

MINUTES OF SPECIAL MEETING
RED RIVER RETENTION AUTHORITY
CASS COUNTY HIGHWAY DEPARTMENT
WEST FARGO, NORTH DAKOTA
SEPTEMBER 13, 2016

The Red River Retention Authority (RRRA) met September 13, 2016, at 9:30 a.m. at the Cass County Highway Department, West Fargo, North Dakota.

Present were John Finney, Gary Thompson, Jerome Deal, Rodger Olson (by telephone), Greg Holmvik and Ben Varnson, Board members; Pat Fridgen and Jeff Lewis, non-voting members; Carol Harbeke Lewis, Secretary-Treasurer; and those whose names appear on the attached roster. Present by telephone were Anne Simmons, House Agriculture Committee staff; Patsy Crooke, Corps of Engineers; and Dan Money, Two Rivers Watershed District Administrator.

John Finney called the meeting to order.

Minutes

It was moved by Ben Varnson, seconded by Jerome Deal and unanimously carried to approve the minutes of the March 23, 2016, meeting.

NRCS / Regional Conservation Partnership Program (RCPP)

Larry Tanke and Zack Herrmann presented a funding proposal for the Forest River Watershed Plan through the RCPP. The initial planning effort focused on the upstream portion of the Forest River. Due to the high level of landowner interest, the planning group decided to focus on the entire Forest River Watershed. Provisions in PL-566 allow for the Forest River Watershed to be broken into two planning areas, while undergoing planning simultaneously, which would present significant cost savings. Local landowners would continue to be engaged in the process.

It was moved by Ben Varnson and seconded by Gary Thompson to approve \$500,000 of technical assistance for Forest River Watershed Study Area 1B through the RCPP and to submit a request to the NRCS to amend the current NRCS Cooperative Agreement for Forest River Watershed Study Area 1A (68-6633-15-011) to include the additional scope of work. Upon roll call vote, the motion carried unanimously.

Discussion was held on funding and the development and use of a benefit-cost analysis for proposed projects resulting from the ongoing watershed studies.

NRCS Cooperative Agreement

The Board reviewed the *Cooperative* Agreement with the NRCS for funding in the amount of \$70,000 for outreach to the watersheds selected for RCPP funding under the *Memorandum of Understanding*. It was moved by Manager Varnson and seconded by Gary Thompson to approve the *Cooperative Agreement* with the NRCS through September 30, 2018. Upon roll call vote, the motion carried unanimously.

NRCS Contribution Agreement

The Board reviewed the *Contribution* Agreement with the NRCS for funding in the amount of \$60,020 for cooperation and joint coordination of flood damage reduction projects in the Red River of the North Basin. It was moved by Jerome Deal and seconded by Rodger Olson to approve the *Contribution Agreement* with the NRCS through September 30, 2018, provided no major changes are made to the final draft presented. Upon roll call vote, the motion carried unanimously.

Executive Director position

Duties, work load, time requirement and funding for the vacant RRRR Executive Director position was discussed. The possibility of sending out a Request for Proposals (RFP) and utilizing a more formal process to fill the position was discussed. The Secretary-Treasurer was directed to circulate the RRRR Executive Director Job Description currently on file. A meeting will be scheduled in late November to discuss the matter further.

2015 Audit

It was moved by Gary Thompson and seconded by Jerome Deal to approve the 2015 Audit of the RRRR. Upon roll call vote, the motion carried unanimously.

2017 Budget

It was moved by Jerome Deal and seconded by Rodger Olson to approve the RRRR 2017 budget. Upon roll call vote, the motion carried unanimously.

Financial report

It was moved by Gary Thompson and seconded by Greg Holmvik to accept the Financial Report presented by the Secretary-Treasurer. Upon roll call vote, the motion carried unanimously.

Bills

It was moved by Ben Varnson and seconded by Jerome Deal to approve the payment of Checks #1431 through #1441 and the electronic funds transfer, as presented. Upon roll call vote, the motion carried unanimously.

Adjournment

There being no further business to be considered by the Board, the meeting adjourned without objection.

APPROVED:

Gary Thompson
Co-Chair

John Finney
Co-Chair

ATTEST:

Carol Harbeke Lewis
Secretary-Treasurer