

**Regular Meeting Minutes of the Board of Managers
Warroad River Watershed District**

January 22, 2014 @ 5:45 pm

The Board of Managers of the WRWD held their regular meeting beginning at 5:45 pm on Wednesday, January 22, 2014 at the WRWD Office in Warroad, MN.

Managers present include Secretary/Administrator Rick Battles, Treasurer Keith Landin, and Gerald Phillippe. President Loren Horner arrived at 7:00 pm. Others present are Jeff Langan, Houston Engineering, and Scott Johnson, Roseau SWCD.

The meeting was called to order by Administrator Battles.

Agenda Additions:

- None

Treasurer's Report:

- The checking account balance as of December 31, 2013 is \$22,297.98
- The \$10,000 CD was renewed January 8, 2014 at 0.7% interest.
- A Houston Engineering bill for shipping final project documents is \$4.17.

Secretary's Report:

- Manager Battles read the December 2013 Minutes.

The 2013 December Minutes were approved on a **motion** by Landin, **second** by Philippe and unanimous votes by the Board.

Administrator's Report

- The WRWD received a 50 year plaque at the Minnesota Association of Watershed Districts in December.

Old Business

Lake of the Woods Watershed Restoration and Protection Strategies (WRAPS) Update

- Mike Hirst, LOW SWCD, and Cary Hernandez (MPCA) are looking to meet with WRWD on February 19, 2014 to discuss and update the Board of Managers on this project

New Business

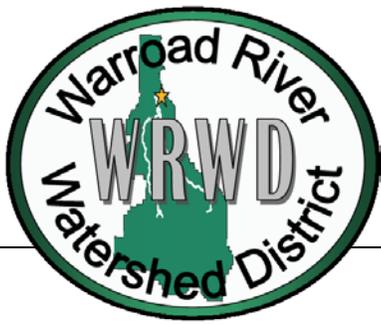
Future Project Discussion - Jeff Langan, Houston Engineering

- WRWD received dredging and condition surveys of the Warroad Harbor from 1963 to present from the Army Corps of Engineers (ACE), Dan Cottrell. Engineer Langan will look into these files to get a better idea on what is going on in the Warroad Harbor.
- Discussion revolved around what the next steps should be in order to realize the goal of dredging the Warroad Harbor.
 - The sedimentation problem arose from the 2002 flood deposition event and not so much the annual runoff events.
 - Need to show a deposition change in Warroad Harbor after the 2002 flood event from road washouts, re-channelization near town, and gullies that were cut upstream with overland flow, which then reentered river.
 - The AIG study indicated that sedimentation was an issue, but that not a significant amount of soil was coming from fields. General in description.
 - Historically, river erosion has always been an issue; the question is what type of management should be done.
 - Upstream problem spots can be fixed or cleaned.
 - The main goal is to reduce the dredging events from once to every 20 years to once every 40 years.
 - Another goal is to provide adequate storage to reduce the occurrence of erosive and flood flows and to be able to release water slowly.
 - Additional documentation and supporting data are needed for competitive funding.
 - Another idea was to understand what the adequate flow should be for every x amount of stream miles and the water capacity that that area can handle.
 - Do a cross section model of the river and analyze for capacity at peak flows.
 - Field review of river to ID to locate debris areas, blow outs, and major problems.
 - The WRWD should be able to get river bottom elevation bench marks from the County for merging ditches, culverts and bridges to see if the channel bottom is deeper than what it was in 1970. These benchmarks can also be used in the comparison of certain river section elevations.
 - Upper Warroad River watershed reaches in Beltrami State Island Forest also need to be included in analysis of capacity, stability, and history in order to put together a model that will help in flow studies.
 - The Warroad Harbor dredging is more of an economic benefit as there are no listed impairments for the Warroad River right now. Sediment does not appear to be a water quality issue.
 - Lessard Sam's Outdoor Heritage funding may be a target.

Next Meeting

The next meeting will be held February 19, 2014 at 5:30 pm.

With no other matters to come before the Board of Managers, the meeting was adjourned at 7:31 pm.



**Regular Meeting Minutes of the Board of Managers
Warroad River Watershed District**

February 22, 2014 @ 5:43 pm

The Board of Managers of the WRWD held their regular meeting beginning at 5:43 pm on Wednesday, February 22, 2014 at the WRWD Office in Warroad, MN.

Managers present include President Loren Horner, Secretary/Administrator Rick Battles, Treasurer Keith Landin, and Gerald Phillippe.

The meeting was called to order by Administrator Battles.

Secretary's Report:

- Manager Battles read the 2014 January Minutes.

Treasurer's Report: Manager Landin

- The checking account balance as of February 1, 2014 is \$23,383.65.
- One check was received from the County for approximately \$500.
- Minnesota Association of Watershed Districts (MAWD) dues are due February 28. A total of \$350 has been sent.
- A file report for indebtedness due by February 14 has been filed. We have no debts.
- The MN Association of Drainage Inspectors meeting has been scheduled on March 24 in Willmar. Kurt Dieter and others will be presenting. Registration and noon meal is \$25.
- The MAWD Legislature Reception Day at the Capital is Wednesday, March 19.
- 1099s have been sent out.
- The MN Viewer Association membership dues are \$125. WRWD decided not to send in these dues.
- No Houston Engineering bills arrived.

Old Business

Lake of the Woods Watershed Restoration and Protection Strategies (WRAPS) Update

- This meeting has been rescheduled to March 19, 2014. Cary Hernandez, MPCA, wanted the name and number of the Army Corps of Engineers contact regarding Swift Ditch end clean out.

New Business

DNR Meeting

- Managers Landin and Battles attended the regular LUP meeting.

- RRWD put on a good presentation. They talked about detaining water in forest areas and appeared to receive more openness by the DNR than in the past.
- Forestry talked about why 10% trees are left standing in logging projects. Certain species of wildlife are benefited by these trees.
- Trading of properties/lands was discussed. This will be a lengthy process.
- Trails were discussed at length. Some trail maintenance has been done.

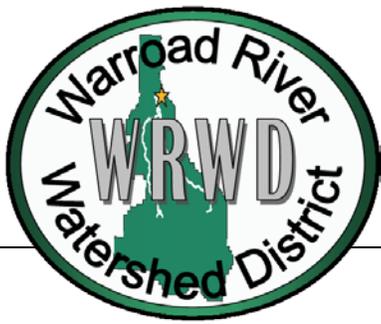
DNR Fisheries Report

- Manager Landin picked up a Warroad River report that Fisheries distributed at the January meeting in Thief River Falls. There are three pictures of the Warroad River. One of them is taken at the Clear River Bridge. Fisheries did some river profiling.
- Manager Landin is going to make copies of this report and send it out to all Managers.
- WRWD Managers discussed about having the DNR present and explain this report at a future meeting.

Next Meeting

The next meeting will be held March 19, 2014 at 5:30 pm.

With no other matters to come before the Board of Managers, the meeting was adjourned at 6:03 pm on a **motion** by Landin, **second** by Phillippe and unanimous votes by the Board.



**Regular Meeting Minutes of the Board of Managers
Warroad River Watershed District**

March 19, 2014

The Board of Managers of the WRWD held their regular meeting on Wednesday, March 19, 2014 at the WRWD Office in Warroad, MN.

Managers present include President Loren Horner, Secretary/Administrator Rick Battles, Treasurer Keith Landin, and Gerald Phillippe. Others in attendance include Jeff Langan, Houston Engineering; Scott Johnson, Roseau SWCD; Todd Miller, County Commissioner; Cary Hernandez, MPCA; and Mike Hirst, LOW SWCD.

The meeting was called to order by Administrator Battles.

Treasurer's Report: Manager Landin

- The checking account balance as of March 1, 2014 is \$23,464.46.
- The CD is \$10,000.
- The regular month bills were paid.
- MAWD dues were paid for 2014.

Secretary's Report:

- Manager Battles read the 2014 February Minutes. The Minutes were approved. An Annual Report for 2013 watershed activity was sent to Don Buckhout, who indicated that the report was excellent and that a 2013 audit was needed. The audit has been sent.

New Business

Special Reports – Lake of the Woods Watershed Restoration and Project Planning

- Mike Hirst and Cary Hernandez provided an update on projects. Discussion revolved around the projects located in Zipple and Bostic Bays. Possibility of a partnership may exist with the WRWD in future dredging projects.

Action Items

- Commissioner Miller reported on the Con Con ditch assessments and the process of getting them resolved with the Minnesota DNR. A potential \$78,000 could be available.

Old Business**Survey Data**

- Phil Talmage with DNR Fisheries will be sharing and sending data regarding the Warroad River survey that was completed.

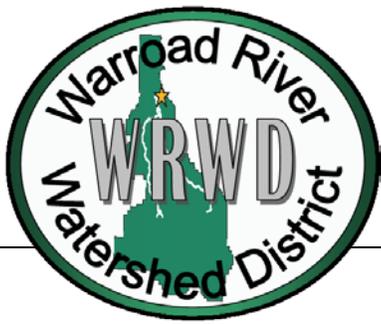
General Information

- A culvert survey of the watershed is a possibility through the Roseau SWCD.

Next Meeting

The next meeting will be held April 23, 2014 at 5:30 pm.

With no other matters to come before the Board of Managers, the meeting was adjourned.



**Regular Meeting Minutes of the Board of Managers
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Open Forum

May 28, 2014

The Board of Managers of the WRWD held an Open Forum on Wednesday, May 28, 2014 at the WRWD Office in Warroad, MN.

Managers present include Secretary/Administrator Rick Battles and Treasurer Keith Landin. Others in attendance include Todd Miller, Commissioner; Jeff Langan, Houston Engineering; Matt Fischer, BWSR; Brian Dwight, BWSR; and Dan Cottrell, Army Corps of Engineers.

Open Forum with Dan Cottrell

Channel Maintenance Coordinator, Army Corps of Engineers, St. Paul District
Channels & Harbors Project Office, Fountain City, WI

Next Phase of the Assessment for the Warroad River Project

What does the Army Corps of Engineers require in getting some dredging done? Are they aware of this problem?

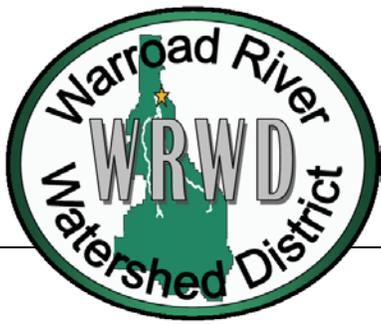
- The Army Corps of Engineers will get written information to the WRWD on what is required.
- The Army Corps of Engineers are aware of the issues in the river, but funding is lacking to correct any issues at this time.

What are we doing as a watershed district to help remedy long term maintenance?

- The WRWD is currently working on river assessment projects to determine where the sediment is coming from and to identify the sources of concern.
- This information will be used to limit erosion, improve water quality, and secure funding for future projects.
- River assessment will continue in order to determine peak flows. All indicators are that the 2002 flood was the major contributor to the sediment problem in the downstream outlet of the river.

What is the schedule for the maintenance of the retaining wall along the river and harbor?

- Currently, no scheduled maintenance is being done. No funding for the repair and maintenance of the wall prevents work from being completed.



**Regular Meeting Minutes of the Board of Managers
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June 24, 2014

The Board of Managers of the WRWD held their regular meeting on Wednesday, June 24, 2014 at 5:30 pm in the WRWD Office in Warroad, MN.

Managers present include President Loren Horner, Secretary/Administrator Rick Battles, Treasurer Keith Landin, and Gerald Phillippe.

The meeting was called to order by President Horner.

Treasurer's Report: Manager Landin

- Received a check in the amount of \$15,194.39 from the Roseau County assessments
- The checking account balance at the end of April 2014 is \$21,768.39.
- The regular month bills were paid.
- The NWMN Foundation installment should be coming soon in the amount of \$3000.

Secretary's Report: Manager Battles

- Reported that Matt Fischer, BWSR, indicated that the WRWD may be able to get state funding for the dredging project.
- In a meeting with Dan Cottrell, Army Corps of Engineers, the dredging project was estimated to cost \$1.5 – 2 million. An estimate of \$10/yd³ was stated at the open forum in May. This figure is what a recent dredging project in the Twin Cities cost. Mr. Cottrell had just received sounding data from the week before that he hadn't had a chance to send the WRWD. Apparently, some areas had been flushed out.
- With the all the extra data that has been obtained, Jeff Langan, Houston Engineering, may have enough information to develop an image of the river.

General Discussion

Culvert Site on County Road 134

- President Horner reported that he had been in contact with Stephanie Klamm regarding erosion in the river, permitting, and the need for timely clean out. A clean out is needed on south side of the County Road 134 three box culvert site. The other side has already been cleaned out. The culvert system is only running an estimated 2/3 capacity than it should. An adjacent farmer's field is full of water due to the lack of proper flow.

- Rip rap is being installed on lake shore where erosion is taking place due to the high water levels of Lake of the Woods. Right now, a general emergency permit is being given out and allowing people to rock as needed. Later, the MN DNR will determine if the rock should stay or be removed depending on the erosion situation.
- Sandbagging was also discussed with Ms. Klamm.

Lake of the Woods

- Need to find out what the official high water mark is.

Retaining Wall

- The wall is in poor shape. The Army Corps of Engineers (ACOE) took pictures of the wall in May. A different division within the ACOE has someone who may be able to make the wall into a project.

Warroad River

- Detention projects are needed to slow the water down. The WRWD can get cross section surveys from fisheries and Roseau County.
- Identification of spots in and along the river that are causing the sediment bars at the culverts. Sediment bar appear to be made up of sand, rather than field or road materials. It is generally thought that the erosion problem begins near Dahlberg's bridge and extends from there. There may be washouts in some areas. The water may also be picking up material off the river bottom and depositing the sediment downstream according to Chris Ellison, USGS, during his tour of the Warroad River last year. The sediment problem did not seem to exist until the bridge and box culverts were installed. Apparently, the river velocity slows in these spots and in doing so, has precipitates out the sediment carried from upstream source(s).
- Houston Engineering can be contacted to come up with a profile and recommendation about what can be done to keep the river velocity up in the culvert and bridge locations where the water slows down.

General Consensus

- After discussion, it was decided that the WRWD needs to continue moving forward with pursuing the dredging project. The upstream river projects will be completed after the dredging. The next survey on the Warroad River should include determining where the sediment is coming from, how much sediment was caused by the 2002 event, and how much sediment is actually natural. Also, the project should incorporate 3-4 core samples to determine sediment change in the Warroad River Harbor and obtain water samples during events to establish direct sediment sources. The USGS could do a few core samples and Houston Engineering could determine the peak flows. The WRWD will look into a new funding source through BWSR. Jeff Langan, Houston Engineering, will be contacted to determine an estimated project cost.

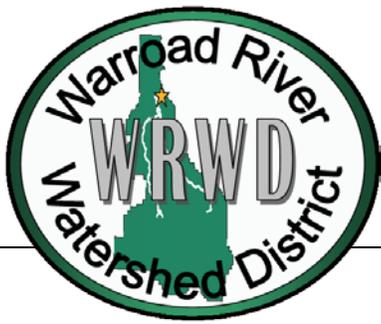
Drain Tile

- The WRWD will take a look at the drain tile process and best management practices during the next Rules update in a few years. RRWD will be contacted to see what they require for individuals installing drain tile and what information should be kept on file.

Next Meeting

The next meeting will be held July 23, 2014 at 5:30 pm.

With no other matters to come before the Board of Managers, the meeting was adjourned at 6:38 pm.



**Regular Meeting Minutes of the Board of Managers
Warroad River Watershed District**

August 18, 2014

The Board of Managers of the WRWD held their regular meeting beginning at 5:39 m on Monday, August 18, 2014 at the WRWD Office in Warroad, MN.

Managers present include Secretary/Administrator Rick Battles, Treasurer Keith Landin, and Gerald Phillipe. Scott Johnson, Roseau SWCD was also in attendance.

The meeting was called to order by Administrator Battles.

Additions to the Agenda:

- Manager Landin asked that the LOW Control Board, the IJC Meeting, and Ditch 6 cleanout be added to the agenda.
- Manager Phillipe requested a culvert to be installed by Les Storey's property be placed on the agenda.

Treasurer's Report: Manager Landin

- The checking account balance as of July 31, 2014 is \$20,892.29.
- A check in the amount of \$3000 had been received from NW Foundation and has since been deposited.
- The CD is \$10,000.
- An annual audit will need to be filed soon.

Secretary's Report:

- No report.

Public Comment:

- None

Special Reports:

PTM for CWR Applications

- Matt Fischer, BWSR, had provided information as seen in the Board packet regarding the request for proposal for Clean Water Funds. Mr. Fischer had clarified a few categories.

Action Items

Culvert Application

- A Tyrone Cole culvert application had been submitted and reviewed. Culvert to be installed in a driveway on County Road 35. After discussion, the Managers decided that upon approval by the Highway Dept, a culvert no less than 18 inches should be installed. The culvert will also need to be approved by Roseau County.

The culvert application was approved on a motion by Landin, seconded by Phillippe and unanimous votes of the board.

Beaver Control

- Ron Storey had submitted a complaint about a couple beavers working on a dam in a ditch close to where beavers had been removed last year. It was decided that Tony Jenson would be asked to remove the beavers with a payment of \$40 per beaver plus mileage.

The beaver removal and payment plan was approved on a motion by Battles, seconded by Landin and unanimous votes of the Board.

International Joint Commission:

- A meeting was held about the International Lake of the Woods Basin Plan of Study. Public comment is being sought regarding the 32 projects that revolve around water quality and ecosystem health within the basin. Plan consisted more of additional studies to take place rather than projects on the ground. Three different funding recommendation options are offered. The Plan with recommendations will be submitted to the Canadian and US governments at the end of the year.

LOW Control Board: Manager Landin

- A meeting was held regarding the Lake of the Woods lake level and was hosted by the senior water resource engineers from Kenora, ON Canada. According to a US and Canada Agreement, lake levels must be kept between 1056 – 1061.25 ft. Upon reaching 1061.65 ft, a new regulatory emergency meeting is to be held to open the dam at Kenora. A largest amount of rainfall in the basin has been recorded this year and has resulted in serious flooding. As of June 14, the dam was fully open.
- The high water levels in Lake of the Woods were causing property damage around various areas of the lake.
- A map was shown of the watershed and the basin extends from the Lake Superior region to the Lake Winnipeg region.
- A colonel from the Army Corps of Engineers had made a comment that it was time for the baseline to be reexamined. The ground in the northern part of the Lake of the Woods basin is springing back up at a rate of 4 inches per 100 years due to isostatic

rebound. The ground had been compressed even more in the northern region due to the glacier being thicker and thus, heavier during the ice age. The glacier was thinner as it spread downward into the US.

Ongoing Business

River Dredging

- An estimate from the Army Corps of Engineers (ACOE) indicated that 79,900 cubic yards of material needs removal from the proposed channel extending from the railroad bridge to the last marker buoy in Lake of the Woods.
- Dredge material will need to be placed in an appropriate location.
- The ACOE, Houston Engineering, and BWSR will be contacted for guidance on proceeding with the dredging project.

AIG Update: Scott Johnson

- The reports for eLINK are currently up-to-date. The Interim Activity Report has been submitted to MN NW Foundation. The Foundation has accepted the report and approved the final \$3000 towards the Warroad River Assessment Project.

AIG Administration Payment

- Roseau SWCD invoice for hours administered toward the Accelerated Implementation Grant in the total of 1302.65 was received.

Payment was approved on a motion by Phillippe, seconded by seconded by Battles, and carried by unanimous votes of the Board.

NW MN Foundation Fund Transfer

- The \$3000 from NW MN Foundation needs to be sent to the Roseau SWCD for financial administration of the Warroad River Assessment Project.

The transfer was approved on a motion by Landin, seconded by Battles, and carried by unanimous votes of the Board.

General

Ditch 6

- Mr. Roy Laznicka had asked Manager Landin if the WRWD will do anything about cleaning out Ditch 6. Ditch 6 is a Roseau County Ditch and he will need to contact Roseau County will his question about the ditch cleanout.

Culvert by Les Storey's Property

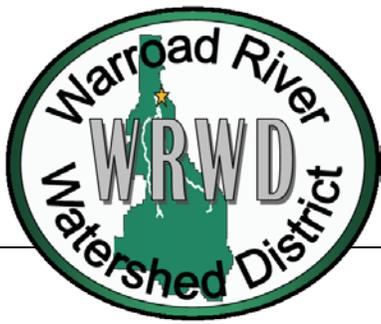
- Mr. Les Storey had approached Manager Phillippe regarding if a culvert was being installed by his property. Mr. Storey was concerned that if a culvert was going to be installed in

that location, his property would be subject to flooding. No application has been submitted to the WRWD at this point. Additionally, the location may be out of the WRWD jurisdiction.

Next Meeting

The next meeting will be held September 24, 2014 at 5:30 pm.

With no other matters to come before the Board of Managers, the meeting was adjourned at 6:22 pm on a **motion** by Landin, **second** by Phillippe and unanimous votes by the Board.



**Regular Meeting Minutes of the Board of Managers
Warroad River Watershed District**

September 24, 2014

The Board of Managers of the WRWD held their regular meeting beginning at 5:35 pm on Wednesday, September 24, 2014 at the WRWD Office in Warroad, MN.

Managers present include Secretary/Administrator Rick Battles, Treasurer Keith Landin, Jeff O'Donnell and Gerald Phillipe. Scott Johnson, Roseau SWCD, and Bill Thompson were also in attendance.

The meeting was called to order by Administrator Battles.

Treasurer's Report: Manager Landin

- The checking account balance as of August 31, 2014 is \$19,697.85.
- The CD is \$10,000.
- Typical outstanding bills will be paid.
- Tony Jenson Invoice is \$127.36 for one beaver and mileage. There was extra mileage because of a road being closed and an alternative route that was driven.

Mr. Jenson was approved for payment on a motion by Landin, seconded by Phillipe and motion carried by unanimous votes of the Board.

Secretary's Report: Manager Battles

- The August 2014 Minutes was read.

The August 2014 Minutes was approved on a motion made by Landin, seconded by Phillipe and by unanimous votes of the Board.

Special Reports:

Aquatic Invasive Species

- Jeff Forester mailed information about upcoming AIS events. An event will be held on September 30 to discuss Becker County's new decontamination unit and include an AIS question answer session by Jim Foust, a Utah engineer, who works on decontamination equipment. An Aquatic Invader Summit will be held at St. Cloud in January 2015.

BISF LUP CIP

- Rita Albrecht sent an email regarding the BISF LUP CIP meeting that will be held October 9 at Norris Camp. Manager Horner had been participating in the meetings. The WRWD will contact Mr. Horner to find out if he still wants to be on the committee. Keith and Rick to attend.

Culvert to be installed by Les Storey's property

- Manager Phillipe had driven to the area that was supposed to be flagged, but nothing was seen. It was determined that the formerly flagged area was for a purpose other than a culvert installation. Nothing more had been heard from Mr. Storey.

Ongoing Business

Dredging

- Nothing has been heard from the Army Corps of Engineers as they had indicated earlier that they would be quite busy during this time.

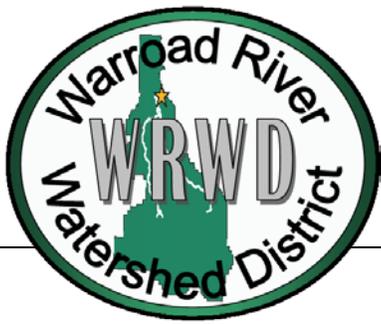
AIG Update

- Scott Johnson, Roseau SWCD, mentioned that all AIG Clean Water funds had been expended. The match funds still totaled just under \$6000. Mr. Johnson recommended that the WRWD should start thinking about a Final Public Meeting to discuss the results of the Warroad River Assessment Project. This meeting needs to be done before June 1, 2015 as that was the deadline for the Final Report to be submitted to NW MN Foundation.
- After some discussion, Jeff Langan from Houston Engineering was going to be approached to help the WRWD put on the meeting. Mr. Scott Johnson will also be included.

Next Meeting

The next meeting will be held October 22, 2014 at 5:30 pm.

With no other matters to come before the Board of Managers, the meeting was adjourned at 6:06 pm on a **motion** by Battles, **second** by Landin and by unanimous votes by the Board.



**Regular Meeting Minutes of the Board of Managers
Warroad River Watershed District**

October 22, 2014

The Board of Managers of the WRWD held their regular meeting beginning at 5:35 pm on Wednesday, October 22, 2014 at the WRWD Office in Warroad, MN.

Managers present include Secretary/Administrator Rick Battles, Treasurer Keith Landin, and Bill Thompson. Jeff Langan, Houston Engineering, was also in attendance.

The meeting was called to order by Administrator Battles.

Treasurer's Report: Manager Landin

- A levy request was submitted to Roseau County in the amount of \$28,800 for 2015.
- The regular bills were paid.
- Czeh Pederson & Wilson completed the audit for last year and everything appeared satisfactory. They will be sending the information to the state.

The audit approved on a motion by Battles, seconded by Thompson and motion carried by unanimous votes of the Board.

Secretary's Report: Manager Battles

- The September 2014 Minutes was read.

The August 2014 Minutes was approved on a motion made by Landin, seconded by Thompson and by unanimous votes of the Board.

Manager Battles gave Jeff Langan the floor.

Dredging Project Funding Options: Jeff Langan – Houston Engineering

- Various options for funding the dredging project were discussed at length.
- The Army Corps of Engineers (ACOE) is responsible for maintaining channel and wall, but they do not have the funds. They also have limits on where dredging takes place.
- The Department of Employment and Economic Development did not have any programs that would fit for this project.
- Perhaps the Red Lake Reservation would have interest or may have benefits from this project.

- The project could be funded as a direct line item on the bonding bill, but it is a tough competition and would require local legislator influence.
- WRWD or the City of Warroad would need documented flooding problems to get Flood Damage Reduction funding through the DNR.
- Lessard-Sams Outdoor Heritage funding is geared more towards habitat.
- Federal politicians' influence would be the greatest advantage to get funding, if they can see economic benefits across a large range of stakeholders, especially if some stakeholders are well known.
- There appears to more danger from Lake of the Woods fluctuations than from the river.
- The WRWD may need to complete other projects in the meantime, while trying to get funding for dredging.
 - Other projects could include reducing peak flood flows coming down the channel that causes the deposition through stabilization and/or retention in the upper reaches, meter out water from storage areas and positive identification and stabilization of main sources of sedimentation. The West Branch Warroad River diverted channel and old channel (Cedarbend 14) were discussed. If the old channel was to be used again, a berm would need to be constructed to prevent flooding.
- A brochure to promote awareness for the need of the dredging project was discussed at length. Houston Engineering marketing department will work on putting together information to use towards a brochure. Local contributions would go a long way to influence funding.
- A Public Meeting with the City of Warroad needs to be done to wrap up the Sediment Source Project before asking about dredging funds.

Next Meeting

The next meeting will be held November 25, 2014 at 9:00 am.

With no other matters to come before the Board of Managers, the meeting was adjourned at 7:02 pm on a **motion** by Thompson, **seconded** by Landin and by unanimous votes by the Board.