

Wild Rice Watershed District

11 5th Ave East · Ada MN 56510 · Phone (218) 784-5501 · Fax (218) 784-2459 · www.wildricewatershed.org

APPROVED MINUTES

October 10, 2007

1. The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, October 10, 2007, at the office of the District located at 11 Fifth Avenue East, Ada, MN. The following members were in attendance: Jim Wagner, Sr., Joe Spaeth, Mike Christensen, Dave Vipond, Warren Seykora, Diane Ista and Bob Wright. Absent: none. In addition the following persons were in attendance: Administrator Dalen, Secretary Johnson, Attorney Hanson, Engineer Bents and Publicist Halle. In addition the following members of the public attended the meeting: Brent Kappes, Lawrence Pollock, Ronnie Guttormson, Roy Christianson and Gordy Gudvangen.
2. Chairman Seykora called the meeting to order at 8:50 a.m.
3. A motion was made by Manager Vipond and seconded by Manager Wright to approve the agenda with the addition of discussion on the following items: bonding funds and Norman County SWCD. Carried.
4. Field Work Coordinator. Chairman Seykora stated that due to increase in his workload he would like Administrator Dalen be authorized to be in charge of ditch and project maintenance. Dalen stated that the District office will continue to work on perfecting a method for staff to track ditch maintenance for spring of 2008. A motion was made by Manager Vipond and seconded by Manager Wright authorizing Administrator Dalen to coordinate all ditch maintenance through the district office. Carried.
5. Office Correspondence. A motion was made by Manager Ista and seconded by Manager Vipond authorizing interested Managers to be notified of office white board memos. Carried.
6. Open Microphone. No one from the public used the open microphone.
7. Project #42. Engineer Bents distributed a draft copy prepared by Henry VanOffelen of the Overview of Components in a Comprehensive Project for Flood Damage Reduction and Natural Resource Enhancement in the South Branch of the Wild Rice Watershed. Included in the paper are recommended board actions related to items one through seven. An Opinion of Probable Cost on Site A, the Larson site, was also distributed to Managers for review and discussion. Lawrence Pollock stated that he hoped the Board of Managers would move ahead and pursue the sites and continue to work on additional holding areas.

A motion was made by Manager Ista and seconded by Manager Wagner authorizing Lawrence Pollock to confer with Attorney Hanson, a maximum of two hours, to determine the legalities of holding water on federal lands. Carried.
8. Agassiz Trail. Gordy Gudvangen met with Managers to request that the Board execute a deed from the Watershed District to the Agassiz Trail for the purpose of maintaining the recreational trail for public usage. A motion was made by Manager Wright and seconded by Manager Wagner authorizing execution of the deed. Chairman Seykora will execute the document. Carried.

PERMIT APPLICATIONS

9. Roy Christianson, Section 34, Halstad Township. Roy Christianson met with Managers to appeal the following permit decision by the Board of Managers. “A motion was made by Manager Ista and seconded by Manager Vipond to approve Permit Application #9-12-07-10 of Roy Christianson to replace a 15” and an 18” CMP with a 30” CMP and lower the culvert installation 15 inches with the condition that the replacement culvert is a 24” pipe, not a 30” as requested in Section 34 of Halstad Township. Landowner shall also grade the ditch to the south as necessary due to lowering of the culvert a maximum of 15 inches. It is recommended that the applicant contact the township for approval to work in the road right-of-way. Carried.” A motion was made by Manager Ista and seconded by Manager Vipond to approve the above permit for a 30” culvert. Carried with Managers Seykora and Spaeth opposed. Carried.
10. Scott Visser, Section 7, Fossum Township. A motion was made by Manager Christensen and seconded by Manager Vipond to table Permit Application #10-12-07-1 of Scott Visser to replace a 15” culvert with a 15” or 18” culvert and clean out a ditch along a township road in Section 7 of Fossum Township, pending written comments be provided by Fossum Township. Carried.
11. Marsh Creek Township, Section 13, Marsh Creek. A motion was made by Manager Vipond and seconded by Manager Spaeth to table Permit Application #10-10-07-2 of Marsh Creek Township to replace a 24” culvert with a 30” or a 36” culvert in Section 13 of Marsh Creek Township. The Watershed District will assist Marsh Creek Township in the development of a hydraulic study. Carried.
12. John Brandt, Section 32, Rockwell Township. A motion was made by Manager Christianson and seconded by Manager Spaeth to approve Permit Application #10-10-07-3 of John Brandt to construct a new ditch, fill in the old ditch, move a 24” culvert west and reinstall it next to another 24” culvert in Section 32 of Rockwell Township with the condition that the NRCS review and approve the project. Carried.
13. Jerome Slette, Sections 31/32 of Marsh Creek Township. A motion was made by Manager Christensen and seconded by Manager Spaeth to approve Permit Application #10-10-07-4 of Jerome Slette to construct a number of water and sediment basins for purposes of erosion control in Sections 31/32 of Marsh Creek Township. The NRCS will design the projects. Carried.
14. Agassiz Recreational Trail, Section 10, Home Lake Township. A motion was made by Manager Vipond and seconded by Manager Spaeth to approve Permit Application #10-10-07-5 of the Agassiz Recreational Trail to remove a 36” centerline pipe through the Agassiz Trail in Section 10 of Home Lake Township with the condition that the pipe is replaced by a 24” pipe and the upstream landowner provides written approval. Carried.
15. Vig Farms, Section 21, Heier Township. A motion was made by Manager Christensen and seconded by Manager Spaeth to approve Permit Application #10-10-07-6 of Vig Farms to install a water and sediment basin for erosion control in Section 21 of Heier Township, with the condition that the adjacent landowner in the North half of Section 21, Heier Township sign an NRCS form approving the project. Carried.
16. Agassiz Recreational Trail, Section 16, Wild Rice Township. A motion was made by Manager Christensen and seconded by Manager Spaeth to approve Permit Application #10-10-07-7 of the Agassiz Recreational Trail to install a bridge over the Mashaug Creek in Section 16 of Wild Rice Township, with the

- condition that the bridge be a minimum of eight feet above the established 100-year flood elevation and the applicant implement the appropriate erosion and sediment control measures. Carried.
17. Agassiz Recreational Trail, Section 27, Ulen Township. A motion was made by Manager Christensen and seconded by Manager Spaeth to approve Permit Application #10-10-07-8 of the Agassiz Recreational Trail to install a bridge over the South Branch of the Wild Rice River in Section 27 of Ulen Township with the condition that the bridge be a minimum of eight feet above the established 100-year flood elevation and the applicant implement the appropriate erosion and sediment control measures. Carried.
18. Agassiz Recreational Trail, Section 21, Wild Rice Township. A motion was made by Manager Christensen and seconded by Manager Spaeth to approve Permit Application #10-10-07-9 of the Agassiz Recreational Trail to install a bridge over the Wild Rice River in Section 21 of Wild Rice Township with the condition that the bridge be a minimum of eight feet above the established 100-year flood elevation and the applicant implement the appropriate erosion and sediment control measures. Carried.
19. Norman County Ditch #1 Repair Request, Sections 21/22, Hegne Township. A motion was made by Manager Ista and seconded by Manager Christensen authorizing the approval of the repair request on Norman County Ditch #1. Administrator Dalen will contact Larson for execution of a construction easement. Carried.
20. Project #20, Bridge Repair Request, Section 26, Felton Township. A motion was made by Manager Wright and seconded by Manager Spaeth authorizing staff to contact David Dunham to determine if he is willing to pay the difference in the two options for repair or replacement of the bridge and report back to the Board of Managers for further review. Carried.
21. J.D. #53, Lat #1, Bridge Replacement Request, Section 34 of Good Hope Township. A motion was made by Manager Ista and seconded by Manager Wagner to approve the removal and replacement of the bridge in Section 34 of Good Hope Township. Carried.
22. J.D. #53, Main Outlet Repair Request, Section 29, Shelly Township. A motion was made by Manager Ista and seconded by Manager Wright to table the request by Julian Aamodt to repair the outlet of J.D. #53 Main in Section 29 of Shelly Township. Landowners on J.D. #53 Main will be notified that the item will be placed on the agenda in November. Carried.
23. Dalen Coulee Research. Administrator Dalen reported that researchers from the University of Minnesota are investigating the different types of grasses, etc. for the future use of biomass products on Dalen property within the Coulee.
24. Moccasin Creek Project. Administrator Dalen distributed correspondence from Curtis Borchert, Norman County SWCD, in which he requested the District's input into the possible development of a project on the Moccasin Creek Sub-Watershed. A motion was made by Manager Spaeth and seconded by Manager Ista authorizing Dalen and Engineer Bents to work on a recommendation for Borchert and bring back to the November meeting. Carried.
25. Anderson Wetland. Attorney Hanson reported that the Anderson Wetland credits have been finalized with the title insurance already written and approved.
26. Land Acquisition Panel. Administrator Dalen discussed the possibility of establishing a land acquisition panel of people who could assist the district in recommending land value from the perspective of landowners who live in the valley. A motion was made by Manager Ista and seconded by Manager Spaeth authorizing

Administrator Dalen to assemble a panel of five farmers to work on the Board's behalf on land acquisition for projects. Carried.

27. Clay County EQIP. Administrator Dalen distributed correspondence from Sharon Lean, District Conservationist, USDA, in Clay County, which stated that the Local Work Group development of local EQIP sheets, in which the LWG decided to give producers in Project 42 priority over other applications. This will give these producers a better chance to have their applications funded through the EQIP Program. A motion was made by Manager Wagner and seconded by Manager Wright authorizing Administrator Dalen to begin personal contact with landowners on Project #42 for the purpose of future project development and possible land acquisition. Carried. A motion was made by Manager Ista and seconded by Manager Wagner authorizing Administrator Dalen to set up a Managers' committee to work with a Project Team committee to work at defining the items listed in the Overview of Components in a Comprehensive Project for Flood Damage Reduction and Natural Resource Enhancement in the South Branch of the Wild Rice Watershed. Carried. Managers Wright and Ista volunteered to be on the committee.

28. Chairman Seykora left the meeting at 12:30 p.m. Manager Wright presided over the meeting.

29. Water Management District (WMD). Administrator Dalen reported that he has scheduled a meeting with the Clay County Commissioners for November 6, 2007, to review the policies of a WMD and intends to attend all six county commissioner meetings within the Watershed District by Christmas. A motion was made by Manager Ista and seconded by Manager Christensen authorizing the entire board to attend the commissioner meetings; if four members plan to attend the meeting will be noticed per the open meeting law. Carried.

30. Upper Felton Alternative Site. Manager Wright is not taking part in the discussion or voting. Information was distributed regarding Site "A," the Larson Site. A motion was made by Manager Ista and seconded by Manager Spaeth authorizing staff to order an appraisal and begin land negotiations. Carried.

31. Farmstead Ring Dikes. It was reported that the Myers dike is approximately 80% complete and construction on the Gilbertson dike is scheduled to begin this week. A motion was made by Manager Spaeth and seconded by Manager Wagner to approve Pay Request #1 in the amount of \$14,814.90 to D & J Excavating for work on the Myers ring dike. Carried.

Administrator Dalen and Managers Ista and Wright did an on site investigation of the George Kane proposed ring dike to review the problem with sloughing. A motion was made by Manager Ista and seconded by Manager Vipond authorizing staff to work with Kane who would need to sign off on the proposed project, stating the District holds no responsibility if sloughing occurs on the dike. If the document is executed Kane would be placed on the ring dike list for review when additional funds become available. Carried.

32. Mahnomen Drainage Project. It was reported that both the City of Mahnomen and Mahnomen County approve of the proposed plan but requested a meeting with the board in November to discuss an additional funding request.

33. Heitman Coulee Project. A motion was made by Manager Spaeth and seconded by Manager Christensen authorizing Administrator Dalen to continue working with landowners in the development of a possible project. Manager Vipond was appointed to represent the board and Manager Christensen as an alternate. Carried.

34. Tribal Council Meeting. Administrator Dalen stated that a meeting is scheduled for 9:00 a.m. on October 22, 2007, with the White Earth Tribal Council to discuss aspects of a Water Management District for the purpose of obtaining federal dollars.
35. MAWD Messaging Training Seminar. A motion was made by Manager Spaeth and seconded by Manager Wagner authorizing Managers, staff and Publicist Halle to attend the seminar. Carried.
36. Project Team Meeting. Engineer Bents stated that there will not be a regular Project Team meeting on October 24, 2007; rather it will be a series of committee meetings. A motion was made by Manager Ista and seconded by Manager Wagner authorizing staff and consultants to coordinate the meeting. Carried.
37. September Meeting Minutes. A motion was made by Manager Ista and seconded by Manager Wagner to approve the September 12, 2007, regular meeting minutes. Carried. A motion was made by Manager Wagner and seconded by Manager Christensen to approve the September 26, 2007, Special Meeting Minutes. Carried. A motion was made by Manager Ista and seconded by Manager Wagner to approve the September 26, 2007, Watershed Management District (WMD) Special Meeting Minutes. Carried.
38. Part Time Assistance. A motion was made by Manager Ista and seconded by Manager Spaeth authorizing continued part time assistance from Jayne Olson, Houston Engineering, as long as needed. Carried.
39. Building Maintenance. A motion was made by Manager Vipond and seconded by Manager Ista authorizing staff to hire a contractor to replace the overhead door and install additional heating in the filing room. Carried.
40. J.D. #51. A motion was made by Manager Spaeth and seconded by Manager Christensen authorizing payment of a revised statement in the amount of \$5058.80 to Roger Hennen for work on J.D. #51. Carried.
41. Financial Report. A motion was made by Manager Wagner and seconded by Manager Wright to approve the Financial Report dated September 30, 2007. Carried.
42. Personnel Committee Recommendations. A motion was made by Manager Vipond and seconded by Manager Spaeth to approve the employee financial package, retroactive to anniversary date, as presented by the Personnel Committee. Carried.
43. Managers Direction. Administrator Dalen indicated that he wanted to postpone discussion regarding Managers' direction until all the board is in attendance.
44. Twin Valley Dam. A motion was made by Manager Christensen and seconded by Manager Wagner authorizing Administrator Dalen to schedule a full board meeting with Congressman Collin Peterson. Manager Ista agreed to be the contact person with Representative Peterson's staff. Carried. A motion was made by Manager Wagner and seconded by Manager Christensen authorizing expenditures up to \$5,000 for District work on the Twin Valley Dam proposal. Carried.
45. Manager Vipond and Attorney Hanson left the meeting at 4:15 p.m.
46. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Christensen to approve the billings as presented for October 10, 2007. Carried.

47. Red River Watershed Management Board (RRWMB). Manager Wright gave a brief RRWMB report and reminded Managers that the next regularly meeting is scheduled for Tuesday, October 16, 2007, at the Bois de Sioux Watershed District in Wheaton.

48. There being no further business to come before the Board of Managers, Vice Chairman Wright adjourned the meeting at 4:30 p.m.

Diane Ista, Secretary

Date	Contractor	Num	Memo	Amount
10/10/2007	Alerus Appraisals	10929	Appraisals	-1,000.00
10/10/2007	American Engineering Testing, Inc.	10930	Soil Boring	-16,004.00
10/10/2007	AmeriPride	10931	Inv 4383	-42.90
10/10/2007	ARC Lanes	10927	Managers Lunch	-62.78
10/10/2007	Brushwacker Inc.	10932	Brush Removal	-6,370.00
10/05/2007	Cardmember Service	10916	October Office Supplies & etc	-1,037.21
10/10/2007	City of Ada	10933	Utilities	-254.99
10/10/2007	D & J Excavating	10934	Myers Pay #1	-14,814.90
10/10/2007	David Vipond	10935	Per Diem	-138.52
10/10/2007	David Vipond	10965	Mileage	-41.71
10/10/2007	Diane Ista	10936	Per Diem	-161.21
10/10/2007	Diane Ista	10966	Mileage	-33.95
10/10/2007	FP Mailing Solutions	10937	Postage Meter	-99.05
10/08/2007	G R Graphics-Maintenance	10926	Copy Machine Lease	-258.21
10/10/2007	Houston Engineering, Inc.	10938	October Engineering Invoices	-39,906.94
10/10/2007	James Wagner Sr-Mgr	10939	Per Diem	-216.49
10/10/2007	James Wagner Sr-Mgr	10967	Mileage	-42.20
10/10/2007	James Wagner, Sr.	10940	Beaver Control	-1,585.40
10/10/2007	Joe Spaeth	10941	Per Diem	-60.63
10/10/2007	Joe Spaeth	10968	Mileage	-194.85
10/10/2007	Jon Peterson	10942	Mowing & Maintenance	-190.00
10/10/2007	Loretel Systems	10943	Utilities	-605.05
10/10/2007	Marcussen Accounting	10944	October Invoice	-698.00
10/10/2007	Mike Christensen	10945	Per Diem	-199.17
10/10/2007	Mike Christensen	10969	Mileage	-132.70
10/10/2007	Minnesota Energy Resources Corporation	10946	Prepay	-100.00
10/03/2007	MPCA	10915	MPCA Stormwater Permits	-1,200.00
10/10/2007	Norman County Auditor/Treasurer	10947	Beaver Removal	-160.00
10/10/2007	North Star Water	10948	Water for Office	-71.50
10/10/2007	Office Supplies Plus	10949	Office Supplies	-635.83
10/10/2007	Olson Construction of Lake Park, MN Inc.	10950	Project #4 Becker Dams	-6,016.83
10/10/2007	Ralph's Food Pride	10952	Groc & Cleaning Supplies	-86.13
10/10/2007	Red River Watershed Management Board	10953	1/s cost share	-151.00
10/10/2007	Renaee Kappes	10954	Cleaning 9/23 & 10/8	-100.00
10/10/2007	Riceville Township	10955	Project #4 Becker Dams	-472.06
10/10/2007	Rinke Noonan	10956	Inv #119337	-3,675.00
10/10/2007	Robert E. Wright	10957	Per Diem	-129.90
10/10/2007	Robert E. Wright	10970	Mileage	-74.90
10/10/2007	Royal Video	10958	August/Sept Invoices	-852.00
10/10/2007	Tim Halle	10959	October Billing Invoice	-1,086.00
10/10/2007	Twin Valley Bakery	10960	Lunch WMD Mtg	-40.00
10/10/2007	Twin Valley City	10961	Community Room Rental	-50.00
10/10/2007	UBC	10962	Building Maintenance	-13.72
10/10/2007	Village Family Service Center	10963	Meeting	-250.00
10/02/2007	Wambach & Hanson Trust Account	10914	Merkens Acquisition	-28,598.71
10/10/2007	Warren J. Seykora	10964	Per Diem	-454.65
10/10/2007	Warren J. Seykora	10971	Mileage	<u>-469.05</u>
				-128,838.14