

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

**REGULAR MEETING**

**May 12, 2021**

**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, May 12, 2021. Managers in attendance included: Greg Holmvik, Raymond Hanson, Mark Harless, Duane Erickson, Dean Spaeth, Michael Christensen, and Curt Johannsen. In addition, the following persons were in attendance: Engineer Jerry Bents, Attorney Elroy Hanson, Tara Jensen, Daryl Moore, Kevin Anderson, Luther Jacobson, Joel Stoa, Todd Kjos, Derek Hendricks, Bob Ramstad, Dwight Fevig, Steve Jacobson, Keith Berndt, Norman Dahl, Steve Dignazio. The following individuals were in attendance from remote locations: Frank Gross, Brad Knudson, Nicole Swenson, Marijo Vik, and Trevor Pederson.
2. Chairman Holmvik called the meeting to order 8:30 a.m., with the pledge of allegiance.
3. Manager Oaths. Attorney Hanson administered the oath of office to Manager Harless and Manager Erickson. Manager Harless and Manager Erickson each signed a copy of the orally read oath.
4. Agenda Approval. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve the meeting agenda as presented, with the following additions. Carried.
  - USACOE Wetland acres inquiry
  - Turner Property
5. Meeting Minutes. A motion was made by Manager Johannsen and seconded by Manager Christensen to approve the April 14, 2021, regular meeting minutes as presented. Carried.
6. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the payment of billings as presented. Carried.
7. Financial Report. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the monthly financial report dated April 30, 2021. Carried.
8. Open Mic. No one spoke at this time.

**PERMIT APPLICATIONS**

9. Kevin Anderson, Section 24, Winchester Twp., Section 19, Rockwell Twp. A motion was made by Manager Johannsen and seconded by Manager Hanson to deny Permit #21-040 to construct a berm, regrade ditches, add a 36" culvert, and lower three approach culverts due to adjacent landowner concern. Carried.
10. Wayne Brandt, Section 30, Green Meadow Twp. A motion was made by Manager Johannsen and seconded by Manager Hanson to table Permit #21-039 to install subsurface drain tile, requesting the applicant survey the ditch to the west. Carried.

11. Dwight Fevig, Section 34, Walworth Twp., Section 3, Atlanta Twp. A motion was made by Manager Erickson and seconded by Manager Hanson to approve Permit #21-030 to construct tile to divert runoff to the south into the South Branch of the Wild Rice River with the condition that the applicant get written approval from the Becker Co Highway Department, Walworth and Atlanta Townships, landowners in the NE1/4 of Section 3 of Atlanta Township, landowners in the SW1/4 of Section 35 of Walworth Township and that the berm is constructed no more than two feet above the invert of the centerline culvert. Carried.
12. Blakeway Seed, Section 22, Flom Twp. A motion was made by Manager Hanson and seconded by Manager Erickson to approve Permit #21-035 to install a new 18" culvert in a driveway with the condition that the applicant get written approval from the downstream landowner in the SE1/4 of Section 22 of Flom Township. Carried.
13. A motion was made by Manager Hanson and seconded by Manager Erickson to approve the following Permit applications as listed. Carried.
  - Kemper Farms, Sections 35 and 36, Rosedale Twp. Permit #21-041 to construct water and sediment control basins.
  - Doug McNamee, Section 3, LaGarde Twp. Permit #21-044 to construct water and sediment control basins.
  - Travis McCollum, Section 23, Bejou Twp. Permit #21-042 to construct a grade stabilization structure.
  - Travis McCollum, Sections 23 and 24, Gregory Twp. Permit #21-043 to construct water and sediment control basins.
14. John Brandt, Sections 13 and 18, Pleasant View Twp. A motion was made by Manager Erickson and seconded by Manager Spaeth to approve Permit #21-037 to install subsurface drain tile with standard tile conditions. Carried.
15. Wayne Brandt, Section 31, Green Meadow Twp. A motion was made by Manager Erickson and seconded by Manager Spaeth to approve Permit #21-036 to install subsurface drain tile with standard tile conditions. Carried.
16. Ditch Maintenance – Jacobson Request. Discussion was held regarding a request to add an additional culvert in the Norman Polk project. A motion was made by Manager Johannsen and seconded by Manager Harless to table the request asking the filing party to review the drainage area map to determine if other areas might be adding to the system. Carried.
17. Island Lake Request. A request for funding assistance was requested by the Island Lake Association to put a new culvert in a crossing and address flooding concerns in the area. A motion was made by Manager Johannsen and seconded by Manager Hanson to contribute up to \$4,500 towards the cost of the repair. Motion carried with Managers Spaeth and Erickson opposed.

#### **PERMIT APPLICATIONS (continued)**

18. David Eiyneck, Section 4, Popple Grove Twp. A motion was made by Manager Erickson and seconded by Manager Hanson to approve Permit #21-009 to install subsurface drain tile and fill in a ditch with the condition that the applicant get written approval from the landowners in the NE1/4 of Section 9 of Popple Grove Twp. and from the Popple Grove Twp. Carried.

19. Dan Hart, Section 30, Hendrum Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve Permit #21-029 to install a tile line leading to a holding tank. Carried.
20. Haugo Farms, Section 20, Popple Grove Twp. A motion was made by Manager Hanson and seconded by Manager Erickson to approve Permit #21-038 to install subsurface drain tile with standard tile conditions. Carried.
21. Thomas Jantzi, Section 4, Sundal Twp. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve Permit #21-028 to install a driveway with an 18" culvert. Carried.
22. Jerred Jirava, Section 28, Rosedale Twp. A motion was made by Manager Spaeth and seconded by Manager Johannsen to table Permit #21-027 to install subsurface drain tile requesting that the applicant provide written approval from the MNDNR for work within the protected watercourse and from the Mahnomen SWCD regarding compliance with the Wetland Conservation Act. Carried.
23. Vance Jirava, Sections 21, 22, and 28, Spring Creek Twp., Becker County. A motion was made by Manager Hanson and seconded by Manager Erickson to approve Permit #21-046 to construct water and sediment control basins with the condition that the applicant get written approval from the landowners in the N1/2 of the SE1/4 of Section 21 of Spring Creek Twp., Becker County. Carried.
24. Ray Johnson, Section 15, Felton Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve Permit #21-023 to install subsurface drain tile with standard tile conditions and the condition that the applicant get written permission from the road authority (Felton Twp.). Carried.
25. Jeffrey Opsahl, Section 32, Wild Rice Twp. A motion was made by Manager Spaeth and seconded by Manager Johannsen to table Permit #21-140 to construct a low water crossing in a public waterway and install a crossing and culvert in a private ditch requesting project details of the low water crossing including length and elevation of the overflow and approval from the MNDNR. Carried.
26. Kim Slininger, Section 21, Lake Ida Twp. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve Permit #21-031 to install a field approach with a 24" or 36" pipe with the condition that the culvert is a 36" diameter pipe. Carried.
27. Eric Visser, Section 15, Winchester Twp. A motion was made by Manager Johannsen and seconded by Manager Spaeth to approve Permit #21-032 to install a field approach with an 18" or 24" culvert. Carried.
28. Eric Visser, Section 4, Pleasant View Twp. A motion was made by Manager Christensen and seconded by Manager Erickson to approve Permit #21-033 to install two inlet pipes with flap gates with the condition that the culverts do not have gates. Carried.
29. Eric Visser, Section 4, Pleasant View Twp. A motion was made by Manager Hanson and seconded by Manager Erickson to approve Permit #21-034 to install a field approach with a 42" culvert. Carried.
30. Complaints.  
A motion was made by Manager Johannsen and seconded by Manager Harless to continue tabling the Borgen complaint as the party has a petition forward to drain into the system with the ditch authority (Norman County). Carried.

A motion was made by Manager Hanson and seconded by Manager Harless to dismiss the Pederson complaint as Anderson has restored the area as requested. Carried.

No Board action was required on the Neset complaint. Still waiting to hear back pending the results of a potential wetland determination.

31. Goose Prairie. Administrator Ruud read ***“Local Government Resolution for Flood Hazard Mitigation Assistance”***. A motion was made by Manager Hanson and seconded by Manager Harless to adopt the resolution as read. Motion carried via roll call vote with Chairman Holmvik, Managers Christensen, Hanson, Harless, Johannsen, Spaeth and Erickson in favor, none against. A copy of the resolution is on file at the District office.

Administrator Ruud reported that he met with the township on Monday evening and had a good discussion regarding the agreement presented. The township board approved the document as presented. A motion was made by Manager Christensen and seconded by Manager Harless authorizing Chairman Holmvik to sign the ***“Joint Powers Agreement by and between Wild Rice Watershed District and Goose Prairie Township regarding Goose Prairie Project #45”***. Carried. A copy of the agreement is on file at the District office.

An update was provided on the acquisition of the remaining flowage easements and temporary and permanent right of way. All remaining parties received a letter notifying them the Board has requested all negotiations to be completed on or prior to the June Board meeting.

32. Community Flood Protection.

A motion was made by Manager Johannsen and seconded by Manager Harless to enter into a contract with Zavoral Construction for work along the north side of Halstad. Carried. It is noted the work will be completed on or before August 31<sup>st</sup>. Engineer Bents added that the CSAH road raise bids are being advertised with a deadline of May 25<sup>th</sup>.

Administrator Ruud reported that MNDOT will be doing mill and overlay work through the City of Perley in 2029. We are submitting a request for funding through Hazard Mitigation Assistance to see if we can get work completed prior to this timeline.

33. 2020 FEMA Flood buyout properties. Administrator Ruud reported that FEMA is continuing to review the application submitted in the fall of 2020.
34. 1W1P. Administrator Ruud informed the Board that the Wild Rice One Watershed One Plan implementation funding was recently approved by BWSR. Documents for the grant are being prepared.
35. Ditch Maintenance. An update was given on all ongoing ditch maintenance work.

A motion was made by Manager Hanson and seconded by Manager Harless to approve a final pay request presented by Gordon Construction in the amount of \$2,103.65 for work completed on Clay County Ditch 45. Carried.

A motion was made by Manager Hanson and seconded by Manager Spaeth to approve pay request 1 presented by Gordon Construction in the amount of \$13,380.75 for work completed on Clay County Ditch 44. Carried.

A motion was made by Manager Hanson and seconded by Manager Spaeth to enter into a contract with Gordon Construction for Dalen Coulee maintenance work. Carried.

36. RCPP.

It was reported that USGS monitoring equipment was placed and data is being collected along the South Branch and Wild Rice Rivers.

A motion was made by Manager Johannsen and seconded by Manager Harless to closeout the Green Meadow subwatershed study by doing landowner outreach letting them know that the District has an open desire to acquire property on a voluntarily basis within the identified impoundment site. Carried.

Engineer Bents reviewed previous site identification and potential storage site locations for the South Branch subwatershed. A final report is anticipated to be completed this summer for Board review. The Board desired to have engineering complete a cost analysis on the two lower storage locations. It was determined that one site would not be eliminated from consideration at this time, however only one will be presented in the final report analysis for the RCPP study.

37. Ditch Maintenance. A motion was made by Manager Hanson and seconded by Manager Christensen to approve the permanent easement acquisition for Clay County Ditch 4 at a cost of \$7,000 per acre. Carried.

38. Upper Reaches. Administrator Ruud reported that a funding cost share will be presented for consideration by the RRWMB at their May meeting, with the anticipation of bidding for the repairs taking place next fall.

39. Lower Wild Rice. Discussion was held regarding the appraisal received on a building site along the corridor. The party is considering the appraisal.

40. Corps Wetland Credits. The Board does not desire to sell wetland credits owned by the District, instead holding them for future project implementation. The USACOE requested purchasing some District owned credits, prompting the discussion.

41. Acquisition Properties. A motion was made by Manager Hanson and seconded by Manager Christensen to approve a request by Megan Kappes to terminate a lease agreement and a request by Michael Babler to lease the same parcel for a term of 10 years at a rate of \$100 annually plus property taxes. Carried.

42. Board Reorganization.

Chairman Holmvik asked Attorney Hanson to preside over Board Officer Reorganization. Attorney Hanson called for nominations for Chairman. Harless nominated Holmvik for the position of Board Chair. Erickson nominated Harless for the position of Board Chair. Harless declined the nomination. A motion was made by Harless and seconded by Hanson to cast an unanimous ballot appointing Holmvik as Board Chair. Carried. Chairman Holmvik returned to presiding over the meeting.

Hanson nominated Harless for the position of Board Vice-Chair. Hearing no further nominations for Vice-Chair, nominations ceased and Harless was elected Board Vice-Chair.

Hanson nominated Johannsen for the position of Board Secretary. Hearing no further nominations for Secretary, nominations ceased, and Johannsen was elected Board Secretary.

Johannsen nominated Spaeth for the position of Board Treasurer. Hearing no further nominations for Treasurer, nominations ceased and Spaeth was elected Board Treasurer.

Committee assignments were distributed for review and approval at the June meeting. A motion was made by Manager Johannsen and seconded by Manager Spaeth to cease Manager attendance at Citizen Advisory Committee meetings in November and April to allow them to communicate more freely and without Manager input. Motion carried with Managers Christensen, Hanson, Harless, Johannsen and Spaeth in favor, Chairman Holmvik and Manager Erickson against.

43. 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.
44. Meetings and Conferences. None.
45. 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 11:44 am.

---

Curt Johannsen, Secretary

Date	Num	Name	Memo	Amount
<b>Apr 15 - May 12, 21</b>				
04/27/2021		QuickBooks Payroll Service	Created by Payroll Service on 04/26/2021	6,380.61
04/19/2021		Deluxe Business Systems	check order	324.78
05/11/2021		QuickBooks Payroll Service	Created by Payroll Service on 05/10/2021	6,379.49
04/30/2021	ACH	MN Dept of Revenue	5062265	389.00
04/30/2021	ACH	US Treasury-Payroll	41-6145653	1,929.02
04/16/2021	ACH	MN Dept of Revenue	5062265	392.00
04/16/2021	ACH	US Treasury-Payroll	41-6145653	2,182.66
04/21/2021	ACH	Aflac		168.30
05/03/2021	ACH	PERA		1,010.02
05/07/2021	ACH	Verizon Wireless		103.14
04/27/2021	ACH	Minnesota Energy Resources Corporation		103.00
05/03/2021	ACH	Arvig		380.12
05/05/2021	ACH	MARCO, Inc.		566.30
04/16/2021	ACH	PERA		1,097.53
05/10/2021	ACH	Ada City		280.31
04/26/2021	ACH	Postalia		200.00
05/12/2021	17940	Ada Building Center	Window Screens	141.08
05/12/2021	17941	Cardmember Service	April Billing	1,144.63
05/12/2021	17942	Cintas	Rugs and sanitizer	115.63
05/12/2021	17943	EcoLab	Pest Control	98.70
05/12/2021	17944	Gordon Construction, Inc.	cleanout coulee	3,450.00
05/12/2021	17945	Houston Engineering, Inc.		117,613.57
05/12/2021	17946	Matt Wagner		3,751.85
05/12/2021	17947	MN Dept of Natural Resources		540.00
05/12/2021	17948	MN PEIP	insurance	1,370.40
05/12/2021	17949	Norman County Index-Ada	Leiser Hearing	114.00
05/12/2021	17950	Norman County Treasurer/Auditor		12,075.74
05/12/2021	17951	Northern States Excavating		7,185.48
05/12/2021	17952	Northwest Beverage, Inc.		27.00
05/12/2021	17953	Office Supplies Plus	Supplies	20.97
05/12/2021	17954	Renae Kappes	cleaning	120.00
05/12/2021	17955	Star Tribune	Annual Subscription	223.08
05/12/2021	17956	Steve Spaeth	Kroshus Appraisal	1,000.00
05/12/2021	17957	Supermarket Foods	Supplies	19.77
05/12/2021	17958	Tony Sip	April Mowing/Tree and brush removal	5,100.00
05/12/2021	17959	Visser Trenching		690.00
05/12/2021	17960	Wambach & Hanson	April Legal	2,769.43
05/12/2021	17961	Gordon Construction, Inc.	Final Pay Request	2,103.65
05/12/2021	17962	Houston Engineering, Inc.	Drainage DB	4,000.00
05/12/2021	17963	Norman County Treasurer/Auditor		60.00
05/12/2021	17964	Northern States Excavating	Final Pay Request	3,889.00
05/12/2021	17965	Gordon Construction, Inc.	Request 1	13,380.75
05/12/2021	17969	Curt Johannsen		354.89

05/12/2021	17970	Dean P Spaeth	151.28
05/12/2021	17971	Duane L Erickson	140.91
05/12/2021	17972	Gregory R Holmvik	230.88
05/12/2021	17973	Mark L Harless	130.00
05/12/2021	17974	Michael K Christensen	135.31
05/12/2021	17975	Raymond M Hanson	251.03
<b>TOTAL</b>			<b>204,285.31</b>



## Appendix A

### List of Acronyms Used:

1W1P – One Watershed One Plan  
BWSR – Board of Water and Soil Resources  
CSAH – County State Aide Highway  
FEMA – Federal Emergency Management Agency  
MNDNR – Minnesota Department of Natural Resources  
RCPP – Regional Conservation Partnership Program  
RRWMB – Red River Watershed Management Board  
USACOE – United States Army Corps of Engineers  
USGS – United States Geological Service