

January 17, 2023 (a)

APPROVED
REGULAR MEETING OF THE BOARD OF MANAGERS OF THE
MIDDLE-SNAKE-TAMARAC RIVERS WATERSHED DISTRICT
HELD VIRTUALLY USING MICROSOFT TEAMS AND AT THE DISTRICT OFFICE
8:30 a.m. January 17, 2023

The Meeting was called to order by President Bill Petersen, Managers Bill Petersen, Eric Johnson, Keith Szczepanski, Lein Schiller, Brad Blawat and Joey McGregor were present. Mori Maher, Tyler Larson, Kyle Schломann, Danny Omdahl, Katrina Haugen, Keaton Laymon, Bryan Bolstad, and Tony Nordby were also present.

Motion by Mr. Lein Schiller, seconded by Mr. Brad Blawat to approve the agenda with the addition of 2023 IRS milage rate and Erickson/Melvie under other. Motion unanimously carried

Jeff Hane joined the meeting at approximately 8:31 a.m. (virtual)

Peter and Christian Erickson joined the meeting at approximately 8:32 a.m. (virtual)

Motion by Mr. Keith Szczepanski, seconded by Mr. Eric Johnson to approve the minutes of the December 19, 2022 meeting. Motion unanimously carried.

The Treasurer's report was reviewed and filed.

Motion by Mr. Brad Blawat, seconded by Mr. Lein Schiller to pay the following bills: Payroll 6902-6918 in the amount of \$19,913.11; from Administrative funds check #19517-19552 inclusive of an ACH withdrawal in the amount of \$39,733.12; from RRWMB funds check #215 in the amount of \$9,706.94; from Project funds check #3371-3375 in the amount of \$49,386.74; from Ditch funds check #3568-3571 in the amount of \$9,792.67. Motion unanimously carried.

Bryan Bolstad discussed his current hay land rental contract at the Off Channel Storage Site. Mr. Bolstad presented his proposal to perform maintenance on the acres he is currently renting. He discussed a contract extension by taking the first cutting in 2023, then working up the ground and replanting to oats until fall. In the fall, he would cut the oats but leave the stubble so that there is no bare ground in the event of spring flooding in 2024. In the spring of 2024 Mr. Bolstad will replant Alfalfa and he requested a 3 year contract extension.

Motion by Mr. Lein Schiller, seconded by Mr. Joey McGregor to extend Mr. Bolstad's contract by 3 years and allow him to perform maintenance on the hay land he rents at the Off Channel Storage Site with the full yearly rental payment due by April 1st of each year. Motion unanimously carried.

Motion by Mr. Eric Johnson, seconded by Mr. Keith Szczepanski to have all future hay land rental contracts run 5 years instead of 3 years to help promote maintenance and the yearly rental payments to be due on April 1st of each year. Motion unanimously carried.

Nathan Kestner and Andrew Graham joined the meeting at approximately 9:00 a.m. Dillon Nelson joined the meeting at approximately 9:05 a.m.

Mr. Bolstad asked if he would be able to include some acreage that has not be previously rented into his current contract.

Motion by Mr. Joey McGregor, seconded by Mr. Lein Shiller for the staff to determine the additional acreage and bid it out with an expiration date to match with Bryan Bolstad's current rental lands so the next bidding will include all at the same contract.

Bryan Bolstad left the meeting at approximately 9:17 a.m.

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MNDNR Regional Department Manager Nathan Kestner and MN DNR Red River Coordinator Andrew Graham discussed the DNR's review of the District's Botanical survey for the Lilac Ridge Project. The DNR's Botanist was unable to view the potential Fen and Rare Natural Communities identified within the Project area during the 2022 growing period. As a result, the Project will continue to be on hold until a final determination on the potential Fen community can be made by July of 2023.

Nathan Kestner and Andrew Graham left the meeting at approximately 10:16 a.m.

Technician Schломann stated that Mike Rosendahl waived the 60 day timeline in regards to his Permit (22-126) To install 3-36" or TBD centerline culverts through 210th St NW in the NW4 of Section 12 Boxville Twp, to drain highwater from Watershed Ditch #4 into the PL-566 Richard P Nelson Diversion Ditch, with MSTRWD staff to determine size and elevations of the new culverts. A discussion has been initiated with NRCS State Engineer Dave Jones regarding the NRCS's position on this permit.

The next discussion topic was Permit 23-001. Motion by Mr. Joey McGregor, seconded by Mr. Keith Szczepanski to approve the following permit.

Permit (23-001) Marshall County Hwy Department to remove existing Bridge #45502 and replace it with proposed Bridge #45580, where Marshall CSAH #4 crosses the Middle River in the SE4 of Section 7 Foldahl Township.

Motion unanimously carried.

HDR Engineer Dillon Nelson was in attendance and stated HDR will be ready to present the information regarding a landowners' request for a drainage study on JD #1/JD #75. The presentation to the Board is on February 6, 2023. A landowner meeting is to be scheduled on another date.

Technician Larson stated that Easements for the JD #75 Repair have been mailed and 2 have already been returned. There are 3 more to be returned.

Discussion was held on extending the scope of work on JD #75 to include the Ditch in front of Kongsvinger Church. Church members desire to repair the backslope. On their East property line, there are 2-36" CSPs that are severely eroded and are in need of repair and rip rap. The township road inslope is suffering from erosion too. Technicians Omdahl and Larson reviewed the Repair Contract Bid Tabulation sheet and believe that repairing both slopes in the approximate 400' reach would cost about \$23,000. If the reach was added, the MPCA would be contacted to update the Stormwater permit and survey data would be gathered in the spring.

Motion by Mr. Eric Johnson, seconded by Mr. Joey McGregor have staff survey and to issue a change order to include the Kongsvinger Church reach. Motion unanimously carried.

A request to re-slope ~3,240' of JD #75 that runs diagonally through section 2 Tabor Township has been received. It was the consensus of the Board to proceed with contacting the owners. Technician Omdahl discussed the amount of trees/brush growing in JD #75 Branch 1. He will contact a contractor who has the appropriate machinery to remove them in the spring.

Jeff Hane left the meeting at approximately 11:00 a.m. (virtual)

Maintenance needs on SD #3 were discussed. It was decided to wait until the Redetermination of Benefits has been completed to move forward on scheduling future maintenance.

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Next discussed was JD #28 sediment and tree removal. JD #28 is scheduled to have a Redetermination of Benefits once the same process has been completed on SD #3. Currently, the JD #28 account balance is in a deficit. A tabulation of the JD2 #28 expenses vs income from 2000 to 2019 was shared with the Board during the meeting.

There was a discussion on ditch maintenance interest payments from ditches in deficit that borrow from ditches in surplus. The rate is currently set to 0.08%. Maher will provide more information at the next Board meeting.

Dillon Nelson provided an update on the work being done on the CP Railroad bridge in Newfolden. Administrator Maher is working with HDR on the wetland credits needed for the Newfolden Project.

Keaton Laymon addressed the Board regarding the Board ordered restoration of the ridge cut in the SW4 of Section 33 Viking Township. As of the meeting, Mr. Melvie had not restored the ridge or contacted the District staff about performing the work. The Board directed Administrator Maher to call Mr. Melvie to discuss the issue and send him a certified letter.

Peter and Christian Erickson left the meeting at approximately 12:27 p.m. (virtual)
Keaton Laymon left the meeting at approximately 12:27 p.m.

It was discussed that Mark Judovsky is seeking assistance from the District on installing earth fill at a NRCS proposed Side Water Inlet culvert, in section 15 Angus Twp and will drain northerly into CD #43 Lateral 1. This ditch was enlarged as a feature of the Brandt Angus Coulee Project (BAC). It was the consensus of the Board to offer permission to Mr. Judovsky to obtain fill from a BAC borrow pit for use around the proposed culvert, but not offer financial assistance.

Technician Schlomann provided information on the Grabanski ringdike south of Alvarado, that was constructed in 1999 as part of the District's farmstead ring dike program. Grabanski's are looking for assistance in replacing a leaking flap gate/culvert that outlets from the ring dike. According to the cost share agreement in 1999, the landowner paid 20%, 50% by state, 25% by Red River Watershed Management Board (RRWMB), and 5% by the District. The agreement states that future maintenance post-construction is the owner's obligation. The Board agreed to have District staff provide a recommendation and a cost estimate but not participate financially.

Administrator Maher provided an update on the Swift Coulee project. Maher is working on having landowners fill out applications for RIM easements. There was a discussion on questions that John Amundgaard had submitted to the District. Maher had replied but Mr. Amundgaard did not feel his questions were answered. Maher will continue working with landowners.

Maher stated that he applied for advance funding for Nelson Slough project through RRWMB for \$520,000 which was approved in their Jan. 10th meeting. Maher made revisions to the Joint Powers Agreement as suggested by the Marshall County Commissioners and re-sent it to them for review. At the next Commissioner meeting on January 17, 2023, they will review it and formally respond.

Administrator Maher sent requests for Repair Proposals on the March Property to 18 contractors. The Proposals will be provided to the Board at the February 21, 2023 Board meeting.

The Board made the following Designations:

Designate Depositories:

1. Bremer Bank
2. Frandsen Bank

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3. American Federal
4. Others as may be designated by the Treasurer

Motion by Mr. Brad Blawat, Seconded by Mr. Lein Schiller, Motion unanimously carried.

Designate Official Newspapers:

Watershed District- Warren Sheaf & Middle River Honker
Marshall County- Warren Sheaf, Stephen Messenger, Middle River Honker
Polk County- Crookston Times, Exponent
Pennington County- Thief River Times
Kittson County- Kittson County Enterprise
Roseau County- Roseau Times

Motion by Mr. Eric Johnson, Seconded by Mr. Keith Szczepanski. Motion unanimously carried

Designate Engineer:

Houston Engineering

Motion by Mr. Lein Schiller, Seconded by Mr. Brad Blawat. Motion unanimously carried

Designate Legal Counsel:

Brink Lawyers PA
Rinke Noonan

Motion by Mr. Keith Szczepanski, Seconded by Mr. Joey McGregor. Motion unanimously carried.

Administrator Maher asked for suggestions from the staff, Board, and others from the public on how the District could improve in any aspect. Maher asked if the Board was in favor of contacting Administrator Myron Jesme with the Red Lake Watershed District to see if he would be willing to observe the operations in our office and provide feedback. Maher said he had not yet been in contact with Mr. Jesme but would contact him if the Board approves the idea. It was the consensus of the Board that Maher contact Mr. Jesme to see if he would be interested.

Administrator Maher discussed the Minnesota Association of Watershed District's Legislative Briefing to be held February 15 & 16 2023 in the Cities. Maher will be attending.

A discussion was held on the MN Management and Budget Office's Pay Equity report and what classifications should be used. Administrative Haugen will finish the report and submit it.

Administrative Assistant Haugen updated the Board on the QuickBooks Online plan that is now being used. Due to limitations of the previously approved plan, the District had to upgrade to the next plan option. This plan will cost \$200 per month but the District will receive a 50% discount for the first 12 months.

Administrator Maher and Mr. Bill Petersen provided an update from the previous RRWMB meeting. They discussed approval of advance funding request for Nelson Slough.

Communication was distributed about the Drainage Conference in Alexandria February 8th and 9th, as well as the updated Polk County Hazard Mitigation Plan.

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Motion by Mr. Joey McGregor, seconded by Mr. Lein Schiller to recess the Regular Board Meeting until 4:00 p.m. so that Administrative Assistant Haugen could complete the Pay Equity report and provide it to the Board to review and sign. Motion unanimously carried.

The Meeting was recessed at approximately 2:10 p.m.

Motion by Mr. Joey McGregor, seconded by Mr. Brad Blawat to reconvene the Regular Board Meeting. Those present were Managers Mr. Bill Petersen, Joey McGregor, Brad Blawat, Lein Schiller and staff members Katrina Haugen, and Tyler Larson.

Administrative assistant provided those present with the Pay Equity Report for approval.

Class	Male	Female	Class Type	Job Points	Min Mo Salary	Max Mo Salary	Yrs. to Max Salary	Yrs. of Service	Exceptional Service Pay
Admin Assistant	0	1	F	216	4459.00	4459.00	0	2	0
Engineering Tech 1	2	0	M	218	4379.00	4379.00	0	5	0
Engineering Tech 3	1	0	M	243	5098.00	5098.00	0	21	0
Administrator	1	0	M	310	8461.00	8461.00	0	2	0

Motion by Mr. Joey McGregor, seconded by Mr. Lein Schiller to approve the presented Pay Equity report and authorize Mr. Bill Petersen to sign it. Motion unanimously carried.

Motion by Mr. Lein Schiller, seconded by Mr. Joey McGregor, to adjourn the meeting. Motion unanimously carried.

The meeting was adjourned at approximately 4:04 p.m.

Katrina Haugen
Recording Secretary

Brad Blawat
Assistant Secretary