	55,000	2.70%	19,158	74,158	77,865
2/1/2026	55,000	3.05%	17,673	72,673	76,306
2/1/2027	55,000	3.05%	15,995	70,995	74,545
2/1/2028	60,000	3.15%	14,318	74,318	78,033
2/1/2029	60,000	3.15%	12,428	72,428	76,049
2/1/2030	60,000	3.15%	10,538	70,538	74,064
2/1/2031	65,000	3.25%	8,648	73,648	77,330
2/1/2032	65,000	3.25%	6,535	71,535	75,112
2/1/2033	65,000	3.25%	4,423	69,423	72,894
2/1/2034	70,000	3.30%	2,310	72,310	75,926
	865,000		241,385	1,106,385	1,157,205

Collection Year	Ditch Assessments	Other Revenues	Account Balances	
			Surplus (deficit)	Account Balance
Proceeds to Debt Service Account >				15,525
2018	-	-	(14,950)	575
2019	77,799	-	2,767	3,342
2020	77,799	-	65	3,406
2021	77,799	-	1,115	4,521
2022	77,799	-	2,427	6,949
2023	77,799	-	(1,510)	5,439
2024	77,799	-	(66)	5,372
2025	77,799	-	1,493	6,865
2026	77,799	-	3,254	10,120
2027	77,799	-	(234)	9,885
2028	77,799	-	1,750	11,636
2029	77,799	-	3,735	15,370
2030	77,799	-	469	15,839
2031	77,799	-	2,687	18,527
2032	77,799	-	4,905	23,432
2033	77,799	-	1,874	25,306
	1,186,986	-		25,306

**Wilkin County, Minnesota
General Obligation Drainage Bonds, Series 2018A**

Projected Assessments

Net Amount Certified	865,000
Date Certified	Fall 2018
Interest Rate	4.00%
Term (yrs)	15
Level Principal or Payments	Payments

Payment Schedule			
Collection Year	Principal	Interest	Total
2019	43,199	34,600	77,799
2020	44,927	32,872	77,799
2021	46,724	31,075	77,799
2022	48,593	29,206	77,799
2023	50,537	27,262	77,799
2024	52,558	25,241	77,799
2025	54,661	23,138	77,799
2026	56,847	20,952	77,799
2027	59,121	18,678	77,799
2028	61,486	16,313	77,799
2029	63,945	13,854	77,799
2030	66,503	11,296	77,799
2031	69,163	8,636	77,799
2032	71,930	5,869	77,799
2033	74,807	2,992	77,799
	865,000	301,986	1,166,986

Meeting Minutes
Mustinka/BdSioux Watersheds
1W1P Policy Committee Meeting
4/23/18 at 1 pm

Unapproved

<u>Member Organizations</u>	<u>Committee Representative</u>	<u>Designated Alternate</u>
Big Stone County	Commissioner Jay Backer	
Big Stone SWCD	Supervisor Dan Morrill	
Grant County	Commissioner Doyle Sperr	Commissioner Bill LaValley
Grant SWCD	Supervisor Randy Larson	Supervisor Odell Christenson [Absent]
Otter Tail County	Commissioner John Lindquist	Commissioner Lee Rogness
West Otter Tail SWCD	Supervisor John Walkup	Supervisor Richard Viger [Absent]
Stevens County	Commissioner Ron Staples	Commissioner Jeanne Ennen [Absent]
Stevens SWCD	Supervisor Greg Fynboh	
Traverse County	Commissioner Kevin Leininger	
Traverse SWCD	Supervisor David Rinke* [Absent]	Supervisor Carol Johnson
Wilkin County	Commissioner Eric Klindt [Absent]	
Wilkin SWCD	Supervisor Kyle Gowin [Absent]	
Bois de Sioux Watershed	Manager Linda Vavra	

Also Present:

BWSR	Staff Pete Waller
Grant SWCD	Staff Joe Montoneye
West Otter Tail SWCD	Staff Brad Mergens
West Otter Tail SWCD	Staff Ben Underhill
Stevens County	Staff Bill Kleindl
Traverse SWCD	Staff Sara Gronfeld
Wilkin SWCD	Staff Craig Lingen
Wilkin County	Staff Breanna Koval
Bois de Sioux Watershed	Staff Jamie Beyer

*Receives notices only by mail.

The meeting was called to order at 9:10 am by Linda Vavra.

Committee members completed Waller's Fun Facts. Waller presented Minnesota Statute 103B.801 Comprehensive Watershed Management Planning Program, and a "Guidance for Committees and Getting Read to Plan" fact sheet.

Policy Committee Members: Policy Committee members are elected officials, designated by their organizations – with the exception of the Bois de Sioux Watershed Policy Committee member, who is appointed. This Policy Committee is only responsible to develop the Comprehensive Watershed Management Plan, and is not responsible for the

implementation of or grant funding for future projects. Lindquist requested that alternates be included, as much as possible. **Please send to Jamie the name and email address for your alternate, if he/she is not listed above.**

Advisory Committee Members: To be determined by the Policy Committee. LaValley requested that someone from the RRWMB be included. Waller stated that a representative from BWSR, Dept. of Ag, MPCA, MDH and US Fish & Wildlife must be on the Advisory Committee

Grants: Waller stated that future grants awarded for projects in the Comprehensive Watershed Management Plan will be funds above and beyond SWCD's current grant allocations. Committee members expressed concern about the amount of time staff spend organizing meetings. Waller stated that office administration time can be paid from the current grant, at a billable hourly rate, after the grant agreement is executed.

Bylaws: Kleindl led the discussion, pointing out requested changes. See amended bylaws. Vavra stated that the Bois de Sioux's Comprehensive Watershed Management Plan has several unique features – and, with only a 1/13th vote, it will be impossible to ensure that those features are brought forward into the new 1W1Plan Comprehensive Watershed Management Plan. Committee members asked that a list of the Watershed's unique items be brought to the next meeting.

For the Steering Committee: Policy Committee members requested that the bylaw changes be shared with the Steering Committee, for informational purposes; the Policy Committee will continue to work on them in future meetings. Policy Committee would like the Steering Committee to look at and approve the Consultant RFQ, and send it to the Policy Committee for approval. LaValley requested that (related to IX (4) of the Bylaws) that the RFQ payment schedule be customized so that the final product must be delivered prior to final payment.

Standing Schedule: The Policy Committee will meet the first Thursday of every month, at 1 pm.

**NEXT MEETING: JUNE 7TH AT 1 PM AT BOIS DE SIOUX WATERSHED.
A NOTICE WILL BE SENT BY EMAIL AND BY MAIL.**

**Meeting Minutes
Bois de Sioux and Mustinka Watersheds
1W1P Steering Committee Meeting
4/27/18 at 10 am**

Unapproved

<u>Member Organizations</u>	<u>Committee Representative</u>	<u>Designated Alternate</u>
Big Stone County	Darren Wilke [Absent]	
Big Stone SWCD	Danny Tuckett [Absent]	Jared House
Grant County	Greg Lillemon	Jared House
Grant SWCD	Joe Montonye	
West Otter Tail SWCD	Brad Mergens	Ben Underhill
Otter Tail County	Kyle Westergard	Bill Kalar [Absent]
Stevens County	Bill Kliendl	
Stevens SWCD	Matt Solemsaas [Absent]	
Traverse County	Sara Gronfeld	Bruce Johnson [Absent]
Traverse SWCD	Casey O’Leary [Absent]	Bruce Johnson [Absent]
Wilkin County	Breanna Koval	
Wilkin SWCD	Craig Lingen	Don Bajumpaa
Bois de Sioux Watershed	Jamie Beyer	Linda Vavra

CC:

BWSR	Pete Waller
Bois de Sioux Watershed	Chad Engels

The meeting was called to order at 10:10 am by Linda Vavra.

Steering Committee Members: Steering Committee members are staff designated by their organizations. **Please send to Jamie any corrections to the committee members above, and send the name and email address for your alternate, if he/she is not listed.**

Minutes: Upon motion by Koval, seconded by Mergens and carried unanimously, the Minutes of February 26, 2018 were approved, with the following corrections: Greg Lillemon and Jared House were added; the header was changed to “Bois de Sioux and Mustinka Watersheds;” the meeting was adjourned, not closed.

Consultant RFQ: Committee members made changes to attached the Consultant Request for Qualifications, and recommended it be sent to the Policy Committee for consideration and approval. The Steering Committee recommends that the RFQ Subcommittee (Mergens, Lillemon, Bajumpaa, Engels, Waller) reviews the proposals, and recommends 2 – 3 finalists to interview. Add to Policy Committee Agenda: Who does the Policy Committee want to interview and select a candidate?

Advisory Committee: Committee members discussed options for the makeup of the Advisory Committees. Pros/Cons/Thoughts tabled to May 29th Meeting.

Bylaws: Policy Committee asked the Steering Committee to review IX (4) of the Bylaws, with concerns that, if billings are sent in a timely fashion, that the consultant's billing may exceed the budget. Steering Committee members decided to strike the statement from the Bylaws altogether, as Steering Committee members felt that IX (4) of the Bylaws is unnecessary - bills will be paid per the Claims Policy of the Bois de Sioux Watershed. The Consultant's contract pricing will be negotiated and approved at a later date.

Standing Schedule: The Policy Committee will meet the last Tuesday of every month at 10 am.

**NEXT MEETING: MAY 29 AT 10 AM AT BOIS DE SIOUX WATERSHED.
A NOTICE WILL BE SENT BY EMAIL AND BY MAIL.**

12:14 PM
05/16/18

**Bois-De-Sioux Watershed District
JB CHECKS TO APPROVE NEW**

April 20 through May 17, 2018

Num	Date	Name	Memo	Account	Paid Amount
19355	05/17/2018	AmeriPride Linen & Uniform Services	CUSTOMER 22810011	10000 - Checking	
			RUGS	53420 - Maintenance	-24.28
			RUGS	53420 - Maintenance	-26.28
TOTAL					-50.56
19378	05/17/2018	April Swenby		10000 - Checking	
			WEBSITE UPDATES	55130 - Website	-120.00
TOTAL					-120.00
19350	05/08/2018	City of Wheaton		10000 - Checking	
			WATER, SEWER, GARBAGE	53440 - Utility Expense	-144.29
TOTAL					-144.29
19356	05/17/2018	CliftonLarsonAllen	081-101880	10000 - Checking	
			2017 AUDIT REPORTS	51100 - Accounting S...	-300.00
TOTAL					-300.00
19374	05/17/2018	Cline Jensen P.A.		10000 - Checking	
			LEGAL FEES - 12629	52600 - Legal Fees	-5,584.00
			LEGAL FEES - 12630	52600 - Legal Fees	-111.00
			LEGAL FEES - 12631	52600 - Legal Fees	-3,711.50
			LEGAL FEES - 12632	52600 - Legal Fees	-148.00
			LEGAL FEES - 12634	52600 - Legal Fees	-296.00
			LEGAL FEES - 12635	52600 - Legal Fees	-92.50
			LEGAL FEES - 12636	52600 - Legal Fees	-55.50
			LEGAL FEES - 12633	52600 - Legal Fees	-3,617.50
			LEGAL FEES - 12637	52600 - Legal Fees	-148.00
			LEGAL FEES - 12639	52600 - Legal Fees	-563.90
TOTAL					-14,327.90
19357	05/17/2018	Culligan Soft Water	5/1/18	10000 - Checking	
			WATER	53500 - Office Supplies	-7.98
TOTAL					-7.98
19375	05/17/2018	Dan Swedlund		10000 - Checking	
			VIEWING EXPENSES	54600 - Viewers Expe...	-4,719.75
TOTAL					-4,719.75
19358	05/17/2018	Elan Financial Services		10000 - Checking	
			SOLAR PARTS	54100 - Repairs and ...	-48.64
			MEAL FOR MEETING	52800 - Meeting Expe...	-96.03
			CONFERENCE ROOM TABLES	53300 - Office Equip ...	-446.14
			FREEFIND SEARCH UPDATE	55130 - Website	-19.00
			DROPBOX SUBSCRIPTION	53500 - Office Supplies	-99.00
TOTAL					-708.81
	04/30/2018	Executive Director, P.E.R.A.	9095-00	10000 - Checking	
			9095-00	21200 - PERA Withho...	-346.73
			9095-00	21200 - PERA Withho...	-300.50
TOTAL					-647.23
	05/16/2018	Executive Director, P.E.R.A.	9095-00	10000 - Checking	
			9095-00	21200 - PERA Withho...	-346.73
			9095-00	21200 - PERA Withho...	-300.50
TOTAL					-647.23

Bois-De-Sioux Watershed District
JB CHECKS TO APPROVE NEW
April 20 through May 17, 2018

Num	Date	Name	Memo	Account	Paid Amount
	04/30/2018	Fridgen, Troy J	Direct Deposit	10000 · Checking	
			Direct Deposit	54700 · Wages and S...	-3,227.28
			Direct Deposit	21200 · PERA Withho...	209.77
			Direct Deposit	53710 · PERA Expense	-242.05
			Direct Deposit	21200 · PERA Withho...	242.05
			Direct Deposit	51700 · Deferred Co...	150.00
			Direct Deposit	21700 · Non-employe...	265.61
			Direct Deposit	Federal Withholding	239.00
			Direct Deposit	53800 · Payroll Taxes	-183.63
			Direct Deposit	21100 · Social Securi...	183.63
			Direct Deposit	21100 · Social Securi...	183.63
			Direct Deposit	53800 · Payroll Taxes	-42.95
			Direct Deposit	21000 · Medicare Wit...	42.95
			Direct Deposit	21000 · Medicare Wit...	42.95
			Direct Deposit	21300 · State Withhol...	131.00
			Direct Deposit	2110 · Direct Deposit ...	2,005.32
TOTAL					0.00
19359	05/17/2018	Fridgen, Troy J		10000 · Checking	
			DATA/CELL PLAN	53440 · Utility Expense	-50.00
TOTAL					-50.00
	05/16/2018	Fridgen, Troy J	Direct Deposit	10000 · Checking	
			Direct Deposit	54700 · Wages and S...	-3,227.28
			Direct Deposit	21200 · PERA Withho...	209.77
			Direct Deposit	53710 · PERA Expense	-242.05
			Direct Deposit	21200 · PERA Withho...	242.05
			Direct Deposit	51700 · Deferred Co...	150.00
			Direct Deposit	21700 · Non-employe...	265.61
			Direct Deposit	Federal Withholding	239.00
			Direct Deposit	53800 · Payroll Taxes	-183.62
			Direct Deposit	21100 · Social Securi...	183.62
			Direct Deposit	21100 · Social Securi...	183.62
			Direct Deposit	53800 · Payroll Taxes	-42.94
			Direct Deposit	21000 · Medicare Wit...	42.94
			Direct Deposit	21000 · Medicare Wit...	42.94
			Direct Deposit	21300 · State Withhol...	131.00
			Direct Deposit	2110 · Direct Deposit ...	2,005.34
TOTAL					0.00
19377	05/17/2018	Frontier		10000 · Checking	
				53450 · Telephone Ex...	-195.37
TOTAL					-195.37
19360	05/17/2018	Gallagher Family Partnership, LLP	REFUND LAND RENT 2016	10000 · Checking	
			REFUND 2017 LAND RENTAL	Land Rental Refund	-6,100.00
TOTAL					-6,100.00
19361	05/17/2018	Gazette Publishing Co.		10000 · Checking	
			MEETING NOTICES X 3	51500 · Advertising E...	-116.25
TOTAL					-116.25
	04/30/2018	Gilsdorf, Lacey	Direct Deposit	10000 · Checking	
			Direct Deposit	54700 · Wages and S...	-1,395.83
			Direct Deposit	21200 · PERA Withho...	90.73
			Direct Deposit	53710 · PERA Expense	-104.69
			Direct Deposit	21200 · PERA Withho...	104.69
			Direct Deposit	Health Insurance Pay...	5.65
			Direct Deposit	Federal Withholding	67.00
			Direct Deposit	53800 · Payroll Taxes	-86.19
			Direct Deposit	21100 · Social Securi...	86.19
			Direct Deposit	21100 · Social Securi...	86.19
			Direct Deposit	53800 · Payroll Taxes	-20.16
			Direct Deposit	21000 · Medicare Wit...	20.16
			Direct Deposit	21000 · Medicare Wit...	20.16
			Direct Deposit	21300 · State Withhol...	37.00
			Direct Deposit	2110 · Direct Deposit ...	1,089.10
TOTAL					0.00

Bois-De-Sioux Watershed District JB CHECKS TO APPROVE NEW

April 20 through May 17, 2018

Num	Date	Name	Memo	Account	Paid Amount
	05/16/2018	Giltsdorf, Lacey	Direct Deposit	10000 · Checking	
			Direct Deposit	54700 · Wages and S...	-1,395.83
			Direct Deposit	21200 · PERA Withho...	90.73
			Direct Deposit	53710 · PERA Expense	-104.68
			Direct Deposit	21200 · PERA Withho...	104.68
			Direct Deposit	Health Insurance Pay...	5.65
			Direct Deposit	Federal Withholding	67.00
			Direct Deposit	53800 · Payroll Taxes	-86.20
			Direct Deposit	21100 · Social Securi...	86.20
			Direct Deposit	21100 · Social Securi...	86.20
			Direct Deposit	53800 · Payroll Taxes	-20.16
			Direct Deposit	21000 · Medicare Wit...	20.16
			Direct Deposit	21000 · Medicare Wit...	20.16
			Direct Deposit	21300 · State Withhol...	37.00
			Direct Deposit	2110 · Direct Deposit ...	1,089.09
TOTAL					0.00
19362	05/17/2018	Home Bakery		10000 · Checking	
			BOARD MEETING SUPPLIES	52800 · Meeting Expe...	-22.50
TOTAL					-22.50
	05/04/2018	Internal Revenue Service	41-1623198	10000 · Checking	
			41-1623198	Federal Withholding	-306.00
			41-1623198	21000 · Medicare Wit...	-63.11
			41-1623198	21000 · Medicare Wit...	-63.11
			41-1623198	21100 · Social Securi...	-269.82
			41-1623198	21100 · Social Securi...	-269.82
TOTAL					-971.86
19348	05/08/2018	James & Vicki Morgan		10000 · Checking	
			WCD #8 EASEMENTS	52520 · ROW	-1,533.00
TOTAL					-1,533.00
19376	05/17/2018	Jamie Beyer		10000 · Checking	
			WEEK ENDING 4/22/18	54700 · Wages and S...	-840.00
			WEEK ENDING 4/30/18	54700 · Wages and S...	-1,370.00
			WEEK ENDING 5/6/18	54700 · Wages and S...	-1,060.00
			WEEK ENDING 5/11/18	54700 · Wages and S...	-1,220.00
TOTAL					-4,490.00
19351	05/08/2018	Larson Oil Company		10000 · Checking	
			OIL SERVICE	54500 · Vehicle Maint...	-52.07
			VEHICLE GAS	54400 · Vehicle Fuel	-43.00
TOTAL					-95.07
19363	05/17/2018	Loretta Pederson		10000 · Checking	
			VIEWING	54600 · Viewers Expe...	-3,424.78
			VIEWING	54600 · Viewers Expe...	-50.00
			VIEWING	54600 · Viewers Expe...	-194.48
TOTAL					-3,669.26
19364	05/17/2018	Merton-Dale Post 80		10000 · Checking	
			FLAG	53500 · Office Supplies	-25.00
TOTAL					-25.00
	05/04/2018	MN Dept. of Revenue	2397944	10000 · Checking	
			2397944	21300 · State Withhol...	-168.00
TOTAL					-168.00
19379	05/17/2018	MN PEIP		10000 · Checking	
				Health Insurance Exp...	-1,381.42
TOTAL					-1,381.42

12:14 PM
05/16/18

Bois-De-Sioux Watershed District
JB CHECKS TO APPROVE NEW
April 20 through May 17, 2018

12:14 PM
05/16/18

Num	Date	Name	Memo	Account	Paid Amount
	04/30/2018	Mn State Retirement System		10000 · Checking	
				51700 · Deferred Co...	-150.00
TOTAL					-150.00
	05/16/2018	Mn State Retirement System		10000 · Checking	
				51700 · Deferred Co...	-150.00
TOTAL					-150.00
19384	05/17/2018	Moore Engineering, Inc.		10000 · Checking	
			JD #6 Repairs	51900 · Engineering ...	-16,644.58
			JD 11 Repairs	51900 · Engineering ...	-16,240.00
			WCD #8	51900 · Engineering ...	-8,280.35
			Redpath Project	51900 · Engineering ...	-28,859.17
			Traverse Co. Ditch 52 Repairs	51900 · Engineering ...	-3,510.00
			TCD #37 Redeterm. & Retrofit	51900 · Engineering ...	-595.00
			District Boundary Redetermination	51010 · Boundary Re...	-900.00
			TCD #40	51900 · Engineering ...	-67.50
			JD #3	51900 · Engineering ...	-555.00
			JD #12 RFM UPDATES	51900 · Engineering ...	-135.00
			JD #11 RFM UPDATES	51900 · Engineering ...	-67.50
			JD #7 RFM UPDATES	51900 · Engineering ...	-135.00
			BdS Direct NRCS RCPP	51900 · Engineering ...	-10,094.00
			BdS Direct NRCS RCPP	51900 · Engineering ...	-4,326.00
			Overall Plan Update - 1W1P	53650 · Overall Plan	-1,202.85
			JD 12 Lat 1 Improvements	51900 · Engineering ...	-712.50
			Permit Reviews	50400 · Tile Drainage	-6,810.00
			Permit Reviews	50500 · Surface Drain...	-2,790.00
			General Services	51900 · Engineering ...	-8,288.80
			North Ottawa Impoundment	51900 · Engineering ...	-5,445.00
TOTAL					-115,658.25
19352	05/08/2018	Ottertail Power Company	Utility Expense	10000 · Checking	
			ELECTRIC UTILITY	53430 · Electricity	-164.75
TOTAL					-164.75
19366	05/17/2018	Pitney Bowes		10000 · Checking	
			POSTAGE MACHINE LEASE	53610 · Postage	-52.37
TOTAL					-52.37
	04/27/2018	QuickBooks Payroll Service	Created by Payroll Service on 04/26/2018	10000 · Checking	
			Fee for 2 direct deposit(s) at \$1.75 each	53700 · Payroll Expen...	-3.50
		QuickBooks Payroll Service	Created by Payroll Service on 04/26/2018	2110 · Direct Deposit ...	-3,094.42
TOTAL					-3,097.92
	05/15/2018	QuickBooks Payroll Service	Created by Payroll Service on 05/14/2018	10000 · Checking	
			Fee for 2 direct deposit(s) at \$1.75 each	53700 · Payroll Expen...	-3.50
		QuickBooks Payroll Service	Created by Payroll Service on 05/14/2018	2110 · Direct Deposit ...	-3,094.43
TOTAL					-3,097.93
19347	05/08/2018	Randy and Vonnie Johnson Life Estate		10000 · Checking	
			WCD #8 EASEMENTS	52520 · ROW	-1,533.00
TOTAL					-1,533.00
19368	05/17/2018	RMB Environmental Laboratories		10000 · Checking	
			WATER TESTING	51400 · River Watch/...	-73.50
TOTAL					-73.50
19367	05/17/2018	Runestone Telecom Assoc.		10000 · Checking	
			INTERNET & EMAIL	53440 · Utility Expense	-125.95
TOTAL					-125.95

14 PM
05/16/18

Bois-De-Sioux Watershed District
JB CHECKS TO APPROVE NEW
 April 20 through May 17, 2018

Num	Date	Name	Memo	Account	Paid Amount
19369	05/17/2018	Sag's Hardware Hank, Inc.		10000 - Checking	
			SURVEY EQUIPMENT	53420 - Maintenance	-33.98
TOTAL					-33.98
19349	05/08/2018	Scott & VIAnn Sampson		10000 - Checking	
			WCD #8 EASEMENTS	52520 - ROW	-1,533.00
TOTAL					-1,533.00
19353	05/08/2018	Spee Dee Delivery Service, Inc.	3508260	10000 - Checking	
			WATER TESTING	51400 - River Watch/...	-14.15
TOTAL					-14.15
19383	05/17/2018	Stan Churchill		10000 - Checking	
			VIEWING EXPENSES	54600 - Viewers Expe...	-2,775.46
TOTAL					-2,775.46
19370	05/17/2018	Sturdevant's Auto Parts	46-754794	10000 - Checking	
			SURVEY EQUIPMENT	53420 - Maintenance	-36.82
TOTAL					-36.82
19365	05/17/2018	The Ortonville Independent/Northern Star		10000 - Checking	
			CONSTRUCTION BID	51500 - Advertising E...	-81.00
TOTAL					-81.00
19373	05/17/2018	Tri County Coop		10000 - Checking	
			VEHICLE GAS	54400 - Vehicle Fuel	-248.13
TOTAL					-248.13
19381	05/17/2018	True North Steel	FP0000012504	10000 - Checking	
			CULVERTS AND BANDING	54100 - Repairs and ...	-19,062.62
TOTAL					-19,062.62
19354	05/08/2018	Valley Office Products, Inc.	107713-001	10000 - Checking	
			BINDERS & SECTIONS LASER POINTERS & PAPER	53500 - Office Supplies 53500 - Office Supplies	-86.80 -123.94
TOTAL					-210.74
19380	05/17/2018	Valley Office Products, Inc.		10000 - Checking	
			ENVELOPE MOISTENERS	53500 - Office Supplies	-12.99
TOTAL					-12.99
19382	05/17/2018	Wagner Company, Inc.	#8926	10000 - Checking	
			LEVEL SPOILS ON COLLECTION DITCH	54100 - Repairs and ...	-750.00
TOTAL					-750.00
19371	05/17/2018	Willy's Super Valu	41851	10000 - Checking	
			SUPPLIES FOR MEETING	52800 - Meeting Expe...	-23.47
TOTAL					-23.47
19372	05/17/2018	Xerox Corporation	093046735	10000 - Checking	
			COPIER LEASE COPIER LEASE	52100 - Equipment Le... 52100 - Equipment Le...	-227.79 -482.45
TOTAL					-710.24

Bois-De-Sioux Watershed District
GENERAL FUND BUDGET
 January through December 2018

	Jan - Dec 18	Budget	\$ Over Budget	% of Budget
Income				
42000 · General Property Taxes	5,198.44	161,590.00	-156,391.56	3.2%
45000 · Miscellaneous Income	2,207.29	5,000.00	-2,792.71	44.1%
49000 · Project Administration	0.00	250,000.00	-250,000.00	0.0%
49300 · State Credits	0.00	5,000.00	-5,000.00	0.0%
49400 · Transfer In	0.00	12,240.00	-12,240.00	0.0%
Total Income	7,405.73	433,830.00	-426,424.27	1.7%
Gross Profit	7,405.73	433,830.00	-426,424.27	1.7%
Expense				
51030 · Personnel Committee	0.00	1,000.00	-1,000.00	0.0%
55130 · Website	582.50	2,000.00	-1,417.50	29.1%
55140 · Mileage Expense Advisory Com	37.06	300.00	-262.94	12.4%
59150 · Education	120.00	500.00	-380.00	24.0%
51100 · Accounting Services	29,065.25	50,000.00	-20,934.75	58.1%
51300 · Administration Expense	0.00	40,000.00	-40,000.00	0.0%
51500 · Advertising Expense	125.00	5,000.00	-4,875.00	2.5%
51600 · Building and Structures	100.00			
51800 · District Insurance & Dues	8,176.00	25,500.00	-17,324.00	32.1%
51900 · Engineering Services	15,174.50	17,000.00	-1,825.50	89.3%
52100 · Equipment Lease & Rental	1,643.30	8,000.00	-6,356.70	20.5%
52200 · Fringe Benefits	6,792.73			
52600 · Legal Fees	18,914.13	40,000.00	-21,085.87	47.3%
52700 · Manager Compensation	4,575.00	25,000.00	-20,425.00	18.3%
52800 · Meeting Expense	2,812.69	18,000.00	-15,187.31	15.6%
52900 · Mileage Expense Board	2,377.62	10,000.00	-7,622.38	23.8%
53100 · Mileage Expense Staff	0.00	1,500.00	-1,500.00	0.0%
53200 · Miscellaneous Expenses	1,975.15	800.00	1,175.15	246.9%
53300 · Office Equip & Furniture	627.57	2,000.00	-1,372.43	31.4%
53400 · Office Operations	4,342.13	13,000.00	-8,657.87	33.4%
53500 · Office Supplies	1,559.00	7,000.00	-5,441.00	22.3%
53600 · Other Supplies	1,163.45	4,500.00	-3,336.55	25.9%
53700 · Payroll Expenses	3,097.10	20,000.00	-16,902.90	15.5%
53800 · Payroll Taxes	3,375.42	8,600.00	-5,224.58	39.2%
54100 · Repairs and Maintenance	71.75	18,500.00	-18,428.25	0.4%
54300 · Vehicle Expense	0.00	30.00	-30.00	0.0%
54400 · Vehicle Fuel	139.02	1,000.00	-860.98	13.9%
54500 · Vehicle Maint & Repair	52.07	2,000.00	-1,947.93	2.6%
54700 · Wages and Salaries	60,381.22	112,600.00	-52,218.78	53.6%
Total Expense	167,279.66	433,830.00	-266,550.34	38.6%
Net Income	-159,873.93	0.00	-159,873.93	100.0%

12:05 PM

05/16/18

Cash Basis

Bois-De-Sioux Watershed District
DITCH FUND BUDGET
 January through December 2018

	<u>Jan - Dec 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
49999 - Loan/Outside Borrowing	0.00	1,614,536.00	-1,614,536.00	0.0%
Ditch Revenues	6,120.88	1,372,200.00	-1,366,079.12	0.4%
Investment Income	5.92			
42000 - General Property Taxes	20,701.91			
45000 - Miscellaneous Income	42,751.70			
Total Income	<u>69,580.41</u>	<u>2,986,736.00</u>	<u>-2,917,155.59</u>	<u>2.3%</u>
Gross Profit	69,580.41	2,986,736.00	-2,917,155.59	2.3%
Expense				
51100 - Accounting Services	1,465.00	2,500.00	-1,035.00	58.6%
51200 - Construction	5,000.00	300,000.00	-295,000.00	1.7%
51300 - Administration Expense	0.00	100,000.00	-100,000.00	0.0%
51500 - Advertising Expense	2,230.69	3,500.00	-1,269.31	63.7%
51900 - Engineering Services	327,035.18	436,000.00	-108,964.82	75.0%
52500 - Land	135,754.00	200,000.00	-64,246.00	67.9%
52600 - Legal Fees	19,562.40	65,000.00	-45,437.60	30.1%
52800 - Meeting Expense	329.00			
53300 - Office Equip & Furniture	487.65	15,000.00	-14,512.35	3.3%
53500 - Office Supplies	0.00	100.00	-100.00	0.0%
53600 - Other Supplies	0.00	1,000.00	-1,000.00	0.0%
54100 - Repairs and Maintenance	20,888.87	1,125,000.00	-1,104,111.13	1.9%
54400 - Vehicle Fuel	0.00	200.00	-200.00	0.0%
54600 - Viewers Expense	21,068.89			
54700 - Wages and Salaries	0.00	1,000.00	-1,000.00	0.0%
Total Expense	<u>533,821.68</u>	<u>2,249,300.00</u>	<u>-1,715,478.32</u>	<u>23.7%</u>
Net Income	<u><u>-464,241.27</u></u>	<u><u>737,436.00</u></u>	<u><u>-1,201,677.27</u></u>	<u><u>-63.0%</u></u>

Bois-De-Sioux Watershed District
CONSTRUCTION FUND BUDGET
 January through December 2018

05/16/18
 Cash Basis

	Jan - Dec 18	Budget	\$ Over Budget	% of Budget
Income				
41100 · Riparian Aid MN DOR	53,237.00	186,329.00	-133,092.00	28.6%
Investment Income	215.76	80,000.00	-79,784.24	0.3%
41300 · Doran Creek Project Income	88,343.50	340,000.00	-251,656.50	26.0%
47100 · Storage Building Rental Income	1,000.00	1,200.00	-200.00	83.3%
45100 · Redpath Project Income	0.00	666,898.00	-666,898.00	0.0%
41030 · Cooperative Project Income	0.00	0.00	0.00	0.0%
42000 · General Property Taxes	19,949.60	1,070,764.00	-1,050,814.40	1.9%
44000 · Land Rental Income	673,350.00	725,752.00	-52,402.00	92.8%
45000 · Miscellaneous Income	0.00	4,522.00	-4,522.00	0.0%
47000 · Other State Credits	0.00	57,200.00	-57,200.00	0.0%
49000 · Project Administration	0.00	2,500.00	-2,500.00	0.0%
49100 · Project Team Income	0.00	30,000.00	-30,000.00	0.0%
49300 · State Credits	0.00	25,000.00	-25,000.00	0.0%
49400 · Transfer In	391,690.30	1,070,764.00	-679,073.70	36.6%
Total Income	1,227,786.16	4,260,929.00	-3,033,142.84	28.8%
Gross Profit	1,227,786.16	4,260,929.00	-3,033,142.84	28.8%
Expense				
51020 · Buffers	0.00	186,329.00	-186,329.00	0.0%
50100 · Stream Gaging Expense	600.00	20,000.00	-19,400.00	3.0%
Modeling/SWAT	0.00	5,000.00	-5,000.00	0.0%
Permits	32,962.50	130,000.00	-97,037.50	25.4%
51010 · Boundary Redetermination	1,050.00			
55110 · CRP/WRP Incentive for SWCDs	0.00	37,000.00	-37,000.00	0.0%
55120 · Culvert Inventory	41,932.10			
55150 · Service Charges	0.00	700.00	-700.00	0.0%
59150 · Education	95.00	9,000.00	-8,905.00	1.1%
51100 · Accounting Services	3,848.00	10,000.00	-6,152.00	38.5%
51200 · Construction	0.00	100.00	-100.00	0.0%
51300 · Administration Expense	0.00	44,000.00	-44,000.00	0.0%
51400 · River Watch/Expense	1,022.65	5,000.00	-3,977.35	20.5%
51500 · Advertising Expense	854.48	3,300.00	-2,445.52	25.9%
51900 · Engineering Services	450,986.60	847,000.00	-396,013.40	53.2%
52100 · Equipment Lease & Rental	482.45	700.00	-217.55	68.9%
52300 · GIS Consulting	0.00	300.00	-300.00	0.0%
53480 · Interest Expense	0.00	65,000.00	-65,000.00	0.0%
52400 · Laboratory Expenses	0.00	200.00	-200.00	0.0%
52500 · Land	-3,200.00	672,000.00	-675,200.00	-0.5%
52600 · Legal Fees	22,590.50	43,000.00	-20,409.50	52.5%
52800 · Meeting Expense	0.00	250.00	-250.00	0.0%
53100 · Mileage Expense Staff	0.00	1,000.00	-1,000.00	0.0%
53200 · Miscellaneous Expenses	0.00	260,000.00	-260,000.00	0.0%
53250 · Motor Vehicles	0.00	2,000.00	-2,000.00	0.0%
53400 · Office Operations	61.91	600.00	-538.09	10.3%
53500 · Office Supplies	164.70			
53600 · Other Supplies	0.00	225.00	-225.00	0.0%
53650 · Overall Plan	5,646.40	1,500.00	4,146.40	376.4%
53900 · Property Taxes	130,632.58	138,000.00	-7,367.42	94.7%
54100 · Repairs and Maintenance	2,347.72	33,000.00	-30,652.28	7.1%

12:05 PM

05/16/18

Cash Basis

Bois-De-Sioux Watershed District CONSTRUCTION FUND BUDGET January through December 2018

	<u>Jan - Dec 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
54200 · Transfer of Funds	355,326.06	0.00	355,326.06	100.0%
54225 · Transfer of Funds RRWMB	0.00	1,070,764.00	-1,070,764.00	0.0%
54950 · Transfer Out	36,364.24	12,240.00	24,124.24	297.1%
54300 · Vehicle Expense	0.00	1,000.00	-1,000.00	0.0%
54400 · Vehicle Fuel	614.27			
54500 · Vehicle Maint & Repair	2.09	50.00	-47.91	4.2%
54600 · Viewers Expense	0.00	0.00	0.00	0.0%
54700 · Wages and Salaries	0.00	1,000.00	-1,000.00	0.0%
Total Expense	1,084,384.25	3,600,258.00	-2,515,873.75	30.1%
Net Income	143,401.91	660,671.00	-517,269.09	21.7%

**BdSWD Board Meeting
May 17, 2018
Engineer's Report**

- 1.) **Permitting Update**
 - a. 42 permits in 2018 (28 at this point in time in 2017)
 - b. 17-083 - TCD #23 Future culvert recommendations complete, Information has been sent to Traverse County, the BdSWD held a meeting with landowners and County on Friday Feb. 16, 2018. A possible project to replace all existing crossings was discussed. Moore will provide updated estimate for all crossings including relocated crossings at the section lines. This will include removal costs. Board managers (Steven Schmidt) will determine if some crossings can be abandoned or relocated. Culvert in Section 32 can be removed. Culvert in Section 33 needs to stay. There will be 4 crossings that the Hwy Dept. will be responsible for. Chad thinks the ditch should pay for private crossing removals and field approach replacements at section lines. Moore Engineering to bring final project proposal to Traverse County Hwy Dept. in May. Board to discuss Traverse County response in June.
- 2.) **Stream Gage Repairs**
 - a. One stream gage remaining to repair – dam site.
 - b. Troy should check to see if volunteers are reading gages.
- 3.) **2018 Ditch Inspections**
 - a. In 2017 Area 1 inspection completed by Troy. Moore completed GIS mapping. Report given to board in June 2017.
 - b. Troy to present Repair Summary Spreadsheet to board for 2018 repairs (Before spring of 2018). Suggest that repairs be approved by Ditch system using the RFM forms.
- 4.) **Drainage Committee Tasks**
 - a. At January 18th meeting the board authorized Tom and Chad to review and make recommendations for rules updates, especially dams across natural water courses, levees adjacent to natural water courses and legal ditches, and flap gates so that rules match policy.
 - b. Work on Allen's "berm permit" idea for alternate to buffer.
 - c. Change name of committee to Policy & Rules Committee
- 5.) **Wilkin County Floodplain Issues**
 - a. Moore attended Wilkin/Richland/Wahpeton/Breckenridge floodplain meeting June 21, 2017
 - b. Floodplain committee will meet with FEMA to discuss hydrology
- 6.) **Ditches**
 - a. **Ditch Maintenance Engineering Assistance**
 - i. TCD #27
 1. Letter to be sent to MnDOT and copy township regarding damaged culvert. Send pics and reference statute. Moore to follow up with Jamie to see if assistance is needed with this.
 - b. **Significant Ditch Repairs/Retrofits/Improvements**
 - i. TCD 37 Repair
 1. Substantial completion date is September 15, 2017. Liquidated damages claim has been preserved. Project substantially complete 11/16/2017 with punchlist items to be addressed before final project closeout. Buffer stakes placed in April to protect new buffer growth. Final Payment expected for June board meeting.
 2. 90% grant has been requested
 - ii. WCD 8 – Retrofit
 1. Construction limit stakes have been placed. Auditor to award to lowest responsible bidder – Fridgen Excavating, Inc. in May.
 2. Two Wilkin County Road Crossings to be discussed by board. Field Order will remove two Wilkin County Road crossings from the project.
 - iii. JD 11 – Retrofit
 1. Moore met with MN DOT/Wilkin County about crossings 1:00 PM Oct. 16, 2017. Moore to submit plans showing culvert designs conform to DOT standards if project moves forward. MN DOT plans to replace Hwy 55 crossing in 2021.
 2. Hearing held 11/16/2017 11:00 AM for repair and redetermination of benefits. Moore completed repair report and presented along with estimated repair cost. Board approved redetermination of benefits, appointed viewers, and approved repair. Board authorized Moore to complete final plans and specifications and assist viewers.
 3. Moore 80% complete with legal survey and descriptions for all necessary R/W.
 4. Board needs to discuss schedule for Viewers Report, Hearing, Grant Request and construction.
 5. SWCDs may have cost share for buffers.
 6. At April 2018 board meeting, board decided to pursue burring utilities and abandon where possible.

- iv. WCD #9 and #10 - Improvements
 - 1. Board appointed Moore Engineering and authorized Moore to proceed with preliminary Engineer's Report at 10/19/2017 meeting. Moore also filed Oath and Bond with board 10/19/2017. Moore filed preliminary Engineer's Report with Administrator in January.
 - 2. Administrator sent Preliminary Engineer's Report to DNR Commissioner. DNR provided preliminary advisory report prior to preliminary hearing. Minimal comments.
 - 3. 10:00 AM March 15 preliminary hearing held. Engineer presented preliminary report and DNR advisory report. Board determined the project should proceed to the final engineer's report and appointed viewers. Bond for final engineer's report and viewing set at \$40,000.
 - 4. Board needs to discuss schedule for Viewers Report, Hearing, Grant Request, and construction.
- v. JD #6
 - 1. Landowner meeting held 11:00 AM February 6th, 2018 in Breckenridge. There appears to be support for the retrofit project. Landowners stated there is a problem getting water through RR due to the two crossings in close proximity and the fact that they are not in line with the ditch. The sharp channel bend by the RR is a problem; perhaps we could re-align the ditch in this area and smooth out the transition. Jim spoke with Brian Bausman (MnDOT) regarding the 2021 Hwy 55 project and this culvert will not be changed. Board needs to order the RR to increase the size of their crossing. The very south end (upstream end) of the ditch does not drain well along the entire east-west reach.
 - 2. Hearing for repair and redetermination of benefits was held 1:00 PM March 15, 2018. Board appointed viewers and authorized engineer to proceed with final plans and specifications.....board appointed Dwight, Don, and Mark Deets from Graceville.
- vi. JD 12
 - 1. Board authorized Moore (8/17/2017) to develop plans and estimate of cost for erosion repairs. Summer 2018 completion goal.
 - 2. Board authorized Tom to draft petition for abandonment of Lateral 1 and creation of new ditch
 - a. Jim sent Tom landowner names and legal descriptions for Lateral 1
 - b. Board authorized Moore (8/17/2017) to develop preliminary plans and estimate of cost for abandonment of Lateral 1 and creation of Watershed Ditch No. 4. Presented to BdSWD at February 2018 meeting.
 - c. Landowner (watershed) meeting was held April 19, 2018 at 10:00 AM. Landowners are in favor. Waiting for petition and bond.
- vii. WCD #1
 - 1. Board authorized Tom to prepare petition for improvement and Moore supplied him with needed information (mailing list and legal descriptions).
 - 2. Landowner meeting was held 1:00 PM February 6th, 2018 in Breckenridge. Engineer presented improvement project and estimated cost. It was expressed that drainage on the east end is a significant problem. The further east you go the worse the drainage is. It was also expressed to re-align the ditch east of the downstream farmstead grove so that water does not go through the yard. There did not appear to be widespread support for an improvement. Regardless, a petition is being circulated by an upstream landowner. It was stated at the meeting that an average annual cost of \$10 per acre per year for 15 years would be a "ballpark" assessment estimate. There did not appear to much interest in a retrofit overall. Comments from the meeting include the need to replace the RR culvert, Hwy 9 culvert, and first driveway culvert downstream of Hwy 9. Question...will Wilkin County pay for part of WCD #1 retrofit in order to establish 4:1 from shoulder of County Road? Moore provided an estimate of cost just to complete a redetermination of benefits and install buffers.

7.) North Ottawa

- a. WSN has provided draft O&M manual. WSN has completed Records Drawings and Construction Report.
- b. Jerome might speak with Flood Damage Reduction Work Group about North Ottawa land management.
- c. Board authorized cleanout of entire Collection Channel System. Troy should survey profile of north segment first and possibly more in fall of 2018 and assess which reaches need to be cleaned.
- d. 10/19/2017 meeting with prior board notes: flood control primary purpose, wildlife secondary, income for maintenance was to come from farming, there were only 4 cells when the prior board was in place (not 8), the cells would be farmed, the public wanted the cells farmed because the farmers in the area needed the land, the project would not have been accepted if the cells were not farmed and there was no tax revenue for the County.
- e. Some gages need to be repaired by supplier. Consider new gages that send data to satellite directly.
- f. 10:00 AM March 28, 2018 meeting with DNR. 10:00 AM March 16, 2018 preparation meeting at Tom's office.
- g. Board decided to have RRBC complete its research in 2018.

- h. Moore to finalize 2018 O&M.
- 8.) Redpath**
- a. Submit for FM Diversion Funding/approve contract after updated Engineer's Report and Est. of Cost are complete.
 - b. 4 property acquisitions remaining for the project. May need additional land for TCD 35 including downstream of project. Communicate with Mathias regarding land swap.
 - c. Complete utility relocations fall of 2018. Meet with landowners on adjacent drain tile and obtain tile plans.
 - d. Held meeting on June 30, 2017 with legislators to discuss project merits and funding need
 - e. Moore/Barr to advance project development and complete necessary engineering and updated estimate of cost by late summer of 2018. If project cost goes up, submit new request to RRWMB.
 - f. Board authorized update of Dilly appraisal and to re-open negotiations, appraisal complete.
 - g. Moore to provide any additional land survey for property purchasing
 - h. LSOHC extended funding for 3 additional years on 9/28/2017
 - i. Meet with road authorities about abandoning bridges, landowners regarding tile, and Traverse County Electric regarding power line in cell 1 and at inlet.
 - j. Moore updated board on Cost Share status thru 2017 at January 2018 meeting.
 - k. Moore and Barr to present project update at July 2018 board meeting.
- 9.) Big Lake**
- a. Moore presented memo report regarding update H&H to board on 5/18/2017
 - b. Moore Engineering provided board with a draft project development task scope with estimate of cost and potential schedule at June meeting. BdSWD should determine if EAW is required (guidance on EQB website), attorney should review recommendation to board. There is an existing permit application that has not been acted on which states we need an EAW. Engineer's Report was submitted with permit application also stating EAW is needed. Environmental review (EAW) needs to be completed for DNR to act on permit. If the existing permit application is not the permit we want, we need to amend the permit. Emily sent copy of permit application. Henry and Emily to talk with wildlife division to determine if this could be a collaborative effort and if wildlife could write the EAW.
 - c. Moore submitted draft project development scope to DNR for review. Board stated that if the BdSWD is going to proceed with project development, then they will want the DNR to complete the EAW and partner with the BdSWD. Waiting to hear back from DNR regarding a meeting date to discuss further, Moore to follow-up.
 - d. Big Lake Meeting with DNR and downstream landowner held 11/14/17. DNR orders that the outlet be set at previous elevation of 1075.3 NGVD 29. DNR has accepted rock check placed by Larry Vipond and beaver dam upstream of rock check has been removed.
 - e. Moore to work on channel acquisition with landowner.
- 10.) Overall Plan**
- a. Board authorized moving forward with 1W1P at Sept. 15th, 2016 board meeting.
 - b. Board passed resolution to request BWSR deadline extension for overall plan update 10/24/2016.
 - c. Kickoff meeting was held 9:30 AM January 25th at Traverse County SWCD office.
 - d. February 27th meeting in Elbow Lake held.
 - e. Grant request has been approved for 1W1P - \$290,000
 - f. Chuck Fritz to provide cost proposal for PTMApp of BdS Watershed
 - g. 1W1P Orientation Meeting was held August 21, 2017
 - h. September 18th 1W1P meeting Steering Committee meeting held.
 - i. January 9th 1W1P Consultant Committee meeting held.
 - j. December 18th 1W1P Steering Committee meeting held.
 - k. January 22nd 2018 1W1P Steering Committee meeting held.
 - l. Moore to review current plan and make recommendation to the board of what we want in future plan. Chad
- 11.) BdS Direct - NRCS RCPP Watershed Planning**
- a. Kickoff Agency Scoping Meeting held June 8, 2016
 - b. Project Team Meeting 1 – Problem Definition – Held July 13, 2016 9:00 AM Breckenridge, MN
 - c. Public Meeting 1 – Problem Definition – Held July 27, 2016 9:00 AM Breckenridge, MN
 - d. Project Team Meeting 2 – Draft Purpose & Need, Held August 23, 2016 8:30 AM Breckenridge, MN
 - e. Project Team Meeting 3 – Final Purpose & Need / Alternatives, November 2, 2016 8:30 AM Breckenridge, MN
 - f. Project Team Meeting 4 – Alternatives meeting held March 28, 2017.
 - g. Purpose and need meeting with agencies and Wilkin County held 4/10/17.
 - h. Met with City of Doran held 4/11/17.
 - i. Project Team Meeting 5 – Amended P&N and Alternatives June 6th, 2017 9:30 AM Breckenridge, MN
 - j. Anticipate fall 2017, Moore completing modeling, prelim. designs, and cost estimates
 - k. Working on FM Diversion Funding with Tom (Brandrup 9 approved for Phase 1 funding – 5% of \$659,900)
 - l. July 11, 2017 Brandrup 9 landowner meeting held. Moore to send out access agreements for borings, etc.
 - m. Moore to complete analysis of alternatives

- n. CP # 1 approved by USACE July 24, 2017.
- o. CP # 2 approved by USACE
- p. NRCS Review Point #1 Complete
- q. NRCS Review Point #2 Complete
- r. NRCS Review Point #3 Complete
- s. NRCS Review Point #4 to be submitted in May 2018

12.) Traverse County Ditch 52

- a. Walls Windsor Watershed Improvement Project – Impoundment and Erosion Control
 - i. Landowner meeting held on April 1st, 2016. Need landowner support for impoundment configuration.
- b. 103E Project – Drainage Improvement Upstream of Impoundment (to occur after watershed project)
- c. Moore authorized to develop preliminary plans and cost estimate from Hwy 27 to Lake Traverse. Presented to board on 9/21/2017.
- d. Board authorized Moore to meet with landowner for R/W donation and communicate with DNR and USACE regarding permissibility of project.
- e. At the 12/13/2017 meeting the board passed a motion to remove the bridge in Section 24 of Windsor Twp. Troy contacted the landowner and the landowner is strongly opposed.
- f. March 2nd meeting with DNR was held to discuss permissibility of design concept. Strategy is to achieve permissible design with DNR first. Once permissible design is complete, then share with USACE and determine if a Nation Wide permit can be utilized. Goal is to complete permissible preliminary design and cost estimate and engineer's report for use in applying for grants. DNR stated that Rock Riffles would be needed for permissibility. DNR stated to check grant opportunities with Conservation Partnership Legacy Grant and Lessard-Sams. BWSR stated to check into Clean Water grant programs. Tom McDonnald at Barr is a good contact. Preliminary engineering plan submitted to DNR for input in May 2018. Looking into possibility of MPCA 319 grant.

13.) Boundary Re-Evaluation

- a. Moore authorized to move forward with developing boundary update on jurisdictional line shared by BdSWD and Upper Minnesota.
 - i. Chad met with the Upper Minnesota Watershed District at 1:00 PM Sept. 12, 2017. They are willing to cooperate and will let the BdSWD know the extent of the project they wish to move forward with.
 - ii. Moore presented \$4,000 estimate at March meeting, but could be less due to BWSR handling hearing.
 - iii. WMWD approved cost share and project scope was sent to UMWD in May 2018, waiting response.

14.) Moonshine Lakebed Project

- a. Board authorized Scott and Chad to speak with Big Stone County Engineer about project concept and downstream ditch system which is managed by Big Stone County.

15.) Buffers

- a. Research Buffer Compliance and Tracking Tool – BuffCAT

16.) Mustinka

- a. 11/2/2017 board made motion in unanimous support of the project and to send a letter to Grant County Hwy indicating funding commitment of \$400,000 toward joint project with MnDOT and Grant County.
- b. Moore to explore RRWMB Star Value funding potential
- c. Moore to explore FM Diversion funding potential
- d. Board approved \$20,000 for EAW at January 18, 2018.
- e. Grant County to present model study proposal in June 2018.



NORTH OTTAWA FDR, NRE, & EXPENSE MANAGEMENT REPORT

Bois de Sioux Watershed District Board, North Ottawa Impoundment Authority

05/17/18

FLOOD DAMAGE REDUCTION

Flood Damage Reduction is the purpose of the North Ottawa Impoundment.

Actions taken April 20th – May 11th

- April 20th- Flood farm cells for frost and sediment Management B4 cell started overtopping dike between B4 & B3 at an Elev. Of 1011. Opened AB4 gate to release some water from B4 and raised A4 inlet logs to 1012.
- April 23- Water slightly covering entire A3 & B3 cells. Shut AB3 gate until water goes down in A2 & B2
- April 24th- Opened AB3 gate 1.0' and started releasing water from A3 & B3 Closed off all inlets. Opened OB outlet-JD2
- April 28th- Opened AB1 to 1.0' to continue draining farm cells.
- May 2nd- Opened AB4 gate to drain B4 cell another ½ ft. to protect dike from South wind wave action.
- May 7th- B4 West bay 101.2 and A4 East bay 1011.2
- May 11th- Elev. A4 88 datum 1011.57 B4 1010.60 and C-cell 1008.05

NATURAL RESOURCE ENHANCEMENTS

Natural Resource Enhancements are ancillary benefit of the North Ottawa Impoundment.

April 12th : Swans, Canada Geese and Mallards were resting on the mud flats in the C Cell. Mallards and geese were also feeding in the B1 corn stalks. Water continues to flow into A4 and B4.

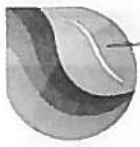
April 17th : Multiples species of waterfowl were resting in all of the cells. A4 and B4 water elevations are close to 1010.

April 24th : There was a loon by the weir in the collection channel.

April 28th : Dozens of species of waterfowl and shorebirds were spotted by the Alexandria Audubon Society.

Board Action taken January – April to promote and maintain natural resource enhancements:

- Pool C Waterfowl/Birds/Shorebirds
Estimated 2018 cost to Watershed: No additional cost; compatible with FDR purpose.
- CRP-Grade Management of Dikes and Upland Property
Estimated 2018 cost to the Watershed @ \$88.57/acre for 484 acres: \$42,868
- Game Refuge Designation for 2018
Estimated 2018 cost to the Watershed: \$2,500
- Farmland Leases for 2018 were limited to one-year contracts; three-year contracts would have netted more income, but would not have allowed management flexibility.
Estimated 2018 cost to the Watershed @ \$160/acre: \$56,864



SWCD INCENTIVE PROGRAM

04/19/18, 05/17/18

HISTORY

Incentive for SWCD's was started in 2005 – 2007; the Bois de Sioux Watershed District agreed to pay \$10 per acre for lands set aside in WRP and CP21, and WRP, CRP and CREP II up to \$10,000. There were provisions in the resolutions to expand the program to all the SWCD's. Throughout the past 10 years, only three of the SWCD's have been requesting the incentive; out of the past 4 years, only 2 SWCD's requested the incentive.

I am not sure if the other SWCD's were aware that the program was continued or not. And, I am not sure what Boardmembers were aware of.....

ACTION NEEDED: APPROVE/DENY INCENTIVES FOR 2017

BdSWD Budget: \$37,000

Requests as of 4/14/18:

	<u>2017 CRP</u>	<u>\$10/Acre</u>	<u>\$7.14/Acre</u>
Big Stone	None yet		
Grant	644.03	\$6,440.30	\$5,123.96
Stevens	531.53	\$5,315.30	\$3,795.13
Traverse	3426.28	\$34,262.80	\$27,259.77
W. OtTail	150.88	\$1,508.80	\$1,200.41
Wilkin	429.34	\$4,293.40	\$3,415.86
TOTAL	4650.53	\$51,820.60	\$37,000.00

UPDATE: Excerpts from the 2016 Annual Report, reviewed by BdSWD Board Managers 7/20/17:

Projections for 2017: ..."The BdSWD will continue the Buffer Strip/Restoration incentive program with the local SWCD office."

"It is anticipated that this program will continue in 2017."

ACTION NEEDED: 2019 PROGRAM

There is time to discuss this – can wait until July/August, when budgets are put together: Do you want to see this program continued for 2019? Are there program revisions you would like to see?

May 17, 2018

2017 Ditch Maintenance Activities to Finish in the Spring of 2018

Ditch Name	RFM #	Cleanout Length (miles)	Current Benefit Amount	Contractor	Construction Status	Notes
North Ottawa Collection Channel	NA	2.0	N/A	Wagner	95% Complete	Cleanout & spoil spreading was completed in 2017. Contractor re-spread spoil piles in Spring of 2018. Contractor to disk and seed in approximately 2 weeks
TCD #16	008-16 & 011-17	3.0	\$12,890	Whayley	95% Complete	There are still a few spoil piles at the outlet that still need to be spread
TCD #43	003-17	1.0	\$7,818	Fridgen Excavating	95% Complete	Still need to seed around the curve in Section 16
TCD #27 B1W	002-17	NA	\$74,732	Whayley	95% Complete	There is one spoil pile that still needs to be spread, Troy to verify
TCD #27 B2W	015-17	1.5	\$74,732	Whayley	95% Complete	There are a few spoil piles that were not spread. Contractor still needs to haul them away at no cost to the District. As of 5/16/18 this has not been completed. Bio-rolls still need to be placed
JD #12 Main	003-11	3.0	\$1,145,625	Wagner	95% Complete	Cleanout of the upstream portion of the main channel was completed in 2017, spoil was spread in 2018. Contractor still needs to haul in a couple loads of dirt to area along Dwight Veidhouse's property

2018 Ditch Maintenance Activities

Ditch Name	RFM #	Cleanout Length (miles)	Current Benefit Amount	Contractor	Construction Status	Description of Work Requested
JD #12 Main	003-11	3.0	\$1,145,625	Wagner	50% Complete	Cleanout of remainder of JD #12 high spots started this week. Spoil Agreements have been obtained. As of 5/16/18 contractor has completed approximately 4.5 miles (outlet to 1/2 mi south of Hwy 55)
TCD #43	003-17	1.0	\$7,818	Fridgen Excavating	Not Started	Cleanout of outlet mile. Troy has received spoil agreements. Cleanout started 5/16/18
TCD #7	005-17 & 023-17	4.0	\$11,840	Whayley	70% Complete	1.5 miles completed in the Fall. Remaining 2 miles to be completed in 2018. As of 5/16/18 contractor still has the East 1/2 mile left and the west 1000'
TCD #27	001-18	3.0	\$74,732	Fridgen Excavating	95% Complete	Cleanout of three miles of the main channel. Contractor has completed the cleanout as well as removing the high spots and beavers downstream up to Hwy 75. Spoil still needs to be spread
TCD #2	002-18	1.5	\$30,899	Troy Lang	95% Complete	Cleanout completed in Spring of 2018. May need to seed areas where field drains enter the channel, Troy to verify
TCD #53	022-17	2.25	\$98,540	Troy Lang	75% Complete	Cleanout upstream portion of the ditch where TCD #11 enters the channel. As of 5/16/18 there is still 0.5 miles left
TCD #53	022-17	0.75	\$98,540	Fridgen Excavating	Not Started	Cleanout of the outlet mile. Moore completed survey. Moore to draft plan & profile and review the legal grade. Troy has spoil agreements. Contractor to start once they finish TCD #43
TCD #20 L1	?	0.5	\$3,008	TBD	Not Started	RFM for the SW 1/4 of Section 35, no spoil agreements have been obtained yet
TCD #44 L1 & L2	006-18	1.5	\$23,551	TBD	Not Started	RFM for the Section 23, Spoil agreements have been obtained. Cleanout has not started
JD #7	?	Culvert	\$19,487	Fridgen Excavating	Completed	Downstream west crossing washed out. Landowner agreed to TCD 43 spoil agreement if we placed new 18" CSP at this Texas crossing. Landowner purchased culvert, contractor placed pipe on 5/16/18
TCD #52	Multiple	Entire System	\$137,500	TBD	Not Started	Troy has received RFM's for the entire system. Troy working on obtaining spoil agreements, multiple have been received

Ditch Activities - Other

Ditch Name	RFM #	Current Benefit Amount	Estimated Completion	Notes
TCD #23	NA	\$12,520	2018	Cost estimates for replacing or moving crossings have been completed. Need to meet with individual landowners to discuss options
TCD #27	NA	\$74,732	2018	RFM for removal of high spots along the upstream 3 miles of the main channel. Troy to verify high spots during ditch inspection, cleanout in the Fall
TCD #13	001-17	\$6,666	2018	Survey, cleanout plans, cost estimate, culvert delivery completed in 2017. Landowner to install culvert in 2018. Troy to check on status of cleanout RFM
TCD #41 North Outlet	008-17	\$12,716	2018	Troy to provide cost estimate to tile the ditch on the West side of Section 35 where the ditch runs north
WCD #8	006-16	\$10,765,589	2018	Project was bid last month, construction to start this summer
JD #6	004-16	\$41,900	2019	Moore working on final plans and specifications for repair project. Redetermination of benefits is on-going
JD #11	NA	\$137,321	2019	Moore working on final plans and specifications for repair project. Redetermination of benefits is on-going
WCD #9	NA	\$40,300	2019	Moore working on final plans and specifications for improvement project. Redetermination of benefits is on-going
WCD #10	NA	\$27,190	2019	Moore working on final plans and specifications for improvement project. Redetermination of benefits is on-going
TCD #52	Multiple	\$137,500	2019	Moore working on channel improvement plans for the outlet mile and obtaining permits and right of way
WCD #1	NA	\$10,000	2019	Moore presented hydraulic analysis of the ditch & preliminary cost-estimate for an improvement at 2/6/18 landowner meeting. Waiting for petition
JD #12 Lateral 1	007-17	\$1,145,625	2019	Moore presented hydraulic analysis of the ditch & preliminary cost-estimate for WD #4 project at 4/19/18 landowner meeting. Waiting for petition