

BUFFALO-RED RIVER WATERSHED DISTRICT

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MINUTES FOR MANAGERS' MEETING

August 28, 2017

The Board of Managers, Buffalo-Red River Watershed District (BRRWD), held their regular meeting and annual budget hearing on Monday, August 28, 2017, at 7:00 PM in the Barnesville office. BRRWD Managers present were Gerald L. Van Amburg, Jay A. Leitch, Mark T. Anderson, John E. Hanson, Catherine L. Affield, Troy E. Larson, and Peter V. Fjestad. Others attending included: Erik S. Jones, Engineer, and Bruce E. Albright, BRRWD Administrator, Houston Engineering, Inc. (HEI); and landowners: Kelly Etten, Shirlee Holland, and Jay Nord.

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

Secretary's Report. The Board reviewed draft minutes for the 8/14/17 regular meeting. Manager Leitch noted a minor correction. **Motion** by Anderson to approve the minutes, subject to correction. **Seconded** by Leitch. **Approved.**

Treasurer's Report. The Board reviewed the BRRWD's financial status. Cash on hand is \$1,691,659.58. Income since the 8/14/17 meeting is \$190,771.10, primarily from the Minnesota Department of Natural Resources (DNR) for Project No. 49, Oakport Flood Mitigation (\$180,254.41), Otter Tail County for 1st half 2017 Waterfowl Production Area (WPA) tax settlement (\$413.51), and a credit from Wilkin County for a ditch repair billing error (\$10,103.18). Total 2017 income is \$1,911,933.13. Albright noted that there is \$376,450.14 left in the DNR grant contract for Oakport, which expires 12/31/18. Albright has signed the paperwork at Midwest Bank to keep our \$600,000 line-of-credit open. Treasurer Anderson still needs to sign. The new loan interest rate is 3.375%, and it will expire on 8/01/18.

Jones submitted Pay Request No. 6 (5/9/17-7/10/17) to the Minnesota Pollution Control Agency (MPCA) for reimbursement from the Lower Otter Tail River Restoration 319 Grant for \$9,249.63.

Braton RIM Modification. Shirlee Holland discussed options her family is considering regarding a 40-acre parcel of land in the SE $\frac{1}{4}$ SE $\frac{1}{4}$, Section 22, Barnesville Township, Clay County, where Whisky Creek/Clay County Ditch (C.D.) No. 34 crosses their Reinvest In Minnesota (RIM) easement. The family would like to subdivide approximately 5 acres of this tract for a building site, and they are working with Minnesota Board of Water and Soil Resources (BWSR) on an RIM easement alteration request. They are also considering selling the entire tract. The current taxable market value is \$18,500. At 6/12/17 meeting, the Board discussed a possible BRRWD purchase of the land. We are going to need additional right-of-way (R/W) on this parcel for our Barnesville Township Comprehensive project. Jones has discussed the idea of the BRRWD altering the RIM easement with John Voz, RIM Easement & Working Lands Specialist, BWSR, who thought that if we could demonstrate how we plan to restore the old channel alignment, improve wildlife habitat, and water quality, BWSR might be willing work with the BRRWD. There is also a possibility that Voz might be able to find some funding for the tract enhancements. Albright noted that an inlet channel for the Barnesville project retention site could potentially be located on this parcel, which would increase the utility of this site for the BRRWD. Albright advised the Board to consider taking advantage of this offer while the land is for sale at a reasonable price. Manager Anderson also thought that the Board should take advantage of this opportunity. The Nature Conservancy (TNC) is also interested in some of Braton's other land in Section 32, Humboldt Township, and they plan to tender an offer for that property on Wednesday. Holland will contact

the BRRWD when she has had a chance to consider TNC's offer and has a better idea about what her property might be worth.

Permit No. 17-060, Kelly Etten. At their last meeting, the Board tentatively approved Etten's permit application to pattern tile the NE $\frac{1}{4}$, Section 21, Foxhome Township, Wilkin County, outletting in the northwest corner via a lift station to drain west in the County Road (C.R.) No. 162 ditch, eventually to Wilkin C.D. No. 4, pending outlet verification and downstream landowner notification. Etten described the project's drainage route, running west 2.5 miles, then south to Co-op Ditch 1, eventually to Wilkin C.D. No. 4/Otter Tail River. Albright noted that Etten's property is not assessed to C.D. No. 4. He explained that the C.R. No. 162 ditch was never graded to drain properly. Anderson stressed that Etten must have an adequate outlet before he operates his tile pump. Albright pointed out that all BRRWD tiling permits are subject to our standard tiling disclaimer, which states in part that tile pumps must not be operated during downstream flooding events.

Eugene Moore, who owns the land in the NW $\frac{1}{4}$, Section 20, Foxhome Township, about 0.5 miles west of Etten's proposed lift station, noted on his downstream notification form that the south ditch of C.R. No. 162 is choked with cattails and would be a poor outlet for a tile system. He also thought that Etten's property in Section 21 should flow to Wilkin C.D. No. 27 where he thought it was assessed to drain. Albright noted that Etten's property is assessed to C.D. No. 27 for protection benefits, but it would take more excavation for Etten to drain the tile east. Wayne Preston, who is the owner of the NW $\frac{1}{4}$, Section 21, also has concerns about the condition of the south ditch of C.R. No. 162. John and Shirley Bertram, owners of the NE $\frac{1}{4}$, Section 20, had general concerns about the tile drainage, too.

Albright noted that Etten is anxious to get the project completed and suggested that the Board could conduct a field meeting to review the site and drainage patterns to make a more informed decision. Tim Christopher and Steve Nepl, Wilkin County Highway Department, and the downstream landowners would also be invited. **Motion** by Anderson to approve Permit No. 17-060, subject to the results of the field meeting scheduled for Friday, September 1, 2017, at 7:30 AM. **Seconded** by Larson. **Approved.**

Other business brought before the Board included:

Permit No. 17-073, Mike Yaggie. Applicant proposes to install pattern tiling in the N $\frac{1}{2}$, Section 35, Akron Township, Wilkin County, outletting via gravity flow east into a natural waterway in Section 35. Manager Larson explained that Yaggie's son now owns the property, and he has decided to construct the project in phases, starting with the land west of the coulee in the NE $\frac{1}{4}$, outletting to the waterway in the southwest corner of the tract near the quarterline. This permit was approved at an earlier meeting and the Managers decided that no further Board action was needed. Larson said the applicant might also install a few runs along the north and west sides that will drain to the C.R. No. 19 ditch.

Permit No. 17-072, Jeff Yaggie. After discussions with the downstream landowners, Yaggie has decided to amend his application to install pattern tile in the E $\frac{1}{2}$, Section 21, Meadows Township, Wilkin County, and to move the lift station to the southwest corner of the SE $\frac{1}{4}$, outletting directly into Wilkin C.D. No. 23 to which the land is assessed. **Motion** by Anderson to approve Permit No. 17-072 with the referenced outlet modification. **Seconded** by Larson. **Approved.**

Permit No. 17-050, Richard Yaggie. Applicant proposes to install pattern drain tile in the W $\frac{1}{2}$, Section 24, Foxhome Township, Wilkin County, outletting via a lift station to the north road ditch of 380th ST for one mile before draining into C.D. No. 27 to which it is assessed. At their 6/26/17 meeting, the Board postponed permit approval until the applicant had completed the downstream landowner notification process. We recently received the signed downstream landowner forms from Roger and Constance Albertson and the Robert and Eldora Schreiber Trust with no concerns noted. **Motion** by Larson to approve Permit No. 17-050

with the downstream landowners' approval, subject to our standard tiling disclaimer and Township approval to work in their road R/W. **Seconded** by Leitch. **Approved.**

Permit No. 17-079, Inez Johnson. Applicant proposes to install a dike adjacent to the east line of the N½NE¼, Section 12, Elkton Township, Clay County, to prevent encroachment of water due to the recent alternation of the ditch drainage system on the noted tract. Albright briefly explained the drainage history pertaining to this proposal. He explained that water is flowing onto Johnson's property because the new owners of the 80 acres to the east are not maintaining their surface drainage systems. The Board authorized Albright to contact the neighboring landowner, Gary Hoffman (E½NE¼, Section 12, Elkton Township), recommending that he maintain his ditches to prevent downstream flooding. Albright noted that when he talked with Hoffman, he had indicated that he would clean his ditches. The current dike proposal will ensure that Johnson's property will be protected in the event Hoffman doesn't follow through with his ditch maintenance. Albright recommended permit approval with the recommendation that the dike be no more than 24" high. Area soils are erosive, and the topography is steep, so the proposed berm will help prevent erosion on Johnson's property.

Permit No. 17-080, Wilkin County Highway Department. Applicant proposes to replace an existing bridge on a tributary to Whiskey Creek near Kent in the SW¼, Section 29, Nordick Township, with two lines of 12' x 9' precast concrete box culverts. Jones reviewed the proposal and recommended approval.

Permit No. 17-081, Wilkin County Highway Department. Applicant proposes to replace an existing culvert on Wilkin C.D. No. 26 along 170th ST in the NW¼, Section 8, Mitchell Township, with one line of 12' x 5' precast concrete. Jones reviewed the proposal and recommended that the crossing be set about 1' lower than the proposed elevation to match the historic ditch gradeline. With that change, Jones recommended permit approval. Albright noted that the nearby homeowner in this location, Mark Zimmerman, has had historic flooding problems in his farmstead. He pointed out that the County's plan to replace a bridge with a culvert might cause Zimmerman to have concerns. Albright questioned if the County has contacted Zimmerman regarding their proposal. Jones noted that the existing structure is a 10' x 6' box culvert and the proposed structure is a 12' x 5' box, which should have nearly the same capacity as the existing culvert. The new structure will be set 1' lower, as noted above, which should also improve flows at this crossing. Albright suggested that the permit could be approved with the provision that Albright contact Zimmerman to discuss the project.

Permit No. 17-082, Wilkin County Highway Department. Applicant proposes to replace an existing 10' 3"x 6' 9" corrugated metal arch pipe (CMPA) with 54 square feet (sq. ft.) of waterway on Wilkin C.D. No. 22 in the NW¼, Section 32, Deerhorn Township, with one line of 12' x 5' precast concrete box culvert with 58 sq. ft. of waterway. Albright noted that the upstream landowner, Ed Askegaard, has a bin site adjacent to the existing structure that can flood during high water events. He recommended that the Board could approve this permit with the provision that he contacts Askegaard regarding the County's project to see if he has any concerns.

Permit No. 17-083, Tom Paulson. Applicant proposes the installation of a culvert/field approach on the east/west township road (200th ST) in the southwest corner of the SW¼, Section 21, Mitchell Township, Wilkin County, to provide field access on the west end of the property. Albright recommended permit approval, subject to Township approval to work within their road right-of-way (R/W).

Permit No. 17-084, Trent Seter. Applicant proposes to install a culvert crossing over a natural waterway on his property in the northwest corner of the NE¼, Section 35, Riverton Township, Clay County, to access their pasture. Seter asked the Board for a culvert size recommendation. Albright reported that the access road Seter plans to build crosses a wetland nearly 200' wide. He visited with Seter regarding this proposal and recommended that he contact Lynn Foss, Water Resource Management Technician, Clay Soil and Water

Conservation District (SWCD), regarding Wetlands Conservation Act (WCA) requirements to coordinate the work on their driveway. Albright recommended that the Board postpone action on this application until the wetland issues are addressed. **Action postponed.**

Permit No. 17-085, Mike Yaggie. Applicant proposes to install drain tile in the N½, Section 8, Foxhome Township, Wilkin County, outletting to Wilkin C.D. No. 4, to which the land is assessed to drain. Jones recommended permit approval, subject to our standard tiling disclaimer.

Permit No. 17-086, Paul Johnson. Applicant proposes to remove an existing approach in the SE¼, Section 9, Hawley Township, Clay County, and install a new 30' wide approach north of the existing site to be centered on the property line to service both properties. Albright recommended permit approval, subject to Township approval to work within their road R/W.

Permit No. 17-087, Mark Blaufuss/Blaufuss Farms, Inc. Applicant proposes to install 165 acres of pattern tiling in the NW¼, Section 8, Sunnyside Township, Wilkin County, outletting in the northwest corner into Wilkin C.D. No. 2A to which the property is assessed. The Board was unclear about the location and number of ditch inlets the project included. Larson questioned if the project might exceed Wilkin County's ditch inlet guidelines. Albright recommended permit approval, pending contact with Blaufuss regarding this issue.

Motion by Anderson to approve Permit Nos. 17-079 through 17-083, and 17-085 through 17-087, subject to the referenced disclaimers and conditions. **Seconded** by Fjestad. **Approved.**

Frank Schindler Drainage Concern. Albright hasn't had time to contact Ron Erdman regarding his excavation in a waterway on his property in the W½SE¼, Section 1, Barnesville Township, Clay County, which includes a wetland. Erdman's work has caused erosion on Schindler's downstream property because of the steep area grades. **Action postponed.**

Wentz Tile Complaint. Albright talked to Harlan Wentz last week regarding John Steffl's tiling project he installed last summer without a BRRWD permit that outlets via existing ditches to Natural Resources Conservation Service (NRCS) designated wetlands on Wentz's property in the SE¼, Section 3, Callaway Township, Becker County. Wentz planned to contact Steffl, but was unable to reach him by phone. The Board discussed their options regarding this violation. Albright suggested that since Steffl still hasn't responded to the Board's three letters requesting him to file an after-the-fact permit application, the Board should consider sending Steffl a letter notifying him that he has 10 days from the date of the letter to stop his tile operation. At the end of the 10-day period, the BRRWD will inspect the site, and if the tile is not plugged, the Board will seek a Becker County court order to stop his tile operation. **Motion** by Anderson to send the referenced letter. **Seconded** by Hanson. **Approved.**

Project No. 79, Wolverton Creek Restoration. The project hearing was held on 8/15/17 with approximately 40 people in attendance. Albright explained that at the meeting, landowners had the opportunity to make notes regarding drainage patterns/benefit areas shown on a large project area wall map. Albright and Jones have not had time to review this information. Albright drafted an Order to establish Project No. 79, Wolverton Creek Restoration, for the Board's consideration, but suggested that they delay the vote until the 9/11/17 meeting to be sure we have processed the landowners' concerns. Once approved, the Order will be subject to a 30-day appeal period.

Jay Nord commented that some area landowners have concerns about the Conservation Reserve Enhancement Program (CREP) because of the vegetation maintenance problems on an existing NRCS site near the City of Wolverton. Albright noted that an Operation and Maintenance (O&M) agreement between the NRCS, BWSR, and the BRRWD will be necessary to address site maintenance. He added that at this point, easement language hasn't been developed. The Board had a brief conversation regarding how CREP

contracts and project easements could overlap. Jones noted that we will need to meet with the County SWCDs and Farm Service Agencies (FSA) to discuss this issue. Jones submitted a request for a one-year extension of the Ecofootprint Grant from Enbridge Pipeline (\$100,000), which expires at the end of 2017. To date, we haven't received confirmation that our request was approved.

Project No. 16, Stinking Lake Detention. Albright explained that in accordance with a Memorandum of Understanding (MOU) agreement the BRRWD has with United States Fish and Wildlife Service (USFWS), Ducks Unlimited (DU), and the DNR, the lake has been in draw down mode. Duck hunting season is approaching, and Stinking Lake area hunters have contacted the office with requests for the BRRWD to raise the lake level for duck hunting. The DNR would prefer that the lake elevation remain low to achieve a complete fish-kill this winter. DNR reported that currently, the vegetation is coming back, and the bird populations are up. The hunters suggested the option to raise the lake for 60 days and then lower it again after duck hunting season. Albright noted that we would run the risk of an early freeze up with the lake level high. He added that the hunters have been in contact with the DNR, and we will comply with whatever the MOU partners decide on this issue. Currently, the lake level remains down.

Clay SWCD Tour. The Clay SWCD has scheduled their Fall Tour for Thursday, September 14, 2017, leaving from the Fryin' Pan Restaurant in Moorhead at 8:15 AM, and returning at Noon for a meal. Albright will not be attending the tour and forwarded the RSVP request via email to the Managers so that they can handle their own registrations.

Wilkin County Ditch Repairs. The Wilkin County ditch hearings have been rescheduled for Tuesday, September 26, 2017, at 7:00 PM in our Barnesville office. The BWSR grant for the South Branch of the Buffalo River expires on 12/31/17, which still has an outstanding balance of approximately \$150,000. BWSR has approved our proposal to use this funding for the incremental installation of buffer strips and side inlets for several ditches that outlet to the South Branch: Wilkin C.D. Nos. 40, 41, 42, 43, and 44.

Mediation Project Team (PT). The Fall Tour has been rescheduled for Thursday, September 28, 2017, beginning at 1:30 PM because of conflicts with other agency meetings. Albright discussed the possible tour itinerary, staying primarily in Wilkin and Otter Tail Counties.

Barnesville Lego League. The Board discussed a proposal for the 4-H Barnesville Lego League to use the BRRWD office for a meeting venue on Tuesday and Thursday nights, starting in September and running through February. Troy Weber, the League Leader, toured the office last Friday and expressed interest in using the garage for their meetings. According to the BRRWD's policy, since the group is non-profit, we wouldn't charge a rental fee. The Board discussed the proposal. They felt that if the group has adult supervision and understands that the workstations are off limits, they could use the garage.

Soil Health Clinic. The Becker SWCD is hosting a Soil Health Clinic on 9/21/17 on Bruce Nelson's farm east of Lake Park. Peter Mead, District SWCD Administrator, asked the BRRWD for a \$200 contribution to support the event. **Motion** by Hanson to contribute \$200 to the Soil Health Clinic. **Seconded** by Anderson. **Approved.**

2017 MAWD Awards. Albright reported that the office submitted Oakport Flood Mitigation for the Project of the Year and Barnesville River Watch for Program of the Year by the 8/18/17 deadline for the Minnesota Association of Watershed Districts (MAWD) 2017 Awards Program.

Town Hall Event. The University of Minnesota-Crookston is hosting a Northwest Minnesota Water Town Hall regarding Governor Dayton's 25 By 25 water quality initiative on Tuesday, September 5, 2017, from 6:30 PM to 8:30 PM. Manager Van Amburg and Albright plan to attend.

BWSR Listening Session. BWSR is hosting several sessions across the state for Counties, SWCDs, and Watershed Districts to generate ideas and input to shape the Minnesota collective water management effort. A session is planned in our area for September 6, 2017, in Detroit Lakes at the Minnesota Technical College from 9:00 AM-Noon.

DNR Listening Session. The DNR is also holding a listening session/forum on September 6, 2017, from Noon to 2:00 PM, at the USFWS office in Detroit Lakes. Invitees include the BRRWD and Becker SWCD.

RRBC Drainage Tour. The Red River Basin Commission (RRBC) has scheduled a drainage management tour, focusing on surface and subsurface drainage sites in Minnesota and North Dakota, starting at 10:30 AM on 9/6/17 at the Courtyard by Marriot in Moorhead. The first site to be toured will be the BRRWD's Project No. 56, Manston Slough Restoration. Jones plans to attend the tour to provide project information and answer questions.

RRBC Annual Conference. The RRBC is holding their 35th Annual Red River Basin Land & Water Summit Conference at the Fort Garry Hotel, Winnipeg, on January 23-25, 2018. Registration is now open.

MAWD Resolutions. The Board received our 2017 Resolution packet for the MAWD annual meeting. Submissions will be accepted until 10/20/17. Albright noted that our MAWD annual dues could increase from approximately \$4,000 to \$7,500. MAWD is also in the process of searching for replacements for Ray and Peg Bohn, who handled the administrative/lobbying functions. They plan to hire an Executive Director, Program Manager, and Lobbyist.

Wilkin C.D. No. 43 Repair. At the 8/14/17 meeting, the Board authorized Jones to investigate a revised repair plan for the east 1,000' stretch of C.D. No. 43 on the north side of County State Aid Highway (CSAH) No. 30 from C.R. No. 52 near Lawndale to the first downstream crossing. Jones confirmed with Pete Waller, BWSR, that we will be able to use the 2013 BWSR Clean Water Grant (CWG) for the Upper South Branch of the Buffalo River up to 40% of the total grant funds, which would be \$134,744 for the repairs. The grant provides a 75/25 cost share and it expires on 12/31/17. The total project cost estimate is \$120,000 to \$150,000. Jones noted that the Wilkin County Highway Department didn't have plans to repair CSAH No. 30 this year, and they didn't have funding to put towards our proposed ditch repairs. Albright recommended that the Board approve the repairs in the hope that the work can be done yet this year to take advantage of the BWSR grant. **Motion** by Fjestad to approve the proposed repair for Wilkin C.D. No. 43. **Seconded** by Leitch. **Approved.**

Audubon Contribution. Audubon submitted a request for the BRRWD to contribute matching funds to their Red River Riparian Restoration Urban Woods and Prairies Initiative project in Moorhead. Managers Van Amburg and Leitch and Albright discussed this project with Audubon representatives on 8/25/17. Audubon is applying for a Lessard-Sams Outdoor Heritage Council (LSOHC) Conservation Partners Legacy Grants (CPLG) Program grant, which is due 9/12/17. The work would include about 80 acres of the native prairie that Audubon seeded for our Project No. 49, Oakport Flood Mitigation buyout areas. The total CPLP funding application is for approximately \$400,000, which would require a 10% match, or approximately \$40,000, which could include in-kind sources. The Board discussed potential sources for a BRRWD contribution. Albright noted that since about 50% of the proposed project work will be for the prairie and woodland areas in Oakport, he thought that some of our contribution could come from the Oakport project account as maintenance costs and possibly our Minnesota Statutes Annotated (M.S.A.) 103D.905, Subd. 3 taxing authority for projects of benefit to the District. Albright suggested that the BRRWD could split the 10% match with the City of Moorhead (50/50) with 1/3 of our funds coming from the Oakport account. **Motion** by Anderson to commit to a \$20,000 contribution to the Audubon Urban Woods and Prairies Initiative project with the noted funding. **Seconded** by Fjestad. **Approved.**

RRWMB Update. Manager Leitch gave a brief update of the Red River Watershed Management Board (RRWMB) activities. The RRWMB met in special session in Thief River Falls today to discuss their new office location. They agreed to basing their office in either Ada, Thief River Falls, or Fertile, depending on input from their new Executive Director when one is hired. The search for an Executive Director continues with a total of seven applicants so far. The application deadline is 9/29/17. Leitch noted that the RRWMB is still interested in having the BRRWD rejoin their organization. Leitch noted that both the RRBC and MAWD are also in the process of searching for new Executive Directors. RRBC just published their employment advertisement.

2018 Budget Hearing. At 9:00 PM, the Board convened their 2018 annual budget hearing. Notice of the hearing was published in area newspapers. The Board will set the administrative fund levy, the ditch systems/project levies, and the M.S.A. 103D.905, Subd. 3, special levies for projects/programs initiated by petition. The Board reviewed a worksheet comparing the 2014-2018 total levies, excluding the ditch systems/project levies, which are self-supporting based on their benefit areas. Albright commented that the BRRWD's total taxable market value was down slightly for 2018. He explained that he made his levy recommendations with the goal of keeping the 2018 assessments in line with or slightly less than the 2017 levies, keeping in mind that our total market value is lower.

The Board first considered the 2018 Administrative levy, which is capped by statute at \$250,000. They reviewed past and current Administrative expenditures. Albright explained that this year, the administrative expenses include permit archiving and M-Files implementation. In 2014, the Board put in place an annual 1% fee to be assessed to projects based on a project's expenditures to help cover the BRRWD's administrative expenses exceeding the levy cap. **Motion** by Anderson to approve the 2018 Administrative Levy for \$250,000, plus the 1% administrative fee, for a total levy of \$350,000. **Seconded** by Affield. **Approved.**

The Board reviewed the 2018 Insurance levy, authorized by M.S.A. 466.06. Albright noted that last year there was some carryover in the account, but this year he estimated that there will be a deficit. He recommended the levy be set at \$22,000. **Motion** by Hanson to approve the 2018 Insurance levy as referenced. **Seconded** by Leitch. **Approved.**

The Board reviewed the General Levy, in accordance with the M.S.A. 103D.905, Subd. 3, ad valorem tax for a general fund not to exceed 0.007298% of the taxable market value (\$657,097). The potential 2018 programs/projects to be funded with the General Levy include Conservation Marketing for Clay, Becker, Wilkin, and West Ottertail SWCDs (\$36,000); Technical Assistance for Wilkin County SWCD (\$10,000); Landowner Incentive Program for Becker SWCD (20,000); River Keepers (\$55,000); RRBC (\$25,000); Survey & Data Acquisition (\$24,000); Water Quality (\$30,000); Mediation PT (\$15,000); One Watershed, One Plan (1W1P) (\$50,000); and Clean Water Fund (CWF) Match (\$75,000). Potential projects to be funded include RIM/Wetlands Reserve Program (WRP) (\$100,000), Upper South Branch of the Buffalo River (\$100,000), Barnesville Township Area Drainage (\$100,000), Whiskey Creek (\$100,000); Lower Otter Tail River (\$100,000); Hawley-Buffalo River Restoration (\$6,000), Log Jam Removal (\$50,000), Upper Red River Total Maximum Daily Load (TMDL) (\$25,000), Ring Dikes (\$6,000), projects without benefit areas (\$25,000); Manston Slough (bond sale payment) (\$170,000); and other (\$100,000).

Manager Leitch questioned the BRRWD's \$25,000 contribution to the RRBC. Albright explained that when the BRRWD dropped our RRWMB membership in 2002, the RRWMB reduced their support of the RRBC by \$25,000, which reflected our share of the RRBC's support. We decided to add a levy for the RRBC at that time. Albright noted that one of the recent programs the RRBC has provided for the BRRWD was their work with the Aquatic Invasive Species (AIS) in the BRRWD.

In addition to the General Levy, the Board also considered a Special Levy associated with M.S.A. 103D.905, Subd. 3. Albright recommended that the Board use this special levy to raise funding for Project No. 79,

Wolverton Creek Restoration (\$500,000). **Motion** by Anderson to approve the 2017 M.S.A. 103D.905, Subd. 3, General (\$657,097) and Special (\$500,000) levies, as referenced. **Seconded** by Fjestad. **Approved**.

The Board reviewed a color-coded worksheet showing total ditch system benefits, current balances, projected year-end balances, and previous years' levies, plus a sheet showing benefits rates broken down on a per acre basis for each ditch system/project and a sheet showing average project/ditch account expenses for 2012-2016.

The following 2018 ditch/project levies were set:

Clay County

Ditch No. 2 - \$25,000
 Ditch No. 3 - \$25,000
 Ditch No. 5 - \$25,000
 Ditch No. 9 - \$20,000
 Ditch No. 10 - \$100,000
 Ditch No. 11 - \$100,000
 Ditch No. 16 - \$10,000
 Ditch No. 17 - \$10,000
 Ditch No. 20 - \$10,000
 Ditch No. 21 - \$20,000
 Ditch No. 28 - \$15,000
 Ditch No. 31 - \$5,000
 Ditch No. 32 - \$50,000
 Ditch No. 33 - \$40,000
 Ditch No. 34 - \$15,000
 Ditch No. 36 - \$20,000
 Ditch No. 39 - \$20,000
 Ditch No. 41 - \$50,000
 Ditch No. 41, Lat. No. 1 - \$25,000
 Ditch No. 41, Lat. No. 2 - \$10,000
 Ditch No. 47 - \$50,000
 Ditch No. 49 - \$10,000
 Ditch No. 50 - \$20,000
 Ditch No. 51 - \$30,000
 Ditch No. 53 - \$15,000
 Ditch No. 54 - \$5,000
 Ditch No. 55 - \$25,000
 Ditch No. 57 - \$5,000
 Ditch No. 58 - \$25,000
 Ditch No. 60 - \$10,000
 Ditch No. 63 - \$15,000
 Ditch No. 67 - \$10,000
 Ditch No. 69 - \$10,000

Becker County

Ditch No. 5 - \$25,000
 Ditch No. 9 - \$20,000
 Ditch No. 10 - \$3,000
 Ditch No. 15 - \$15,000
 Ditch No. 19 - \$10,000
 Ditch No. 21 - \$15,000

Wilkin County

Ditch No. 1C - \$20,000
 Ditch No. 3 - \$50,000
 Ditch No. 4 - \$20,000
 Ditch No. 5A - \$20,000
 Ditch No. 6A - \$45,000
 Ditch No. 7 - \$15,000
 Ditch No. 13 - \$25,000
 Ditch No. 13-Lateral - \$50,000
 Ditch No. 22 - \$75,000
 Ditch No. 23 - \$20,000
 Ditch No. 26 - \$10,000
 Ditch No. 28 - \$5,000
 Ditch No. 31 - \$25,000
 Ditch No. 40 - \$15,000
 Ditch No. 41 - \$50,000
 Ditch No. 42 - \$30,000
 Ditch No. 43 - \$30,000
 Ditch No. 44 - \$15,000
 Wilkin/Otter Tail Co. J.D. No. 2 - \$20,000

Projects/Ditch Systems

No. 30, Clay-Wilkin J.D. No. 1 - \$50,000
 No. 39, Georgetown - \$25,000
 No. 49, Oakport Flood Mitigation - \$75,000
 No. 54, Whisky Creek Tributaries - \$20,000
 No. 56, Manston Slough - \$100,000
 No. 57, Moorhead/I-94 - \$10,000
 No. 64, LaBelle/Boyer - \$10,000
 No. 65, County Line Outlet - \$10,000
 No. 67, HRBP Outlets - \$15,000
 No. 68, Lake Jacobs Outlet - \$5,000
 No. 71, City of Moorhead 50th AVE S - \$100,000
 No. 73, Country Heritage - \$2,000
 No. 79, Wolverton Creek Restoration - \$100,000

The Wilkin County Auditor requested that we transfer the Project No. 72, Wilkin C.D. No. 22-Lateral No. 3 Improvement account balance to Project No. 1, Wilkin C.D. No. 22, to simplify the County's taxing process for these two ditch systems. **Motion** by Anderson to transfer the project account balances as requested. **Seconded** by Fjestad. **Approved.**

The Wilkin County Auditor also requested that we transfer the Project No. 62, Judicial Ditch No. 1 (J.D. 1), Branch 4, account balance to Project No. 30, Clay/Wilkin J.D. 1, for the same reason. **Motion** by Fjestad to transfer the project account balances as requested. **Seconded** by Leitch. **Approved.**

Motion by Fjestad to approve the 2018 project and ditch system assessments (\$1,975,000). **Seconded** by Affield. **Approved.** All levies will be certified with the Auditors in Clay, Becker, Wilkin, and Otter Tail Counties by September 15, 2017.

Project No. 71, City of Moorhead 50th AVE. At their 7/24/17 meeting, the Board approved modifications to the lift station pumps, as requested by the Federal Emergency Management Agency (FEMA). The project is going through the Letter of Map Revision (LOMAR) process and FEMA won't accept power-take-off (PTO) driven pumps, but requires permanent electric installations for the levee certification process. The project includes two lift stations with PTO pumps. The City of Moorhead requested the pump modifications to get the project certified. Jones solicited local contractors for quotes for the pump modifications. Sellin Bros., Inc., Hawley, MN, submitted the low bid at \$106,014. **Motion** by Hanson to award Sellin Bros., Inc. the contract for the Phase 2 pump modifications. **Seconded** by Fjestad. **Approved.**

Project No. 78, Clay/Wilkin J.D. 1 Outlet Diversion. HEI filed the Engineer's Oath and Bond for the project. HEI will prepare the Preliminary Survey Report, and the BRRWD could hold the Preliminary Hearing sometime in December.

BWSR DRM Match Grants. Albright noted that BWSR has a new grant program application period open for Drainage Records Modernization (DRM). The grant is capped at \$75,000/entity with a 50/50 match. The deadline for submitting applications is 10/02/17. Jones suggested that the cost of the staff time to scan our paper records into M-Files could qualify. M-Files has a public portal feature to allow the public access to selected documents.

Memorials. The Board received thank you notes from the Marjorie Schwandt and Don Ogaard families for the floral arrangements we sent to the funerals. Marjorie Schwandt was Albright's Mother-in-Law.

Brad Stephenson Drainage Concern. Stephenson has a building site in Section 31, Mitchell Township, Wilkin County. He claims he gets water in his sewer/house at least three times a year. The Board discussed area drainage patterns. Stephenson contacted the BRRWD when he heard about the County's proposal to increase the size of the culverts just downstream of his farmstead for the C.R. No. 3 repair project. Albright and Steve Nepp/Tim Christopher, Wilkin County Highway Department, will meet with Stephenson to discuss a possible berm to protect his buildings. The Highway Department could also open the downstream culverts during the spring runoff, so water doesn't backup into his yard.

Oakport Wetland Panel. Albright noted that there will be a field meeting with the Oakport Wetland Panel in the next several weeks.

Scott Ladwig Drainage Concern. Albright plans to schedule a field meeting to discussed a drainage issue along T.H. No. 9 where Kevin Kuehl cleaned the road ditch, but water doesn't drain at the intersection of T.H. No. 9 and 28th AVE N. The road ditch may need to be cleaned for another mile to address Ladwig's concerns.

1W1P. The Board discussed the topics reviewed at BWSR 1W1P kickoff meeting in Breckenridge on 8/21/17.

The following bills were presented for approval:

Accounts Payable	Description	Account	Amount
American Enterprises, Inc.	#1667, Second mowing	Pj. 49, Oakport	\$ 3,400.00
Carmen Pattengale	August Cleaning (2)	Admin.	\$ 130.00
Chris Hoppe Lawn Care Service	July mowing (3)	Admin.	\$ 320.63
City of Barnesville	#10003513, 8/25/17 billing	Admin.	\$ 686.33
Daily News/News Monitor	Budget Hearing Notice (2)	Admin.	\$ 298.20
Fergus Falls Newspapers, Inc.	Budget Hearing Notice (2)	Admin.	\$ 641.48
Forum Comm. Company	Budget Hearing Notice (3)	Admin.	\$ 754.28
IWI	Water Quality Monitoring	M.S.A. 103D.905, Sub.3	\$ 4,578.75
JBX LLC	#639, Ditch cleaning	Becker C.D. No. 5	\$ 18,610.00
Joel Carlson	September Lobbyist Fees	Admin.	\$ 850.00
LM Road Service	#755, Spraying	Varies	\$ 19,239.75
New Century Press	Budget Hearing Notice	Admin.	\$ 249.76
Petty Cash	Office Supplies	Admin.	\$ 100.00
Quill	#8993872, office supplies	Admin.	\$ 69.44
RMB Laboratories, Inc.	#370397, WQ Analysis	M.S.A. 103D.905, Sub 3	\$ 632.00
Sun-Flowers	Ogaard Memorial/Flowers	Admin.	\$ 80.16
Vogel Law Firm	#201421, July billing-Kopperud lawsuit	Pj. 49, Oakport	\$ 52.50
Vogel Law Firm	#201419, July billing-Section 1135 Agmt.	Otter Tail River	\$ 1,472.00
Wilkin County Hwy Dept.	7/31/17 repair billings (4)	Varies	\$ 9,704.64
William Nichol Excavating	#230, Ditch extension	Pj. 65, Co. Line Outlet	\$ 1,547.50
			\$ 63,417.42

Motion by Anderson to approve payment of the listed bills. **Seconded** by Affield. **Approved.**

Next Meeting. The next regular meeting will be held on Monday, September 11, 2017, at 7:00 PM in our Barnesville office.

Adjournment. **Motion** by Leitch to adjourn the meeting. **Seconded** by Anderson. **Approved.** Chairman Van Amburg adjourned the meeting at 10:15 PM.

Respectfully submitted,

John E. Hanson, Secretary