The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, September 12, 2012. Managers in attendance included Greg Holmvik, Raymond Hanson, Duane Erickson, Curt Johannsen, Mike Christensen and Dean Spaeth. Absent: John Austinson. In addition the following persons were in attendance: Administrator Kevin Ruud, Loretta Johnson, Engineer Jerry Bents, Attorney Hanson and various other interested taxpayers and landowners.

Chairman Holmvik called the meeting to order 8:30 a.m.

A motion was made by Manager Johannsen and seconded by Manager Spaeth to approve the agenda with the addition of levies on Hendrum and Perley. Carried.

A motion was made by Manager Christensen and seconded by Manager Johannsen to approve the bills as distributed. Carried.

No action was taken on the August 8, 2012, regular meeting minutes.

A draft financial report dated August 31, 2012, was distributed to Board members for review. Financial Reports for Board action will be provided to the Board at a later date.

Manager Erickson arrived at 8:35 a.m.

The following spreadsheet that lists the transfer of funds from accounts that are funded by Red River Construction funds and additional transfers was submitted to the board for review. Managers also discussed allocating funds to the RRC account on a monthly basis. A motion was made by Manager Hanson and seconded by Manager Christensen authorizing transfer of funds on a monthly basis and the allocation of insurance and audit costs to the General/Administration, Projects and Ditches and RRC and also the transfer of funds as illustrated in the spreadsheet. Carried.

<table>
<thead>
<tr>
<th>Proposed Transfers in/out of RRC &amp; Grant as of 8/31/12</th>
</tr>
</thead>
<tbody>
<tr>
<td>Programs</td>
</tr>
<tr>
<td>----------</td>
</tr>
<tr>
<td>#345 Clean Water Legacy Grant Agreement</td>
</tr>
<tr>
<td>#8 Moccasin Creek</td>
</tr>
<tr>
<td>#10 Maushaug</td>
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<tr>
<td>#35 Sande Detention</td>
</tr>
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<td>#36 March Creek 3</td>
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### Proposed Transfers in/out of RRC & Grant as of 8/31/12

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<thead>
<tr>
<th>Programs</th>
<th>Transfer to RRC</th>
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<td>#36 Northern Improvement Dam</td>
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<td>#266 Home Lake</td>
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<td>#67 Bob Brandt Complaint</td>
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September 12, 2012
Approved Regular Meeting Minutes
Page 3 of 12

### Proposed Transfers in/out of RRC & Grant as of 8/31/12

<table>
<thead>
<tr>
<th>Programs</th>
<th>Transfer to RRC</th>
<th>Transfer to RRC</th>
<th>Transfer to General/Admin</th>
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<td>#68 Lavoi/Pazdernik Complaint</td>
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<td>Upper Felton-Alternative</td>
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<td>#6 Felton</td>
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<td>#7 Ada</td>
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<td>#336 #1 Other</td>
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<td>(402,659.77)</td>
<td>54,561.88</td>
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9. **Spending Limits on Projects and Ditches.** A motion was made by Manager Hanson and seconded by Manager Johannsen to raise the spending limits by staff without board authorization, on Project and Ditches from 7,500 to 10,000. Carried.

10. **Open Microphone 8:45 a.m.** David Kitchell met with Managers to say that he felt permits should not be able to be withdrawn by the applicant the day of the meeting. No action taken. The board felt that current policy is o.k. Wayne Steven met with Managers to discuss a maintenance request in which one landowner refused to sign the temporary easement, because he was mad at the Watershed District for something else. Managers discussed taking legal action to force the issue but Attorney Hanson stated that legal costs are high and recommended hauling away the spoil. All additional costs due to hauling the fill away will be billed to the project.
11. **Budget Hearing.** Chairman Holmvik called the Budget hearing to order at 9:00 a.m. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the following levies to be collected in the year 2013. Carried. (This information is attached at the end of the minutes.)

**General Budget for 2013.** The proposed 2013 Administrative Budget for consideration at the budget hearing in September was distributed for review. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve the General Administrative Account at the $250,000, the same as last year. Carried. Pursuant to Chapter 162, laws of 1976, as amended, and under the direction from the Red River Watershed Management Board, a motion was made by Manager Johannsen and seconded by Manager Christensen to approve the proposed levy of .0004836 times the taxable market value of the property in each county that lies within the District for the Red River Watershed Management Fund, one-half of which remains in the Wild Rice Watershed District for construction and maintenance of projects and one half provided to the Red River Watershed Management Board for projects and programs of common benefit to more than one member district and that the following proposed budget. The motion was made and unanimously approved and Carried.

### PROPOSED BUDGET FOR ADMINISTRATIVE ACCOUNT

**September 12, 2012**

**PROPOSED FOR 2013**

<table>
<thead>
<tr>
<th>PROPOSED BUDGET</th>
<th>2013</th>
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<tbody>
<tr>
<td>Utilities</td>
<td>11,000.00</td>
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<tr>
<td>Advisory Board</td>
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<tr>
<td>Supplies, Publications and Postage</td>
<td>29,000.00</td>
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<tr>
<td>Insurance and Bonds</td>
<td>19,000.00</td>
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<tr>
<td>Engineering</td>
<td>15,000.00</td>
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<tr>
<td>Admin. Salaries</td>
<td>80,000.00</td>
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<td>Legal Fees</td>
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<tr>
<td>Accounting Fees</td>
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<tr>
<td>Managers’ Per Diem</td>
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<tr>
<td>Managers Expenses</td>
<td>14,000.00</td>
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<tr>
<td>Annual Report/Audits</td>
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<td>Organization Dues</td>
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<tr>
<td>Overall Plan (10 Year)</td>
<td>1,500.00</td>
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<tr>
<td>Education Programs</td>
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<tr>
<td>Capital Improvements (10 Year)</td>
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<tr>
<td>Mediation Project Team</td>
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<td><strong>Total</strong></td>
<td>250,000.00</td>
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Chairman Holmvik closed the budget and levy hearing at 9:35 a.m.
12. **Acquisition Leasing.** Consensus of discussion was to continue the policy as currently used, Administrator Ruud taking applications for leasing and bringing to the board for review.

13. **Project #9, Levee Repair Section 16, Mary Township.** A motion was made by Manager Hanson and seconded by Manager Johannsen to award the bid to the lowest contractor, Gordon Construction, in the amount of $56,747.50. Carried.

14. Chairman Holmvik recessed the meeting at 9:50 a.m. to be reconvened at 10:00 a.m.

**PERMIT APPLICATIONS**

15. **US Fish & Wildlife Strand and Heier Twp.** A motion was made by Manager Hanson and seconded by Manager Spaeth to table the following permit applications and request additional information including more detail and contour maps. Carried.

- US Fish & Wildlife, Sections 29, 31, 32, Strand Township to restore 14 wetlands.
- US Fish & Wildlife, Sections 23 and 26, Heier Township to restore 20 wetlands.

16. **Derek Hendricks, Section 7, Wild Rice Township.** A motion was made by Manager Spaeth and seconded by Manager Johannsen to deny permit #9-12-12-14 to replace a 15” culvert with an 18” culvert, due to concerns regarding downstream impacts. Carried with Managers Hanson and Erickson opposed.

17. **Richard Oberg, Section 35, Pleasant View Township.** A motion was made by Manager Johannsen and seconded by Manager Hanson to table Permit #9-12-12-21 to install subsurface drain tile, based on the applicant providing a revised outlet location during the meeting. Request that the applicant provide the revised tiling plan showing proposed outlet. Impacted landowners will be noticed prior to next meeting. Carried.

18. **Jerome Thompson Appeal Re: Sections 1/6 Lake Ida Township.** Jerome Thompson met with Managers regarding the appeal that he previously submitted regarding work done in Sections 1/6 Lake Ida Township. Mick Alm, Norman County Hwy Engineer, stated that he had not found any new evidence regarding the elevations of the ditches in that area in his archives. The board at a previous meeting determined that there was no evidence that a violation had occurred. A motion was made by Manager Johannsen and seconded by Manager Christensen to void the previous conclusion and make a determination that a violation did occur. The motion failed with Managers Erickson, Spaeth and Hanson voting against and Managers Johannsen and Holmvik for the motion. Manager Christensen abstained. Carried. The original decision that there is not enough evidence to conclude that a violation did occur was upheld.

19. **Habedank Farms, Section 7, Wild Rice Twp.** A motion was made by Manager Hanson and seconded by Manager Erickson to approve the following permit applications with conditions and recommendations as listed. Carried.
21. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve the following permit applications with conditions as shown. Carried.

- **Charles Balstad, Section 16, Gregory Twp.** Permit #9-12-12-2 to install subsurface drain tile with the same conditions as shown in #19-11.
- **Scott Balstad, Section 14, Gregory Twp.** Permit #9-12-12-3 to install subsurface drain tile with the same conditions as shown in #19-11.
- **Joe Chisholm, Section 9, Strand Twp.** Permit #9-12-12-5 to extend a culvert with no conditions.
- **Mike Franklin, Section 19 Strand Twp.** Permit #9-12-12-8 to install a field approach and culvert with the condition that the culvert is a minimum size of an 18” diameter pipe.
• **Lyle Fuchs, Section 4, Sundal Twp.** Permit #9-12-12-9 to construct new ditches with the condition that the applicant obtains approval from the Norman County SWCD to insure compliance with the Wetland Conservation Act.

• **Mike Holte, Section 5, Halstad Twp.** Permit #9-12-12-15 to remove a field approach and two 18” culverts and add a field approach with two new 18” culverts with no conditions.

• **David Lien, Section 35, Flom Twp.** Permit #9-12-12-17 to construction a water and sediment basin project with no conditions.

• **David Lien, Section 24, Flom Twp.** Permit #9-12-12-18 to install a field approach and culvert with the condition that the culvert is a minimum size of 18” diameter.

• **Oxley Hereford, Section 11, Rosedale Twp.** Permit #9-12-12-22 to install subsurface drain tile with the conditions as shown in #19-11.

• **Oxley Hereford, Section 22, Rosedale Twp.** Permit #9-12-12-24 to install subsurface drain tile with the same conditions as shown in #19-11.

• **Duane Pazdemik, Section 36 Pembina and 1, Popple Grove Twps.** Permit #9-12-12-25 to install subsurface drain tile with the same conditions as shown in #19-11.

• **Dean Pederson, Section 24, Strand Twp.** Permit #9-12-12-26 to install subsurface drain tile with the same conditions as shown in #19-11.

• **Wayne Stevenson, Section 29, Rockwell Twp.** Permit #9-12-12-27 to install subsurface drain tile with the same conditions as shown in #19-11.

• **Scott Visser, Section 13, Lake Ida Twp.** Permit #9-12-12-30 to install a field approach with an 18” or a 24” culvert with no conditions.

22. **Bob Brandt, Sections 23, 24, 26, Pleasant View Twp.** A motion was made by Manager Christensen and seconded by Manager Johannsen to table Permit #9-12-12-4 until the applicant decides which option he proposes. Carried.

23. **Terry Guttormson, Section 24, Hendrum Twp.** A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve Permit #9-12-12-10 to install subsurface drain tile with the same conditions as shown in #19-11. Carried.

24. **Mattson Bros. Sections 28, 29, 32, Atlanta Twp.** A motion was made by Manager Hanson and seconded by Manager Erickson to approve Permit #9-12-12-19 to install subsurface drain tile with the same conditions as shown in #19-11. Carried.

25. **Mattson Bros. Section 6, Cuba Twp.** A motion was made by Manager Hanson and seconded by Manager Erickson to approve Permit #9-12-12-20 to install subsurface drain tile with the same conditions as shown in #19-11. Carried.

26. **Red River Coop, Section 1, Hendrum Twp.** A motion was made by Manager Johannsen and seconded by Manager Spaeth to approve Permit #9-12-12-32 to bury a power line. Carried.

27. **J.D. #51 U.S.COE Deauthorization.** Discussion was held regarding the process recommended by the US COE to gain approval from the COE on the responsibilities of maintenance of the old channel when the new levee is constructed as part of the protection for the City of Ada. A motion was made by Manager Hanson and seconded by Manager Johannsen authorizing staff and engineering to proceed as recommended. Carried.
28. **WD 10 Year Management Plan.** Manager Hanson discussed new information that he brought regarding the statute that gives BWSR the authority to delay the 10 years normally required for the plan. This statute was signed by the governor of the State of MN on May 3, 2012. Hanson recommended waiting till after harvest for further discussion on the plan.

29. **Community Flood Control Lee Projects/Shelly.** A motion was made by Manager Spaeth and seconded by Manager Johannsen authorizing the covering the local cost share in the amount of $19,100 until the grant amendment is approved and authorizing staff to continue to pursue the options for the City of Shelly Flood Control Project. Carried.

30. **N.C. Ditch #1.** A motion was made by Manager Hanson and seconded by Manager Spaeth to approve the following two change orders for repair of the ditch system. #1 in the amount of $9,126 and #2 in the amount of $104,200.50. Carried. Due to the additional ditch repair it is necessary to move a power line. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve the proposal in the amount of $8,885.09 submitted by the Red River Coop. Carried.

31. **Project #30, FEMA Repair.** A motion was made by Manager Hanson and seconded by Manager Johannsen to approve the Pay Request to Zavoral Construction in the amount of 24,489.87. Carried. A motion was made by Manager Hanson and seconded by Manager Johannsen approving the change order #2 for Zavoral for Project #30. Carried.

32. **Clay County Ditch #4, FEMA Repair.** A motion was made by Manager Hanson and seconded by Manager Spaeth to approve Pay Request #2 in the amount of 2,441.97 to Gordon Construction. Carried.

33. **Managers Signatures on Permits.** A motion was made by Manager Johannsen and seconded by Manager Hanson authorizing Manager Christensen to sign approved permits in the absence of John Austinson, secretary. Carried.

34. **Ditch Repairs.** A motion was made by Manager Hanson and seconded by Manager Spaeth to approve the following ditch repairs. Carried. Project #5, develop plan for appropriate concrete repair for damaged outlet structure and get a cost estimate; JD 53, Main, request bridge in Section 26 of Good Hope be added to the County Bridge inventory and depending on the outcome, the next step would be a load rating and potentially replacement options/estimates; Norman County Ditch #18, survey channel and sloughing areas to develop a repair plan and estimated costs, review plans/estimate with board for future actions; J.D. #53 Lat 1, prepare repair options for failing outlet structure; J.D. 53 Lat 1, work with property owner who is farming right of ways to get area restored; J.D. #51, Upper Reaches, prepare repair plans and estimate including additional R/W needs; Felton Ditch #9, complete survey of Section 5, Viding and sloughing area and prepare repair plans and estimate; Clay County Ditch #44, send letter that no permit is on file for a recent improvement to the levee system and that recent improvements have encroached into the ditch cross-section. Clay County #14, work with landowner to install side inlets into the ditch system to solve erosion issues.

35. **Managers Per Diems and Expenses.** A motion was made by Manager Hanson and seconded by Manager Spaeth to approve Managers per diems and expenses as distributed. Carried.

36. **Audit Proposals.** A motion was made by Manager Hanson and seconded by Manager Johannsen to approve the lowest proposal submitted by Mathias in the amount of $8,000 for year #1 and $8,200 for years 2 and 3. Carried.
37. **Meeting Attendance.** A motion was made by Manager Johannsen and seconded by Manager Hanson to approve Managers and staff attendance at a Red River Watershed Management meeting and tour in Thief River Falls September 17-18, 2012. Carried.

38. There being no further business to come before the Board of Managers, a motion was made by Manager Hanson and seconded by Manager Erickson to adjourn the meeting. Carried. Chairman Holmvik adjourned the meeting at 12:10 p.m.

John Austinson, Secretary
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<tr>
<th>Date</th>
<th>Num</th>
<th>Name</th>
<th>Memo</th>
<th>Amount</th>
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### FINANCIAL FOR PROPOSED LEVIES 2013

#### 6/30/2012

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### FINANCIAL FOR PROPOSED LEVIES 2013

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<tr>
<td>MAHN. CO</td>
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<td>6,220.55</td>
<td>1,547,394.40</td>
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<td>568.72</td>
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<tr>
<td>PROJ #34</td>
<td></td>
<td>19,840.81</td>
<td>138,429.71</td>
<td>1.00%</td>
<td>475.05</td>
<td>1,384.30</td>
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<td></td>
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</tr>
<tr>
<td>#11</td>
<td>4,085.15</td>
<td>28,755.00</td>
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<tr>
<td>#15</td>
<td>8,675.33</td>
<td>5,516.40</td>
<td>50.00%</td>
<td>1,348.91</td>
<td>2,758.20</td>
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<td>#18</td>
<td>17,766.34</td>
<td>54,999.00</td>
<td>0.00%</td>
<td>-</td>
<td>-</td>
<td>15.00%</td>
<td>8,249.70</td>
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</tr>
<tr>
<td>#18 LAT #1</td>
<td>706.00</td>
<td>3,300.00</td>
<td>30.00%</td>
<td>444.00</td>
<td>990.00</td>
<td>30.00%</td>
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</tr>
<tr>
<td>#21</td>
<td>4,985.13</td>
<td>3,586.00</td>
<td>50.00%</td>
<td>904.00</td>
<td>1,793.00</td>
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<td>1,793.00</td>
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<tr>
<td>#22 IS A NORMAN CO. D</td>
<td>1,902.00</td>
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<tr>
<td>#37</td>
<td>17,751.76</td>
<td>18,944.50</td>
<td>50.00%</td>
<td>4,275.39</td>
<td>9,472.25</td>
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<td>JD #53 MAIN</td>
<td>3,609.01</td>
<td>75,338.00</td>
<td>60.00%</td>
<td>20,683.34</td>
<td>45,202.80</td>
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<tr>
<td>JD #53 LAT 1</td>
<td>3,297.50</td>
<td>400,876.00</td>
<td>2.50%</td>
<td>4,933.97</td>
<td>10,021.90</td>
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<td>16,035.04</td>
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<td>JD #53 LAT 2</td>
<td>318.84</td>
<td>70,429.52</td>
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<td>4,026.75</td>
<td>10,563.83</td>
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<td>#6</td>
<td>10,579.93</td>
<td>61,673.00</td>
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<td>6,167.30</td>
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<td>#7</td>
<td>1,937.90</td>
<td>47,687.64</td>
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<td>#8/#4</td>
<td>3,766.42</td>
<td>281,737.48</td>
<td>2.50%</td>
<td>7,043.44</td>
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<tr>
<td>#14</td>
<td>7,076.50</td>
<td>374,165.30</td>
<td>4.50%</td>
<td>16,838.34</td>
<td>6.00%</td>
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<tr>
<td>#18</td>
<td>28,976.50</td>
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<tr>
<td>#42</td>
<td>4,622.56</td>
<td>13,133.13</td>
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<td>1,969.97</td>
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<tr>
<td>#44</td>
<td>8,224.11</td>
<td>22,059.32</td>
<td>5.00%</td>
<td>1,102.97</td>
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<tr>
<td>#52</td>
<td>9,069.55</td>
<td>14,366.56</td>
<td>5.00%</td>
<td>718.33</td>
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<tr>
<td>JD #56 LAT 1</td>
<td>31,949.24</td>
<td>811,662.93</td>
<td>1.00%</td>
<td>8,116.63</td>
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<tr>
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<td>2,073,684.00</td>
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<tr>
<td>Proj #44, Hendrum</td>
<td>4,674,664.97</td>
<td>1.00%</td>
<td>4,000.00</td>
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