

PROGRESS REPORT #1
PERIOD 10/7/19 – 1/10/20
LAKE SHAMINEAU HIGH WATER PROJECT STEP 3

SUMMARY OF PERIOD ACTIVITIES: Began work on the Environmental Assessment Worksheet (EAW) by preparing answers on the form describing the project design and operation. Coordinated and reviewed archaeological survey along the lake for the EAW. Reviewed soil survey information for EAW. Coordinated redesign of infiltration basins and worked on negotiating easements. Researched precipitation information for outlet design volumes. Met with property owners three time to discuss design and easement orientations. Prepared easement letters for the lake shore property owner, cropland property owner, and proposed infiltration basin owners. Working on grading plan for infiltration basins. Discussed design information with LID team members and attended several project management meetings.

SUMMARY OF PAST ACTIVITIES: _____

COSTS INCURRED FOR THIS PERIOD: \$12,921.24 **DUE THIS PERIOD:** \$10,514.48

TOTAL BILLINGS TO DATE: \$10,514.48 **ADDITIONAL CONTRACTED COSTS:** \$15,772.12

KEY INFORMATION OBTAINED: No archaeological sites or artifacts found near lakeshore during the archaeological survey. The soils surveys show soils are very good for infiltration.

ISSUES / CONCERNS: The schedule is behind almost two months due to landowner issues.

GOALS FOR THE NEAR FUTURE: Complete redesign for new infiltration basin areas. Finalize easement letter of intents for the designed route. Complete draft EAW document for submittal to the LID team. Complete final EAW for submittal to the EQB.

SCOPE CHANGES / VALUE ADDED TO DATE: Participated in weekly status update meetings with Cindy Kevern and Rick Rosar. Developed good working relationship with some landowners along the project route.

SCHEDULE STATUS:

- Working on Step 3
- Step 3 to be completed March 30, 2020
- Step 4 started November 14, 2019
- Step 4 to be completed June 30, 2020

INPUT NEEDED FROM CLIENT OR OTHERS: None at this time.

DATE: 2/6/20

SIGNED: Brian G. Rosar

WIDSETH SMITH NOLTING & ASSOC., INC.
216 MAIN ST
CROOKSTON, MN 56716
T. 218-281-6522



INVOICE

Lake Shamineau Lake Improvement District
P.O. Box 394
Motley, MN 56466

Invoice Number: 202982
Date: January 17, 2020
Project Number: 2019-13011

Lake Shamineau High Water Project Step 3

For Professional Services Rendered Through: January 10, 2020

Fee Services

	Contract Amount	Percent Complete	Fee Earned	Prior Billings	Current Billings
Lake Shamineau High Water Project Step 3	\$26,286.20	40.00	\$10,514.48	\$0.00	\$10,514.48
	\$26,286.20		\$10,514.48	\$0.00	\$10,514.48
					\$10,514.48
				Invoice Total	\$10,514.48

Linked Invoice Transactions - Widseth Smith Nolting & Assoc., Inc.

Invoice No.: 202982

Invoice Date: 1/17/2020

Transaction ID: 110635

Labor Transactions

P/E Date	Employee	Labor Code	Work Date	Hrs	Effort
2019-13011.10.0100 Project Management Activities					
10/25/2019	Ross, Brian		10/22/2019	0.50	82.50
<i>Coordinate Archaeological Survey</i>					
12/20/2019	Ross, Brian		12/16/2019	0.25	42.50
<i>Review Emails and Status</i>					
10/11/2019	Ross, Brian		10/7/2019	0.50	82.50
<i>Coordinate Archaeology Survey</i>					
01/10/2020	Ross, Brian		1/10/2020	0.50	85.00
<i>Coordinate EAW Work</i>					
12/20/2019	Ross, Brian		12/17/2019	0.25	42.50
<i>Invoice Review</i>					
12/13/2019	Ross, Brian		12/9/2019	1.50	255.00
<i>Discuss Design and New Property Areas with Rick Rosar</i>					
12/20/2019	Ross, Brian		12/19/2019	0.50	85.00
<i>Review Watershed Information for EAW</i>					
10/11/2019	Ross, Brian		10/9/2019	0.50	82.50
<i>Coordinate Archaeological Survey</i>					
10/18/2019	Ross, Brian		10/14/2019	0.50	82.50
<i>Review Lake Shamineau Water Levels</i>					
10/11/2019	Ross, Brian		10/8/2019	0.50	82.50
<i>Set Up Step 3 Project</i>					
12/13/2019	Ross, Brian		12/11/2019	1.00	170.00
<i>Review EAW Soils Information and Geotechnical Report</i>					
Total for 2019-13011.10.0100				6.50	1,092.50
2019-13011.10.0103 EAW Preparation					
11/15/2019	Ross, Brian		11/11/2019	0.50	82.50
<i>Review Archaeology Report</i>					
10/11/2019	Strong, Paul		10/8/2019	2.50	262.50
<i>EAW Preparation</i>					
10/11/2019	Strong, Paul		10/9/2019	2.00	210.00
<i>EAW Preparation</i>					
10/11/2019	Strong, Paul		10/10/2019	3.00	315.00
<i>EAW Preparation</i>					
12/06/2019	Goeden, Joseph		12/2/2019	0.50	52.50
<i>Preparing A Shapefile For the NHIS Review For The Lake Shamineau Project</i>					
10/18/2019	Ross, Brian		10/17/2019	0.50	82.50
<i>Review EAW Figures</i>					
12/06/2019	Ross, Brian		12/3/2019	0.50	82.50
<i>Work on Fish and Wildlife Resources Portion of EAW</i>					
11/29/2019	Ross, Brian		11/29/2019	3.50	577.50
<i>Work on Preparing Draft EAW</i>					
11/22/2019	Ross, Brian		11/19/2019	0.50	82.50
<i>Management EAW Requirements</i>					

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12/06/2019	Ross, Brian	12/2/2019	2.00	330.00
<i>Work on NHIS Request</i>				
11/29/2019	Ross, Brian	11/26/2019	0.50	82.50
<i>Coordinate EAW Preparation</i>				
10/11/2019	Ross, Brian	10/8/2019	1.50	247.50
<i>Coordinate EAW and Archaeology Survey</i>				
12/20/2019	Ross, Brian	12/17/2019	1.00	170.00
<i>Review and Forward Archaeology Report</i>				
Total for 2019-13011.10.0103			18.50	2,577.50
2019-13011.30.0300 Project Management Activities				
01/10/2020	Ross, Brian	1/10/2020	2.00	340.00
<i>Project Meeting to Discuss Easements and Redesign</i>				
12/20/2019	Ross, Brian	12/19/2019	1.50	255.00
<i>Project Management Meeting Regarding Easements</i>				
01/03/2020	Ross, Brian	12/30/2019	0.50	85.00
<i>Follow up on Letter and Emails</i>				
12/20/2019	Ross, Brian	12/17/2019	2.00	340.00
<i>Work on Easement Letters for Powell, Murphys, and Piece</i>				
01/10/2020	Ross, Brian	1/7/2020	1.50	255.00
<i>Prepared Questions for Easements and Design on Sandstrants Property</i>				
12/20/2019	Ross, Brian	12/18/2019	1.00	170.00
<i>Prepare Easement Letter for Murphy and Pieces</i>				
12/20/2019	Ross, Brian	12/20/2019	0.50	85.00
<i>Provide Easement Information TO LID Board</i>				
12/13/2019	Ross, Brian	12/10/2019	1.50	255.00
<i>Discussion of Easements and Design with LID Board Members</i>				
01/03/2020	Ross, Brian	1/2/2020	1.00	170.00
<i>Provide Coordination for Easements with the LID</i>				
01/10/2020	Ross, Brian	1/6/2020	1.50	255.00
<i>Review Emails and New Design Requirements</i>				
12/06/2019	Ross, Brian	12/6/2019	1.50	247.50
<i>Meeting with LID for Cantleberys Response and Tactic</i>				
01/03/2020	Ross, Brian	1/3/2020	1.50	255.00
<i>Project Management Meeting with Members of the LID Board</i>				
01/10/2020	Ross, Brian	1/8/2020	2.00	340.00
<i>Meet with Ardis and Discuss Revised Design; Work on Addressing Downstream Landownes Concerns</i>				
Total for 2019-13011.30.0300			18.00	3,052.50
2019-13011.30.0302 Negotiate Easements				
12/06/2019	Ross, Brian	12/4/2019	0.50	82.50
<i>Provide Cantlebery Easement Response to LID</i>				
12/13/2019	Ross, Brian	12/13/2019	2.50	425.00
<i>Prepare Powell Letter and Revise Murphy Letter of Intent</i>				
11/22/2019	Ross, Brian	11/20/2019	1.00	165.00
<i>Discuss Easements with LID Board</i>				
11/29/2019	Ross, Brian	11/27/2019	2.00	330.00
1/20/2020 7:46:31 AM				2 of 4

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Work on Murphy Letter of Intent

12/13/2019	Ross, Brian		12/10/2019	0.50	85.00
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Look at Properties for Design and Easements

12/20/2019	Ross, Brian		12/19/2019	1.00	170.00
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Put Together Easement Information for Pieces

01/03/2020	Ross, Brian		1/2/2020	0.50	85.00
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Negotiate Easement with Murphy and Update LID

12/06/2019	Ross, Brian		12/2/2019	1.50	247.50
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Meet with Mark Murphy

12/13/2019	Ross, Brian		12/12/2019	0.50	85.00
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Respond to LID Emails About Design and Easements

11/29/2019	Ross, Brian		11/25/2019	2.50	412.50
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Work on Pierce and Murphy Easement Letters of Intent

12/06/2019	Ross, Brian		12/6/2019	2.50	412.50
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Work on Easement Description and Language for Cantleberry and Fauquier Property

11/22/2019	Ross, Brian		11/22/2019	1.50	247.50
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Meet with Cantleberys to Discuss Easements

11/29/2019	Ross, Brian		11/29/2019	0.50	82.50
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Finalize Murphys' Easement Letter of Intent

12/20/2019	Ross, Brian		12/20/2019	0.50	85.00
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Meet with Pieces

01/03/2020	Ross, Brian		1/3/2020	1.00	170.00
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Negotiate Easement Discussion

Total for 2019-13011.30.0302				18.50	3,085.00
	Total labor			61.50	9,807.50

Purchase Transactions

Invoice	Vendor	Expense Code	Invoice Date	Units	Effort
2019-13011.99 Other					
2019-37	Duluth Archaeology Center		12/5/2019	1.00	2,947.00
<i>Consultant</i>					
		Total for 2019-13011.99		1.00	2,947.00
		Total purchases		1.00	2,947.00

Employee Reimbursable Transactions

Check No.	Payee	Expense Code	Check Date	Units	Effort
2019-13011.20.0201 Permit Agency Coordination					
57774	Ross, Brian	Company Vehicle Mileage	12/6/2019	60.00	34.80
<i>Travel to Little Falls for Morrison County TEP</i>					
		Total for 2019-13011.20.0201		60.00	34.80
2019-13011.30.0302 Negotiate Easements					
57967	Ross, Brian	Company Vehicle Mileage	1/3/2020	62.00	35.96
<i>Drive to Pierces to Obtain Letter of Intent for Easements</i>					
57834	Ross, Brian	Company Vehicle Mileage	12/20/2019	58.00	33.64
<i>Travel to Sandstroms for Meeting with Mark Murphy</i>					

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Invoice No.: 202982

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57774	Ross, Brian	Company Vehicle Mileage	12/6/2019	54.00	31.32
<i>Drive to Shamineau and Meet with Pieces</i>					
57774	Ross, Brian	Company Vehicle Mileage	12/6/2019	54.00	31.32
<i>Travel to Cantleberys and Back to Office</i>					
Total for 2019-13011.30.0302				228.00	132.24
Total reimbursements				288.00	167.04



Duluth Archaeology Center
 5910 Fremont Street, Suite #1
 Duluth, MN 55807
 Phone: (218) 624-5489
 Fax #: (218) 249-0765

Invoice


Date	Invoice #
12/5/2019	2019-37

Bill To
Widseth Smith Nolting and Associates, Inc 7804 Industrial Park Rd Baxter, MN 56425

Contract No.	Terms	Project
0260b1434.000	Net 15	Lake Shamineau

Description	Qty	Rate	Amount
PREFIELD/ADMINISTRATION			
Principal Investigator	9.25	65.17	602.82
Account Manager	1	47.56	47.56
Supplies	25	1.00	25.00
Photocopies and reproduction	74	0.10	7.40
Subtotal			682.78
FIELD WORK			
Field Technician	9	45.22	406.98
Principal Investigator	9.5	65.17	619.12
mileage	309	0.54	166.86
Subtotal			1,192.96
REPORT PRODUCTION			
Principal Investigator	10	65.17	651.70
GIS/Lab Technician	7	45.70	319.90
MHS parking	2.67	1.00	2.67
Postage and Delivery	4.21	1.00	4.21
mileage, MHS	107	0.54	57.78
Report Production	35	1.00	35.00

Approved By:
Ben A Row
12/16/19
2019-13011

Please remit to above address.  Jennifer Shafer, Account Manager	Total	\$2,947.00
	Payments/Credits	\$0.00
	Balance Due	\$2,947.00

E-mail: accounts@dulutharchaeologycenter.com
 Web Site: www.dulutharchaeologycenter.com