MINUTES FOR MANAGERS' MEETING
March 12, 2012

The Board of Managers, Buffalo-Red River Watershed District (BRRWD), held a regular meeting on Monday, March 12, 2012, at 8:00 PM in the Barnesville office. BRRWD Managers present were Gerald L. VanAmburg, Breanna L. Paradeis Kobiela, Roger G. Ellefson, Curtis M. Nelson, and John E. Hanson. Others attending included: Bruce E. Albright, BRRWD Administrator, Erik S. Jones, Engineer, and Julie Jerger, Resident Secretary, Houston Engineering, Inc. (H.E.); and Mona Barker, BRRWD Administrative Assistant; and landowners: Doug Larson, Ben Torgerson, and David Mittet.

Chairman Van Amburg called the meeting to order at 7:57 PM. He announced that the proceedings were being recorded to aid in preparation of the minutes.

Secretary's Report. The Board reviewed draft minutes for the 2/27/12 regular meeting minutes. Paradeis Kobiela noted a couple of minor corrections. Motion by Paradeis Kobiela to approve the minutes, subject to correction. Seconded by Nelson. Approved.

Treasurer's Report. The Board reviewed the monthly financial statements, including the project account balance sheet, administrative disbursements, summary of income, and the accounts receivable report. Albright noted that Harold Rotunda, Certified Public Account (CPA) was in the office today to start the 2011 audit. The Board discussed the possibility of getting one of our local Legislators to carry a bill to increase our Administrative Levy, which is now capped at $250,000. Representative Morrie Lanning has decided not to submit our bill due to the 2/13/12 BRRWD vote not to rejoin the Red River Watershed Management Board (RRWMB). We currently have -$196,091.72 cash on hand. We have drawn $258,446.67 on our Midwest Bank line-of-credit for two Georgetown home buyouts. We have approximately $550,000 in outstanding pay requests to the Minnesota Department of Natural Resources (DNR) for Project No. 39, Georgetown, and other various projects. Since the 2/13/12 meeting, our total receipts were $293,820.92. We should start receiving the first half property tax proceeds from the Counties sometime in June. Wade Opsahl, Technician, H.E., is working with the Federal Emergency Management Agency (FEMA) to process the 2011 flood damage payments for Oakport and other BRRWD projects. Motion by Hanson to approve the Treasurer's Report. Seconded by Ellefson. Approved.

Other business brought before the Board included:

Project No. 64, LaBelle/Boyer Lakes Outlet. Doug Larson, Ben Torgerson, and David Mittet, LaBelle Lake landowners, discussed their concerns about the elevation of LaBelle Lake. Doug Larson said he would like the lake level to be approximately 18” above the Ordinary High Water (OHW) elevation of 1310.1. Albright noted that the dry fall and winter drew the lake down below the OHW. At this time, the lake elevation is below our outlet structure. Jones pointed out that the outlet structure is set at about the elevation Larson mentioned. Torgerson stated that most of the homeowners around LaBelle Lake feel that the lake is too low. The group discussed setting the lake elevation high enough to retain spring runoff to raise the elevation. Jones said the outlet structure could be set higher (elevation 1311) during the spring melt. Albright noted that the BRRWD plans to schedule a landowner informational meeting to discuss shore restoration and the target lake elevations for both LaBelle and Boyer Lakes. Larson requested that H.E. put in a visible marker to show where the OHW is near the outlet structure to make it easier to read. Dave Mittet thought that the lake elevation should be maintained at elevation 1311 or higher. Larson asked
that Opsahl contact him when he is onsite to check the outlet, so he could observe. Albright added that Boyer Lake is not currently contributing water to LaBelle Lake.

**Permit No. 12-01, Clay County Highway Department.** Applicant proposes to replace two bridges in County State Aid Highway (CSAH) No. 52 on Project No. 54, Whisky Creek Tributaries, in Sections 15 and 16, Barnesville Township, with equivalent sized reinforced concrete box culverts. Tabled, subject to Jones' review.

**Permit No. 12-03, Jeff Nord.** Applicant proposes to install 160 acres of pattern tiling in the NE¼, Section 2, Mitchell Township, Wilkin County. The outlet will be to Project No. 1, Wilkin County Ditch No. 22, Lateral No. 2. Motion by Hanson to approve Permit No. 12-03, subject to our standard tiling disclaimer. Seconded by Ellefson. Approved.

**Permit No. 12-04, Clay County Highway Department.** Applicant proposes to reconstruct 1.566 miles of CSAH No. 19 from the north city limits of Glyndon to CSAH No. 18 in Section 2, Glyndon Township, and Section 35, Moland Township. Jones has reviewed the plans and recommended permit approval. He noted that the proposed culvert on the outlet to Clay County Ditch No. 63, which will be replaced, is sized correctly. Motion by Paradeis Kobiela to approve Permit No. 12-04. Seconded by Ellefson. Approved.

**Permit No. 12-06, Rick Sorby.** Applicant proposes to install 155 acres of pattern tiling in the NW¼, Section 12, Oakport Township. The outlet will be to Clay County Ditch No. 35 to which the land is assessed. Motion by Hanson to approve Permit No. 12-06, subject to our standard tiling disclaimer. Seconded by Nelson. Approved.

**Permit No. 12-07, Trevor Sorby.** Applicant proposes to install 148 acres of pattern tiling in the NW¼, Section 25, Morken Township, Clay County. The project will outlet to County Ditch No. 59 to which the land is assessed. Motion by Nelson to approve Permit No. 12-07, subject to our standard tiling disclaimer. Seconded by Paradeis Kobiela. Approved.

**Permit No. 12-08, Chad & Curt Leach.** Applicant proposes to install 141 acres of pattern tiling in the NW¼, Section 4, Elkton Township, Clay County. The project will outlet to County Ditch No. 21 to which the land is assessed. Motion by Hanson to approve Permit No. 12-07, subject to our standard tiling disclaimer. Seconded by Ellefson. Approved.

**Permit No. 12-09, Chad Leach.** Applicant proposes to install 286 acres of pattern tiling in the S½, Section 7, Elkton Township, along Interstate-94 (I-94) to outlet to Clay County Ditch No. 58 for which the land is assessed. Motion by Nelson to approve Permit No. 12-09, subject to our standard tiling disclaimer. Seconded by Paradeis Kobiela. Approved.

**Permit No. 12-10, Jeremy Tischer.** Applicant proposes to install 123.3 acres of pattern tiling in the SE¼, in Section 32, Manston Twp, Wilkin County, along County Road (C.R.) No. 26, east of Trunk Highway (T.H.) No. 9. The tiling will outlet via a lift station to the C.R. No. 26 ditch, eventually draining west into the Manston Slough Restoration project area. The Wilkin Natural Resources Conservation Service (NRCS) has approved the project. Motion by Hanson to approve Permit No. 12-10, subject to our standard tiling disclaimer. Seconded by Paradeis Kobiela. Approved.

**Permit No. 12-11, City of Moorhead.** Applicant proposes to add an outfall connection from the City's wastewater treatment facility outfall effluent system to Project No. 37, Clay County Ditch No. 41, Lateral No. 1. Stantec Consulting Services, Inc., the City of Moorhead's project consultant, submitted the application on behalf of the City. Jones discussed his review of the application. The Board reviewed the project plans. Jones recommended that the slope of the outlet culvert apron should match the slope of ditch
and that the riprap should be flush with the ditch gradient to prevent scouring. **Motion** by Ellefson to approve Permit No. 12-11, subject to Jones' recommendations. **Seconded** by Paradeis Kobiela. **Approved**.

**Permit No. 12-12, Paul Aarness.** Applicant proposes to repair/replace existing tile lines in the S½, Section 29, Norwegian Grove Township, Otter Tail County. The tile outlets eventually to Deerhorn Creek. The Otter Tail County Land and Resource Management office authorized the project according to the Wetlands Conservation Act (WCA), provided the new tile is the same size and location as the existing tile. **Motion** by Nelson to approve Permit No. 12-12, subject to the WCA provisions and our standard tiling disclaimer. **Seconded** by Hanson. **Approved**.

**Project No. 12-13, Frederick Haugrud.** Applicant proposes to install tiling in the NW¼, Section 11, Prairie View Township, Wilkin County, to drain a wetland on his property. **Tabled**, pending Manager field review.

**Permit No. 12-14, Larry Heng.** Applicant proposes to install tiling in the SW¼, Section 20, Skree Township, Clay County, to address high water table issues. The tile will eventually outlet to Hay Creek. **Tabled**, pending Manager field review.

**Permit No. 12-16, Gordon Kassenborg.** Applicant proposes to install 130 acres of pattern tiling in the NW¼, Section 7, Moland Township, Clay County, east of the Buffalo River. The outlet will be equipped with a system to regulate or stop the flow of water, and will provide improved drainage, control runoff, and reduce erosion and sediment flow into the river. The project will outlet to the Buffalo River. **Motion** by Hanson to approve Permit No. 12-16, subject to our standard tiling disclaimer. **Seconded** by Paradeis Kobiela. **Approved**.

**Permit No. 12-18, Rick Maier.** Applicant proposes to install 148 acres of pattern tiling in the NE¼, Section 1, Deerhorn Township, Wilkin County, to outlet to a natural waterway via a possible lift station. The Board reviewed proposed project map. They questioned the lift station and possible concerns from downstream landowners. **Tabled**, pending Manager field review.

**Permit No. 12-19, Spring Prairie Colony.** Applicant proposes to install a ditch on their west property line in the NE¼, Section 34, Alliance Township, Clay County. They also want to clean an existing ditch on the north line of Section 34 along their property. **Tabled**, pending Manager field review.

**Permit No. 12-20, Richard Scheffler.** Applicant proposes to install 66 acres of pattern tiling in the NW¼, Section 24, Atherton Township, Wilkin County, outletting through an existing culvert in C.R. No. 188 (130th ST) to Wilkin County Ditch No. 42. The NRCS recommended setbacks around an existing wetland. **Motion** by Hanson to approve Permit No. 12-20, subject to Manager field review to confirm the existence of the C.R. No. 188 culvert so that water can drain directly to County Ditch No. 42, the NRCS setbacks, and our standard tiling disclaimer. **Seconded** by Ellefson. **Approved**.

**Permit No. 12-21, Clay County Highway Department.** Applicant proposes to install an 18" dia. corrugated metal pipe (CMP) in a field entrance on the west ditch of CSAH No. 52 and clean the ditch to drain south. The water is just south of Sabin and drains to the South Branch of the Buffalo River. Albright recommended permit approval. **Motion** by Nelson to approve Permit No. 12-21. **Seconded** by Paradeis Kobiela. **Approved**.

**Permit No. 12-22, Clay County Highway Department.** Applicant proposes to mill and overlay C.R. No. 100 in the City of Georgetown. The County would like to start their project on 7/15/12. Albright will work with them to coordinate this project with our Georgetown Levee Improvement project, which we plan to
construct this year, to avoid construction scheduling conflicts. Rick St. Germain, H.E. Project Engineer, has visited with Nathan Gannon, Engineer, Clay County Highway Department, regarding this issue. **Tabled**, pending coordination with the BRRWD’s levee improvement project for the City.

**Permit No. 12-23, Dubbells Farms.** Applicant proposes to install pattern tiling in Government Lots 3, 4, 5, and 6, and the SE¼, Section 6, Humboldt Township, Clay County. The project will outlet to grassed waterway, eventually draining to Stony Creek. The Board discussed possible downstream landowner concerns. **Tabled**, subject to contact with downstream landowners.

**Permit No. 12-24, Robert K. Whaley.** Applicant proposes to install two 6" main tile lines with 4" feeder lines in the E½W½, Section 26, Skree Township, Clay County, to outlet to a natural grassed waterway that eventually drains into Hay Creek. **Motion** by Hanson to approve Permit No. 12-24, subject to our standard tiling disclaimer. **Seconded** by Nelson. **Approved.**

**Permit No. 12-25, Justin Stock.** Applicant proposes to fill open ditches on his property in Sections 21 and 22, Norwegian Grove Township, Otter Tail County, and replace with dual wall tile. Stock also plans to install seepage tile on the hillsides and draws to reduce erosion and improve crop production. The Otter Tail County NRCS stopped the project last fall. Since Stock submitted the application, the project plan has changed. The downstream landowner, John Boen, visited with Albright regarding Stock's project. He wants to discuss the project changes with his neighbors before the BRRWD takes action. **Tabled**, pending Boen's review.

**Permit No. 12-26, Bruce Yaggie.** Applicant proposes to install pattern tiling in the NW¼, Section 29, Deerhorn Township, Wilkin County, to improve drainage and crop production. The project will eventually outlet to Wilkin County Ditch No. 5A for which the land is assessed. **Motion** by Hanson to approve Permit No. 12-26, subject to our standard tiling disclaimer. **Seconded** by Paradeis Kobiela. **Approved.**

**Permit No. 12-27, Minnesota Department of Transportation (MNDOT).** Applicant proposes to realign C.R. Nos. 31/33 and T.H. No. 10 within the City of Hawley with adjustments to intersecting streets to provide for public safety and continuity of the transportation corridor. The Board reviewed the project plans. Project construction is scheduled to start 7/10/12. **Motion** by Ellefson to approve Permit No. 12-27. **Seconded** by Nelson. **Approved.**

**Permit No. 12-28, MNDOT.** Applicant proposes to reopen the I-94 westbound on-ramp and the eastbound off-ramp to CSAH No. 52/SE Main AVE that were removed last summer as part of the new 34<sup>th</sup> ST Interchange. The Board reviewed this proposal at a prior meeting when the City of Moorhead's project engineering firm, SRF Consulting Group, had questions regarding the project impacts on the existing Clay County Ditch No. 30 right-of-way (r-o-w), which runs along the north side of I-94. Albright noted that all work for the proposed project will be within the existing road r-o-w. **Motion** by Hanson to approve Permit No. 12-28. **Seconded** by Ellefson. **Approved.**

**Permit No. 12-29, MNDOT.** Applicant proposes to grade, mill and overlay portions of T.H. Nos. 10/75 in and around the City of Moorhead. MNDOT also plans to install fiber optic cables to link signals and a message board on the North Dakota side of the Red River along I-94. **Motion** by Paradeis Kobiela to approve Permit No. 12-29. **Seconded** by Nelson. **Approved.**

**Permit No. 12-30, MNDOT.** The proposed project to overlay a portion of T.H. No. 75 near Kent is not located within the BRRWD and will be administratively withdrawn.

**Permit No. 12-31, Jay Nord.** Applicant proposes to install 165 acres of pattern tiling in the NW¼, Section 5, Atherton Township, Wilkin County, to improve drainage and crop production. The Board briefly
discussed this proposal. The tiling would outlet south to a natural waterway across the neighboring landowner's property. Nord contacted Albright to ask that the Board hold this application until further notice. Tabled, pending further information from the applicant.

**Moorhead Public Service (MPS).** The Minnesota Department of Natural Resources (DNR) forwarded a comment form for the MPS application to improve their Red River intake and pump station project located in Section 18, Moorhead Township. Comments are due within 30 days of receipt of the request. The Board agreed that they would have no comment on the project.

**Minch Lawsuit.** Based on attorney/client privilege, and in accordance with Open Meeting Law, the Board went into closed session at 9:23 PM to discuss the status of this issue. At 9:45 PM, the Board reopened the meeting.

**Permit Data Management Software.** Albright has scheduled a special Board meeting with Brian Fischer, H.E., Maple Grove office, on Thursday, April 12, 2012, at 5:00 PM at the Fargo H.E. office to review the permit data management software suite.

**Project No. 73, Country Heritage Ditch.** Oakport Township held a meeting on 3/05/12 and discussed petitioning for the project. The Township is concerned about being the project petitioner because if the project isn't constructed, they would be responsible for the preliminary costs. The Township is meeting again on 3/19/12 to discuss this issue further. The four homeowners might have to file the petition themselves if the Township isn't willing to take on the project. The homeowners would need to file a $2,000 bond if they are the sole petitioners.

**Project No. 72, Wilkin County Ditch No. 22, Lateral No. 3-Improvement.** The Appraisers met last week to continue their work on this project. Opsahl is working on the benefit maps for the Appraisers' Report. The Appraisers plan to complete their work in the near future.

**Project No. 70, Crystal Creek/McCann's Addition.** The Viewers are working on assessing the benefits for this project. After they file their report, the Board can schedule a hearing.

**Project No. 68, Lake Jacobs Outlet.** The Appraisers reviewed landowner comments from the 9/08/11 Final Hearing. They have determined to go to the continuation hearing with their report basically unchanged. The Board discussed various landowner concerns. The Board will schedule a continuation hearing as soon as Opsahl refiles the Appraisers' Report. The Board discussed holding the hearing at the Veterans of Foreign Wars (VFW) Club in Barnesville, as the rental fee ($50) is less than the fee for Hildebrand Hall ($200).

Brian Haugrud called the office regarding a possible cleanout project in the Lake Jacobs area. Albright suggested that the Managers could conduct a field review. Allegedly, the downstream channel is full of willows and doesn't drain properly.

**Project No. 67, HRBP Outlets.** The final hearing has been scheduled for Monday, March 19, 2012, at 7:00 PM, in Hildebrand Hall, Assumption Catholic Church, Barnesville. The office has distributed the hearing notices. The Board discussed landowner concerns about the Pete Lake target elevation.

Jones reported that when Opsahl checked the inlet elevation of the outlet near T.H. No. 34, which was supposedly installed approximately 0.4' higher than the plans called for when the project was constructed 2010/2011, he found that the inlet has settled slightly and is only about 0.14' higher than the plan grade. Jones pointed out that this slight variation would not affect project operation. Opsahl will prepare lake
elevation graphs to display at the 3/19/12 hearing. MNDOT plans to clean the T.H. No. 34 culvert this spring.

**Project No. 66, Tansem/Ranum Lakes Outlet.** The Hersch house is on the Clay County 3/15/12 auction list, and there appears to be some interest in it. The office will continue to follow up on our pay request to Wynne Consulting for reimbursement for the Hersch home buyout.

**Project No. 65, County Line Outlet.** The Final Hearing is scheduled for Thursday, March 15, 2012, at 7:00 PM, in Hildebrand Hall, Assumption Catholic Church, Barnesville. The hearing notice has been distributed. Jones reported that he has visited with the United States Fish and Wildlife Service (USFWS) on the status of their review of the Operation and Maintenance (O&M) Agreement. He expects to have a final decision from them in the near future.

The Board discussed MNDOT's reluctance to accept their assessments for our recent highwater outlet projects. Lori Vanderhider, MNDOT, has requested more information regarding the Appraisers' Reports and other issues. Board thought that the office might need to contact Senator Langseth's office regarding our payments.

The Board discussed the one-time $25,000 outlet fee the Appraisers assessed for the project to outlet to Wilkin County Ditch No. 41. Albright pointed out that this was about the same as the cost of the recent downstream ditch repair project. Ellefson felt that this amount might be excessive. Albright explained that the fee wouldn't change the landowners' assessments significantly.

**Project No. 64, LaBelle/Boyer Lake Outlets.** Becker County notified Albright that MNDOT hasn't paid their 2011 project assessment. Albright is working with MNDOT to provide the requested information regarding the project and their benefits (approximately $65,000).

**Project No. 61, Clay County Ditch No. 11.** Albright noted that the Board should schedule a meeting with the new owner of the John Leseth farmstead (Duane Walker) to discuss ditch erosion/slumping problems along his property.

**Project No. 56, Manston Slough Restoration.** Albright reported that John Jaschke, Executive Director, Minnesota Board of Water and Soil Resources (BWSR), told him that there should be funding in the Reinvest In Minnesota (RIM) program for the project. With this additional money ($682,365), the state funding level would be at 75%. Jones and Albright will work with BWSR to provide any additional information BWSR requires. Rick St. Germain is working on the landowner easements and construction plans and specifications. Albright would like to finish the easement acquisition process in the next few weeks.

**Project No. 50, Cromwell Township Outlet.** Opsahl is working with the Appraisers to address landowner comments from the 8/10/10 hearing. Once they work out those issues and update the property owners' reports, we can continue the hearing and finalize the Appraisers' Report. Albright added that we also need to finish the same work for Project No. 32, Hawley EDA Diversion, and both hearings could be held the same evening.

The Board discussed a proposal to install a culvert through C.R. No. 114 to address highwater issues upstream of the Cromwell outlet project. Opsahl conducted an elevation survey and recommended boring an 18” dia. x 80’ CMP through C.R. No. 114. This road acts as a dike, and water can threaten nearby farmsteads on the north side of the road. A downstream landowner has concerns about water coming from this area to the USFWS easement wetlands near his property. Albright explained that the CMP would be installed at the natural ground elevation to act as an overflow pipe to protect area buildings if the nearby
wetlands fill up again. Until this issue is resolved with the USFWS and the downstream landowner, the hearing continuation might have to be delayed. Clay County suggested that we have our contractor, H&S Contracting, Inc., submit a change order to the Project No. 50 contract, and the County would reimburse the BRRWD for the work. Jones sent an email message to USFWS today regarding this proposal. If the culvert is installed, there could be project benefits to the upstream property. Our DNR grant deadline for Project No. 50 is 6/30/12. Albright will talk with Pat Lynch, Financial Coordinator, DNR, about an extension.

**Project 49, Oakport Flood Mitigation.** Albright distributed a project budget to our local Legislators during the Minnesota Association of Watershed Districts (MAWD) Legislative Breakfast last week. We will need approximately $6 million to finish all phases of the project. Albright will tour the project tomorrow with DNR representatives Kent Lokkesmoe and Pat Lynch. The Board briefly discussed the 2012 bonding bill.

**Project No. 39, Georgetown Levee-Improvement.** The easement options are ready to distribute to the affected landowners. Jones filed the Appraisers' Report, and the Board discussed the proposed benefit rates. The total project benefits are $5.1 million. Assessments to the adjacent private lands outside of the dike would be justified because the improvement project will eliminate/reduce their annual flood fight costs. Albright explained that according to the 2% median market value language, the City of Georgetown will need to contribute $72,400 to the project. He noted that the Appraisers' Report might need some minor final revisions. He suggested that the Board schedule the Final Hearing for mid-April. **Motion** by Paradeis Kobiela to accept the Appraisers' Report. **Seconded** by Hanson. **Approved.** Albright and Ellefson still plan to discuss the project assessments with some of the landowners, and we need to contact several landowners directly regarding their appraisals/buyouts.

**Project No. 38, Ringdike.** The BRRWD received $30,431.13 from the RRWMB from their BWSR grant funding for our ringdike projects. However, Albright explained that we were about $17,000 short for the Environmental Quality Incentives Program (EQIP) funded Jason Wang ringdike. NRCS didn't have 2011 Technical Service Providers (TSP) funding left to cover all the project costs. The RRWMB has indicated that although they still have BWSR funding available, they probably won't give us any additional money for the Wang ringdike.

**Project No. 29, Buffalo River Log Jams.** Gust Johanson submitted a bill for the logjam removal on the Leach property (SB10) for $4,000. His original bid was $5,200 for this project, but the site was not as extensive as he had estimated. Albright has advised Johanson that work on the logjams should stop for now because of the warm weather, and we can reassess additional sites next year.

**Project No. 19, Becker County Ditch No. 21.** Manager Hanson reported that landowner Paul Molacek was in favor of the proposed Buffalo River repairs. The Board discussed the project alignment. Jones will submit his project study along with the local/state/federal notification/DNR permit application. Van Amburg signed the application on behalf of the Board.

**14th Annual Red River Basin Flood Damage Reduction Work Group (RRBFDRWG)/RRWMB Conference.** The RRBFDRWG/RRWMB Annual Conference is scheduled for March 13-14, 2012, starting at 2:00 PM at the Moorhead Marriott Conference Center. All Managers have reservations.

**Mediation Project Team (PT).** The next PT meeting is scheduled for 3/22/12 at 1:30 PM in the MSUM Science Center.

**RIM/WRP Program.** Manager Hanson and Albright plan to meet with the landowners associated with the Reep Lake site in Becker County to discuss possible participation in the program.
Watershed District Enlargement. The comment period ended 3/09/12 at 4:30 PM. BWSR could make a decision regarding the enlargement petition by late April. Albright pointed out that Wilkin and Otter Tail Counties both submitted comments regarding the additional Manager appointments. Ellefson also submitted a comment. The Clay County Board of Commissioners asked Albright to meet with them tomorrow morning. The Board had an extended discussion regarding county Manager appointments.

Hawley Buffalo River Restoration. The Army Corps of Engineers (COE) is interested in the Hawley Buffalo River Restoration project as a possible mitigation site for the proposed Fargo-Moorhead Diversion Project. The COE hosted a conference call "kick off" meeting last Friday, and they will schedule a site visit this spring when conditions permit.

Buffalo River Total Maximum Daily Load (TMDL). The office submitted a billing to the Minnesota Pollution Control Agency (MPCA) for TMDL expense reimbursement.

Anderson Wetland Restorations. Mark Aanenson, H.E., prepared the Step 1 application for the BWSR Technical Review Panel to start the wetland banking process for the restoration project. Van Amburg signed the application on the behalf of the Board. All four landowners have signed their easement options. Their abstracts have been forwarded to Attorney Corey Elmer, Vogel Law Firm, for review. The Board briefly discussed landowner concerns regarding possible seepage issues from the proposed restoration sites.

Wolverton Creek/Comstock Coulee Clean Water Fund (CWF). The BRRWD plans to schedule another Steering Committee informational meeting in the near future.

Performance Review and Assistance Program (PRAP). The Board plans to take time at an upcoming to go through the BWSR PRAP questionnaire.

New Office. The Board had an extended discussion regarding funding alternatives. Margaret Follingstad, Architect, YHR Partners, has advised that the contractor's bid remains in effect until April 9, 2012. Carolyn Drude, Ehlers Associates, Inc., submitted a proposal for a tax-free bond sale to finance the building project. The anticipated bond rate would be between 1.3% and 1.9%. Albright suggested that the Board consider a resolution to levy $100,000 for five years to pay back the bond sale in accordance with our Minnesota Statutes Annotated (M.S.A.) 103D.905, Subd. 3, taxing authority. Albright will discuss this issue with the Clay County Board of Commissioners at an upcoming meeting. If they are unwilling to petition for the levy, the BRRWD will need to contact another regarding the proposed levy. **Motion** by Nelson to approve a resolution authorizing the issuance and sale of limited tax bonds, Series 2012, for $500,000 to finance the new BRRWD office building. **Seconded** by Paradeis Kobiela. **Approved.** The office will provide Carolyn Drude with list of local banks. She will advertise the bond sale and distribute the bond specifications.

The Board also discussed a possible combined bond sale for several of our smaller projects with negative account balances to provide better cashflow for the BRRWD and better interest rates for the project landowners.

BWSR Biennial Budget Request (BBR) Meeting. BWSR has scheduled four meetings throughout northern Minnesota to assist local governments in understanding the BBR process for applying for BWSR grants. BWSR is implementing this new process to develop a biennial budget that is based on local needs and priorities. The new process emphasizes identifying local priorities, projects, and activities early in the state budgeting time frame. The meeting in our area will be held in Fergus Falls on March 28, 2012.
**Project Signage.** The Lessard-Sams Outdoor Heritage Council (LOHC) Conservation Partners Legacy Grants (CPLG) Program requires that projects financed by this program have signs indicating the source of the project funding. This would affect the Manston Slough Restoration project. Albright has contacted the DNR and USFWS regarding sign locations.

**17th Annual River Watch Forum.** The International Water Institute (IWI) is holding their annual River Watch Forum tomorrow, March 13, 2012, at the University of Minnesota Crookston. They sent a contribution request to the BRRWD. The Barnesville River Watch Team will make a presentation at the Forum. **Motion** by Nelson to approve a $200 contribution. **Seconded** by Hanson. **Approved.**

**Precision Conservation Conference.** The Freshwater Society is hosting a conference for water officials, planners, managers, and others interested in conservation on Thursday, March 29, 2012, at Silverwood Park, St. Anthony, MN, to explore the technical and human sides of precision conservation. BRRWD Chairman Van Amburg will be a presenter. Dr. Stephanie Johnson and Zachary Herrmann, H.E., will also make presentations.

**BRRWD Insurance.** John Hoffman, Waypoint Insurance Advisors, has forwarded the annual renewal application for our Directors and Officers insurance. Albright has completed the application and will send it back to Hoffman, along with a copy of our 2010 Financial Audit. **Motion** by Ellefson to authorize Albright to submit application. **Seconded** by Nelson. **Approved.**

**BWSR CWF Grant Application.** The BRRWD received the grant agreement from BWSR for $57,818 to expand the Stream Power Index project to include the entire BRRWD. **Motion** by Hanson to authorize Van Amburg to sign the grant agreement on behalf of the Board. **Seconded** by Paradeis Kobiela. **Approved.**

**Office Cleaning Services.** Carmen Ambrose submitted a quote of $70/month to provide cleaning services for the office twice a month. **Motion** by Nelson to accept Ambrose's quote. **Seconded** by Hanson. **Approved.**

**Jeff Pender/Nate Thompson Excavation Service.** Two local contractors provided information regarding their excavation services for the Board's review.

**Computer Upgrade.** The Board reviewed a proposal from H.E. to upgrade Jerger's computer system to enable us to upgrade her operating system and a number of our software programs, including our 1999 version of QuickBooks. **Motion** by Paradeis Kobiela to authorize the purchase of the referenced computer system and software upgrade. **Seconded** by Ellefson. **Approved.**

**Portable PA System.** The Board discussed purchasing a PA system to use during public meetings to improve interaction with the audience. Ellefson suggested that Albright investigate this issue further and come back with recommendations.

**The Nature Conservancy (TNC) Report.** TNC submitted their 2011 report on the hydrological conditions at the north end of the Williams Tract, Riverton Township, for the Board's review. According to their agreement with the BRRWD and Lee Alm, they have continued to monitor this site for seepage for the last three years. They have concluded that the wetland restoration project does not affect the Alm property.
The following bills were presented for approval:

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<td>Admin</td>
<td>$649.73</td>
</tr>
<tr>
<td>Curtis M. Nelson</td>
<td>Voucher #1203, 1/01/12-2/29/12</td>
<td>Varies</td>
<td>$899.37</td>
</tr>
<tr>
<td>G&amp;G Farms, Inc.</td>
<td>#2969, SB-10 log jam removal</td>
<td>Pj. 29, Buffalo River</td>
<td>$4,000.00</td>
</tr>
<tr>
<td>Gerald L. Van Amburg</td>
<td>Voucher #1204, 1/01/12-2/29/12</td>
<td>Varies</td>
<td>$1,369.75</td>
</tr>
<tr>
<td>H.E.</td>
<td>February billing summary</td>
<td>Varies-see attached</td>
<td>$119,583.30</td>
</tr>
<tr>
<td>International Water Institute</td>
<td>17th Annual River Watch Forum</td>
<td>M.S.A. 103D.905, Subd. 3</td>
<td>$200.00</td>
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<tr>
<td>Jason Rick</td>
<td>February snow removal</td>
<td>Admin</td>
<td>$150.00</td>
</tr>
<tr>
<td>John E. Hanson</td>
<td>Voucher #1202, 1/01/12-2/29/12</td>
<td>Varies</td>
<td>$1,767.07</td>
</tr>
<tr>
<td>Mona Barker</td>
<td>2/27/12-3/12/12 payroll</td>
<td>Varies-see attached</td>
<td>$904.11</td>
</tr>
<tr>
<td>Office Essentials Plus</td>
<td>#1124, paper</td>
<td>Admin</td>
<td>$276.15</td>
</tr>
<tr>
<td>Premium Waters, Inc.</td>
<td>#366590-02-12</td>
<td>Admin</td>
<td>$17.30</td>
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<tr>
<td>Roger G. Ellefson</td>
<td>Voucher #1201, 1/01/12-2/29/12</td>
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<tr>
<td>Ulteig Engineers, Inc.</td>
<td>#27945, Phase 1</td>
<td>Pj. 73, Country Heritage Ditch</td>
<td>$5,038.83</td>
</tr>
<tr>
<td>Ulteig Engineers, Inc.</td>
<td>#27946, Phase 2</td>
<td>Pj. 49, Oakport</td>
<td>$845.00</td>
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<tr>
<td>Ulteig Engineers, Inc.</td>
<td>#27947, Phase 3, Brentwood</td>
<td>Pj. 49, Oakport</td>
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<tr>
<td>Ulteig Engineers, Inc.</td>
<td>#27948, Phase 4</td>
<td>Pj. 49, Oakport</td>
<td>$30,495.00</td>
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<tr>
<td>Vogel Law Firm</td>
<td>#81399, February billing</td>
<td>Pj. 39, Georgetown</td>
<td>$2,945.00</td>
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<tr>
<td>WREC</td>
<td>1/19/12-2/19/12 service (2)</td>
<td>Pj. 46, Turtle Lake</td>
<td>$58.80</td>
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<tr>
<td>Xcel Energy</td>
<td>1/25/12-/2/25/12 service (2)</td>
<td>Pj. 49, Oakport</td>
<td>$94.41</td>
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</tbody>
</table>

$173,115.03

Motion by Nelson to approve payment of the bills. Seconded by Paradeis Kobiela. Approved.

Next Meeting. The next regular meeting will be held on Monday, March 26, 2012, at 8:00 PM.

Adjournment. Chairman Van Amburg adjourned the meeting at 11:15 PM.

Respectfully submitted,

John E. Hanson, Secretary