

REGULAR MEETING of the BOARD OF MANAGERS  
**Wednesday May 4, 2022 – 8:00 a.m.**  
RRWD OFFICE 714 6<sup>th</sup> Street SW, ROSEAU MINNESOTA



**Draft Agenda**

❖ **CALL TO ORDER:**

- Pledge of Allegiance
- Approve agenda: \_\_\_\_\_

❖ **CONSENT AGENDA:** \_\_\_\_\_

- April 6, 2022 regular board meeting minutes
- Treasurer's report
- Review and approve manager and employee expense vouchers
- \_\_\_\_\_

❖ **DELEGATIONS:** \_\_\_\_\_

❖ **PERMITS:** \_\_\_\_\_

❖ **NEW BUSINESS:** \_\_\_\_\_

- Minnesota Energy easement request \_\_\_\_\_
- Haying request \_\_\_\_\_
- 2022 flood update \_\_\_\_\_
- 2021 Audit draft \_\_\_\_\_

❖ **OLD BUSINESS:** \_\_\_\_\_

❖ **PROJECTS UPDATE:**

- River Restoration: EAW scope of work \_\_\_\_\_
- Oak Crest Coulee: \_\_\_\_\_
- Roseau Lake: \_\_\_\_\_
- Whitney Lake: \_\_\_\_\_

❖ **REPORTS:**

- RRWMB: \_\_\_\_\_
- Specialist: \_\_\_\_\_
- Administrator: \_\_\_\_\_

❖ **CLOSED MEETING RESOLUTION:**

❖ **OTHER ITEMS:** \_\_\_\_\_

❖ **NEXT MEETING DATE:** June 1, 2022 @ 8:00 a.m.

❖ **MOTION TO ADJOURN:** \_\_\_\_\_ Time: \_\_\_\_\_

❖ **DATES TO REMEMBER:**

- May 5 – 1W1P Advisory Committee
- May 12 – 1W1P Policy Committee
- May 17 – RRWMB meeting
- May 19 – Manager Training in DL
- May 19 – River Restoration Project Team @ 1pm
- May 30 – Memorial Day – Office closed

# **MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF MANAGERS MEETING HELD APRIL 6, 2022**

**ORDER:** Chairman Carter Diesen called the meeting to order at 8:00 a.m. and led the Pledge of Allegiance.

**MANAGERS PRESENT:** Jason Braaten, LaVerne Voll, Tony Wensloff, Cody Schmalz and Carter Diesen.

**STAFF PRESENT:** Administrator Halstensgard. Watershed Specialist McCormack.

**OTHERS PRESENT:** Randy Prachar, MN DNR; David Drown and Mike Badard, City of Roseau; Alex Halstensgard and Andy Czeh, Oak Crest Golf Course; Matt Fischer, BWSR; Landowners Matt Magnusson, Mitch Magnusson and Norman Kveen.

**CONSULTING STAFF PRESENT:** Nate Dalager, HDR Engineering; Jeff Langen and Ericka Halstensgard, Houston Engineering; and Michelle Moren, Attorney.

**AGENDA:** A **motion** was made by Manager Wensloff, seconded by Manager Voll to approve the agenda with the addition of permit #22-05 under permits. Motion carried unanimously.

**CONSENT AGENDA:** A **motion** to approve the Consent Agenda was made by Manager Voll and seconded by Manager Wensloff. The motion carried unanimously. Adoption of the Consent Agenda included approving the March 6, 2022 regular meeting minutes, the Treasurer's Report, Permit applications #22-01, #22-02, and #22-03, and manager and employee expense vouchers.

**DELEGATIONS:** There were no delegates for this meeting.

**PERMITS:** Manager Wensloff recused himself for permit #22-04 (Tom Johnson). Specialist McCormack discussed his review of the application. A **motion** was made by Manager Braaten to approve permit #22-04, seconded by Manager Schmalz. Motion carried unanimously.

Specialist McCormack discussed his review of the application. A **motion** was made by Manager Voll to approve permit #22-05 (Neil Santl), seconded by Manager Wensloff. Motion carried unanimously.

**NEW BUSINESS:** There was no new business for this meeting.

## **OLD BUSINESS:**

Watershed District Lot Sale – After discussion and being informed by Attorney Moren that the Board could request the earnest money be paid, Manager Wensloff made a **motion** to approve the cancellation and authorize Chairman Diesen to sign it. The motion was seconded by Manager Voll and carried unanimously.

Administrator Halstensgard reviewed the benefits of having our permit application form online and creating a database for permit information. The initial set-up cost is about \$5,000 and the annual maintenance would be about \$600. Specialist McCormack spoke about the benefits he would see both to permit review and project evaluation. Attorney Moren mentioned that an amendment to the Rules would have to be in place before the new process was put in place. A

**motion** was made by Manager Voll seconded by Manager Braaten to move forward with the online application. Motion carried unanimously.

Duxby (Lins) culvert discussion –Administrator Halstensgard discussed the alternatives in the engineering proposal and the discussion with the landowner, Mr. Lins. Mr. Lins has stated he preferred changing the culvert in the existing crossing and the alternative weir option wasn't feasible. Specialist McCormack spoke about the issues with placing a smaller weir type crossing either up or down stream of the existing crossing. Engineer Dalager stated the reason for the alternative weir option would be cost savings over changing out the culvert in the existing crossing. After additional discussion, Manager Voll made a **motion**, seconded by Manager Braaten, to replace the culvert in the existing crossing. Motion carried unanimously.

### **PROJECTS:**

Oak Crest Coulee: Engineer Langen gave a history of the project site which stated with the need for storm-water treatment for the City of Roseau expansion. Engineer Ericka Halstensgard gave a presentation to the board on the proposed alternatives stakeholders hope will address the various issues with the coulee as it exists; mainly storm-water permit compliance for the City expansion, drainage maintenance for Oak Crest West subdivision, maintenance issues for Oak Crest Golf Course, and the quality of the water entering the Roseau River. There was some discussion on the additional phosphorus reduction benefits of Alternative 4 (in conjunction with Alt. 3) which the City is hoping to use as off-set credits with the MPCA. Administrator Halstensgard spoke about the role of the Watershed District in this multipurpose project and potential funding opportunities. Matt Fischer spoke about the process and timeline to submit a grant application for Clean Water Funds (CWF). There was also discussion on requesting Red River Watershed Management Board Water Quality funding. Mr. Fischer also mentioned that the Roseau Soil and Water Conservation District (SWCD) may also have some funding available. The directive of the Board was to continue to move forward with alternatives 3 & 4. A presentation on the proposed project will be given to the Roseau City Council meeting on May 2<sup>nd</sup>. It was suggested to invite the SWCD to that meeting as well.

Hay Creek Subwatershed: Administrator Halstensgard discussed the path that led to the completion of the Hay Creek Subwatershed Implementation Profile. In May of 2021 the project was submitted to MPCA for Section 319 Small Watersheds Focus Program funding. This is Federal money that could be cost-shared with state and local funds. MPCA reached out the end of March for an interview to advance the project through the process. The directive of the Board was to continue to move forward with requesting the funds.

River Restoration: At the last stakeholder meeting it was decided that the DNR would draft the Joint Powers Agreement since the work will be primarily on the Roseau River WMA, the RRWD would be responsible for drafting the Environmental Assessment Worksheet utilizing the consulting engineer, and the group is reviewing statute as it pertains to the legal drainage systems this project encompasses. Administrator Halstensgard asked for two board members to attend the project team / stakeholder meetings. Managers Schmalz and Voll will be the primary board members and any other board member can attend in there place. The stakeholders will continue to meet to address access issues as well as design, cost, permitting, and legal requirements.

Roseau Dam: Administrator Halstensgard will be attending the May City Council meeting to provide an update on the project.

WD #4: Administrator Halstensgard informed the board that a permit application had been submitted to the County Highway Department to remove the culverts under County Road 115. Removing the culverts will keep the water from the east in the new ditch, preventing it from continuing across sections to the west. We hope to have the County's decision by the May meeting. Administrator Halstensgard requested authorization to reengage the viewers once the permit is received from the County. A **motion** was made by Manager Voll, seconded by Manager Schmalz, to authorize staff to reengage the viewers once the permit is approved by the County. Motion carried unanimously.

Manager Braaten recused himself from the board.

Ditch 16 Update – Engineer Dalager and the board discussed Change Order #1-2. Attorney Moren stated she had received an email from the County's attorney John Kolb this morning requesting a meeting to discuss the County's involvement in funding. Jason Braaten, speaking as a landowner, stated that the culvert at his mother's mailbox washed out this spring. Matt Magnusson stated that he has an issue with spoil that was left on the field edge that is blocking water from draining off of his field. It was stated that the issues would be addressed as soon as possible. After extensive discussion on the reason for the change order and possible ways to offset the cost, a **motion** was made by Manager Voll, seconded by Manager Schmalz, to pay Change order #1-2. Motion carried unanimously. The petitioners have submitted a bill for the cost of the petition and bond. Addressing those costs will be reviewed at a future meeting. Manager Braaten rejoined the board.

## **REPORTS:**

RRWMB: Manager Braaten mentioned the legislative trip to St. Paul and the meeting that were attended. Greg Gust with National Weather Service has been providing flood forecast to the basin.

WATERSHED SPECIALIST: Specialist McCormack reviewed his update that was in the meeting packet with additional discussion on the following issues:

- Halverson Sand & Gravel, Inc. submitted a quote on the Norland ditch plug for \$10,050.25. A **motion** was made by Manager Wensloff, seconded by Manager Braaten, to accept the quote and hire Halverson Sand & Gravel, Inc. to complete the work. Motion carried unanimously.
- The ESRI contract for GIS software is up for renewal in the amount of \$2,049.80. A **motion** was made by Manager Wensloff, seconded by Manager Voll, to pay the ESRI software renewal fee. Motion carried unanimously.
- New battery units for the survey unit have been ordered.
- A snowmobiler hit one of the outlet structures at the Norland Impoundment. There will be additional signage/reflectors installed when conditions allow.
- Issues with drainage in CD 18.

ADMINISTRATOR: Administrator Halstensgard reviewed her written update that was in the meeting packet with additional discussion on the following issues:

- The purchase agreement with the Castles with the exchange terms was denied by the Minnesota Management and Budget office. They are requiring a cash exchange. Attorney Moren reviewed the changes with the board. After discussion, a **motion** was made by Manager Braaten, seconded by Manager Wensloff to approve the Castle Purchase Agreement with changes to add "according to engineer's specifications" where necessary. Motion carried unanimously.

- The 2022 property taxes are due. The total amount is \$8,988.32. The first half is \$4,690.23. A **motion** was made by Manager Voll, seconded by Manager Wensloff, to pay the total 2022 property taxes due in the amount of \$8,988.32. Motion carried unanimously.
- Hunter O'Leary reached out to request the ability to hay the 100 acres that the District purchased from his grandparents. The Board requested that he submit a written request.

**OTHER ITEMS:**

Manager Schmalz asked what happened at the last meeting with the Roseau Lake project. Administrator Halstensgard stated that the Operation Plan and Maintenance Plan were both approved. Manager Schmalz then asked about potential changes to the plans. Administrator Halstensgard discussed the ability to review the Operation Plan at a minimum of every five years. There is also the ability to operate under emergency circumstances. Mitch Magnusson asked about operation during a catastrophic event. It was stated that during a catastrophic event the situation would be very similar to pre-project inundation. Specialist McCormack spoke to some of the operational details.

The next meeting will be May 4, 2022 at 8:00 a.m. After a **motion** by Manager Wensloff and second by Manager Schmalz, the meeting was adjourned at 10:50 p.m.

Respectfully submitted,

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LaVerne Voll, Secretary

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Tracy Halstensgard, Administrator

April 2022 Treasurer's Report

Checkbook Balance as of March 28, 2022	\$419,420.76
Receipts:	
Citizens State Bank -- interest 3-21-22	\$ 9.89
Total:	\$ 9.89
Bills:	
Tracy Halstensgard -- Salary and Insurance	\$5,622.59
Torin McCormack -- Salary and Insurance	\$5,690.59
Tracy Bergstrom -- wages	\$64.40
Jason Braaten -- per diem and mileage	\$128.30
Carter Diesen -- per diem and mileage	\$268.32
Tracy Halstensgard -- mileage	\$738.30
Torin McCormack -- reimbursement	\$50.00
Cody Schmalz -- per diem and mileage	\$171.22
LaVerne Voll -- per diem and mileage	\$317.14
Tony Wensloff -- per diem and mileage	\$115.43
Internal Revenue Service -- Withholding	\$3,545.02
Internal Revenue Service -- Withholding	\$137.70
Minnesota Department of Revenue -- Withholding	\$662.00
PERA -- Employer / Employee Contribution	\$1,758.24
Cardmember Services -- web service fees, meeting expenses, supplies	\$1,945.52
City Of Roseau -- utilities	\$202.53
Marco -- Copier agreement & service	166.15
Minnesota Energy -- Natural Gas (March)	\$239.74
Patrick Moren Law Office -- Legal Fees	\$3,825.00
Multi Office Products -- supplies	\$248.47
Roseau Electric Co-op -- Int/phone --	\$158.99
Thramer Electric -- exhaust fan replacement	\$85.00
Northern Resources Cooperative -- gas for work truck	\$201.88
Verizon Wireless -- Trimble	\$40.01
RJ Zavoral & Sons -- CD 16 PE	\$22,258.99
Minnesota Energy -- Natural Gas (April)	\$157.81
License Bureau -- truck tabs	\$199.75
North Pine Services -- snow removal	\$871.75
Houston Engineering -- River Restoration through March 19 Inv #0058714	\$23,409.75
Roseau County Treasurer -- 2022 property taxes	\$8,988.32
WSB -- Lost River project --Inv R-016905-000-15	\$6,367.00
Jon Schauer -- Accounting consultation	\$6,501.79
HDR -- Inv #1200406850 & 1200406852	\$3,418.03
HDR -- Inv #1200406841, 1200406839 & 1200406847	\$39,256.08
HDR -- Inv #1200414029 & 1200414027	\$43,426.80
HDR -- Inv #1200414101, 1200414614 & 1200414102	\$13,618.72
Total:	\$194,857.33

May 2022 Treasurer's Report

Checkbook Balance as of April 28, 2022	\$224,083.95
Receipts:	
State of Minnesota -- River Restoration reimbursement	
Citizens State Bank -- interest	
Total:	\$ -
Bills:	
Tracy Halstensgard -- Salary and Insurance	\$5,622.59
Torin McCormack -- Salary and Insurance	\$5,690.59
Internal Revenue Service -- Withholding	
Minnesota Department of Revenue -- Withholding	
PERA -- Employer / Employee Contribution	
Cardmember Services -- web service fees, meeting expenses, supplies	
City Of Roseau -- utilities	
Marco -- Copier agreement & service	166.15
Minnesota Energy -- Natural Gas	\$157.81
Patrick Moren Law Office -- Legal Fees	
Roseau Times Region -- Meeting Notices	
Roseau Electric Co-op -- Int/phone --	\$158.60
SuperOne - supplies	
Northern Resources Cooperative -- gas for work truck	
Verizon Wireless -- Trimble	\$40.01
Smith Partners -- Roseau Lake & WD #4 legal consultation	\$821.70
dot.com connection -- website development	\$330.00
Thramer Electric -- exhause fan	\$85.00
Brady Martz -- 2021 audit	\$7,875.00
Houston Engineering -- River Restoration through April 16 Inv #0059201	\$16,453.15
Houston Engineering -- Oakcrest Coulee inv #0059006	\$12,491.05
WSB -- Lost River project --Inv R-016905-000-16	\$972.00
Jon Schauer -- Accounting consultation	\$350.00
HDR -- 2-27-22 to 3-26-22-- General Services - Inv #1200419615	\$970.39
HDR -- 2-27-22 to 3-26-22 - Roseau Lake Inv #1200420703	\$56,364.29
HDR -- 2-27-22 to 3-26-22 -- WD #4 - Inv #1200419674	\$1,472.73
HDR -- 2-27-22 to 3-26-22 - Whitney Lake Site A - Inv #1200420708	\$15,568.24
Total:	\$125,589.30





Minnesota Energy Resources Corporation  
Real Estate Department  
P.O. Box 19001  
Green Bay, WI 54307-9912  
[www.minnesotaenergyresources.com](http://www.minnesotaenergyresources.com)

4/13/2022

ROW  
ROSEAU RIVER WATERSHED DISTRICT  
ATTN: TRACY HALSTENSGARD  
714 6TH ST SW  
ROSEAU MN 56751-2006

Dear Roseau Watershed District:

Minnesota Energy Resources Corporation (MERC) is extending Natural Gas lines in your area. The planned route for the new gas line includes a portion of your property at the intersection of Industrial Drive and **18TH AVE in the Jadis Township, County of Roseau, State of Michigan**, in locations shown on the attached easement which, when executed, would grant us the right to install and maintain the necessary facilities.

I have enclosed two copies of the easement for your review. The exhibit is only temporary until the final one can be completed. When the final exhibit is complete we will send it along with a copy of the easement for your review. After you review the exhibit, the document will be recorded with the Office of the Register of Deeds. Signing this document will allow MERC to install facilities on your property in the location described in the easement.

*Please note that the documents **require** you to sign them in the presence of a **Notary Public**.* Please make the necessary arrangements to meet with a Notary Public in your vicinity and have the Notary sign the documents where indicated. All signatures and blanks filled in must be completed in **BLACK INK** to be accepted by the Register of Deeds for recording.

Please return one original document to me to the address on this letter. Or a pre-paid envelope can be mailed to you, upon your request. Installation cannot be scheduled until the completed document has been received.

Please contact me if you have any questions regarding the easement. Please refer to Work Request **3261430**.

Thank you.

Sincerely,

Connie Franzen – Right of Way Agent  
Minnesota Energy Resources Company  
(920) 433-1761  
[Connie.franzen@wisconsinpublicservice.com](mailto:Connie.franzen@wisconsinpublicservice.com)

Enclosure

**GAS EASEMENT/MINNESOTA**

**1059772 MERC**

THIS INDENTURE, made this \_\_\_\_\_ day of \_\_\_\_\_, between, **ROSEAU RIVER WATERSHED DISTRICT**, a political subdivision of the State of Minnesota, 714 6TH ST SW, ROSEAU MN 56751 hereinafter called "Grantor" for One and no/100 dollar (\$1.00) and other valuable consideration paid by **MINNESOTA ENERGY RESOURCES CORPORATION**, a Delaware Corporation, 2685 145<sup>th</sup> Street West, Rosemount, Minnesota, 55068, its successors and assigns, hereinafter called "Grantee", receipt whereof is hereby acknowledged, does hereby grant unto said Grantee, its successors and assigns, the perpetual right, permission, authority, privilege and easement, to construct, install, operate, maintain, remove, and replace a pipeline or pipelines and all necessary and usual appurtenant equipment thereto, all for the purpose of transmitting gas upon, over, across, within, and/or beneath certain easement areas as shown below, or on the attached Exhibit "A", on land owned by said Grantor in the **Jadis Township, County of Roseau, State of Minnesota**, described as follows, to-wit:

Return to:  
Minnesota Energy Resources Corp.  
Real Estate Dept.  
P.O. Box 19001  
Green Bay, WI 54307-9912

Parcel Identification Number (PIN)  
**143001400**

Part of the Parcel described as the Westerly 136.6 feet of the Easterly 181.60 feet of the Southeast Quarter of the Northeast Quarter (SE1/4-NE1/4) of Section 22, Township 162 North, Range 40 West of the Fifth Principal Meridian, **Jadis Township, County of Roseau, State of Minnesota**, as shown on the **attached Exhibit "A"**.

Grantee shall have the right to access Grantor's property outside of the easement area for the purpose of gaining access to the easement area in the event direct access to the easement area is not possible. Grantee shall notify Grantor, when possible, before accessing Grantor's property, except in the event of an emergency.

Grantee shall refill any trenches in which said gas lines are laid, promptly and properly tamp the same and restore the surface of the ground and if Grantee shall at any future time open said trenches for the purpose of repairing, renewing, or removing said gas lines, it will, as soon as said work is done, reasonably restore the surface of the ground, and that all work performed by Grantee on said land will be performed in a proper workmanlike manner, and that during the progress of the work, Grantee will properly safeguard said trench.

Grantee shall have the right to control all brush and trees within the easement area by cutting, trimming and/or other means as determined by the Grantee which in its judgment may interfere with or endanger the maintenance or operation of said gas facilities.

Grantor further grants to the Grantee, its successors and assigns, the perpetual right, privilege and easement to enter upon said strip of land for the purpose of laying, patrolling, repairing, renewing, replacing, or removing the said facilities. Grantor warrants it is the owner of the land and has the right, without title restriction, to execute and deliver this instrument.

Grantor agrees that it will not construct any improvements, including buildings, concrete structures, or other objects, or change the grade more than four (4) inches over any gas lines without first securing the prior written consent of Grantee. This agreement is to insure the conformance of the use of the easement with the all applicable federal and state natural gas safety codes and Grantee's construction standards. Grantor further agrees that all costs incurred through the relocation of said facilities to avoid such buildings, concrete structures, or other objects or to obtain proper depth of land cover shall be borne by Grantor.

Grantee shall pay Grantor for damage or loss, which directly arises out of the use of this easement by Grantee. However, following the initial clearing of the easement areas, Grantee shall have no liability for the subsequent removal, trimming or cutting of trees and brush from the easement areas.

The rights conveyed to Grantee may be exercised from time to time as may be necessary and convenient to Grantee and the failure of Grantee to exercise any rights shall not limit or extinguish such rights. The rights of the Grantee shall only be extinguished or modified by written instruments executed by Grantee and filed of record in the County and State aforesaid. The laws of the State of Minnesota shall govern this easement agreement.

The covenants herein contained shall bind the parties hereto and their respective heirs, executors, administrators, successors, and assigns.

[Remainder of page intentionally left blank]

WITNESS the hand and seal of the Grantor the day and year first above written.

**ROSEAU RIVER WATERSHED DISTRICT**, a political  
subdivision of the State of Minnesota

Corporate Name \_\_\_\_\_

Sign Name \_\_\_\_\_

Print name & title \_\_\_\_\_

Sign Name \_\_\_\_\_

Print name & title \_\_\_\_\_

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ )SS )

This instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by the above-named \_\_\_\_\_ of **ROSEAU RIVER WATERSHED DISTRICT**, a political subdivision of the State of Minnesota, to me known to be the Grantor(s) who executed the foregoing instrument on behalf of said Grantor(s) and acknowledged the same

Sign Name \_\_\_\_\_  
Print Name \_\_\_\_\_

Notary Public, State of \_\_\_\_\_  
My Commission expires: \_\_\_\_\_

This instrument drafted by: Connie Franzen

**MINNESOTA ENERGY RESOURCES CORPORATION**  
700 N. Adams Street, Green Bay, Wisconsin, 54301

Date	County	Municipality	Site Address	Parcel Identification Number
April 13, 2022	Roseau	Jadis Township	18TH AVE	143001400
Real Estate No.	MERC District	WR#	WR Type	I/O
1059772	Wadena-89	3261430	Gas Expansion	21150055GC

# EXHIBIT A

## NOT TO SCALE

## FOR REFERENCE ONLY



PARCEL ID 143001400

APPROXIMATE LOCATION OF  
MERC 12' GAS EASEMENT

SE1/4 NE1/4 Section: 22

EASEMENT MICROFILM No. 243061,  
ACCORDING TO THE ROSEAU INDUSTRIAL PARK PLAT

13

Section: 22

EASEMENT MICROFILM No. 243061,  
ACCORDING TO THE ROSEAU INDUSTRIAL PARK PLAT

PARCEL

12'

APPROXIMATE LOCATION OF  
MERC 12' GAS EASEMENT

NE1/4 SE1/4

SW1/4 NW1/4

NW1/4 SW1/4

A FINAL EXHIBIT WILL BE SENT AT A LATER DATE FOR REVIEW

Hunter O'Leary  
310 3rd Ave NE  
Roseau MN 56751

4-19-22

I Hunter O'Leary am asking for permission to the Roseau River Watershed Board to hay 2 parcels owned by Roseau River Watershed. Both are located in Dieter township section 24. 80 acre parcel is located in the southwest 1/4 of section 24 and the 20 acre parcel is in the northwest 1/4 of section 24. I have spoken to the local WMA manager and was deferred to the current contract holder to work threw him, he has granted me permission to use that land for access to the watershed land locked 80 acres. I will leave the watershed property the way i found it and will repair any damages to the property if any occur.

Hunter O'leary  
218-469-3096

April 14, 2022

Brady, Martz and Associates, P.C.  
401 Demers Ave, Ste 300  
Grand Forks, ND 58201

This representation letter is provided in connection with your audit of the financial statements of the Roseau River Watershed District, which comprise the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information as of December 31, 2021, and the respective changes in financial position for the year then ended, and the disclosures (collectively, the "financial statements"), for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with the cash basis of accounting, which is an other comprehensive basis of accounting other than U.S. generally accepted accounting principles.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of April 14, 2022, the following representations made to you during your audit.

#### **Financial Statements**

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated February 2, 2022, including our responsibility for the preparation and fair presentation of the financial statements in accordance with the cash basis of accounting and for preparation of the supplementary information in accordance with the applicable criteria.
- 2) The financial statements referred to above are fairly presented in conformity with the cash basis of accounting, and include all properly classified funds and other financial information of the primary government and all component units required by the cash basis of accounting to be included in the financial reporting entity.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.
- 6) Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with the cash basis of accounting.
- 7) Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements.
- 8) We are in agreement with the adjusting journal entries you have proposed (Attachment A), and they have been posted.

- 9) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with the cash basis of accounting.
- 10) Guarantees, whether written or oral, under which the District is contingently liable, if any, have been properly recorded or disclosed.

**Information Provided**

- 11) We have provided you with:
  - a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records (including information obtained from outside of the general and subsidiary ledgers), documentation, and other matters and all audit or relevant monitoring reports, if any, received from funding sources.
  - b) Additional information that you have requested from us for the purpose of the audit.
  - c) Unrestricted access to persons within the District from whom you determined it necessary to obtain audit evidence.
  - d) Minutes of the meetings of the Board or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 12) All material transactions have been recorded in the accounting records and are reflected in the financial statements.
- 13) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- 14) We have no knowledge of any fraud or suspected fraud that affects the District and involves
  - Management,
  - Employees who have significant roles in internal control, or
  - Others where the fraud could have a material effect on the financial statements.
- 15) We have no knowledge of any allegations of fraud or suspected fraud affecting the District's financial statements communicated by employees, former employees, regulators, or others.
- 16) We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or waste or abuse, whose effects should be considered when preparing financial statements.
- 17) We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.
- 18) We have disclosed to you the identity of the District's related parties and all the related party relationships and transactions, including any side agreements.

**Government-specific**

- 19) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 20) We have a process to track the status of audit findings and recommendations.
- 21) We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- 22) We have identified to you any investigations or legal proceedings that have been initiated with respect to the period under audit.
- 23) We have provided our views on reported findings, conclusions, and recommendations, as well as our planned corrective actions, for the report.
- 24) The District has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or fund balance/net position.



- 25) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts, and legal and contractual provisions for reporting specific activities in separate funds.
- 26) We have identified and disclosed to you all instances of identified and suspected fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we believe have a material effect on the financial statements.
- 27) There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
- 28) As part of your audit, you assisted with preparation of the financial statements and disclosures, preparation of journal entries, and the preparation of the financial reporting form. We acknowledge our responsibility as it relates to those nonaudit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably with senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements and disclosures, journal entries, and the reporting form.
- 29) The District has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 30) The District has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- 31) The financial statements include all component units, appropriately present majority equity interests in legally separate organizations and joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.
- 32) The financial statements include all fiduciary activities required by GASBS No. 84 .
- 33) The financial statements properly classify all funds and activities in accordance with GASBS No. 34 , as amended.
- 34) All funds that meet the quantitative criteria in GASBS Nos. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
- 35) Components of net position (restricted and unrestricted) and classifications of fund balance (nonspendable, restricted, committed, assigned, and unassigned) are properly classified and, if applicable, approved.
- 36) Investments, derivative instruments, and land and other real estate held by endowments are properly valued.
- 37) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
- 38) Revenues are appropriately classified in the statement of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- 39) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
- 40) Deposits and investment securities and derivative instruments are properly classified as to risk and are properly disclosed.
- 41) We have appropriately disclosed the District's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available and have determined that net position is properly recognized under the policy.
- 42) We are following our established accounting policy regarding which resources (that is, restricted, committed, assigned, or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines the fund balance classifications for financial reporting purposes.

43) With respect to the supplementary information (Budgetary Comparison Schedule - Cash Basis - General Fund and Schedule of Fund Balances by Project - Cash Basis).

- a) We acknowledge our responsibility for presenting the supplementary information in accordance with the cash basis of accounting, and we believe the supplementary information, including its form and content, is fairly presented in accordance with the cash basis of accounting. The methods of measurement and presentation of the supplementary information have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.
- b) If the supplementary information is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date we issue the supplementary information and the auditor's report thereon.

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_



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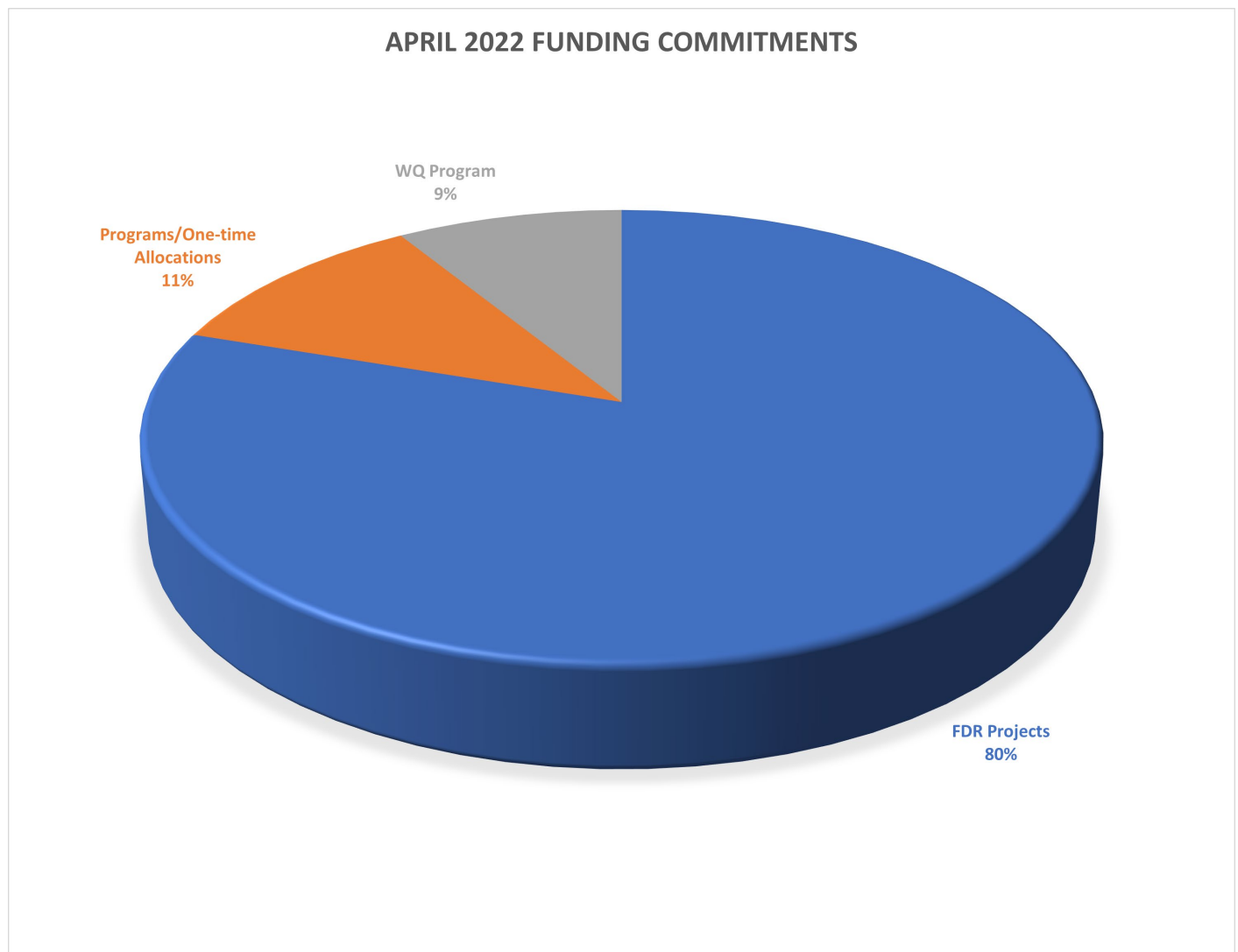
## Meeting Highlights – April 19, 2022

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1. **Funding Commitments:** Information was presented regarding current funding commitments of the Red River Watershed Management Board (RRWMB) for Flood Damage Reduction (FDR) and water quality projects that are in various phases along with annually funded programs and one-time allocations. Current commitments include the following:

• <b>FDR Projects:</b>	<b>\$20,352,075.80</b>
• <b>Water Quality Program:</b>	
○ <b>Base Funding</b>	<b>\$ 365,926.27</b>
○ <b>Competitive Funding</b>	<b>\$ 1,876,316.53</b>
• <b>Annually Funded Programs/One-time Allocations:</b>	<b>\$ 2,792,237.88</b>
<b><u>TOTAL Remaining Funding Commitments:</u></b>	<b><u>\$25,386,556.48</u></b>

Below is an illustration of current RRWMB funding commitments as of April 2022. Annual operating expenses are not included in funding commitments.



2. **Bois de Sioux Watershed District (BdSWD) Redpath Impoundment Project:** The RRWMB Managers formally executed a funding agreement to advance \$1 million to the BdSWD for Phase 1 of the Redpath Impoundment Project. The agreement was approved via resolution.
3. **Upper Reaches: Wild Rice Riverbank Stabilization:** The Wild Rice Watershed District (WRWD) presented information to the RRWMB Managers regarding a riverbank stabilization project adjacent to the Wild Rice River to protect agricultural levees southeast of Ada in Norman County. The WRWD requested \$150,000 in Water Quality Program Competitive Funding from the RRWMB. The Project was referred to the RRWMB Water Quality and Monitoring Advisory Committee (WQMAC) for review. It is anticipated that the WQMAC will bring forth recommendations to the May 2022 RRWMB meeting.
4. **Step 2 Submittal: Goose Prairie WMA Enhancement Project - Request for Cost-share Increase:** The WRWD requested an increase of the RRWMB's original share of the project approved in 2019 from \$400,000 to \$557,000. Additional real estate costs along with inflation of construction prices led to expected increases in the overall project budget. The RRWMB Managers approved the request.
5. **Middle-Snake-Tamarac Rivers Watershed District (MSTRWD) Competitive Water Quality Funding Request:** The RRWMB Managers approved a request of \$206,700 from the MSTRWD to install grade stabilization structures and other BMPs within the last two miles of the JD 75 public drainage system, which is the outlet for three upstream flood impoundments. The Project was reviewed by the WQMAC on April 12, 2022 and recommendations were brought forth for consideration by the RRWMB Managers to further inform decision-making.
6. **LCCMR Funding Application for Flood Damage Reduction Work Group (FDRWG) Project Monitoring:** The FDRWG has determined that additional external funding is needed to develop project specific monitoring plans, monitor existing project sites, monitor upcoming project sites, and to share results in the Red River Basin of Minnesota and statewide. The FDRWG recently approved moving forward with an application to the LCCMR to meet these needs and the RRWMB Managers approved via resolution to act as the fiscal agent for this application. The RRWMB is currently the fiscal agent for the FDRWG, which receives \$264,000 annually to support several project teams.
7. **RRWMB Special Meeting:** A special RRWMB meeting is tentatively scheduled for Tuesday, May 10, 2022 to review proposed edits to the RRWMB Governing Documents. Meeting logistics are currently being determined and a public notice will be posted once the meeting location and time is determined.
8. **Next Meeting:** The RRWMB will hold its next meeting on Tuesday, May 17, 2022 at 10:00 a.m. at the RRWMB office – 11Fifth Avenue East, Ada, Minnesota, 56510.



# RED RIVER RETENTION AUTHORITY

1120 28th Avenue North, Suite B, Fargo, ND 58102 Phone: 701-356-6644

## TALKING POINTS RED RIVER BASIN WATER STORAGE AND FLOOD CONTROL APRIL 7, 2022

**Current Situation:** Despite the 2021 drought, there has been major flooding in the Red River Basin (RRB) of the North as recent as 2019 and 2020, with millions of dollars in crop damages and major impacts to rural infrastructure in the RRB. Spring 2022 flood outlook was for moderate to major flooding in portions of the RRB. There have been 17 major flood events in the RRB since 1969, with the flood of 1997 being the most devastating. Currently there are over twenty multipurpose water storage projects in the RRB of Minnesota and North Dakota in various phases of development. Projects primarily focus on water storage related to flood mitigation.

**Status of RRB Flood Mitigation Efforts:** Since the 1997 flood, many of the cities along the Red River main stem have been largely protected. There is still flood mitigation work being done in the Cities of:

- Fargo
- Moorhead
- Drayton
- Crystal
- Newfolden
- Oslo
- Perley

Regarding the City of Oslo, access is still a major issue during floods and the City of Drayton does not have certified 100-year flood protection. There remains much work to do outside of city limits throughout the RRB related to protecting rural infrastructure and farmland from 10 and 25-year storm events. This protection is needed to ensure the RRB remains economically viable and a leader in agricultural productivity into the future. Protection from continued flooding also preserves natural, cultural, human, social, resources along with infrastructure.

**Background:** Enhanced coordination is needed among federal agencies. RRB watershed districts and water management entities in both Minnesota and North Dakota are required to go through several local, state, and federal processes for various phases of flood mitigation and water management/habitat development projects. There is a significant need to have streamlined processes developed for federal permitting and regulatory agencies. Because there are uncoordinated federal agency processes, additional time constraints are placed on our projects in the RRB.

**End Results:** When federal agency coordination and communication is delayed or does not occur, this affects the timing of how funds are received from local and state partners. Delays result in significant project cost increases for our taxpayers in the RRB. With local Watershed District funding sources being limited, we must prioritize projects based on timeliness of Federal and State funding. Inflation is presently a major concern.

**RRB Request:** We request the federal delegation work collectively with the Red River Retention Authority (refer to attached map) and its membership to help us address the following issues that need congressional actions:

1. **Farm Bill:** In the next Farm Bill, we request that economic analysis be less restrictive as a requirement for local units of government to implement water storage projects. There are many projects under development that add to the overall benefit of the RRB related to natural, cultural, human, social, financial resources, and existing infrastructure. However, when strict economic analysis is required our locally led water resource projects are not recognized as being beneficial enough for funding. Economic data is often lacking for wetlands and water quality, and these are difficult to quantify. In addition:
  - Significant rural flooding problems continue but because of inflexible federal procedures and processes, we are unable to quantify enough impacts to qualify for federal financial assistance to reduce agricultural impacts. An evaluation or ranking process to account for rural, underserved areas related to flood control should be considered.
  - One pilot watershed should be funded by NRCS in both Minnesota and North Dakota to address the challenges we have in capturing agricultural losses to complete a plan with a locally preferred alternative.
  - Timeliness of Federal reviews is needed. Once a watershed plan is completed it should not take a year to get a plan approved. Either additional staff should be hired, or an outside independent organization should be used for watershed plan review and approval.

- If legislation is not able to be changed allowing for funding underserved rural areas, then USDA, NRCS Chief exemptions should be considered.
  - With the limited construction seasons in the northern great plains, the Federal government should allow for early construction starts when a design has been completed and approved.
2. **Funding:** There are limited funding options for our projects and the Watershed and Flood Prevention Operations Program (PL566) and Regional Conservation Partnership Program (RCPP) are usually the only options for RRB projects. The Water Resources Development Act (WRDA) generally focuses on infrastructure investments such as federal waterways, harbors, drinking water, and wastewater facility enhancements and upgrades. We request that RRB flood reduction and water storage projects specifically be included in future WRDA bills. In addition, it appears highly unlikely that federal funds through recent economic stimulus bills signed by President Biden will include funding for projects such as ours.

The availability of dam rehabilitation funding has been important in North Dakota. It is essential that funding remains available through the construction phase. Less restrictive use of agricultural conservation easement programs would assist local governments in enabling fair and compensated land use changes in project floodplain areas. Providing/allowing cost-share for local governments to secure floodplain easements in addition to Federal easements is needed.

3. **Federal Agency Coordination:** Federal agencies need to become involved during the early phases of RRB projects. Local project teams are used by local watershed districts in both the Minnesota and North Dakota portion of the RRB to develop projects from concept to construction. Federal agencies have not been consistently involved in recent years at the project team level. We request that the federal congressional delegation work with federal agencies to allocate more staff to the local project team process for the following items:
- a. Watershed Planning
  - b. Environmental Review
  - c. Engineering and Project Design Review
  - d. Cultural Resources Review
  - e. Permitting and NEPA compliance
  - f. Economic Review
  - g. Reporting Processes: There should be one process or portal for local governments to report results to federal agencies.

When one federal agency reviews and accepts certain phases of a project or gives approval to local agencies to commence activities or construction, all federal agencies should accept these decisions. The Black River Flood Impoundment Project in the Red Lake Watershed District in MN is a case in point where poor federal coordination resulted in lost federal funding.

4. **Internal Agency Coordination:** It is our impression and experience that federal staff working in regional/area offices are often not empowered to make decisions on our projects in the RRB. It appears the hierarchy of federal agencies is such that regional staff must work through several administrative levels to obtain approvals for most project activities. Regional/area staff interacting with local watershed managers and staff often cannot make decisions without receiving approvals from a state, regional, or national program leader.

Such hierarchy causes delays, which in turn can affect the timing of when projects commence construction and can lead to a project starting many months or a year after the original planned date of construction. When this occurs, the timing of how state funds are received and coordinated can potentially result in the loss of state and partner funding if extensions are not granted. This all affects project costs and impacts the ability to allocate our local tax dollars to the highest and best use.

5. **Program Rules:** Announcements for funding through various federal programs should be delayed for publication in the Federal Register until there is clear communication about program rules, guidance, and requirements. In 2020, the Red Lake Watershed District of Minnesota was communicated to and told that \$3 million in RCPP funds would be allocated for the Black River Flood Impoundment Project located approximately ten miles southwest of the City of Thief River Falls, Minnesota. Unfortunately, later the Watershed District was informed the final RCPP rule would not allow the Watershed District to complete the project without starting over with federal watershed plan reviews and approvals. This resulted in timing issues with project start and ultimately in the loss of RCPP funding resulting in local funding sources being used to construct the Project.
6. **Review of Federal Program Administration:** We request that federal agencies include local government advisors as part of the federal agencies process when new programs are being developed or existing programs are being restructured.
7. **Regional Federal Program Management:** The RRB is serviced by two separate regional offices of the US Army Corps of Engineers. When there are differences in regional permitting in the RRB, consistent policy, guidance, rules, and regulations are necessary. We request that a pilot program be developed for the RRB so that there is one clearing house for all Clean Water Act permitting activities associated with project planning review and permitting.



District & Project	Total Expected Cost	FHM Bond Funding Provided to Date	RRWMB Approved Funding Step	RRWMB Funding Commit -ment	Desired Construction Start (Year)	Expected Construction Duration (months)	Planning/Design/ Env. Review/Land/Permitting Status	Comments
<b>I. WATERSHED DISTRICTS IN RRWMB</b>								
<b>Bois de Sioux Watershed District (as of 4/6/2022)</b>								
Redpath  3-sq. mile impoundment. (+ meandering bypass funded separately).	\$46.4M (\$33.5M remaining as of 3/2022)	\$5.4 M	2	\$5. 7 M	2022	60	Engineer's Report 99% Design 95% Land acquisition complete. Environmental & Permitting 95% (WCA Complete/EAW Complete/DNR complete)	Ditch relocation planned in 2022. Funding is biggest remaining challenge – requesting \$14.7M from FHM. FDRWG approved project, Feb. 2022.
Big Lake  New outlet with submerged intake in lake. Fall drawdown. Protects Herman.	\$645K	TBD	TBD	TBD	2022	4	Engineer's Report 99%/Design 90%. No need for land acquisition. Environmental review completed 2021. Gathering final doc'ts for public waters permit application.	RRWMB funding request yet to be determined. Requesting \$390K from FHM.
Moonshine Impoundment  Not defined at this time. Will re-activate PT in 2021.	\$2.0 M	TBD	TBD	TBD	2024	6	In planning stage	Improve protection of Graceville. Project would seek State and RRWMB grants. Older planning effort to re-activate after Redpath, Samantha L., & Traverse WQ.

District & Project	Total Expected Cost	FHM Bond Funding Provided to Date	RRWMB Approved Funding Step	RRWMB Funding Commit -ment	Desired Construction Start (Year)	Expected Construction Duration (months)	Planning/Design/ Env. Review/Land/Permitting Status	Comments
<b>Wild Rice Watershed District (as of 4/7/2022)</b>								
Goose Prairie WMA Enhancement  Road raise; new outlet structure; re-align CD 18. Fall drawdown.	\$1.9M	\$400K	Step 2 (5/2019)	\$400K	2022	18	Planning, Design and Permitting 98% complete. One easement needed from private landowner. Minimal permitting remains from public agencies.	Improves wildlife habitat in Goose Prairie Marsh (WMA); reduces risk of downstream flooding. Joint project of WRWD and MDNR.
City of Perley Levee, Phase 2  Road raises to complete the project.	\$5.97 M (Phases 1 and 2)	\$2.4M rec'd for Ph. 1	Board approved 12/2021	\$625K	2022+	18	Ph. 2 Planning is complete. Design to begin once State Homeland Security & Emergency Mg't (HSEM) funding approved.	Ph.1 was levee construction. Ph. 2 is road raises to eliminate emergency road closures. MnDOT and Norman Co. also contributing. District requested additional \$625K from State FHM
Lwr .Wild Rice Corr.	TBD	\$0	Water Quality Program	\$669K	TBD	TBD	Acquiring project easements.	Participating in State RIM program.
<b>Red Lake River Watershed District (as of 4/5/2022)</b>								
Mud River  Stream restoration.	TBD	None	None	None	TBD	TBD	In Planning stage with purpose & need largely drafted and approaches to achieve them under discussion.	This project involves Agassiz NWR and likely requires structure(s) on Eckvoll WMA.

District & Project	Total Expected Cost	FHM Bond Funding Provided to Date	RRWMB Approved Funding Step	RRWMB Funding Commit -ment	Desired Construction Start (Year)	Expected Construction Duration (months)	Planning/Design/ Env. Review/Land/Permitting Status	Comments
<b>Middle-Snake-Tamarac Rivers Watershed District (as of 4/15/2022)</b>								
City of Newfolden  400-acre impoundment plus inlet channel. Replace RR culverts with a bridge to increase conveyance capacity at Middle River.	\$7.7 M	none	2 (6/2020)	\$2.4M*  *Reduce if District receives higher State funding,	2022	18	Prelim. engineering complete. Land discussions complete. Final design, plans, and specs in progress for completion June 2022. EAW is not required. RR crossing to be constructed 2022. Permits secured & construction agreement w/CP Railway signed. Impoundment permits in progress.	Will remove the City from 100-yr. flood-plain while reducing contribution to peak flows and volume in the Red River.  If bond funds become available, State FHM can fund impoundment as a community project with higher cost-share. FHM cannot fund Railroad crossing of Middle River.
JD 14/Lilac Ridge  260-acre impoundment, Numedal Twp., plus ditch improvement & flow control measures.	\$6.5M	none	1 (7/2021)	none	TBD	9	Concurrence Point #3 approved by USACE Dec. 2020. Geotechnical Report completed Mar. 2021. EAW completed in 2021. Wetland delineation approved and environmental impacts review in progress.	Project will improve drainage upstream of Lilac Ridge. The impoundment will not only help to manage a resulting increase in flow through the ridge but also reduce peak flows downstream to provide a FDR benefit. Following RRWMB Step 1 discussion, District has completed efforts that raised the STar value.

District & Project	Total Expected Cost	FHM Bond Funding Provided to Date	RRWMB Approved Funding Step	RRWMB Funding Commit -ment	Desired Construction Start (Year)	Expected Construction Duration (months)	Planning/Design/ Env. Review/Land/Permitting Status	Comments
JD19/Nelson Slough  Raise existing dam & increase outlet capacity.	\$8.8M	none	1	\$2.8M	2023	18	RRWMB Step 1 approved May 2021. Step 2 submittal likely May 2022.  EAW completed 2021. Engineer's Report submitted to BWSR/DNR for comment April 2022. MSTRWD, DNR and Joint Ditch Authority have drafted O&M plan and are developing a comprehensive JPA.	Nelson Slough is in the East Park Wildlife Mg't Area. FDRWG approved project, Feb. 2022, and recommended 73% funding from FHM Program.
Swift Coulee  Widening the coulee to shape an E Channel. Culvert resizing to control flow of this natural waterway.	TBD	none	TBD	none	TBD	TBD	Concurrence Point 3 approved by USACE in April 2021. Landowners were contacted to gauge their willingness to work with the project.	Alternative 13 was approved by the PWT and Board in 2021. Project is similar to Grand Marais. Next hurdle is securing funds to secure easements from landowners. District has requested BWSR support.

District & Project	Total Expected Cost	FHM Bond Funding Provided to Date	RRWMB Approved Funding Step	RRWMB Funding Commit -ment	Desired Construction Start (Year)	Expected Construction Duration (months)	Planning/Design/ Env. Review/Land/Permitting Status	Comments
<b>Two Rivers Watershed District</b> (as of 4/14/2022)								
Klondike Clean Water Retention Project ----- Prior Work Phase 1 Phase 2 Phase 2A Post Constr. ----- 12-sq. mi. impoundment. 7-mi. inlet channel.	----- \$6.6M \$13M \$7M \$5M TBD -----	----- 250K None None None None -----	2 ----- ----- ----- ----- -----	\$7.25M ----- ----- ----- ----- -----	----- In progress 2023 2024 2026 N/A -----	----- ----- 24 24 12 NA -----	Preliminary engineering complete. Final eng. 90% complete. Plans & Specs: 2021-2022 ROW/land acq.: 75% Operating plan drafted. Wetland permits in progress. Road & ditch permits in progress. EAW scheduled for release Spring 2022. Land exchange w/DNR in progress.	See fact sheet for more information. Phase 1 funding 41% committed. Includes LSOHC funding (\$1.9M). Timelines subject to change depending on funding availability and permitting process.
Twistal	TBD	none	n/a	none	TBD	TBD	Planning stage. Re-activated Project Team after high water in 2020.	Involves localized flooding in a City of Karlstad neighborhood.

District & Project	Total Expected Cost	FHM Bond Funding Provided to Date	RRWMB Approved Funding Step	RRWMB Funding Commit -ment	Desired Construction Start (Year)	Expected Construction Duration (months)	Planning/Design/ Env. Review/Land/Permitting Status	Comments
<b>Roseau River Watershed District (as of 4/8/2022)</b>								
Roseau Lake Rehabilitation  Add embankments & water control structures at WMA. Operate to pass early water & store middle & late water.	\$15M	\$2.2 M	2	\$3.0 M	2022	Phased. First phase possibly 12 mos.	Much of land is public. Easement acquisitions nearly complete. Land exchange for State School Trust lands in progress. Concurrence Point 3 approved. Environmental review completed 2021. Design 90% complete. Plans/specs. in preparation. Operation, Maintenance and Access Plans completed & adopted.	District Board decided on reduced footprint, 2021. Development of mitigation component in progress: Sprague Creek Restoration project on State land.
Whitney Lake  2 impoundments (plus ditch improvements funded locally). Site A: 1,200 acres Site C: 235 acres	Site C \$2M Site A \$6M	\$350K	Site C: 2 (fall 2019)  Site A: 2 (6/2020)	\$2.7 M (full project)	2023 (Site C)  2023 (Site A)	12 mos.  12 mos.	Moving toward acquisition of land. Concurrence Point 3 approved. Reviews of COE wetland concerns completed. Full delineation pending. EAW prob. not needed. Moving forward with engineering at both sites. Construction on CD 16 initiated Fall 2021. Will resume Spring 2022.	Project includes Site A, Site C, and drainage improvements. RCPP plan completed Sept. 2021. Drainage improvements to be privately/locally funded. Requesting \$1M from FHM in 2022 bonding.
<b>Joe River Watershed District</b>								
None								

District & Project	Total Expected Cost	FHM Bond Funding Provided to Date	RRWMB Approved Funding Step	RRWMB Funding Commit -ment	Desired Construction Start (Year)	Expected Construction Duration (months)	Planning/Design/ Env. Review/Land/Permitting Status	Comments
<b>II. WATERSHED DISTRICTS SEPARATE FROM THE RRWMB</b>								
<b>Buffalo-Red River Watershed District (as of 4/7/2022)</b>								
Upper S. Branch Buffalo River: Phase 1A	\$1.5M	None	N/A	N/A	2022	6	Permitting and land acquisition complete. Access and maintenance agreements in progress.  Environmental review completed Dec. 2021.	BRRWD working with Pheasants Forever, DNR & BWSR. Project requires rerouting of a county ditch. Not seeking FHM funds for Ph 1A
----- Phase 2	----- \$13M	----- None	----- N/A	----- N/A	----- 2022-23	----- 6	----- Prelim. design complete.	----- Partial funding requested from LSOHC-OHF. Decision pending as of April 2022.
Stony Creek 1100-acre impoundment & 4.7 mi. restored channel.	\$18M	\$382K (2020 bond funds)	N/A	N/A	2022	24	Land acquisition started (options being obtained). Prelim. design complete. EAW process complete.	Requested \$6.7 Million from FHM in 2020.
Lower Otter Tail Channel Restoration.  48-mi. reach below Orwell Dam	\$35 – 40M	None	N/A	N/A	2023-2026	36	Working through Corps 1135 program, Corps completed feasibility study Dec. 2021. Prelim. design complete. Ready to begin land acquisition with BWSR & Wilkin SWCD.	\$2.335M OHF grant for land acquisition approved in 2021. Mitigation value of \$8.28M to be provided by FM Diversion. Not seeking FHM funds.

District & Project	Total Expected Cost	FHM Bond Funding Provided to Date	RRWMB Approved Funding Step	RRWMB Funding Commit -ment	Desired Construction Start (Year)	Expected Construction Duration (months)	Planning/Design/ Env. Review/Land/Permitting Status	Comments
Barnesville Township	\$15M	None	N/A	N/A	2026	24	Concept Design Plan and cost estimate developed	
Glyndon East Tributary		None	N/A	N/A	2022	6	Permitting underway. Construction planned 2022.	Hearing in Spring 2022.
<b>Sand Hill River Watershed District</b> (as of 4/14/2022)								
Upper Sand Hill  FDR project – sites & concepts in planning stage.	\$5-10M	None	N/A	N/A	TBD	9	In planning stage. Purpose and need developed and reviewed with Project Team. The planning effort will identify required permits, land rights, and feasibility review.	Currently on hold. Planning effort led to the Kittleson Creek focus area (see below).
Kittleson Creek	TBD	TBD	N/A	N/A	TBD	TBD	In early planning stages. Evaluating potential federal/NRCS funding sources.	Goal of providing flood damage reduction and reduce channel erosion along the Kittleson Creek.
Sand Hill Ditch	TBD	TBD	N/A	N/A	TBD	TBD	In early planning stages. Evaluating funding potential.	Goal of stabilizing failing sideslopes through a multipurpose project along the Sand Hill Ditch.
City of Nielsville Levee Improvements	\$5.808M	\$0.164M received  (Request \$5.618M to complete project)	N/A	N/A	2022	6	Funding was previously provided by the DNR FHM. This enabled prelim. planning, design, & Engineer's Rpt.	Includes a levee around three sides of the City, raising US Highway 75, and related improvements. Will provide 100-year flood protection.



## **May 2022 Board Meeting, Specialist Update**

### **Roseau Lake Rehabilitation Project**

- Continue to develop the wetland mitigation proposal as alignment and infrastructure footprint is finalized.
- River Levels within Roseau Lake were at 1034 and still rising at the time of this update

### **Lost River Stat Forest Peatland Restoration/Arpin Project**

- Completed Arpin cross sections
- Annotating site photos for final report

### **Hay Creek Norland**

- The impoundment was operated on Sunday morning (April 24<sup>th</sup>) as our trigger in Wannaska had been met
- Connection channel operated for 3 days, usually connection channel can only be operated for 6-12 hours.
- At the time of this update over 2 feet of freeboard was recorded from the spillways.

### **Palmville**

- Palmville structures were closed on April 24<sup>th</sup> due to the local trigger being met on April 23<sup>rd</sup>. Structures would have been operated on the 23<sup>rd</sup>, however the locks on the wheel were corroded requiring bolt cutters to free the wheels on the 24<sup>th</sup>. River levels peaked in Wannaska at 13.5' on April 26<sup>th</sup>.


### **Duxby Levee Culvert**


- River water began to back south into the County 3 ROW on April 26<sup>th</sup>.

### **Other Items**

- I will be providing the board with an update on the progression of this springs flood events and discuss upcoming maintenance needs and potential options in enhance flood control operations.

### **Permits**

 *Denotes Permits received approval from 2 brd members*

 *Denotes Permits typical of new field crossing or access*

### **No Permits Submitted at the time of this update**

## ADMINISTRATIVE UPDATE

May 4, 2022

**2021 Audit:** I'm sending the draft audit as a separate file for you to review. The Board will need to accept the draft at the meeting and authorize signing the representation letter that's in the packet.

**1W1P:** The Advisory Committee will be meeting May 5<sup>th</sup> and the Policy Committee May 12<sup>th</sup>. Both groups will be reviewing the draft Land and Water Resource Narrative and the Priority Concerns. For all the current information, check out the website at <https://www.roseauriver1w1p.org/>

**WD #4:** Dillon has provided additional information to the County Engineer. We are still waiting for permit approval.

**Oak Crest Coulee:** I'll update the board on the City Council meeting at our meeting.

**Whitney Lake:** The Board will be discussing land acquisition during a closed portion of the meeting.

**Roseau Lake:** Letters have gone out to the Toth Trust, Richard Magnusson, and Burt Bassett. We are still working on the other purchase agreements. Randy P and I are working on scheduling a meeting with the County Engineer to review various issues such as the road easement. We are also waiting to see if there will be documentation on the abandonment of SD 87.

We are working towards Phase 1 construction this fall/winter. Phase 1 would include some or all of the following: Pine Creek Restoration, cutoff weir construction, northwest embankment and exterior drainage from the river to the northern extent.

**River Restoration:** As stated last month, the Project Team felt it would be more practical for the RRWD to take on the task of drafting the EAW. This was not part of Houston's original scope of work. Erik will be submitting a scope for the EAW for the board to review.

**Hay Creek Subwatershed:** We had the interview on the 14<sup>th</sup>. I think it went well. There are 30 applicants for 10 grants so we'll see. We should know within the next month or so if we make the first round of cuts.

### **Misc:**

- The annual monitoring meeting for our OHF/ENRTF funding has been scheduled for May 11.
- There's another managers training in Detroit Lake May 19<sup>th</sup> from 1 – 4 pm.

## **RESOLUTION CLOSING BOARD MEETING**

WHEREAS, the Minnesota Open Meeting Law, Minn. Stat. § 13D.05, subd. 3(c) (3) states that:

“A public body may close a meeting:

To develop or consider offers or counteroffers for the purchase or sale of real or personal property.

Before holding a closed meeting under this paragraph, the public body must identify on the record the particular real or personal property that is the subject of the closed meeting. The proceedings of a meeting closed under this paragraph must be tape recorded at the expense of the public body. The recording must be preserved for eight years after the date of the meeting and made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the governing body has abandoned the purchase or sale. The real or personal property that is the subject of the closed meeting must be specifically identified on the tape. A list of members and all other persons present at the closed meeting must be made available to the public after the closed meeting. If an action is brought claiming that public business other than discussions allowed under this paragraph was transacted at a closed meeting held under this paragraph during the time when the tape is not available to the public, Section 13D.03, subdivision 3, applies.

An agreement reached that is based on an offer considered at a closed meeting is contingent on approval of the public body at an open meeting. The actual purchase or sale must be approved at an open meeting after the notice period required by statute or the governing body's internal procedures, and the purchase price or sale price is public data.”

WHEREAS, the Roseau River Watershed District will be developing or considering offers or counteroffers for the purchase of the following described real property:

Roseau Lake - Lands under consideration include portions of Sections 12-14, 23, 24, and 26, Dieter Township (T163N, R41W), Roseau County and Sections 7, 21-22, and 28-30, Unorganized Township (T163N, R40W), Roseau County (see attached map), and; portions of S1/2 NE, SE NW, LOT 3; SECT. 4 (T163N, R40W)

Site C - Lands under consideration include portions of Section 11, Ross Township (T162N, R41W), Roseau County (see attached map), and;

Site A – lands under consideration include portions of Sections 20 – 23, 27, and 28, Moose Township (T162N, R42W), Roseau County (see attached map).

On May 4, 2022 during the regular board meeting commencing at 8:00 a.m., at the Roseau River Watershed District Board office located at 714 6<sup>th</sup> Street SW, Roseau, Minnesota, 56751; and

BE IT RESOLVED by the Roseau River Watershed District Board as follows:

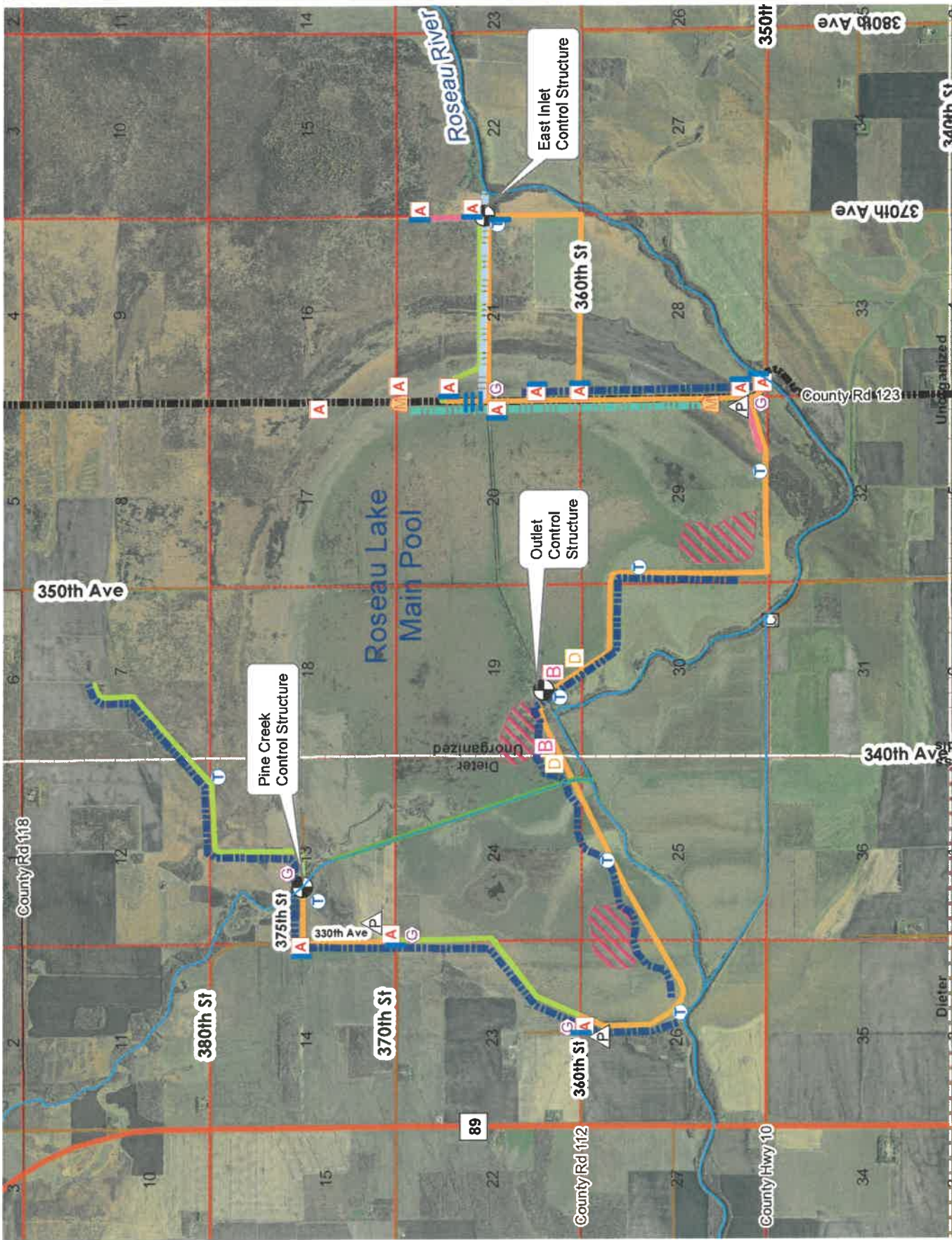
1. The Roseau River Watershed District Board hereby closes this meeting pursuant to Minn. Stat. § 13D.05, subd. 3(c)(3) to develop or consider offers or counteroffers for purchase of the above described real property;
2. That any agreement reached based upon an offer considered at this meeting shall be contingent upon approval of the Roseau River Watershed District Board at an open meeting and the actual purchase or sale must be approved at an open meeting after the notice period required by statute or the Roseau River Watershed District Board's internal procedures and the purchase price or sale price as public data.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Secretary

- Waterway
- Culverts
- Viewing Mound
- Boat Ramp, and Parking Area
- Cutoff Plug
- Turnaround
- Gated Access
- Duck Banding Area
- Parking Area
- Boat Ramp
- Approach
- Gated Structure
- Ditch
- East Inlet Ditch
- Navigation Channel
- Pine Creek Restoration
- Inlet Weir
- Grass Top Embankment
- Gravel Top Embankment
- Borrow Area
- CR 123 Road Raise
- Township Roads
- Major Roads
- County Roads
- Sections



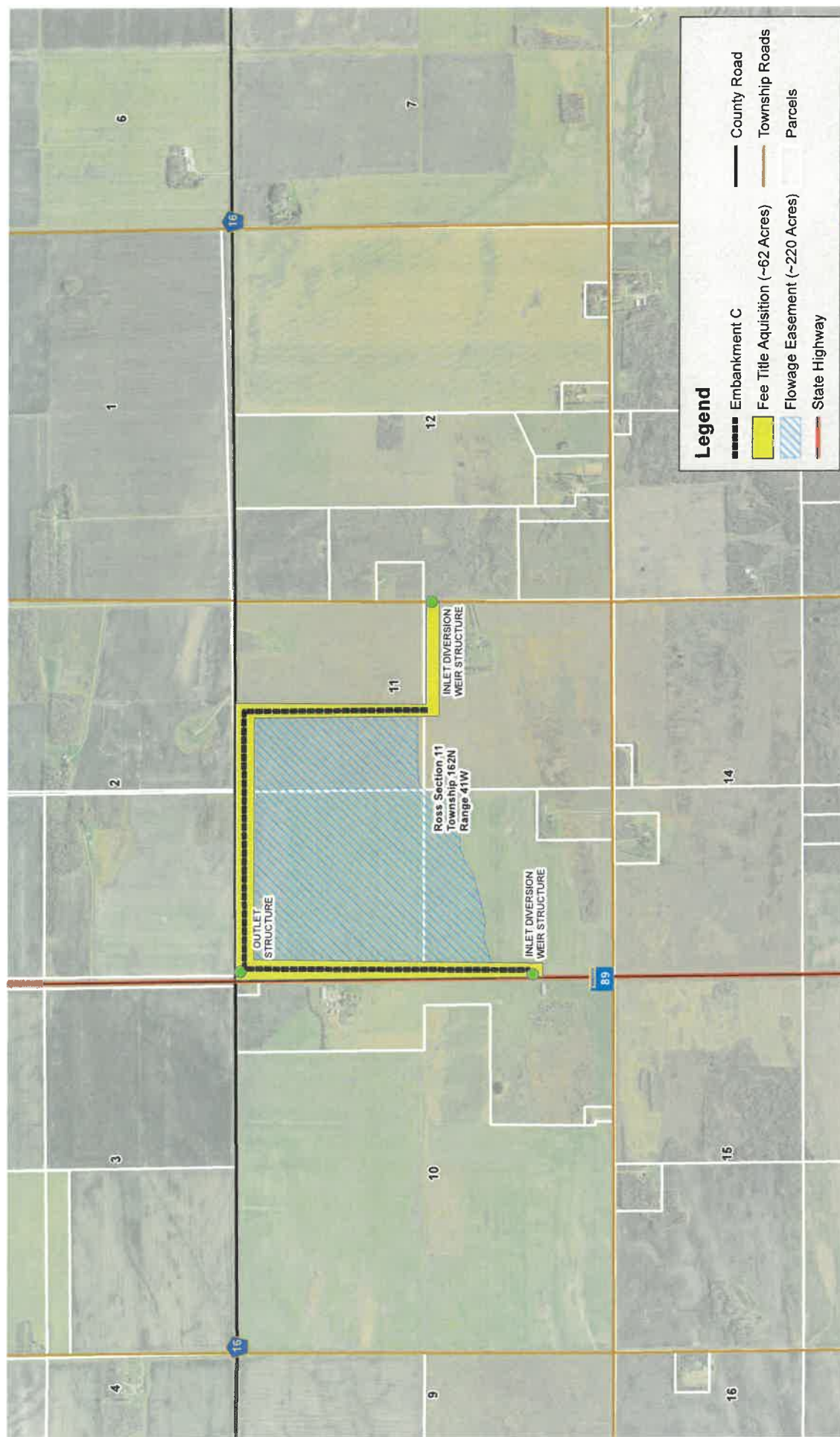
**ALTERNATIVE 1 PROJECT FEATURES**  
JANUARY 20, 2022

**ROSEAU LAKE  
REHABILITATION  
PROJECT**

0 0.5 1 Miles

PATH: Y:\PROJECTS\RRWD\GENERAL\LAKE\_BOTTOM\MAP\DOCS\MX\DESIGN\_MAPS\ALTERNATIVES\AL1 JAN 2022\_MXD USER: KBERG DATE: 1/26/2022





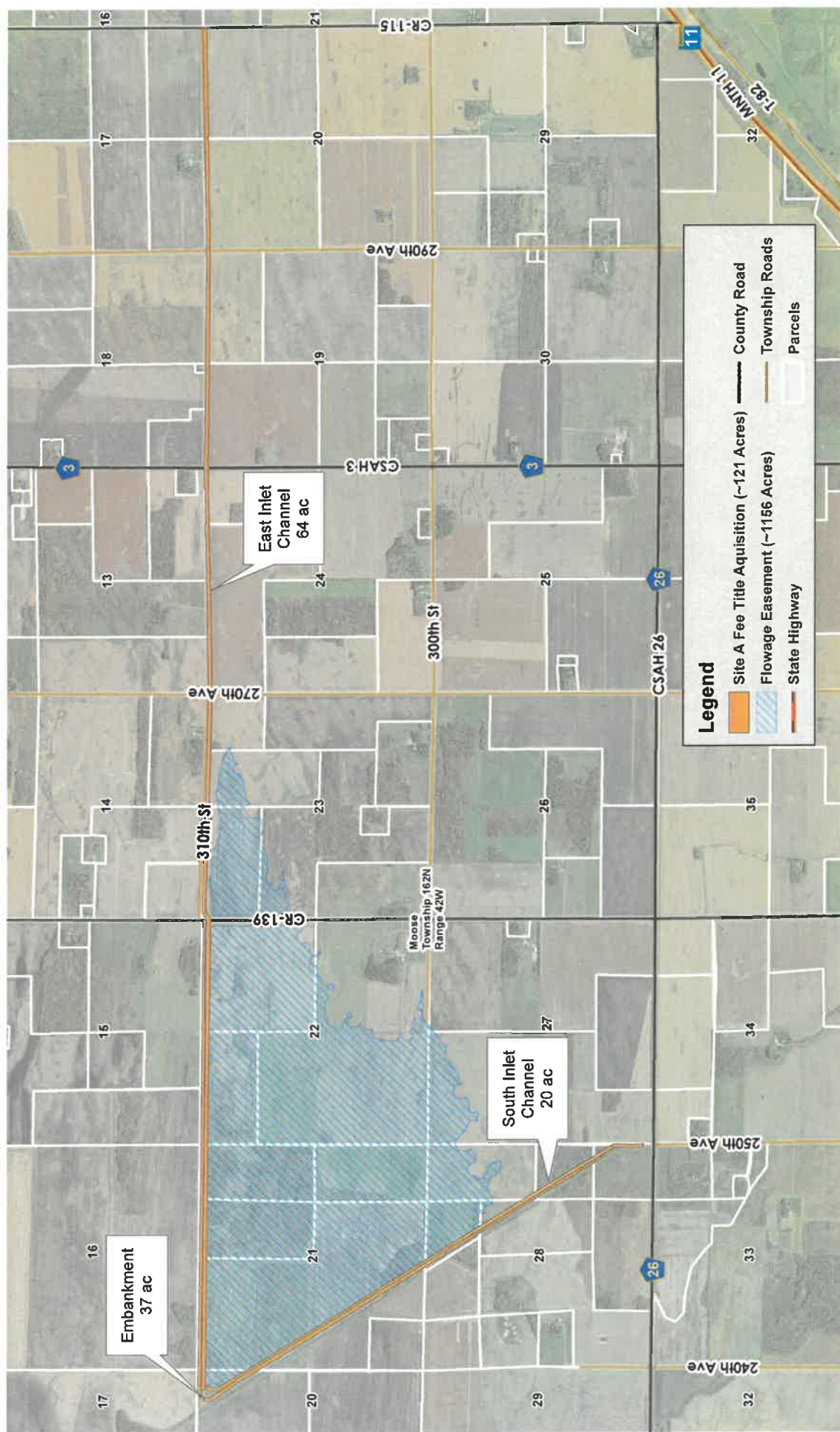
**FEE TITLE AND FLOWAGE  
EASEMENT ACQUISITION**

**RETENTION SITE C**  
**MAY 2022**  
**WHITNEY LAKE SUBWATERSHED**



3

WITH YOUR PROJECTOR WID GENERAL WITNESS LAKES MAP. OCCASION ADVENTION & C-80 TANK WORKING W/AND. USER - JHUNE. DATE: 4/28/1977



FOR RAWDO

**FEE TITLE AND FLOWAGE  
EASEMENT AQUISION**

**RETENTION SITE A**  
**MAY 2022**  
**WHITNEY LAKE SUBWATERSHED**

WITH: Y-PROJECTIVE OWN SPINELALINGTHEYIAISE MAP DOCEMYOWETWITOWAC EONTERNOCEKONGU7 MID A 11559 - NAME - DATE - 675/1623