

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

**REGULAR MEETING**  
**September 14, 2022**  
**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, September 14, 2022. Managers in attendance included: Greg Holmvik, Dean Spaeth, Raymond Hanson, Mark Harless, Duane Erickson, Mike Christensen and Curt Johannsen. In addition, the following persons were in attendance: Administrator Tara Jensen, Engineer Jerry Bents, Attorney Elroy Hanson, and Stacy Purrington. Various other interested taxpayers and landowners attended in person or via electronic means.
2. Chairman Holmvik called the meeting to order at 8:28 a.m. with recital of the pledge of allegiance.
3. Agenda Approval. A motion was made by Manager Harless and seconded by Manager Spaeth to approve the agenda with the following item removed: Mahnomen County SWCD. Carried.
4. Meeting Minutes. A motion was made by Manager Harless and seconded by Manager Hanson to approve the August 10, 2022, Regular Meeting Minutes as presented. Carried.
5. Manager Johannsen arrived at 8:34 a.m.
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 August 31, 2022. Carried.
8. Open Mic. No one spoke.

**PERMIT APPLICATIONS**

9. Colby Neset, Section 7, Fossum Twp. Permit #22-108 to install an 18" culvert. Discussion was held. A motion was made by Manager Hanson and seconded by Manager Erickson to approve the permit with the condition that the berm that was removed be re-installed at this location to the original elevation. Carried.

This permit is in conjunction with complaint #22-003c and permit #22-045. On September 9, 2022, Mr. Neset filed a request for reconsideration on permit #22-045. Mr. Neset withdrew his request for reconsideration at today's meeting.

10. Loyal Sip, Section 27, Pleasant View Twp. Permit #22-094 to install a field approach with an 18" culvert. Landowner Marti Sip expressed opposition to the permit. Discussion was held. A motion was made by Manager Christensen and seconded by Manager Johannsen to deny the permit based on property owner opposition. Carried.

11. Norman County Highway Department, Section 28, Lake Ida Twp. Permit #22-084 to replace a 24" driveway culvert with a 30" culvert. Keith Berndt and Bob Ramstad spoke. Clem Erickson expressed his opposition. A motion was made by Manager Johannsen and seconded by Manager Hanson to table and request the county provide hydraulic data justifying the culvert change. Carried.
12. Mark Chisholm, Section 6, Strand Twp. Permit #22-100 to remove a dry block approach. A motion was made by Manager Hanson and seconded by Manager Harless to deny the permit due to potential damages to downstream property in the west half of section 6 of Strand Township. Carried.
13. Good Hope Township, Sections 4 & 5, Good Hope Twp. Permit #22-075 to install a new 10'x12' box culvert in Project 5. A motion was made by Manager Spaeth and seconded by Manager Hanson to continue to table pending the results of the hydraulic analysis to be completed by the drainage authority. Carried.
14. Mark Habedank, Section 28, Waukon Twp. Permit #22-047 to install subsurface drain tile. A revised tile plan was submitted after the August meeting. A motion was made by Manager Harless and seconded by Manager Johannsen to approve with standard tile conditions and the condition that the applicant get written approval from landowners in SW 1/4 of section 27, the W 1/2 of section 34 of Waukon Township, the NW 1/4 of section 3 of Fossum Township, and the road authority-Norman County Highway Department. Carried.
15. Mark Habedank, Section 28, Waukon Twp. Permit #22-098 to install a field approach with an 18" culvert. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the permit. Carried.
16. Tyler Bennefeld, Section 16, Strand Twp. Permit #22-089 to move the location of his driveway to the south and install an 18" culvert in his driveway. Keith Berndt stated that the county approves of the placement. A motion was made by Manager Erickson and seconded by Manager Hanson to approve the permit. Carried.
17. Tyler Bennefeld, Section 16, Strand Twp. Permit #22-077 to install an 18" culvert in his driveway. A motion was made by Manager Harless and seconded by Manager Spaeth to return the permit due to a revised permit being approved. Carried.
18. Dirk Swanson, Section 31, Lee Twp. Permit #22-090 to replace a 24" driveway culvert with a 30" culvert. A motion was made by Manager Harless and seconded by Manager Hanson to approve. Carried.
19. Jacob Chisholm, Section 33, Pleasant View Twp. Permit #22-018 to install subsurface drain tile. A motion was made by Manager Johannsen and seconded by Manager Spaeth to continue to table pending information from the applicant. Staff will reach out to applicant to see if he'd like to withdraw the permit based on his revised plan. Carried.
20. Jacob Chisholm, Section 33, Pleasant View Twp. Permit #22-093 to install subsurface drain tile. A motion was made by Manager Hanson and seconded by Manager Erickson to approve the permit with standard tile conditions. Carried.
21. Skaurud Grain Farms, Sections 5,6,7,8, Waukon Twp. Permit #22-092 to install subsurface drain tile. A motion was made by Manager Erickson and seconded by Manager Hanson to approve with standard tile conditions. Carried.

22. Skaurud Grain Farms, Section 28, Waukon Twp. Permit #22-099 to install subsurface drain tile. A motion was made by Manager Hanson and seconded by Manager Erickson to approve with standard tile conditions. Carried.
23. A motion was made by Manager Harless and seconded by Manager Hanson to approve the following permits as noted below. Carried.
- Bergeson Estate, Section 7, Bear Park Twp. Permit #22-107 to construct a driveway with a 24” culvert.
  - Black Bell Farms, Section 19, Wild Rice Twp. Permit #22-095 to install subsurface drain tile with standard tile conditions.
  - Brandon Borgen, Section 3, Mary Twp. Permit #22-103 to install a field approach, no culvert.
  - Brandon Borgen, Section 3, Mary Twp. Permit #22-104 to install a field approach, no culvert.
  - Michael Chisholm, Section 7, Strand Twp. Permit #22-091 to install a field approach with a 36” culvert with the condition that the new culvert matches the upstream pipe size (48”).
  - Paul Engelstad, Section 36, Reis Twp. Permit #22-097 to remove a field approach with a 24” culvert and install a new field approach with a 24” culvert with the condition that the culvert is installed without a flap gate.
  - Trevor Johnson, Sections 14 & 15, Lake Grove Twp. Permit #22-083 to install water and sediment control basins.
  - Mark Maring, Section 31, Hegne Twp. Permit #22-082 to extend an existing 30” culvert (widen approach).
  - Adam Stalboerger, Section 18, Lake Grove Twp. Permit #22-087 to install subsurface drain tile with standard tile conditions.
  - James Steinmetz, Section 8, Beaulieu Twp. Permit #22-101 to install water and sediment control basins.
24. Duane Erickson, Section 5, Walworth Twp. Permit #22-106 to install subsurface drain tile. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve with standard tile conditions. Manager Erickson abstained from voting. Carried.
25. Black Bell Farms, Section 19, Wild Rice Twp. Permit #22-096 to install subsurface drain tile. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve with standard tile conditions. Carried.
26. Brian Chisholm, Section 16, Strand Twp. Permit #22-081 to install a field approach and culvert. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve with the condition that the culvert is an 18” diameter pipe. Carried.
27. Duane Erickson, Section 36, Home Lake Twp. Permit #22-105 to install subsurface drain tile. A motion was made by Manager Johannsen and seconded by Manager Christensen to table and notice adjacent landowners. The motion was amended to approve with standard tile conditions and the condition that the applicant provides written approval from the S 1/2 of section 35 of Home Lake Township, the SW 1/4 of section 36 of Home Lake Township, the NE 1/4 of section 2 of Ulen Township and the Road Authority - Home Lake Township. Manager Erickson abstained from voting. Carried.
28. Travis Fuchs, Section 11, Sundal Twp. Permit #22-054 to install subsurface drain tile. A motion was made by Manager Spaeth and seconded by Manager Hanson to continue to table pending project plans from the applicant. Carried.

29. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve the following permits as noted below. Carried.
- Rodney Olson, Section 22, Halstad Twp. Permit #22-085 to install a new field approach with a 24” culvert.
  - Rodney Olson, Section 22, Halstad Twp. Permit #22-085 to replace an 18” driveway culvert with a 24” culvert.
30. Dale Pazdernik / Haugo Farms, Section 22, Popple Grove Twp. Permit #22-102 to install subsurface drain tile. A motion was made by Manager Christensen and seconded by Manager Johannsen to table and notice the road authority-Mahnomen County. Carried.
31. Adam Stalboerger, Section 6, Lake Grove Twp. Permit #22-088 to install subsurface drain tile. A motion was made by Manager Hanson and seconded by Manager Erickson to approve with standard tile conditions. Carried.
32. Complaints. An update was given on open complaints.
- Wayne Stundahl, Section 7, Fossum Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to have staff notify Clyde and Colby Neset to restore the berm and install the culvert by November 1, 2022. Carried. (Reference permit #22-108)
  - Darcy Braaten, Section 24, Felton Twp. No Board action needed. Continuing to table pending further investigation when the crops are off.
  - Nancy Merkens, Section 33, Good Hope Twp. A motion was made by Manager Johannsen and seconded by Manager Spaeth to authorize staff to send a letter to Gene Ueland requesting that he remove the culvert and clean out the blocked crossing or provide an alternative plan. The motion was amended to add a deadline of November 1, 2022. Carried.
  - A motion was made by Manager Hanson and seconded by Manager Spaeth to table the complaints from the following individuals pending review and decision on Permit #22-084 Norman County Highway Department, Section 28, Lake Ida Twp. Carried.
    - Clement Erickson
    - Erik Rockstad
    - Yuri Johnson
33. Goose Prairie. Engineer Bents gave an update on the project. After several scheduling delays, the construction will start this week. The estimated completion date is the end of April 2023.
34. Upper Reaches. Administrator Jensen gave an update on the project. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve pay request #1 from Rigid Excavating LLC for \$50,920.14. Carried.
- Engineer Bents presented the results of the cross-section survey that was done in response to a maintenance request received by the district. Discussion was held. A motion was made by Manager Johannsen and seconded by Manager Hanson to authorize staff to schedule a meeting with the appropriate agencies to discuss our options. Carried.
35. Community Flood Protection. Administrator Jensen provided an update stating that the review of concept plans has been completed. We are waiting for any additional comments from Norman County before proceeding to 30% design.

36. 2020 FEMA Buyout Properties. Phase 1 of the demolition contract is for the Welch, Jacobson, Rudell, Wegge and Paulsrud properties. Demolition is occurring on those properties. Phase 2 is the demolition of the Ista property. A motion was made by Manager Johannsen and seconded by Manager Hanson to authorize staff to prepare a packet for public advertisement of the demolition contract for the Ista property. Carried.
37. Ditch and Project Maintenance. Engineer Bents provided an update on a residential bridge replacement request on Judicial Ditch 53. The structural inspection found the bridge to be deficient. The hydraulic analysis and preliminary plans are complete. A motion was made by Manager Hanson and seconded by Manager Spaeth authorizing staff to finalize plans and obtain quotes. Carried.
38. Lower Wild Rice. Administrator Jensen provided an update. We are moving forward with current applicants and looking at possibly restructuring the rates in the coming year.
39. 1W1P. Administrator Jensen reported that the submitted workplan and budget for the next two years was accepted.
40. MAWD Strategic Plan. Information on the plan was provided in the Manager's packets. A motion was made by Manager Johannsen and seconded by Manager Harless to follow Administrator Jensen's recommendation of approving the MAWD Strategic Plan as submitted. Manager Erickson was opposed. Carried.
41. November Board Meeting Date. A motion was made by Manager Spaeth and seconded by Manager Hanson to move the November Board Meeting Date to November 16, 2022. Carried.
42. Leased Properties. A motion was made by Manager Hanson and seconded by Manager Harless to advertise for bids on the Jacobson flood buyout property upon completion of the demolition. Carried.
43. Advertise for bids. A motion was made by Manager Johannsen and seconded by Manager Christensen to approve advertising for bids for legal, engineering, audit, mowing and spraying contracts during the month of October. Carried.
44. Manager Per Diems. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve payment of Manager per diems as distributed. Carried.
45. Issues -Discussions. At the suggestion of members of the Board, Administrator Jensen will contact Riverview Dairy to set up a tour for any members that are interested.
46. There being no further business to come before the Board of Managers, a motion was made by Manager Hanson and seconded by Manager Harless to adjourn the meeting. Carried. Chairman Holmvik adjourned the meeting at 10:58 am.

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Curt Johannsen, Secretary

Date	Num	Name	Memo	Amount
<b>Aug 11 - Sep 14, 22</b>				
08/16/2022		QuickBooks Payroll Service	Created by Payroll Service on 08/15/2022	5,683.02
08/30/2022		QuickBooks Payroll Service	Created by Payroll Service on 08/29/2022	5,804.75
09/13/2022		QuickBooks Payroll Service	Created by Payroll Service on 09/12/2022	5,478.01
08/12/2022	ACH	US Treasury-Payroll	41-6145653	172.16
09/03/2022	ACH	Arvig		369.07
08/30/2022	ACH	Minnesota Energy Resources Corporation		77.00
08/15/2022	ACH	PERA		28.13
08/16/2022	ACH	Aflac		112.20
09/05/2022	ACH	MARCO, Inc.		601.88
08/17/2022	ACH	PERA		24.38
08/19/2022	ACH	MN Dept of Revenue	5062265	291.00
08/19/2022	ACH	US Treasury-Payroll	41-6145653	1,654.34
08/19/2022	ACH	PERA		953.12
09/06/2022	ACH	Verizon Wireless		48.81
09/12/2022	ACH	Ada City		342.05
09/07/2022	ACH	PERA		969.42
09/06/2022	ACH	MN Dept of Revenue	5062265	296.00
09/06/2022	ACH	US Treasury-Payroll	41-6145653	1,683.20
08/15/2022	ACH	Deluxe Business Systems		286.07
09/14/2022	18447	Cardmember Service	August Statement	693.06
09/14/2022	18448	Cintas		246.58
09/14/2022	18449	Clay County Auditor Treasurer	09.014.2500 Dalen Coulee	75.00
09/14/2022	18450	Clearwater SWCD	Coordinator Costs	405.00
09/14/2022	18451	Farmers Independent		234.50
09/14/2022	18452	Gordon Construction, Inc.		7,234.00
09/14/2022	18453	Hendrum City	Mowing	687.50
09/14/2022	18454	Houston Engineering, Inc.		89,856.72
09/14/2022	18455	Julin Law Office	Legal-Furuseth	120.00
09/14/2022	18456	KRJB Radio	Advertising-Farm Programs	495.00
09/14/2022	18457	Minnesota Labor Law Poster Service	Posters BWSR Academy registration-Tara Jensen, Stacy	109.50
09/14/2022	18458	MN Board of Water and Soil Resources	Purrrington	330.00
09/14/2022	18459	MN PEIP	October coverage	2,769.18
09/14/2022	18460	Morris Electronics, Inc.		500.00
09/14/2022	18461	Norman County Treasurer/Auditor		1,275.59
09/14/2022	18462	Northern States Excavating		70,155.50
09/14/2022	18463	Office Supplies Plus	Supplies	41.52
09/14/2022	18464	Red River Valley Coop Power Assn Red River Watershed Management	August Statement	57.93
09/14/2022	18465	Board	Tax share	93,657.76
09/14/2022	18466	Renae Kappes	Office cleaning	210.00
09/14/2022	18467	Rigid Excavating LLC	Upper Reaches Repair Pay Request 1	50,920.14
09/14/2022	18468	Rinke Noonan		588.75
09/14/2022	18469	Supermarket Foods	August statement	66.28

09/14/2022	18470	Tammy Erickson	Mowing	210.00
09/14/2022	18471	Tony Sip	Mowing	20,230.00
09/14/2022	18472	Twin Valley Times	Advertising levy hearing	471.26
09/14/2022	18473	Wambach & Hanson	August statement	2,582.10
09/14/2022	18474	Curt Johannsen		235.25
09/14/2022	18475	Dean P Spaeth		155.44
09/14/2022	18476	Duane L Erickson		144.81
09/14/2022	18477	Gregory R Holmvik		517.06
09/14/2022	18478	Mark L Harless		130.44
09/14/2022	18479	Michael K Christensen		237.12
09/14/2022	18480	Raymond M Hanson		254.63
<b>TOTAL</b>				<b>370,772.23</b>

## Appendix A

### List of Acronyms Used:

BWSR	Board of Water and Soil Resources
FEMA	Federal Emergency Management Agency
MAWD	Minnesota Association of Watershed Districts
SWCD	Soil and Water Conservation District