

# WILD RICE WATERSHED DISTRICT

11 Fifth Avenue East

Ada, MN 56510

Ph: 218-784-5501

## REGULAR MEETING

July 9, 2008

### Approved Minutes

1. The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday July 9, 2008. Managers in attendance include Diane Ista, Bob Wright, Warren Seykora, Mike Christensen, Don Vellenga, Dave Vipond and Joe Spaeth. Absent: None. In addition the following persons were in attendance: Administrator Dalen, Engineer Jerry Bents, Attorney Hanson, Tim Halle, Loretta Johnson, Marijo Vik, Ron Thorsrud, Mark Harless, Brent Kappes, Merlyn Merkens, Roger Kurpius and Raymond Hanson.
2. Chairman Seykora called the meeting to order at 8:45 a.m.
3. A motion was made by Manager Vipond and seconded by Manager Vellenga to approve the agenda with the addition of the following: update on COE WRRFS, farmstead ring dikes, a North Ottawa tour and personnel committee report. Carried.
4. Open Microphone. Manager Spaeth brought up the issue of an invitation to Congressman Collin Peterson's birthday party which was distributed by the District office. Spaeth felt that sending this notice from the office was inappropriate due to taxpayer funds being used and didn't think it pertained to the District. Discussion followed with some Managers feeling it was just an FYI notice for those interested. Others felt that the District is a non partisan organization and supports all political affiliations. Spaeth also brought up the issues raised by the Citizens for Farmland Preservation in their minutes which were derogatory in nature regarding Watershed District personnel and Managers. Spaeth felt it was inappropriate. Manager Vellenga stated that the public has a right when living in America to disagree with the watershed, so the District needs to work hard at working with people. Manager Dalen stated that change has been coming in the District and change will bring controversy.
5. Project #42. Engineer Bents distributed maps of CD #18, which illustrated three different options that could be used to address project concerns to date. Option #1 is the current map and shows the property owned by the District and the three other properties originally intended for the project. Option #2 illustrates land that you would need to acquire and land that could be purchased by flowage easement, allowing the landowner to continue farming at his own risk. Option #3 is a map illustrating embankments on all four sides in an effort to minimize necessary land impacts.

Concerns from landowners include seepage, and ditch back up from the project. Engineer Bents stated that the District would have to go through a specific hearing process to have an impoundment on a ditch system and these questions would be addressed as part of the maintenance of the project. Manager Vipond stated that he felt if the District works with landowners to improve their farmland better than it was before, they will have more confidence in approving the project. Brent Kappes asked Bents what he meant when he indicated both 2 and 4 weeks of draw down time. Bents said he anticipated 4 weeks in spring because there usually would be no crop damage and a maximum of 2 weeks in the summer, hoping that the draw down would be gauge driven, allowing a gauge change to bring an earlier draw down. He also felt that it is important to discuss landowner issues with them and make sure that they understand that we are there to address their concerns.

A motion was made by Manager Seykora and seconded by Manager Vellenga authorizing Administrator Dalen, Engineer Bents and Manger Vipond to talk to landowners within the project. Carried with Manager Ista opposed. Manager Vipond suggested taping the meetings.

Administrator Dalen reported that he will be meeting with additional landowners on Upper Becker dams regarding acquisition. A draft of potential options will be presented.

6. Meetings/Special Meetings. A motion was made by Manager Vipond and seconded by Manager Wright authorizing a Special WMD Meeting scheduled for 9:00 – 12:00 noon, Thursday July 17, 2008, at the Callaway Community Center and a Special Becker Dam Informational Open House scheduled from 5:00 – 8:00 p.m. on Thursday, July 17, 2008, at the Callaway Community Center, authorizing Board and staff attendance. Carried.

### **PERMIT APPLICATIONS**

7. Norman County Highway Department, Section 2, Halstad Township. A motion was made by Manager Spaeth and seconded by Manager Wright to approve Permit Application #7-7-08-1 to replace a bridge over J.D. #53, Lat #2 with three 14 x 14 box culverts. Carried.

8. Twin Valley Dam Steering Committee. Managers Vipond and Christensen stated that there are no updates.

9. Approval of Billings. Accountant Doug Marcussen stated that upon a request to have staff net salaries and benefits, included as a single line item, he recommended that this be included in the minutes. Employee net payroll June 1-30, 2008: \$6,614.37; employee health insurance and medical expense reimbursement: \$2,809.61 and payroll taxes: \$3,495.88. Attorney Hanson also reported that he has been receiving a billing invoice from J.B. Asc. for additional payment on the court settlement, but stated that there is no legal basis to pay that billing. A motion was made by Manager Wright and seconded by Manager Vipond to approve the billings as distributed, along with Managers per diem and expenses. Carried.

### **PERMIT APPLICATIONS**

10. Becker County Highway Department, Sections 4 & 33, Atlanta and Walworth Townships. A motion was made by Manager Vipond and seconded by Manager Vellenga to approve Permit #7-7-08-2 to replace an existing bridge over the South Branch with a row of three concrete box culverts 12 x 6. Carried.

11. Becker County Highway Department, Section 30, Walworth Township. A motion was made by Manager Vellenga and seconded by Manager Vipond to approve Permit # 7-11-08-3 to replace an existing bridge over the South Branch with two concrete box culverts 14 x 18. Carried.

12. Mahnomen County Drainage Project. Engineer Bents distributed a full set of draft construction plans for review. Bents stated that it is optional for the District to hold a public hearing. Managers Vipond and Spaeth felt it was not necessary. A motion was made by Manager Spaeth and seconded by Manager Vipond to advertise for bids on the project. Carried.

13. Mileage Compensation. Administrator Dalen reported that the Internal Revenue Service raised the compensation rate to \$.585 as of July 1, 2008.

14. Personnel Committee Report. Manager Vipond stated that he has no formal report, but will have more in August.

15. Upper Felton Project. A motion was made by Manager Spaeth and seconded by Manager Christensen authorizing an informational meeting on Upper Felton for 7:00 p.m. on July 22, 2008, at the Felton Community Center. Carried.

16. J.D. #51 Cleanout. Engineer Bents reported that D & J Excavating began work on the J.D. #51 cleanout on July 6, 2008.

17. Water Management District (WMD) Update. Administrator Dalen recommended Board representation at the upcoming meeting on July 17, 2008, at Callaway. Manager Vellenga stated that he agreed, but it might be good for Dalen to lead the Callaway meeting and Managers take the lead at future meetings. Manager Ista recommended drafting a very succinct question and answer sheet which includes "most asked questions." Managers were polled on their thoughts regarding a WMD. Christensen felt it should be for specific projects, not a blanket overall tax. Vellenga felt that a mission statement with goals and objectives is important and a base tax for everyone and a specific assessment for the project. Wright supports the concept, and generally favors an overall tax or a base rate and specific assessment per project but felt it should not be for past projects. Vipond liked the idea of a base contribution from the entire watershed and felt that would be the only way the Mahnomon County Commissioners would support it.

18. Manager Vipond left the meeting at 11:00 a.m.

19. Heitman Coulee/Corridor Project Update. Roger Kurpius stated that as a landowner in that area, he has been waiting for information on the possible corridor project. Correspondence from Ron Harnack which included information regarding the RIM Reserve and Main Stem Wild Rice River was distributed for review. Manager Wright stated that Ron Harnack would be at the upcoming RRWMB meeting and Wright would bring back to the District any information regarding the corridor project.

20. COE Wild Rice River Feasibility Study Update. Engineer Bents distributed a June 2008 Progress Report prepared by Nan Bischoff, Project Manager. A description of work, outputs and costs for each task anticipated through the completion of the study, including performing geotechnical investigations for evaluating reconstruction of the existing Upper Becker Dam (WRWD Task Order #329); performing feasibility level design for the reconstruction of the existing Upper Becker Dam (WRWD Task Order #330); and perform geotechnical investigations and feasibility level design for the construction of an impoundment in the WRWD titled CD #18 (WRWD Task Order #331). Bents explained that Bischoff requested a commitment from the District confirming that the District wants to include CD #18 and Upper Becker in the COE WRRFS as work in kind (WIK). A motion was made by Manager Spaeth and seconded by Manager Wright to notify Nan Bischoff, Project Manager, COE, of confirmation that the Board requests that the COE include both CD #18 and Upper Becker in the COE WRRFS as WIK, with costs not to exceed the watershed district's costs. Carried.

21. Farmstead Ring Dikes. A motion was made by Manager Vellenga and seconded by Manager Wright to approve Pay Request #2 in the amount of \$4,446.90 to D. & J. Excavating for the Jonothan Grothe ring dike and Pay Request #1 in the amount of \$13,228.20 to D & J Excavating for the Clayton Arthurs ring dike. Carried. Engineer Bents stated that there will be approximately \$10,000 left in the ring dike fund, when all current work is completed. Consensus was to hold a ring dike committee meeting the last week of July to reprioritize the list of applicants and determine how many applications are left to be completed.

22. Mowing and Spraying. Kari Kujava reported on the status of the mowing and spraying for the District.

### **PERMIT APPLICATIONS**

23. A motion was made by Manager Vellenga and seconded by Manager Ista to approve the following permit applications. Carried.

- Greg Zillmer, Section 18, Ulen Township. Permit Application #7-9-08-4, to construct a new field approach and remove an old approach, the new pipe will be the same size – 30” CMP.
- Lyle Berg, Section 32, Fossum Township. Permit Application #7-9-08-5, to remove sediment and trees from a natural waterway, with the recommendation that the applicant check with the NRCS/SWCD office regarding wetland impacts.
- Agassiz Recreational Trail, Section 10, Ulen Township. Permit Application #7-9-08-6, to replace an existing centerline culvert through the trail with the condition that the culvert is replaced with the same size (18”) culvert and placed at the same elevation.
- Keith Chisholm, Section 18, Waukon Township. Permit Application #7-9-08-7, to remove a field approach with an 18” culvert, install a field approach with a 36” culvert at a different location.
- David Johnstad, Section 12, Good Hope Township. Permit Application #7-9-08-9, to install two field approaches with 18” CMPs.
- Kurt Anderson, Section 17, McDonaldsville Township. Permit Application #7-9-08-11, to install a field approach with a culvert, with the condition that the culvert is a minimum of 18”.

24. A motion was made by Manager Christensen and seconded by Manager Wright to table the following permits and notice landowners of an agenda time at the August regular meeting. Carried.

- Keith Chisholm, Section 13, Green Meadow Township. Permit Application #7-9-08-8, to install drain tile in the north half of the section, tile outlets to the southeast corner of Section 11 of Green Meadow.
- Keith Chisholm, Section 34, Lockhart Township. Permit Application #7-9-08-10, to lower a 36” CMP approximately one foot.

25. Public Outreach. Tim Halle discussed several possible press release articles and indicated that radio ads are currently running advertising the Felton Meeting on July 22, 2008.

26. Financial Report. Doug Marcussen presented the Financial Report dated May 30, 2008. A motion was made by Manager Wright and seconded by Manager Spaeth for approval. Carried.

27. Safety Deposit Box. A motion was made by Manager Vellenga and seconded by Manager Spaeth authorizing the District Treasurer and Accountant to have a Safety Deposit Box at the Community Bank of the Red River Valley for storing documents related to accounting for the District. Carried.

28. Meeting Minutes. A motion was made by Manager Ista and seconded by Manager Vellenga to approve the May 12, 2008, WMD minutes. Carried. A motion was made by Manager Spaeth and seconded by Manager Christensen to approve the June 11, 2008, regular meeting minutes with the following change: Page 2, Paragraph #7, delete "only enough." Carried.

29. Meetings/Conferences. A motion was made by Manager Vellenga and seconded by Manager Wright authorizing Administrator Dalen to work at scheduling a tour of the North Ottawa Project. Carried. It was recommended that advisory members and landowners from the Felton/Ulen area be invited.

30. There being no further business to come before the Board of Managers, a motion was made by Manager Spaeth and seconded by Manager Christensen to adjourn the meeting. Carried. Chairman Seykora adjourned the meeting at 1:00 p.m.



Don Vellenga, Secretary

Date	Num	Name	Memo	Amount
<b>Jun 12 - Jul 9, 08</b>				
06/13/2008	11565	Kevin Erickson	Mowing	-100.00
06/13/2008	11566	Rinke Noonan	Legal Fees	-614.50
07/09/2008	11580	AmeriPride	rug rental	-46.41
07/09/2008	11581	Angstrom Analytical, Inc.	Asbestos demo	-950.00
07/09/2008	11582	ARC Lanes	managers meals	-49.52
07/09/2008	11583	Arvid L Ambuehl	mowing and maint on ditch projects	-7,585.75
07/09/2008	11584	Brugen Environmental	hazardous waste removal - lee	-4,750.00
07/09/2008	11585	Cardmember Service	credit card payment	-1,143.57
07/09/2008	11586	City of Ada	monthly utility bill	-244.60
07/09/2008	11587	D & J Excavating	Pay Request #2	-4,446.90
07/09/2008	11588	Diane Ista	per diem	-388.57
07/09/2008	11589	Don Vellenga	per diem	-346.31
07/09/2008	11590	FP Mailing Solutions	postage meter update	-99.05
07/09/2008	11591	Genesys Conferencing	multimedia audio	-152.25
07/09/2008	11592	Gordon Construction	green meadow dam maint	-210.00
07/09/2008	11593	Grinnell Mutual Payment Center	gen business insurance	-1,717.00
07/09/2008	11549	Houston Engineering, Inc.	June engineering services	-29,521.31
07/09/2008	11595	James Wagner, Sr	ditch insp & beaver control w/mileage	-2,152.93
07/09/2008	11596	Joe Spaeth	per diem	-474.92
07/09/2008	11599	L & M Road Services	mowing	-255.00
07/09/2008	11600	Loretel Systems	long distance service	-344.35
07/09/2008	11602	Lunde Blade & Gravel	maint on project 29	-210.00
07/09/2008	11603	MARCO, Inc. Maintenance	copier lease	-1,030.63
07/09/2008	11604	Marcussen Accounting	June Billing	-657.25
07/09/2008	11605	McCollum Hardware, Inc.	maint supplies	-119.85
07/09/2008	11606	Merv's Carpet & Tile Cleaning	carpet cleaning	-184.79
07/09/2008	11607	Mike Christensen	per diem	-259.05
07/09/2008	11608	Minnesota Child Support Payment Center	deducted payment	-153.39
07/09/2008	11609	Minnesota Energy Resources Corporation	gas bill	-37.58
07/09/2008	11610	Norman County Treasurer	beaver control share	-60.00
07/09/2008	11611	North Star Water	office water	-59.45
07/09/2008	11612	Office Supplies Plus	office supplies	-539.11
07/09/2008	11613	Ralph's Food Pride	office misc	-56.25
07/09/2008	11614	Red River Watershed Management Board	1/2 cost share payment	-117,713.74
07/09/2008	11615	Renae Kappes	office maint	-100.00
07/09/2008	11616	Robert E. Wright	per diem	-259.05
07/09/2008	11619	Tim Halle	publicity	-507.00
07/09/2008	11620	Wambach & Hanson	legal services	-1,649.05
07/09/2008	11621	Warren J. Seykora	per diem	-1,198.11
07/09/2008	11622	Wayne Fisher	ditch inspection	-342.00
07/09/2008	11625	Diane Ista	mileage reimburse	-207.05
07/09/2008	11626	Don Vellenga	mileage and exp reimburse	-410.51
07/09/2008	11627	Joe Spaeth	mileage and exp reimburse	-310.60
07/09/2008	11628	Mike Christensen	mileage and exp reimburse	-458.75
07/09/2008	11629	Robert E. Wright	mileage	-74.59
07/09/2008	11630	Warren J. Seykora	mileage and exp reimburse	-1,439.09
07/09/2008	11632	D & J Excavating	Pay Request #1	-13,228.20
				<b>-196,858.03</b>

# Regular Meeting

7/9/08

Name	Address
MARK HARLESS	BORUP
Ron Thorsrud	TV
Marijo Vik	Ada
Ray Hanson	T.V.
Grant Happe	Borup
Merlyn Merkens	HALSTAD
Roger Kurpius	Cary