

WILD RICE WATERSHED DISTRICT

11 Fifth Avenue East

Ada, MN 56510

Ph: 218-784-5501

REGULAR MEETING

January 11, 2012

APPROVED MINUTES

1. The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, January 11, 2012. Managers in attendance included Greg Holmvik, Duane Erickson, Raymond Hanson, John Austinson, Mike Christensen and Curt Johannsen. Absent: Dean Spaeth. 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.
2. Chairman Holmvik called the meeting to order 8:30 a.m.
3. Agenda Approval. A motion was made by Manager Austinson and seconded by Manager Christensen to approve the agenda with the addition of Project #30 Repair, Red River Watershed Management Board Five Year Plan and Moccasin Creek Meeting. Carried.
4. Approval of Billings. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve the bills as distributed. Carried.
5. Meeting Minutes. A motion was made by Manager Austinson and seconded by Manager Johannsen to approve the Regular Meeting Minutes dated December 14, 2011, with the following corrections: Mike Christensen name added to attendees and add not more than two feet to permit requirement. Carried.
6. Community Flood Control, Hendrum, Perley, Shelly. Administrator Ruud reported that he and Engineer Bents met with one of the landowners near the Shelly levee and came to a verbal agreement regarding land issues and also have been in consultation with a landowner within the Hendrum levee where additional land was needed for a purchase of that property and negotiated a purchase of the Hendrum property. Manager Johannsen stated that he wanted it in the record that he was not in favor of the amount paid for the Hendrum property.
7. Open Microphone. Tom Bergren, landowner near Project #4 Upper Becker Dams requested to be reimbursed for hay bales left on an easement portion of the dam, due to water damage. The District office received three requests for removal of the dam and Bergren stated that when contractors removed the dam the water came up quickly and damaged his hay bales. A motion was made by Manager Erickson and seconded by Manager Hanson to turn the claim over to the District's insurance. Carried.

Jerry Schram, Becker County Commissioner, invited Managers and staff to a meeting on Aquatic Invasive Species (AIS) Saturday, January 13, 2012, at Detroit Lakes Technical College.

Jerry Bitker requested information on the amount of dollars the Watershed District contributes to the Red River Basin Commission. He was informed that the District did not fund the Basin Commission in any way.

8. Project #14, Norman County Ditch #45. A motion was made by Manager Johannsen and seconded by Manager Austinson authorizing the acquisition of spoil releases, right of way permission, and contracting for repair on the ditch system based on the estimate in the plans. Carried.

9. J.D. #53, Lat. 1, Bridge Replacement. Attorney Hanson reported that the statues appear that the drainage authority is responsible for the bridge replacement. A motion was made by Manager Johannsen and seconded by Manager Hanson to direct the engineer to move forward with plans and specs and advertise for bids. Carried.

10. Data Practices Officer. A motion was made by Manager Hanson and seconded by Manager Christensen authorizing the appointment of Kari Kujava as Data Practices Officer for the District. Carried.

11. Permit Procedure and Permit Action by Staff. Consensus of Managers was to review the information distributed by Administrator Ruud on policies to be put into place regarding permitting procedures and bring back to the special meeting scheduled for January 30, 2012.

12. City of Ada Petition for J.D. #51. A motion was made by Manager Austinson and seconded by Manager Hanson to accept the petition from the City of Ada and authorize Engineer Bents to provide an Engineer's Report. Carried with Manager Erickson opposed. A motion was made by Manager Johannsen and seconded by Manager Hanson to waive the bond for the City of Ada expecting the petitioner to reimburse the Watershed District to cover expenses incurred. Carried.

DENIED PERMIT APPLICATIONS

13. A motion was made by Manager Hanson and seconded by Manager Christensen to deny the following permit applications due to insufficient information and return the permits to applicants. Carried.

- David Eiyneck, Section 34, Fossum Twp. Install subsurface drain tile.
- Lyle Fuchs, Section 9, Sundal Twp. Install subsurface drain tile.
- Hagen Twp. Section 36, Replace 2 30" CMPs with a concrete box culvert.
- Michael Holte, Section 20-21, Move an 18" CMP and reset another 18" CMP.
- Blair Hoseth, Section 11, Fossum Twp. Install drain tile.

APPROVED PERMIT APPLICATIONS

14. The following permits which were approved at a previous meeting pending landowners providing the staff with conditions listed, have been delivered to the District offices with signatures.

- Mark Christianson, Section 35, Ulen Twp. Construct two water and sediment basins
- Brad Olek Section 7 Flowing Twp. Install subsurface drain tile
- Dean Pederson, Section 7 Waukon Twp. Install a field approach and culvert

15. Tom Olson, Section 6, Ulen Township. Permit Application #1-11-12-9 to construct wetland restorations and creations. A motion was made by Manager Erickson and seconded by Manager Austinson to table the permit application until landowners reach an agreement with applicant. Managers Erickson and Austinson voted for the motion and Managers Christensen, Johannsen, Holmvik and Hanson against motion. Motion failed for lack of a majority. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve the permit based on the engineer's recommendation. Carried with Managers Erickson and Austinson voting no.

16. NRCS – John Voz, Section 32-33 Home Lake and 4-5 Ulen Townships. A motion was made by Manager Austinson and seconded by Manager Erickson to table the Permit Application until additional questions are answered. Motion failed due to a lack of a majority. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve Permit Application #1-11-12-13 to construct wetland restorations and creations. Carried with Managers Erickson and Austinson voting no.

17. Mark Habedank, Section 7, Wild Rice Twp. A motion was made by Manager Hanson and seconded by Manager Christensen to approve #1-11-12-4 to realign a drainage ditch, construct a new ditch and fill in an old ditch. Carried.

18. John Pazdernik, Section 4, Lake Grove Twp. A motion was made by Manager Hanson and seconded by Manager Christensen to approve #1-11-12-11 to construct a dike for a wetland restoration. Carried.

TABLED PERMIT APPLICATIONS

19. A motion was made by Manager Hanson and seconded by Manager Johannsen to table the following permit applications. Carried.

- Bejou Township, Sections 13-24, replace a 24 inch culvert with a 36 inch culvert
- Gerald Chisholm, Section 25, Green Meadow Twp. install culverts in a Texas Crossing
- Duane Erickson, Section 35, Flom Twp. construct a ditch that diverts low flows from Moccasin Creek
- Mattson Brothers, Section 27-34, Atlanta Twp. install subsurface drain tile
- Brad Olek, Section 33, Felton Twp. Install subsurface drain tile
- Brad Olek, Section 33, Felton Twp. Install subsurface drain tile
- Kevin Olson, Section 25, Green Meadow Twp. Improve a drainage ditch
- David Overbo-Clay County, Section 28-29 Viding Twp. Replace a bridge with a box culvert
- Wild Rice Twp., Section 32, Remove driveway, install a new field approach, center line culvert & depressed culvert

20. Advisory Board Appointments. A motion was made by Manager Johannsen and seconded by Manager Hanson to appoint Steve Jacobson to Advisory Board if he is willing. Carried. A motion was made by Manager Austinson and seconded by Manager Hanson to replace Barry Nelson with Jerry Schramm. Carried.

21. Project #30. Engineer Bents reported that bids will be opened on Feb 1, 10:00 a.m.

22. Consultant Proposals. A motion was made by Manager Johannsen and seconded by Manager Hanson to accept the proposals of Houston Engineering and Attorney Hanson as presented. Carried. A motion was made by Manager Hanson and seconded by Manager Christensen to accept the proposal of Marcussen Accounting. Carried.

23. Wetlands Reserve Program (WRP). Managers discussed the proposed farm bill in which funding for projects may come to the Watershed District area through the Natural Resource Conservation Service (NRCS) WRP program. A motion was made by Manager Hanson and seconded by Manager Erickson authorizing Administrator Ruud to correspondence with the NRCS indicating that in consideration of our water retention goals, would it be possible for the District to have input into their design plan and note that the District would appreciate this effort. It also may make the permitting process quicker and simpler. Carried.

24. Ditch Maintenance Data Grant Transfers Dated December 31, 2011. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve the transfers dated 12/31/11 as distributed. Carried.

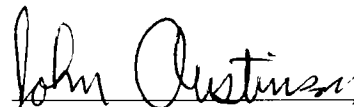
25. Managers Per Diems & Expenses. A motion was made by Manager Hanson and seconded by Manager Erickson authorizing payment of Managers Per Diems and expenses. Carried.

26. WRWD CD Loan. A motion was made by Manager Hanson and seconded by Manager Johannsen authorizing the payoff of the CD loan in the amount of principal and interest to \$289,522.47. Carried.

27. Meetings/Special Meetings. A motion was made by Manager Christensen and seconded by Manager Austinson authorizing Managers and staff to attend the Aquatic and Invasive Species (AIS) Forum in Detroit Lakes on Saturday January 14, 2012. Carried. Consensus of Managers was to hold a special meeting on Monday January 30, 2012, to discuss policies, procedures and other issues.

28. Financial Report. A motion was made by Manager Hanson and seconded by Manager Erickson to table action on the Financial Report dated 12/31/2011 until the next meeting. Carried.

29. 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 12:50 p.m.


 John Austinson, Secretary

Date	Name	Memo	Amount
Dec 15, '11 - Jan 11, 12			
12/29/2011	Harland Checks	Checks	137.67
01/04/2012	AmeriPride	Rugs	66 81
01/04/2012	City of Ada	Utilities	280 81
01/04/2012	Clay County Union	newspaper	34 00
01/04/2012	The Forum	Newspaper	141 00
01/04/2012	Gordon Construction	Repair Dam	170 00
01/04/2012	Loretel Systems	Utilities	236 47
01/04/2012	Loretel Systems	utilities	45 66
01/04/2012	MARCO, Inc.	Copier Lease	641 70
01/04/2012	Norman County Auditor/Treasurer	Beaver Control	12 00
01/04/2012	Norman County SWCD	Elink Reporting	37 50
01/04/2012	Office Supplies Plus	Office Supp-lies	108 94
01/04/2012	Ralph's Food Pride	Office Supplies	53 73
01/04/2012	RM Hoefs & Associates, Inc	Appraisal Shelly	2,845 00
01/04/2012	Steichen Excavating	Beaver Dam Removal	220 00
01/04/2012	Wambach & Hanson Trust Account	Property Purchase Hendrum	3,000 00
01/04/2012	Houston Engineering, Inc	Engineering Fees	49,731.53
01/05/2012	Morris Electronics, Inc	Server Update	462.09
01/05/2012	Cardmember Service	MAWD & Notary	1,136.61
01/09/2012	AT&T	Utilities	92 22
01/09/2012	Marcussen Accounting	Accounting	560 00
01/09/2012	Sorenson Electric	Electrical Upgrade	2,347.45
01/09/2012	Red River Watershed Management Board	1/2 Cost Share 12/31/11	272,546 62
01/11/2012	Renae Kappes	office cleaning	150 00
01/11/2012	Frandsen Bank	CD loan payoff	289,522.47
01/11/2012	Curt Johannsen	Mgrs Per diems exp	88.91
01/11/2012	Gregory R Homvik	Mgrs Per diems exp	162 19
01/11/2012	John D Austinson	Mgrs Per diems exp	97 97
01/11/2012	Michael K Christensen	Mgrs Per diems exp	139.81
01/11/2012	Raymond M Hanson	Mgrs Per diems exp	90 56
Dec 15, '11 - Jan 11, 12	Managers, staff payroll taxes, social security, etc.		<u>7,913 34</u>
Dec 15, '11 - Jan 11, 12			<u>633,073.06</u>