1. Call to Order: The Red River Watershed Management Board (RRWMB) met on Tuesday, November 19, 2019 at the Red Lake Watershed District office, Thief River Falls, Minnesota. President John Finney called the meeting to order. Members present were Greg Holmvik, LeRoy Ose, Dan Money, Jason Braaten, Roger Mischel, and Linda Vavra. Mr. Finney stated that Executive Director Robert Sip was not in attendance today due to a family matter and that he had been in contact with all the RRWMB Managers.

Others present included:
- Nikki Swenson, Executive Assistant, RRWMB
- Lisa Frenette, Legislative Liaison, RRWMB
- Andrew Graham, Red River Coordinator, Minnesota Department of Natural Resources (DNR)
- Kevin Ruud, Administrator, Wild Rice Watershed District (WRWD)
- Myron Jesme, Administrator, Red Lake Watershed District (RLWD)
- Ted Preister, Executive Director, Red River Basin Commission (RRBC)
- Morrie Lanning, Staff, Barr Engineering
- Nate Dalager, Engineer, HDR Engineering Incorporated
- Tracy Halstensgard, Administrator, Roseau River Watershed District (RRWD)
- LeRoy Stumpf, Staff, Congressman Collin Petersons Office
- Brett Arne, Board Conservationist, Minnesota Board of Water and Soil Resources (BWSR)
- John Jaschke, Executive Director, Minnesota Board of Water and Soil Resources (BWSR)
- Rita Weaver, Chief Engineer, Minnesota Board of Water and Soil Resources (BWSR)
- Jim Graham, Staff, United States Fish and Wildlife Service (USFWS)
- Jake Huwe, Engineer, HDR Engineering Incorporated
- Nick Olson, Staff, Red Lake Watershed District (RLWD)
- Danni Halverson, Staff, International Water Institute (IWI)
- Tony Nordby, Engineer, Houston Engineering Incorporated (HEI)
2. Meeting Additions and Adoption of Agenda: The following items were added to the meeting agenda and Mr. Finney stated both items would be presented after the discussion by Mr. Jaschke:

- USFWS presentation about the Agassiz National Wildlife Refuge and overall management related to flood control.
- RLWD presentation on 2019 area flooding.

**Motion** to approve the Agenda with the additions was made by Mr. Ose and **Seconded** by Ms. Vavra. Upon vote, the motion **Carried**, 7-0.

3. Approval of Meeting Minutes: **Motion** by Mr. Braaten to dispense with the reading of the minutes for October 15, 2019, **Seconded** by Mr. Mischel. Upon vote, the motion **Carried**, 7-0. A **Motion** by Mr. Money to approve the October 15, 2019 meeting minutes with the correction of the spelling for Mr. Kludt’s name, **Seconded** by Mr. Holmvik. Upon vote, the motion **Carried**, 7-0.

4. Financial Reporting:
   A. **Treasurer’s Report:** Mrs. Swenson provided a report of the previous month’s financial activity to the Managers. **Motion** to approve the October 2019 Treasurer’s Report by Mr. Mischel, **Seconded** by Ms. Vavra. Upon vote, the motion **Carried**, 7-0.

   B. **Review and Approve Bills and Managers Vouchers:** The bills presented for approval as of November 19, 2019, were as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Date</th>
<th>Memo</th>
<th>Amount</th>
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<tr>
<td>AmeriPride Services</td>
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<td>Office Cleaning Supplies and Rug</td>
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<td>Arvig</td>
<td>11/01/2019</td>
<td>October Bill</td>
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<td>Cardmember Services</td>
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<td>10/3/19 to 11/1/19 Statement</td>
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<td>TAC Oct 15-16 Meetings</td>
<td>1,343.80</td>
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<tr>
<td>Company</td>
<td>Date</td>
<td>Description</td>
<td>Amount</td>
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<tr>
<td>---------------------------------</td>
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<td>--------------------------------------------------</td>
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</tr>
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<td>TAC Mtg 10/16 and Lower Red Basin Study</td>
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<td>Labor Law Poster Subscription Renewal #100595309</td>
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<td>Logo 2 Promo</td>
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<td>Pen Reorder</td>
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<td>10/21/2019</td>
<td>November Bill</td>
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<td>McCollum Hardware</td>
<td>11/01/2019</td>
<td>Hammer for Office</td>
<td>13.99</td>
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<td>MN Life Insurance Company</td>
<td>10/21/2019</td>
<td>Life Ins Premium</td>
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<td>12/1/19 to 12/31/19 Coverage</td>
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<td>TAC Mtg 10/16 and 10/31</td>
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<td>Morris Electronics Inc.</td>
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<td>Email Issue, Connection and Mail Server Issues</td>
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<td>Nikki Swenson</td>
<td>11/18/2019</td>
<td>Reimbursement</td>
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<td>Northwest Beverage</td>
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<td>Water for Office</td>
<td>15.25</td>
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<td>Ralph’s Food Pride</td>
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<td>Meeting Refreshments</td>
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<td>Red Lake Watershed District</td>
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<td>Lunch for FDRWG Meeting</td>
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<td>Wild Rice Watershed District</td>
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<td></td>
<td><strong>$20,137.50</strong></td>
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Motion to approve and pay bills along with Manager vouchers presented by Ms. Vavra, Seconded by Mr. Money. Discussion: None. Carried. For further reference, copies of the bills approved are attached hereto in the Treasurer’s Report as Exhibit A.

C. Review Funding Commitments: Mrs. Swenson presented the November 2019 funding commitments spreadsheet and stated that there was a new section added to help reflect a five-year spending plan according to the feedback from the member districts. Mrs. Swenson stated that since the October 2019 regular RRWMB meeting, one of the CD’s had matured and the Managers opted to not renew it and instructed Mr. Sip to transfer the funds into the money market account. Mrs. Swenson indicated that the balance is reflected in the increase in the money market account from the October 2019 balance.

5. Funding Requests:
   A. Project Step Applications: Mr. Finney stated that there were no applications this month.
B. Technical Advisory Committee (TAC) Recommendations: Mr. Graham updated the Managers on the recent TAC meeting and what the recommendations were for the various topics the TAC was tasked with reviewing. The Managers heard information about the following items:

- **Whitney Lake Sub-watershed Project – Retention Site C Step 2 Application:** Mr. Huwe provided a presentation to the Managers regarding the Project being developed by the RRWD. Mr. Graham stated that the TAC reviewed the Project and agreed that the Project is sound and meets all the criteria that the RRWMB has set in place. Mr. Huwe’s presentation included star values, pictures of the Project area including spring and summer 2019 flooding. Mr. Huwe stated that the Project will contain 950 gated storage feet, 10-foot embankments, and is at a $26/star value. Mr. Finney asked additional details about the Project and Mr. Huwe stated that it is designed to meet a 100-year, 10-day event. **Motion** to approve the Step 2 application by Mr. Ose and **Seconded** by Mr. Money. It was asked what the timeline would be for submitting Step 3 and Ms. Halstensgard responded to the Managers by asking if there could be a support letter drafted to show support for funding from the Flood Damage Reduction Work Group (FDRWG) and the RRWMB. Discussion was held and Ms. Halstensgard stated that receiving funding will determine the progress and timeline. Upon vote, the motion **Carried**, 7-0.

- **Red River Basin Feasibility Study:** Mr. Graham provided an overview of the request for additional data and information needs and modelling related to 100, 200, and 500-year storm events downstream of Halstad, Minnesota. Mr. Graham reported that a technical committee for the Feasibility Study had developed a scope of work that detailed the additional modelling and information that is needed to finalize the Study. Mr. Graham indicated to the Managers that several supporting documents were in the meeting packet related to this request. Mr. Finney asked if in-kind work would be accepted or is it a cash option only. It was stated that there will be match dollars up to a 1:1 ratio by the Army Corps of Engineers (ACOE) and that the in-kind will be completed by the RRWMB related to administrative activities. Mr. Bents stated that the additional work related to modelling the 200 and 500-year storm events increases the overall Study costs. Mr. Bents mentioned that a report of the completed work and findings will be available within twelve months. **Motion** by Mr. Holmvik to approve $75,000 of additional funding to finish the modelling work from Hendrum to the Roseau outlet, **Seconded** by Mr. Mischel. Upon vote, the motion **Carried**, 7-0.
• **Long-term Flood Solutions (LTFS) Update:** Mr. Graham spoke to the Managers regarding the $12,500 that had been previously committed for this effort and that North Dakota has contributed the same amount to date for the LTFS update. Mr. Graham indicated that $67,500 is being requested today. Mr. Preister stated that the Red River Joint Water Resources District approved an allocation of $67,500 on November 18, 2019. Mr. Preister mentioned that the RRBC has received $125,000 from Clay County and the MPCA contributed $40,000 towards Phase 1 of the LTFS update.

Mr. Preister said that the ACOE has allocated $325,000 for this effort and that is has been matched with $325,000 by other sources. **Motion** by Mr. Braaten to approve contributing an additional $67,500 to the LTFS update for a total of $80,000 from the RRWMB, **Seconded** by Mr. Ose. Mr. Money asked if Task 1 in the scope of work to update the 200 and 500-year events was the same thing the Managers just previously voted on and approved. Mr. Preister responded stating that this request is for the Red River mainstem and tributaries, not for retention sites.

Mr. Finney asked what the difference was for all the different storm events and Mr. Bents said that in 1997 in Grand Forks the water level was slightly greater than the 200-year event. Mr. Bents stated that in 2009 in Fargo, the flood was greater than a 100-year event but less than a 200 year-event. Mr. Bents also stated that having this information established could allow the RRWMB to illustrate that RRWMB funded projects have more benefit than they may be credited with. Upon vote, the motion **Carried**, 7-0.

**C. Other Requests for Funding:** Mr. Finney indicated that there were no additional requests for funding at this time.

**D. Funding Agreements:** Mr. Finney stated that no new funding agreements were included this month for review and approval.

6. **John Jaschke, Executive Director, MN BWSR:** Mr. Jaschke spoke to the Managers about BWSR Chief Engineer Al Kean’s retirement and introduced Rita Weaver, who is now the new Chief Engineer, who will take over some of Mr. Kean’s duties. Mr. Jaschke indicated that Tom Gile of BWSR would be responsible for the drainage policy portion of Mr. Kean’s duties. Ms. Weaver provided the Managers with her background before she joined BWSR, which included working for the DNR Flood Plain Unit for four years and she was a private consultant for thirteen years. Mr. Jaschke congratulated the Managers on their efforts related to the strategic plan and efforts made to participate at the state level in several areas. Mr. Jaschke discussed the One Watershed, One Plan (1W1P) packet that was distributed to the Managers and he discussed the pertinence to all partners and organizations, and why the State of Minnesota is moving forward with 1W1P.
Mr. Jaschke indicated that 1W1P will allow local authorities to better plan for receiving state funding and to further prioritize workload and projects, with private landowners being the key area where state funds will be targeted. Mr. Jaschke provided additional background about how water management statutes related to metropolitan areas were developed. Mr. Money inquired about Clean Water Legacy (CWL) funds and commented that the funds are not being prioritized holistically because flood related issues are not given priority for funding. Mr. Money asked about broadening state priorities to include flooding. Mr. Jaschke responded and indicated that CWL funds are meant to supplement water quality and are not meant to fund entire flood related projects. Mr. Jesme stated that the Grand Marias project used several funding sources to complete the project and indicated that larger projects may need to seek other funding sources.

Mr. Finney asked if the RRWMB should focus on other things going forward or should the RRWMB augment current priorities and work areas. Mr. Jaschke stated that protecting people and property is critical, but that protection of the landscape is important and that focusing on multipurpose projects will provide higher societal benefits. Mr. Finney said that water quality and soil health are important, but that mother nature is still in control and he asked Mr. Jaschke about potential options for the RRWMB to move forward. Mr. Jaschke stated that water quality and soil health initiatives can be complimentary to the RRWMB core mission and he indicated that the RRWMB should consider a pilot program for these areas.

7. **Agassiz National Wildlife Refuge:** Mr. Graham provided an overview of the Refuge and stated the purpose of the refuge is to provide an area for migratory birds and breeding habitat and that the Refuge also provides benefits to the local watershed area. Mr. Graham indicated that the Agassiz pool is the Refuge’s largest pool and that it covers 10,000 acres, which was established in 1937. Mr. Graham mentioned that the Farmes Pool in the Refuge was created in 1990 and that the Refuge overall is a highly managed system. Mr. Graham said that managing and planning can be difficult as conditions are variable year to year or area to area and that water level elevations are set for all the pools annually. Mr. Graham indicated that drawdowns encourage cattail germination and that drawdowns need to be done late in the fall to avoid this and he said that the Farmes pool is the only impoundment that has a requirement for flood control.

Mr. Graham indicated that during a flood event, the Refuge capacity is assessed on a case by case basis to address flooding storage and that the Refuge contains approximately 100 miles of levees, dikes, roads, and water control structures. Mr. Graham said that the Refuge has started working with the City of Thief River Falls more closely about the dam in the City and that partnering with others has really improved communications and procedures. Mr. Graham indicated that the May 1950 is the largest discharge on record and in 1996, approximately 102,000-acre feet of water was stored at the Refuge. Mr. Graham said that in 2019, there was 30,000-acre feet of water stored in the Agassiz pool alone because of management strategies.
8. **RLWD 2019 Flood Presentation:** Mr. Olson gave a presentation of the 2019 flooding in the RLWD and he discussed some of the operational issues with impoundments that were encountered. Mr. Olson stated that many inspections were conducted of flood impoundments in 2019 along with numerous interactions with farmers and landowners to ensure that impoundments were functioning properly. Mr. Olson stated that most county ditches were designed for two or three-year storm events, which can only hold and release limited amounts of water. Mr. Olson stated that when impoundments were at capacity this year, releasing water was not an option or could only be released on a limited basis to avoid further downstream damages.

9. **RRWMB Strategic Plan Update:** Mr. Finney stated that an update about the Strategic Plan will be given in December 2019 since Mr. Sip was not available to give an update at this meeting.

10. **1998 Mediation Agreement:** Mr. Graham summarized the discussions and ideas from the FDRWG thus far related to a potential amendment to the Agreement and he deferred the discussion to Mr. Money and Ms. Ebbenga. Mr. Money stated that this process was started before he was on the FDRWG and that a Subcommittee was tasked with reviewing the Mediation Agreement to determine if the goals are still pertinent to the focus and mission of the FDRWG. Mr. Money indicated that recommendations have been made for an addendum to the Mediation Agreement and the RRWMB will need to review it and discuss it.

    Ms. Ebbenga stated that the recommendations are not final, and Mr. Graham said that the next step after the RRWMB reviews the suggestions will be to have the Subcommittee draft the final draft addendum for RRWMB review. The consensus of this discussion was that the RRWMB needs to comment on the recommendations and to have Mr. Graham provide additional detail about the recommendations. It was also mentioned that each RRWMB Manager needs to review the recommendations in detail for discussion next month. Discussion was held on FDRWG membership related to increasing members and how to move forward with this issue.

    Ms. Halstensgard addressed the Manages regarding what the FDRWG is doing for funding. Ms. Frenette addressed the Managers regarding this issue, and it was stated that communication needs to improve between Ms. Frenette and the watershed districts. Ms. Frenette stated that there is limited funding available and that the watershed districts are going to have to start looking at other areas for funding. Mr. Money reminded the group that the RRWMB Legislative Committee was formed in 2018 and that it has developed a process for the member watershed districts provide input into the development of legislative priorities. Mr. Money stated that the RRWMB Managers will review draft 2020 legislative recommendations at the December 2019 regular meeting.

11. **Refreshment Break:** Mr. Finney stated that the refreshment break would not be held, and that discussion would continue on the next agenda item.
12. Communication and Outreach Committee Update: Mr. Money stated that at the Committee met in November 2019 and that the current Communication and Outreach strategy was reviewed and discussed, with some changes and adjustments needed. Mr. Money indicated that the website RFP was discussed, and it was decided that additional research was needed to make an informed decision. Mr. Money said that the draft changes to the Strategy will be discussed when Mr. Sip is back.

13. Recording and Archiving of 2019 Flooding: Mr. Finney stated that he has spoken with Mr. Sip regarding this matter and he said that Mr. Sip would update the Managers at the December 2019 meeting.

14. Ring Dike Funding: Mr. Ruud requested that the RRWMB Managers hear a request for ring dike funding by the WRWD. It was Manager consensus that this request be heard, and Mr. Ruud then presented a request for ring dike funding and asked for a guarantee that the RRWMB would cover the shortage of the State of Minnesota funding portion of the Ring Dike funding grant. Discussion was held. Mr. Braaten made a Motion to guarantee the $16,093.85 excess plus the regular 25 percent ($32,000) from the RRWMB for a total guarantee of $48,093.84, Mr. Holmvik Seconded. Upon vote, the motion Carried, 7-0.

15. Reports:

A. Red River Basin Coordinator Report: Mr. Graham provided an overview of his recent work activities and referred the Managers to his report in the meeting packet. Mr. Graham stated that the TAC meetings have all been scheduled for 2020 on a quarterly basis but more can be added if the need arises.

B. Internal RRWMB Committees:
   - Legislative Report: Ms. Frenette stated that legislative priorities are being developed and she said that the proposed resolutions from the Minnesota Association of Watershed Districts for the 2020 Minnesota legislative session were included in the meeting packet. Ms. Frenette indicated that the RRWMB Legislative Committee will be meeting on December 16, 2019 at the RRWMB Office. Ms. Frenette said that a comment letter was sent by the RRWMB to the Minnesota Pollution Control Agency related to proposed changes to the current rules related to Class 2 and 7 waters.
   
   - Water Quality and Monitoring Advisory Committee: It was mentioned that the Committee is scheduled to meet November 25, 2019 to continue discussions on water quality funding.
C. External Committees:
   • Drainage Work Group (DWG): Mr. Holmvik updated the Managers on the last DWG
     meeting that has held via a conference call and Skype.

D. Member Watershed Districts: No additional verbal or written reports were provided.

E. Agency and Partner Reports:
   • IWI: Mr. Halverson stated that there was a written report included in the meeting packet
     and he said that the watershed delineation report tool for the RRWD, Two Rivers
     Watershed District, and the Middle Snake Tamarac Rivers Watershed District is now
     completed and is available on the IWI website. Mr. Halverson discussed additional items
     from the IWI written report and indicated that the River Watch Program contract for 2020
     will be forthcoming but is held up at the state level for signatures.

   • RRBC: Mr. Preister told the Managers that the RRBC has hired a new Conference
     Coordinator and he provided additional updates and referred the Managers to his written
     report for more detail.

   • RRRA: Mr. Weston reported that a small group had met in October 2019 to discuss
     watershed planning efforts and the potential need for the Basin Technical and Scientific
     Advisory Committee to meet and that in November 2019 a follow-up meeting was held. It
     was noted from that meeting that Benefit Cost Analysis can be an important tool but that it
     is not the only tool for prioritizing projects. Mr. Weston mentioned that he has been
     approached by three entities to draft a letter of support for the upcoming round of
     Regional Conservation Partnership Program (RCPP) funding. Mr. Weston said that the
     next RRRA meeting will take place during the Prairie Grains Conference being held on
     December 11 and 12, 2019 in Grand Forks at the Alerus Center.

   • NRCS: Ms. Walchuk discussed the emergency watershed federal flood easement
     program and that it cannot be co-mingled or added on top of state funds. Ms. Walchuk
     provided additional discussion on RCPP activities.

16. Upcoming Meetings: Mr. Finney stated that the next regular RRWMB meeting will take place
    on December 17, 2019 and will be held at the RRWMB office, Ada, MN at 10:00 a.m.
17. **Adjournment**: There being no further business, the meeting was adjourned by acclamation at 12:22 PM.

Respectfully Submitted,  

LeRoy Ose  
Secretary

Respectfully Submitted,  

Nikki Swenson  
Executive Assistant

______________________________  ________________________________
LeRoy Ose  
Secretary

Nikki Swenson  
Executive Assistant