

2016

Roseau River Watershed District



Annual Report

TABLE OF CONTENTS

2016 DISTRICT INFORMATION:	3
OFFICE INFORMATION BOARD OF MANAGERS EMPLOYEES AND CONSULTANTS ESTSABLISHMENT	
MISSION STATEMENT:	4
DISTRICT ACTIVITY:	4
ROSEAU RIVER WATERSHED BOUNDARY:	5
DRAINAGE SYSTEMS:	6-8
WATERSHED DITCH 1 ROSEAU COUNTY DITCH 16 WATERSHED DITCH 3 STATE DITCH 51 ROSEAU COUNTY DITCH 8	
PROGRAMS:	9
SIDE WATER INLETS COMPREHENSIVE CULVERT INVENTORY PERMITS	
PROJECTS:	10-15
HAY CREEK – NORLAND PALMVILLE ROSEAU RIVER WILDLIFE MANAGEMENT AREA POOL 3 OUTLET UPPER ROSEAU / HAY CREEK WATER MANAGEMENT – BELTRAMI ISLAND STATE FOREST WHITNEY LAKE WATERSHED MANAGEMENT ROSEAU RIVER WILDLIFE MANAGEMENT AREA – ROSEAU LAKE	
FINANCIAL:	16-17
APPENDIX A:	18
AUDIT REPORT	

2016 DISTRICT INFORMATION

OFFICE INFORMATION

The Roseau River Watershed District (RRWD) office is located at 108 3rd Ave. SW, Roseau and is open 8 a.m. – 4: 30 p.m., Monday - Friday. The phone number is (218) 463-0313, the fax number is (218) 463-0315, and the e-mail address is rrwd@mncable.net.

In 2016 the Board held regular business meetings, on the first Wednesday of each month, at 8:00 a.m. (April – Dec.) and 1 p.m. (Jan. – March). All of the meetings held by the Roseau River Watershed are open to the public.

BOARD OF MANAGERS

A Board of Managers governs the Roseau River Watershed District. The Board has five managers, four appointed by the Roseau County Board of Commissioners and one appointed by the Kittson County Board of Commissioners. The 2016 members were:

Chairman – Tony Wensloff
37232 240th St
Roseau, Minnesota 56751

Secretary - Cody Schmalz
4529 400th Street
Lancaster, Minnesota 56756

Vice -chair – Jason Braaten
30957 340th St
Badger, Minnesota 56714

Treasurer- Carter Diesen
40141 160th St
Wannaska, MN 56761

Manager – LeRoy Carriere
504 4th Ave NE
Roseau, MN 56751

EMPLOYEES AND CONSULTANTS

The District has a full time Administrator and a full time Specialist. Citizens are encouraged to contact the administrator, specialist, a manager, or the consultants at any time with their concerns or suggestions.

Administrator – Tracy Halstengard

District Specialist – Torin McCormack

Attorney – Michelle Moren, Roseau

Accounting Firm – Brady Martz, Crookston

ESTABLISHMENT

The Roseau River Drainage and Conservancy District was established by Order of the District Court, Roseau County, dated August 13, 1920, under the provisions of Chapter 13, Laws of 1919, Special Session. In 1963, the Governing Body of the Roseau River Drainage and Conservancy District petitioned the District Court, Roseau County as authorized in Minnesota Statutes, 112.74 for the right to operate and exercise all the rights and authority contained in Sections 112.34 - 112.83 of Minnesota Statutes. The Court, having heard the evidence adduced by the petitioners in favor of granting their petition, did order on June 17, 1963 that from and after this date the Roseau River Drainage and Conservancy District and its Governing Board shall operate under and exercise all the rights and authority contained in Section 112.34 - 112.83 of Minnesota Statutes, known as the "Minnesota Watershed Act", and shall hereafter be a Watershed District in accordance with the terms and provisions of said "Minnesota Watershed Act", and the County Board of Commissioners of Roseau and Kittson Counties having petitioned the Minnesota Water Resource Board on November 20, 1963, asking for a change in boundary, for a change in name of said District to Roseau River Watershed District, and to designate a place of business for the Watershed District, pursuant to the provisions of Minnesota Laws of 1955, Chapter 799, as amended, and the Minnesota Water Resource Board having held a hearing on February 19, 1964 in Roseau did order on March 18, 1964, the change in name of the Roseau River Drainage and

Conservancy District to the Roseau River Watershed District (RRWD), the City of Roseau to be the place of business of the Roseau River Watershed District, and did define the District's boundary.

The board of managers initially adopted an Overall Plan for the RRWD on August 18, 1964. The plan was submitted to the Minnesota Water Resource Board. The Minnesota Water Resource Board on April 20, 1965 approved the Overall Plan. In June of 2004 the Board of Managers approved an update of the Overall Plan. The plan is on file in the Roseau River Watershed office and online at www.roseauriverwd.com.

MISSION STATEMENT

It is the intention of the Board of Managers to manage the waters and related resources within the Roseau River Watershed District in a reasonable and orderly manner which will improve the general welfare and public health of the residents of the District.

The Board of Managers accepts the responsibilities with which they are charged as a governing body by Minnesota Statutes. Said Board of Managers, in the conduct of the duties and responsibilities conferred upon them, do not intend to usurp the authority or responsibilities of other agencies or governing bodies, however, said Board of Managers will not avoid their responsibilities and obligations.

It is the stated intent of the Managers herein that no person shall be deprived or divested of any previously established beneficial use or right, by any rules of the District, without due process of law. All rules of this district shall be construed according to this intention.

DISTRICT ACTIVITY

Website

The RRWD Board contracted with dot.com Connections to create and maintain a District website. The website can be viewed at www.roseauriverwd.com. The District minutes, rules, and permit forms are available online. The Website continues to be under development.

District Meetings

In 2016, the Board held 12 regular monthly meetings, 1 special meeting, 2 public hearings, and various Project Team meetings. The Board minutes are available online at www.roseauriverwd.com and at the office.

Non-District Meetings:

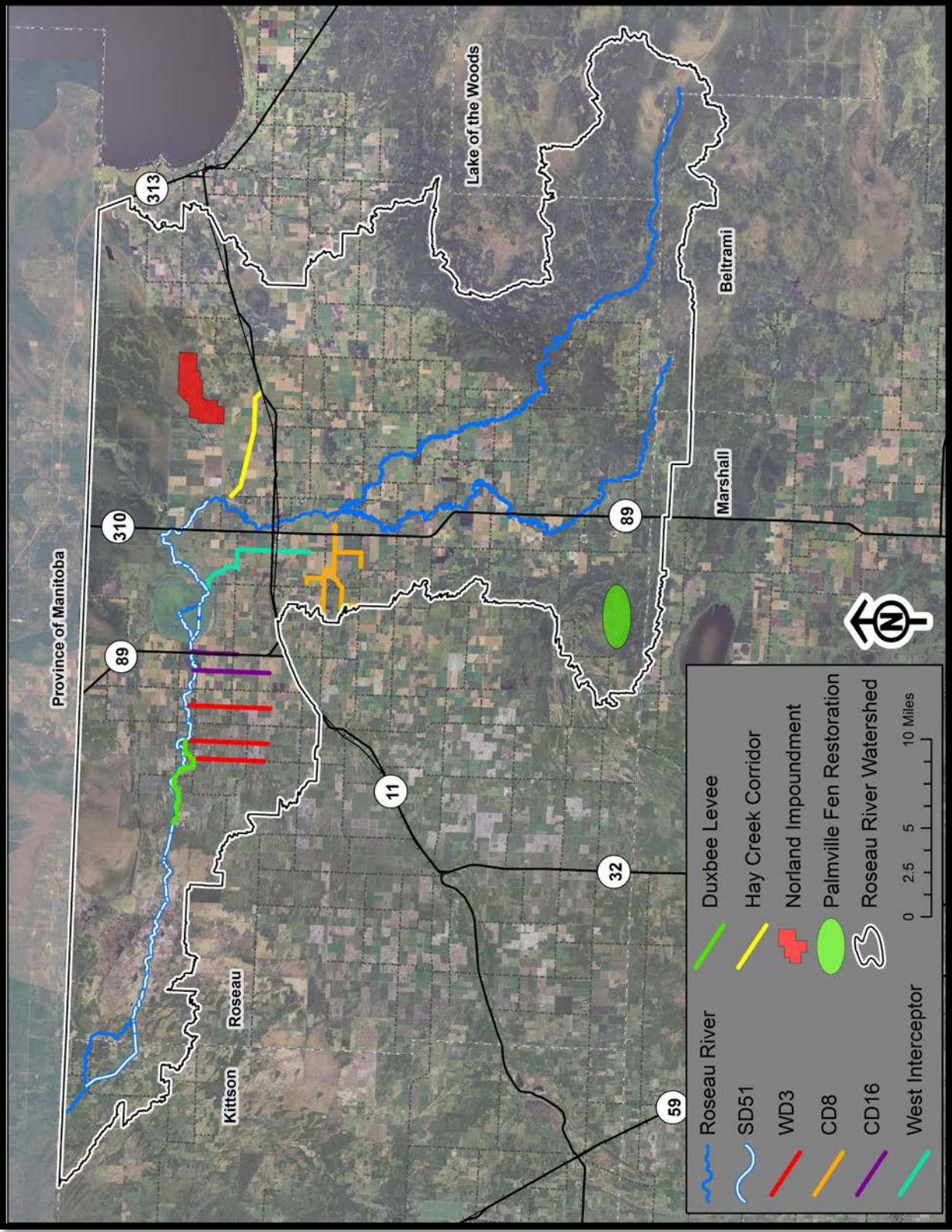
MAWD - In December of 2016, Managers LeRoy Carriere and Carter Diesen as well as Administrator Halstengard and Specialist McCormack, attended the annual meeting of the Minnesota Association of Watershed Districts (MAWD) held in Alexandria, Minnesota. The district is a member of MAWD which provides assistance on issues that affect watershed districts.

RRWMB - The Red River Watershed Management Board (RRWMB) delegate in 2016 was Manager LeRoy Carriere. The District also participates in an annual conference sponsored by RRWMB and FDRWG held in March of each year.

RIIW - The Roseau River International Watershed (RIIW) was created in 2000 with representation from both the United States (Minnesota) and Canada (Manitoba). The group continues to meet to address water related issues and concerns within the Roseau River Basin. The two RRWD board members delegated to represent the RRWD in 2016 were Managers Cody Schmalz and LeRoy Carriere.

Citizens Advisory Committee (CAC) - On February 10th, 2016 the Citizens Advisory Committee held its annual meeting. The group discussed several of the District's proposed projects and outlined suggestions for the RRWD Board of Managers. For a list of committee members, please contact the office.

Beltrami Island LUP Citizens Input Panel - Administrator Halstengard was appointed by the DNR Commissioner to this panel. There were two meetings held in 2016 where various topics concerning the LUP (Land Utilization Project) lands were discussed.

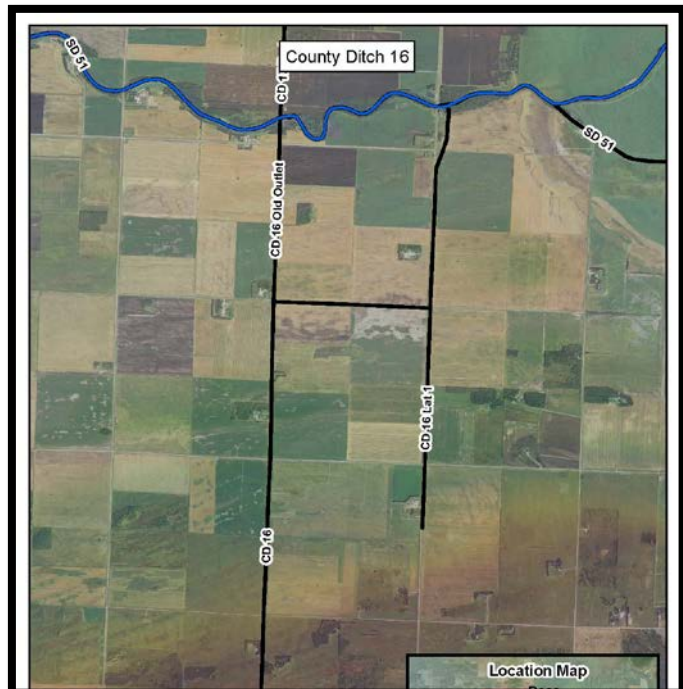


DRAINAGE SYSTEMS

The Roseau River Watershed District is the Ditch Authority for the following systems.

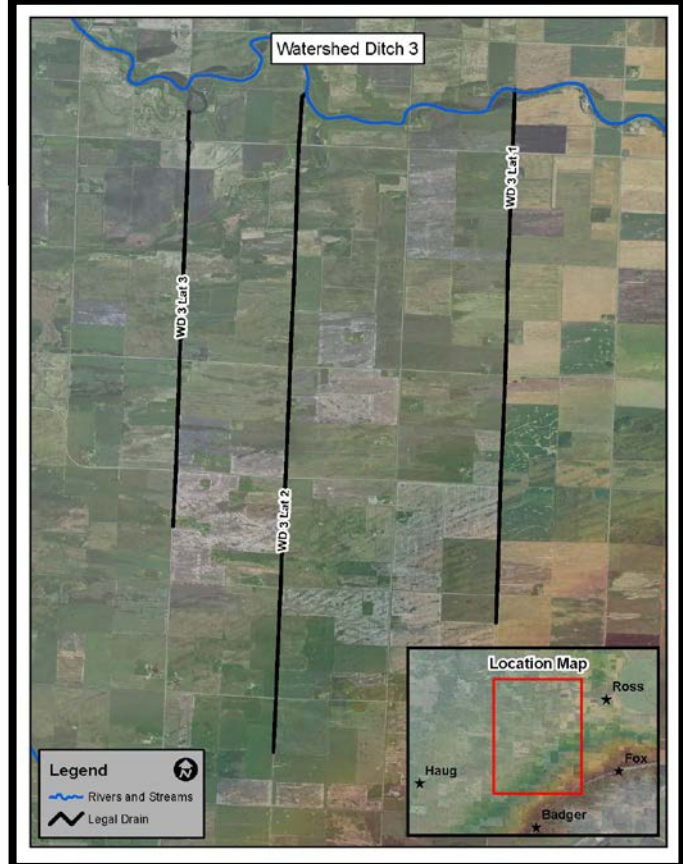
Watershed Ditch No.1 and Roseau County Ditch No. 16

WD No.1 is a one mile ditch plus an additional outlet for lands drained by Roseau County Ditch Number 16. It is located on the west side of Sections 34 and 27 in Dieter Township and drains lands in both Dieter and Ross Townships. CD No. 16, located in Dieter and Ross Townships, was turned over for administration and management to the Watershed District.

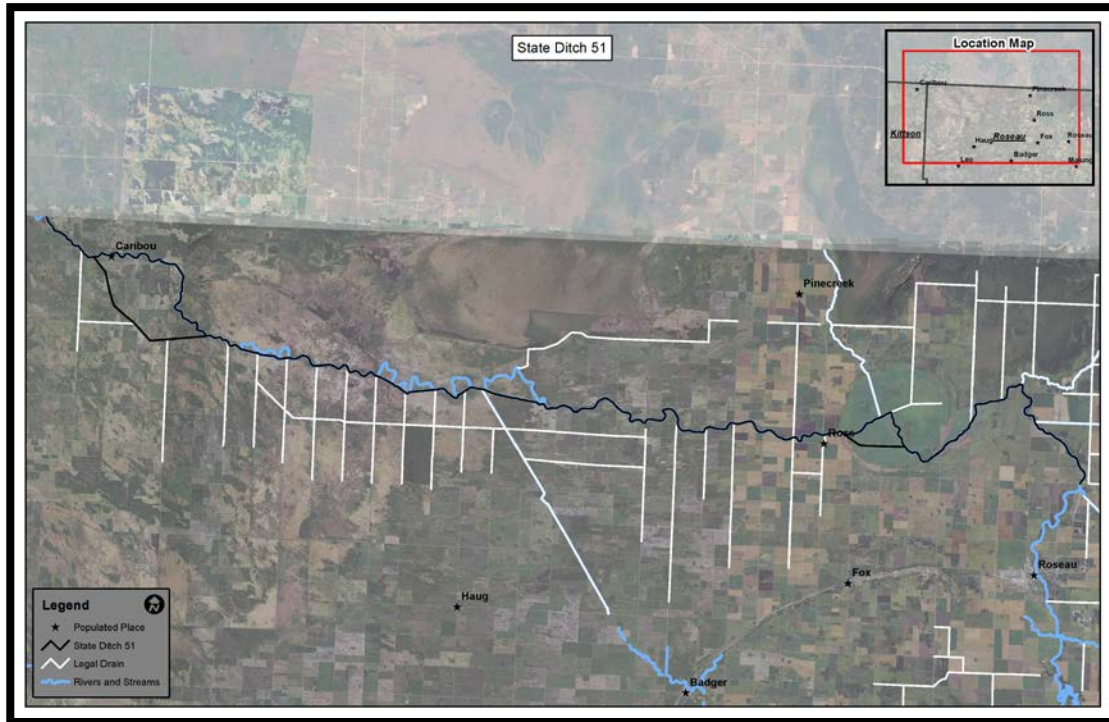


Watershed Ditch No.3

This ditch system consists of three laterals draining lands in Ross, Moose, Dieter, and Pohlitz Townships. A segment of lateral 1 was completed in the fall of 2006 from County Road 10 south along the east side of section 32 of Dieter Township continuing south $\frac{3}{4}$ mile. The described portion of the ditch was moved to the east approximately 65 feet in order to provide a 4:1 side slope in order to prevent sloughing that was occurring along the road. Cleaning of lateral 3 was completed in the summer of 2011. There were several FEMA cleanout areas identified in lateral 2 and were addressed in 2011. General maintenance has been ongoing including brushing, mowing, and spraying. Since the above mentioned work has been completed, the ditch system is considered to be in good repair.



State Ditch No. 51



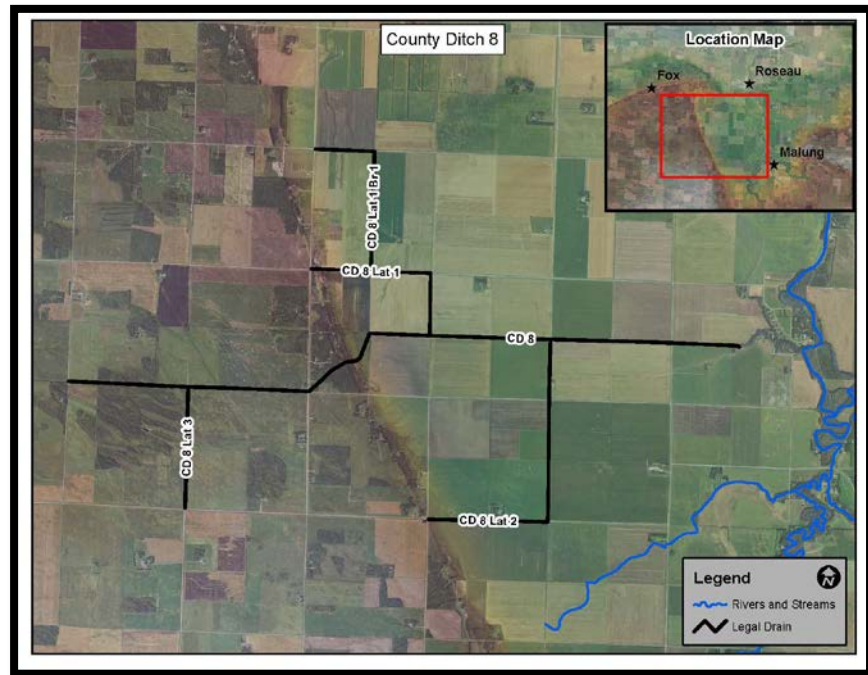
Originally established by the State of Minnesota SD 51 consisted of 10 river cutoffs constructed between 1906 and 1907. From 1914 to 1918, the ditch was improved when the State of Minnesota dug the river channel from the Canadian border to and around the Roseau Lakebed. That expansion paralleled Cutoff Number 10 in Kittson County and followed the other cutoffs constructed in 1906 and 1907. In 1988, SD 51 was expanded when the Roseau County Board of Commissioners turned over the Roseau River and Roseau Lake Bottom portions of Judicial Ditch No. 61 and State Ditch No. 37 to the Roseau River Watershed District. Under Minnesota Statute Authority, these ditches were combined with State Ditch No. 51 at hearings conducted from October 11, 1988 through November 1, 1988. Redetermination of benefits found in excess of 9 million dollars in ditch benefits.

Roseau County Ditch No.8

This ditch, located in Jadis and Stafford Townships, was turned over for administration and management to the Watershed District. In 2005 the RRWD Board of Managers directed JOR Engineering to do a complete survey of the ditch system, to determine the condition of the system.

General maintenance has taken place including culvert replacement, brushing, and spraying. The RRWD received a Projects and Practices

grant from the Board of Water & Soil Resources in the amount of \$147,700 to construct 2 drop structures, approximately 21 side-water inlets and complete 325 linear feet of channel stabilization. The drop structures and several side-water inlets were completed in 2016 with additional work to be completed in 2017.



PROGRAMS

Side Water Inlets

In 2012 the State of Minnesota Board of Water and Soil Resources awarded the District a \$48,250 grant for Conservation Drainage. The grant is to design and construct side water inlets in the WD 3 system. The goal of these inlets is to reduce erosion from field drainage thereby reducing sedimentation and turbidity in the legal drainage system as well as downstream. Four such inlets were designed and constructed in 2013. The District is continuing to work with landowners and pursue funding for this practice.

Comprehensive Culvert Inventory

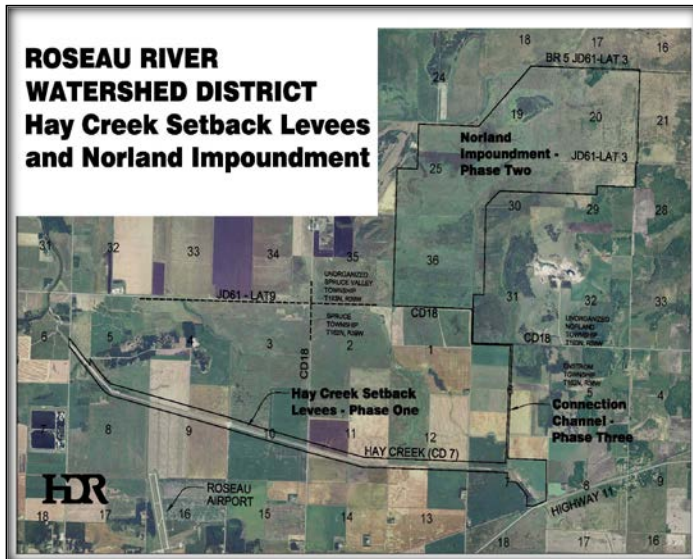
In October of 2013, the District was awarded a \$25,000 grant from the Northwest Minnesota Foundation to conduct a Comprehensive Culvert Inventory. The money was used to hire an intern to collect field data during the 2014 construction season. That data was then entered into a GIS data layer for reference. Work was completed in 2015; resulting information and report are available at the District office during normal business hours.

Permits

In 2016 there were a total of 43 permit applications for the following activities: installation of culverts for field drainage and driveway accesses, ditch slope repair, ag tiling, and ag diking.

PROJECTS

Hay Creek-Norland



Description/Location: The project area includes the lower portion of the Hay Creek watershed and adjacent 37 square mile Norland sub-basin. Hay Creek drains into the Roseau River immediately downstream from the City of Roseau. The project includes three features: 7-mile corridor restoration and floodway enclosed by setback levees, an off-channel impoundment site, and a connection channel. This site provides a total of at least 9,500 acre-feet of gated and un-gated runoff storage.

Project Benefits:

Flood Control:

- 50% reduction in the 10-yr & a 30% reduction in the 100-yr discharges from Hay Creek/Norland drainage area.
- Reducing backwater and flood durations in the City of Roseau.
- Reduce flooding to 13,300 acres of ag land, 24 miles of roads, 131 miles of ditches, and 27 culverts and bridges.

Habitat Restoration:

- Stream flow augmentation, improved dissolved oxygen levels, enhanced fish habitat, riparian buffer corridor, and wetland restorations.

Erosion Reduction:

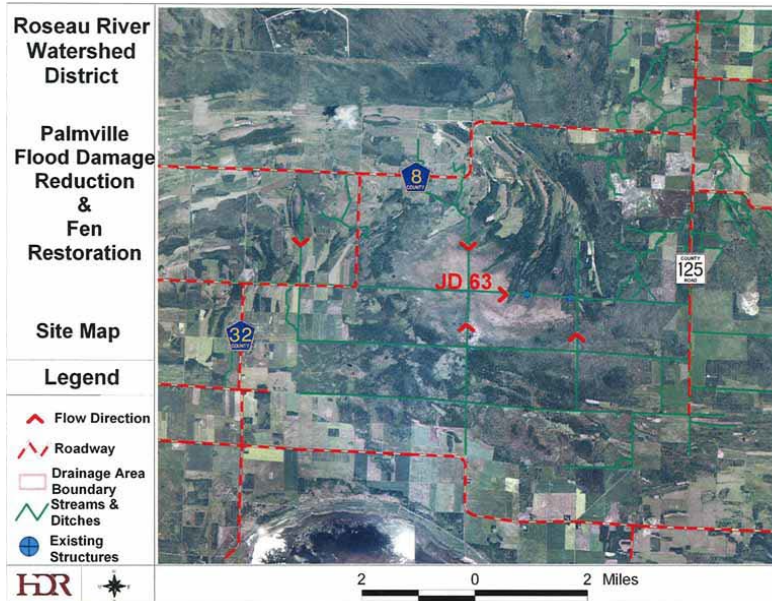
- Reduction in bank erosion on downstream ditches and the Roseau River

Partners: Red River Watershed Management Board and State of Minnesota Flood Damage Reduction Program



Status: The project was operated in 2016. The District has been working with the US COE on an adaptive wetland mitigation proposal that was originally presented in December of 2011. 2016 saw field work initiated as part of that mitigation plan. Haying and mowing activities are part of the ongoing maintenance.

Palmville Flood Damage Reduction and Fen Restoration Project



Description/Location: The Palmville Fen is a major wetland area covering approximately 3,000 acres located in the upper watershed of the South Fork of the Roseau River, primarily on land owned and managed by the State of Minnesota Department of Natural Resources. The Fen has been degraded by the construction of judicial and county ditch systems over the last one hundred years. The Palmville project is a flood damage reduction (FDR) and natural resource enhancement (NRE) project. Flood control benefits will be provided to immediate areas downstream, the village of Wannaska and the city of Roseau. Fen restoration will hopefully be accomplished by encouraging a greater depth and duration of surface and subsurface flow to spill from the main channel and seep into the adjacent fen.

Project Benefits:

Flood Damage Reduction (FDR):

- Reduce frequency of high water events to agricultural lands downstream
- Provide FDR downstream at Wannaska and Roseau

Habitat Restoration:

- Restore fen to a more natural hydrologic condition.
- Stream flow augmentation, improved dissolved oxygen levels, enhanced fish habitat, and improve water management capability

Erosion Reduction:

- Reduction in riverbank erosion and bank sloughing on the Roseau River.

Partners: Red River Watershed Management Board, Minnesota Department of Natural Resources and State of Minnesota Flood Damage Reduction Program

Status: The project is operational and functioning as designed. In 2016 mowing and rodent management took place.



Roseau River Wildlife Management Area Pool 3 Outlet Project



Description/Location: The Roseau River Wildlife Management (RRWMA) is located in northwestern Minnesota along the Canadian Border. This wildlife impoundment was constructed in 1952 and 1953. The stated purpose of the project was wildlife enhancement and flood control. The RRWMA project was modified in the late 1980's to extend its life and to increase its flood control benefits.

This impoundment has provided many years of flood control benefits to the area, but over the years of operations it has become evident that having the ability to transfer waters between the pools to aid in flood control is beneficial. Experience has also shown that being able to discharge large volumes of water from the impoundment, before the Roseau River flood waters reach the area, increases the flood damage reduction effectiveness of the available water storage, thereby lessening damages downstream on the Roseau River and the Two Rivers.

Flood Damage Reduction (FDR):

- Address the need to repair or replace the failing control structure between Pools 2 & 3
- Improve water level management for vegetation management
- Control pool bounce to improve nesting success
- Provide more efficient flood storage and improve the timing of 8,000 Acre Feet of flood storage in the RRWMA
- Provide FDR downstream at Caribou
- Manage storage and flow release in consideration of Red River peak flows
- Provide FDR in agricultural areas upstream and south of the Big Swamp along the Roseau River in Moose, Soler, Dieter, and Pohlitz Townships

Habitat Restoration:

- Stream flow augmentation, improved dissolved oxygen levels, enhanced fish habitat, improve water management capability

Erosion Reduction:

- Reduction in riverbank erosion and bank sloughing on the Roseau River.

Partners: Red River Watershed Management Board, Minnesota Department of Natural Resources and State of Minnesota Flood Damage Reduction Program.

Status: The majority of project construction took place in 2016. Construction was challenging due to extremely wet conditions. The conveyance channel (winter construction) as well as other final items are expected to be completed in 2017.



**Upper Roseau and Hay Creek Water Management Project – Phase 1
Beltrami Island State Forest Region**

Proposer:

Roseau River Watershed District

Description/Location:

The Roseau River Watershed and its project team are working to develop an overall water management plan for this approximately 477 square mile subwatershed. This area is located in the upper portion of the Roseau River Watershed generally above the City of Roseau. This plan will identify both flood damage reduction and natural resource needs within the subwatershed. The plan will provide additional flood storage to assist with local, regional and basin flood damage reduction efforts. Due to the size of the planning region, it is anticipated that this project will be implemented in 3-5 phases.



Project Benefits:

Flood Control:

The overall project will provide approximately 55,000 Acre Feet of gated retention within the Upper Roseau and Hay Creek Subwatersheds. This will provide both local and Red River flood damage reduction and is consistent with the Red River Basin Commission's – Long-Term Flood Solutions Plan for reducing flows on the Red River.

Water Quality:

The Roseau River is currently listed as impaired water due to turbidity. In addition to reducing bank erosion, the retention site(s) will improve downstream water quality by allowing suspended sediment to settle out and reduce turbidity in the river.

Wildlife and Habitat:

The establishment of permanent vegetation within portions of the watershed will improve wildlife habitat.



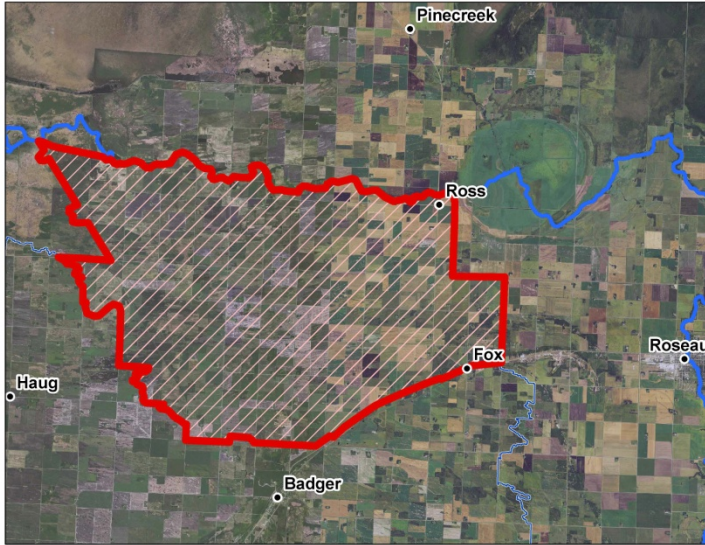
Status: The District applied for federal funds available in the Regional Conservation Partnership Program and continued planning in 2016 under that program.



Whitney Lake Watershed Management

Proposer:

Roseau River Watershed District



The Whitney Lake sub-watershed is located in northwest Minnesota near the Canadian border. Agricultural producers in the area suffer frequent inundation from even minor events in both the spring and summer causing crop loss and/or damage. The Project Team will identify problem areas, define strategic solutions to resolve those problems, and provide planning guidance to implement construction of retention and drainage projects.

Purpose and Need: To reduce flood damages. The RRWD will work with local, regional and state agencies, and landowners to define the water management problems in the watershed.

Alternative Analysis: Various retention and drainage alternatives will be vetted using technical, scientific, and economic means to determine the best course of action to alleviate the water issues that have historically plagued the area.

Preferred Alternative(s): The Watershed Plan will guide future project construction of drainage and retention projects.

Goal(s): Construction of a multi-purpose water management project that will meet the purpose and needs identified, meet permitting requirements, and be economically feasible. The District will utilize the Project Team process as identified in the *Red River Basin Flood Damage Reduction Work Group Agreement*.

Project Cost: \$5,800,000

Federal RCPP funding: \$500K, FDR 50/50, Local RRWMB 2/3 & RRWD 1/3

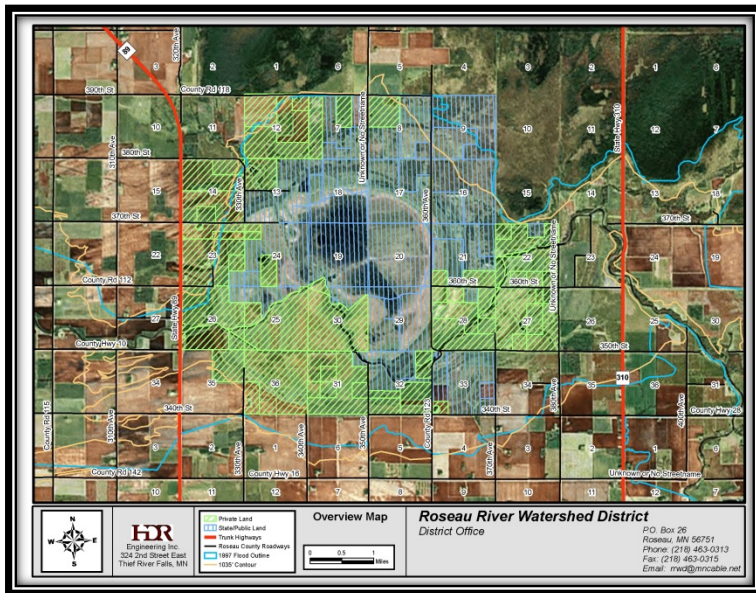
	Previous Funding	FY2018 (7/1/17-6/30/18)	FY2019 (7/1/18-6/30/19)	FY2020 (7/1/19-6/30/20)
Funding	WD/RB \$0.2M RCPP \$0.5M	FDR \$0.25M RB/WD \$0.7M	FDR \$2.0M RB/WD \$0.8M	FDR \$0.65M RB/WD \$0.7M
Project Status	Planning & Pre Engineering	Design Permitting Acquisition	Acquisition & Construction	Construction Completion

Key: PT=Project Team; WG=Flood Damage Reduction Work Group; RB=Red River Watershed Management Board; WD=Watershed District; FDR=Minnesota DNR; O=Other

Partners: Red River Watershed Management Board and State of Minnesota Flood Damage Reduction Program

Status: Planning Phase

Roseau River Wildlife Management Area – Roseau Lake Restoration Project



Description/Location: The Roseau River Wildlife Management (RRWMA) and Roseau Lake area is located in northwestern Minnesota near the Canadian Border. The stated purpose of the project is wildlife enhancement and flood control.

The Roseau Lake has provided many years of flood control benefits to the area. Over the years it has become evident that having the ability to control the timing of when the Roseau River floods, Roseau Lake would be beneficial. Roseau Lake currently floods with “early water”, which diminishes or eliminates the available storage when the flood peak of the Roseau River moves through the area.

Project Benefits: Multi-purpose

Flood Control

- improve water level management in Roseau Lake for vegetation management
- control pool bounce to improve nesting success
- provide more efficient flood storage and improve the timing of 60,000 Acre Feet of flood storage in the Roseau River Wildlife Management Area and Roseau Lake
- provide flood damage reduction downstream at Caribou by decreasing peak flows at Caribou
- manage storage and flow release in consideration of Red River peak flows
- provide flood damage reduction in agricultural areas upstream and south of the Big Swamp along the Roseau River in Moose, Soler, Dieter, and Pohlitz Townships.

Habitat Restoration

- Stream flow augmentation, improved dissolved oxygen levels, enhanced habitat, and improved water level management.

Erosion Reduction

- Reduction in riverbank erosion and bank sloughing on the Roseau River.

Projected Project Cost: \$13,000,000

Partners: Red River Watershed Management Board, State of Minnesota Flood Damage Reduction Program, and Department of Natural Resources

Status: In February of 2014 the Board initiated a Project Team to kick-off the project planning process. HDR Engineering was hired as the consulting engineer for the project. Planning work continued in 2016 with an open house in June and approval of COE Concurrence Point 2 approval in October. The Project Team continues to work on project development.



FINANCIAL

Budget

The budget adopted at the September 2015 meeting for 2016 locally funded expenditures is as follows:

Following discussion, a **motion** was made by Manager Magnusson seconded by Manager Diesen to approve the proposed 2016 budget. Motion carried unanimously.

Administrative Budget:

1.	Salaries and benefits	\$120,000.00
2.	Manager's per diem and expenses	\$ 10,000.00
3.	Dues & conference registrations	\$ 2,500.00
4.	Engineering	\$ 10,000.00
5.	Legal & professional services	\$ 15,000.00
6.	Real estate taxes	\$ 10,000.00
7.	Rent and Utilities	\$ 6,000.00
8.	Insurance	\$ 9,000.00
9.	Telephone and internet	\$ 2,250.00
10.	Office supplies, postage & printing	\$ 6,000.00
11.	Capital Outlay	\$ 13,000.00
12.	Stream gaging	\$ 18,000.00
13.	RRWD projects / maintenance	\$ 28,250.00
	Total	\$250,000.00

Construction Budget:

1.	Red River Watershed Management Board	\$ 142,217.34
2.	RRWD Construction Fund	\$ 142,217.35
	Total	\$ 284,434.69

Ditch system levees for the year 2016:

- \$ 8,000.00 levy on WD#3 Ditch System
- \$ 8,000.00 levy on Ditch #8
- \$ 1,500.00 levy on Ditch #16
- \$ 2,500.00 levy on West Interceptor

A one percent assessment on redetermined benefits on State Ditch #51: approximate figures are as follows;

Roseau County	\$88,177.69
Kittson County	\$ 1,155.02
Marshall County	\$ 641.92
Beltrami County	\$ 899.65
Lake of the Woods County	\$ 648.60

Financial Summary

This section summarizes the District's financial activity for 2016. The information provided in this section is a summary of the activity for the year. A detailed report of all activity within the respective fund accounts is available for review at the District's office. By law the Roseau River Watershed District is allowed to establish a number of funds for the purpose of carrying out their duties. To finance these funds the District levies an "ad valorem" tax, meaning in "proportion to the value," over the entire watershed district and is based on the property value, rather than benefits. The following is a brief summary outlining the types of funds established and the ways they assist in carrying out the goals of the District.

General Fund

This is the general operating fund of the District. The fund is set up for the purpose of providing for the general administrative expenses and for the construction and maintenance of projects of common benefit to the District. The levy to fund the Administrative fund may not exceed 0.00048 percent of taxable market value or \$250,000, whichever is less.

Red River Watershed Management Board Construction Fund

This is established and used for the development of programs and projects of benefit to the District. The levy to fund the Red River Water Management Construction Fund may not exceed 0.003627 percent of the taxable market value of the property in the District. One-half of the levied funds received are sent to the Red River Watershed Management Board for programs and projects that have common benefit in the Red River Basin.

Other Income

These are other sources that are received by the District that include funds from grants and aids as well as reimbursement from other governmental agencies.

Appendix A