

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

REGULAR MEETING
November 19, 2015
APPROVED MINUTES

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

1. The regular meeting of the Wild Rice Watershed District Board of Managers was held on Thursday, November 19, 2015. Managers in attendance included: Greg Holmvik, Duane Erickson, Mike Christensen, Curt Johannsen, Sharon Askelson and Raymond Hanson. Manager Dean Spaeth was absent. 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. Vice Chairman Christensen called the meeting to order at 8:33 a.m.
3. Manager Johannsen excused himself from the meeting at 8:34 am to participate in a conference call of the RRBC executive committee.
4. Manager Erickson arrived at 8:55 am. Manager Johannsen returned to the meeting at 8:56 am.
5. Agenda Approval. A motion was made by Manager Erickson and seconded by Manager Hanson to approve the agenda with the following items being added to the Agenda. Carried:
 - Buffer Law
 - Beaulieu Lake
 - Rail Trail Project
6. Meeting Minutes. A motion was made by Manager Hanson and seconded by Manager Erickson to approve the October 14, 2015 regular meeting minutes as presented. Carried.
7. Financial Report. A motion was made by Manager Erickson and seconded by Manager Askelson approving the monthly financial report dated October 31, 2015. Carried.
8. Approval of Billings. A motion was made by Manager Hanson and seconded by Manager Askelson to approve the payment of billings as presented. Carried.
9. Open Mic. Nobody spoke at this time.

PERMIT APPLICATIONS

10. Kim Syverson, Section 34, Walworth Twp. A motion was made by Manager Hanson and seconded by Manager Askelson to approve Permit #11-19-15-15 to install two lines of 4" tile and construct a berm to allow water to enter the tile lines with the conditions that the berm must be lower than the culvert invert of the upstream culvert through Highway 7. Carried.

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

- Wayne Borgen, Section 20, Lee Twp. Permit #11-19-15-4 to install subsurface drain tile with standard tile conditions.
- William Chisholm, Section 26, Lockhart Twp. Permit #11-19-15-5 to remove a field approach with a 18" culvert and add a field approach with a 18" culvert.
- William Chisholm, Section 18, Strand Twp. Permit #11-19-15-6 to add a field approach and culvert with the condition that the culvert is a 48" pipe.
- Clearwater County Highway Department, Section 28, Minerva Twp. Permit #11-19-15-7 to replace two 72" CMPs with one line of 14'x6' RCB and one line of 14'x7' RCB and increase the road top to 26 feet.
- Clearwater County Highway Department, Section 32, Minerva Twp. Permit #11-19-15-8 to replace two 72"x30' steel arch pipes with one line of 12'x5' RCB and one line of 12'x6' RCB.
- Loren Eken, Section 30, Wild Rice Twp. Permit #11-19-15-9 to widen a field approach with a 24" culvert.
- Kelly Gunderson, Section 11, Pleasant View Twp. Permit #11-19-15-10 to widen a field approach with a 24" culvert.
- Matthew Horn, Section 28, Lee Twp. Permit #11-19-15-11 to lower a 30" culvert by approximately 10", clean/grade the roadway ditch with the condition that the applicant get approval from the road authority for any work done in the road right of way.
- Trevor Spokley, Section 32, Scandia Twp. Permit #11-19-15-14 to add a 24" inlet culvert with a flap gate. The pipe inlets to Project 5. Approved with the condition that the outlet is installed above (however not more than 2-ft above) the elevation of the original design gradeline of the receiving ditch and the condition that the ditchbanks and/or levees are restored to the preproject geometry and the condition that the applicant is responsible for adequate erosion control measures at the outlet. This could include the installation of riprap or other protection measures as necessary.

12. Jerry Bitker, Section 24, Halstad Twp. A motion was made by Manager Hanson and seconded by Manager Askelson to approve Permit #11-19-15-1 to install a 36" tile into a ditch and fill in the ditch with the condition that no flap or other style gate is installed on the outlet end. Carried.

13. Brian Borge, Section 27, Lockhart Twp. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve Permit #11-19-15-2 to remove a field approach with a 24" culvert and add a field approach with a 24' culvert with the condition that no flap or other style gate is install on the culvert. Carried.

14. Chuck Borgen, Section 22, Georgetown Twp. A motion was made by Manager Hanson and seconded by Manager Johannsen to table Permit #11-19-15-3 to install subsurface drain tile, requesting that the applicant petition to bring land tiled to the north end of the section into the benefitting area of Clay County Ditch 52; or change the project design to outlet to the south end of the section. Carried.

15. Chairman Holmvik arrived at 9:20 am.

16. Don Johnson, Section 6, Rockwell Twp. A motion was made by Manager Erickson and seconded by Manager Hanson to approve Permit #11-19-15-12 to install subsurface drain tile with standard tile conditions. Carried.

17. Jerry Matter, Section 31-32, Spring Creek Twp. A motion was made by Manager Hanson and seconded by Manager Erickson to approve Permit #11-19-15-13 to install subsurface drain tile with standard tile conditions. Carried.

18. 9:30 am – Paul, Andrew, and Blaine Borgen cost-share request. Paul Borgen, Andrew Borgen, and Blaine Borgen were in attendance. Paul Borgen asked for clarification regarding the Board decision at the October 12, 2015, Regular Board meeting regarding the cost-share request for the installation of a new access crossing. Attorney Hanson clarified that the access issue results due to negligence when the property transfer occurred, an easement should have been conveyed as part of the transfer of property. Manager Hanson stated that with expansion of a business comes costs, and installing additional access points or widening existing crossings is a cost that the business owner should pay, rather than the taxpayers of the ditch system. Paul Borgen asked what the solution is if ingress and egress cannot be resolved by the adjacent property owners. Attorney Hanson asked who utilizes and stores commodities on the bin site. Andrew Borgen stated that four parties, including Paul Borgen, Andrew Borgen, and Blaine Borgen, store commodities at the bin site. Andrew Borgen asked for clarification on what happens if the crossing deteriorates to the point that it needs to be replaced. Manager Hanson responded that the Board could authorize the ditch system to pay for the replacement of a crossing sufficient for normal traffic requirements, continuing that the cost-share request was for the installation of an additional crossing which is not necessary since access is already provided through the current crossing. A motion was made by Manager Erickson to have the Clay County Engineer revisit the situation and try to determine a solution. Motion died due to a lack of second to the motion. A motion was made by Manager Erickson to reverse the October 12, 2015, Board decision denying the cost-share request, and entering into a 1/3 cost-share with Clay County and Paul Borgen. Motion died to a lack of second to the motion.

19. Lower Wild Rice. Engineer Bents and Administrator Ruud updated the Board regarding the funding partnership for the Lower Wild Rice Channel Restoration project. Currently there is difficulty funding the acquisition of property with any funding sources other than LSOHC dollars. Currently they are working with BWSR to try to determine if opportunities are available.

20. Buffer Strips. Administrator Ruud informed the Board that there are still no real answers regarding the implementation of the new buffer strip legislation. Paperwork was distributed that provided some information about the proposed process.

21. Goose Prairie Marsh WMA. Administrator Ruud reported that there is no change to the status of the Goose Prairie Marsh WMA.

22. NRCS RCPP. Administrator Ruud informed the Board that funding should be in place on or around December 1st. Currently there is not a breakdown of funds available.

23. CCD45. A motion was made by Manager Johannsen and seconded by Manager Askelson to approve Final Pay Request from Taggart Contracting in the amount of \$10,764.00. Carried.

24. JD53L2. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve Final Pay Request from Key Contracting in the amount of \$4,897.50. Carried.

25. JD51. Engineer Bents reported that tree removal has begun along the western most stretch of the cleanout. Talks are continuing with the landowner along the south side of the project, trying to obtain a spoil easement from them. It was noted that landowners along the north side of the system are willing to take the spoil, but it would require larger equipment. Manager Hanson stated that he would like Engineer Bents to research the

impact on project cost to get a larger backhoe in to do the job, allowing the spoil to be placed on the north side of the ditch.

26. Lease Request. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve a lease request from Jim Baltes, leasing the “Jacobs” buyout property Parcel ID 12-5382000 in Section 48 of Lee Township for \$100 annually plus applicable property taxes for a five-year term. Carried.

27. Per Diems. A motion was made by Manager Hanson and seconded by Manager Christensen to approve payment of Manager per diems and expenses as distributed. Carried.

28. Rail Trail Project. Administrator Ruud stated that the Board has been asked to offer support of the Rail Trail Project which will be located between Shelley and Perley. The Board asked the group to attend the December Regular Board Meeting to inform them about the project, and what the support is for.

29. Beaulieu Lake. Information was distributed regarding the project. A motion was made by Manager Hanson and seconded by Manager Christensen approving Manager attendance at the project meeting on Tuesday, December 8th, 2015, 6:30 pm, Bejou Community Center. Carried.

30. There being no further business to come before the Board of Managers, a motion was made by Manager Hanson and seconded by Manager Askelson to adjourn the meeting. Carried. Chairman Holmvik adjourned the meeting at 10:57 am.

Sharon Askelson, Secretary

Oct 15 - Nov 19, 15

10/20/2015	QuickBooks Payroll Service	Created by Payroll Service on 10/19/2015	5,497.92
11/03/2015	QuickBooks Payroll Service	Created by Payroll Service on 11/02/2015	5,528.97
11/17/2015	QuickBooks Payroll Service	Created by Payroll Service on 11/16/2015	5,714.59
10/25/2015	ACH MARCO, Inc.	Copier Lease	786.57
10/20/2015	ACH AT&T	Kevin Cell	105.61

10/15/2015	ACH	MAWD	Registration	725.00
10/16/2015	ACH	MAWD	Registration	750.00
11/02/2015	ACH	Minnesota Energy Resources Corporation	Utilities	57.00
10/28/2015	ACH	PERA	Payroll Expense	1,848.77
10/28/2015	ACH	MN Dept of Revenue	Payroll Taxes	141.37
11/03/2015	ACH	Arvig	Utilities	394.99
11/04/2015	ACH	MN Dept of Revenue	5062265	950.00
11/04/2015	ACH	US Treasury-Payroll	41-6145653	5,508.58
11/04/2015	ACH	PERA	Payroll Expense	815.25
11/10/2015	ACH	Ada City	Utilities	202.56
11/18/2015	ACH	PERA	Payroll Expense	815.25
11/17/2015	ACH	PERA	Payroll Expense	31.53
11/19/2015	15828	VOID		
11/19/2015	15829	VOID		
11/19/2015	15830	AmeriPride	Rugs	189.66
11/19/2015	15831	EcoLab	Rodent Control	80.69
11/19/2015	15832	Houston Engineering, Inc.	October Engineering	8,593.51
11/19/2015	15833	Kathy Docken	Supplies	70.00
11/19/2015	15834	Key Contracting	Final Pay Request	4,897.50
11/19/2015	15835	Liberty Business Systems	Postage Meter Ink	105.91
11/19/2015	15836	Lucas McArthur	Beaver Trapping	530.00
11/19/2015	15837	Matt Wagner	2015 Beaver Trapping	1,735.30
11/19/2015	15838	McCollum Hardware, Inc.	Supplies	13.41
11/19/2015	15839	Morris Electronics, Inc.	Technical Support	2,327.34
11/19/2015	15840	Norman County Index-Ada	Subscription	33.00
11/19/2015	15841	Norman County Recorder	Courtney - Notary Application	20.00
11/19/2015	15842	Norman County SWCD	MPCA WRAPS	2,362.38
11/19/2015	15843	Northwest Beverage, Inc.	Water	42.50
11/19/2015	15844	Office of the Secretary of State	Courtney - Notary	120.00
11/19/2015	15845	Office Supplies Plus	Supplies	102.27
11/19/2015	15846	Ralph's Food Pride	Supplies	25.41
11/19/2015	15847	Red River Watershed Management Board	Reimbursements	8,696.93
11/19/2015	15848	Renae Kappes	Cleaning - 2@60	120.00
11/19/2015	15849	Taggart Excavating	Final Pay Request	10,764.00
11/19/2015	15850	Tammy Erickson	3 @ 30	90.00
11/19/2015	15851	Tim Crompton Excavating	Project Maintenance	7,840.66
11/19/2015	15852	Tony Sip	October Mowing	10,200.00
11/19/2015	15853	Wambach & Hanson	October Legal	1,001.58
11/19/2015	15854	Michael K Christensen	Per Diems	93.13
11/19/2015	15855	Raymond M Hanson	Per Diems	160.37
11/19/2015	15856	Sharon R Askelson	Per Diems	86.51
11/19/2015	15857	Curt Johannsen	Per Diems	83.36
11/19/2015	15858	Duane L Erickson	Per Diems	98.89
11/19/2015	15859	Gregory R Holmvik	Per Diems	69.27

TOTAL 60,553.58

Appendix A

List of Acronyms Used:

CCD45	Clay County Ditch 45
CMP	Corrugated Metal Pipe
JD51	Judicial Ditch 51
JD53L2	Judicial Ditch 53 Lateral 2
LSOHC	Lessard-Sams Outdoor Heritage Council
NRCS	Natural Resources Conservation Service
RCB	Reinforced Concrete Box
RCPP	Regional Conservation Partnership Program
RRBC	Red River Basin Commission
WMA	Wildlife Management Area