

**BOIS DE SIOUX WATERSHED DISTRICT  
BOARD MEETING MINUTES  
January 16, 2018**

**CALL TO ORDER** The meeting was called to order by President Vavra at 9:16 a.m. Present: Linda Vavra, Jason Beyer (by phone), Doug Dahlen, John Kapphahn, and Steven Schmidt. Also present: Engineer Tech Troy Fridgen, Attorney Tom Athens (by phone), and Administrator Jamie Beyer.

**NORTH OTTAWA LETTER** President Vavra gave a summary of the letter received from the DNR regarding North Ottawa land use management. The board reviewed a response letter drafted by Athens, Vavra, Wold, Engels and Jamie Beyer. Upon motion by Beyer, seconded by Dahlen and carried unanimously, the board authorized that the letter be sent.

Upon motion by Dahlen, seconded by Schmidt and carried unanimously, the meeting was adjourned at 9:45 am.

**BOIS DE SIOUX WATERSHED DISTRICT  
BOARD MEETING MINUTES  
January 18, 2018**

- CALL TO ORDER** The meeting was called to order by President Vavra at 9:00 a.m. Present: Linda Vavra, Jason Beyer, Jerome Deal, Scott Gillespie and Allen Wold. Also present: Engineer Chad L. Engels, Engineer James Guler, Engineer Tech Troy Fridgen, Accountant Renee Kannegiesser, Attorney Tom Athens and Administrator Jamie Beyer.
- The February meeting will be held on February 22, 2018.
- FEBRUARY DATE**
- AMEND AGENDA** Upon motion by Beyer, seconded by Deal and carried unanimously, the agenda was amended to include discussion of a donation for Herman Riverwatch.
- CLAIMS** Upon motion by Deal, seconded by Gillespie and carried unanimously, the Claims of January 18, 2018 were approved as presented.
- MINUTES** Upon motion by Wold, seconded by Deal and carried unanimously, the Minutes of December 13, 2017 were approved.
- TREASURER'S REPORT** Upon motion by Deal, seconded by Schmidt and carried unanimously, the Treasurer's Report of January 18, 2018 was approved.
- John Kapphahn arrived at the meeting.
- DRAINAGE COMMITTEE POLICY CHANGES** Engels presented policy change recommendations provided by the Drainage Committee related to culverts. The Drainage Committee recommended that the District clarify its policy related to the replacement of private crossings on legal ditches. The Drainage Committee provided policy language which states that the ditch fund will pay for the cost of the replacement culvert, less the cost of a 24 inch culvert, and the private landowner is responsible for all other costs including installation, associated materials, and maintenance. The policy will continue to encourage consolidation of private crossings where possible. Engels also presented recommended policy language related to public road crossings. It was decided that policy related to public road crossings will follow Minnesota Statute 103E.721. Engels also presented recommended policy language related to side inlet culverts. It was decided that landowner or road authority initiated side inlet installations shall require a permit and they are at the expense of the project sponsor, but the Ditch Authority may provide cost share from the ditch fund on as needed basis. Ditch authority initiated side culvert installations shall be paid by the ditch. Upon motion by Gillespie, seconded by Beyer and carried unanimously, these changes were approved. The Drainage Committee also recommended a policy to allow Fridgen to make ditch repair decisions up to \$10,000 per ditch if time is of the essence and ditch benefits exceed \$10,000. Upon motion by Schmidt, seconded by Gillespie and carried unanimously, the policy was approved. Upon motion by Gillespie, seconded by Deal and carried unanimously, Engels and Athens were authorized to review District rules to evaluate for conformance with District policies.
- PERMIT #17-083 TRAVERSE CO HWY DEPT** Permit #17-083 filed by Traverse Co Hwy Dept. – Work proposed by the County would replace 7 upstream culverts. Engineering staff recommends that the four downstream culverts also be considered for replacement. Board Managers requested that a TCD #23 landowner meeting be scheduled.
- FRIDGEN EQUIP, CONFERENCE & CELL PHONE REIMB.** Upon motion by Beyer, seconded by Schmidt and carried unanimously, the Board approved the purchase of \$500 metal detecting equipment and GPS conference attendance for Fridgen. Upon motion by Beyer, seconded by Gillespie and carried unanimously, Fridgen will be reimbursed \$50/month for data and cell phone.
- TCD #7** Upon motion by Schmidt, seconded by Beyer and carried unanimously, the Request for Maintenance of TCD #7 was approved, in the amount of \$[insert].
- TCD #37** Engels summarized the status of the dispute between Mr. Scott Leininger and Whaley Excavating. Upon motion by Beyer, seconded by Deal and carried unanimously, Athens and Engels are authorized to draft a letter suggesting a settlement. Guler and Fridgen relayed drainage requests they have received from landowners outside of the Watershed District who wish to use TCD #37. Upon motion by Beyer, seconded by Deal and carried unanimously, staff are authorized to publish and coordinate a landowner meeting.

- JD #3** Jim Guy requested a new approach through JD #3, and board members reviewed a project cost estimate. Upon motion by Gillespie, seconded by Beyer and carried unanimously, the Board approved project reimbursement pursuant to the District Policy and (due to the nature of the ditch's features) will waive the riprap and fabric project requirements. Mr. Guy was told to submit a permit application.
- JD #7** Norm Ahrens and Troy Koltes requested a new approach through JD #7, and board members reviewed a project cost estimate. Upon motion by Gillespie, seconded by Beyer and carried unanimously, the Board approved project reimbursement pursuant to the District Policy. Norm Ahrens and Troy Koltes were told to submit a permit application.
- NORTH OTTAWA** Athens summarized discussions with the DNR over land management at North Ottawa. For 2018, less than 1/3 of the land will be conventionally farmed; over 2/3 will not be conventionally farmed. The entire impoundment continues to be designated a wildlife refuge, prohibiting hunting. Athens recommended that another meeting be hosted to discuss North Ottawa land management beyond 2018. Fridgen presented three options to address upcoming maintenance expenses to replace monitoring equipment. Upon motion by Schmidt, seconded by Beyer and carried unanimously, \$1,460 was approved to repair two sensors.
- Gillespie left the meeting.
- JD #6** Guler presented preliminary costs for a JD #6 retrofit. Upon motion by Beyer, seconded by Deal, Athens was authorized to draft a petition for landowner use and for staff to coordinate a landowner meeting.
- WCD #8** Viewers have finished their redetermination of WCD #8. Upon motion by Beyer, seconded by Wold and carried unanimously, the Board ordered a final hearing on February 22, 2018.
- WCD SUB-1** Guler presented preliminary costs for a WCD Sub-1 retrofit. Upon motion by Beyer, seconded by Wold and carried unanimously, Athens was authorized to draft a petition for landowner use and for staff to coordinate a landowner meeting.
- JD #11** Upon motion by Beyer, seconded by Wold and carried unanimously, Loretta Peterson was appointed viewer and Dwight Veldhouse was appointed alternate on the JD #11 redetermination. Athens informed that an alternate is only designated in case one of the three appointed viewers is unable to complete the redetermination.
- BOND COUNSEL** Due to the number and size of upcoming ditch construction projects, Athens will contact bond counsel.
- ENGINEERING RATES & 1W1P PTMAPP** Engels stated there will be no rate increase for 2018, and that he will be working with Beyer to refine the 2018 engineering budget. Engels negotiated the recently proposed 1W1P PTMApp funding request and informed the board that the culvert inventory recently completed by the BdSWD and the existing BdSWD hydro-conditioned digital elevation model will be used as the Bois de Sioux Watershed's contribution to the 1W1Plan's purchase of PTMApp software.
- MUSTINKA/RED PATH CORRIDOR** Upon motion by Kapphahn, seconded by Wold and carried unanimously, a disbursement of \$20,000 was approved towards the approved cost-share on the MNDot Mustinka/Redpath Corridor project.
- REDPATH** Athens reported Bois de Sioux Watershed's appraisal has been completed on the Breckenridge Dilly Redpath land; Dilly's appraisal has not been received. Deal made motion, seconded by Schmidt, to authorize Athens to negotiate a land purchase using the two appraisals. Roll call vote – Wold, no; Deal – aye; Beyer – no; Vavra – aye; Schmidt – aye. Motion carried.
- HERMAN RIVERWATCH** Upon motion by Deal, seconded by Beyer and carried unanimously, \$300 was allocated to the Herman-Norcross Riverwatch Team to reimburse for travel costs associated with the upcoming International Water Institute Conference in Grand Forks.
- 2018 ADMIN RATES** Upon motion by Deal, seconded by Kapphahn and carried unanimously, the 2018 Administrative Rate of \$135 an hour was approved.
- LEVY CALENDAR** Upon motion by Kapphahn, seconded by Deal and carried unanimously, the levy calendar was approved.
- CLA AUDIT AGREEMENT** Upon motion by Beyer, seconded by Deal and carried unanimously, the 2018 CliftonLarsonAllen Audit Scope & Service Agreement was approved.

**TAX  
EXEMPTIONS**

Upon motion by Beyer, seconded by Deal and carried unanimously, Board approved property tax exemption requests for unfarmed land.

**RRWMB SPRING  
WORKSHOP**

Upon motion by Deal, seconded by Wold and carried unanimously, travel costs will be reimbursed for board members and staff attending RRWMB Spring Workshop March 21<sup>st</sup> & 22<sup>nd</sup> was approved.

**POSTAGE  
MACHINE**

Upon motion by Beyer, seconded by Deal and carried unanimously, the Dakota Mailing Postage Machine lease was approved.

**NORTH OTTAWA  
LAND LEASES**

Upon motion by Beyer, seconded by Deal and carried unanimously, Bois de Sioux Watershed will return rent + \$100/acre for a Watershed-made flooding event at North Ottawa that damages crops that is not qualify for crop insurance.

At 12:40 pm, Engels coordinated the bidding of North Ottawa farmland leases:

North Ottawa Lease 18-01	Truman Raguse
North Ottawa Lease 18-02	Truman Raguse
North Ottawa Lease 18-03	Truman Raguse
North Ottawa Lease 18-04	Truman Raguse
North Ottawa Lease 18-05	Truman Raguse
North Ottawa Lease 18-06	Truman Raguse

At 1:00 pm, the meeting was adjourned.

**BOIS DE SIOUX WATERSHED DISTRICT  
BOARD MEETING MINUTES  
February 22, 2018**

- CALL TO ORDER** The meeting was called to order by President Vavra at 9:07 a.m. Present: Linda Vavra, Jason Beyer, Doug Dahlen, Scott Gillespie, John Kapphahn, Steven Schmidt, and Allen Wold. Absent: Jerome Deal. 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 Kapphahn, seconded by Beyer and carried unanimously, the agenda was amended to include managing ditch orders and to designate a discussion of TCD #52 at 10:30 am.
- CLAIMS** Upon motion by Schmidt, seconded by Dahlen and carried unanimously, the Claims of February 22, 2018 were approved as presented.
- MINUTES** Upon motion by Wold, seconded by Dahlen and carried unanimously, the Minutes of January 16 and January 18, 2018 were approved.
- TREASURER'S REPORT** Upon motion by Schmidt, seconded by Dahlen and carried unanimously, the Treasurer's Report of February 22, 2018 was approved.
- PERMIT #17-083  
TRAVERSE CO  
HWY DEPT** Permit #17-083 filed by Traverse Co Hwy Dept. – Engels and Fridgen met with TCD #23 landowners and discussed Permit #17-083. The relocation of private culverts would reduce the number of replacement culverts needed by Traverse County. Engels will put together a cost estimate and present at the March 15, 2018 meeting.
- RIVERVIEW  
DAIRY & NORTH  
OTTAWA** Anthony Ekren of Riverview Dollymount Dairy asked if the board would support the use of North Ottawa Impoundment water as a primary water source for the proposed dairy. The dairy would draw 200,000,000 gallons of water over a 3-week period each spring, and divert the water to a holding facility on their property. They are currently working with the DNR to permit a proof of concept. Engels reiterated that the Watershed is committed to maintaining a minimum of 4,000-acre feet of water over the summer in Cell C; water drawn would need to be in-excess above that limit. Gillespie indicated that reducing water levels in the spring could be beneficial to the Watershed by providing increased flood water storage capacity at the impoundment. Construction of the dairy could start in 2020.
- WCD #9 &  
WCD #10  
ORDERS FOR  
IMPROVEMENT &  
PUBLIC HEARING** Upon motion by Gillespie, seconded by Dahlen and carried unanimously, the Order accepting a petition for improvement of Wilkin County Ditch #9 and the Order accepting a petition for Improvement of Wilkin County Ditch #10 were approved. Upon motion by Gillespie, seconded by Kapphahn and carried unanimously, the Order for Public Hearing for Improvement of Wilkin County Ditch #9 and the Order for Public Hearing of Wilkin County Ditch #10 were approved. The hearings will be held March 15, 2018 at 10 am.
- TCD #27  
CULVERT** Fridgen presented pictures of a buckling culvert in Lake Valley Section #18 of TCD #27. Athens requested that a notice be sent to MnDOT and Lake Valley Township.
- TCD #37  
SETTLEMENT** Board members reviewed a letter written by Athens recommending a \$2400 settlement between Brad Krenz of Whaley Excavating and property owners Janet Barlage and Scott Leininger for topsoil that was improperly removed from TCD #37. The board reviewed a second letter from Mr. Krenz, offering \$1,200.
- WCD #8 ORDER** The findings and Order for the initial proceeding was reviewed and approved.
- WCD #8  
FINDINGS &  
REDETERM. &  
REPAIR  
REPORTS** Upon motion by Kapphahn, seconded by Gillespie and carried unanimously, President Vavra was authorized to sign said order the Findings of Fact and Order for WCD #8.
- At 10:04 am, Vavra opened the final hearing on the Viewers' Report of Redetermination of Benefits and Damages for WCD #8. Viewers Swedlund, Churchill, and Pederson were available for questions. Viewer Swedlund, assisted by engineer Guler, gave a detailed report on the viewers study and findings. All landowners present were given the opportunity to express their opinion and/ or to meet with the viewers separately. Wilkin County Commissioner Eric Klindt requested a more detailed look at the proximity ratings south of WCD #8. Athens recommended that the hearing be continued. Upon motion by Kapphahn, seconded by Gillespie and carried unanimously, the Redetermination Hearing be continued March 15, 2018

at 9:30 am. Next, Vavra opened the continuation of the public hearing on the Repair Report for WCD #8, per 103E.715. Moore Engineering presented details on the current conditions of the ditch and proposed repairs. Two types of easements would be acquired for the repair:

Permanent Ditch Easement	Will apply to the area encompassed by the road, ditch, and buffer. Landowners will be compensated for the amount of this land that is currently being cultivated, at \$4,500/acre. They will not be able to cultivate it in the future.
Permanent Spoil Easement	Will apply to the area adjacent to the Permanent Ditch Easement. The land can be used by the Watershed District for maintenance, repairs and spoils, but District activities cannot damage crops without compensation). Landowners will be compensated \$200/acre.

**WCD #8 AD FOR BIDS** The hearing on the Repair is also continued until March 15<sup>th</sup>, 2018, as the Repair cannot be ordered until the redetermination is finalized. As the parties all want the construction to begin as soon as possible, timing for the awarding of bids was discussed.

Upon motion by Kapphahn, seconded by Gillespie and carried unanimously, Moore Engineering is authorized to advertise for bids, with the caveat that any or all bids may be rejected, and that a decision would not be made until after April 15, 2018. Gillespie requested that topsoil stripping be bid as an alternate.

**TCD #52 EROSION** Engels provided an update on erosion problems on TCD #52. Moore Engineering will be meeting with DNR & the Corps of Engineers to approve a repair concept. Once an acceptable design has been established, a cost estimate will be compiled and outside funding sources will be explored. The project will be phased; work will begin at the outlet.

**JD #6 REDETERM. & REPAIR** Guler reported that landowners of 61.4% have signed the JD #6 Repair & Redetermination Petition. Upon motion by Gillespie, seconded by Beyer and carried unanimously, the ditch was found to require repair and Moore Engineer was appointed to examine the drainage system and make a repair report for a public hearing on March 15, 2018 at 1 pm. An informal meeting to consider request for a redetermination of the benefits and damages for Judicial Ditch #6 will also be held.

**WCD SUB-1** Engels stated that a landowner meeting with WCD Sub-1 property owners was held. Landowners did not support a large repair project, but could be interested in a redetermination in order to provide more annual maintenance funds for the ditch.

**JD #12 LAT. 1** A landowner meeting will be held in April for JD #12 Lateral 1.

**NORTH OTTAWA** Athens, Vavra, Gillespie, Schmidt and Kapphahn will meet with the DNR at the end of March to discuss management of the North Ottawa Impoundment.

**WATERSHED BOUNDARY** Gillespie is working with the Upper Minnesota River Watershed District to review the border East of Highway 75.

**END OF YEAR JOURNAL ENTRIES** Upon motion by Gillespie, seconded by Dahlen and carried unanimously, the End of Year Journal Entries were approved as presented.

**AMENDED 2018 BUDGET** Upon motion by Gillespie, seconded by Kapphahn and carried unanimously, the amended budget for 2018 was approved.

**LIFE INSURANCE** Upon motion by Gillespie, seconded by Kapphahn and carried unanimously, Colonial Life Insurance was approved to provide 100%-employee paid insurance benefits.

**1W1PLAN** Vavra presented two organizational plans for One Watershed One Plan (1W1Plan): to act as the hosting LGU or to be a participant in a joint powers board. Upon motion by Kapphahn, seconded by Doug and carried unanimously, the motion to act as the hosting LGU was approved. Upon motion by Wold, seconded by Dahlen and carried unanimously, the motion to oppose participation in a joint powers board was approved.

Upon motion by Wold, seconded by Kapphahn and carried unanimously, the meeting was adjourned at 1:30 pm.

**BOIS DE SIOUX WATERSHED DISTRICT  
BOARD MEETING MINUTES  
March 15, 2018**

- CALL TO ORDER** The meeting was called to order by President Vavra at 9:03 a.m. Present: Linda Vavra, Jason Beyer, Doug Dahlen, Jerome Deal, Scott Gillespie, Allen Wold. Absent: Steven Schmidt. 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 Gillespie, seconded by Beyer and carried unanimously, the agenda was amended to include discussions of TCD #52 and South District Boundary.
- CLAIMS** Upon motion by Deal, seconded by Dahlen and carried unanimously, the Claims of March 15, 2018 were approved as presented.
- MINUTES** Upon motion by Gillespie, seconded by Dahlen and carried unanimously, the Minutes of February 22, 2018 were approved.
- KAPPAH & TREASURER'S REPORT** John Kappahn entered the meeting. No Treasurer's Report was presented.
- B & W SPECIALTIES** Don Reefer of Brush & Weed Specialties reviewed the tree and brush control work his company completed in 2015, 2016 & 2017 according to the district's policy of working on the ditch system in thirds. The Board authorized Fridgen to put together a list of ditches in the northern third, less ditches with proposed or upcoming construction, that need tree and brush removal.
- WCD #8 REDETERMINATION & REPAIR** At 9:30 am, President Vavra opened the continued final hearing on the Repair of and Redetermination of Benefits and Damages for WCD #8. Viewers Swedlund, Churchill, and Pederson were available for questions. Viewer Swedlund, assisted by engineer Guler, presented an updated report on the viewers study and findings. Engineer Engels gave a brief update on the repair report. All landowners present were given the opportunity to express their opinion and/ or to meet with the viewers separately. Boardmembers reviewed the proposed Findings of Fact, Conclusions and Order for Redetermination of Benefits, Damages and Improvement. Following amendments and corrections, Beyer made motion, seconded by Gillespie, to accept Findings and Order and to authorize President Vavra to sign it. The motion was approved unanimously.
- Upon motion by Kappahn, seconded by Wold and carried unanimously, staff are authorized to use other ditch funds to pay landowner damages prior receipt of funds from bonds.
- Upon motion by Beyer, seconded by Deal and carried unanimously, staff are authorized to advertise the project for bids. Upon motion by Beyer, seconded by Gillespie and carried unanimously, the hearing was closed.
- LM ROAD SERVICE** Leo Splonskowski, of LM Road Service, discussed cattail and brush control and ditch mowing. Upon motion by Beyer, seconded by Deal and carried unanimously, Splonskowski was asked to treat ditches in the northern one- and two-thirds of the District.
- WCD #9 & WCD #10 PRELIMINARY HEARINGS** At 10:00 am, upon motion by Beyer, seconded by Dahlen and carried unanimously, Vavra opened the Preliminary hearing on the Petition for Improvement of WCD #9. Upon motion by Beyer, seconded by Dahlen and carried unanimously, Vavra opened the Preliminary hearing on the Petition for Improvement WCD #10. Attorney Athens explained the statutory process. Engels and Guler presented the preliminary surveys and preliminary reports. The DNR Commissioner's advisory report on the proposed improvements to both ditches was read and incorporated into the record. The process, outlined in 103E261 was followed. Next, the bonds for WCD #9 & #10 were reviewed. Engels stated that to move the projects through final engineering and viewing, an additional \$40,000 will be required, \$20,000 per ditch system. Upon motion by Dahlen, seconded by Gillespie and carried unanimously, the Findings of Fact and Order for WCD #9 were approved. Upon motion by Dahlen, seconded by Gillespie and carried unanimously, the Findings of Fact and Order for WCD #10 were approved. Upon motion by Beyer, seconded by Deal and carried unanimously, the hearings were closed.
- TCD #37** Engels reported that a settlement has been reached between Brad Krenz of Whaley Excavating and property owners Janet Barlage and Scott Leininger for topsoil that was improperly removed from TCD #37.

- WCD #8 BONDING** Vavra, Beyer, Engels, and Shannon Sweeney of David Drown Associates met with Wilkin County Commissioners regarding bond funding of WCD #8. A 15-year term was discussed, along with an overall financing strategy to fund ditch projects one-at-a-time.
- TCD #52** Engels relayed the DNR's request to design grade structures between Lake Traverse and Hwy 27 using riprap rock ramps that allow for fish passage.
- RAGUSE LEASES** Upon motion by Dahlen, seconded by Gillespie and carried unanimously, the requests from David and Travis Raguse, to assign their land leases to Raguse Family Partnership, were approved.
- The meeting was recessed at 12:00 pm. The meeting reconvened at 12:15 pm.
- RRBC RESEARCH PROJECTS** Ted Preister, Executive Director of the Red River Basin Commission, asked if the Board was interested in future North Ottawa research projects. The Board requested Preister explore opportunities with NDSU, to develop water quality research projects; Beyer, Kapphahn and Randy Larson were appointed to a sub-committee to help design and monitor the research projects.
- CLA AUDIT** Miranda Wendtlandt, CliftonLarsonAllen, presented the 2017 audited financial statements.
- FRIDGEN PAY INCREASE** Upon motion by Gillespie, seconded by Dahlen and carried unanimously, a 1% retroactive pay raise was approved for Troy Fridgen.
- DISTRICT BOUNDARY CHANGES** Engels relayed progress working with the Upper Minnesota River Watershed District to review the border East of Highway 75. Each district must petition BWSR to make the boundary changes. Moore Engineering estimates that the cost will be \$4,000; they will invoice the Bois de Sioux Watershed and we will collect half from the Upper Minnesota River Watershed District. Upon motion by Gillespie, seconded by Kapphahn and carried unanimously, Engels is authorized to sign the petition on behalf of the Bois de Sioux Watershed District.
- JD #6 REPAIR** At 1:07, Vavra opened the public hearing on the statutory repair of JD #6. Engels and Guler presented plans, a cost estimate, and an engineer's report. Comments were received.
- JD #6 REDETERMINATION** Vavra opened the hearing on the Petition for Repair of JD #6 and the informal hearing on the request from landowners for redetermination of benefits. The statutory process for a 103E715 repair hearing was followed. Engineer Engels gave a report on the needed repair and all parties were given the full opportunity to be heard. Board Managers decided to proceed with a 103E.351 redetermination, as it was determined that the original benefits and damages proceeding do not reflect reasonable present-day land values and the cost of the proposed repair will greatly exceed the current benefits. The repair hearing is continued until the viewers report is ready for a Final hearing. The Board appointed Dwight Veldhouse, Donald Metz and Mark Dietz as Viewers.
- Upon motion by Beyer, seconded by Dahlen and carried unanimously, the Board approved the proposed Orders for this proceeding as well as last months action accepting the petition. Upon motion by Beyer, seconded by Gillespie and carried unanimously, the hearings will be continued.
- Upon motion by Dahlen, seconded by Gillespie and carried unanimously, the meeting was adjourned at 1:50 pm.



**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 17<sup>th</sup>. 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.

**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.

**BOIS DE SIOUX WATERSHED DISTRICT  
BOARD MEETING MINUTES  
May 17, 2018**

- CALL TO ORDER** The meeting was called to order by President Vavra at 8:00 a.m. Present: Linda Vavra, Doug Dahlen, Jerome Deal, Scott Gillespie, Allen Wold. Absent: Jason Beyer, John Kapphahn, Steven Schmidt. Also present: Engineer Chad L. Engels, Engineer James Guler, Engineer Tech Troy Fridgen, Accountant Renee Kannegiesser, Attorney Jon Cline and Administrator Jamie Beyer.
- AGENDA** Upon motion by Deal, seconded by Dahlen and carried unanimously, the agenda was approved.
- CLAIMS** Upon motion by Deal, seconded by Wold and carried unanimously, the Claims of May 17, 2018 were approved as presented.
- MINUTES** Upon motion by Deal, seconded by Dahlen and carried unanimously, the Minutes of April 19, 2018 were approved. Upon motion by Deal, seconded by Dahlen and carried unanimously, the Minutes of April 24, 2018 were approved.
- TREASURER'S REPORT** Upon motion by Deal, seconded by Gillespie and carried unanimously, the April Treasurer's Reports were approved.
- TCD #40 PETITION** Upon motion by Deal, seconded by Gillespie and carried unanimously, the Order Regarding a Petition to Outlet Waters into Traverse County Ditch #40, on behalf of Julie Deal, was approved.
- BEYER** Beyer entered the meeting by phone.
- M. LAMPERT PETITION TO USE TCD #8 AS AN OUTLET** President Vavra opened the Public Hearing to Consider the Petition from Mark Lampert to use TCD #8 as an outlet for SW1/4 & NW1/4, Section 18, Eldorado Township, Range 44W, #16-0062000. Engineering staff stated that the project area already drains to TCD #8 and that the tile project conforms to Bois de Sioux Watershed District policy. Therefore, the project will not adversely impact TCD #8. Mrs. Vicki Behrens relayed concerns about future flooding, and the potential for increased ditch maintenance costs. Mr. Steve Fridgen expressed concerns about the capacity of TCD #8, and requested that the ditch be cleaned. Gillespie explained that, if the petition is approved, the benefits to the parcel would be calculated, for using the ditch as an outlet; an entrance fee would be assessed; and the parcel would be added to the TCD #8 assessment roll. Dahlen made motion, seconded by Gillespie, to approve the Petition to use TCD #8 as an outlet for the permitted project. Beyer, Dahlen, Deal, Gillespie, Vavra – aye; Wold – nay. Motion carried. Engineering staff will calculate the benefits and entrance fees.
- REQUEST FOR CONTROL OF CONTROL STRUCTURES** Mr. Tom Zych and Mr. Jim Zych discussed tile permitting, and requested that the District require power-off switches on tile pumps, to be controlled by the District. Gillespie relayed the current policy, to require landowners to temporarily shut-off pumps when flooding restrictions have been implemented by the District, as communicated on the District website and by text message.
- WCD #8 NOTICE OF AWARD AUTHORIZED** Engels presented the constructions bids received on April 17, 2018 for the Repair of WCD #8; Athens has finished his review of the bids for the repair of WCD #8. The lowest responsible bidder is Fridgen Excavating (both for the base bid and the base bid with alternate topsoil stripping and berm spreading). Upon motion by Wold, seconded by Deal and carried unanimously, Vavra and the administrator are authorized to sign all necessary contract documents for the repair. Engels continues to work with Wilkin County to address their request to replace two corrugated culverts with concrete culverts.
- TCD #37 CONTRACT ACCEPTANCE & FINAL PAYMENT HEARING ORDERED** Per the April 19, 2018 Bois de Sioux District Board meeting, Pay Request #5 was submitted and described the work completed by Whaley Excavating for the TCD #37 contract. The Original Contract Price was \$215,690.00; Change Orders totaled \$11,300; the Unpaid Balance is \$4,525.84. Guler provided a review of the project's progression and recommended that the hearing be scheduled to consider acceptance of the contract and consider the request to make the final payment to the contractor. Upon motion by Gillespie, seconded by Dahlen and carried unanimously, the hearing will be held June 21, 2018 at 8:30 am.

<b>JD #11 HEARINGS ORDERED</b>	Viewers have finished their redetermination of JD #11. Upon motion by Beyer, seconded by Dahlen and carried unanimously, the Board ordered the following hearings on June 21, 2018 at 9:00 am: 103E.351 – Final hearing on the viewers’ report of redetermination of benefits and damages 103E.715 – Continuation of hearing on repair report
<b>BEYER</b>	Beyer left the meeting.
<b>PERMIT #18-031 N. BULLER</b>	<u>Permit #18-031 filed by Neal Buller</u> – Board members reviewed the information. 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 Gillespie, seconded by Dahlen 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.
<b>PERMIT #18-037 W. SUMMER</b>	<u>Permit #18-037 filed by Wayne Summer</u> – Board members reviewed the information. Objections were brought by neighboring landowner Mr. Zych, but he and the permittee have arrived at a compromise and will amend the permit. Upon motion by Gillespie, seconded by Dahlen and carried unanimously, the amended permit application is approved, assuming all aspects of the project meet District policies and permit requirements.
<b>NORTH OTTAWA FDR &amp; NRE REPORTS</b>	Engels will distribute the revised 2018 FDR & NRE Management Plan for approval at the June 21, 2018 meeting. Upon motion by Gillespie, seconded by Dahlen and carried unanimously, the May 18, 2018 North Ottawa FDR, NRE & Expense Management Report was approved.
<b>SWCD INCENTIVE PROGRAM</b>	Board Managers considered again the 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. Board members expressed concerns about transparency and program objectives. The program was included in the 2016 Annual Report list of upcoming activities. Wold made motion, seconded by Gillespie, to disburse the budgeted \$37,000 for the 2017 incentive. Deal, Gillespie, Vavra, Wold – aye; Dahlen – nay. Motion carried. Upon motion by Gillespie, seconded by Dahlen and carried unanimously, the program will be reevaluated at upcoming budget and levy meetings.
<b>BUFFER ORDINANCE</b>	Board Managers reviewed a draft of the Stevens County Buffer Ordinance. Wold recommended using Traverse County’s Ordinance as a template, since the Traverse County Attorney would theoretically be prosecuting on behalf of the Bois de Sioux Watershed. Upon motion by Dahlen, seconded by Gillespie and carried unanimously, Athens is authorized to bring a draft to the June 21, 2018 meeting.
<b>SPORT UTILITY VEHICLE PRICE QUOTES</b>	Fridgen presented price quotes for a Yamaha, Polaris, and Gator sport utility vehicle. Upon motion by Gillespie, seconded by Deal and carried unanimously, Fridgen and Dahlen are ordered to evaluate the equipment, and are authorized to spend up to \$22,350.00 in funds from the District’s allocation of Riparian Protection Aid, used to enforce and implement buffer requirements.
<b>GALLAGHER LAND LEASE</b>	The FSA Office has confirmed that the Gallagher Partnership did not receive a CRP payment in 2017 for land rented to them by the Bois de Sioux Watershed. Upon motion by Deal, seconded by Gillespie and carried unanimously, the \$6,100 lease payment will be returned to the Gallaghers.
<b>OVERALL PLAN GOALS</b>	A summary of the District’s goals from the 2003 Overall Plan were distributed. Board members were asked to identify which goals they would like to incorporate in the 1W1Plan, before June 7, 2018.
<b>SOUTHERN BOUNDARY</b>	Gillespie reported on the progress of a revision to the southern boundary, stating that Upper Minnesota Watershed has approved a cost-share amount of \$2,000. Engels has identified two parcels west of 75 that he would like to add to their consideration.
	The meeting as adjourned at 10 am.

**BOIS DE SIOUX WATERSHED DISTRICT  
BOARD MEETING MINUTES  
June 21, 2018**

- CALL TO ORDER** The meeting was called to order by Vice President Wold at 8:00 a.m. Present: Allen Wold, Jason Beyer, Doug Dahlen, Jerome Deal, Steven Schmidt. Absent: Scott Gillespie, John Kapphahn, Linda Vavra. Also present: Engineer James Guler, Engineer Tech Troy Fridgen, Attorney Tom Athens, Attorney Jon Cline and Administrator Jamie Beyer.
- AGENDA** Upon motion by Dahlen, seconded by Schmidt and carried unanimously, the agenda was amended to include: TCD #52, TCD #27, WCD #8 Bonding Update, and 1W1Plan Sub Designation.
- CLAIMS** Upon motion by Deal, seconded by Dahlen and carried unanimously, the Claims of June 21, 2018 were approved as presented.
- MINUTES** Upon motion by Deal, seconded by Dahlen and carried unanimously, the Minutes of May 14, 2018 were approved.
- TREASURER'S REPORT** Upon motion by Dahlen, seconded by Schmidt and carried unanimously, the May Treasurer's Reports were approved.
- TCD #27  
CULVERT  
REPLACEMENT** Fridgen informed board Managers that MnDOT contests its responsibility to replace a collapsed culvert per an agreement dated June 6, 1997. Township Supervisor Glenn Koch stated that the culvert is located between Sections 5 & 8 of East Lake Valley Township, alongside TCD #27. Athens reviewed the signed agreement, and stated that the agreement does not contradict Minnesota statutes: the District is responsible for public ditch maintenance and that the road authority is responsible for public road maintenance; the culvert is considered part of road maintenance. Athens does not believe that the agreement abdicates MnDOT from the present, and future, culvert replacements. The estimated cost to replace the culvert is \$42,000. Upon motion by Deal, seconded by Beyer and carried unanimously, Athens is authorized to call MnDOT, and follow up in writing, a clarification of the Watershed's position and policy.
- TCD #8  
LAMPERT  
PETITION** Upon motion by Dahlen, seconded by Deal and carried unanimously, the Resolution for Mark Lampert to use TCD #8 as an Outlet was approved.
- NORTH OTTAWA  
FDR & NRE  
REPORTS** The 2018 FDR & NRE Management Plan was tabled until July. Fridgen stated that Elbow Lake has had more than 4" of precipitation over the past two weeks. Wilkin County has plans to replace a bridge on the Rabbit River, and have asked for us to hold North Ottawa discharge for 7 – 10 days. Upon motion by Dahlen, seconded by Beyer and carried unanimously, the June 21, 2018 North Ottawa FDR, NRE & Expense Management Report was approved. In a phone call with Kapphahn and Schmidt, U of M Professor Joe Magner proposed that the remaining \$10,000 research grant be used to harvest impoundment cattails and investigate cattail and crop residue enhancements. Kapphahn requested that the funds instead be redirected towards a long-term study building off of the water quality and involving soil samples, tissue samples, and water samples in the farmed cells. Magner withdrew his request and will bring a proposal to the July meeting.
- TCD #37  
CONTRACT  
ACCEPTANCE &  
FINAL PAYMENT  
HEARING  
CONTINUED** At 8:30 am, Wold opened the Hearing to Consider Acceptance of Contract & Final Payment to the TCD #37 Contractor. Athens asked whether all contract work has been completed. Guler responded that the final punch list was given to the contractor in November; the punch list is not complete at this time. Athens confirmed that notice of the hearing was sent to all TCD #37 landowners, and requested comments from the public. No comments were given. Guler recommended that the hearing be continued to September 20, 2018, and stated that progress payments may still be made under the contract up until the final payment. Upon motion by Beyer, seconded by Schmidt and carried unanimously, the hearing is continued until September 20, 2018.
- NORTH OTTAWA  
FARMLAND  
LEASES** Board managers discussed the maintenance and operation costs at North Ottawa, and expressed serious concern that current ag rental rates are not covering annual expenses. Athens recommended a different bidding model for 2019. Managers discussed the small grain restriction that was included in two of the 2018 leases; with the late planting this spring, the clause likely constricted the leasee and resulted in lower rent received by the District.

<b>JD #11 HEARINGS CANCELED</b>	At the May 21, 2018 meeting, public hearings for the redetermination and repair of JD #11 were ordered. Following the May meeting, Athens spoke with the Executive Committee and staff and recommended that the hearings be cancelled in order to give time to Moore Engineering to work with the Viewers to finalize the Redetermination Report. Once both entities are in agreement, the report will be filed with the District Office and hearings will be rescheduled.
<b>JD #11 DAMAGES FUNDING</b>	Board managers discussed how damages for JD #11 would be funded. Upon motion by Beyer, seconded by Dahlen and carried unanimously, a loan from the Construction Fund and the maximum \$175,000/year assessment will be used to fund damages for JD #11. Bond financing will be sought.
<b>JD #11, JD #6, WCD #9 &amp; WCD #10</b>	Athens relayed concerns about the timing of JD #6, WCD #9 & #10 redetermination and repair hearings, the assumption that landowners wish to maximize grant opportunities, and the potential impact of landowner damages on the financial condition of the District. Athens and Guler recommended that one project be completed per year and timed according to meet BWSR Clean Water grant application processes. Discussion was held as to completion of WCD #9 and WCD #10 in 2019, since landowners provided bond for the projects. JD #11 would take place in 2020. Athens recommended that JD #11 be given priority, since the redetermination process is near completion. Wilkin County SWCD's Don Byjumpaa asked Board Managers to consider using their state buffer aid to supplement funding for these projects.
<b>BUFFER ORDINANCE</b>	Wold presented a Buffer Ordinance with changes from Athens. Wold did not believe a petty misdemeanor would be accepted by BWSR. The ordinance is compatible with Traverse County's submission. Upon motion by Deal, seconded by Dahlen and carried unanimously, the ordinance is approved for submission to BWSR.
<b>4-WHEELER STIPEND</b>	Upon motion by Dahlen, seconded by Beyer and carried unanimously, a \$350 stipend was approved for the use of Fridgen's personal 4-wheeler for 12 days this spring.
<b>PTMapp LAKE DESIGNATION &amp; REVIEW REQUESTED</b>	Board Managers reviewed a request from IWI regarding the inclusion of District lakes in a future PTMapp model. Engineering staff recommended all lakes over 100 acres, and North Ottawa and Redpath Impoundments. Byjumpaa stated that lakes of greatest concern should be included, as the modeling will be used to support grant applications. Upon motion by Deal, seconded by Schmidt and carried unanimously, the engineering recommendation is approved with the requirement that IWI provide a final report of the conditions and assumptions for review by the District.
<b>SOUTHERN BOUNDARY</b>	Guler presented a map of the proposed southern boundary change. Upon motion by Beyer, seconded by Deal and carried unanimously, Athens is authorized to draft a petition and gather signatures.
<b>ANNUAL REPORT</b>	A draft of the 2017 Annual Report was provided, with changes recommended by Athens. Upon motion by Beyer, seconded by Dahlen and carried unanimously, the 2017 Annual Report was approved.
<b>1W1PLAN</b>	Minutes of the 1W1Plan Policy and Steering Committees were reviewed.
<b>REDPATH WCA WETLAND EXTENSION</b>	Upon motion by Beyer, seconded by Deal and carried unanimously, a request to extend the Redpath WCA Wetland Delineation was approved.
<b>REDPATH LEASE</b>	Upon motion by Deal, seconded by Dahlen and carried unanimously, a Redpath lease assignment from Raguse Family Partnership to Joel and James Rinke was approved.
<b>WCD #8 PAYMENT NO. 1</b>	Guler presented WCD #8 Contractor's Application for Payment No. 1 in the amount of \$40,095 to Fridgen Excavating. Upon motion by Dahlen, seconded by Beyer and carried unanimously, Payment No. 1 was approved. A change order was expected, but not received; it is tabled to the July meeting.
<b>TCD #23</b>	Cost share details were reviewed on TCD #23. Guler stated that a recent change to Minnesota Statute 471.345 increases the minimum sealed bid threshold from \$100,000 to \$175,000 and apply to contracts entered into on or after that date. The cost estimate for the project is below the \$175,000 sealed bid threshold. Staff was directed to obtain quotes from contractors to complete the project in September 2018.
<b>TCD #52</b>	Board managers discussed TCD #52. Engineering staff have secured approval for the outlet repair design concept, and are now seeking approval from the Corps of Engineers. Beyer asked if this has become a Watershed Project; Athens responded that in the past, a proposed impoundment on top of the hill was made a project. Wold expressed his commitment to expend ditch funds solely on the outlet, and stated that a redetermination should be initiated if more funds are needed. Fridgen has received several Requests for Maintenance from landowners at the top of the hill and expressed frustration at the amount of time that the



approval process is taking. Fridgen stated that ditch maintenance is needed in the meantime, and that the redetermination will be expensive, as both sides of the ditch would require damage payments. Wold requested that staff bring to the July meeting an estimate of how much will be spent at the outlet this year, a projection of the TCD #52 ditch fund balance; if funds are available this year, engineering staff should provide ditch maintenance priorities.

**RRWMB UPDATE** Executive Director Rob Sip gave a presentation on the general activities of the Red River Watershed Management Board.

**SPECIAL LEVY MEETING** The September board meeting will not allow the District's levies to be certified before September 15; Board Managers agreed that a special meeting should be scheduled.

**CHANGE TO 12/15/16 MEETING MINUTES** Upon motion by Deal, seconded by Dahlen, the minutes of the December 15, 2016 were changed from: "SW ¼ of Section 32 in Western TWP was rented to Truman Raguse" to "Copeland Land (SW ¼ of Section 32 in Western TWP) was rented to Truman Raguse." Dahlen, Deal, Schmidt, Wold – aye. Beyer – nay. Motion carried.

**1W1PLAN SUB** Wold will act as the 1W1Plan designated substitute.

**ADVISORY COMMITTEE** Board Managers were given a copy of the current Advisory Committee Members, and asked to bring any changes or recommendations to the July meeting.

**2017-18 ORGANIZATION**

**2017 – 2018 Annual Reorganization**

Wold called for nominations for the position of President. Deal nominated Linda Vavra. Upon motion by Deal, seconded by Beyer and carried, the Secretary was directed to cast a unanimous ballot to Linda Vavra for President.

Wold called for nominations for the position of Vice President. Deal nominated Allen Wold. Upon motion by Deal, seconded by Schmidt and carried, the Secretary was directed to cast a unanimous ballot to Allen Wold for Vice President.

Wold called for nominations for the position of Secretary. Schmidt nominated Scott Gillespie. Upon motion by Schmidt, seconded by Deal and carried, the Secretary was directed to cast a unanimous ballot to Scott Gillespie for Secretary.

Wold called for nominations for the position of Treasurer. Dahlen nominated John Kapphahn. Upon motion by Dahlen, seconded by Schmidt and carried, the Secretary was directed to cast a unanimous ballot to John Kapphahn for Treasurer.

**2017-18 COMMITTEES**

Board Managers reviewed committee assignments. Beyer requested off the Legislative Committee. Kurt Erlandson was removed. Upon motion by Deal, seconded by Dahlen and carried unanimously, changes to the committees were approved.

The meeting as adjourned at 11:35 am.

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

- CALL TO ORDER** The meeting was called to order by Vice President Wold at 8:04 a.m. Present: Allen Wold, Doug Dahlen, Jerome Deal, John Kapphahn, Steven Schmidt. Absent: Jason Beyer, Scott Gillespie, Linda Vavra. Also present: Engineer Chad Engels, Engineer James Guler, Engineer Tech Troy Fridgen, Attorney Tom Athens, and Administrator Jamie Beyer.
- AGENDA** Upon motion by Kapphahn, seconded by Dahlen and carried unanimously, the agenda was amended to include: a BWSR legislative update from Pete Waller, a bridge repair request from Tracey VonBargen, and a legal announcement from Attorney Tom Athens.
- CLAIMS** Upon motion by Deal, seconded by Dahlen and carried unanimously, the Claims of July 19, 2018 were approved as presented.
- MINUTES** Attorney Athens requested a change to the June 21, 2018 minutes. Upon motion by Deal, seconded by Kapphahn and carried unanimously, the minutes were approved with the following change:
- "Attorney Athens relayed concerns about the timing of JD #6, WCD #9 & #10 redetermination and repair hearings, the assumption that landowners wish to maximize grant opportunities, and the potential impact of landowner damages on the financial condition of the District. Attorney Athens and Engineer Guler recommended that one project be completed per year and timed according to meet BWSR Clean Water grant application processes. ~~Attorney Athens and Engineer Guler feel that the improvement of WCD #9 and WCD #10 should take place in 2019, since landowners provided bond for the projects. Discussion was held as to completion of WCD #9 and WCD #10 in 2019, since landowners provided bond for the projects.~~ JD #11 would take place in 2020. Attorney Athens recommended that JD #11 be given priority, since the redetermination process is near completion. Wilkin County SWCD's Don Byjumpaa asked Board Managers to consider using their state buffer aid to supplement funding for these projects."
- TREASURER'S REPORT** Upon motion by Dahlen, seconded by Schmidt and carried unanimously, the June Treasurer's Reports were approved.
- BWSR UPDATE** BWSR's Pete Waller presented a legislative update.
- ATHENS** Attorney Tom Athens announced that his retirement. Wold thanked him for his 30 years of service.
- PERMIT #18-057 RIVERVIEW LLP** Wold opened the Public Hearing for Permit #18-057 Riverview, LLP, to build a dairy in North Ottawa Township in Grant County. Riverview's Brady Janzen provided details on the 11,000 animal unit facility, stating that because of the stormwater basin, run-off will be less than existing conditions produce, and will be released more slowly than current flows. The stormwater collection basins are designed to capture a 25-year rain event. MPCA is completing the Environmental Assessment Worksheet process. Engineer Engels reported that no written comments were received by the District. The hearing was opened for public comment; no public comments were provided. Upon motion by Kapphahn, seconded by Dahlen and carried unanimously, the permit was tabled until MPCA makes a determination on the EAW.
- MUSTINKA/ REDPATH CORRIDOR** Grant County Engineer Tracey VonBargen and Engineering Tech Nick McFarlane stated that work on the MNDot Mustinka/Redpath Corridor is scheduled for 2021. To prepare design plans, VonBargen requested a 50/50 cost share for more accurate modeling of the project area. Moore Engineering provided a cost estimate not to exceed \$42,000. A price not to exceed \$19,000 was also provided as optional 2D reach modeling from Pine Ridge Dam to CR44. MnDOT declined participation. Upon motion by Kapphahn, seconded by Deal and carried unanimously, the cost-share was approved and will be taken from Redpath Impoundment Project funds. Moore Engineering will invoice Grant County and the District separately.
- REDPATH BRIDGE** VonBargen relayed a need to replace a bridge near the Redpath Impoundment inlet. Engineering staff will work with VonBargen to discuss design details.
- NORTH OTTAWA MANAGEMENT PLAN** Upon motion by Dahlen, seconded by Schmidt and carried unanimously, the plan was approved. Fridgen reported that Cells A4 and B4 are holding water; the collection channel is full, but flow is no longer spilling

**NORTH OTTAWA  
MANAGEMENT  
REPORT**

over the weir. Cell C is at an elevation of about 1008. Ducks, coots, and pheasants were spotted in the burrough pits. Carp and bullheads have travelled into the impoundment from JD #2, bringing pelicans and kingfishers. Upon motion by Dahlen, seconded by Schmidt and carried unanimously, the July 19, 2018 FDR, NRE & Expense Management Report was approved.

**U OF M  
PROPOSAL**

U of M's Dr. Joe Magner and RRBC's Leah Thvedt presented a research proposal to explore nutrient uptake in agricultural crops within the North Ottawa Impoundment. Magner suggested that the District apply for an EPA 319 grant, and that he could provide some of the documentation required. The total cost of the proposal is \$14,903. Wold expressed concerns that the fund already has a negative balance. Deal indicated they are looking for alternatives forms of income, possibly exploring solar panels. Kapphahn requested that outside funds be acquired to cover the cost of the study; RRWMB's Rob Sip and RRBC's Leah Thvedt indicated that they might be able to provide funds. Upon motion by Kapphahn, seconded by Dahlen and carried unanimously, the proposal was tabled.

**REDPATH  
IMPOUNDMENT  
PROJECT & COST**

Engineer Engels and Engineer Guler presented the water quantity and quality motives behind the proposed Redpath Impoundment Project; regional flooding, channel erosion, and break-out flows will be eased. They also presented the project design and recent changes to the design. Cell 1 (permanent pool) will receive and divert water to Cell 2. Cell 2 (intermittent) and Cell 1 will fill with flood water together; once full, water will be directed towards Cell 3, where it will either fill Cell 3 (in the spring) or be diverted to JD #14 (all other months). Cell 3 is composed of two sections of land, and will be rented out and farmed to provide operation and maintenance funds for the impoundment. The flow will not negatively affect JD #14. Cells 1 & 2 will provide enough storage to hold a 5-year, 24-hour rain event. Construction is broken into Phases 1a, 1b, 2, 3, and 4, at a total cost of around \$25,000,000. Permits will be completed this year; land acquisition and securement of funding remain. Athens reported on the status of the negotiations with Breck Dilly. Dilly was offered the appraised value in January. He indicated he did not want to sell and had hired Rob Bigwood as his attorney. They have not contacted us since. Athens telephoned Bigwood in early July. Bigwood apologized for not responding and said he would contact Dilly. He hasn't responded to date.

**REDPATH GRANT  
OVERPAYMENT**

Beyer relayed that last August, the District was notified that the DNR over reimbursed the District by \$610,000 for Redpath Corridor expenses. The DNR presented two choices – return the funds and re-request them as eligible expenses are paid, or provide proof of expenses already incurred, up to the \$610,000. The issue was tabled until final figures can be calculated by Accountant Renee Kannegeisser.

**BUFFER  
ORDINANCE**

Board managers reviewed information about Buffer Law Implementation, and a review from BWSR. Wold will work with Attorney Athens to conform BdSWD's rule to BWSR's model.

**LESSARD SAMS  
CONTACT**

Upon motion by Deal, seconded by Dahlen and carried unanimously, the lead representative for the BdSWD for the Lessard Sams is Administrator Beyer and alternate is Engineer Guler.

**SOUTHERN  
BOUNDARY**

Attorney Athens prepared petitions for the District's southern boundary adjustment.

**PTM APP**

As requested by District Managers, the PTMapp technical assumptions were provided by Houston Engineering. Administrator Beyer has submitted questions, but has not received a response.

**1W1PLAN RULES**

Upon motion by Deal, seconded by Schmidt and carried unanimously, the 1W1Plan Committee Rules were approved.

**JD #11  
REDETERMINATION**

Viewers are continuing their work on JD #11. David Drown Associates' Shannon Sweeney confirmed that redetermination costs may be bonded for at a later date, with the passage of a resolution by the District and the bonding county. Administrator Beyer will attend an upcoming Traverse County Commissioner meeting to introduce them to the project.

**WCD #8  
PAY ESTIMATE  
#2**

Construction continues on WCD #8. Excess material (clay) was discussed; there may be a need by the Wilkin County Highway Department on an adjacent project. Upon motion by Schmidt, seconded by Deal and carried unanimously, Pay Estimate #2 was approved, in the amount of \$139,100.40.

**TCD #27  
CULVERT**

Attorney Athens contacted MnDOT regarding their responsibility to repair or replace a collapsed culvert. Traverse County Highway Engineer Chad Gillespie confirmed that the culvert is not on the bridge inventory, and is contained within MnDOT's right-of-way.

**TCD #52**

Attorney Athens described options available for repairs needed surrounding the outlet of TCD #52, and on the ditch itself. Attorney Athens offered that the District could formally start a project and then petition the ditch authority to improve the adequacy of the outlet, addressing concerns of water resources and water quality. The drainage authority would then decide how to pay for the construction, and how to fund future maintenance. Attorney Athens identified at least four options for the future maintenance the adequacy of the outlet:

- 1) All maintenance costs assessed to TCD #52 property owners
- 2) All costs assessed to a newly formed special assessment district
- 3) All costs paid out of the Construction Fund.
- 4) Take no action.

**TCD #52  
POSSIBLE  
PHASES**

Attorney Athens suggested that the improvement to the outlet be considered a Construction Fund Project; future maintenance could be covered by TCD #52 landowners. Schmidt suggested that a redetermination be initiated once the improvement is completed. Engineer Engels suggested that the project be broken up into phases: Phase I (Area Around Outlet), Phase II (Land Parallel to Highway 27), Phase III (Upstream of Trees). Upon motion by Deal, seconded by Schmidt and carried unanimously, Athens is authorized to draft a resolution to start the improvement project.

**TCD #52 RFM**

Administrator Beyer reported that the TCD #52 Ditch Fund will have approximately \$40,000 that can be spent on maintenance. Engineers Engels and Fridgen were ordered to identify 4 – 5 miles to clean-out.

**UNPERMITTED  
WORK**

Engineer Fridgen brought forward concerns regarding unpermitted tiling and diking. Athens recommended that Engineer Engels investigate the claims further.

**FLOOD DAMAGE  
REDUCTION  
WORK GROUP  
RSOD & BUFFER  
ACCELERATION  
POLICIES**

Deal and Wold reported on events at the Red River Basin Flood Damage Reduction Work Group. Wold described the proposed Runoff and Sediment Delivery Option and Accelerated Drainage System Acquisition of Buffer Strips legislation, and requested whether fellow managers supported or opposed the measures. Dahlen made motion to oppose the Accelerated Drainage System Acquisition of Buffer Strips. Schmidt seconded the motion. Roll call vote: Kapphahn, abstained; Schmidt – aye; Dahlen – aye; Deal – abstained; Wold – aye. Motion carried. Dahlen made motion to oppose the Runoff and Sediment Delivery Option. Schmidt seconded the motion. Roll call vote: Kapphahn – aye; Schmidt – aye; Dahlen – aye; Deal – abstained; Wold – aye. Motion carried.

**TORT LIMITS  
NOT WAIVED**

Upon motion by Deal, seconded by Schmidt and carried unanimously, the Bois de Sioux Watershed does not waive the monetary limits on municipal tort liability established by MN Statute 466.04.

**REDPATH SHED  
ELECTRICITY**

A notice of idle service was reviewed for a District owned shed in Redpath Township. Board Managers agreed that the service should not be removed.

The meeting adjourned at 12:45 pm.

**BOIS DE SIOUX WATERSHED DISTRICT  
BOARD MEETING MINUTES  
August 1, 2018**

- CALL TO ORDER** The meeting was called to order by President Vavra at 8:30 a.m. Present: Doug Dahlen, Jerome Deal, John Kapphahn, Steven Schmidt, and Linda Vavra. Absent: Jason Beyer, Scott Gillespie, Allen Wold. Also present: Engineer James Guler, Engineer Tech Troy Fridgen, and Administrator Jamie Beyer.
- GENERAL,  
RRWMB &  
CONSTRUCTION  
BUDGET &  
LEVIES** Board members reviewed draft 2019 budget and levies for the General, Red River Watershed Management Board, and Construction Funds. Kapphahn noted that board manager costs are allocated completely to the General Fund; he requested that the board consider a policy to accurately track and allocate manager time spent on issues for specific ditches.
- DITCH BUDGET  
& LEVIES** Guler and Fridgen presented line-by-line information on projected individual ditch fund balances, benefit values, upcoming project costs, and 2019 draft assessments.
- REDPATH GRANT  
OVERPAYMENT** As a follow-up to the July 19, 2018 board meeting, Accountant Renee Kannegeisser calculated that the amount over reimbursed by the DNR to the District for ineligible Redpath grant expenses is \$299,483.63. Upon motion by Dahlen, seconded by Kapphahn and carried unanimously, the topic was tabled to the August 16, 2018 meeting.
- ADVISORY  
COMMITTEE** Upon motion by Kapphahn, seconded by Dahlen and carried unanimously, the Advisory Committee membership was approved as presented.
- INSURANCE  
CHANGES** Paul Frisch, of Dacotah Bank, answered questions about the District's insurance coverage through the League of Minnesota Cities Insurance Trust. Upon motion by Deal, seconded by Dahlen and carried unanimously, property damage coverage on the District's Yukon was approved, at a cost of \$100 - \$150/year. Coverage for the North Ottawa Impoundment is being researched. Upon motion by Kapphahn, seconded by Dahlen and carried unanimously, the District's Agent of Record shall be Paul Frisch of Dacotah Insurance, PO Box 380, Morris, MN 56267.
- RFQ FOR LEGAL  
SERVICES** Beyer gave an update on the District's issuance of the Request for Proposal for Legal Services. The meeting adjourned at 11:35 am.

**BOIS DE SIOUX WATERSHED DISTRICT  
BOARD MEETING MINUTES  
August 16, 2018**

- CALL TO ORDER** The meeting was called to order by President Vavra at 8:03 a.m. Present: Linda Vavra, Jason Beyer, Doug Dahlen, Jerome Deal, Steven Schmidt, and Allen Wold. Absent: Scott Gillespie. Also present: Engineer Chad Engels, Engineer James Guler, Engineer Tech Troy Fridgen, Attorney Tom Athens, and Administrator Jamie Beyer.
- AGENDA** Upon motion by Beyer, seconded by Dahlen and carried unanimously, the agenda was amended to include: a Buffer Ordinance update from Wold, TCD #23 repair price quotes and notice to proceed, TCD #23 cost share, and a buffer resolution.
- CLAIMS** Upon motion by Wold, seconded by Dahlen and carried unanimously, the Claims of August 16, 2018 were approved as presented.
- MINUTES** Upon motion by Deal, seconded by Schmidt and carried unanimously, the Minutes of July 19, 2018 were approved as presented.
- TREASURER'S REPORT** Board members reviewed the July Treasurer's Report.
- PERMIT #18-057 RIVERVIEW LLP** Brady Janzen of Riverview Dairy, presented site plans for construction of a dairy in North Ottawa Township in Grant County. The board's engineer (Chad Engels) had concerns related to upstream drainage, which were addressed in the presentation. Riprap will be installed at facility's stormwater outlet, in JD #2. Janzen expects EAW approval next week. Athens relayed that the watershed administrator is authorized to sign permits, once all engineering concerns and conditions are met. Upon motion by Deal, seconded by Schmidt, the administrator is authorized to approve the permit once EAW approval has been received.
- KAPPAHNN** Board Manager John Kapphahn entered the meeting.
- PERMIT #18-066 DEAN STERNHAGEN** Details of Permit #18-066 were presented by the board's engineer and Permit Applicant Dean Sternhagen. The project involves the installation of new outlet piping that would change the flow of water of an existing permitted tile system, diverting it to a neighboring sub-watershed. Deal made a motion, seconded by Beyer, to deny the permit due to existing policy of the Bois de Sioux Watershed District that seeks to prevent tile outlets from crossing subwatershed boundaries. Discussion was held. Deal stated that the proposed project is against the Watershed's current policies, and these policies mirror state law. Beyer stated that the possible alternative of expanding to the tile project downstream within the same watershed, is a viable option, even though it is at a higher cost; but, Beyer stated, cost isn't enough of a justification to approve an exception to District policies.
- WCD #8 SPOIL HAULING & VARIANCE** An update was given on construction of the WCD #8 retrofit. Contractor Tom Fridgen, of Fridgen Excavating, stated that they are dealing with the construction contract requirements for end-hauling of excess clay/soil material. Per a Wilkin County Ordinance, the top of the ditch's berm must be 6" below the elevation of the adjacent county road. Engineer Engels provided the board with Section 3.5(R) on page 217 of the construction manual, which states the same requirement. Fridgen stated that he did not include the cost of spoil hauling in his bid, and has 146 hours into it. Engineer Engels pointed out that end-hauling is included in the contract documents, which states hauling will be required to meet the county ordinance and to construct the minimum berm elevations.. Engineer Engels also presented the cut-fill table which is included in the bid plans themselves. The table shows the dirt work volume for the entire project on roughly a 400 foot interval. Engineer Engels also explained that dirt balancing during the design phase is applicable to some projects, but not ditch repairs where the hydraulic capacity of the channel takes precedence. Moore Engineering staff has been working with the contractor on the spoil issue, finding a neighboring contractor with whom to provide the spoils to, and helping Fridgen Excavating apply for a variance from the Wilkin County Planning Commission. Moore Engineering staff offered to attend the September 10<sup>th</sup> Planning Commission meeting with the contractor, to further describe the situation and options. Fridgen requested a delay of the September 14, 2018 required substantial completion. The board agreed to

extend the substantial completion date to November 15, 2018 and the Engineer will prepare a change order to this effect.

**DAHLEN** Board Manager Doug Dahlen left the meeting.

**WCD #8 STAKING** Fridgen requested staking for side inlet pipes; engineering staff agreed to provide this service.

**DAHLEN** Board Manager Doug Dahlen returned to the meeting.

**WCD #8 CULVERT REPLACEMENT** The Wilkin County Highway Department has requested that culverts through Wilkin County highways be constructed of concrete rather than steel.. There are two crossings through Wilkin County highways that need to be lowered and modified in size. The board asked the engineer to prepare a change order for the construction of these two crossings. The contractor may utilize a sub-contractor for the completion of this work, which the board was agreeable to.

**WCD #8 PAY ESTIMATE #3** Costs for the project were reviewed. Upon motion by Wold, seconded by Beyer and carried unanimously, Pay Estimate #3 was approved, in the amount of \$82,264.50.

**TCD #23 PROJECT & COST SHARE** Engineers reviewed the TCD #23 repair project. Last year, the Traverse County Highway Department applied for a permit to replace a number of culvert crossings. At that time, Board Managers supported a review of all the ditch crossing hydraulics, to determine if the culverts are correctly sized; the culverts are approximately half the size of what they should be according to the adopted BTSAC recommendations. Landowners have been invited to several meetings to determine their level of support for cost-share. Moore Engineering put together project plans, and collected construction quotes. The lowest quote, \$124,702, was presented. The Traverse County Highway Department has committed \$70,000 for the project. Per the District's cost-share policy, individual landowners would be responsible for the cost of an equivalent 24"-pipe and installation for individual replacement culverts. Landowner Chad Berger requested that Crossing #1 be kept in the project and replaced. Beyond the amount paid for by the Traverse County Highway Department, approximately \$31,148 would be paid for by the TCD #23 ditch fund, and approximately \$23,384 would be the responsibility of individual land owners. These numbers may change if additional field approaches are added to the project.

**TCD #23 VIPOND CULVERT** Operator Larry Vipond requested that a new culvert be considered for inclusion in the project, but will work out details with District staff. Engineer Guler stated that the price quote is unit-based, so final figures will vary as material is used.

**TCD #23 PRICE QUOTE** Upon motion by Deal, seconded by Beyer and carried unanimously, the price quote was approved and a condition was added that Larry Vipond's culvert could be included, if he so desired.

**TCD #27** Athens stated that he has received no contact from MnDOT regarding the collapsed culvert on TCD #27. Athens offered to work with Engineer Tech Fridgen to draft a notice for repair.

**TCD #52 FUNDING** Engineer Engels stated that a 404 Permit Application has been submitted to the Army Corps of Engineers; it may take two months to have a decision. The next issue to work on his funding. Administrator Beyer stated that TCD #52 has been selected as a finalist for MPCA/EPA's 319 Grant. Forty interviews were conducted; TCD #52 is one of nineteen finalists. An on-site interview will be held at the end of September; ten projects will be chosen for funding. Additionally, Engineer Guler has started a BWSR Clean Water Grant application, which is due August 31, 2018. Upon motion by Beyer, seconded by Dahlen and carried unanimously, Guler is authorized to submit the application on behalf of the District with assistance from Traverse County SWCD.

**LAKE TRAVERSE WATER QUALITY PROJECT #1** Board Managers relayed their concern that erosion problems near the Lake Traverse outlet are a significant watershed issue, separate from other more typical ditch repairs needed within TCD #52. Athens described the process to establish a watershed project. Upon motion by Deal, seconded by Schmidt and carried unanimously by roll call vote, the Lake Traverse Water Quality Project #1 Preliminary Resolution was approved. A hearing will be held at a date, time and location to be determined.

- HWY #55/  
MUSTINKA  
CORRIDOR** Administrator Beyer relayed that MnDOT has agreed to cost-share the Highway #55/Mustinka Corridor project led by the Grant County Highway Department. Engineer Tracey Von Barga sent notification that the District's \$440,000 cost-share would be paid in 2021.
- NORTH OTTAWA  
MANAGEMENT  
REPORT** Board managers reviewed the August 16, 2018 FDR, NRE & Expense Management Report. Engineer Tech Fridgen reported that rains of 3" and 4" brought a great deal of water to the impoundment, and that gate manipulation was needed to manage the flood waters. One cell needs to have ditching done after the growing season.
- 2019 BUDGET &  
TAX LEVIES** At 10:30 am, a hearing was held on the 2019 Budget and Tax Levy. Administrator Beyer and Accountant Renee Kannegiesser described the 2019 General and Construction Budgets. Kannegiesser requested that Riparian/Buffer aid for 2019 was added in the amount of \$135,144 and Riparian/Buffer expense of in the amount of \$135,144 was added to the Construction Budget. Upon motion by Schmidt, seconded by Kapphahn, and carried by a unanimous roll call vote, the Resolution of the Bois de Sioux Watershed District Ad Valorem Levy, which included a General Levy of \$250,000 and a Construction/RRWMB Levy of \$2,165,168.45 was approved. Preliminary ditch levies were also reviewed; they will be formally set later this year.
- REDPATH:  
LESSARD-SAMS  
GRANT  
AMENDMENT** Upon motion by Deal, seconded by Wold and carried unanimously, Lessard-Sams Redpath Amendment #1 for Grant Agreement #80693/PO 3-60745 with the State of Minnesota was approved; the amendment delayed the grant expiration date to June 30, 2022.
- REDPATH:  
RETURN GRANT  
OVERPAYMENT** Accountant Kannegiesser confirmed that the figure of \$299,483.63 is the correct amount that was overcredited to the District by a grant from the State of Minnesota for Redpath expenses. Kannegiesser did confirm in writing that this amount will be added back to the total amount total (reencumbered) that the District can request in eligible expenses in the future.
- RIPARIAN/  
BUFFER AID  
USES** Administrator Beyer relayed a request from Wilkin County SWCD for use of the District's Riparian/Buffer aid to supplement project costs in Wilkin County. Eligible projects would be those that benefit water quality. Board members discussed other fund uses – including potential lawsuit claims, partial funding of water quality enhancements during retrofit projects, encouragement of ditch redeterminations, maintenance of District-owned buffers, repairs to privately-owned buffers following routine ditch maintenance, etc.
- WCD #9 & #10,  
JD #6 & #11  
BUFFER  
EXTENSION  
RESOLUTION** Traverse and Wilkin County SWCD's requested that the District formally approve a schedule as to when buffers will be installed on WCD #9, WCD #10, JD #11, JD #6. Because these ditches are in the redetermination process, once finalized, the District will be required to install the 16.5' buffers along the ditch systems. Because construction is proposed for 2019 and 2020, an extension is required for the November 1, 2018 deadline. Upon motion by Deal, seconded by Beyer and carried unanimously, the Resolution Regarding Upcoming Redeterminations, Repairs, Improvements, and Buffer Installation was approved unanimously by a roll call vote.
- NORTH OTTAWA** Upon motion by Beyer, seconded by Dahlen 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 Dahlen, seconded by Beyer and carried unanimously, the meeting was opened.
- RRWMB** RRWMB's Administrator Rob Sip and Lobbyist Lisa Frenette provided details on the process for submitting legislative priorities to the RRWMB. The Board will be deciding priorities in October or November.
- BUFFER  
ORDINANCE** Board Manager Wold has received communication from BWSR that some edits are needed to the District's proposed buffer ordinance. Upon motion by Deal, seconded by Kapphahn and carried unanimously, Wold is authorized to edit the ordinance and once approved by BWSR, to have it considered by the District.
- Upon motion by Beyer, seconded by Schmidt and carried unanimously, the meeting was adjourned at 1:15 pm.



**BOIS DE SIOUX WATERSHED DISTRICT  
SPECIAL MEETING MINUTES  
August 23, 2018**

**CALL TO ORDER** The meeting was called to order by President Vavra at 9:03 a.m. Present: Linda Vavra, Jason Beyer, Doug Dahlen, Jerome Deal, Steven Schmidt, Scott Gillespie and Allen Wold. Absent: John Kappahn. Also present: Engineer Chad Engels and Office Manager Lacey Gilsdorf.

**RFP FOR LEGAL SERVICES** The board reviewed and discussed the responses to the Request for Proposals for Legal Services. Cline Jensen, Rinke Noonan, Ohnstad Twichell, P.C. and Fluegel, Anderson, Mclaughlin & Brutlag, Chartered were the four proposals received and reviewed. The board discussed the pros and cons of each firm and decided an interview for each one would be conducted sometime in September.

Upon motion by Vavra, seconded by Schmidt and carried unanimously, the meeting was adjourned at 10:39 am.

**BOIS DE SIOUX WATERSHED DISTRICT  
SPECIAL MEETING MINUTES  
September 14, 2018**

**CALL TO ORDER** The meeting was called to order by President Vavra at 9:00 a.m. Present: Linda Vavra, Jason Beyer, Doug Dahlen, John Kappahn and Allen Wold. Absent: Jerome Deal, Steven Schmidt, Scott Gillespie. Also present: Accountant Renee Kannegeisser, Engineer Chad Engels, Administrator Jamie Beyer.

**LEGAL SERVICES INTERVIEWS** The board interviewed the following candidates in response to the Request for Proposals for Legal Services: Lukas Croaker and Sean Fredericks (Ohnstad Twichell, P.C.), Kurt Dieter (Rinke Noonan), and Jason Lina (Fluegel, Anderson, McLaughlin & Brutlag).

The meeting was adjourned at 12:20 pm.

**BOIS DE SIOUX WATERSHED DISTRICT  
BOARD MEETING MINUTES  
September 20, 2018**

- CALL TO ORDER** The meeting was called to order by President Vavra at 8:00 a.m. Present: Linda Vavra, Jason Beyer, Jerome Deal, Steven Schmidt, and Allen Wold. Absent: Scott Gillespie, Doug Dahlen, John Kapphahn. Also present: Engineer Chad Engels, Engineer James Guler, Engineer Tech Troy Fridgen, Attorney Tom Athens, and Administrator Jamie Beyer.
- AGENDA** Upon motion by Beyer, seconded by Schmidt and carried unanimously, the agenda was amended to include: Permit #18-085 Gerald Bartell and Permit #18-087 Lyle Pederson.
- CLAIMS** Upon motion by Beyer, seconded by Wold and carried unanimously, the Claims of September 20, 2018 were approved as presented.
- MINUTES** Upon motion by Deal, seconded by Beyer and carried unanimously, the Minutes of August 16, 2018 were approved. Upon motion by Deal, seconded by Wold and carried unanimously, the Minutes of August 23, 2018 and September 14, 2018 were approved.
- TREASURER'S REPORT** Upon motion by Schmidt, seconded by Beyer and carried unanimously, the August Treasurer's Report was approved.
- WEBB PUBLIC COMMENT** Landowners Mr. and Mrs. Dale Webb provided public comment on concerns of lowering Highway 28 and poorly maintained railroad culverts. Fridgen will investigate further.
- KAPPAHNAH** John Kapphahn entered the meeting.
- PERMIT #18-082 STEVEN LARSON** The details of Permit #18-082 were reviewed. Approximately 10 acres of the proposed tile drainage project is located outside of the subwatershed. Athens requested that any approval of the permit emphasize the District's Tile Pump Policy. Engels stated that exceptions for small acreage have been made before. Upon motion by Kapphahn, seconded by Beyer and carried unanimously, the permit is approved with the following conditions: a pump must be installed at the outlet, no surface inlets are permitted in the SW ¼ Section, tiling in the SW ¼ Section is limited to 10 acres, and written permission must be received from the first downstream landowner.
- TCD #37 FINAL HEARING CONTINUED** At 8:32 am, Vavra opened the Continued Hearing to Consider Acceptance of Contract & Final Payment to the TCD #37 Contractor. Drone footage of the project was presented. Athens asked whether all contract work has been completed. Guler responded that the punch list is complete. The punch list included establishment of grass, additional seeding, mowing, riprap, road gravel, and installation of a side inlet culvert. Guler presented the Final Cost Summary. Athens requested comments and/or objections from the public. No comments or objections were given. Engels reported that the contract has been completed in accordance with the plans and specifications. Liquidated damages were discussed, as the contract's substantial completion date was September 26, 2017, but the actual substantial completion date was November 16, 2017 – a total of 51 days. Deal recommended that in this case, in recognition of adverse weather conditions and the project coming in under budget, that the board should waive liquidated damages. Upon motion by Deal, seconded by Schmidt and carried unanimously, Final Payment, Order, and waiver of liquidated damages were approved.
- FINAL PAYMENT, ORDER AND LIQUIDATED DAMAGES**
- PERMIT #18-089 LARRY VIPOND** The details of Permit #18-089 were reviewed. The proposed private field approach is located within this year's TCD #23 culvert replacement project, coordinated jointly with the Traverse County Highway Engineer. For the culverts in the project area, Class 5 material, inspection, and testing is required. Vipond intends to install the new private crossing himself, and relayed concern that the project standards will add unnecessary expense to a seldomly used field entrance. Vipond offered to sign a waiver, making him liable for any future repairs that may arise. Kapphahn asked for further details on the testing required. Engels stated that testing will include verification that materials match specifications and that compaction criteria are met (this prevents the possibility of piping and subsequent blow-out). Wold made motion, seconded by Deal, to approve the permit with the condition that it be held to the material, inspection, and testing requirements. Vipond stated his willingness to use the Class 5 aggregate. Fridgen stated that he will have the availability to conduct the inspection. Engels stated that the Board has flexibility to determine how to cost-share the approach and the cost of compaction testing. Motion passed. Athens advised that, on new field approaches, the Board has

the authority to determine cost-share on a case-by-case basis. For Permit #18-089, Kapphahn made motion, seconded by Beyer and carried unanimously, to follow the District's cost-share policy for the replacement of culverts and that the District will cover half of the compaction testing cost.

**PERMIT #18-090  
RIVERVIEW, LLP**

Issues related to Permit #18-090 from Riverview, LLP was taken care of by engineering staff.

**PERMIT #18-085  
GERALD BARTELL**

The details of Permit #18-085 were reviewed. Twenty three acres of the proposed tile system are located outside of the subwatershed. Fridgen read a letter submitted by Dale Johnson and Mark Severance, raising concerns about changing the natural flow. Gene Mensen, of Ag Tech Drainage, gave a brief history of prior proposed drainage plans, that would have outletted to the North, into 5-Mile Creek. Unfortunately, DNR and Grant County Ordinances prevented obstacles for the design. Mensen stated that, of the twenty three acres, half of those currently flow across the subwatershed boundary; Engels stated that, based on a 6" line, the amount of water being transferred is of little concern. Upon motion by Kapphahn, seconded by Beyer and carried unanimously, the permit is approved under the condition that the surface inlet near the southern boundary of the SW1/4 of Section 33 be eliminated.

**PERMIT #18-087  
LYLE PEDERSON**

The details of Permit #18-087 were reviewed. The proposed project is compliant with District policies, but was brought to the Board due to neighbor concerns about the drainage outlet. Cal and Ian Baldry spoke about potential flooding in their home and over their driveway; they requested that the project outlet be moved further south on the creek, to the east corner of the project. Pederson stated that he considered that change, but the land elevation prevents it. He also stated that he was amenable to burying a segment of tile from his property, to the north, to the creek. Engels relayed that this gravity system meets the required quarter-inch drainage co-efficient. Upon motion by Kapphahn, seconded by Beyer and carried unanimously, the permit is approved with the condition that a buried tile outlet (perforated or not) extended through the Baldrys' property into the creek, at a location of their choosing.

**DITCH  
INSPECTIONS**

Fridgen presented to the Board Managers flash-drives of his annual ditch inspection. Overall, Fridgen noted four problems: erosion at field drains, cattail growth, the need for side inlet protection, and rusted culverts. Fridgen recently spoke with Traverse County Soil and Water staff about the grant eligibility of a new concrete mesh product to hold soil in-place during high peak flows.

**WCD #8:  
VARIANCE, AND  
ADDITIONAL  
CONCRETE  
CULVERT WORK**

Fridgen Excavating will be on-site next week. Guler attended a Wilkin County Planning Commission meeting where Fridgen Excavating was requesting a variance to a Wilkin County Zoning Ordinance for the WCD 8 Project; the variance was approved for one mile. There are two county road crossings for which Wilkin County is requiring concrete piping instead of metal, and Fridgen has decided he is not interested in pursuing the work contract. Two price quotes have been received, but engineering staff could explore additional funding sources, or more economical alternatives, if construction were delayed until Spring 2019. Beyer relayed that landowners expect the project to be completed as soon as possible. Upon motion by Beyer, seconded by Wold and carried unanimously, engineering staff are authorized to proceed with construction this fall, if a willing contractor agrees.

**TCD #27**

Athens and Fridgen sent a notice to MnDOT stating the urgency of the situation. Athens received notice that an attorney had been assigned to the issue on behalf of MnDOT. Board managers agreed that Athens should continue to be the point of contact.

**TCD #23**

A pre-construction meeting is going to be held today at 1 pm, with Wagner Construction, to discuss the details of the upcoming construction on TCD #23. The Traverse County Highway Department has committed \$70,000 to this project.

**TCD #52**

An on-site visit has been scheduled for Thursday, September 27<sup>th</sup>, to tour TCD #52 with MPCA representatives who are evaluating project eligibility for a 319 Grant. The Traverse County Water Planning Council recently awarded \$4,507.02 towards engineering costs associated with this project. Upon motion by Kapphahn, seconded by Deal and carried unanimously, the Bois de Sioux Watershed Board accepted the funds with gratitude.

**JD #2 WATER  
APPROPRIATION**

Engels briefly described Riverview's recent Request for Water Appropriation, Livestock Watering, Grant County Application 2018-1675 from JD #2. Engineering staff will prepare a comment in response, acknowledging that North Ottawa is expected to provide a stream augmentation of 5 CFS, and that any appropriation must preserve and protect that commitment.

<b>NORTH OTTAWA MANAGEMENT REPORT, WORK BACK</b>	Board managers reviewed the September 20, 2018 FDR, NRE & Expense Management Report. Engineer Tech Fridgen reported that wheat was harvested out of cells A3 and B3, and then the wheat stubble was flooded for wildlife. Fridgen shared video of the significant amount of wildlife in these cells, and across the impoundment. Board managers requested that floodwater in cells A3 and B3 be released in coordination with soybean harvest, so that wildlife can move to the harvested soybean fields, and that the fields be worked.
<b>PHOTOGRAPHS &amp; DRONE FLIGHT</b>	Board managers discussed the value of high-resolution photographs, both at the North Ottawa Impoundment and other activities at the Bois de Sioux office, including ditch inspections and buffer enforcement. They also discussed the need for drone footage at the North Ottawa Impoundment. Upon motion by Kapphahn, seconded by Beyer and carried unanimously, staff are authorized to purchase a GPS-referenced camera and coordinate drone footage.
<b>NORTH OTTAWA COLLECTION CHANNEL REPAIRS</b>	Fridgen met with landowners adjacent to North Ottawa regarding issues with the collection ditch system. According to the landowners, the dikes were built too high, and riprapped swales were supposed to be installed. Instead, side inlets were installed, and are undersized. Upon motion by Beyer, seconded by Kapphahn and carried unanimously, engineering staff are authorized to conduct a survey and ARC map, if needed.
<b>HAY CUTTING</b>	Deal and Kapphahn recommended that hay-cutting be opened up on the berms, as in the past.
<b>LEGAL RFP INTERVIEW</b>	At 11:18 am, the board interviewed Jon J. Cline (Cline Jensen, P.A.) in response to the Request for Proposals for Legal Services.
<b>RRWMB LEGISLATIVE PRIORITIES RECOMMENDED</b>	Rob Sip, Red River Management Board, provided an update on lobbying efforts on behalf of member watershed districts. This year, RRWMB is asking for formal resolutions to convey legislative priorities. Upon motion by Deal, seconded by Beyer and carried unanimously, the Administrative Levy Recommendation Resolution was approved. Kapphahn made motion, seconded by Beyer, to approve the Board Manager Compensation Recommendation Resolution. Kapphahn made motion, seconded by Beyer, to amend the resolution to include the provision that, "the Bois de Sioux Watershed District supports legislative authority for Board Managers, as appointed by elected county boards of commissioners, to determine their own district per diem meeting/salary rates." The motion on the amendment was carried. The motion on the resolution was carried. Kapphahn made motion, seconded by Beyer and carried unanimously, to require Board of Water and Soil Resources vacancies to be appointed by the Governor within 30 days.
<b>SOUTHERN BOUNDARY</b>	Administrator Beyer relayed a request from Pete Waller, to hold an informational meeting prior to the required public hearing regarding changes to the southern boundary, between the Bois de Sioux Watershed District and the Upper Minnesota River Watershed District. Board managers agreed.
<b>DORAN CREEK/BOIS DE SIOUX DIRECT</b>	Engels gave an update on the Doran Creek/Bois de Sioux Direct RCPP project. Preliminary economic data indicates that most economic damage in the region is the result of small, reoccurring 5- and 10-year scattered flooding. Engels is considering a project alternative that involves a series of legal drains and culvert sizing. Earlier this month, the Red River Basin Commission did bring a charter bus of board members, staff, and legislators to Doran Creek; Engels and Administrator Beyer provided information on the project to-date.
<b>RFP FOR FINANCIAL SERVICES</b>	Upon motion by Wold, seconded by Schmidt and carried unanimously, the RFP for Financial Services were approved. Kapphahn, Wold, Schmidt, and Vavra will serve on a sub-committee to evaluate responses.
<b>SURVEY TABLET STIPEND</b>	Upon motion by Kapphahn, seconded by Wold and carried unanimously, \$20/month will be paid to Troy Fridgen, for the addition of data for a survey tablet tied to his Verizon account.
<b>LMCIT VEHICLE COVERAGE</b>	Administrator Beyer notified Board Managers that there is only a \$10 cost for LMCIT coverage for personal employee vehicles used while conducting district work. Board Managers agreed to add the coverage.
<b>LEGAL SERVICES RFP</b>	Board Managers discussed options for legal counsel. Board Managers were impressed with the interview responses and references for Attorneys Lukas Croaker and Sean Fredericks of Ohnstad

Twichell. Upon motion by Wold, seconded by Deal and carried unanimously, representation will be requested by Ohnstad Twichell.

Upon motion by Schmidt, seconded by Deal and carried unanimously, the meeting was adjourned at 2:00 pm.

**BOIS DE SIOUX WATERSHED DISTRICT  
BOARD MEETING MINUTES  
October 18, 2018**

- CALL TO ORDER** The meeting was called to order by President Vavra at 8:00 a.m. Present: Linda Vavra, Jason Beyer, Doug Dahlen, Jerome Deal, Steven Schmidt, and Allen Wold. Absent: Scott Gillespie, John Kapphahn. Also present: Engineer Chad Engels, Engineer James Guler, Engineer Tech Troy Fridgen, Attorney John Shockley, and Administrator Jamie Beyer.
- AGENDA** Upon motion by Deal, seconded by Dahlen and carried unanimously, the agenda was amended to include North Ottawa legal representation.
- CLAIMS** Upon motion by Schmidt, seconded by Dahlen and carried unanimously, the Claims of October 18, 2018 were approved as presented with the addition of payment to Stan Churchill in the amount of \$1286.73 for the viewing of WCD #9 & #10.
- MINUTES** Upon motion by Deal, seconded by Schmidt and carried unanimously, the Minutes of September 20, 2018 were approved.
- GILLESPIE** Scott Gillespie entered the meeting.
- TREASURER'S REPORT** Upon motion by Dahlen, seconded by Schmidt and carried unanimously, the September Treasurer's Report was approved.
- PERMIT #18-094 CHESTER RAGUSE** This permit was tabled for consideration at a later date.
- PERMIT #18-093 DANIEL OACHS** This permit was resolved by engineering staff before the meeting.
- PERMIT #18-096 STEVENS COUNTY HWY DEPT** The details of Permit #18-096 were reviewed. Property owner David Horning described the project, which would involve correcting the grade of two culverts by lowering them 6". Approximately 1 ½ miles of county ditch would also be cleaned-out. Stevens County Assistant Engineer Jon Maras stated that his department knows this area has poor drainage and supports this project. Neighboring property owner David Hasbargen stated he has no opposition as long as the ditch is cleaned-out further west to Section 17. Engels asked Mr. Horning if this project would bring water across a subwatershed divide from Section 15; Horning stated that it will not. Deal asked if any parcels should be required to petition into TCD #37. Schmidt emphasized that, in his opinion, this project would be correcting a construction mistake on a county ditch. Dahlen made motion to approve the permit. David Hasbargen requested that the ditch adjacent to Section 17 and 18 be cleaned-out; Gillespie encouraged Mr. Hasbargen to speak with Maras. Gillespie seconded the motion, and the motion was passed by a unanimous vote.
- JD #12 LATERAL NO. 2 & NO. 4** Tracey Von Bargaen requested design and engineering support for Spring 2020 construction on JD 12 Lateral No. 2 and No. 4. The Grant County Highway Department intends to reconstruct the laterals in accordance with the 2007 legal profile; this work will repair several scour holes in the area, and may increase the size of the current 48" culverts. The project will reconstruct a 3-to-1 inslope and backslope, and create a 6' ditch bottom. Engels requested authorization to review the potential for erosion after construction, and the opportunity to bring these laterals to the 10-year design standard. Deal made motion, seconded by Beyer and carried unanimously, to authorize the BdSWD Engineer to provide design assistance for the reconstruction of JD #12 Lateral No. 4. Gillespie made motion, seconded by Dahlen and carried unanimously, to authorize the BdSWD Engineer to provide design assistance for the reconstruction of JD #12 Lateral No. 2.
- RRWMB LEGISLATIVE PRIORITIES** Rob Sip and Dan Money, Red River Management Board, provided an update on lobbying efforts on behalf of member watershed districts and the member resolutions that have been submitted. Board managers expressed their support for resolutions submitted by the Wild Rice and Roseau River Watershed Districts. They also discussed RRWMB's levy and project funding processes.

<b>WCD #8 COST-SHARE</b>	Guler presented a cost-share proposition with the Wilkin County Highway Department over a large diagonal culvert on WCD #8 that was originally set 1' too high. Wilkin County will install the culvert if the District pays for materials. Upon motion by Gillespie, seconded by Dahlen and carried unanimously, the District approved the cost-share of a 24" diagonal culvert installed on-grade, this fall, by the Wilkin County Highway Department.
<b>TCD #27 CULVERT</b>	Attorney Tom Athens has been in communication with MnDOT's attorney; they requested the original contract documents, but have not responded to the District's claim that they are financially responsible for the replacement of the buckled culvert.
<b>TCD #23 CONSTRUCTION COMPLETE</b>	Construction is substantially complete. A private approach at Crossing #1 was installed without a permit. Upon motion by Dahlen, seconded by Beyer and carried unanimously, engineering staff are instructed to issue an after-the-fact permit and invoice the landowner for their share of the cost of the crossing. Deal made motion, seconded by Gillespie to approve payment to Wagner Construction in the amount of \$151,635.96, contingent on the review, verification and possible revision by engineering staff. Motion carried.
<b>SCHMIDT</b>	Schmidt left the meeting.
<b>NORTH OTTAWA FDR, NRE, &amp; EXPENSE MANAGEMENT REPORT, LEGAL REPRESENTATION, &amp; CAMERA DONATION</b>	Board managers reviewed the October 18, 2018 FDR, NRE & Expense Management Report. Fridgen flooded cells A3 and B3 over several weeks, and delayed full release of the water out of cells A3 and B3 until after October 6, a nationally-recognized day for birdwatchers. Drone footage was taken of the wildlife, but has not yet been published. President Vavra and Jamie Beyer attended the RRWMB October meeting, and requested that authorization be granted to allow the RRWMB's attorney, Louis Smith of Smith Partners, to consider representing the BdSWD for North Ottawa (the authorization was granted). Mr. Smith was contacted and is considering the request. A meeting with the DNR has been scheduled for November 13. Staff conducted an informal watershed survey, and found that operation and maintenance of Minnesota impoundments are funded by a variety of sources. One unique feature of the North Ottawa Impoundment is its designation as a game refuge. Upon motion by Gillespie, seconded by Beyer and carried unanimously, the donation of a Canon camera from Jennifer Dahlen was accepted. Staff were asked to send a thank-you and acknowledgement of the donation.
<b>BUFFER ORDINANCE</b>	BWSR has stipulated a number of changes to the District's Buffer Rule; they are being considered by the District's attorney and staff.
<b>SOUTHERN BOUNDARY</b>	An informational meeting with affected Southern Boundary landowners has been scheduled for November 26 <sup>th</sup> at the Graceville Community Center.
<b>RRWMB &amp; DRAINAGE WORK GROUP UPDATES</b>	Deal provided an update on the RRWMB, specifically on a successful effort to move committed (but undisbursed) funds into interest-bearing accounts. Deal and Wold spoke about changes in the Drainage Work Group to discontinue legislative recommendations based on consensus. Beginning in 2019, legislative recommendations will be made by majority and minority reports, with the exception of state agencies – state agencies will be allowed to veto Drainage Work Group recommendations outright, and stop them from being brought to the legislature.
<b>MAWD</b>	Vavra asked Board Managers to consider their availability to attend the MAWD Conference.
<b>BANK INTEREST SOLICITATION</b>	Jamie Beyer relayed that solicitations had been sent to regional banks regarding opportunities for interest-bearing accounts. Responses are due in November.
<b>2019 LAND LEASES &amp; BID PROCESS</b>	Board managers reviewed land available to lease for 2019 and the process that will be used to bid-out leases for 2019 & 2020. Discussion included rental trends for the land over the past few years, and maximizing land rental income based on board members' fiduciary responsibility to the District. Upon motion by Dahlen, seconded by Gillespie and carried unanimously, leases for 2019 will be determined by sealed bid, and will be renewed for 2020 unless cancelled by the District.
<b>TCD #4 &amp; TCD #35</b>	Fridgen informed the board that changes to clean-out and maintenance activities in TCD #4 and TCD #35 will exceed \$10,000 by about \$4,000. Upon motion by Gillespie, seconded by Beyer and carried unanimously, Fridgen is authorized to continue the maintenance activities.



**TCD #31  
EROSION  
REDUCTION  
PILOT PROGRAM**

Fridgen stated that the Traverse County SWCD has approached the District regarding a cost-share pilot program on TCD #31 that would involve the installation of a concrete mesh product, Shoreflex, which prevents erosion and holds sediment in-place. Traverse County SWCD would provide \$17,000 and proposes that BdSWD matches the same amount. Because of the possible benefits to stabilize ditch slopes, prevention of future erosion of field outlets, and the transfer of nutrients from soil to water, Fridgen spoke with BWSR's Pete Waller about the potential use of Riparian Aid; Waller supported the idea. Upon motion by Gillespie, seconded by Dahlen and carried unanimously, the pilot program cost-share was approved. Engels emphasized that the mesh must be installed correctly in order to be effective; engineering staff will be employed to provide some support on the project.

Upon motion by Beyer, seconded by Dahlen and carried unanimously, the meeting was adjourned at 10:50 AM.

**BOIS DE SIOUX WATERSHED DISTRICT  
BOARD MEETING MINUTES  
November 14, 2018**

**CALL TO ORDER** The meeting was called to order by President Vavra at 1:00 p.m. Present: Linda Vavra, Doug Dahlen, Jerome Deal, Steven Schmidt, and Allen Wold. Absent: Jason Beyer, Scott Gillespie, John Kapphahn. Also present: Engineer Chad Engels, Attorney Lukas Croaker, and Administrator Jamie Beyer.

**DRAINAGE  
SYSTEM REPAIR  
COST  
APPORTIONMENT  
OPTION** The purpose of the meeting was to receive information about legislation proposed Spring 2018, formerly referred to as the "Runoff and Sediment Delivery Option." Allan Kean, coordinator for the Drainage Work Group, indicated that new legislation is being rewritten for Spring 2019. Mr. Kean gave an overview of the revised concept for the "Drainage System Repair Cost Apportionment Option."

Questions and comments were received from watershed board managers, county commissioners, viewers, landowners, and Senator Torrey Westrom and Representative Jeff Backer.

At 2:45 pm, Steven Schmidt left the meeting; after that time, a quorum of the board was no longer present. The presentation continued until 4:00 pm.

**BOIS DE SIOUX WATERSHED DISTRICT  
BOARD MEETING MINUTES  
November 15, 2018**

- CALL TO ORDER** The meeting was called to order by President Vavra at 9:00 a.m. Present: Linda Vavra, Doug Dahlen, Jerome Deal, Steven Schmidt, and Allen Wold. Absent: Jason Beyer, Scott Gillespie, John Kapphahn. Also present: Engineer Chad Engels, Engineer James Guler, Technician Troy Fridgen, Attorney Lukas Croaker, and Administrator Jamie Beyer.
- AGENDA** Upon motion by Deal, seconded by Dahlen and carried unanimously, the agenda was approved.
- CLAIMS** Upon motion by Dahlen, seconded by Schmidt and carried unanimously, the Claims of November 15, 2018 were approved as presented with the addition of payment to Shores Edge Excavating in the amount of \$10962.50 for clean-out of TCD #35.
- MINUTES** Upon motion by Schmidt, seconded by Dahlen and carried unanimously, the Minutes of October 18, 2018 were approved. Upon motion by Deal, seconded by Dahlen and carried unanimously, the Minutes of November 14, 2018 were approved.
- TREASURER'S REPORT** Upon motion by Schmidt, seconded by Dahlen and carried unanimously, the October Treasurer's Report was approved.
- NORTH OTTAWA COST-BENEFIT ANALYSIS** Dr. Jay Leitch presented student Joshua Erickson, who, as a part of his master's graduate work, would like to conduct a cost-benefit analysis of the North Ottawa Impoundment. The analysis will be funded by the Center for Study of Public Choice and Private Enterprise, without cost from the District; it will require some staff time and participation. Upon motion by Deal, seconded by Dahlen and carried unanimously, the board stated their support of the economics study and directed staff to assist with questions.
- PERMIT #18-104 C. & T. MORGAN** Kris Morgan presented a permit that had originally been filled-out by his father, Tom Morgan, who is now deceased. The completed permit was filed instead of mailed. Mr. Morgan apologized for the mistake, and requested an after-the-fact permit. Engineer Engels confirmed that the permit conforms to District policies. Upon motion by Dahlen, seconded by Schmidt and carried unanimously, the after-the-fact permit was approved.
- PERMIT #18-094 C. RAGUSE** Technician Fridgen described the condition of TCD #27, which has received a partial clean-out but, upon survey, has larger elevation problems systemwide. Chester Raguse reported that the upstream portion of the ditch is sloped to move water North; the system should move water South. Because the permit application parcel has historically been included in both the TCD #27 and JD #11 assessment districts, and continues to be, Mr. Raguse proposes to install an 18" culvert with a gate control, that would move a portion of the water towards JD #11. Landowner Ray Ehlers expressed concerns about the capacity of JD #11 to take on more water, and requested that the Board consider repairing TCD #27 instead. Board Managers agreed that, if a property is assessed to a legal ditch, the property has a legal right to use the legal ditch. Upon motion by Dahlen, seconded by Schmidt and carried unanimously, the permit was approved with conditions finalized by the District Engineer.
- AFTER-THE-FACT PERMIT D. STOCK** David Stock described tile and dike changes made over several years to land that he rents. The work was not permitted. Neighboring property owners voiced concern over changes to inlets where dams have been constructed by David Stock. Board Managers requested that Mr. Stock submit after-the-fact permits for the completed work, and for Engineer Engels and Attorney Croaker to gather and review the information to verify whether the work meets District policies.
- WCD #8** Board managers reviewed a contract with Comstock Construction for additional repair work on WCD #8. This work was approved by the Board on September 20, 2018. Contractor Tom Fridgen presented a breakdown of additional costs he feels should be considered as change orders, and should be paid. Engineer Engels indicated that they will follow the contracted change order process and determine the validity of the requests.
- WCD #9 & WCD #10** Don Bajumpaa, Wilkin County SWCD, requested direction from the Board regarding the possible outcomes of his BWSR grant application for clean water aspects of WCD #9 & WCD #10: full grant funding, partial grant funding, no grant funding. Board Managers reaffirmed their commitment to continue the Improvement

Processes initiated on both ditches, and their desire to attain any and all available outside funding to offset the costs for landowners. Engineer Engels described a draft Culvert Sizing Cost-Share Policy that will be presented to the Drainage Committee at their next meeting. Board Manager Deal reported that the RRWMB may also consider funding water quality aspects of drainage projects; Board Managers directed engineering staff to consider putting together a grant application on behalf of WCD #9 & #10. Upon motion by Deal, seconded by Schmidt and carried unanimously, the Final Hearings for WCD #9 & #10 are approved to be held January 17, 2019.

**WATERSHED  
DELINEATION  
REQUEST**

Administrator Beyer reported that the District received a phone call from a property owner, who owns land along the southeastern boundary in Stevens County, who feels the district boundary is in error. Upon motion by Deal, seconded by Schmidt and carried unanimously, engineering staff are authorized to conduct a watershed delineation analysis upon the landowner's written request.

**BUFFER POLICY**

Attorney Croaker presented the revised "Riparian Protection and Water Quality Practices Policy." Attorney Croaker made revisions to bring the policy in-line with statutory language. Upon motion by Schmidt, seconded by Dahlen and carried unanimously, the policy was approved for submission to BWSR.

**LAKE TRAVERSE  
WATER QUALITY  
PROJECT  
HEARING**

Board Managers reviewed the resolution that was passed in August to establish the Lake Traverse Water Quality Improvement Project No. 1. Upon motion by Deal, seconded by Dahlen and carried unanimously, the Board requested that the hearing be scheduled in January 2019 on a date arranged by administrative staff.

**2019 FARMLAND  
LEASES**

Attorney Croaker provided draft bid forms for the 2019 farmland leases. Upon motion by Schmidt, seconded by Deal and carried unanimously, the bid forms were approved.

**REDPATH SHED  
& ABANDONED  
PROPERTY**

Upon motion by Dahlen, seconded by Schmidt and carried unanimously, a rental rate of \$500 was approved for Monty Itzen to store three headers in the Redpath Shed. Engineer Fridgen reported concerns about abandoned equipment parked outside of the shed; upon motion by Schmidt, seconded by Dahlen and carried unanimously, Attorney Croaker is authorized to contact the previous owner and give a 30-day notice to collect the equipment.

**STAFF INCREASE**

Office Manager Lacey Decker will have her one-year anniversary in December. Upon motion by Schmidt, seconded by Deal and carried unanimously, a 1% increase was approved, consistent with previously awarded 2018 staff increases.

**CLA 2018 AUDIT  
PROPOSAL**

Upon motion by Deal, seconded by Dahlen and carried unanimously, the proposal from CliftonLarsonAllen to perform the 2018 audit at a cost of \$10,200 was approved.

**BYLAW, RULES,  
& POLICIES  
REVIEW**

Upon motion by Dahlen, seconded by Deal and carried unanimously, legal, engineering and legal staff are authorized to evaluate District bylaws, rules, and policies.

**MAWD**

Board Managers Vavra and Wold volunteered to serve as MAWD delegates; Board Manager Deal volunteered to serve as an alternate.

The meeting was adjourned at 12:15 pm.

**BOIS DE SIOUX WATERSHED DISTRICT  
BOARD MEETING MINUTES  
December 20, 2018**

- CALL TO ORDER** The meeting was called to order by President Vavra at 9:00 a.m. Present: Linda Vavra, Doug Dahlen, Jerome Deal, Jason Beyer, John Kapphahn, Steven Schmidt, and Allen Wold. Absent: Scott Gillespie. Also present: Engineer Chad Engels, Engineer James Guler, Technician Troy Fridgen, Attorney Lukas Croaker, and Administrator Jamie Beyer.
- AGENDA** Beyer requested that a discussion on tiling be added to the agenda. Upon motion by Schmidt, seconded by Deal and carried unanimously, the agenda was approved with the addition.
- CLAIMS** Upon motion by Dahlen, seconded by Wold and carried unanimously, the Claims of December 20, 2018 were approved as presented.
- MINUTES** Upon motion by Deal, seconded by Dahlen and carried unanimously, the Minutes of November 15, 2018 were approved.
- TREASURER'S REPORT** Upon motion by Schmidt, seconded by Kapphahn and carried unanimously, the November Treasurer's Report was approved.
- FARMLAND LEASE BIDS** Board managers reviewed the results of the December 19, 2018 farmland lease bid opening. Upon motion by Dahlen, seconded by Kapphahn and carried unanimously, the following high bidders were accepted:  
Redpath Leases 19-01, 19-02, 19-03, 19-04, 19-05, 19-06: Raguse Family Partnership  
Tintah Lease 19-20: Raguse Family Partnership  
Moonshine Leases 19-30, 19-31, 19-32: Raguse Family Partnership  
The Copeland/Western Lease bids were thrown out, due to an error in the legal description; this parcel will be bid in January. Board Managers reviewed lease and shed templates drafted by Attorney Croaker. Wold and Beyer requested a specific reference in the work-back section, to identify what rates will be used in cases where fall tillage is not completed. Upon motion by Wold, seconded by Beyer and carried unanimously, the lease templates were approved with the addition of the workback clause.
- SOUTHERN BOUNDARY** Engineer Engels presented a revised Southern Boundary map, the result of an informational hearing held in November in Graceville. Affected landowners were also provided the information by mail. Upon motion by Schmidt, seconded by Beyer and by roll call vote carried unanimously, the Resolution Supporting Change of Boundary with Upper Minnesota River Watershed District. Upon motion by Beyer, seconded by Deal and carried unanimously, the Petition for Watershed District Boundary Change was approved.
- COST-SHARE POLICIES** Board Managers discussed how to promote flood damage reduction and clean water retrofits on legal ditch systems despite increasing competition for grant funds from BWSR's Multi-Purpose Drainage Management Grant Program. Engineer Engels presented the DRAFT "Cost Share Policy: Culvert Sizing as Part of Ditch System Repairs" that was discussed at the November 15, 2018 board meeting and at the Policy Committee meeting on December 20, 2018. Vavra requested that the topic be added to the January 11, 2018 special meeting agenda. Upon motion by Beyer, seconded by Deal and carried unanimously, Moore Engineering is authorized to submit for RRWMB funding for the clean water aspects of the WCD #9 & #10 Improvement Project. Upon motion by Beyer, seconded by Deal and carried unanimously, the Recommendation for Increased Funding for the MDM Grant Program was approved.
- BUDGET & LEVY HEARING** At 10:00 am, President Vavra opened the Public Hearing on the Budgets for the 2019 General Fund, Construction Fund, and the Levies for the Ditch System. Budgets and fund balances for 2018 and 2019 were reviewed, along with the corresponding 2019 assessments and levies. Upon motion by Kapphahn, seconded by Schmidt and carried unanimously, the amended 2018 General, Construction, and Ditch budgets were approved. Upon motion by Dahlen, seconded by Deal and carried unanimously, the 2019 General Fund, Construction Fund and Ditch Fund Budgets were approved. Upon motion by Dahlen and carried unanimously, the Assessments Payable 2019 were approved and adopted.
- TILE PUMPS** Beyer brought forward concerns regarding tile pumps that are running while downstream culverts are frozen. Engineer Engels highlighted the District's standard permit conditions, which state:  
"All pumps must be turned off, and gates closed, during all times the district determines flood conditions exist downstream. Determinations that flood conditions exist shall be shown on the District's

website. All pump/gate owners and operators are required to either check the website daily, or telephone the District office during the spring runoff and in the event of summer heavy rains. Projects with pump outlets must be "shut-off" if downstream culverts are being impacted by ice-buildup due to freezing of tile discharge water."

**DITCH WORK**

Fridgen presented year end totals for ditch clean-outs, and overall ditch projects. Fridgen brought forth a request from Grant County that the BdSWD place a condition on permit applications for drainage that requires landowners outside the benefited area to petition into Grant County ditches. Engineer Engels will follow-up with Grant County.

**WCD #8  
COMSTOCK  
CHANGE ORDER**

Due to weather conditions, Comstock and Wilkin County recommended that culvert work be completed Spring 2019. Upon motion by Dahlen, seconded by Deal and carried unanimously, Comstock's Change Order #1 was approved, changing the December 20, 2018 substantial completion date be changed to May 20, 2019.

**WCD #8  
FRIDGEN  
EXCAVATING  
CHANGE ORDER  
& PAY ESTIMATE**

Board managers reviewed partial change order information submitted by Fridgen Excavating to Moore Engineering, and Moore Engineering's response. Upon motion by Wold, seconded by Dahlen and carried, the Board accepted Moore Engineering's recommendations, acknowledging that correspondence from Moore Engineering begins a 30-day contractual appeal period commencing December 12, 2018. Pay estimate No. 4 was not signed by the contractor; no action was taken.

**NORTH OTTAWA**

Board managers discussed preliminary recommendations from Attorney Louis Smith, who is working on negotiations with the DNR and will attend the January 17, 2019 board meeting. In the meantime, he has made the recommendation that outside specialists be explored. Upon motion by Deal, seconded by Dahlen and carried unanimously, authorization was granted for Smith to expand his scope of services and work with Engineer Engels and Adm. Beyer to solicit outside contracts for presentation on January 17, 2019. With negotiations ongoing, Board Managers discussed the upcoming crop year within the Impoundment. Upon motion by Kapphahn, seconded by Deal, and carried unanimously, the 12/20/18 FDR, NRE & Expense Management Report was approved.

**TCD #52 &  
LTWQIP NO. 1**

The Army Corps of Engineers sent a permit, which is valid until 2022. The project is shovel ready, with an estimated cost of \$500,000. Due to project scoring, it is not anticipated that the project will receive a BWSR Policies and Practices Grant. Board Managers discussed what other funding options are possible. Board Managers requested that a meeting be held with Bruce Albright, of the Buffalo Red Watershed District, prior to the January 11, 2019 special meeting.

**RRWMB  
QUESTIONNAIRE**

Upon motion by Kapphahn, seconded by Dahlen and carried unanimously, the response to RRWMB's Strategic Plan Questionnaire was approved for submission.

**DRAINAGE  
WORKGROUP  
BILLS**

Wold presented draft S.F. No. 3181 and Drainage System Repair Cost Apportionment Option (DRSCAO) Section 103E729 and requested that Board Managers provide their thoughts and comments to Administrator Beyer on or prior to January 5, 2019. Deal stated that Renville, Fillmore, and Faribault Counties are lobbying for the DRSCAO.

**CLA AUDIT**

Upon motion by Kapphahn, seconded by Beyer and carried unanimously, the CLA Audit Letter and Contract were approved.

**1W1PLAN**

Upon motion by Kapphahn, seconded by Dahlen and carried unanimously, 1W1Plan Bois de Sioux Watershed District's billable services and rates were approved.

**RRWMB  
REPRESENTATIVES**

Nominations were taken for the Bois de Sioux Watershed District's representative of the Red River Watershed Management Board. Dahlen made motion, seconded by Wold, to elect Vavra. No further nominations were received. Motion carried. Nominations were taken for the Bois de Sioux Watershed District's alternative representative of the Red River Watershed Management Board. Dahlen made motion, seconded by Schmidt, to elect Wold. Motion carried.

Meeting adjourned at 12:40 pm.