

BUFFALO-RED RIVER WATERSHED DISTRICT

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MINUTES FOR ADVISORY COMMITTEE MEETING March 31, 2017

In accordance with Minnesota Statutes Annotated (M.S.A.) 103D.331, and any other applicable statutes, the Board of Managers, Buffalo-Red River Watershed District (BRRWD), held their annual meeting with their Advisory Committee on Friday, March 31, 2017, at 1:30 PM in the BRRWD Office, Barnesville, MN. BRRWD Managers present were: Gerald L. Van Amburg, Jay A. Leitch, Troy E. Larson, and Peter V. Fjestad. Advisory Committee members present were: Wilkin County Commissioner Lyle Hovland, Clay County Commissioner Jenny Mongeau, Breckenridge Mayor Russ E. Wilson, Edwin Johnson, Jr., Jerome Flottesch, Wayne Brendemuhl, Arvid Thompson, John Boen, Orrin Sorum, Roger Haglund, and Jerry Nordick. Others attending included: Bruce E. Albright, BRRWD Administrator, Erik S. Jones, Engineer, Houston Engineering, Inc. (HEI), and Pete Waller, Board Conservationist, Minnesota Board of Water and Soil Resources (BWSR).

BRRWD Managers absent were: Catherine L. Affield, John E. Hanson, and Mark T. Anderson. Advisory Committee members absent were: Otter Tail County Commissioner Wayne D. Johnson; Becker County Commissioner Barry Nelson; Charles Piekarski, William Steffl, Jon Evert, Ross Aigner, and Don Bajumpaa, District Manager, Wilkin Soil and Water Conservation District (SWCD).

BRRWD Administrator Bruce Albright called the meeting to order at 1:30 PM and introductions were made. Albright noted that the meeting was being recorded to aid in the preparation of minutes. He circulated a sign-up sheet to record attendance. Albright discussed M.S.A. 103D.331 requirements regarding the appointment of Committee members and the functions of the Advisory Committee, which is to advise and assist the Board of Managers regarding Watershed District activities. He also informed the group that there were mileage vouchers available for anyone wishing to be reimbursed. Following the meeting, the BRRWD will provide supper.

Meeting Minutes. Draft minutes for the 04/01/16 Advisory Board meeting were distributed with the meeting notice. **Motion** by Nordick to approve the minutes. **Seconded** by Brendemuhl. **Approved.**

Albright distributed a copy of the BRRWD's current financial statement for the Committee's review and discussed how our funds are administered. He explained in detail how funds are generated for our general levy accounts (M.S.A. 103D.905, Subd. 3), which we use to finance various projects, and to make agency contributions.

Nordick questioned if the negative account balances would be zeroed out by the end of FY2017. Albright explained that August (budget hearing) is the only opportunity that the BRRWD has to set ditch system levies. He said that they try to plan for maintenance, but crucial issues may arise throughout the year. The Board of Managers typically approve the repairs and plan to set a levy for the affected ditch system the following year. Nordick also asked if the ditch systems would ever maintain a positive balance. Albright stated that it would be a goal of the BRRWD to achieve a minimal positive balance for all their ditch systems.

Jones stated that the Watershed District is in the process of updating their Rules. He explained that the BRRWD's current rules, adopted in 1979, don't even include the term "tiling". He said that a set of draft rules has been prepared. Jones explained the process that needs to be followed to adopt the new rules. First, the Board of Managers would need to review and accept the Rules. Then, there is a 45-day timeframe in

which the rules are available for review by the public. Finally, a hearing would be held with District landowners to allow them to give testimony, if wanted. Jones noted that Rules would incorporate the Municipal Separate Storm Sewer Systems (MS4), that would apply to Moorhead, since their population exceeds 10,000 people.

Nordick questioned if the BRRWD has legal authority to take action if a landowner does not comply to the requirements of a permit. Albright explained that Watershed Law states a violation of the Rules could potentially result in a misdemeanor. The BRRWD must explain the case to the County Attorney, who would then have to employ the appropriate actions for the violation(s) that have occurred.

Albright explained that the BRRWD minutes and press releases are two ways that the Watershed District keeps landowners informed. He noted that the Annual Report also contains a condensed version of the press releases along with the annual audit. He also noted that the BRRWD's permit application is available online in a fillable form that can be submitted directly from the BRRWD Website.

Albright presented the 2016/2017 BRRWD activity report. He noted that the following information will be included in our 2016 Annual Report, which is in a draft form awaiting the 2016 Annual Audit information. Completed BRRWD's Annual Reports can also be found on our website.

April 2016

- Approved motion to reduce 2016 levy on Wilkin C.D. No. 7 to \$75,000 (½).
- Discussed possible drainage system on north line of Sections 5 and 6, Wolverton Township, west of T.H. No. 75.
- Discussed settlement offer from landowners in Oakport regarding a stockpile of material.
- HEI worked on cleanup list for Georgetown.
- Discussed slumping problems on Clay C.D. No. 41, Section 33, Oakport Township, with ACSC.
- Mediation Project Team Meeting held on April 7.
- Discussed RRBC Comprehensive Watershed Management Plan being developed by the COE.
- Authorized two miles of ditch repair surveying on Clay C.D. No. 3, starting at T.H. No. 9 and going downstream.
- Sent permission to survey letters for Whiskey Creek and Otter Tail River Projects.
- Water Action Week, April 18-22.
- Submitted FY 2018-2019 Biennial Budget Request to BWSR, \$60 million.
- Amended tax notices mailed to approximately 96 landowners for Wilkin C.D. No. 7.
- Discussed lawsuit associated with Pj. No. 77, Clay C.D. No. 51-Proposed Lateral No. 3, Section 28.
- Phase 4 of Oakport Flood Mitigation Project work starts.

- Work with four potential landowners interested in farmstead ring dikes.
- Meeting with BWSR regarding proposed work in Section 11, Manston Township, Wilkin County, on the South Branch of the Buffalo River.
- Continued work on Revised Watershed Management Plan.
- Received Working Copy-Version 3.4 of JPA from Metro Flood Diversion Authority.
- Approved Pay Request No. 1 to HCI for bufferstrip seeding on Wilkin C.D. Nos. 5A, 22, and 26.
- Authorized 2016 Water Quality Monitoring Program (33 locations).

May 2016

- Approved Pay Request No. 2 and Change Order No. 1 to R.J. Zavoral & Sons, Inc. for work on Oakport.
- Approved repairs to Clay C.D. No. 59 based on bids to install 38 field inlet culverts.
- Discussed drainage problem in Section 22, Atherton Township.
- Reviewed trespassing and dumping complaint on Pj. No. 70, Crystal Creek/McCann's Addition Flood Control.
- Discussed possible repair of Clay C.D. No. 3, NE1/4, Section 17, Spring Prairie Township.
- Held meeting with Vogel Law Firm to discuss JPA.
- Discussed petitions for release of properties from Wilkin C.D. No. 6A and Clay C.D. No. 28.
- Began survey work on Whiskey Creek and Lower Otter Tail River Projects.
- Signed IWI contract for 2016 sampling at 21 sites.
- Noted that MPCA will conduct biological monitoring work throughout the Otter Tail River watershed this summer.
- Authorized sediment removal on 200' of Wilkin C.D. No. 41, Section 16, Atherton Township.
- Voted to not sign the new JPA associated with the F-M Diversion Project.
- Discussed ongoing drainage problem in Section 22, Atherton Township.
- Worked on petition for new legal drainage system located on Clay-Wilkin County line.
- Authorized HEI to conduct waterway survey in W1/2, Section 29, Tansem Township.

- Resolved a drainage dispute in Section 23, Flowing Township.
- Worked with Eglon Township regarding two culverts that may need repair.
- Agreed to install a culvert along T.H. No. 75, Section 8, Holy Cross Township on Clay C.D. No. 36.
- Noah house and garage moved as part of Oakport Flood Mitigation Project.
- Forwarded petition and bond for diversion outlet on Clay-Wilkin Judicial Ditch (J.D.) No. 1 to Vogel Law Firm for review.
- Received 2015 Audit from Harold J. Rotunda, CPA.
- Continued work on RWMP.
- Noted that MPCA is working on TMDL and WRAPS documents for the Buffalo and Upper Red study areas.
- Received \$2.8 million Targeted Watershed Program Grant from BWSR for Wolverton Creek Project.
- Noted that survey work is ongoing regarding the Otter Tail River and Whiskey Creek Restoration Projects.
- Approved Pay Request and Change Order for Sellin Brothers, Inc. in regards to Phase 2, Buffalo River Restoration Project in Hawley.
- Authorized ditch repair on Becker C.D. No. 15, Section 11, Audubon Township.
- Noted concerns regarding needed cleanout of the Buffalo River in Sections 15, 16, and 21, Riceville Township.

June 2016

- Worked with landowner to modify benefit areas for property in Section 31, Prairie View Township, and Section 6, Tanberg Township.
- Drafted a petition regarding a new legal drainage system in Section 6, Wolverton Township.
- Approved Change Order No. 2 and Pay Request No. 3 for Oakport.
- Signed contract for ditch repairs on Clay C.D. No. 59.
- Awarded bids for repair of two slump sites along 130th AVE N, Clay C.D. No. 10.
- Approved Barnesville River Watch budget (\$5,336.64) for 2016-17 school year.
- Adopted a resolution withdrawing from the DA and consenting to termination of the limited JPA.

- Field Day held at Nordick Farm in Rothsay.
- Congressman Collin Peterson attended meeting to discuss how drain tile may help alleviate flooding in the Red River Valley.
- Submitted LSOHC grant application for the Wolverton Creek Habitat Restoration Project (\$3.015 M).
- Continued to deal with concerns from a landowner in Oakport regarding Phase 4.
- Contractor continues to make progress on the culvert installations on Clay C.D. No. 59.
- Signed agreement for R.J. Zavoral & Sons, Inc. for their work regarding two slump repairs on Clay C.D. No. 10.
- HEI continued to investigate ways to raise funding for Wolverton Creek Restoration.
- Managers Van Amburg, Hanson, and Fjestad attended the Minnesota Association of Watershed Districts (MAWD) Summer Tour in Winona on June 22-24.
- Scheduled meetings with Becker, Clay, Otter Tail, and Wilkin County Commissioners to present 2015 Annual Report/Audit.
- Discussion continued regarding updating of the BRRWD's Rules.
- Noted that BWSR opened the FY 2017 CWF competitive grant process.

July 2016

- Discussed of implementing a fee for funding on Wolverton Creek Restoration Project.
- Scheduled 2017 Annual Budget Hearing for Monday, August 22, 2016.
- Discussed possible drainage project on the county line west of T.H. No. 75, via permitting system.
- Discussed a complaint over a 2013 tiling project in the SW1/4, Section 21, Sunnyside Township, Wilkin County.
- Reviewed preliminary plans for a subdivision in Sections 8 and 17, Hawley Township, Clay County.
- Discussed dismissal of Pj. No. 77, Clay C.D. No. 51-Proposed Lateral No. 3 and collecting the remaining account balance.
- Letter has been sent by Vogel Law Firm to a landowner on Phase 4, Oakport Flood Mitigation Project.
- Appointed Roger Haglund, Moorhead, to Citizen Advisory Committee.
- HEI recommendations for a crossing on Hay Creek downstream of the Stinking Lake Project.

- Reviewed HEI report on side inlets and bufferstrip installations on several Wilkin County ditches.
- Furnished information to a Clay C.D. No. 33 landowner regarding his 2016 assessment.
- Reviewed an updated list of BRRWD goals.
- Board continues work on an update of their Rules.
- Attend RRV Ag Water Forum: One at the Ray Johnson Farm, Glyndon, and one at the Chad and Troy Larson Farm, Rothsay.
- Jones, HEI Engineer, completes his deposition regarding Pj. No. 77.
- Approved submission of 2017 CWF competitive grant application for work on the South Branch of the Buffalo River east of T.H. No. 9.
- Wilkin County Manager Catherine Affield reappointed for another three-year term.
- Noted completion of mowing on Elkton Township Wetland Restoration Project.
- Approved submission of AIG BWSR application (PTMApp/Geomorphic Assessment).
- Approved upgrade to office computers and monitors and discussed improvements to monitors and cameras in boardroom.
- Board reviewed Sections 1, 2, and 3 of their Rules.
- Approved Engineer's Design Report for Wilkin C.D. No. 7-Repairs.

August 2016

- Received update from Chuck Fritz, Executive Director, IWI.
- Discussed BRRWD's Rules update process.
- Reviewed complaint regarding a backhoe working on Wilkin C.D. No. 1B, Section 32, Meadows Township, Wilkin County.
- Approved distribution of costs associated with Pj. No. 75, Whiskey Creek.
- Hosted a tour of the Manson Slough Restoration Project, with Minnesota Department of Agriculture officials.
- Approved Pay Request No. 5 to R.J. Zavoral & Sons, Inc. for Phase 4, Oakport.
- Noted that the contractor has until 08/15/16 to complete culvert installations on Clay C.D. No. 59.

- Prepared letter of support for the Wilkin SWCD and their nomination for 2016 SWCD of the Year Award.
- LSOHC interview for Wolverton Creek Restoration Project funding.
- Reviewed HEI repair plans for Wilkin C.D. No. 6A.
- Signed MOA with City of Dilworth and Clay County regarding MPCA MS4.
- Submitted two CWF applications to BWSR.
- Held Annual Budget Hearing. The 2017 administrative levy set at \$250,000. The insurance fund levy set at \$14,000. A general levy in accordance with M.S.A. 103D.905, Subd. 3, was approved for \$661,162, and a second special levy, which will be used to pay off costs associated with the Manson Slough Restoration Project (\$500,000).
- Landowner associated with Pj. No. 77, Clay C.D. No. 51-Proposed Lateral No. 3 submitted permit application to remove illegal dikes. Approved subject to petitioner filing for abandonment of Pj. No. 77 and payment of BRRWD's costs.
- HEI met with landowner regarding request to install culverts in a natural waterway in Section 6, Nordick Township.
- Discussed issues involving FEMA and their flood insurance program.
- Discussed Watershed District permit conditions.
- Discussed installing more openings along Wilkin C.D. No. 13-Lateral for Pj. No. 56, Manston Slough Restoration Project.
- Board decided not to allow hunting in and around the Brentwood area of the Oakport Project.
- Approved removal of culverts through 170th ST between Sections 3 and 10, Manston Township, on Wilkin C.D. No. 44.
- Held agency meeting to discuss Phase 1A of the South Branch of the Buffalo River project, east of T.H. No. 9.
- Noted that BRRWD will submit comments regarding the permit filed by the F-M DA to the DNR.

September 2016

- Discussed repairs for Wilkin C.D. Nos. 6A and 7. Informational meetings held in Breckenridge.
- Received abandonment petition from Minch Family LLLP.
- HEI recommends lowering north spoil bank at two locations in SW1/4, Section 20, Manston Township.

- Approved Pay Request No. 6 and Change Order No. 4 to R.J. Zavoral & Son, Inc. for Oakport.
- Held meeting with representative from Clay County, MNDOT, and Georgetown to discuss possible road raises needed to certify levee.
- R.J. Zavoral & Sons, Inc. completed slide repairs on Clay C.D. No. 10.
- Requested an extension for BWSR grant for the Upper South Branch BMP Strategic Implementation Plan-Part 2, which expires on 12/31/16.
- Agreed to contribute \$2,001.35 (10%) to sediment control basin project located in SE1/4, Section 23, Humboldt Township.
- River Keepers hold Red River Water Festival in Moorhead.
- Accepted resignation of Clay County Manager Breanna.
- Complaint from landowner on Phase 4, Oakport regarding location of an approach.
- Discussed drainage issues involving Section 5, Barnesville Township.
- Agreed to lower water levels at Manston Slough as requested by NRCS.
- Noted that two new documents have been completed by HEI for Water Quality Communique.
- Received HEI plans and specifications for repair of Wilkin C.D. No. 7.
- Received repair report for Wilkin C.D. Nos. 4 and 4A.
- Contributed \$400 to Breckenridge Public Schools to start a 4th Grade Outdoor Classroom Adventure.
- Held meeting with landowners and NRCS regarding Phase 1A, Wolverton Creek.
- Authorized repair for three field inlets located in the NE1/4, Section 33, Morken Township, Clay County, on C.D. No. 39.

October 2016

- Dismissed Pj. No. 77, Clay C.D. No. 51-Proposed Lateral No. 3.
- Discussed erosion concern on Lake Fifteen in Parke Township, Clay County.
- Discussed complaint regarding two tiling projects in Section 3, Callaway Township, Becker County.
- Awarded Wilkin C.D. No. 7 repairs to States Border Construction, Graceville, MN.
- Approved Pay Request No. 7 to R.J. Zavoral & Sons, Inc. for Phase 4, Oakport.

- Approved Pay Request No. 1 and Change Order No. 1 to R.J. Zavoral & Sons, Inc. for Clay C.D. No. 10 slump repairs.
- Discussed repair of two miles of Wilkin C.D. No. 13-Lateral in Section 7 and 18, Manston Township.
- 10/11/16 meeting bills total \$2,194,845.
- Authorized submittal of MS4 permit application.
- Wilkin County Highway Department starts slope work on C.D. No. 6A.
- Recommended for \$1.877 million from LSOHC Conservation Partners Legacy Grant Program for Wolverton Creek.
- MSUM Archaeology Department conducted Phase 1 survey of Otter Tail Restoration alignment.
- Mediation Project Team Meeting held.
- Forwarded complaint regarding two tiling projects in Section 3, Callaway Township, to Becker SWCD for their review regarding wetlands.
- Received final payment of Petitioner's for Pj. No. 77.
- Updated NRCS and DNR regarding the status of the water levels on Pj. No. 56, Manston Slough Restoration.
- Wolverton Creek landowners contacted and urged to sign up for the NRCS WRE program.
- Noted that VCSU Professor Delorme completed the mussel survey for the Otter Tail River Restoration.

November 2016

- Complaint regarding a ditching project in the NW1/4, Section 11, Prairie View Township, along C.R. No. 19.
- Approved repairs for 8.3 miles of Wilkin C.D. No. 13-Lateral.
- Approved Pay Request No. 8, and Change Order Nos. 5 and 6, for R.J. Zavoral & Sons, Inc. and their work with Pj. No. 49.
- Approved Final Pay Request and Change Order No. 1 for Tim Crompton Excavating, Inc. for Clay C.D. No. 59 inlet pipes.
- Held preconstruction meeting for Wilkin C.D. No. 7.
- Noted that Etten Otter Tail River erosion site has been completed.

- Approved repair recommendation for Clay C.D. NO. 22, NE1/4, Section 29, Kragnes Township.
- Approved request to replace damaged culvert in Section 24, Cuba Township, Becker County.
- Noted that NRCS has prepared plans for a ring dike for Doug Butenhoff in Section 15, Alliance Township, Clay County.
- Welcomed new Clay County Manager Jay Leitch.
- Discussed drainage concern in NE1/4, Section 22, Prairie View Township, Wilkin County.
- Discussed a pending permit to reroute a natural waterway in NE1/4, Section 10, Andrea Township, Wilkin County.
- Office staff to contact landowners in Section 3, Callaway Township, Becker County.
- Discussed drainage complaint filed for tiling in Section 28, Mitchell Township, Wilkin County.
- Reviewed O&M agreement with the City of Moorhead regarding Pj. No. 71, 50th AVE Flood Control.

December 2016

- Discussed BWSR's 1W1P initiative.
- Reviewed HEI survey results regarding a drainage concern on a natural waterway in Sections 22 and 23, Prairie View Township, Wilkin County.
- Discussed status of lowering water on Pj. No. 56, Manston Slough Restoration.
- Approved Pay Request No. 9 for R.J. Zavoral & Sons, Inc. for Pj. No. 49.
- Approved Final Pay Request for R.J. Zavoral & Sons, Inc. to release the retainage for Pj. No. 14, Clay C.D. No. 10 slope repairs.
- Held Mediation Project Team Meeting.
- Discussed a document management system for office data storage.
- Viewers meet to work on redetermination of benefits for Wilkin C.D. No. 6A, Becker C.D. No. 9, and Clay C.D. No. 16.
- Wilkin C.D. No. 40 landowner contacted the office regarding a partial abandonment.
- Reviewed a proposal for determining wmd fees that could be used to help pay for Wolverton Creek.
- Managers attend MAWD Annual Conference in Alexandria. Manager Fjestad was elected to the MAWD Board of Directors.

January 2017

- Held Annual Meeting.
- Officers elected: Van Amburg, Chair; Fjestad, Vice Chair; Hanson, Secretary; and Anderson, Treasurer.
- Renewed Lobbyist Joel Carlson's contract.
- Renewed contracts for: Engineering services, HEI; Legal services, Vogel Law Firm; and Accounting services, Harold J. Rotunda, CPA.
- Met with BWSR Performance Review and Assistance Process (PRAP) Coordinator regarding a Level II Review.
- Met with Clay County Commissioners regarding a Buffalo River Flood Insurance update proposal, agreed to pay 50% (\$39,000).
- Met with landowners from Section 23, Prairie View Township to discuss survey.
- "Buffers and Burgers" program sponsored by Wilkin SWCD.
- US Bank still has not finalized condemnation proceedings pertaining to the Greywind property needed for Georgetown Levee.
- New petition for outlet on the south side of county line for J.D. No. 1 redrafted.
- No work was completed on the cleanout of Wilkin C.D. No. 7 this fall due to weather conditions.
- Viewers met and worked on the redetermination of benefits.
- Managers attend RRBC Conference in Fargo.
- Held meeting with NRCS to discuss WRE as it pertains to Wolverton Creek.
- Received update from NRCS regarding Manston Slough Restoration.
- Developed a policy for insuring security of not-public data in accordance with M.S.A. Section 13.05.
- Met with the Fischer family regarding storage lease.
- Submitted applications to the DNR flood damage reduction grant assistance program for Barnesville Township (\$7.8 million), Upper South Branch (\$1.39 million), and Stony Creek (\$7 million).
- Completed paperwork with BWSR regarding Elkton Township Wetland Mitigation Bank.
- Agreed to pay a \$1,478.75 cost overrun pertaining to the Otter Tail Riverbank Restoration Site.

- Started BWSR's PRAP Level II Assessment.
- Continue to work on the update of BRRWD's Rules.

February 2017

- Held meeting with Clay SWCD, to discuss buffer law.
- Held Mediation Project Team Meeting.
- Discussed easement values.
- Discussed an outlet for Section 28 tiling project.
- Agreed to work with Becker SWCD and NRCS regarding submittal of an EPA 319 Grant for work on the Buffalo River.
- Discussed options to repair the Clay C.D. No. 3 outlet, Section 8, Moland Township.
- Approved a motion requesting MAWD to hold a special meeting to review their bylaws.
- Met with Jeff Lewis, RRBC, and Chuck Fritz, IWI, to discuss Mediation Agreement/fdr projects benefits.
- Agreed to help fund water diversion structure for Hough Farms in Section 25, Humboldt Township, Clay County.
- City of Comstock requests meeting with the F-M DA to discuss protection, if the upstream storage area is constructed.
- Approved a motion to purchase the document management system M-Files through MARCO.
- Bills introduced relating to capital investment appropriating money for flood hazard mitigation projects in the BRRWD.

March 2017

- Attended Wilkin County Hazard Mitigation Planning.
- Summary judgement hearing held regarding Kragnes lawsuit.
- Meeting held with the COE regarding Section 1135 Project.
- Funding assistance for an erosion control project in Section 1, Glyndon Township.
- Final settlement offer regarding Oakport lease.
- Held a meeting with Wilkin C.D. No. 13-Lateral landowners.
- Heard a request from First Congregational Church, Moorhead, to address runoff from their parking lot.

- Attended RRWMB/Red River Basin Flood Damage Reduction Work Group (RRBFDRWG) Conference in Moorhead.
- Attend 2017 MAWD Legislative Reception & Day at the Capitol.
- Held a meeting with River Watch partners to discuss the 2017 sampling season.
- Decision to stop operation of tile pump, Section 28, Mitchell Township, until an "adequate" outlet is secured.
- Receive BWSR PRAP review.
- Office to schedule meeting to discuss Glyndon waterway.
- Authorized HEI to investigate Wilkin C.D. Nos. 43 and 44 road slope failures.
- Board hires Dr. Taff to conduct analysis on easement values.

While displaying a Power Point Presentation on the overhead screens, Jones reviewed the following BRRWD projects: Wolverton Creek, the Upper South Branch of the Buffalo River, Whiskey Creek (by Kent, MN), Lower Otter Tail River, Barnesville Township, Stony Creek, and the Manston Slough Restoration. He also briefly covered the following topics: an overview of the permits submitted in 2016; the status of the Buffalo River and Lower Otter Tail River TMDLs; the progress of the PTMApp; the plan to apply for funding to complete the 1W1P process; and the completion of the Oakport Flood Mitigation Project. Jones listed the BRRWD's goals for 2017: to begin the Wolverton Creek Restoration Project, the cleanout of Wilkin C.D. Nos. 13 and Lateral (outlet to Manston Slough), to continue project development on the Upper South Branch of the Buffalo River, and the Stony Creek Project.

Waller explained that BWSR's PRAP assesses the performance of local government units in their management of land and water resources. He explained that the BRRWD completed the Level II performance review which is designed to give BWSR and the BRRWD an overall assessment of the Watershed District's effectiveness in both the delivery and effects of conservation efforts. The review looked at implementation of their plan's action items and compliance with BWSR's operational performance standards. The Level II review also included surveys of Board members, staff, and partners to assess internal and external effectiveness of the Watershed District. The BRRWD's results indicated that they are doing a good job. Waller noted one recommendation was to get the most recently added regions in Wilkin and Otter Tail Counties incorporated into the BRRWD's overall plan.

Waller briefly discussed the 1W1P concept. He explained that roundtable members recommended that the local government units responsible for water management should organize and develop focused implementation plans on a watershed scale. The goal is to decrease the total number of water plans statewide to approximately 60-70 plans versus the current 250 plans. Five Watershed Districts completed a pilot program, and another six Districts have started the process. Waller stated the next application deadline is April 19, 2017. The 1W1P will help streamline BWSR's grant application process.

Albright gave a short history of the BRRWD's membership with the Red River Watershed Management Board (RRWMB). The BRRWD became a member of the RRWMB in 1980 and chose to leave in 2002.

He stated that the RRWMB could be a potential source for long-term funding for some of the BRRWD's projects.

The BRRWD continues to work with the Counties and SWCDs regarding the Buffer Law. Today (3/31/17) was BWSR's deadline to determine who will enforce the Buffer Rules. The actual enforcement date would begin on November 1, 2017. Brendemuhl asked how many BRRWD ditch systems already have buffers installed. Albright believes that approximately 40-50% of the ditch systems currently have buffers. Brendemuhl also questioned if the BRRWD will continue to pay for the land required for the buffers. Albright thought that the BRRWD will still compensate landowners for the required land on ditch systems, but this needs to be discussed with the Viewers and Board of Managers.

The BRRWD Managers and Staff left the meeting at approximately 5:15 PM to allow the Advisory Committee to convene their meeting.

Chairman Flottesch called the Advisory Committee meeting to order at 5:15 PM.

Election of the Advisory Committee Officers: **Motion** by Brendemuhl to re-elect Jerome Flottesch as Chair and Lyle Hovland as Recorder. **Seconded** by Thompson. **Approved.**

The Committee recommended that the BRRWD conduct another Fall Tour of recent and existing projects. It was suggested to hold the Fall Tour during the first week in September, prior to row crop harvest, as it could be easier for more people to attend.

The Committee discussed the possibility of the BRRWD rejoining the RRWMB. The consensus of the group was for the Board to "keep the door open". They recommended continuing to acquire funding as we have been, since these methods have been successful thus far.

Nordick stated that there is an issue with weed control in the Wilkin County ditch system buffers. The group discussed who should be required to maintain weed control, since these ditches have been relinquished to the BRRWD. They concluded that a meeting needs to be held with the affected entities to determine the best approach.

The group unanimously agreed to extend their appreciation and satisfaction to the Board of Managers and Staff for doing a good job for the District. They also recommended that the Board of Managers continue to work on a long-term transition plan for Administration. They recommended hiring a candidate prior to Albright's retirement, so he/she can receive beneficial training with him. The Committee stated the final selection should be the Board of Manager's decision. Also, the Board would need to decide whether employment would be through Houston Engineering, Inc. or the BRRWD.

Advisory Board Meeting Adjournment: **Motion** by Boen to adjourn the meeting at 5:38 PM. **Seconded** by Nordick. **Approved.**

Prepared and submitted by:

Lyle E. Hovland, Recorder

At 5:40 PM, the BRRWD Board and Staff rejoined the Advisory Committee. Hovland relayed their recommendations to the Board. The group discussed the various issues.

At 6:00 PM, the annual meeting was adjourned, followed by supper at the BRRWD office.

Respectfully prepared and submitted by,

Bruce E. Albright, Office Administrator