

WILD RICE WATERSHED DISTRICT
11 Fifth Avenue East
Ada, MN 56510
Ph: 218-784-5501

REGULAR MEETING
July 8, 2015
APPROVED MINUTES

A full list of acronyms used is available at the end of this report (Appendix B)

1. The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, July 8, 2015. Managers in attendance included: Greg Holmvik, Duane Erickson, Dean Spaeth, Mike Christensen, Curt Johannsen, Sharon Askelson and Raymond Hanson. In addition the following persons were in attendance: Administrator Kevin Ruud, Engineer Jerry Bents, Attorney Elroy Hanson, Tara Jensen, and various other interested taxpayers and landowners.
2. Chairman Holmvik called the meeting to order at 8:30 a.m.
3. Agenda Approval. A motion was made by Manager Christensen and seconded by Manager Hanson to approve the meeting agenda with the following additions as listed. Carried.
 - Red River Valley Ag Water Issues Forum – Meetings & Conferences
4. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the payment of billings as presented, with the addition of a bill from Wesley Carlsrud for district spraying in the amount of \$21,560.57. Carried.
5. Meeting Minutes. A motion was made by Manager Johannsen and seconded by Manager Christensen to approve the monthly meeting minutes dated June 10, 2015 as presented. Carried.
6. Financial Report. A motion was made by Manager Askelson and seconded by Manager Hanson to approve the monthly and quarterly financial reports dated June 30, 2015, along with transfers from Red River Construction to unassessed projects and ditches as listed in Appendix A at the end of this report. Carried.
7. Open Mic. Nobody spoke at this time.
8. Community Flood Control Levee Projects. Administrator Ruud reported that land acquisition is continuing in Halstad. We are waiting to receive settlement amounts from Wambach and Hanson. Engineer Bents added that he received news from Pat Lynch, MnDNR, that construction funds were not allocated for the Halstad Levee improvements for the 2016 Fiscal Year. He did seem optimistic that we could reevaluate the funding once land acquisition has been completed and receive additional funding at that time.
9. Lower Wild Rice. Administrator Ruud informed the Board that the LSOHC funding had been approved by the Legislature in the special session. We are currently waiting to receive the contract.
10. Goose Prairie Marsh. Henry Van Offelen and Tammy Baden, both with MnDNR, met with state representatives two weeks ago regarding the EAW. Final modifications are being made to the document this week.

11. Judicial Ditch 51 Cleanout. Administrator Ruud, Engineer Bents, Chairman Holmvik, and Manager Johannsen met with landowners along the cleanout following the June regular board meeting. Landowners along the eastern portion of the proposed cleanout would like to see improvements made to the channel versus a cleanout. Landowners west of highway 9 would like to see the cleanout process continue. Attorney Hanson asked if a cleanout was needed for the eastern portion of the channel. Engineer Bents stated that at this time a sporadic cleanout could occur, but that portion of the channel is not in dire need of a cleanout. The western portion is in need of work at the current time. Attorney Hanson clarified that he wanted to know as it is the Board's responsibility to keep the ditch systems clean. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve the cleanout of the western two miles of JD51. Carried.

12. Judicial Ditch 53 Lateral 2. Engineer Bents updated the Board that Key Contracting is planning on starting repairs on the erosion control structure in Halstad Township in mid-August. Administrator Ruud added that Halstad Township did forward their meeting minutes showing that the agreement was approved on their end.

13. Beaulieu Lake. A motion was made by Manager Hanson and seconded by Manager Erickson to resubmit the engineer findings regarding retention at Beaulieu Lake to higher ups at MnDNR. A response was received from Rob Baden stating that they currently do not want to look at retention options at the site. Chairman Holmvik added that the forwarded information should include information regarding the previous staff's willingness to view options. Administrator Ruud stated that he would include information stating that Klemek and VanDuyn were willing to work together in restoring the lake. Engineer Bents also stated that discussions could continue to find out why current staff is unwilling to redesign the restoration.

14. Farm Bill. Administrator Ruud stated that he recently attended a RRRRA subcommittee meeting in Hillsboro where priorities were developed for the RCPP process. Currently the \$50 million is unfunded, which is why projects are being prioritized.

PERMIT APPLICATIONS

15. Andrew Borgen, Section 13, Georgetown Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to table permit #7-8-15-2 to install two new driveways and culverts, pending a hydraulic analysis to be provided by the application showing the effects of the proposed culverts and that the application provide additional information and documentation on the make and condition of the proposed culverts. Carried.

16. Don Johnson requested more information regarding Permit #5-13-15-9 which was returned to the applicant on 5-13-2015. Engineer Bents informed Johnson that more information was needed regarding project specifics. Johnson asked which specifics were needed. Engineer Bents replied that specifics regarding elevations and project dimensions would be necessary before the board would be able to consider the application.

17. Green Meadow Project Team. Chuck Fritz was in attendance to review the Project Team process with the Board and discuss the current status of the Green Meadow Project. Currently the Project Team additional resources committee is trying to receive more clarification from the USACOE regarding what additional information is needed for Concurrence Point 3. Engineer Bents stated that additional site evaluations would need to be completed and these could be done under the PL566 planning process once the contract with the NRCS has been signed. Two draft responses to the USACOE were presented to the Board for consideration regarding the Green Meadow Project. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve District staff to send the shorter of the two letters, which states that the Board is looking at moving forward with the process utilizing RCPP funding, and asking for clarification of what additional information will be required from the USACOE to fully evaluate Concurrence Point 3. Carried.

18. NRCS RCPP. As previously discussed, further Green Meadow Project Team research will halt until the contract with the NRCS has been signed.

19. A motion was made by Manager Hanson and seconded by Manager Askelson to approve the following permit applications with conditions as listed. Carried

- Anthony Township, Sections 27-28, Anthony Twp. Permit #7-8-15-1 to replace a 36" culvert with a longer 36" culvert.
- Gunder Hanson, Section 33, Hagen Twp. Permit #7-8-15-4 to install a field approach and culvert with the condition that the culvert is an 18" or 24" diameter pipe.
- Jeff Radke, Section 10, Home Lake Twp. Permit #7-8-15-7 to install subsurface drain tile with standard tile conditions, and contingent on the applicant providing written Wetland Conservation Act approval, such as a no loss determination, exemption determination or approved replacement plan.
- Gene Ueland, Section 29, Good Hope Twp. Permit #7-8-15-9 to install subsurface drain tile with standard tile conditions.

20. CMGB Farms, Section 22, Strand Twp. A motion was made by Manager Johannsen and seconded by Manager Hanson to table Permit #7-8-15-3 to install subsurface drain tile, requesting that the application petition to bring land tiled to the SW outlet into the benefitting area of Project 12; or change the project design to split the drainage along the Project 12 benefitting area boundary. Carried.

21. Steve Kahlbaugh, Sections 7-8, Rosedale Twp. A motion was made by Manager Hanson and seconded by Manager Christensen to approve Permit #7-8-15-5 to install subsurface drain tile with standard tile conditions. Carried.

22. Norman County Highway Department, Section 19, Winchester Twp. A motion was made by Manager Hanson and seconded by Manager Erickson to table Permit #7-8-15-6 to replace a bridge with a single span beam bridge, pending notification of downstream owners between location and WRR and also one mile upstream. Motion carried with Manager Johannsen opposed. Manager Johannsen wanted more analysis similar to the MnDOT application on Highway 9.

23. Dirk Swanson, Section 23, Lee Twp. A motion was made by Manager Hanson and seconded by Manager Askelson to approve Permit #7-8-15-4 to install a field approach and culver with the condition that the culver is an 18" or 24" diameter pipe. Carried.

24. US Fish & Wildlife Service, Section 17, White Earth Twp. A motion was made by Manager Hanson and seconded by Manager Erickson to approve Permit #7-8-15-10 to construct wetland restorations and creations. Carried.

25. Project 31 Right of Way. Engineer Bents informed the Board that the right-of-ways obtained were not recorded when the project was developed. He presented a draft map to the board. Once the research is finalized, a map showing the easement area, along with an affidavit from Attorney Hanson will be submitted to the Recorder's Office and tracted against the property. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve the draft drawings, the preparation of an affidavit, and submittal of necessary documents to Recorder's Office. Carried. Alice Klink, NRCS, asked if this affidavit was part of a legal process. Attorney Hanson replied that the affidavit references original documents and is presented for the recording process. Engineer Bents added that it is rather common that right of ways were not recorded in the past as there is an expenses associated with recording documents.

26. Farm Ring Dikes. Administrator Ruud informed the Board that the legislature recently approved \$400,000 in ring dike funding for the State. He recommended that the system be approached similar to previous where the NRCS determined eligibility first. Shawnn Balstad asked that interested applicants come into their office to meet with staff to determine eligibility.
27. Per Diems. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve payment of Manager per diems and expenses as distributed. Carried.
28. Audit Firm Proposals. A motion was made by Manager Johannsen and seconded by Manager Spaeth to approve the proposal from Mathias C. Justin, Ltd. Carried.
29. Meetings/Conferences/Seminars. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve Manager Attendance at the Red River Valley Ag Water Forum at the Lynn Johnson Farm on Thursday, July 16th. Carried.
30. Ulen Project Update. Manager Erickson asked NRCS representatives to give an update regarding the Ulen Wetland Restoration Project. An update regarding the progress was given.
34. There being no further business to come before the Board of Managers, a motion was made by Manager Hanson and seconded by Manager Christensen to adjourn the meeting. Carried. Chairman Holmvik adjourned the meeting at 10:40 am.

Sharon Askelson, Secretary

Date	Num	Name	Memo	Amount
Jun 11 - Jul 8, 15				
06/16/2015		Payroll	Created by Payroll Service on 06/15/2015	5,553.90
06/30/2015		Payroll	Created by Payroll Service on 06/29/2015	5,659.12
06/25/2015	ACH	MARCO, Inc.	Copier Lease	647.77
07/03/2015	ACH	Arvig	Telephone/Internet	413.42
06/30/2015	ACH	Minnesota Energy Resources Corporation	Utilities	57.00
06/17/2015	ACH	PERA	Employee benefits	817.50
06/11/2015	ACH	PERA	Employee benefits	31.53
06/17/2015	ACH	Harland Checks	supplies	175.29
06/22/2015	ACH	AT&T	Kevin Cell	115.02
07/08/2015	15700	AmeriPride	rugs	89.94
07/08/2015	15701	Cardmember Service	June Billing	1,224.72
07/08/2015	15702	FP Mailing Solutions	Postage	118.63
07/08/2015	15703	Houston Engineering, Inc.	June Engineering	15,594.63
07/08/2015	15704	Kathy Docken	supplies	20.00
07/08/2015	15705	Morris Electronics, Inc.	Technical Support	1,168.42
07/08/2015	15706	Norman County Index-Ada	annual report printing	881.72
07/08/2015	15707	Norman County Recorder	supplies	7.50
07/08/2015	15708	Norman County Treasurer/Auditor	beaver cost share	28.00
07/08/2015	15709	Northwest Beverage, Inc.	Water	19.75
07/08/2015	15710	Office Supplies Plus	Supplies	71.01
07/08/2015	15711	Ralph's Food Pride	supplies	53.72
07/08/2015	15712	Red River Watershed Management Board	Tax Reimbursement	252,107.99
07/08/2015	15713	Renae Kappes	Cleaning - 2@60	120.00
07/08/2015	15714	Tony Sip	June Mowing	14,025.00
07/08/2015	15715	Wambach & Hanson	June Legal	1,853.41
07/08/2015	15723	Wesley Carlsrud	June Billing	21,560.57
TOTAL				322,415.56

Appendix A

6/30/2015			
	6/30/2015	RRC	Survey & Data
PROJECTS			
UNASSESSED			
#35 Sande Detention	382.50	(382.50)	
#39 Mashaug Dam	72.00	(72.00)	
Project Development - RRC			
#194 Farm Ring Dikes	266.00	(266.00)	
#354 Goose Prairie WMA Storage	310.25	(310.25)	
#356 Green Meadow Project Team	708.00	(708.00)	
#357 Wild Rice Vik/Tufte/Heitman	924.00	(924.00)	
#12 Permits			
#12 Permits - Other	5,373.75	(5,373.75)	
	7,654.00	-7,654.00	0.00
	7,654.00	-7,654.00	

Appendix B

List of Acronyms Used:

EAW	Environmental Assessment Worksheet
LSOHC	Lessard Sams Outdoor Heritage Council
MnDNR	Minnesota Department of Natural Resources
NRCS	Natural Resources Conservation Service
RCPP	Regional Conservation Partnership Program
RRRA	Red River Retention Authority
USACOE	United States Army Corps of Engineers