The Board of Managers, Buffalo-Red River Watershed District (BRRWD), held a regular meeting on Tuesday, October 14, 2014, at 7:00 PM in the Barnesville office. BRRWD Managers present were Gerald L. Van Amburg, Peter V. Fjestad, Breanna L. Kobiela, John E. Hanson, and Catherine L. Affield. Houston Engineering Inc. (HEI) staff attending included: Bruce E. Albright, BRRWD Administrator, and Erik S. Jones, Engineer. Also attending: Darrel Thomas, Chairman, Humboldt Township; Clayton Runck; and Caroline Swenson.

Chairman Van Amburg called the meeting to order at 7:03 PM. He announced that the proceedings were being recorded to aid in the preparation of the minutes.

**Secretary's Report.** The Board reviewed the draft minutes for the 09/08/14 and 09/22/14 regular meetings, the 08/19/14 Clay County Ditch (C.D.) Nos. 21 and 58 hearing to add and delete certain lands, and the 10/09/13 Becker C.D. Nos. 10 and 19 redetermination of benefits hearing. Minor clerical changes were noted. **Motion** by Affield to approve the all four sets of minutes subject to the noted corrections. **Seconded** by Fjestad. **Approved.**

**Treasurer's Report.** Albright presented the monthly financial statements, including the project account balance sheet, administrative disbursements, summary of income, and the accounts receivable report. Current administrative disbursements since 09/08/14 total $39,387.33 and year to date disbursements total $307,839.28. Since the 09/08/14 meeting, we received $426,912.41; primarily from the Minnesota Department of Natural Resources (DNR) ($347,000) for Project No. 56, Manston Slough Restoration; Roger Minch's bond ($10,000) for Project No. 77, Clay C.D. No. 51, Lateral No. 3; and the Red River Basin Flood Damage Reduction Work Group (RRBFRWG) ($10,000) for the Barnesville Township Area Project. Total income received to date is $3,882,757.93. Cash on hand currently is $696,711.72. The current accounts receivable balance for 2014 is $3,056,949.38. Albright reported that bills have been sent to the Minnesota Board of Water and Soil Resources (BWSR) and the DNR ($568,536.95) and the Flood Damage Reduction (FDR) Grant ($124,448.94) for Project No. 56; and for the DNR Project No. 39, Georgetown Levees ($29,026.83). Van Amburg asked about the status of the bill for Dean Meyer's Clay C.D. No. 11 bridge repair, which was sent on 2/25/14. Albright reported Meyer has not yet sent a payment, so the office will rebill him. **Motion** by Kobiela to approve the Treasurer's Report. **Seconded** by Hanson. **Approved.**

**Business brought before the Board included:**

**Clayton Runck Drainage Concerns.** Runck attended the meeting to discuss new information regarding the drainage concerns on his property in Section 27, Skree Township, Clay County. Runck provided photographs of old atlas maps of the area showing land elevations from 1968 and 1973 for the Board's review. He would like Skree Township to be directed to remove two culverts in 110th AVE S that he feels are causing flooding on his and Herb Nelson's property. Albright reported that a landowner/agency meeting was held 09/19/14 to discuss Runck's drainage work along 110th AVE S. Three follow up discussion topics from the meeting were to investigate the drainage boundaries of the wetland in Section 35, Skree Township; check the hydrology of the wetland in Section 27 with BWSR; and check with Natural Resources Conservation Service (NRCS) to see if an approach culvert into the Ronsberg property in
Section 34 could be enlarged and lowered. Albright contacted Sharon Lean, NRCS, and was informed that the NRCS' final word on the subject was that they would not allow the approach culvert elevation to be changed. Lynn Foss, Water Resources Technician, Wetland Conservation Act (WCA) and Clay Soil and Water Conservation District (SWCD), was going to investigate possible WCA impacts to the wetlands in Section 27. Foss has not yet responded. Albright observed that removal of the culverts through 110th AVE S would divert all the water away from the wetlands in Section 27. When the Township met on 10/10/14, they indicated that they had no interest in cleaning the ditch along the United States Fish and Wildlife (USFWS) property in the southwest corner of Section 27, as Runck has also requested. Randy Bjornson, Skree Township Supervisor, spoke to Greg Bengtson, NRCS Project Manager, Thief River Falls, who indicated that if the Township worked within their jurisdictional road right-of-way (r-o-w), they might be exempt from the Swampbuster Rules. The Board is waiting for further information on this matter from Foss regarding WCA rules. Van Amburg felt that the Board has to wait for NRCS to make a final determination about the wetland issues.

Albright reported that Herb Nelson visited the office today with photographs to express his concerns about Runck's 10/11/14 ditching activities along 110th AVE S where he excavated approximately 1'-1.5' of soil on each side of the 24" dia. approach culvert with a mini-excavator. Runck admitted that an employee was working in that area, but he was unaware of him doing anything to the culvert. Nelson has concerns that this work has created conditions that will cause the culvert to wash out next spring. Albright visited recently with Robert Softing, a previous Skree Township Supervisor, who pointed out that no water was coming from the east into Section 27. There are culverts that take the water north towards Hay Creek. Albright noted that Runck had not filed a permit for the 10/11/14 culvert excavation. Runck's purpose for attending the meeting was to request the removal of the two culverts through 110th AVE S, as previously discussed. The office will work with Runck to file a permit application for this work. The Board also tabled a permit application for Nelson (Permit No. 14-117) to allow Skree Township to install a diagonal culvert through the intersection of 110th AVE S and 210th ST S to address potential flooding of his building site next spring.

Van Amburg pointed out to Runck that any work done in Sections 27/34 needs to be handled carefully and with concern for all parties involved. He stressed that Runck is responsible for the work that was completed on 10/11/14 in violation of BRRWD Rules and that he should restore the site. Runck should also be sure to file a permit application with the Board before doing any further work. The Board could schedule another meeting with the affected parties to discuss Runck's request to remove the noted culverts once he has filed a permit application for the work.

Albright commented that the elevation maps that Runck presented are very old and are no longer as accurate as the LiDAR maps currently in use.

**Permit No. 14-117, Herb Nelson.** Applicant proposes to install a 24” or 30” dia. culvert diagonally through the intersection of 110th AVE S and 210th ST S in the SW¼ corner, Section 27, and NE¼ corner, Section 33, Skree Township, Clay County. Albright has spoken several times with the Township Board Members and the final decision for this work would remain with them. The Board could approve the permit with that condition noted. **Motion** by Hanson to approve Permit No. 14-117, subject to Township approval. No second. **Tabled,** pending further review.

**Humboldt Township High Water Concerns.** Darrel Thomas, Humboldt Township Chair, attended the meeting to discuss issues with a road (170th AVE S) that has been underwater for several years north of the Clay/Wilkin County line. Several solutions have been attempted to dewater the road, but it remains closed. It was also hoped that Project No. 65, County Line Outlet would have helped with this problem. Jones provided the Township with his recommendations to lower the water on 07/28/14. The estimated repair costs would total approximately $105,000 to $116,000, which is more than the Township can afford. The Township asked the Board for advice to find alternate funding. Albright listed options such as submitting a
grant application to the DNR for a FDR Grant. Pat Lynch, DNR, has stated funding is not available currently, but 50% funding might be available in the future. Another option would be turning the work over to the BRRWD to develop a formal project. The group had an extended discussion regarding a possible project and potential funding sources. **Motion** by Fjestad to authorize Albright and Jones to submit an FDR grant application to the DNR on behalf of Humboldt Township. **Seconded** by Kobiela. **Approved.**

**South Branch of the Buffalo River Erosion Concerns.** Carolyn Swenson attended the meeting to discuss her concerns with flooding and erosion, as well as breakout flows affecting her property in the NE¼, Section 6, Manston Township, Wilkin County. Swenson wanted to clarify details on the timeline of the proposed comprehensive channel project for the South Branch of the Buffalo River. She has concerns about the 27 acres of the most eroded land currently in the Conservation Reserve Program (CRP), which expires in 2019. She wanted to know if the Board thought the project for the South Branch would be completed by that time. She expressed her frustration about the how long it has taken to develop the larger project. She discussed the damages to her property resulting from the breakouts from the South Branch. Albright discussed the proposed temporary fix for Swenson’s property and how it will be tied in to the future comprehensive project. Van Amburg suggested the project that was discussed at the 09/25/14 Mediation Project Team (PT) meeting be handled first to protect Swenson’s property and the steps following can be planned in the future to see how the comprehensive project develops. Albright observed that it is already almost too late this fall to complete the repairs to Swenson’s property. He suggested that we could bid the project next spring. He asked how the Board plans to handle the cost share between the BRRWD and Swenson. Swenson felt that she has already lost money from the devaluation of her property because of the erosion damages. Jones suggested the use of the BWSR Clean Water Fund (CWF) Grant, which allows a 75%/25% match. Another possible funding source might be the Environmental Quality Incentives Program (EQIP) through NRCS.

**Permit No. 14-132, Larry Heng.** Applicant proposes to install an approach and 30” dia. x 40’ culvert in the north ditch of 120th AVE S at grade to access his field in the SE¼, Section 35, Elkton Township, Clay County. **Motion** by Fjestad to approve Permit No. 14-132, subject to Township approval to work within their road r-o-w. **Seconded** by Hanson. **Approved.**

**Permit No. 14-133, Dirk Swenson.** Applicant proposes to install 240 acres of pattern tiling in the NW¼ and part of the SW¼, Section 30, Kragnes Township, Clay County, outletting via gravity flow west to the Red River and east to Clay C.D. No. 20, to which it is assessed. **Motion** by Fjestad to approve Permit No. 14-133, subject to the standard BRRWD tiling disclaimer and approval from the downstream landowner. **Seconded** by Affield. **Approved.**

**Permit No. 14-134, Duane Janssen.** Applicant proposes to install random tiling for approximately 10 acres in a wet area in the NW¼, Section 33, Skree Township, Clay County. **Motion** by Fjestad to approve Permit No. 14-134, subject to the standard BRRWD tiling disclaimer and the downstream landowner approval. **Seconded** by Affield. **Approved.**

**Permit No. 14-135, Cristian Anderson, Anderson Farm.** Applicant proposes to connect a tile line to an existing tile system in the SW¼, Section 33, Goose Prairie Township, Clay County. **Motion** by Fjestad to approve Permit No. 14-135, subject to the standard BRRWD tiling disclaimer. **Seconded** by Kobiela. **Approved.**

**Permit No. 14-136, John Boen.** Applicant proposes to install random tiling in two locations, outletting to a wetland and the road ditch in the SW¼, Section 28, Norwegian Grove Township, Otter Tail County. **Motion** by Fjestad to approve Permit No. 14-136, subject to the standard BRRWD tiling disclaimer. **Seconded** by Hanson. **Approved.**
**Permit No. 14-137, Jeff Nord.** Applicant proposes to install an 18” dia. culvert in a dry field approach off of 210th AVE in the NE¼, Section 35, Deerhorn Township, Wilkin County. **Motion** by Hanson to approve Permit No. 14-126, subject to Township approval to work within their road r-o-w. **Seconded** by Kobiela. **Approved.** Albright noted that a meeting with the neighboring landowners should be held this winter to discuss long term solutions to the area drainage concerns.

**Permit No. 14-138, Ivan Nelson.** Applicant proposes to install pattern tiling in the NE¼, Section 23, Atherton Township, Wilkin County, outletting to Deerhorn Creek via a previously installed tiling project. **Motion** by Hanson to approve Permit No. 14-138, subject to Township approval to work within their road r-o-w, and the standard BRRWD tiling disclaimer. **Seconded** by Affield. **Approved.**

**Permit No. 14-139, Greg and Rick Larson.** Applicant proposes to install a texas crossing on the Buffalo River in the SE¼, Section 7, Callaway Township, Becker County. **Motion** by Fjestad to approve Permit No. 14-139, subject to DNR approval to work in protected waters. **Seconded** by Kobiela. **Approved.**

**Permit No. 14-140, Kevin Lunde.** Applicant proposes to install a culvert crossing in the SW¼, Section 4, Lake Park Township, Becker County. **Motion** by Hanson to approve Permit No. 14-140. **Seconded** by Fjestad. **Approved.**

**Permit No. 14-141, Melissa Smith, Sundown Stables.** Applicant proposes to install ditching to a low area in her pasture in Section 9, Oakport Township, Clay County. **Motion** by Kobiela to approve Permit No. 14-141. **Seconded** by Affield. **Approved.**

**Permit No. 14-142, Dennis VanWechel.** Applicant proposes to install 155 acres of pattern tiling in the SW¼, Section 15, Mitchell Township, Wilkin County, outletting via a lift station in the northwest corner to the 190th AVE road ditch, and eventually to Wilkin C.D. No. 22 for which the property is assessed. **Motion** by Hanson to approve Permit No. 14-142, subject to downstream landowner approval and the standard BRRWD tiling disclaimer. **Seconded** by Fjestad. **Approved.**

**Permit No. 14-143, Robert Ronsberg.** Applicant proposes to lower a culvert on the quarterline along County Road (C.R.) No. 25 east of Downer, approximately 1.5’ and adjust the road ditch grade according to a survey provided by the Clay County Highway Department in the E½, Section 20, Skree Township, Clay County. **Motion** by Fjestad to approve Permit No. 14-143, subject to County approval to work within their r-o-w. **Seconded** by Kobiela. **Approved.**

**Permit No. 14-144, City of Moorhead.** Applicant proposes to widen Trunk Highway (T.H.) No. 75 from two lanes to four lanes due to increase in traffic volume from 40th AVE S to 46th AVE S in the NE¼, Section 29, Moorhead Township, Clay County. Jones reviewed the plan hydraulics and recommended approval. **Motion** by Fjestad to approve Permit No. 14-144. **Seconded** by Affield. **Approved.**

**Permit No. 14-145, Alden Hough.** Applicant proposes to install 70 acres of pattern tiling, outletting to a natural waterway and eventually to Whisky Creek in the NW¼, Section 30, Tansan Township, Clay County. **Motion** by Fjestad to approve Permit No. 14-145, subject to our standard tiling disclaimer and downstream landowner approval. **Seconded** by Kobiela. **Approved.**

**Permit No. 14-146, Jim Briks, Briks Farms.** Applicant proposes to install two pattern tiling projects totaling 314 acres in the W½, Section 34, Deerborn Township, Wilkin County, outletting via one lift station to C.D. No. 22, Lateral No. 1. Part of the project will be located on the ditch system r-o-w. **Motion** by Hanson to approve Permit No. 14-146, subject to the standard BRRWD utility and tiling disclaimers. **Seconded** by Kobiela. **Approved.**
Permit No. 14-147, Jim Briks, Briks Farms. Applicant proposes to increase the culvert size in C.R. No. 176 in the W½, Section 22, Manston Township, Wilkin County. Motion by Fjestad to table Permit No. 14-147. Seconded by Affield. Tabled, pending further information regarding the sizing of the downstream culverts.

Permit No. 14-018, John and Paul Dubbels. At their 03/10/14 meeting, the Board approved Permit No. 14-018 for pattern tiling in the S½SW¼, Section 16, Humboldt Township, Clay County, with the standard tiling disclaimer. McEvers have requested a copy of the permit application, which we have provided. We are currently awaiting a response from their attorney. Initially, the McEvers Family wanted the outlet that Dubbels installed on their property removed.

Irvin Halbakken Concern. Albright and Manager Troy Larson completed a field review on 09/25/14 with Halbakken to address his drainage concerns in the NW¾SW¼, Section 21, Tanberg Township, Wilkin County. Halbakken is concerned about the amount of upstream tiling and the constant water flow. The water no longer stays in the ditch, but runs across his property. He would like the Board to find a solution that would put the water directly into Wilkin C.D. No. 6A. Albright reviewed the C.D. 6A map, which shows a Branch 2 going into Section 21. He noted that Branch 2 does not exist there today. Albright suggested the Board authorize Jones to investigate. Motion by Fjestad to authorize HEI to complete an investigation. Seconded by Affield. Approved.

Robert Softing Concerns. Robert Softing contacted the office via telephone about high water concerns on his CRP property in Section 36, Skree Township, Clay County, from an area wetland. Albright followed up with a field review on 10/07/14 to gather more information. There was nothing new to report as of tonight's meeting. We are waiting for further action by Softing. He will need to discuss his proposed tile outlet with the NRCS.

Greg Berg Ditching Violation. Berg contacted the office to report that he has restored the ditch as requested along C.R. No. 2 west of Barnesville in the NW¼, Section 25, Barnesville Township, Clay County.

Permit No. 14-110, Greg Berg. The applicant has withdrawn his permit application for tiling. Motion by Hanson to administratively withdraw Permit No. 14-110. Seconded by Kobiela. Withdrawn.

Project No. 77, Clay C.D. No. 51, Lateral No. 3. Roger Minch has filed a new petition, which adds a lateral to the west to include drainage from the Sorby property, and a 24” pipe through the township road (100th AVE N) to include drainage from the Sauter property in Section 33, Kragnes Township. Albright forwarded the petition to BRRWD Attorney Tami L. Norgard, Vogel Law Firm, in accordance with Minnesota Drainage Law (M.S.A. 103E.238) for review. Norgard reported she found the petition to be adequate. The next step would be to authorize HEI to do the preliminary engineer's report in accordance with Minnesota Drainage Law. Motion by Kobiela to authorize Jones to complete the report as noted. Seconded by Fjestad. Approved.

Project No. 75, Wilkin C.D. No. 31-Lateral. A conference call is scheduled for Thursday, October 16, 2014, with agency representatives about Wolverton Creek/Comstock Coulee Restoration and the Whiskey Creek projects, primarily concerning wetland impacts. Jones is working with Wilkin County to submit a Conditional Use Permit (CUP) and acquiring landowner easements. Albright observed that this project will probably be developed in 2015.

Project No. 73, Country Heritage Ditch. Wade Opsahl, Technician, HEI, had a contractor complete seeding on the bare patches on the ditch. This should conclude work on this project.
Project No. 71, City of Moorhead, 50th AVE S. Jones reported that there is one item remaining on the punch list for Gladen Construction. There is an issue with a leaking gate on the flood control structure. Plans are in place to investigate the cause later this week. Jones anticipates that the project will be completed in early November.

Project No. 56, Manston Slough Restoration. Gladen Construction Inc. continues to work on the project with good weather conditions holding. The Engineer expects to submit a pay request for the next meeting. He is still anticipating project completion by 10/31/14. The Dinger and Van Wechel easements have been acquired and are on tonight's bill list. We are still waiting on the Stuehrenberg Wetlands Reserve Program (WRP) easement to be completed before the BRRWD can move forward with our easement acquisition. The easements obtained thus far have been forwarded to Corey Elmer, Attorney, Vogel Law Firm for recording with Wilkin County. Once Elmer completes that process, they will be forwarded to Dan Zwilling, DNR Dam Safety, for his file, as requested.

The condemnation commissioners have been appointed to look at the land in question for the Kent Rod and Gun Club easement condemnation and will hold a meeting in the Wilkin County Courthouse on October 28, 2014, 10:00 AM, at which time any landowners who have not settled may argue to the commissioners the value which the appraiser set for value of the property, which was $0. The commissioners will make a recommendation to the Court. Attorney Norgard, Jones, and Chuck Anderson, ARC Appraisals, who was the initial appraiser, will attend the hearing.

Project No. 54, Whiskey Creek Tributaries. Albright, Jones, and Opsahl reviewed the history of this project and found that because of the nature of the required repairs, it might be better to complete the work in the spring to ensure good conditions to achieve a permanent fix for the problem. The work involves restoration of the ditch for Scott and Betty Anderson.

Project No. 49, Oakport Township Flood Mitigation. Albright and Van Amburg field reviewed the project on 09/26/14. There is a site on BRRWD property on the north side of Broadway where Van Raden Properties holds an easement to stockpile snow from their North Fargo properties. Currently, a dead pine tree is blocking the road to deter trespassing on BRRWD property, but a permanent gate installation is necessary to allow Van Raden access to the site. Motion by Hanson to authorize the purchase and installation of a gate. Seconded by Affield. Approved.

Project No. 39, Georgetown Levee. The rental agreement is in place to get Greywind into his new house, and the garage has been moved. There are issues involving a United States Department of Housing and Urban Development (HUD) loan release on his existing house. Attorney Elmer is working with United States Representative Collin Peterson's office on this issue. A hazardous materials inspection and abatement of Greywind's old house must also be completed before demolition, but this work is also awaiting the HUD release. Reiner Construction, Inc., intends to complete the final items and demolish the house, even if it is delayed until next year due to this issue. The DNR has granted a one-year extension on the funding for this project. HEI will provide a punch list of items the contractor could complete this year if weather and scheduling allow.

Project No. 30, Clay/Wilkin Judicial Ditch (J.D.) No. 1. William Nichol Excavating, Inc. will move on to the J.D. No. 1 repair once he has completed another job. Albright hasn't had time to prepare a draft petition for the landowners regarding a possible diversion on the County line to Wolverton Creek/Comstock Coulee.

Project No. 14, Clay C.D. No 10. HEI submitted three final pay requests and change orders: Phase 1 work completed by JBX, Inc. ($13,824); Phase 2 work completed by William Nichol Excavating, Inc ($7,284), and Phase 3 work completed by William Nichol Excavating, Inc ($9,083). Change orders were included as follows: Phase 1: decrease of $19,560; Phase 2: decrease of $16,305; Phase 3: decrease of $12,048. The
contract change orders resulted from eliminating pipes included in the original bid that were not needed. **Motion** by Affield to approve all three final pay requests and change orders. **Seconded** by Kobiela. **Approved**.

**Mediation PT.** Albright is drafting reports for the RRBFD's upcoming meeting on 10/22/14, per their request. Van Amburg noted that he will not be able to attend that meeting as he has a conflict with a BWSR meeting that same day. The next PT meeting will be held on December 11, 2014.

The Board briefly discussed the South Branch of the Buffalo River drainage concerns presented by Carolyn Swenson earlier in the meeting.

A meeting will be held with Alice Klink, Wetland Restoration Biologist, NRCS, on Thursday, November 6, 2014, at 9:00 AM regarding the Newman WRP site and the process by which agencies can access the new Farm Bill funding. Albright has been contacted by Congressman Collin Peterson's office to provide instructions about the how the BRRWD can apply for the funding. The Board discussed the issues they have encountered with these funds. Albright noted that he has heard that since the $50 million will be administered by the Red River Retention Authority (RRRA), comprised of the North Dakota Joint Board and the Red River Watershed Management Board (RRWMB), the BRRWD might not be eligible to use this funding, as the BRRWD is not a member of the RRWMB.

Work on a comprehensive project for the Stony Creek Off-Channel Retention Site will take time to develop. HEI will work on developing a project concept.

**Watershed District Enlargement.** The kick-off meetings for the Revised Watershed Management Plan (RWMP) update will probably be scheduled after the crops are harvested later this fall/winter. The completion deadline for the RWMP update process is May 31, 2015.

**Becker C.D. No. 19.** Albright reported that Holmesville Township took the restrictor plate off of the culvert between Rock and Rice Lakes. They have agreed to reinstall the plate, following landowner objections to this action. Albright noted that the dam on Buffalo Lake actually controls the water elevation in area lakes, but landowner perceptions are that the restrictor plate affects Rock Lake's levels. In an effort to be responsive to public concerns, the Township decided to replace the plate. A landowner informational meeting will be held next the spring.

**Detroit Lakes Waste Water Treatment Facility.** Albright will distribute handouts for the Board's review regarding a process developed by HEI for assessing an outlet fee should the treatment facility use two of the BRRWD ditches as an outlet.

**Army Corp of Engineers (COE) F-M Diversion.** Eric Dodds, Advanced Engineering and Environmental Services, Inc. (AE2S), has requested that the BRRWD send Right-of-Entry (ROE) letters to the local landowners to obtain permission for the COE to enter four cemeteries on the Minnesota side of the Red River impacted by the staging area for cultural resources surveys. The Cass County Joint Board has already sent requests in this regard to the North Dakota cemeteries. Albright read the Cass County Joint Board's letter, and the Board had an extended discussion about whether or not they wanted to forward a similar letter. The COE's request will be tabled until Albright can gather more information. Also, the Board felt Manager Anderson should weigh in on the subject/request.

**32nd Annual Red River Basin Commission (RRBC) Summit.** The RRBC Conference will be held in Winnipeg on January 20-22, 2015. The office will arrange the Managers' lodging reservations. Albright and Managers Hanson, Van Amburg, and Fjestad plan to attend. Albright suggested the BRRWD put together a "success story" for Manston Slough for presentation at the Conference.
MAWD 2014 Annual Meeting. The Minnesota Association of Watershed Districts (MAWD) Annual Meeting will be held in Alexandria on December 4-6, 2014. The office will arrange the Managers’ meeting registrations and lodging reservations. Albright noted that the Managers should have received a MAWD meeting packet in the mail. The group discussed the various seminars that the Managers could attend during the meeting.

Elkton Township Wetland Restoration. HEI submitted Pay Request No. 1 for Ziegler Construction, Inc. ($50,871.72). Seeding will be completed when soil conditions are cold enough for dormant planting. Motion by Hanson to approve Pay Request No. 1. Seconded by Fjestad. Approved.

Clay C.D. No. 58 Repairs. Landowner Tom Cook has requested that two additional inlet culverts be installed along Clay C.D. No. 58 in Section 12, Elmwood Township. The repair work will require a new 24” dia. x 58’ long culvert with a flap gate and a new 24” dia. x 54’ long culvert with a flapgate. Jones has recommended that this repair be completed as a ditch expense. The opinion of probable cost is $4,000-$5,000 for materials and labor to complete this repair. Motion by Kobiela to authorize this repair. Seconded by Fjestad. Approved.

Hawley Buffalo River Restoration. Albright received the weekly report from Ted Rud, HEI Project Inspector. Jones detailed some of the work that has been completed. The office received an amendment from the DNR, adding $40,000 to the grant amount. Motion by Fjestad to approve signatures for the grant amendment. Seconded by Affield. Approved.

Wilkin-Otter Tail County J.D. No. 2. Jones forwarded a copy of the investigation report for J.D. No. 2 in Sections 6, 7, 18, and 19, Orwell Township, Otter Tail County, and Sections 1, 12, 13, and 24, Foxhome Township, Wilkin County, to Dan Bradow. Albright provided Manager Fjestad with a copy of the report to share with the Otter Tail County Commissioners. Fjestad asked if a redetermination of benefits would be a separate issue that would need to be addressed at an informational meeting this winter. Albright thought that he and Fjestad should probably meet with the County Commissioners to discuss this issue and County jurisdiction.

BWSR Grant Applications. Grant applications were submitted by the 09/29/14 deadline for Clay C.D. No. 23 Sediment Reduction Project/Outlet Erosion ($82,000) and Clay C.D. Nos. 39 and 59 repairs ($170,000).

Wolverton Creek/Comstock Coulee CWF Project. Albright distributed a memo HEI has drafted about creating a watershed management district (wmd) that would raise local funding for the project. Jones went over some of the highlights from the memo. He noted that wmds area usually set up according to planning regions. The Wolverton Creek/Comstock Coulee project is within the Western Planning Region. The Board will have to decide if they want to limit the wmd to include just the project area, or assess the larger planning region. Albright noted that the Board will also be able to address this issue further in their new Comprehensive Plan that is scheduled to be completed by 5/31/15.

Lakes Wind Power Partners, LLC Open House. Lakes Wind is holding an open house on Wednesday, October 22, 2014, 3:00-6:00 PM, in Hawley at their O&M Building for those interested in attending.

Hamden Slough National Wildlife Refuge (NWR) Celebration. The 25 Years of Conservation Celebration for the Hamden Slough NWR will be held on October 25, 2014, 10:00 AM – 1:30 PM.

Clay C.D. No. 5 Repair. Landowner Don Pake has requested the investigation and/or repair of C.D. No. 5 in Section 1, Kragnes Township, and the W½, Section 6, Morken Township (approximately 1.5 miles). Several years ago, the ditch froze up half full of water. When it thawed the following spring, ice chunks
eroded the banks, and now the ditch does not drain properly because of the sediment. **Motion** by Hanson to authorize HEI to investigate the detailed area. **Seconded** by Fjestad. **Approved**.

**BRRWD By-Laws.** Albright distributed information about Manager code of ethics and electronic attendance at Board meetings that the Managers could review at a future meeting this winter.

**Retirement Celebration for Former Manager Curtis Nelson.** A definite date has not been set for Nelson's retirement party, but there was some discussion about an open house format, possibly a Thursday or Friday night later in November, or an appreciation dinner with Managers, retired Managers, and staff.

**Strategic Planning Goals.** Affield suggested a time be set aside at meetings, starting the second meeting in November, to review and work on the strategic planning goals set earlier this year. The Board had an extended discussion about some of these goals. One suggestion was to form a committee of approximately three Managers to meet with Albright and Jones outside of regular meeting times and bring recommendations to the rest of the Board for agenda items at the second regular meeting of the month. Another suggestion was to add another field technician/surveyor from HEI that would be dedicated to BRRWD projects.

**The following bills were presented for approval:**

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<td>Hearing notice</td>
<td>Clay C.D. Nos. 21/58</td>
<td>$472.50</td>
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<td>Bruce E. Albright</td>
<td>City Center-cooler</td>
<td>Admin</td>
<td>$50.22</td>
</tr>
<tr>
<td>Bruce E. Albright</td>
<td>Hornbacher's tour pop/water</td>
<td>Mediation PT</td>
<td>$26.99</td>
</tr>
<tr>
<td>Bruce E. Albright</td>
<td>Reimburse-Tour supper-Galaxie</td>
<td>Mediation PT</td>
<td>$746.26</td>
</tr>
<tr>
<td>Bruce E. Albright</td>
<td>St. Cloud/meals/lodging</td>
<td>MAWQCP</td>
<td>$115.83</td>
</tr>
<tr>
<td>Carmen's Commercial Cleaning</td>
<td>September cleaning (1)</td>
<td>Admin</td>
<td>$65.00</td>
</tr>
<tr>
<td>Chad Mattson Excavating</td>
<td>#322, Carr/Scheffler repairs</td>
<td>Pj. 31, Deerhorn</td>
<td>$9,437.00</td>
</tr>
<tr>
<td>City Barnesville</td>
<td>07/30/14-08/30/14 utilities</td>
<td>Admin</td>
<td>$453.98</td>
</tr>
<tr>
<td>Clay Co. Auditor/Treas.</td>
<td>2nd half taxes</td>
<td>Pj. 39, Georgetown</td>
<td>$412.70</td>
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<tr>
<td>Clay Co. Auditor/Treas.</td>
<td>2nd half taxes</td>
<td>Pj. 49, Oakport</td>
<td>$3,948.00</td>
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<tr>
<td>Clay Co. Auditor/Treas.</td>
<td>2nd Special assessments</td>
<td>Pj. 49, Oakport</td>
<td>$1,642.38</td>
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<tr>
<td>County Line Services, LLC</td>
<td>#1081, various repairs</td>
<td>Varies</td>
<td>$4,460.00</td>
</tr>
<tr>
<td>Danielle Scheffler</td>
<td>Reimburse-labels</td>
<td>Admin</td>
<td>$23.50</td>
</tr>
<tr>
<td>Delores A Dinger Trust</td>
<td>Easement</td>
<td>Pj. 56, Manston</td>
<td>$1,111.00</td>
</tr>
<tr>
<td>Dennis &amp; Phyllis VanWechel</td>
<td>Easement</td>
<td>Pj. 56, Manston</td>
<td>$82,314.50</td>
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<tr>
<td>Fevig Oil Company, Inc.</td>
<td>Greywind hookup</td>
<td>Pj. 39, Georgetown</td>
<td>$688.71</td>
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<tr>
<td>Finish Grade Construction, Inc.</td>
<td>#10, gate/cleanout</td>
<td>Pj. 30, Clay/Wilkin J.D. 1</td>
<td>$5,895.00</td>
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<tr>
<td>Finish Grade Construction, Inc.</td>
<td>#11, C.R. No. 188 dike raise</td>
<td>Wilkin C.D. No. 41</td>
<td>$5,080.00</td>
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<tr>
<td>Finish Grade Construction, Inc.</td>
<td>#12, remove bridge</td>
<td>Clay C.D. No. 31</td>
<td>$24,293.64</td>
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<tr>
<td>Finish Grade Construction, Inc.</td>
<td>#5, Beaver dam/tree</td>
<td>Becker C.D. No. 5</td>
<td>$765.00</td>
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<tr>
<td>Finish Grade Construction, Inc.</td>
<td>#6, Beaver dam/tree</td>
<td>Becker C.D. No. 5</td>
<td>$972.50</td>
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<tr>
<td>Finish Grade Construction, Inc.</td>
<td>#7, Beaver dam</td>
<td>Pj. 23, Becker 15</td>
<td>$687.50</td>
</tr>
<tr>
<td>Finish Grade Construction, Inc.</td>
<td>#8, Beaver dam/trees</td>
<td>Pj. 08, Stony Creek</td>
<td>$1,307.50</td>
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<tr>
<td>Finish Grade Construction, Inc.</td>
<td>#9, Bjornson dam repair</td>
<td>Pj. 13, Hay Creek</td>
<td>$2,115.00</td>
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<tr>
<td>HEI</td>
<td>September billing summary</td>
<td>Varies-see attached</td>
<td>$171,189.44</td>
</tr>
<tr>
<td>Haugen's Landscaping, Inc.</td>
<td>#983, Greywind yard</td>
<td>Pj. 39, Georgetown</td>
<td>$6,250.00</td>
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<tr>
<td>Haugen's Landscaping, Inc.</td>
<td>#994, various repairs</td>
<td>Varies</td>
<td>$2,175.00</td>
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<tr>
<td>JBX LLC</td>
<td>Final Pay Request, Phase 1</td>
<td>Pj. 14, Clay 10</td>
<td>$13,824.00</td>
</tr>
<tr>
<td>Jon Jerdee</td>
<td>Kassenborg bridge repair</td>
<td>Clay C.D. No. 65</td>
<td>$6,750.00</td>
</tr>
<tr>
<td>Julie Jerger</td>
<td>Reimburse-Best Buy-Office Max</td>
<td>Admin</td>
<td>$83.58</td>
</tr>
</tbody>
</table>
Justin Johnson  Reimburse-Tour refreshments  Mediation PT  $31.09
L&M Road Services, LLC  #308, 2014 spraying  Varies  $22,946.60
Liberty Business Systems, Inc.  #161421, 09/27-12/26/14 contract  Admin  $386.89
Network Center Communications, Inc.  #29946, AV repairs  Admin  $430.00
Petty Cash  Postage, supplies, etc.  Admin  $200.00
Premium Waters, Inc.  #366590-09-14  Admin  $55.36
RMB Laboratories, Inc.  #239066, WQ analysis  Pj. 46, Turtle Lake  $28.00
RMB Laboratories, Inc.  #239308, WQ analysis  Buffalo River TMDL  $968.00
RMB Laboratories, Inc.  #239432, WQ analysis  Buffalo River TMDL  $352.00
RMB Laboratories, Inc.  #239559, WQ analysis  Pj. 46, Turtle Lake  $28.00
RMB Laboratories, Inc.  #239643, WQ analysis  Pj. 56, Manston  $722.00
RMB Laboratories, Inc.  #239690, WQ analysis  Buffalo River TMDL  $704.00
United States Treasury  3rd QTR Form 941 taxes  Admin  $1,413.34
Vogel Law Firm  #139709, September billing  Pj. 49, Oakport  $138.00
Vogel Law Firm  #139710, September billing  Pj. 56, Manston  $4,517.87
Vogel Law Firm  #139711, September billing  COE Diversion  $161.00
Vogel Law Firm  #139712, September billing  Pj. 77, Clay 51-Lateral 3  $115.00
Vogel Law Firm  #139762, September billing  Pj. 39, Georgetown  $1,456.00
Vogel Law Firm  #139763, September billing  Hawley Buffalo River Rest.  $184.00
West Otter Tail SWCD  John Boen sediment control basins  S. Branch CWF  $16,938.75
Wm. Nichol Excavating, Inc.  Final Pay Request, Phase 2  Pj. 14, Clay 10  $7,284.00
Wm. Nichol Excavating, Inc.  Final Pay Request, Phase 3  Pj. 14, Clay 10  $9,083.00
WREC  08/18/14-09/17/14 service (2)  Pj. 46, Turtle Lake  $59.44
Xcel Energy  08/25/14-09/24/14 service (2)  Pj. 49, Oakport  $92.00
Ziegler Construction, Inc.  Pay Request No. 1  Elkton Wetland Restoration  $50,871.72

$474,634.50

Motion by Fjestad to approve payment of the bills. Seconded by Affield. Approved.

Permit Suite Status. Albright noted that the BRRWD is the only Watershed District in Minnesota that allows applicants to file/submit a permit application online. Jones commented that HEI had to develop special software to allow for this feature. Justin Johnson, HEI, has developed a phone application that tracks ditch repairs with a map. The group also discussed digitizing our archived permit records and a ditch inventory.

Next Meeting. The next regular meeting will be held on Monday, October 27, 2014, at 7:00 PM in our Barnesville office.

Adjournment. Motion by Fjestad to adjourn. Seconded by Hanson. Approved. Chairman Van Amburg adjourned the meeting at 9:55 PM.

Respectfully submitted,

John E. Hanson, Secretary