1. **Call to Order:** The Red River Watershed Management Board (RRWMB) met on Tuesday, March 10, 2020 at the Marriott Convention Center, Moorhead, Minnesota. Vice President Greg Holmvik called the meeting to order at 10:00 AM. Members present were LeRoy Ose, Dan Money, Jason Braaten, Roger Mischel, and Linda Vavra. John Finney was absent.

Others present included:
- Robert Sip, Executive Director, RRWMB
- Nikki Swenson, Executive Assistant, 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)
- Morrie Lanning, Staff, Barr Engineering
- Nate Dalager, Engineer, HDR Engineering Incorporated
- Danni Halverson, Director of Education and Monitoring, International Water Institute (IWI)
- Joel Praska, Administrator, Middle Snake Tamarac Rivers Watershed District (MSTRWD)
- Blake Carlson, Engineer, WSN Engineering Incorporated
- Keith Weston, Executive Director, Red River Retention Authority (RRRA)
- Debra Walchuk, Red River Basin Coordinator, Natural Resources Conservation Service (NRCS)
- Troy Daniell, State Conservationist, NRCS
- LeRoy Carriere, Manager, Roseau River Watershed District (RRWD)
- Jay Leitch, President, Buffalo-Red River Watershed District (BRRWD)
- Greg Gust, Warning Coordination Meteorologist, National Weather Service (NWS)
- Jerome Deal, Manager, Bois de Sioux Watershed District (BdSWD)
- Chuck Fritz, Executive Director, IWI
2. **Meeting Additions and Adoption of Agenda:** Mr. Holmvik indicated that Mr. Gust would be present later in the meeting to provide a brief 2020 spring flood update and that the agenda would accommodate Mr. Gust’s schedule. **Motion** to approve the Agenda was made by Mr. Ose and **Seconded** by Ms. Vavra. Upon vote, the motion **Carried**, 6-0.

3. **Approval of Meeting Minutes:** **Motion** by Ms. Vavra to dispense with the reading of the minutes and to approve the minutes for February 18, 2020, **Seconded** by Mr. Braaten. Upon vote, the motion **Carried**, 6-0.

4. **Financial Reporting:**
   - **A. Treasurer’s Report:** Mrs. Swenson provided the Managers with an overview of the past month’s financial activities including overall financial highlights. **Motion** to approve the February 2020 Treasurer’s Report by Mr. Money, **Seconded** by Mr. Mischel. Upon vote, the motion **Carried**, 6-0.
   - **B. Review and Approve Bills and Managers Vouchers:** The bills presented for approval as of March 10, 2020, were as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Date</th>
<th>Memo</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ada Chamber of Commerce</td>
<td>02/27/2020</td>
<td>2020 Membership Dues</td>
<td>40.00</td>
</tr>
<tr>
<td>AmeriPride Services</td>
<td>02/25/2020</td>
<td>Office Maintenance Supplies</td>
<td>56.55</td>
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<tr>
<td>Arvig</td>
<td>03/09/2020</td>
<td>March Phone and Fax</td>
<td>161.72</td>
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<tr>
<td>Bois de Sioux Watershed District</td>
<td>02/26/2020</td>
<td>FY20 2nd Qtr Project Team Req</td>
<td>107.50</td>
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<tr>
<td>Buffalo-Red River Watershed District</td>
<td>02/19/2020</td>
<td>FY20 1st Qtr Project Team Req</td>
<td>4,419.38</td>
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<tr>
<td>Buffalo-Red River Watershed District</td>
<td>02/19/2020</td>
<td>FY20 2nd Qtr Project Team Req</td>
<td>4,123.37</td>
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<tr>
<td>Cardmember Services</td>
<td>03/09/2020</td>
<td>2/4/2020 to 3/2/2020 Statement</td>
<td>577.60</td>
</tr>
<tr>
<td>Dot.Com Connection</td>
<td>03/09/2020</td>
<td>February Website Service</td>
<td>120.00</td>
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<tr>
<td>HDR Engineering, Inc.</td>
<td>02/20/2020</td>
<td>TAC and Drainage Conference</td>
<td>2,711.25</td>
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<tr>
<td>Houston Engineering, Inc.</td>
<td>03/09/2020</td>
<td>TAC</td>
<td>902.50</td>
</tr>
<tr>
<td>International Water Institute</td>
<td>02/19/2020</td>
<td>FDRWG Monitoring FY20 Req 1</td>
<td>51,676.20</td>
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<tr>
<td>KRJB</td>
<td>03/02/2020</td>
<td>March Conference Ads and Kaleidoscope</td>
<td>300.00</td>
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<tr>
<td>Madison National Life Ins Co, Inc.</td>
<td>02/21/2020</td>
<td>Long and Short-term Disability</td>
<td>213.04</td>
</tr>
<tr>
<td>MN Life Insurance Company</td>
<td>02/27/2020</td>
<td>Life Ins Premium</td>
<td>10.00</td>
</tr>
<tr>
<td>MN PEIP</td>
<td>03/04/2020</td>
<td>4/1/20 to 4/30/20 Coverage</td>
<td>1,724.54</td>
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<tr>
<td>Morris Electronics Inc.</td>
<td>02/28/2020</td>
<td>Shawn for Labor</td>
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<tr>
<td>Office Supplies Plus</td>
<td>02/19/2020</td>
<td>Returned_folders</td>
<td>-96.85</td>
</tr>
<tr>
<td>Peter Waller</td>
<td>03/09/2020</td>
<td>Conference Fee Refund - FDRWG Member</td>
<td>25.00</td>
</tr>
<tr>
<td>Super Market Foods</td>
<td>03/04/2020</td>
<td>Meeting Refreshments</td>
<td>33.92</td>
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</table>
Motion to approve and pay bills presented by Mr. Ose, Seconded by Ms. Vavra. Discussion: None. Upon vote, the motion Carried, 6-0. For further reference, copies of the bills approved are attached hereto in the Treasurer’s Report as Exhibit A. Motion to approve and pay manager vouchers presented by Mr. Mischel, Seconded by Mr. Money. Upon vote, the motion Carried, 6-0.

5. Funding Requests:
   A. Project Step Process Reports and Applications: Mr. Sip indicated that there were no applications received this month.
   
   B. Technical Advisory Committee (TAC) Recommendations: Mr. Sip stated that the TAC had not recently met and that there were no TAC recommendations this month.
   
   C. Other Requests for Funding: Mr. Sip said that no additional funding requests were known or were being brought forth at this time.
   
   D. Funding Agreements/Contracts: Mr. Sip indicated that no additional funding agreements, contracts, or scopes of service were being brought forth at this time.

6. Annual Appointment of TAC: Mr. Sip explained the purpose and need for the annual appointment of the TAC and he reviewed Resolution 2020-09 with the Managers. Mr. Sip indicated that moving forward, this resolution would be part of the annual RRWMB reorganizational meeting each January. Motion to approve the annual appointment of the TAC by Mr. Braaten, Seconded by Mr. Ose. Mr. Holmvik asked Mrs. Swenson to conduct the roll-call vote indicating Manager approval of the annual appointment of the TAC via Resolution 2020-09:
Resolution 2020-09 Roll-call Vote: 

<table>
<thead>
<tr>
<th></th>
<th>Yea</th>
<th>Nay</th>
<th>Abstain</th>
<th>Absent</th>
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</thead>
<tbody>
<tr>
<td>Mr. Braaten</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mr. Finney</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Mr. Holmvik</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mr. Mischel</td>
<td>X</td>
<td></td>
<td></td>
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<tr>
<td>Mr. Money</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mr. Ose</td>
<td>X</td>
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<tr>
<td>Ms. Vavra</td>
<td>X</td>
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Upon the roll-call vote for the annual appointment of the TAC, the motion Carried, 6-0 via Resolution 2020-09. Mr. Holmvik noted that Mr. Gust had arrived, and he asked Mr. Gust to proceed with his update.

7. **2020 Flood Outlook:** Mr. Sip indicated that the most recent flood outlook had been included in the meeting packet. Mr. Gust referred to the materials in the meeting packet and discussed the flood forecast that would be released later in the week. Mr. Gust stated that approximately 25 percent of the landscape in the Red River Basin (RRB) and surrounding areas still have standing corn fields and he proceeded to provide additional insights and comments. Mr. Gust indicated that he would be presenting the next 2020 RRB spring flood outlook at the second day of the conference.

8. **Water Quality and Monitoring Advisory Committee (WQMAC) Recommendations:** Mr. Sip thanked the WQMAC members on behalf of the RRWMB Managers and he indicated that the WQMAC included Mr. Money, Mr. Mischel, Mr. Halvorson, Mr. Graham, Mr. Weston, Corey Hanson of the RWLD, Peter Nelson of the Pennington County Soil and Water Conservation District, Mr. Carlson, Tracy Halstensgard of the RRWD, Lisa Frenette, and himself. Mr. Sip referred the Managers to the board agenda item and reviewed the WQMAC recommendations and questions to the Managers.

Mr. Sip provided the Managers with an overview of the draft Application Packet for Water Quality Program that was included in the meeting packet. Mr. Sip reminded the Managers that if the Program was adopted today, then the BdSWD Wilkin County Ditch 9 and 10 Project would be the first project that would be brought forward according to Manager discussion in 2019. Mr. Sip indicated that he would like Manager input on the use of the word benefit(s) versus outcome(s) throughout the document and the importance of differentiating between these two terms.

Mr. Sip further reviewed the Water Quality Funding Categories in the Application Packet and stated that there are two types of funding being recommended by the WQMAC. Mr. Sip said that the WQMAC is proposing that Base Funding up to $100,000.00 per member watershed district be available to assist with local water quality efforts and to augment local water quality programs and initiatives.
Mr. Sip indicated that the non-competitive Base Funding would be similar to the reimbursement process for the Flood Damage Reduction Work Group (FDRWG) and that the goal is to keep the process simple. Mr. Sip then reviewed the competitive Water Quality Projects funding section, which would include the remainder of the $3 million that was included in the RRWMB 2020 budget for water quality. Mr. Sip indicated that if all member watershed districts applied for the maximum of $100,000.00 for Base Funding, then approximately $2.3 million would be available for competitive funds.

Mr. Sip mentioned that the Criteria for Funding Water Quality Projects included meeting goals and objectives of locally adopted water management plans such as One Water One Plan (1W1P) or a comprehensive watershed management plan. Mr. Sip stated that any funding is only for RRWMB member watershed districts and that this provision is included in the Application Packet. Mr. Sip noted that another item in the Criteria includes Effect on Flooding and that projects shall not cause, increase, or exacerbate flooding downstream of a water quality project.

The Managers were asked to discuss the application packet, process, and cost-share rates. Mr. Braaten stated the importance of the proposed Program and said that the Managers could adjust the Packet, Program, and application process as needed. Mr. Money further explained some of the discussion the WQMAC had held over the previous seven months related to the recommendations from the WQMAC. Ms. Vavra stated that the adoption of this Program is positive and that it shows that the RRWMB is serious about and committed to water quality along with Flood Damage Reduction (FDR).

Mr. Graham explained that the WQMAC held discussion on linking 1W1P goals to a funding request. Mr. Holmvik asked the Managers if they were comfortable with the $100,000.00 Base Funding and the Managers affirmed that this was acceptable. Mr. Holmvik then inquired with the Managers about cost-share rates for Base Funding and Mr. Sip indicated that there were four options for the Managers to consider in red highlighted and underlined text in the Draft document. The Managers held discussion about possible cost-share rates for Base Funding and stressed the importance of the member watershed districts in having some funding involvement.

Mr. Sip indicated that a clause was included in the General Program Notes in the draft document that allows the RRWMB Managers to adjust the Program as needed. The Managers discussed having member watershed districts being responsible for one-third (1/3) of local project costs. Mr. Holmvik inquired with watershed administrators Mr. Jesme and Mr. Ruud if this approach would be reasonable and both Mr. Jesme and Mr. Ruud indicated yes.
The Managers held additional discussion and Mr. Money made a **Motion** to approve the Program and Application Packet along with the following cost-share rates for competitive Water Quality Projects:

- State Share – 50 (fifty) percent.
- Local Share – 50 (fifty) percent:
  - RRWMB: 2/3s (two-thirds) of local project costs.
  - Applicant: 1/3 (one-third) of local project costs.

- Applicants shall be responsible for securing funds for the remaining share of 50 (fifty) percent of overall project costs from other sources including but not limited to state and federal partners.

The motion was **Seconded** by Mr. Ose. Upon vote, motion **Carried**, 6-0.

Mr. Sip asked the Managers how often they would like to review the process and accept applications such as quarterly, as received, or some other timeframe. Mr. Jesme suggested as the projects come up might be the best approach to allow adequate time for submittals and to align with other timelines, deadlines, and work schedules. Discussion was held by the Managers regarding the Governing Documents process for funding of FDR projects and the Managers indicated that a monthly basis would be best.

Mr. Sip stated that the WQMAC would then review the BdSWD Wilkin County Ditch 9 and 10 Project and that it had already been presented to the Managers in January 2019 and that TAC had reviewed the project in February 2019. Mr. Sip said that in the future, the Managers may need to develop a prioritization and/or scoring and ranking process if there are similar projects or too many projects being proposed for the amount of funding that is available. The Managers also indicated that funds should not be carried over year to year and that Base Funding should be on a reimbursement basis.

The Managers held discussion about cost-share rates for Base Funding. A **Motion** to have member watershed districts provide 25 (twenty-five) percent cash match of the local share to be eligible, with the RRWMB providing up to 75 percent of the local cost-share for Base Funding, and the RRWMB share not to exceed $100,000.00 by Mr. Braaten, **Seconded** by Mr. Mischel. Upon vote, motion **Carried**, 6-0. The Managers indicated the newly adopted and approved Water Quality Program and Application Packet should include the cost-share rates for Base Funding and Water Quality Projects. The Managers also indicated that Mr. Sip should finalize the document and distribute it to member watershed districts as soon as possible. Mr. Sip indicated that once the conference was over, he would finalize changes to the draft document based on today’s discussion and that it would be distributed by the end of the week.
9. Results of 2020 Drainage Conference: Mr. Sip provided an overview of the results of the event that was held on January 27, 2020 and he stated that approximately 85 people were in attendance at the event. Mr. Sip indicated that a compilation of conference evaluations was provided in the meeting packet for today and he stated that financial information for the event was also included. Mr. Sip mentioned that 106.5 FM radio and 890 AM radio were used for promotion of the event and that Mick Kjar of 890 AM radio broadcasted live from the event. Mr. Sip stated that the budget for the event was $12,000.00, with current costs of $7,833.67 but that some additional invoices may be forthcoming.

10. Refreshment Break: Mr. Holmvik called for a 10-minute recess at 11:10 AM. Mr. Holmvik reconvened the meeting at 11:21 AM.

11. Legislative Report: Mr. Sip stated that the RRWMB Legislative Committee met in Ada on Monday, March 9, 2020 to discuss the RRWMB platform and priorities, communication, and the upcoming schedule of events in conjunction with the Minnesota Association of Watershed Districts (MAWD) legislative conference on March 18 and 19, 2020 in St. Paul. Mr. Sip discussed the purpose of the upcoming meeting with the DNR and RRWMB member watershed district administrators on March 17, 2020 in St. Paul.

Mr. Money provided comments and an overview of the RRWMB meetings with legislators during the MAWD event. Mr. Money indicated that Ms. Frenette has meeting rooms and times reserved with legislators to discuss RRWMB policy and funding priorities and that Ms. Frenette was working on scheduling a potential hearing related to ring dikes. Mr. Money said that the Committee is also considering the value of the RRWMB hosting its own legislative days in 2021 in St. Paul separate from MAWD. Mr. Money said that the Committee will meet this summer to start planning for the 2021 Minnesota legislative session and that recommendations would be forthcoming after that time to the RRWMB Managers.

Mr. Sip and Mr. Money jointly discussed additional details about the activities and schedule for the week of March 16, 2020 and that schedules and timing of events is subject to change given that it would be the week for first legislative deadlines. Mr. Money encouraged RRWMB Managers and watershed district administrators to contact Ms. Frenette with questions that they may have about upcoming meetings in St. Paul.

12. Executive Director Report: Mr. Sip provided an overview of the joint annual conference with the FDRWG the next two days and he indicated that Joel Heitkamp with KFGO Radio and Don Wick with the Red River News Network would be broadcasting live from the conference. Mr. Sip stated that area television stations had been notified of the event and that the KVRR Television Station would likely have a crew in attendance to capture footage. Mr. Sip reminded the RRWMB Managers and watershed district administrators to check their emails about the upcoming meetings in St. Paul as schedules may be adjusted pending legislative schedules.
13. **Red River Basin Coordinator Report**: Mr. Graham indicated that he had submitted a written report and he provided brief comments on his recent activities.

14. **Agency and Partner Reports:**
   
   **A. Member Watershed Districts**: Mr. Sip stated that the member watershed districts all recently submitted updates to the FDRWG and that the updates were included in the meeting packet for today. MR. Sip said that the reports will now be included in the RRWMB meeting packet quarterly.

   **B. IWI**: A written report was submitted by the IWI and Mr. Halvorson provided additional comments. Mr. Halvorson stated that the 2019 load study report is final for the Brandt Impoundment and that additional monitoring would be done in 2020. Mr. Halvorson mentioned recent training held for River Watch Program instructors and he indicated that the 25th Annual River Watch Forum will be held March 25, 2020 at the Alerus Center in Grand Forks, North Dakota. Mr. Halvorson also discussed recent funding received from North Dakota to continue the River Watch and River of Dreams Programs in North Dakota for two years.

   **C. RRBC**: Mr. Sip indicated that the RRBC had submitted a written report that was included in the meeting packet.

   **D. RRRA**: Mr. Weston stated that he, Mr. Sip, Randy Gjestvang, and Gary Thompson were on KFGO yesterday to discuss FDR reduction efforts in the RRB. Mr. Weston provided additional comments and updates about his recent activities and he stated that he would be able to assist the RRWMB with any legislative efforts as needed.

   **E. NRCS**: Mr. Daniell provided comments about recent proposals for the Regional Conservation Partnership Program. Mr. Daniell discussed upcoming Local Work Group meetings that will be occurring in the state and that the NRCS State Technical Committee would be holding its annual meeting on April 14 and 15, 2020 in St. Cloud.

15. **Set Date for Special Meeting**: Mr. Sip discussed the direction from the Managers at the February 2020 RRWMB regular meeting regarding a special meeting to discuss a funding strategy, the strategic plan, additional funding of projects by the RRWMB in Step 1, and funding agreements and templates. Mr. Sip stated that it would be advantageous to hold a meeting in Moorhead, which would be conducive for RRWMB legal counsel and Ms. Frenette to attend. Mr. Sip further inquired with the RRWMB Managers about their preference for a special meeting or if the discussion could take place during a regular meeting. The Managers discussed this matter and affirmed the RRWMB Governing Documents Committee should meet first and that a special meeting should take place after the Committee meeting.
16. **Upcoming Meetings:** Mr. Holmvik stated that the next regular RRWMB meeting will take place on April 21, 2020 and will be held at the RRWMB Office in Ada, Minnesota at 10:00 AM.

17. **Adjournment:** There being no further business, the meeting was adjourned by acclamation by Mr. Holmvik at 11:51 AM.

Respectfully Submitted,

____________________________________  ____________________________________
LeRoy Ose         Nikki Swenson
Secretary        Executive Assistant