

# WILD RICE WATERSHED DISTRICT

11 Fifth Avenue East

Ada, MN 56510

Ph: 218-784-5501

## REGULAR MEETING

August 14, 2013

## APPROVED MINUTES

1. The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday August 14, 2013. Managers in attendance included Greg Holmvik, Mike Christensen, John Austinson, Duane Erickson, Curt Johannsen and Dean Spaeth. Absent: Raymond Hanson. 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 Spaeth and seconded by Manager Austinson to approve the agenda with the addition of acquisition house use, general and RRWMB levies, changing permit time on agenda, RRWMB Detention Planning, Minerva Township hydraulic study, Goose Prairie Project and Lower Wild Rice and Moccasin Projects. Carried.
4. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Christensen to approve payment of billings as presented. Carried.
5. Meeting Minutes. A motion was made by Manager Johannsen and seconded by Manager Austinson to approve the minutes of the regular July 10, 2013, as distributed. Carried.
6. Financial Report. The Financial Report was presented and discussed. No action taken.
7. Community Flood Control Levee Projects. Engineer Bents updated the Managers on the status of the Halstad certify the levee. Bents also reviewed the upcoming culvert and bump in road repair at Perley. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve Change Order #7 in the amount of \$30,576 to Zavoral Construction for the culvert repair and road raise. Carried with Manager Erickson opposed. Consensus of Managers was for Engineer Bents to work with contractors in reseeding the levies attempting a better grass coverage. Staff will also schedule a meeting with the county, state and communities to work on road raises for both communities of Hendrum and Perley.
8. 9:00 a.m. Lockhart Easement, Jon Peterson. Jon Peterson requested that the Board of Managers consider changing and amending an easement that he and others have with the District on the Lockhart Project. The property is a flood damage reduction project that requires permanent vegetation and included CRP acres, which expires in September. Peterson was hoping to re-enroll in the CRP program. Randy Tufton, FSA, met with Managers explaining the program and stated that because this property does not have a cropping history, under the current laws, this property cannot be re-enrolled in the CRP program. No action taken.

9. Moccasin Creek Storage Project. Discussion was held regarding whether to continue working on this project. Manager Erickson stated that he would rather spend his money on the Goose Prairie Marsh Project. Managers Holmvik and Johannsen asked why the board couldn't do both. A motion was made by Manager Johannsen and seconded by Manager Christensen to continue forward on Moccasin. Motion carried with Manager Erickson opposed.
10. Goose Prairie Marsh Creek Project. Discussed was held and the consensus was to continue working on this project. Engineer Bents stated that it would be the DNR's responsibility to determine the Ordinary High Water Level (OHWL) and could see no reason not to keep moving forward.
11. Lower Wild Rice Preliminary Storage Evaluation (Vik/Tufte). This proposed project was brought to the Project Team (PT) and consensus was to move forward with a stand-alone project rather than including the entire reach of the Lower Wild Rice River. A motion was made by Manager Christensen and seconded by Manager Johannsen to continue on this project and included applying for a grant from Lessards-Sams Outdoor Heritage Council. Carried.
12. Upper Green Meadow Storage (Klask). Engineer Bents stated that there is a need to develop a goal statement, determine how the project would protect downstream, and show why this alternative was chosen. Bents stated that he thought the District should continue work on this.
13. Clearwater County #3. Administrator Ruud stated that Clearwater County will provide the District with a map and then a budget will be estimated and a levy will be established. Ruud stated that now the District is aware that this is a Watershed Project, it has the obligation to manage it.
14. Project #5, Norman Polk Outlet Repair. Engineer Bents reported that Key Contracting was awarded the bid in the amount of \$32,248 for repair of the outlet and a pay request has been submitted in the amount of \$29,023.20. A motion was made by Manager Christensen and seconded by Manager Spaeth to pay Key Contracting in the amount of \$29,023.20. Carried.
15. Olson Agassiz Access Improvements. Administrator Ruud showed photos of the completed cat walk on Olson Agassiz and stated that the District has already been reimbursed the \$15,000 cost share from the DNR on this project. A motion was made by Manager Johannsen and seconded by Manager Austinson authorizing final payment to Gordon Construction in the amount of \$2,752. Carried.
16. Building Repair Update. Administrator Ruud reported that approximately 2/3 of the roof is complete. However there has been no further work for approximately 2 weeks.
17. Acquisition Property Update. Administrator Ruud reported that he received a request to use the Thody buy out home for a training session for fire departments. After discussion a motion was made by Manager Johannsen and seconded by Manager Austinson to allow fire departments to use this for training. Carried.

#### **PERMIT APPLICATIONS**

18. Mike Nogowski, Section 34, Home Lake Twp. A motion was made by Manager Austinson and seconded by Manager Spaeth to approve Permit #8-14-13-26 to install a crossing with the condition that 2 lines of 48" pipes are used. Carried.

19. Pete Domogalla, Section 11, Marsh Creek Twp. A motion was made by Manager Christensen and seconded by Manager Austinson to deny Permit #8-14-13-7 to install flap gates on two culverts, due to the fact that MN DOT expressed concerns regarding future operation and maintenance. They have developed a policy in which they are unwilling to permit flap gates to individuals. Carried.
20. Pete Domogalla, Section 11, Marsh Creek Twp. A motion was made by Manager Johannsen and seconded by Manager Austinson to deny Permit #8-14-13-8 to construct a berm along the property line to control runoff due to the potential for adjacent property impacts. Carried.
21. Luther Jacobson, Section 15, Shelly Twp. A motion was made by Manager Christensen and seconded by Manager Spaeth to approve Permit #8-14-13-15 to increase a culvert at two locations from 54" rise CMPAs to a 72" CMP. Carried.
22. Leon Johnson, Section 23, Pleasant View Twp. A motion was made by Manager Johannsen and seconded by Manager Spaeth to table the permit to install a culvert for property access, and have landowner provide the following: 1) hydraulic analysis to verify required culvert size; 2) survey profile of channel upstream to next roadway crossing; 3) drawing/sketch showing cross-section where crossing will be installed including any overflow section location. Carried.
23. MN DOT, Sections in Hendrum and Hegne Townships. A motion was made by Manager Johannsen and seconded by Manager Spaeth to approve Permit #8-14-13-25 to replace culverts along highway #200, replace two bridges over the Marsh River and rebuild the pavement west of Ada. Carried.
24. Derek Hendricks, Section 30, Wild Rice Twp. A motion was made by Manager Erickson and seconded by Manager Austinson to approve Permit #8-14-13-13 to install subsurface drain tile with water and retention basins with the following standard tile conditions. Carried. 1. Recommendation that the applicant contact and coordinate with the NRCS/SWCD/FSA offices to ensure approval/clearance regarding any potential wetland issues (and with the USFWS for installation of tile on any parcel that is under easement from the USFWS). 2. Recommendation that the applicant obtain approval from the necessary road authorities (Township, county, state,...) for any work in the road R/W and the drainage authorities (county) for outlets into legal ditches not under the WRWD jurisdiction. 3. Approved with the condition that the applicant is responsible for adequate erosion control measures at the outlet of the tile system. This should include the installation of riprap or other protection measures at pump outlets. It will remain the responsibility of the applicant to maintain this protection as long as the tile is in place and operating. 4. Approved with the condition that all gravity outlets be installed above (however not more than 2-feet above) the elevation of the original design gradeline of the receiving ditch or channel. 5. Pumped Outlets Only – Approved with the condition that the pump (s) not be operated during freezing conditions and during times of downstream flooding and that pumps and associated pipes will not be installed above ground and will not block vehicle traffic on the ROW of ditch systems. Also all disturbed areas in the ditch ROW's will be restored and reseeded to preexisting conditions. 6. Pump stations or other tile control structures, shall not be placed within the R/W of existing legal ditch systems or within a distance determined as follows (6 times the depth of the ditch (measured from top of spoilbank elevation to bottom of ditch from the field side bottom of the ditch), whichever is greater, unless otherwise approved in writing by the WRWD. For example, if the vertical depth measured from top of spoilbank elevation to bottom of ditch is 8-ft, the pump station shall not be located within 48-ft from the field side bottom of the ditch, or within the existing R/W, whichever is greater.

25. Good Hope Twp., Sections 4 & 5, Good Hope Twp. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve Permit #8-14-13-10 to install a 36" centerline culvert with a riser with the condition that the riser elevation not be more than 6" below the final rebuild roadway elevation. Carried.

26. Jerred Jirava, Section 25, Pembina Twp. A motion was made by Manager Johannsen and seconded by Manager Christensen to table Permit #8-14-13-17 to install subsurface drain tile, pending review of the drainage elevation on the west side of the roadway to verify the extent of property impacts. Staff will review LIDAR and request a survey from the applicant if necessary. Staff will notify the applicant that he is to cease work immediately until the permit is approved and that he is in violation of District rules by starting the work prior to action by the board. Carried with Manager Erickson opposed.

27. Burton Rockstad, Section 9, Hegne Twp. A motion was made by Manager Austinson and seconded by Manager Johannsen to approve Permit #8-14-13-29 to install a new approach into the farmstead with an 18" culvert. Carried.

28. A motion was made by Manager Spaeth and seconded by Manager Christensen to approve the following permit applications, with conditions and recommendations as listed. Carried.

- Black Bell Farms, Sec. 12, Winchester Twp. Permit #8-14-13-1 to install subsurface drain tile with the same recommendations and conditions shown in Paragraph #24.
- Black Bell Farms, Sec. 24, Lake Ida Twp. Permit #8-14-13-2 to install subsurface drain tile with the same recommendations and conditions shown in Paragraph #24.
- Aaron Borgen, Sec. 7, Mary Twp. Permit #8-14-13-3 to install a field approach was approved with a 24" culvert.
- Aaron Borgen, Sec. 18, Mary Twp. Permit #8-14-13-4 to install a field approach with an 18" culvert and install a driveway with an 18" culvert.
- Boman Farms, Sec. 32, Flom Twp. Permit #8-14-13-5 to widen an existing field approach, and extend the 18" culvert by ten feet.
- Gerald Chisholm, Sec. 24, Green Meadow Twp. Permit #8-14-13-6 to install a field approach with a 36" culvert.
- Nathan Grieve, Sec. 34, Spring Creek Twp. Permit #8-14-13-11 to install a 15" culvert.
- Corey Jacobson, Sec. 16, McDonaldsville Twp. Permit #8-14-13-14 to install subsurface drain tile with the same conditions and recommendations as shown in Paragraph #24.
- Jade and Suk LLC, Sec. 30, Sundal Twp. Permit #8-14-13-16 to install a field approach and culvert.
- Don Johnson, Sec. 12, Winchester Twp. Permit #8-14-13-18 to install a field approach with an 18" pipe.
- J & L Jossund, Sec. 34, Lee Twp. Permit #8-14-13-20 to replace an 18" culvert in a field approach.
- J & L Jossund, Sec. 15, Hendrum Twp. Permit #8-14-13-21 to replace an 18" culvert in a field approach with the condition that the culvert is installed at the same elevation as the existing pipe.
- J & L Jossund, Sec. 34, Lee Twp. Permit #8-14-13-22 to widen an existing approach and extend the 18" culvert.
- MN DOT, Sec. 23, Bejou Twp. Permit #8-14-13-23 to replace a 24" culvert with a new 24" culvert at the same location and elevation.
- MN DOT, Sec. 18, White Earth Twp. Permit #8-14-13-24 to replace a 24" culvert with a new 24" culvert at the same location and elevation.

- Norman County Hwy Dept. Sec. 31, Sundal Twp. Permit #8-14-13-27 to install an 18" or 24" culvert in a rock field entrance.
- Neil Rockstad, Sec. 1, Hegne Twp. Permit #8-14-13-30 to install three field inlets with flap gates into the Upper Reaches Project was approved without the flap gates.
- Sather Bros., Sec. 21, Sundal Twp. Permit #8-14-13-31 to install a field approach with a 36" culvert.
- Skaurud Grain Farms, Sec. 31, Marsh Creek Twp. Permit #8-14-13-34 to install subsurface drain tile with the same recommendations and conditions as shown in Paragraph #24.
- Bill Stalboerger, Sec. 26, Popple Grove Twp. Permit #8-14-13-35 to install subsurface drain tile with the same recommendations and conditions as shown in Paragraph #24.
- Bruce Tufte, Sec. 11, Mary Twp. Permit #8-14-13-36 to install a field crossing with a 24" pipe.
- Gene Ueland Sec. 29, Good Hope Twp. Permit #8-14-13-37 to install subsurface drain tile with the same recommendations and conditions as shown in Paragraph #24.
- Dean Walz, Sec. 32, Beaulieu Twp. Permit #8-14-13-40 to install a water and sediment basin.
- Corey Jacobson, Sec. 15, McDonaldsville Twp. Permit #8-14-13-41 to install subsurface drain tile with the same recommendations and conditions as shown in Paragraph #24.

29. Fossum Twp. Sec. 13, Fossum Twp. A motion was made by Manager Spaeth and seconded by Manager Johannsen to table and notice or approve Permit #8-14-13-9, if signatures are provided, of Fossum Twp. to install a new 18" centerline culvert and a new field approach with an 18" centerline culvert. Manager Christensen abstained. Carried.

30. Derek Hendricks, Sec. 25-30 Wild Rice Twp. A motion was made by Manager Johannsen and seconded by Manager Christensen to continue to table Hendricks' permit to deepen the road ditch and construct a new ditch and install a new culvert. Carried.

31. Don Johnson, Sec. 24, Winchester Twp. A motion was made by Manager Austinson and seconded by Manager Spaeth to approve Permit #8-14-13-19 to remove a field approach with a 24" pipe and install a new field approach with a 24" pipe. Carried.

32. Richard Oberg, Sec. 35, Pleasant View Twp. A motion was made by Manager Spaeth and seconded by Manager Johannsen to table and notice Oberg's permit to install a new 30" culvert and install subsurface drain tile. Carried.

33. Shane Sharpe, Sec. 5, Halstad Twp. A motion was made by Manager Spaeth and seconded by Manager Austinson to approve Permit #8-14-13-32 to lower a culvert in a field approach with the condition that the applicant obtains approval from the road authority. Carried.

34. Shane Sharpe, Sec. 5, Halstad Twp. A motion was made by Manager Spaeth and seconded by Manager Austinson to approve Permit #8-14-13-33 to lower a centerline culvert through a Township road with the condition that the applicant obtains approval from the road authority. Carried.

35. USFWS, Sec. 22, Lake Grove Twp. A motion was made by Manager Johannsen and seconded by Manager Christensen to approve Permit #8-14-13-38 to construct wetland enhancements and break subsurface drain tile. Carried.

36. David Vilmo, Sec. 4, Green Meadow Twp. A motion was made by Manager Johannsen and seconded by Manager Christensen to approve Permit #8-14-13-39 to install subsurface drain tile with the same conditions and recommendations as Paragraph #24. Carried.

37. Rural Acquisition Update. Administrator Ruud reported that the rural acquisitions of the two homes for 2012, is ready for demolition. Consensus of Managers was for Engineer Bents to obtain quotes from contractors for this portion of the project.

38. RRWMB Detention Planning. Engineer Bents distributed a packet for review, which included information for the Wild Rice Watershed District's proposed flood water detention locations and detention location statistics, which are all a part of the Red River Watershed Management tools.

39. WRWD Website Update. Administrator Ruud distributed quotes from Govoffice.com and Hometown Aditude for updating the District's website. After discussion on what each provided for the cost, a motion was made by Manager Johannsen and seconded by Christensen to accept the quote from Hometown Aditude and begin working on the update. Carried with Managers Erickson and Spaeth opposed.

40. Permit Time Change. Managers discussed changing the meeting time for permits to 9:00 a.m. rather than 10:00 to make it easier for applicants and possible affected neighboring landowners to attend meetings. Consensus of Managers was beginning with the October 9, 2013, the time set for permits will be 9:00 a.m.

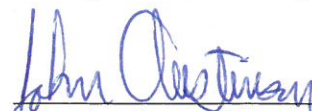
41. Becker County SWCD Shoreline Cost Share Program. The WRWD received a request for funding assistance from Becker County SWCD to be used for their shoreline program. A motion was made by Manager Johannsen and seconded by Manager Spaeth to deny the request. Carried.

42. Project and Ditch System Proposed Levies for Year 2013. Draft copies recommended by the Finance Committee for the Project and Ditch system levies along with the General Budget and levy for the RRWMB were distributed for review (a copy is available at the District Office). A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve the proposed levies for the hearing and approved the hearing to be scheduled for 9:00 a.m. on Wednesday, September 11, 2013, at the District office. Carried.

43. Minerva Twp. Request for Assistance. Engineer Bents and Administrator Ruud reported that Clearwater County will be doing a survey and provide it to the District. Bents distributed a map of two areas that could provide upstream storage, or possibly larger culverts could be installed. A motion was made by Manager Johannsen and seconded by Manager Spaeth authorizing staff to contact the Township and determine if there is support for any of the options provided. Carried.

44. Managers Per Diems and Expenses. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve the Managers per diems and expenses as distributed. Carried.

45. There being no further business to be brought before the Board of Managers a motion was made by Manager Spaeth and seconded by Manager Christensen to adjourn the meeting. Carried. Chairman Holmvik adjourned the meeting at 12:40 p.m.

  
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John Austinson, Secretary

Date	Num	Name	Memo	Amount
<b>Jul 13</b>				
07/01/2013	DD	MN Dept of Revenue	mn withholding	866.00
07/02/2013	DD	QuickBooks Payroll Service	Payroll Service on 07/01/2013	5,717.53
07/02/2013	DD	PERA	pera	583.68
07/02/2013	DD	US Treasury-Payroll	fed withholding	3,775.54
07/10/2013	14906	Ada City	Utilities	148.88
07/10/2013	14907	AmeriPride	Office Supplies	74.12
07/10/2013	14908	Arvid L Ambuehl	repair and maint to projects	509.91
07/10/2013	14909	Arvig	Utilities	72.52
07/10/2013	14910	Braun Intertec Corporation	Geotech Halstad	3,206.75
07/10/2013	14911	Cardmember Service	Credit Card Pymnt	1,687.19
07/10/2013	14912	Gordon Construction, Inc.	construction	33,041.75
07/10/2013	14913	Grinnell Mutual Payment Center	Insurance	1,968.00
07/10/2013	14914	Houston Engineering, Inc.	Engineering Fees	22,654.33
07/10/2013	14915	Jon Schauer	Technical Support	1,583.33
07/10/2013	14916	MARCO, Inc.	Copier Lease	614.53
07/10/2013	14917	Mathias C. Justin, LTD	Annual Audit yr 2012	8,000.00
07/10/2013	14918	McCollum Hardware, Inc.	Office Supplies	78.40
07/10/2013	14919	Minnesota Energy Resources Corporation	Utilities	76.06
07/10/2013	14920	Norman County Index-Ada	paper, printing	137.65
07/10/2013	14921	Northwest Beverage, Inc.	Office Supplies	222.61
07/10/2013	14922	Ralph's Food Pride	Office Supplies	21.05
07/10/2013	14923	RRWMB	RRWMB 1/2 Cost Share	98,765.48
07/10/2013	14924	Tony Sip	Proj Cleanout debris/mowing	6,757.50
07/10/2013	14925	Wambach & Hanson	legal counsel	165.00
07/10/2013	14926	Wesley Carlsrud	Spray Projects	21,541.90
07/10/2013	14927	Renae Kappes	Cleaning	180.00
07/10/2013	14937	John D Austinson	Mgrs Per Diems/Exp	102.03
07/10/2013	14938	Michael K Christensen	Mgrs Per Diems/Exp	138.29
07/10/2013	14939	Raymond M Hanson	Mgrs Per Diems/Exp	289.92
07/10/2013	14936	Gregory R Holmvik	Mgrs Per Diems/Exp	115.44
07/10/2013	14935	Duane L Erickson	Mgrs Per Diems/Exp	98.47
07/10/2013	14934	Dean P Spaeth	Mgrs Per Diems/Exp	195.41
07/10/2013	14933	Curt Johannsen	Mgrs Per Diems/Exp	101.86
07/11/2013	DD	PERA	PERA	33.09
07/16/2013	DD	QuickBooks Payroll Service	Payroll 07/15/2013	5,551.19
07/16/2013	DD	PERA	PERA	583.68
07/29/2013	14941	Timberlake Builders, Inc.	roof repair	6,800.00
07/29/2013	14940	Timberlake Builders, Inc.	roof repair	6,800.00
07/29/2013	DD	MN Dept of Revenue	mn withholding	8,768.96
07/29/2013	DD	US Postal	POSTAGE	500.00
07/30/2013	DD	QuickBooks Payroll Service	Payroll Service on 07/29/2013	5,450.60

07/30/2013	DD	PERA	PERA	583.68
07/30/2013	DD	US Treasury-Payroll	fed withholding	3,382.26
				<b>251,944.59</b>