



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

Board Meeting Minutes

Monday June 10, 2024

Managers Present: Peter Fjestad; Catherine Affield; John Hanson; Troy Larson; Gerald Van Amburg; William Davis.

Managers Absent: Curtis Stubstad.

Staff Present: Kristine Altrichter, Administrator; Matthew Schlauderaff, Watershed Specialist.

Consultants Present: Bennett Uhler, Engineer, Houston Engineering, Inc. (HEI).

Others Attending: Bryce Karel, Brady Martz & Associates; Christine Holland, River Keepers; Jon Braton Sr., Wilkin County Commission; Paul Krabbenhoft, Clay County Commission; Dan Donley; Mark Dohn (remote).

President Fjestad called meeting to order at 7:02 PM.

Agenda: Additions to agenda:

Permit No. 23-075. Hawley Middle School.

Project No. 82 – Glyndon East Tributary. Project Discussion.

Judicial Ditch No. 1. Violation Update.

Judicial Ditch No. 1. Repair Recommendation.

Wilkin County Ditch No. 22. Repair Recommendation.

Motion to approve agenda with additions by Affield, **Seconded** by Davis. **Motion Carried.**

Citizens to be Heard:

Bryce Karel, Brady Martz & Associates. Audit Presentation. Review and Approve Audit Report. Karel presented Audit Report. **Motion** to approve audit report as presented by Larson, **Seconded** by Hanson. **Motion Carried.**

Christine Holland. River Keepers. 2025 Funding Request. River Keepers requested BRRWD consider allocating \$65,000.00 from the 2025 Basic Water Management Assessment, assessed according to MN Statutes 103D.905 Subd. 3. River Keepers has requested and received funds from BRRWD since 1996 to support work along the Red River. **Motion** to assess and allocate \$65,000.00 to River Keepers in the 2025 budget by Van Amburg, **Seconded** by Affield. **Motion Carried.**

William Davis. Davis informed Board of Managers of drainage issue in Section 21, Riverton Township, Clay County near 28th AVE S and Highway (HWY) 9. Davis noted Minnesota Department of Transportation (MNDOT) replaced a bridge with culverts in the 1950s and since then there have been drainage issues. Uhler stated BRRWD could investigate the issue and MNDOT may address concern if they are aware of a solution next time road is repaired in that area. **Motion** to authorize HEI to complete preliminary survey to determine possible solutions by Larson, **Seconded** by Hanson. Davis abstained. **Motion Carried.**

Upper Buffalo River Restoration. Project Discussion. Board of Managers approved offering an incentive of 20 percent of the Reinvest in Minnesota (RIM) rate to all landowners that enroll land needed for Upper Buffalo River Restoration into the RIM Program before June 30th, 2024. BRRWD staff received request from Dan Donley to provide additional 20 percent incentive payment to adjacent land, not needed for project, that is enrolled in RIM. It was recommended that Board of Managers deny request because land is not needed for project. **Motion** to deny request for 20 percent incentive on additional land enrolled in RIM but not needed for project by Larson, **Seconded** by Davis. **Motion Carried.**

Consent Agenda: Motion to approve consent agenda items:

May 13, 2024 Board Meeting Minutes

Financial Report

Permit Nos.

24-043, Daniel Cimenski – Stream Restoration, SE ¼, Section 33, Connelly Township, Wilkin County,

24-044, Kirk Watt – Culvert Replacement, SE ¼, Section 31, Georgetown Township, Clay County with conditions,

24-046, Cody Dock – Water and Sediment Control Basin (WASCOB), SE ¼, Section 8, Trondhjem Township, Otter Tail County with conditions,

24-047, Terry Kohler – WASCOB, N ½, Section 11, Cuba Township, Becker County with conditions,

24-048, Matt Bjerke – WASCOB, Sections 29 and 30, Cuba Township, Becker County with conditions,

24-049, Matt Bjerke – WASCOB, NE ¼, Section 30 Audubon Township, Becker County with conditions

Silver Lake Outlet Modification, Pay Estimate No. 2 for \$27,339.60

Project No. 80 – Stony Creek Restoration, Pay Estimate No. 5 for \$101,386.89

Project No. 82 – Glyndon East Tributary Restoration, Pay Estimate No. 7 for \$55,432.50

by Affield **Seconded** by Hanson. **Motion Carried.**

Permits for Discussion:

Permit No. 24-042. Moland Township, c/o Kirk Watt. Applicant proposing to realign road along Buffalo River and remove and install culvert in NW ¼, Section 29, Moland Township, Clay County. Uhler recommended approval subject to installation of 24” culvert and having BRRWD representative on site during construction, proper field drainage after road realignment, and installation of proper outlet protection at culvert outlet for erosion prevention.

Permit No. 24-051. Todd Andresen, c/o Becker Soil and Water Conservation District (SWCD). Applicant proposes to install water and sediment control basins (WASCOB) in Sections 25 and 26, Hamden Township, Becker County. Project designed to Natural Resources Conservation Service (NRCS) standards. Natural flow path of water remains unchanged. Tile outlets onto applicant’s property. Uhler recommended approval subject to standard tile conditions and approval from Township to work within road right-of-way (ROW).

Permit No. 24-052. Farm in the Dell, c/o Glenn Urlacher. Applicant proposes to widen levee on Project No. 38 – Anderson Acres for driveway access in SW ¼, Section 11, Oakport Township, Clay County. Uhler recommended approval subject to maintaining structural integrity of existing levee, maintaining drainage along levee exterior, having a BRRWD representative onsite during construction, and approval from County to work within road ROW.

Motion to approve Permit Nos. 24-042, 24-051, and 24-052 with conditions outlined above by Hanson, **Seconded** by Davis. **Motion Carried.**

Ronald Mattson. Violation. Staff were notified of an unpermitted dike placed on a private ditch between two fields in Section 18, Cuba Township. Between fall 2023 and spring 2024, Ronald Mattson, renter of SE ¼, installed dike blocking the ditch causing water to back-up on landowner in NE ¼, Dale Pederson. Dike was not permitted and appears to negatively impact neighboring property owner. Staff met with Mattson to discuss permit violation and requested he remove dike. Mattson indicated he plans to keep dike. **Motion** to authorize Vogel Law Firm to send letter requesting dike removal in accordance with Section 11.4 of BRRWD Rules by Larson, **Seconded** by Davis. **Motion Carried.**

Permit No. 23-075. Hawley Middle School. BRRWD approved a permit for construction of Hawley Middle School in January 2024. Condition of permit required applicant to obtain approval from Clay County for work within road ROW. BRRWD was informed by Clay County Engineer that applicant planned to store 6 inches of water in road ditch, which was not authorized by the County. Construction and drainage modifications have already begun. **Motion** to direct staff to send a letter to superintendent and school board and authorize Vogel Law Firm to send letter to engineering firm managing the project by Larson, **Seconded** by Davis. **Motion Carried.**

Projects:

Project No. 46 – Turtle Lake Outlet Modification. Authorize Viewers Report Update. A redetermination of benefits was completed for Project No. 46 - Turtle Lake Outlet Modification in 2013. Board of Mangers Ordered that every five years market values of properties in existing benefiting area would be updated. BRRWD updated market values in 2019, so market values should be updated with 2023 values. **Motion** to authorize update to 2023 market values for Project No. 46 - Turtle Lake Outlet Modification, per Order dated October 15, 2013 by Affield, **Seconded** by Hanson. **Motion Carried.**

Project No. 81 – Whiskey Creek. Project Discussion. Landowners downstream of project area and upstream of Highway (HWY) 75 in Sections 12 and 13 McCauleyville Township, Wilkin County have expressed interest in expanding project through this reach. Staff requested authorization to coordinate landowner meeting to determine interest. **Motion** to authorize staff to schedule landowner meeting by Hanson, **Seconded** by Larson. **Motion Carried.**

Project No. 82 – Glyndon East Tributary. Project Discussion. Wayne Kuehl, landowner in Section 18, Riverton Township, Clay County, requested Board of Managers consider obtaining permanent easement on 1.3 acres of farmland cutoff from rest of field by Glyndon East Tributary Project. Estimated cost of easement is \$6,500 using payment rates established for project. Kuehl also requested Board of Managers consider reinstalling crossing in NE ¼, Section 18, Riverton Township. There was a crossing in this location before project that was removed. Estimated cost is \$15,000.00. **Motion** to approve obtaining permanent easement and replacing existing crossing as requested, by Larson, **Seconded** by Hanson. **Motion Carried.**

City of Georgetown Flood Mitigation Project. Review and Approve Proposed Payment Rates. BRRWD entered Memorandum of Understanding (MOU) with Metro Flood Diversion Authority (MFDA) to design, construct, and maintain City of Georgetown Flood Mitigation Project (Project). BRRWD is responsible for acquiring land rights to construct and maintain the project. MFDA is responsible for funding the project. BRRWD hired Natwick Appraisal, Inc. to determine land values for permanent easement acquisition. Project requires BRRWD obtain 12 Temporary Easements and 6 Permanent Easements. Proposed payment rates include a minimum payment of \$500 for temporary easement and the Appraised Value plus 20 percent for permanent easements. **Motion** to approved payment rates as presented, by Affield, **Seconded** by Hanson. **Motion Carried.**

Project Repair Recommendations.

Project	Problem/Proposed Work	Estimated Cost
Project No. 5 - Spring Creek Dam	Cut/spray trees, brush, cattails.	\$1,000
Project No. 8 - Stony Creek Dam	Cut/spray trees, brush, cattails.	\$1,500
Project No. 13 - Hay Creek Dam	Cut/spray trees, brush, cattails.	\$1,500
Project No. 16- Stinking Lake Detention	Cut/spray trees, brush. Manage Beavers.*	\$1,500
Project No. 32 - Hawley Diversion	Cut/spray trees, brush, cattails.	\$1,500
Project No. 38 - Anderson Acres Ringdike	Mow areas of brush. Cut/spray trees, brush.	\$2,500
Project No. 38 - Kragnes Ringdike	Cut/spray trees, brush, cattails. Spray vegetation around screwgates.	\$1,500
Project No. - Oakport Levees	West, Damages/settling manholes. Repair manholes, fill settling areas.	\$10,000
Project No. 49 - Oakport Levees	West, Animal burrows in ponds. Repair. Trap or drain ponds.	\$15,000
Project No. 54 - Whisky Creek Tributary	Cut/spray trees, brush, cattails.	\$3,500
Project No. 56 - Manston Slough	Cut/spray trees, brush, cattails. Manage Beavers.*	\$2,500
Project No. 58 - Riverton Township	Straighten/replace bend stem on screw gate.	\$500
Project No. 63 - Grove Lake Outlet	Cut/spray trees, brush.	\$1,500

Project No. 64 - Boyer Lake Outlet	Cut/spray trees, brush, cattails.	\$1,500
Project No. 65 - County Line Outlet	Cut/spray trees, brush, cattails.	\$1,500
Project No. 67 - HRBP Outlet	Cut/spray trees, brush, cattails.	\$1,500
Project No. 68 - Lake Jacobs Outlet	Cut/spray trees, brush, cattails.	\$1,500
Project No. 71 - 50th Ave S Flood Control	Cut/spray trees, brush, cattails.	\$1,500

* Cost of managing beavers is not included in estimated cost.

Motion to approve repairs as presented, by Davis, **Seconded** by Van Amburg. Board of Managers discussed tree grow in Manston Slough and requested staff continue to work with project partners on tree management. **Motion Carried.**

Ditches:

Clay County Ditch No. 50. Davis noted concrete liners were starting to fail in Clay County Ditch No. 50. Schlauderaff and Altrichter noted staff are monitoring failures and are waiting for account to be able to bear cost of repair.

Wilkin County Ditch Nos. 3 & 7. Township Request for Cost-share on Culvert. Nilsen Township Board notified BRRWD of an erosion issue along 280th Ave between Section 25, Nilsen Township, and Section 30, Andrea Township. Wilkin County Ditch No. 3 is on west side of 280th Ave and Wilkin County Ditch No. 7 is on east side of 280th Ave. Existing culverts under road should be extended to prevent erosion. Additional material is needed to repair erosion. There are two 88"x54"x32' (reinforced concrete pipe arches (rcpa) and a total of four (4) aprons should be installed. Nilsen Township asked BRRWD to cost share on culvert. Estimated cost for four (4) 88"x54" aprons is \$25,000 - \$30,000. It was recommended Board of Managers authorize 50 percent cost-share on cost of four (4) 88"x54" rcpa aprons, with Township responsible for dirt work and labor costs. Staff recommend 50 percent of BRRWD's portion is paid for by Wilkin County Ditch No. 3 account and 50 percent paid for by Wilkin County Ditch No. 7 account. **Motion** to authorize 50 percent cost-share of structures with Nilsen Township as presented paid by the Wilkin County Ditch No. 3 and No. 7 financial accounts evenly, by Larson, **Seconded** by Affield. **Motion Carried.**

Drainage Repair Recommendations

Drainage System	Township	Section	Problem/Proposed Work	Estimated Cost
Wilkin County Ditch No. 41	Atherton	13	1/2 mile of topsoil from field blown onto buffer. Remove topsoil and place back into adjacent field.	\$5,000 - \$6,000
Wilkin County Ditch No. 22	Wolverton	12	Failing corrugated metal pipe (cmp). Replace with 18" x 38" cmp with flapgate.	\$3,000-\$4,000
Judicial Ditch No. 1	Atherton	13	Failing cmp. Replace with 24" x 40" cmp with flapgate	\$5,000 - \$6,000

Motion to approve repairs as presented, by Larson, **Seconded** by Affield. Board of Managers discussed Wilkin County Ditch No. 41 repair and who is responsible for soil that accumulated in the ditch over winter 2023. Board of Managers requested staff work with SWCDs to encourage cover crop usage. **Motion Carried.**

Judicial Ditch No. 1. Violation Update. In December 2023, Board of Managers were notified of alterations to spoil banks along Judicial Ditch No. 1 in NE ¼, Section 26, Holy Cross Township, Clay County. In March 2024, BRRWD signed agreement with Todd Lewis that he would repair alteration. HEI completed inspection deemed repair complete. **Motion** to authorize staff to send letter to Lewis as notice of satisfactory repair by Affield, **Seconded** by Davis. **Motion Carried.**

Other:

Otter Tail County Ditch No. 64 Relocation. Consider Amended Memorandum of Agreement (MOA). Previously, BRRWD signed a MOA with United States Fish and Wildlife Service (USFWS), Otter Tail County, and Orwell Township to apply for Clean Water Fund (CWF) grant to relocate Otter Tail County Ditch No. 64. Applications were unsuccessful. USFWS secured other funding to initiate proposed project. USFWS requested BRRWD consider signing amended MOA. Amended MOA removes BRRWD as grantee of CWF grant. Amended MOU maintains BRRWD's role in providing project review and permitting. **Motion** to enter MOA by Affield, **Seconded** by Larson. **Motion Carried.**

Habitat Enhancement Landscape Pilot (HELP) Grant Program. Review and Approve Grant Application. In partnership with Wilkin Soil and Water Conservation District (SWCD) and Pheasants Forever, a grant application was drafted to apply for funding to enhance vegetation establishment along Wolverton Creek, Whiskey Creek, and the South Branch Buffalo River. **Motion** to authorize staff to apply for HELP grant by Van Amburg, **Seconded** by Hanson. **Motion Carried.**

Bills. Motion to approve bills totaling \$444,112.87 by Affield, **Seconded** by Larson. **Motion Carried.**

Next Regular Meeting. Monday July 8, 2024, at 7:00 PM in the Barnesville office.

President Fjestad adjourned meeting at 9:03 PM.

/s/ John E. Hanson
Secretary