

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

**REGULAR MEETING**  
**October 13, 2021**  
**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, October 13, 2021. Managers in attendance included: Greg Holmvik, Duane Erickson, Mark Harless, Raymond Hanson, Dean Spaeth, Mike Christensen and Curt Johannsen. 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 attended via electronic means.
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 Harless and seconded by Manager Spaeth to approve the agenda as presented. Carried.
4. Approval of Monthly Minutes. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve the Regular Meeting Minutes dated September 8, 2021, as presented. Carried.
5. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Christensen to approve the payment of billings as presented. Carried.
6. Financial Report. A motion was made by Manager Johannsen and seconded by Manager Harless to approve the monthly financial report and the quarterly financial report dated September 30, 2021, and the transfers from unassessed projects to Red River Construction as detailed in Appendix A at the end of this report. Carried.
7. Open Mic. Nobody spoke at this time.

**PERMIT APPLICATIONS**

8. A motion was made by Manager Hanson and seconded by Manager Harless to approve the following permit applications:
  - Tim Chisholm, Section 8, Wild Rice Twp. Permit #21-128 to install a new field approach
  - Tim Chisholm, Section 5, Wild Rice Twp. Permit #21-129 to replace a culvert in a field approach from a 24" culvert to a 36" culvert or 48" culvert.
9. Loyal Sip, Section 27, Pleasant View Twp. A motion was made by Manager Johannsen and seconded by Manager Christensen to deny Permit #21-122 to install a field approach with an 18" pipe off an existing driveway. Carried.
10. Tim Safar, Section 24, Pembina Twp. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve Permit #21-120 to install subsurface drain tile with standard tile conditions and the

condition that the applicant provide approval from the Mahnomen County SWCD regarding compliance. Carried.

11. Mattson Partnership, Section 21, Atlanta Twp. A motion was made by Manager Erickson and seconded by Manager Spaeth to approve Permit #21-121 to install subsurface drain tile with standard tile conditions and the condition that the applicant removes surface inlets from the submitted plan. Motion carried with Managers Johannsen and Hanson opposed.
12. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the following permit applications with conditions as listed. Carried.
  - Aaron Borgen, Section 23, Lee Twp. Permit #21-133 to install a field approach with a 24” pipe.
  - John Brandt, Section 7, Green Meadow Twp. Permit #21-127 to remove a field approach with a 24” culvert and add a field approach with a 24” culvert.
  - Dave Eiyneck, Section 11, Lake Grove Twp. Permit #21-126 to install a water and sediment control basin project with standard tile conditions.
  - Steve Jacobson, Section 9, Lee Twp. Permit #21-130 to install a pipe drop structure with the condition that the applicant get MNDNR approval for any work below the OHW of the river.
  - Bruce Tufte, Section 26, Winchester Twp. Permit #21-132 to install a field approach with a 24” pipe.
13. Joseph Chisholm, Section 24, Green Meadow Twp. A motion was made by Manager Erickson and seconded by Manager Johannsen to approve Permit #21-119 to remove a field approach with an 18” culvert and add a field approach with an 18” culvert. Carried.
14. Beau Jacobson, Section 35, Flom Twp. A motion was made by Manager Johannsen and seconded by Manager Harless to install a water and sediment control basin project with standard tile conditions. Carried.
15. A motion was made by Manager Johannsen and seconded by Manager Spaeth to table the following Permit applications. Carried.
  - Johnson Bros Farms. Permit #21-093 to install a new 18” or 24” centerline culvert pending previously requested information from the applicant.
  - Brian Ramsrud, Section 11, LaPrairie Twp. Permit #21-105 to install a crossing over Mosquito Creek with a 6 foot or 8 foot diameter culvert pending previously requested information from the applicant.
16. Skaurud Grain Farms, Section 29, Rosedale Twp. A motion was made by Manager Christensen and seconded by Manager Hanson to approve Permit #21-124 to install subsurface drain tile with standard tile conditions. Carried.
17. Skaurud Grain Farms, Section 20, Bear Park Twp. A motion was made by Manager Christensen and seconded by Manager Johannsen to table Permit #21-125 to install subsurface drain tile pending approval from the ditch authority. Motion carried with Manager Erickson opposed.
18. Robert Spaeth, Section 1, Pembina Twp. A motion was made by Manager Hanson and seconded by Manager Harless to table Permit #21-123 to replace a bridge with box culverts or raise the bridge requesting the applicant provide approval from the MNDNR for work in the MN protected waters. Motion carried with Manager Erickson opposed.

19. Eric Visser, Section 4, Pleasant View Twp. A motion was made by Manager Johannsen and seconded by Manager Christensen to table Permit #21-034 to install a field approach with a 30" culvert pending previously requested information from the applicant. Carried.
20. Community Flood Protection. Administrator Ruud reported that the Halstad Road Raise was complete and we are waiting for the final billing from the County for the project. He added that we will update the Operation and Maintenance Manual for the city to complete the project.

A motion was made by Manager Johannsen and seconded by Manager Harless adopting *Resolution Authorizing Execution Sub-Grant Agreement* for the City of Perley funding. Resolution was adopted via roll call vote with Chairman Holmvik and Managers Christensen, Erickson, Harless, Hanson, Johannsen and Spaeth voting in favor. None against. Resolution is available at the District office upon request.

A motion was made by Manager Johannsen and seconded by Manager Harless to approve the Letter of Commitment of Funds and Letter of Maintenance Statement for the City of Perley request. Motion carried. The documents are available at the District office upon request.

A motion was made by Manager Hanson and seconded by Manager Johannsen to approve Opting in to Sub-Recipient Management Cost reimbursement for the City of Perley funding application. Carried. The document is available at the District office upon request.

21. FEMA Buyouts. Administrator Ruud reported that we are working forward with the seven acquisition applicants. Updated appraisals have been received for two and we are waiting for five updates to be returned. The grant agreement will be adjusted to reflect the changes once all updated appraisals have been received.
22. Ditch Maintenance. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve pay request 1 from Northern States Excavating in the amount of \$103,740.00 for work completed on the Dalen Coulee. Carried. Discussion was held regarding the cleanout.

A motion was made by Manager Hanson and seconded by Manager Harless to approve final pay request from Northern States Excavating in the amount of \$3,162.50 for work completed on Norman County Ditch 64. Carried.

Administrator Ruud informed the Board that Judicial Ditch 53 will require an outlet repair in the future. Engineering consultants are developing cost estimate and we are exploring 1W1P funding to assist with the repair costs.

23. Upper Reaches. Attorney Hanson provided an update regarding eminent domain proceedings. He is waiting for his staff to send a resolution authorizing the use of eminent domain.
24. Lower Wild Rice. Administrator Ruud provided an update that a mailing was recently sent to all landowners along the corridor detailing the program.
25. Per Diems. motion was made by Manager Hanson and seconded by Manager Johannsen to approve payment of Manager per diems and expenses as distributed. Carried.
26. Pending retirement. Administrator Ruud informed the Board that he plans to retire from his position between January 3<sup>rd</sup> and the end of March. Board discussion was held regarding Administrator Ruud's

pending retirement. Manager Hanson asked Bookkeeper Jensen if she would be interested in transitioning into the Administrator position. She indicated that she would be open to negotiations regarding the position. A motion was made by Manager Hanson and seconded by Manager Spaeth to have the executive committee meet with Jensen to negotiate terms for the Administrator position. Carried. Attorney Hanson will verify that the Board can hire internally for the open position if qualified candidates are interested.

27. Goose Prairie WMA. Administrator Ruud provided an update on all remaining acquisition needs. A motion was made by Manager Hanson and seconded by Manager Spaeth to update the Dahl offer to \$2,000, removing a need to submit attorney receipts for any legal expenses. Carried. Discussion was held regarding potential eminent domain proceedings. A motion was made by Manager Johannsen and seconded by Manager Hanson to send a notification to remaining property owners that counter offers are to be returned on or before November 12<sup>th</sup> for Board consideration. The Board will determine next steps for the project during their November 17<sup>th</sup> Board meeting. Motion carried with Manager Spaeth and Erickson opposed.
28. Upper Reaches (continued). A motion was made by Manager Johannsen and seconded by Manager Hanson to authorize *Resolution Determining the Necessity for and Authorizing the Acquisition of Certain Properties for Flood Protection Purposes*. Resolution was adopted via roll call vote with Chairman Holmvik and Managers Christensen, Erickson, Harless, Hanson, Johannsen and Spaeth voting in favor. None against. Resolution is available at the District office upon request.
29. 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 10:56 am.

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Curt Johannsen, Secretary

Date	Num	Name	Memo	Amount
<b>Sep 9 - Oct 13, 21</b>				
09/14/2021		QuickBooks Payroll Service	Created by Payroll Service on 09/13/2021	6,866.97
09/28/2021		QuickBooks Payroll Service	Created by Payroll Service on 09/27/2021	6,941.60
10/12/2021		QuickBooks Payroll Service	Created by Payroll Service on 10/08/2021	6,896.78
09/10/2021	ACH	Ada City		335.65
09/15/2021	ACH	Aflac		112.20
10/04/2021	ACH	MN Dept of Revenue	5062265	427.00
10/04/2021	ACH	US Treasury-Payroll	41-6145653	2,118.64
10/04/2021	ACH	PERA		1,021.10
10/12/2021	ACH	Ada City		284.54
10/07/2021	ACH	Verizon Wireless		103.98
10/05/2021	ACH	MARCO, Inc.		601.88
09/17/2021	ACH	PERA		1,132.53
09/17/2021	ACH	US Treasury-Payroll	41-6145653	210.36
09/17/2021	ACH	MN Dept of Revenue	5062265	423.00
09/17/2021	ACH	US Treasury-Payroll	41-6145653	2,097.56
10/03/2021	ACH	Arvig		412.05
09/27/2021	ACH	Minnesota Energy Resources Corporation		103.00
09/30/2021	18098	Houston Engineering, Inc.		4,021.50
10/13/2021	18099	Becker Co. Auditor		2,277.00
10/13/2021	18100	Border Appraisals Inc	Welch Appraisal	750.00
10/13/2021	18101	Cardmember Service	September billing	10.00
10/13/2021	18102	Cintas		231.26
10/13/2021	18103	Clay County Auditor Treasurer		5,128.00
10/13/2021	18104	EcoLab	pest control	98.70
10/13/2021	18105	Farmers National Company	Petermann Appraisal	1,200.00
10/13/2021	18106	FP Mailing Solutions	Postage Meter Lease	118.63
10/13/2021	18107	Hendrum City	Mowing	825.00
10/13/2021	18108	Houston Engineering, Inc.		52,287.41
10/13/2021	18109	Lucas McArthur	Beaver control	1,250.07
10/13/2021	18110	Mahnomen Pioneer	Budget Hearing	45.20
10/13/2021	18111	McCollow Hardware, Inc.	Furnace Filters	170.96
10/13/2021	18112	Morris Electronics, Inc.		500.00
10/13/2021	18113	Norman County Highway Department	Flap Gates	1,519.55
10/13/2021	18114	Norman County Treasurer/Auditor		545.00
10/13/2021	18115	Northern States Excavating	Request #1	103,740.00
10/13/2021	18116	Office Supplies Plus		401.21
10/13/2021	18117	Red River Watershed Management Board	1/2 Levy	24,336.90
10/13/2021	18118	Supermarket Foods	supplies	80.93
10/13/2021	18119	Tony Sip	September Mowing	10,115.00
10/13/2021	18120	Wambach & Hanson	September billing	3,966.70
10/13/2021	18121	Northern States Excavating	Final Payment	3,162.50
10/13/2021	18122	Curt Johannsen		233.10
10/13/2021	18123	Dean P Spaeth		151.28

10/13/2021	18124	Duane L Erickson	140.91
10/13/2021	18125	Gregory R Holmvik	115.43
10/13/2021	18126	Mark L Harless	128.88
10/13/2021	18127	Michael K Christensen	135.31
10/13/2021	18128	Raymond M Hanson	251.03
		<b>TOTAL</b>	<b>248,026.30</b>

## Appendix A

Quarterly transfers between Red River Construction account and unassessed projects and ditches

**9/30/2021**

	9/30/2021	RRC	Survey & Data
<b>PROJECTS</b>			
<b>Unassessed</b>			
# Moccasin	276.76	(276.76)	
#35 Sande Detention	592.83	(592.83)	
#36 Marsh Creek 3	344.62	(344.62)	
#38 Rockwell Dam	332.46	(332.46)	
RRC - Levy Admin Work	665.00	(665.00)	
<b>Project Development - other</b>			
#336 - Community Dikes			
#11 Perley Road			
Raise	202.00	(202.00)	
#31 Perley Grade			
Raise 2021	21,049.55	(21,049.55)	
#375 - Property Acq/Demo	1,680.49	(1,680.49)	
Ph 002 Wegge	90.00	(90.00)	
<b>Project Development - RRC</b>			
#354 Goose Prairie WMA			
Storage	18,732.17	(18,732.17)	
#357 Lower Wild Rice	(1,157.32)	1,157.32	
Ph 001 Vik	297.50	(297.50)	
Ph 002 Merkens	14,301.83	(14,301.83)	
Ph 003 Kroshus	3,775.63	(3,775.63)	
Ph 004 Kroshus			
Peters	5,369.39	(5,369.39)	
Ph 005 Robert			
Wagner	2,473.55	(2,473.55)	
Ph 006 DW Kroshus	1,102.50	(1,102.50)	
Ph 008 Thor			
Gilbertson	90.25	(90.25)	
Ph 013 Patrick			
Kovash	394.25	(394.25)	
Ph 014 Strand	1,919.98	(1,919.98)	
Ph 021 Michael Olson			
F	67.50	(67.50)	
Ph 022 Andy Wagner	90.00	(90.00)	
#366 Moccasin Creek	777.67	(777.67)	
#368 Rural Ring Dikes	(782.17)	782.17	
#369 - One Watershed One Plan			
LGU Coord	202.00	(202.00)	
#18 Violations		-	
#18 Violations - other	691.00	(691.00)	
#105 Chuck Borgen	409.00	(409.00)	
#110 Colby Neset	319.00	(319.00)	
#112 Robert Brandt	907.00	(907.00)	
#113 Stromstad			
Brothers	824.20	(824.20)	
#114 Stromstad			
Brothers	352.00	(352.00)	
#12 Permits	29,976.84	(29,976.84)	
	106,367.48	(106,367.48)	-
	106,367.48	-106,367.48	

## Appendix B

### List of Acronyms Used:

1W1P	One Watershed One Plan
FEMA	Federal Emergency Management Agency
MNDNR	Minnesota Department of Natural Resources
OHW	Ordinary High Water
SWCD	Soil and Water Conservation District
WMA	Wildlife Management Area