

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

REGULAR MEETING
July 12, 2017
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 Wednesday, July 12, 2017. Managers in attendance included: Duane Erickson, Greg Holmvik, 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 and various other interested taxpayers and landowners.
2. Chairman Holmvik called the meeting to order at 8:30 a.m. with the Pledge of Allegiance.
3. Agenda Approval. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve the meeting agenda with the following additions or corrections. Carried.
 - Add approval to close Safe Deposit Box at Frandsen Bank
 - Add authorize a check for recording fees up to \$150
 - Add MAWD meeting comments
 - Add approve attendance to 6th Annual RRV Agriculture Water Issues Forum
4. Meeting Minutes. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve the monthly meeting minutes dated June 14, 2017 as presented, with a correction to #27 to add the Managers name that 2nd the motion. Carried.
5. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Askelson to approve the payment of billings as presented. Carried.
6. Financial Report. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve the monthly financial report dated June 30, 2017. Carried.
7. Open Mic. None.
8. Community Flood Protection. Administrator Ruud went over what was discussed at the previous meeting about the 408 process and stated that the review will be completed soon for Halstad. We have not heard from the DNR for funding amounts out of the bonding bill and we submitted to split the project into 2 phases to make the most of funding, so also waiting to hear back on that. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve accepting of the resolution. It was approved by voice vote and signed. Hendrum and Perley's annual inspections were completed, nothing new to discuss. The resolution is displayed at the end of this report under Appendix B.
9. RCPP. Meetings were held in Felton for the South Branch and Twin Valley for Moccasin Creek on June 12, 2017. Attendance was good. Surveys have been coming back from individuals, townships, and state offices. Next step is to meet with local agencies and review comments to determine the course of action.

10. Goose Prairie Marsh. Administrator Ruud stated that we are still waiting on a grant agreement from the state for the LSOHC. He also spoke with Don Schultz who is working with 2 land owners for flowage easements. They are looking to possibly acquire land.

11. Judicial Ditch 51 408 Submittal. Administrator Ruud stated that we are still waiting to hear back from MPCA.

12. Farmstead Ring Dike. Engineer Bents stated that they are working to complete the designs and cost estimates for the Moore and Germolus Ring Dikes. Landowner meetings will be scheduled for the near future and bids will be sought following landowner meetings

PERMIT APPLICATIONS

13. Sletten Township, Section 34, Sletten Twp. Discussion was held amongst some of the township members, land owners, and Board of Managers regarding the permit application. A motion was made by Manager Johannsen and seconded by Chairman Holmvick to approve Permit #17-083 to replace a 24" centerline CMP with a 50" x 31" arch pipe. Motion carried with Manager Erickson opposed.

14. Chad Aldrich, Section 2, Pleasant View Twp. Following discussion regarding the permit application, a motion was made by Manager Hanson and seconded by Manager Johannsen to table Permit #17-087 to grade and backslope a roadway ditch, add a new driveway with a 24" culvert, requesting the applicant provide the following information related to the proposed work: 1. Minimum side slope on the road side (i.e. 3:1 Horizontal to Vertical) 2. Minimum ditch bottom width 3. Minimum side slope on field side 4. Drawing showing where power poles will be relocated 5. Drawing showing the proposed channel bottom grades (elevations should be referenced to the existing pipe/culvert elevations so that it can be verified). The Board requested this information be presented no later than August 1, 2017 to have the permit application be eligible for Board action at the next meeting. Carried.

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

- Arvig Enterprises, . . Permit #17-082 to bury fiber optic cable in the public road right-of-way at various locations with the condition that the utility line is installed a minimum of 30" below any ditch channel bottoms, the applicant is responsible for adequate erosion control measures during construction, and if a Watershed District project or other legal ditch project is hereafter initiated, repaired or improved over permitted utility, the owner of said utility shall be responsible for the cost of moving or deepening the utility if the Watershed District deems it necessary for the construction of the repair, improvement or initiation of the project.
- Arvig Enterprises, . . Permit #17-092 to bury fiber optic cable in the public road right-of-way at various locations with the condition that the utility line is installed a minimum of 30" below any ditch channel bottoms, the applicant is responsible for adequate erosion control measures during construction, and if a Watershed District project or other legal ditch project is hereafter initiated, repaired or improved over permitted utility, the owner of said utility shall be responsible for the cost of moving or deepening the utility if the Watershed District deems it necessary for the construction of the repair, improvement or initiation of the project.
- Arvig Enterprises, . . Permit #17-091 to bury fiber optic cable in the public road right-of-way at various locations with the condition that the utility line is installed a minimum of 30" below any ditch channel bottoms, the applicant is responsible for adequate erosion control measures during construction, and if a

Watershed District project or other legal ditch project is hereafter initiated, repaired or improved over permitted utility, the owner of said utility shall be responsible for the cost of moving or deepening the utility if the Watershed District deems it necessary for the construction of the repair, improvement or initiation of the project.

- John Brandt, Section 10, Lake Ida Twp. Permit #17-084 with the condition that the ditch cross section and profile are restored consistent with up and down stream sections of the ditch.
- Richard Buschette, Section 30, Pembina Twp. Permit #17-081 to install two sections of subsurface drain tile with standard tile conditions.
- Duane Hanson, Section 24, Pleasant View Twp. Permit #17-088 to install a field approach with an 18: culvert.
- Mattson Brothers, Sections 17-18, Atlanta Twp. Permit #17-090 to install subsurface drain tile with standard tile conditions and with the condition that the applicant get written approval from the landowner where the tile will be installed in the E 1/2½ Section 18 of Atlanta Township.
- Oberg Family Farms, Section 23, Lee Twp. Permit #17-089 to install subsurface drain tile with standard tile conditions.
- Melanie Olson, Section 6, Mary Twp. Permit #17-086 to widen a driveway and replace an 18" culvert with a longer 24" culvert.
- WBI Energy, Section 8, Flowing Twp. Permit #17-085 to install a pipeline under Ditch 45 with the condition that the pipeline is installed a minimum of 30" below any ditch channel bottoms, the applicant is responsible for adequate erosion control measures during construction, and if a Watershed District project or other legal ditch project is hereafter initiated, repaired or improved over permitted utility, the owner of said utility shall be responsible for the cost of moving or deepening the utility if the Watershed District deems it necessary for the construction of the repair, improvement or initiation of the project.

16. Duane Erickson, Section 25, Home Lake Twp. A motion was made by Manager Hanson and seconded by Manager Christensen to install subsurface drain tile with standard conditions and with the condition that the applicant get written approval from downstream landowner in the SW ¼ of section 25 of Home Lake Township. Carried.

17. Duane Erickson, Section 22-23, Walworth Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to continue tabling Permit #17-037 to install a centerline culvert, install a section of drain tile in the roadway ditch, and construct a dry block field approach at the request of the applicant to give him time to work with the County Engineer to see what size of culvert is needed to comply with the Township's request. Motion carried with Manager Erickson abstaining.

18. Ken Jirava, Sections 18 & 19, Spring Creek Twp, Becker County. A motion was made by Manager Hanson and seconded by Manager Johannsen to continue tabling Permit #17-020 to install subsurface drain tile, culverts and ditch improvements, requesting that the applicant provide additional details on the outlet/riser, centerline pipe through the roadway, tile locations and any inlets and specifics on the ditch grading work. Carried.

19. Steve Kahlbaugh, Section 15, Pembina Twp. A motion was made by Manager Hanson and seconded by Manager Erickson to approve Permit #17-080 to install subsurface drain tile with standard tile conditions and with the condition that the applicant provide documentation of the approved mitigation plan. Carried.

20. Aldrich Complaint. Mr. Aldrich has put in a permit application and working to get problem resolved. The Board set a time frame of August 1, 2017 to receive the requested information from Aldrich as to have ample

time to review with involved parties prior to the next Board Meeting. A motion was made to table the complaint until the next meeting by Manager Hanson and seconded by Manager Spaeth. Carried.

21. Mahnomen County Airport/Jirava Complaint. A motion was made by Manager Hanson and seconded by Manager Askelson to continue to table the complaint to allow Mr. Jirava and Mr. Large time to work out an amicable solution. Carried.

22. 9:48 Aaron Neubert-Mahnomen County SWCD. Aaron Neubert presented handouts to the Board with pictures that Administrator Ruud put on the TV for everyone to view. Neubert was requesting financial assistance for David Eiyneck's project to install a grade stabilization structure in Section 17 of Pembina Township. The objective of the project is to improve erosion problems and to reduce the sediment flowing into the Wild Rice River. Manager Erickson supports this project. Engineer Bents asked if they have searched additional options or sources of funding such as through BWSR. Discussion was held and a motion was made by Manager Erickson and seconded by Manager Johannsen to approve the request for \$28, 514.00 for the project. Carried.

23. 10:08 Brett Arne, BWSR-1W1P. Brett Arne from BWSR presented information about the 1 Watershed 1 Plan program. Administrator Ruud asked about funding if we don't go with this plan and stay with how we have been doing things. Brett explained the process and the timeline for the program. Discussion was held and it was decided that it will be kept on the radar for March 2018 which is the next grant opportunity. A motion was made by Manager Hanson and seconded by Manager Christensen to go forward with 1W1P. Carried.

31. Lower Wild Rice. Administrator Ruud stated that an update has been submitted to file an extension for another year.

32. Budget and Levy Hearing. A motion was made by Manager Johannsen and seconded by Manager Christensen to set the Budget meeting for 10:00 a.m. on August 9, 2017.

33. Safe Deposit Box. A motion was made by Manager Hanson and seconded by Manager Johannsen to close the Safe Deposit Box at Frandsen Bank & Trust. Carried.

34. Recording Fees. A motion was made by Manager Hanson and seconded by Manager Askelson to approve a check up to \$150 for recording fees for the Chisholm and Stalboerger petitions. Carried.

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

36. Meetings/Conferences.

- A motion was made by Manager Johannsen and seconded by Manager Christensen to approve attendance to the 6th Annual Water Issues Forum. Carried.
- A motion was made by Manager Hanson and seconded by Manager Askelson to approve attendance to the McIntosh MDA Nitrogen Fertilizer Rule meeting July 12, 2017. Carried.

34. There being no further business to come before the Board of Managers, a motion was made by Manager Hanson and seconded by Manager Johannsen to adjourn the meeting. Carried. Chairman Holmvik adjourned the meeting at 10:39 am.

Date	Num	Name	Memo	Amount
Jun 15 - Jul 12, 17				
06/27/2017		QuickBooks Payroll Service	Created by Payroll Service on 06/26/2017	5,827.32
07/11/2017		QuickBooks Payroll Service	Created by Payroll Service on 07/10/2017	5,693.02
06/26/2017			Funds Transfer	155,486.99
06/15/2017	ACH	Aflac		318.24
07/03/2017	ACH	Arvig		326.24
06/29/2017	ACH	Minnesota Energy Resources Corporation		47.00
06/15/2017	ACH	Sun-Flowers		53.44
07/05/2017	ACH	MARCO, Inc.		518.35
06/16/2017	ACH	PERA		956.83
06/15/2017	ACH	MN Dept of Revenue	5062265	430.00
06/15/2017	ACH	US Treasury-Payroll	41-6145653	2,350.72
06/23/2017	ACH	Country Inn and Suites	MAWD Summer Tour	148.57
06/30/2017	ACH	PERA		893.81
06/30/2017	ACH	MN Dept of Revenue	5062265	430.00
06/30/2017	ACH	US Treasury-Payroll	41-6145653	2,235.92
07/10/2017	ACH	AVN Gate		59.95
07/10/2017	ACH	Ada City		243.51
07/10/2017	ACH	Verizon Wireless		68.61
06/15/2017	16395	Norman County Fair	Sponsorship	250.00
07/12/2017	16396	AmeriPride	Rugs	100.83
07/12/2017	16397	Dusty's Floor Covering	Final Pay Request-Office Carpet	1,972.50
07/12/2017	16398	EcoLab	Pest Control	86.43
07/12/2017	16399	Fertile Journal	Approved Rules	11.38
07/12/2017	16400	FP Mailing Solutions	Postage Meter	118.63
07/12/2017	16401	Grinnell Mutual Payment Center	Business Owners	3,004.00
07/12/2017	16402	Houston Engineering, Inc.		41,450.26
07/12/2017	16403	MARCO, Inc.	New Server/M-Files Work	614.80
07/12/2017	16404	Morris Electronics, Inc.		10,619.23
07/12/2017	16405	New Century Press	Rules Update	11.81
07/12/2017	16406	Norman County Index-Ada	Approved Rules	25.00
07/12/2017	16407	Norman County Recorder		58.75
07/12/2017	16408	Northern States Excavating	Ramstad Ring Dike Final Payment	3,112.43
07/12/2017	16409	Northwest Beverage, Inc.		23.25
07/12/2017	16410	Office Supplies Plus	Monitor	213.74
07/12/2017	16411	Red River Watershed Management Board		58,816.78
07/12/2017	16412	Richards Publishing Company, Inc.	Approved Rules	7.88
07/12/2017	16413	The Forum	Approved Rules Posting	42.50
07/12/2017	16414	Tony Sip	Mowing	14,025.00
07/12/2017	16415	Twin Valley Times		39.00
07/12/2017	16416	Visser Trenching	Snow Removal	30.00
07/12/2017	16417	Wambach & Hanson	Administrative & Complaints/Violations	710.42
07/12/2017	16418	Wesley Carlsrud	2nd Half June Billing	18,361.54
07/12/2017	16419	Northern States Excavating	Visser Ring Dike Pay Request 3	7,020.50

07/12/2017	16421	Curt Johannsen	82.04
07/12/2017	16422	Dean P Spaeth	103.51
07/12/2017	16423	Duane L Erickson	341.89
07/12/2017	16424	Gregory R Holmvik	69.26
07/12/2017	16425	Michael K Christensen	736.26
07/12/2017	16426	Raymond M Hanson	88.52
07/12/2017	16427	Sharon R Askelson	85.31
		TOTAL	338,321.97

Appendix A

List of Acronyms Used:

BWSR	Board of Water and Soil Resources
LSOHC	Lessard Sams Outdoor Heritage Council
MAWD	Minnesota Association of Watershed Districts
RRV	Red River Valley
DNR	Department of Natural Resources
RCPP	Regional Conservation Partnership Program
MPCA	Minnesota Pollution Control Agency
CMP	Corrugated Metal Pipe
SWCD	Soil & Water Conservation District
1W1P	1 Watershed 1 Plan
MDA	Minnesota Department of Agriculture

Appendix B

Resolution for Flood Hazard Mitigation Grant Funding Assistance to the Wild Rice Watershed District for the City of Halstad Community Flood Risk Reduction Project

BE IT RESOLVED that the Wild Rice Watershed District, hereinafter referred to as the "Grantee" acting as legal sponsor for the flood risk reduction project or phase described in the State of Minnesota Flood Hazard Mitigation Grant #3000038193, dated March 23, 2013 is hereby authorized to apply to the Department of Natural Resources for additional funding to complete this project or phase.

BE IT FURTHER RESOLVED that the Grantee has the legal authority and the institutional, administrative, and managerial capability to ensure adequate acquisition, construction, maintenance and protection of the proposed project or phase.

BE IT FURTHER RESOLVED that the Grantee hereby pledges to complete the project or phase if it exceeds the total funding provided by the Department of Natural Resources and the required local match.

BE IT FURTHER RESOLVED that upon approval of its request by the state, the Grantee will enter into an amended agreement with the State of Minnesota for the above- references project or phase, and that the Grantee certifies that it will comply with all applicable laws and regulations as stated in the amended contract agreement.

NOW, THEREFORE BE IT RESOLVED that the Board Chair is hereby authorized to execute such agreements as are necessary to implement the project or phase on behalf of the Grantee.

I CERTIFY THAT the above resolution was adopted by the Wild Rice Watershed District on July 12, 2017.

SIGNED:


(Signature)

Chair

7-12-17
(Date)

WITNESSED:


(Signature)

(Title)

Secretary
7-12-17
(Date)

July 2017