1. Call to Order: The Red River Watershed Management Board (RRWMB) met on Tuesday, January 15, 2019 at the East Grand Forks City Hall, East Grand Forks, Minnesota. President John Finney called the meeting to order. RRWMB Managers present were: LeRoy Ose, Greg Holmvik, Dan Money, Jason Braaten, Roger Mischel, and Linda Vavra. Others Present Included:

- Rodger Hemphill, Interim Red River Basin Coordinator, Minnesota Department of Natural Resources (DNR)
- Joel Praska, Administrator, Middle Snake Tamarac Rivers Watershed District (MSTRWD)
- Blake Carlson, Engineer, WSN Engineering, Incorporated
- Myron Jesme, Administrator, Red Lake Watershed District (RLWD)
- Les Torgerson, Manager, RLWD
- Ted Preister, Executive Director, Red River Basin Commission (RRBC)
- Kevin Ruud, Administrator, Wild Rice Watershed District (WRWD)
- Jerry Bents, Engineer, Houston Engineering Incorporated
- Robert L. Sip, Executive Director, RRWMB
- Nikki Swenson, Executive Assistant, RRWMB
- Morrie Lanning, Barr Engineering
- Nate Dalager, Engineer, HDR Engineering
- Keith Weston, Executive Director, Red River Retention Authority (RRRA)
- Debra Walchuk, Red River Basin Coordinator Natural Resource Conservation Service (NRCS)
- April Swenby, Administrator, Sand Hill River Watershed District (SHRWD)
- Roger Hansen, Manager, SHRWD
- Jerome Deal, Manager, Bois de Sioux Watershed District (BDSWD)
- Rita Albrecht, Regional Director, Minnesota DNR
2. Meeting Additions and Adoption of Agenda: Mr. Sip requested that the 2018 audit be added to the agenda in addition to discussion about the June, July, August, and September 2018 RRWMB Treasurers Reports. A **Motion** to approve the Agenda with the additions was made by Mr. Ose and **Seconded** by Mr. Money. **Carried.**

3. Approval of Meeting Minutes: **Motion** by Mr. Braaten to dispense with the reading of the minutes for December 18, 2018, **Seconded** by Mr. Mischel. **Carried.** A **Motion** by Mr. Money to approve the December 18, 2018 meeting minutes, **Seconded** by Mr. Mischel. **Carried.**

4. Annual Board Organization:
   A. Election of Officers:
      President Election: President Finney turned the meeting over to Vice-president Holmvik, who then asked for nominations for President of the Board. Mr. Money nominated Mr. Finney for President. Nominations were called for three times by Mr. Holmvik, with no other nominations being made. Mr. Holmvik asked for a **Motion** to close nominations and to cast a unanimous ballot for Mr. Finney for President. **Motion** to cease nominations and to cast a unanimous ballot for John Finney for President by Mr. Ose, **Seconded** by Mr. Braaten. **Carried.** Mr. Holmvik turned the meeting back over to Mr. Finney.

      Vice-president Election: Mr. Finney asked for nominations for Vice-president. Mr. Holmvik was nominated by Mr. Ose for Vice-president. Nominations were called for three times for Vice-president by Mr. Finney, with no other nominations being made. A **Motion** to close nominations and to cast a unanimous ballot for Mr. Holmvik for Vice President was made by Mr. Money, **Seconded** by Mr. Braaten. **Carried.**

      Treasurer Election: Mr. Finney asked for nominations for Treasurer. Mr. Holmvik nominated Mr. Braaten for Treasurer. Nominations were called for three times for Treasurer by Mr. Finney, with no other nominations being made. A **Motion** to close nominations and to cast a unanimous ballot for Mr. Braaten for Treasurer was made by Mr. Money, **Seconded** by Mr. Holmvik. **Carried.**

      Secretary Election: Mr. Finney asked for nominations for Secretary. Mr. Braaten nominated Mr. Ose for Secretary. Nominations were called for three times for Secretary by Mr. Finney, with no other nominations being made. A **Motion** to close nominations and to cast a unanimous ballot for Mr. Ose for Secretary was made by Mr. Mischel, **Seconded** by Mr. Holmvik. **Carried.**
B. Annual Board Resolutions:

Mr. Sip explained the new format for the annual resolutions that should be adopted each year by the Managers. Mr. Sip briefly discussed the resolutions with the Managers and indicted that the legal services rate in 2018 was $218 per hour and that the 2019 rate would be $225 per hour. Mr. Finney proceeded with each resolution:

- **Resolution to Approve 2019 Regular Meeting Dates:** The RRWMB Managers considered the designation of the regular monthly meeting date and time at the regular board meeting held in East Grand Forks on Tuesday, January 15, 2019. On a **Motion** by Mr. Ose, **Seconded** by Mr. Braaten, and on a vote of 7 for and 0 against, the motion **Passed** to designate the third Tuesday of each month at 9:30 AM as the regular monthly meeting date and time for the RRWMB unless otherwise noted by Resolution 2019-01.

- **Resolution to Approve 2019 Regular Meeting Location:** The RRWMB Managers considered the designation of a rotating monthly meeting schedule with at least four (4) meetings being held in Ada at the regular board meeting held in East Grand Forks on Tuesday, January 15, 2019. On a **Motion** by Mr. Braaten, **Seconded** by Mr. Holmvik, and on a vote of 7 for and 0 against, the motion **Passed** to designate a rotating monthly meeting schedule for the RRWMB with at least four (4) meetings being held in Ada by Resolution 2019-02.

- **Resolution to Approve 2019 Per Diem and Mileage Rate:** The RRWMB Managers considered the designation of per diem and mileage rates according to current IRS regulations and current “Board Member Per Diem and Expense Reimbursement Policy” within the RRWMB Governing Documents at the regular board meeting held in East Grand Forks on Tuesday, January 15, 2019. On a **Motion** by Mr. Money, **Seconded** by Mr. Mischel, and on a vote of 7 for and 0 against, the motion **Passed** to designate per diem and mileage rates according to current IRS regulations and current “Board Member Per Diem and Expense Reimbursement Policy” within the RRWMB Governing Documents by Resolution 2019-03.

- **Resolution Authorizing Deposit and Investment of Funds:** The RRWMB Managers considered the designation of the Internal Controls and Treasurers Policy Manual approved on August 21, 2018 to guide the deposit and investment of funds and overall management of financial resources of the RRWMB at the regular board meeting held in East Grand Forks on Tuesday, January 15, 2019. On a **Motion** by Mr. Holmvik, **Seconded** by Mr. Ose, and on a vote of 7 for and 0 against, the motion **Passed** to designate the Internal Controls and Treasurers Policy Manual approved on August 21, 2018 to guide the deposit and investment of funds and overall management of financial resources of the RRWMB by Resolution 2019-04.

- **Resolution to Retain Legal Counsel:** The RRWMB Managers considered the designation of legal counsel for the RRWMB and for continuation of a legal services agreement between Smith Partners PLLP and the RRWMB at the regular board meeting held in East Grand Forks on Tuesday, January 15, 2019. On a **Motion** by Ms. Vavra, **Seconded** by Mr. Mischel, and on a vote of 7 for and 0 against, the motion **Passed** to designate Smith Partners PLLP as legal counsel for the RRWMB and according to the legal services agreement approved by the RRWMB in March 2018 by Resolution 2019-05.
• **Resolution to Conduct Annual Audit:** The RRWMB Managers considered the completion of an annual audit each year to ensure that internal controls and financial policies are being met according to the Internal Controls and Treasurers Policy Manual (adopted on August 21, 2018) at the regular board meeting held in East Grand Forks on Tuesday, January 15, 2019. On a **Motion** by Mr. Braaten, **Seconded** by Mr. Money, and on a vote of 7 for and 0 against, the motion **Passed** to conduct an annual audit each year to ensure that internal controls and financial policies are being met according to the Internal Controls and Treasurers Policy Manual adopted on August 21, 2018 by Resolution 2019-06.

For further reference, approved and signed copies of Resolutions 2019-01, 2019-02, 2019-03, 2019-04, 2019-05, and 2019-06 are attached hereto as Exhibit A.

C. **Review of Committee Appointments:** Mr. Sip discussed the listing of RRWMB Committees and stated that minor changes were being proposed to the purpose of some of the Committees. Mr. Money asked about having a quorum for some of the Committees being that there are seven Managers now. Discussion was held regarding preferences and requirements for Committee meetings. The Managers additionally discussed quorums for RRWMB Committee meetings and affirmed that Mr. Sip should inquire with legal counsel on this matter. Mr. Jesme suggested staying at current Committee levels to avoid issues with quorums. Mr. Holmvik made a **Motion** to remove Mr. Deal from the Committees lists and have each Manager report to the President on which Committees they would like to participate in, **Seconded** by Ms. Vavra. **Carried.**

Mr. Mischel said he would like to serve on the Flood Damage Reduction Work Group (FDRWG), replacing Mr. Deal and Ms. Vavra volunteered to be the alternate. Mr. Finney asked the Managers about a vacancy on the Red River Retention Authority Board and Mr. Mischel stated that he would be willing to replace Mr. Deal, with Mr. Money being the alternate. Mr. Finney asked if Mr. Deal would continue representing the RRWMB on the Minnesota Drainage Work Group (DWG). Mr. Deal agreed to continue to represent the RRWMB on the DWG. Mr. Finney asked staff to make the changes in the current Committee list and that he would continue to review the Committees and would bring the issue back to the March 2019 RRWMB meeting.

5. **Financial Reporting:** Treasurer's Report: Mr. Ose made a **Motion** to dispense with the reading of the Treasurer's Report, **Seconded** by Mr. Mischel. **Carried.** Mr. Braaten gave a report on the interest earned during the year compared to previous years. For 2018, interest earned was $210,589.22, while in 2017, interest earned was $6,144.72, and in 2016, interest earned was $5,349.25. Mr. Braaten thanked Mr. Sip and Bremer associates for recommending changes earlier in 2018 to take advantage of higher interest rates as the changes have greatly benefitted the RRWMB. **Motion** to approve the Treasurer's Report by Mr. Ose, **Seconded** by Mr. Mischel. **Carried.**
The bills presented for approval as of January 15, 2019, were as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Date</th>
<th>Memo</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arvig-Phone</td>
<td>01/08/2019</td>
<td>Auto Pay-January Bill</td>
<td>249.58</td>
</tr>
<tr>
<td>Arvig-Rent</td>
<td>01/08/2019</td>
<td>February Rent</td>
<td>625.00</td>
</tr>
<tr>
<td>Cardmember Services</td>
<td>01/14/2019</td>
<td>January Bill</td>
<td>56.90</td>
</tr>
<tr>
<td>Dot.Com Connection</td>
<td>01/03/2019</td>
<td>December Web Services</td>
<td>60.00</td>
</tr>
<tr>
<td>HDR Engineering, Inc.</td>
<td>01/10/2019</td>
<td>FDRWG Mtg &amp; TAC Mileage</td>
<td>973.49</td>
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<tr>
<td>Houston Engineering, Inc.</td>
<td>01/14/2019</td>
<td>TAC Meeting 9/7/18 and Conference Call 10/5/18</td>
<td>1,647.78</td>
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<tr>
<td>League of Minnesota Cities</td>
<td>12/26/2018</td>
<td>Life Insurance 0023198</td>
<td>10.00</td>
</tr>
<tr>
<td>Madison National Life Ins Co, Inc.</td>
<td>12/26/2018</td>
<td>Long &amp; Short-term Disability</td>
<td>199.29</td>
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<tr>
<td>MN PEIP</td>
<td>01/11/2019</td>
<td>2/1/19-2/28/19 Coverage</td>
<td>1,663.10</td>
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<tr>
<td>Nikki Swenson</td>
<td>01/10/2019</td>
<td>Mileage Reimbursement</td>
<td>592.42</td>
</tr>
<tr>
<td>Office Supplies Plus</td>
<td>01/08/2019</td>
<td>2019 Binders &amp; Project Folders and Tax Forms</td>
<td>127.20</td>
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<tr>
<td>Ralph’s Food Pride</td>
<td>01/08/2019</td>
<td>Snacks for January Board Meeting</td>
<td>65.77</td>
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<td>Red Lake Watershed District</td>
<td>01/10/2019</td>
<td>Website Hosting &amp; Maintenance Reimbursement – 2018</td>
<td>1,455.92</td>
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<td>Red River Basin Commission</td>
<td>01/08/2019</td>
<td>Co-Location Allocation</td>
<td>15,000.00</td>
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<tr>
<td>Red River Retention Authority</td>
<td>01/08/2019</td>
<td>First Half of 2019</td>
<td>16,000.00</td>
</tr>
<tr>
<td>Robert Sip</td>
<td>01/10/2019</td>
<td>Nov-Dec.19, 2018 Reimbursement</td>
<td>1,601.50</td>
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<td>Sand Hill River Watershed District</td>
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<td>Website Hosting &amp; Maintenance and Reimbursement for Jan - Oct 2018</td>
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<td>Smith Partners PLLP</td>
<td>01/08/2019</td>
<td>December Legal Services</td>
<td>941.03</td>
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<td>Verizon</td>
<td>01/08/2019</td>
<td>Cell Phone</td>
<td>72.51</td>
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<tr>
<td>Wild Rice Watershed District</td>
<td>01/02/2019</td>
<td>Cost Share</td>
<td>275.49</td>
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<tr>
<td><strong>TOTAL:</strong></td>
<td></td>
<td></td>
<td><strong>$42,899.45</strong></td>
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</table>

Mr. Finney stated that the allocations to the Red River Basin Commission and Red River Retention Authority should be excluded from the bills as those will be addressed in the funding requests. **Motion** to approve and pay bills along with manager vouchers presented, excluding the Red River Basin Commission and Red River Retention Authority bills by Mr. Money, **Seconded** by Mr. Holmvik. No additional discussion was held. **Carried.** For further reference, copies of the bills approved are attached hereto in the Treasurer’s Report as Exhibit B.
Mr. Sip stated that Mrs. Swenson pointed out that in reviewing previous meeting minutes, the motions and required seconds were not made to approve the Treasurer’s Reports for the months of June, July, August, and September 2018. Mr. Sip explained that the Managers had discussed the Treasurers Reports in each month in detail and according to standard procedures, but simply missed making motions and seconds. Mr. Braaten stated that there were no issues any of the Treasurers Reports for the months of June, July, August, and September 2018 and affirmed that is was a minor error made by the Managers.

To address the matter, Mr. Finney asked if there was a need to go back and review the four previous Treasurers Reports discussed and he referred to Mr. Braaten. Mr. Braaten stated that he was comfortable approving all four months together without going back and reviewing them separately, as no Managers previously had any issues or concerns with the Reports. Mr. Braaten stated that it is just a formality to have motions and seconds to approve them. A Motion was made by Mr. Braaten to approve the Treasurer’s Report for June, July, August, and September 2018. Mr. Ose Seconded. Carried.

Funding Commitments: Mr. Sip indicated that the funding commitment spreadsheet had been updated and was included in the meeting packet. The Managers reviewed the updated spreadsheet and no further changes were requested of staff.

Bremer Bank Presentation: Mr. Sip stated that an annual presentation would be done each January by the financial institution holding the RRWMB accounts. Mr. Sip introduced Ron Mueller, President of the Detroit Lakes Bremer Bank office and Cindy Johnson, Treasury Management Specialist of the Alexandria Bremer Bank office, who then presented information about the RRWMB’s current accounts at Bremer Bank. Mrs. Johnson reviewed the current signers, accounts, and services that the RRWMB is utilizing through on-line banking. She stated that Mr. Ose will need to be added as a signer and that Mr. Deal will be removed. Mrs. Johnson also reviewed current CD rates available through Bremer Bank. It was Manager consensus that the RRWMB Budget and Finance Committee meet soon to discuss investing some of the funds into CDs. Mr. Sip indicated that a Committee meeting would be scheduled as soon as possible.

Annual Audit: Mr. Sip presented information on the costs associated with conducting the 2018 annual audit and discussed the engagement letter that had been received from the auditing firm. Mr. Sip stated that the fee for one year is $7,325 or $7250 a year with a three-year agreement. Discussion ensued and the Managers affirmed that the single year approach would suffice. Motion to accept a single year agreement and to have the President sign the engagement letter by Mr. Braaten, Seconded by Mr. Ose. Carried.

6. Funding Requests:
A. Project Step Process Reports and Applications: Mr. Sip stated that no new Step applications or other funding commitments were submitted.

B. Technical Advisory Committee (TAC) Recommendations:
- Flood Control Levee Improvement Project for the City of Halstad: Mr. Hemphill presented information to the Managers about the project and the discussion held by TAC regarding the project for the City of Halstad. Mr. Hemphill stated that the TAC recommends the application be approved as requested with RRWMB cost share at $1,000,000. A Motion by Mr. Holmvik to accept the TAC recommendations and approve the WRWD funding request, Seconded by Mr. Money. Carried.
C. Other Requests for Funding:

- **Red River Basin Commission Annual Funding Request**: Mr. Sip provided background to the Managers about this funding request and indicated that the board agenda item, funding agreement, and resolution were included in the meeting packet. Mr. Sip explained that the total request is for $90,000, with $15,000 of the total being for administration and management of the Red River Watershed Center. Mr. Finney inquired with Mr. Preister about the SHRWD contribution now to the RRBC since they are no longer a member of the RRWMB. It was mentioned that the Buffalo Red River Watershed District allocates $25,000 a year to the RRBC and there is now a precedence that has been set when members leave the RRWMB.

Mr. Preister stated that approximately $5,000 or 5% could be asked of the SHRWD and that the RRWMB allocation could be reduced by the same amount. Discussion was held regarding what the current percent is that relates to the SHRWD former share of allocations to the RRBC through the RRWMB. The Managers agreed that five percent is the correct level to reduce the RRWMB allocation to the RRBC. It was decided to wait with paying the full amount until the SHRWD and RRBC negotiate about the percent and what the SHRWD would be contributing. Mr. Ose made a **Motion** and Mr. Mischel **Seconded** to contribute $15,000 to the RRBC for administration and management of the Red River Watershed Center. **Carried.**

- **Red River Retention Authority Annual Funding Request**: Mr. Sip reviewed the annual funding request and supporting materials in the meeting packet with the Managers. A **Motion** was made to contribute the requested $16,000 annual allocation for the Red River Retention Authority by Mr. Money, **Seconded** by Mr. Mischel. **Carried.**

- **University of Minnesota Funding Request**: Mr. Hemphill stated that the TAC discussed this project proposal at their recent meeting and the TAC indicated that the project would benefit the Red River Basin and that it would also include outreach and education efforts. Mr. Hemphill stated that the TAC recommends funding of $35,000 contingent on the University of Minnesota receiving additional funding of $1.5 million through another outside funding source.

Mr. Sip referred the Managers to the supporting materials for this matter in the meeting packet and introduced Dr. Lindsay Pease, Professor at the University of Minnesota in Crookston. Dr. Pease presented information to the Managers about the overall project and what would be involved. Dr. Pease also discussed what has previously been accomplished for drainage research in the Red River Basin and stated that critical needs in research are the interaction between land and water management, finer scale data collection on phosphorus loss, and outreach and educational efforts beyond traditional extension audiences. Dr. Pease explained that the proposed drainage research plots at would be located at the Northwest Research and Outreach Center in Crookston.

Dr. Pease explained that the objectives of the project were to quantify water quality impacts and agronomic benefits of the 4R Nutrient Stewardship Program (timing, placement, source, and rate) and to develop outreach programs and resources to demonstrate research findings and engage with farmers, landowners, and agricultural groups in the Red River Basin.
Dr. Pease stated that the research plot location in Crookston is highly visible and accessible to the public, which makes it a great location for a basin wide collaborative effort and coordinated experiment. Dr. Pease stated that the project would also consider agronomic and water quality impacts of fertilizer placement on nitrogen and phosphorus loss with and without subsurface drainage. Dr. Pease indicated that there would be a demonstration event during installation, an annual field day, and that groups would be brought to the project site to tour the research and demonstration plots.

Dr. Pease discussed the overall project funding and indicated that the 4R Research fund that the University of Minnesota applied for consists of $300,000 a year for five years. Mr. Sip inquired about the potential for additional support from NRCS through their Collaborative Grant Program that was recently announced and Minnesota commodity groups. Dr. Pease indicated that she would be looking at all funding sources that are available. Dr. Pease also stated that the project is an opportunity to partner on University of Minnesota led research in Northwest Minnesota and that it aligns with RRWMB Supporting Objectives 5, 7, and 8 and the RRWMB Principal Objective.

Discussion was held and various questions were asked about the program layout. Mr. Money stated that the RRWMB has a Monitoring Committee and would like to send this request to the Committee to review. Mr. Ose made a **Motion** to fund this project contingent on the University of Minnesota receiving $1.5 million from the outside funding source. Mr. Braaten **Seconded**. Mr. Bents provided additional information with the Managers about the TAC discussion on this matter. **Carried**.

- **Wilkin County Ditch 9 and 10 Clean Water Project No. 1**: Mr. Sip stated that supporting materials for this project were within the meeting packet and that the TAC had briefly discussed the proposed project as an informational item at the last TAC meeting. Mr. Engels presented on behalf of the BDSWD and indicated that the RRWMB Governing Documents states that these projects may be submitted to the RRWMB for funding but that the Star Value Process does not apply. Mr. Engels gave an overview of the current ditch systems and proposed work to be completed as part of the project being proposed to the RRWMB Managers. Mr. Engels stated that the BDSWD had applied for a grant for this project through the Minnesota Board of Water and Soil Resources (BWSR).

Unfortunately, the BDSWD did not receive the full grant amount that was originally requested of BWSR and the BDSWD is looking for addition funding. Mr. Engels said that culvert sizing, flap gates, and riprap were not covered through the BWSR grant and that the project has a $2.2 million total cost. The funding received from the BWSR grant is $67,188 and the BDSWD is requesting $263,876 from the RRWMB. Discussion was held by the Managers regarding how the project aligns with the RRWMB Governing Documents and types of projects funded by the RRWMB. Mr. Money stated that the project should incorporate recommendations from the Basin Technical and Scientific Advisory Committee and that some relationship to the 20 percent flow reduction strategy should be made. **Motion** to send the application to TAC to review by Ms. Vavra, **Seconded** by Mr. Ose. **Carried**.
7. **Funding Allocation and Process for Clean Water Projects**: Mr. Sip directed the Managers to the board agenda item for this matter and stated that the RRWMB Governing Documents allow for funds to be allocated for a variety of Flood Damage Reduction (FDR) projects as well as programs, studies, monitoring, and testing according to Sub-section I of the Funding Procedures. Mr. Sip stated that in past months, there has been considerable discussion of how clean water projects involving drainage can be potentially funded by the RRWMB.

In a related matter, Mr. Sip said that RRWMB staff have noted that some process is warranted to allow FDR projects to be submitted for consideration in a more timely and organized manner. Mr. Sip stated that a quarterly process could better utilize the RRWMB TAC when meeting dates are selected and known in advance, which could reduce some scheduling issues and could potentially reduce TAC costs and the numbers of meetings needed during the year. Mr. Sip referred the Managers to the board agenda item again to discuss possible options for funding these types of projects along with a draft proposed timeline.

Discussion was held by the Managers and Mr. Money stated that he would like to have a Governing Documents Committee meeting soon to discuss the proposed timelines and criteria presented by Mr. Sip. The Managers affirmed the need for a Committee Meeting and Mr. Sip stated that a Committee meeting would be scheduled as soon as possible. Mr. Deal reminded the Managers that Natural Resources Enhancements could be located anywhere in the Minnesota portion of the Red River Basin according to the 1998 Mediation Agreement. There was Manager consensus to move forward with the TAC quarterly schedule. **Motion** to approve the TAC quarterly schedule was made by Mr. Money, **Seconded** by Mr. Ose. **Carried**.

8. **Legislative Issues**:
   A. **Legislative Report**: Mr. Sip stated that RRWMB Legislative Liaison Lisa Frenette was not available to call in for her update to the Managers. Mr. Sip and Mr. Money briefly discussed the 2019 RRWMB legislative priorities and referred the Managers to the priorities as listed in the meeting packet. Mr. Sip indicated that the MAWD Board had recently met and had adjusted their legislative priorities. Mr. Sip stated that he had only seen draft updated MAWD legislative priorities and was not sure yet what the impact would be on RRWMB legislative activity. Mr. Sip indicated that he would share final approved MAWD legislative priorities with the RRWMB Managers once they are finalized and ready for distribution. Mr. Money stated that it will be important for MAWD and the RRWMB to coordinate this session.

9. **Reports**:
   A. **Internal RRWMB Committees**:
      - **Red River Basin Coordinator Report**: Mr. Hemphill referred to his report that was included in the meeting packet and stated that review of the mediation agreement continues by the FDRWG Strategic Planning Committee and that a review of the Project Team Handbook has also commenced. Mr. Hemphill stated that the FDRWG Communication Committee meets January 25, 2019 to continue planning for the annual conference. Mr. Hemphill stated that notice has been sent out for second quarter project team expenses and that first quarter expenses have been reimbursed.
Mr. Hemphill mentioned that $125,179 remains in the Ring Dike Grant and there was discussion by the Managers about how to ensure that the funds would be spent by June 30, 2019. Mr. Finney inquired with the watershed district administrators in attendance to determine if any ring dike projects were underway. Discussion ensued and it was determined that no new ring dikes were planned at the present time. Mr. Hemphill said that the February 2019 FDRWG meeting will need to be changed as it conflicts with the MAWD legislative conference in St. Paul.

B. External Committees:

- **Drainage Work Group (DWG):** Mr. Holmvik, Mr. Deal, and Mr. Sip provided an update to the Managers on the recent meeting of the DWG, which now has legislative language ready to move forward in the 2019 legislative session. Mr. Sip mentioned that the next DWG meeting is June 13, 2019 and that DWG priorities will be discussed at the upcoming DWG meeting. It was mentioned that Al Kean, the DWG Facilitator, will be retiring soon and that Tom Gile of BWSR will be his replacement.

C. Executive Director Report: Mr. Sip updated the Managers on the Drainage Conference that will take place on March 19, 2019 and stated that the agenda is final and will be put on the RRWMB website, Facebook, and distributed via Constant Contact. Mr. Sip mentioned that planning continues for the main conference on March 20 and 21, 2019 at the Marriott Hotel and Convention Center in Moorhead. Mr. Sip discussed the upcoming MAWD Legislative Conference on February 20 and 21, 2019 in St. Paul and inquired with the Managers and watershed districts in attendance their expectations for individual or large group meetings with legislators. Mr. Sip stated that Ms. Frenette will send out an email to the watershed district administrators to determine if there are any meeting preferences or specific needs during the event.

Mr. Sip informed the Managers that the deadline to comment on environmental review rules proposed by the Minnesota Environmental Quality Board has been extended to February 4, 2019. Mr. Sip indicated that he had attended the recently held Minnesota DNR Roundtable Event and that Sarah Strommen was named as the new DNR Commissioner. Mr. Sip also distributed a map illustrated percent compliance with the State of Minnesota Buffer Law to the Managers for informational purposes. Mr. Sip provided the Managers with an update on responses received from the watershed districts regarding the strategic plan questionnaire that was distributed in late October 2018. Thus far, six watershed districts had responded to the questionnaire and Mr. Sip will further inquire with the remaining watershed districts. Mr. Sip said that once all response are received, that the information would be compiled and shared with the Managers.
10. Agency and Partner Reports:

- **Member Watershed Districts:** Mr. Money distributed the Northland Conservation Newsletter and reviewed the document content with the Managers and audience.
- **International Water Institute:** A 2018 annual report was provided in the meeting packet.
- **Red River Retention Authority:** Mr. Weston submitted a written report and summarized several items within the report for the Managers. Mr. Weston requested the Managers amend the earlier motion about RRRA annual funding to reflect that the allocation from the RRWMB to the RRRA is a semi-annual contribution of $16,000 for a total of $32,000 for calendar year 2019. A corrective Motion to approve funding of $32,000 annually or $16,000 semi-annually was made by Mr. Holmvik and Seconded by Mr. Mischel. Carried.
- **Board of Water and Soil Resources:** Henry Van Offelen submitted a written report and was included in the meeting packet.
- **NRCS:** Mrs. Walchuk provided a written report for the meeting packet and reported that NRCS is open and are processing payments during the government shutdown.
- **DNR:** Mrs. Albrecht provided an update and distributed an informational document about the Fargo – Moorhead Diversion.

11. Upcoming Meetings: The next regular RRWMB meeting will take place on February 19, 2019 and will be held at the Red Lake Watershed District in Thief River Falls, MN at 9:30 a.m.

12. Adjournment: There being no further business, the meeting was adjourned by acclamation at 12:26 PM.