



1303 4<sup>TH</sup> Ave. NE  
Barnesville, MN 56514  
218-789-3100  
www.brrwd.org

## Board Meeting Minutes

Monday August 9, 2021

**Managers Present:** Peter Fjestad, Catherine Affield, John Hanson, Troy Larson, Gerald Van Amburg, Mark Hanson (remote), Paul Krabbenhoft

**Staff Present:** Kristine Altrichter

**Consultants Present:** Erik Jones, Engineer, Bennett Uhler, Engineer – Houston Engineering, Inc. (HEI)

**Others Attending:** Rob Sip, Linda Vavra – Red River Watershed Management Board (RRWMB); Christine Holland – River Keepers; Jeff Nord, Jenny Mongeau – Clay County Commissioner (remote)

President Fjestad called the meeting to order at 7:00 PM.

### Agenda:

Additions to agenda: South Branch of Buffalo River Clean Water Fund Application Update, Lessard-Sams Outdoor Heritage Council Submittal Update. **Motion** to approve agenda with additions by J. Hanson, **Seconded** by Van Amburg. **Approved.**

### Secretary's Report:

**Motion** to approve July 26, 2021 Board Meeting Minutes with minor corrections, August 30, 2011 Project No. 1 Wilkin County No. 22 Lateral No. 3 Informational Meeting Minutes, July 23, 2013 Stakke Lake Outlet Informational Meeting Minutes, and January 15, 2015 Comprehensive Plan Update Upper Red and Otter Tail Planning Region Informational meeting by Affield, **Seconded** by Krabbenhoft. **Approved.**

### Treasurer's Report:

Account balance was \$2,998,725.55. Income received since July 26, 2021, totals \$732,763.18, and for the year, totals \$3,731,232.30. Current Account Receivables collected this month totals \$950,020.66. **Motion** to approve Treasurer's Report by Affield, **Seconded** by Larson. **Approved.**

### Citizens to be Heard:

**Christine Holland, River Keepers.** Holland presented information on the history of River Keepers and their outreach activities. River Keepers submitted a budget request of \$55,000 for 2022, which will be reviewed during the Budget Hearing August 23, 2021. BRRWD has levied \$55,000 on behalf of River Keepers since 2016.

**Rob Sip and Linda Vavra, Red River Watershed Management Board.** Sip presented an update on RRWMB's 2020 activities and legislative efforts. Sip also provided an update on the planned LiDAR flight. Board of Managers approved participating RRWMB's LiDAR collection at the June 14, 2021 meeting. **Motion** to authorize signature of contract to participate in RRWMB's LiDAR collection by Van Amburg, **Seconded** by J. Hanson. **Approved.**

**Jeff Nord.** Nord is concerned about impacts from Fargo-Moorhead Diversion Project on his building site in the SE ¼ of Section 24, Wolverton Township, Wilkin County. Nord is proposing to fill area east of building site with material from his gravel pit. He requested BRRWD submit letter on his behalf to Metro Flood Diversion Authority requesting they contribute to cost of loading and transporting material. Nord also requested BRRWD evaluate if the township road to the east, 160<sup>th</sup> Ave, needs to be raised to protect building site to the east. Board of Managers directed HEI to review site.

**Permits:**

**Permit No. 21-094, Ryan Zimmerman.** Applicant is proposing to remove and replace existing 18” culvert and extend culvert 20 to 30 feet in NW ¼ of the SE ¼, Section 16, Riverton Township, Clay County and add 18” culvert in the SW ¼ of the SE ¼ of Section 16. Uhler recommended approval subject to approval from Township to work within road right-of-way.

**Permit No. 21-095, G. Vance Johnson.** Applicant is proposing to add laterals to existing tile system in the NW ¼, Section 9, Trondhjem Township, Otter Tail County. Uhler recommended approval subject to standard tiling conditions.

**Permit No. 21-096, Greg Johnson.** Applicant is proposing to install toe-wood sod mat along approximately 96 feet of the Buffalo River in the SW ¼ of the SW ¼, Section 36, Moland Township, Clay County, to stabilize eroding river bank. Project completed in partnership with Clay Soil and Water Conservation District (SWCD). Uhler recommended approval subject to obtaining DNR permit.

**Permit No. 21-097, Bill Colbeth.** Applicant is proposing to install toe-wood sod mat along approximately 410 feet of the Buffalo River in the SW ¼ of NW ¼, Section 34, Moland Township, Clay County, to stabilize eroding river bank. Project completed in partnership with Clay SWCD. Uhler recommended approval subject to obtaining DNR permit.

**Permit No. 21-098, David Watt.** Applicant is proposing to install side inlet pipes in two locations along the Buffalo River in Section 28, Moland Township, Clay County, to stabilize gully erosion. Drainage area for each side inlet is approximately 30 acres. Project completed in partnership with Clay SWCD. Uhler recommended approval subject to obtaining DNR permit.

**Permit No. 21-099, Mark Miller.** Applicant is proposing to fill gully, construct berm, and install 24” culvert in the NW ¼, Section 9, Roberts Township, Wilkin County. Project completed in partnership with Wilkin SWCD. DNR issued countywide permit for projects under this partnership. Uhler recommended approval.

**Permit No. 21-100, Jirak Brothers Farming.** Applicant proposing to install an 18” side inlet culvert to address washout in the NE ¼, Section 7, Connelly Township, Wilkin County. Drainage area for side inlet is approximately 10 acres. Project completed in partnership with Wilkin SWCD. DNR issued countywide permit for projects under this partnership. Uhler recommended approval.

**Permit No. 21-101, Sidney Smith.** Applicant is proposing to install toe-wood sod mat along approximately 370 feet of the Buffalo River in the SW ¼, Section 33, Highland Grove Township, Clay County. Project completed in partnership with Clay SWCD. Uhler recommended approval subject to obtaining DNR permit.

**Permit No. 21-102, David Watt.** Applicant is proposing to install toe-wood sod mat along approximately 140 feet of the Buffalo River in the NW ¼, Section 34, Moland Township, Clay County. Project completed in partnership with Clay SWCD. Uhler recommended approval subject to obtaining DNR permit.

**Permit No. 21-103, Brice Bellmore.** Applicant is proposing to excavate ditch to improve drainage and add 20 feet of culvert to an existing approach in the NE ¼, Section 27, Roberts Township, Wilkin County. Project does not change natural outlet of water. Uhler recommended approval subject to approval from Roberts Township to work within road right-of-way.

**Permit No. 21-104, Rick Maier.** Applicant is proposing to move field approach and culvert from middle of NW ¼ (off of CSAH 3) to the northwest corner of the NE1/4, off of CSAH 3, Section 8, Deerhorn Township, Wilkin County. Work will be completed by Wilkin County Highway Department. Uhler recommended approval.

**Permit No. 21-105, Luke Langerud.** Applicant is proposing to install water and sediment control basins with surface intakes and underground outlet in the SE ¼, Section 34, Audubon Township, Becker County. Embankment does not back water onto adjacent land, natural flowpath will remain unchanged, and tile outlets onto applicant’s property. Uhler recommend approval subject to standard tiling conditions.

**Permit No. 21-107, Kevin Jerger.** Applicant is proposing to install pattern tile with a gravity outlet into the South Branch of the Buffalo River in the N ½, Section 19, Atherton Township, Wilkin County. Uhler recommended approval subject to standard tiling conditions.

**Permit No. 21-108, Kevin Jerger.** Applicant is proposing to remove existing field approach and 30” culvert along County Road 11 in the NW ¼, Section 19, Atherton Township, Wilkin County and install two field approaches and 24” culverts along County Road 188 in the N ½, Section 19. Proposed 24” culverts will pick up a drainage area of approximately 120 acres or less. Uhler recommend approval subject to approval from Wilkin County Highway Department to work within road right-of-way.

**Permit No. 21-109, Ed Askegaard.** Applicant is proposing to install new field approach along County Road 190 in the NE ¼, Section 13, Wolverton Township, Wilkin County. Uhler recommended approval subject to using a minimum of 18” culvert and approval from Wilkin County Highway Department to work within road right-of-way.

**Permit No. 21-110, Matt Jennen.** Applicant is proposing to install tile laterals in the SE ¼, Section 16, Carlisle Township, Otter Tail County. Water currently flows in same direction as proposed tile. Tile to be installed on neighboring property (Larry and Peter Fjestad) and connect into tile system on Jennen property. Uhler recommend approval subject to standard tiling conditions.

**Motion** to approve Permit Nos. 21-094, 21-095, 21-096, 21-097, 21-098, 21-099, 21-100, 21-101, 21-102, 21-103, 21-104, 21-105, 21-107, 21-108, 21-109, 21-110 with conditions outlined above by J. Hanson, **Seconded** by Larson. **Approved.**

#### **Projects and Ditches:**

**Clay Co. Ditch 5, 2, 3, 35, 65 Appeal.** Altrichter provided an update on Gerald and Sharry Zimmerman’s appeal of the Incremental Implementation of Vegetated Ditch Buffer Strips for Clay County Ditch No. 2, 3, 4, 35, and 65. Zimmerman’s signed the Stipulation to Dismiss the Appeal. Final step is for District Court Judge to sign order, then BRRWD will pay Zimmerman’s for right-of-way easement.

**Glyndon East Tributary Restoration Environmental Assessment Worksheet (EAW) Findings of Fact.** EAW comment period closed July 22, 2021. BRRWD received comments from Minnesota Department of Administration Office of the State Archaeologist, Minnesota Pollution Control Agency, and Minnesota Department of Administration State Historic Presentation Office. Comments on EAW required archaeological study, approved by Board of Managers July 12, 2021. Archaeological survey was completed and found no sites of archaeological significance. Through comments and in the record of decision, it was determined that no Environmental Impact Statement (EIS) is required for the project. Information will now be submitted to Environmental Quality Board (EQB) for final review. **Motion** to sign Findings of Fact indication that no EIS is required by Van Amburg, **Seconded** by J. Hanson. **Approved.**

**South Branch Buffalo River Clean Water Fund (CWF).** Uhler provided an update on CWF application for South Branch Buffalo River. HEI ran the PTMApp for South Branch watershed. Identified approximately 350 potential locations for water and sediment control basins or side inlets. A number of potential project locations were identified in Otter Tail County. Uhler coordinated with West Otter Tail SWCD to partner with BRRWD and Wilkin SWCD on CWF grant application. West Otter Tail SWCD requested \$10,000 of fund allocation for technical assistance and design, and \$340,000 allocated for implementation. Total \$350,000 will be requested to target 50 potential project locations. Wilkin SWCD will be applicant. Projects included under grant require landowner cost-share. Uhler recommended BRRWD contribute up to 25 percent cost-share from the MSA 103D.905 account to cover engineering services, survey work, and coordinating construction. **Motion** to contribution up to 25 percent cost-share from MSA 103D.905 account by Krabbenhoft, **Seconded** by J. Hanson. **Approved.**

**Lessard-Sams Outdoor Heritage Council (LSOHC) Submittal Update.** BRRWD submitted grant application for \$5,000,000 for stream restorations throughout the district as presented to Board of Managers May 24, 2021. LSOHC completed tentative scoring, BRRWD ranked 23 of 48. Hearing times will be scheduled between August 31, 2021 and September 2, 2021.

**Weed Spraying.** Jones provided an update that weed spraying has commenced along ditches.

**Other:**

**Staff Transition.** Altrichter provided an update on the staff transition. Altrichter and RaeAnn Berg, Administrative Assistant, transitioned to watershed employees July 29, 2021. High Plains Technology installed information technology services on August 6, 2021. The first payroll will be completed August 20, 2021 by High Road Partners. Altrichter explained in the next month staff will begin working with High Road Partners to initiate hiring another employee.

**Bills. Motion** to approve bills totaling \$194,583.74 by Van Amburg, **Seconded** by Affield. **Approved.** See bill list attached.

**Next Regular Meeting.** Monday August 23, 2021, at 7:00 PM in the Barnesville office. Agenda will be posted on the BRRWD's website prior to the meeting.

President Fjestad adjourned the meeting at 8:49 PM.

/s/ John Hanson

Secretary