

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

REGULAR MEETING
October 12, 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, October 12, 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 8:30 a.m. with recital of the pledge of allegiance.
3. Agenda Approval. A motion was made by Manager Spaeth and seconded by Manager Christensen to approve the agenda as presented. Carried.
4. Meeting Minutes. A motion was made by Manager Johannsen and seconded by Manager Harless to approve the September 14, 2022 Regular Meeting Minutes 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 Spaeth and seconded by Manager Johannsen to approve the monthly financial report dated September 30, 2022. Carried.
7. Open Mic. No one spoke.

PERMIT APPLICATIONS

8. MNDOT, Various sections, Popple Grove Twp. Permit #22-115 to construct a mill and overlay project on Highway 113 from Waubun, west to the Mahnommen County line, including culvert linings and culvert replacements. A landowner in attendance voiced concerns that he would be crossing the work area with heavy equipment. He was advised to coordinate with the applicant. A motion was made by Manager Hanson and seconded by Manager Harless to table the permit pending additional design information from the applicant regarding final determination of proposed pipe changes. Carried.
9. Manager Erickson arrived at 8:39 a.m.
10. Mark Chisholm, Section 6, Strand Twp. Permit #22-110 to install an 18" culvert in an existing field approach. Landowner Rob Lisburg spoke in opposition. A motion was made by manager Johannsen and seconded by Manager Hanson to deny the permit due to landowner opposition. Manager Erickson opposed. Carried.

11. Norman County Highway Department, Section 28, Lake Ida Twp. Permit #22-084 to replace a 24" driveway culvert with a 30" culvert. A motion was made by Manager Hanson and seconded by Manager Johannsen to continue to table the permit pending the review of hydraulic data provided by the applicant. Carried.
12. Gene Ueland, Section 33, Good Hope Twp. Permit #22-118 to install a field crossing with a culvert that is 30" in diameter on the north end and 24" on the south end with a flap gate on the south end. A motion was made by Manager Johannsen and seconded by Manager Erickson to approve. Carried.
13. Gene Ueland, Section 33, Good Hope Twp. Permit #22-119 to extend the 24" culvert and flap gate (from permit #22-118) in to Judicial Ditch 53 and remove the existing 18" culvert and flap gate. A motion was made by Manager Johannsen and seconded by Manager Erickson to approve with the condition that the outlet is installed above (however not more than 2 feet above) the elevation of the original design grade line of the receiving ditch and the condition that the ditch banks and/or levees are restored to pre-project 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. Carried.
14. Complaint.
 - Nancy Merkens, Section 33, Good Hope Twp. The District received two after the fact permit applications related to this complaint and the culvert added (22-118 and 22-119, previously acted upon). A motion was made by Manager Johannsen and seconded by Manager Spaeth to authorize staff to send an updated letter to Gene Ueland requesting that he clean out the blocked crossing or provide an alternative plan by November 1, 2022. Carried.

Permits Continued.

15. Habedank Farms, Section 28, Waukon Twp. Permit #22-047 to install drain tile (amended to remove the surface inlets). Landowner Mark Hagy spoke in opposition to the outlet location. Discussion was held. A motion was made by Manager Erickson and seconded by Manager Hanson to approve the permit with standard tile conditions. Manager Johannsen opposed. Carried.
16. Adam Stalboerger, Section 7, Lake Grove Twp. Permit #22-120 to install a subsurface plastic culvert under Highway 59 and install a 10" non-perforated tile line connecting the culvert to previously approved drain tile from permit #22-088. A motion was made by Manager Hanson and seconded by Manager Erickson to approve the permit with the condition that the applicant get written approval from the landowner in the E1/2 NE1/4 of Section 12 of Popple Grove and landowners affected by construction in the W1/2 NW1/4 of Section 7 of Lake Grove Township and written approval from the road authority MNDOT. Carried.
17. Adam Stalboerger, Sections 7 & 18, Lake Grove Twp. Permit #22-121 to install drain tile. A motion was made by Manager Erickson and seconded by Manager Hanson to approve the permit with standard tile conditions and with the condition that the applicant get written permission from the landowners in the SE1/4 of Section 7 of Lake Grove Township and the landowner in the NE1/4 of section 18 of Lake Grove Township. Carried.
18. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the following permits as listed. Carried.
 - 3Js Farm Partnership, Section 3, Hegne Twp. Permit #22-123 to install drain tile with standard tile conditions.
 - Jerred Jirava, Section 3, Pembina Twp. Permit #22-128 to install drain tile with standard tile conditions.

- Doug McNamee, Section 3, LaGarde Twp. Permit #22-116 to install a water and sediment control basin project with standard tile conditions.
 - Ronald Mattson, Section 27, Beaulieu Twp. Permit #22-124 to install a water and sediment control basin project with standard tile conditions.
 - Darrel Neisen, Section 15, Rosedale Twp. Permit #22-126 to install a water and sediment control basin project with standard tile conditions.
 - Pat Noll, Section 9, Marsh Creek Twp. Permit #22-129 to install a water and sediment control basin project with standard tile conditions.
 - Peter Scheff, Section 33, Beaulieu Twp. Permit #22-131 to install a water and sediment control basin project with standard tile conditions.
 - Peter Scheff, Section 15, Beaulieu Twp. Permit #22-132 to install a water and sediment control basin project with standard tile conditions.
 - Sorenson Drainage, Section 10, Pembina Twp. Permit 22-125 to install a water and sediment control basin project with standard tile conditions.
 - Kevin Stock, Sections 5 & 6, Rosedale Twp. Permit 22-117 to install drain tile with standard tile conditions.
19. Michael Eggen Jr., Sections 4 & 5, Green Meadow Twp. Permit #22-109 to remove a driveway and 30” culvert. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve with the condition that the applicant get written approval from the adjacent landowner in the NE1/4 of Section 5 of Green Meadow Twp. due to the driveway being located partially on his property. Carried.
20. Alex Engelstad, Section 22, Lockhart Twp. Permit #22-114 to install a new field approach with a 24” culvert and remove a field approach with a 48” culvert. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve. Carried.
21. Travis Fuchs, Section 11, Sundahl Twp. Permit #22-054 to install drain tile. A motion was made by Manager Johannsen and seconded by Manager Hanson to continue to table pending project plans from the applicant. Carried.
22. 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 Hanson and seconded by Manager Erickson to table pending notification of landowners on both sides of the ditch from the project to outlet. Carried.
23. Beau Jacobson, Section 36, Goose Prairie Twp. Permit #22-128 to install drain tile. A motion was made by Manager Hanson and seconded by Manager Johannsen to table to notice adjacent landowners and request the applicant provide project approval from the Clay County SWCD regarding potential wetland impacts. Carried.
24. A motion was made by Manager Harless and seconded by Manager Hanson to approve the following permits as listed. Carried.
- JST Holdings, Section 19, Hendrum Twp. Permit #22-112 to install two driveways with 18” culverts.
 - JST Holdings, Section 19, Hendrum Twp. Permit #22-113 to remove a driveway with an 18” culvert.
25. Pazdernik-Haugo, Section 22, Popple Grove Twp. Permit #22-102 to install drain tile. A motion was made by Manager Hanson and seconded by Manager Erickson to approve with standard tile conditions. Carried.

26. Gary Schlick, Section 9, Rosedale Twp. Permit #22-127 to install a water and sediment basin project. A motion was made by Manager Johannsen and seconded by Manager Hanson to table and notice the road authority Mahnomen County. Manager Erickson opposed. Carried.
27. A motion was made by Manager Spaeth and seconded by Manager Harless to approve the following permits pending staff review of final plans upon receipt from the applicants. Carried.
- Mark Sirjord, Section 29, Bear Park Twp. Permit #22-122 to install a water and sediment basin project.
 - Skaurud Grain Farms, Section 28, Bear Park Twp. Permit #22-111 to install a water and sediment basin project.
28. Complaints continued. An update was given on the remaining open complaints.
- Wayne Stundahl, Section 7, Fossum Twp. A field review has not been completed yet since the deadline for work to be done is November 1, 2022. A motion was made by Manager Johannsen and seconded by Manager Hanson to continue to table the complaint since the deadline for work to be done is November 1, 2022. Carried.
- In relation to this complaint, a request for reconsideration of permit #22-108 was received from Mr. Stundahl. A motion was made by Manager Johannsen and seconded by Manager Hanson to set a time of 9:30 a.m. at the November 16th Board Meeting for reconsideration of the permit. Carried.
- Darcy Braaten, Section 24, Felton Twp. A field visit was conducted, and a ditch blockage was not found west of Mr. Braaten's culvert. A motion was made by Manager Johannsen and seconded by Manager Spaeth to dismiss the complaint. Carried.
 - Various complainants, Section 28, Lake Ida Twp. A motion was made by Manager Johannsen and seconded by Manager Spaeth to continue to table the complaints from the following individuals pending review and decision on Permit #22-084 from the Norman County Highway Department. Carried.
 - Complainants: Clement Erickson, Erik Rockstad, Yuri Johnson
29. Goose Prairie. Engineer Bents gave an update on the project. The surcharge pile is in place and settlement plates are in. The first stage of the road raise is done. The realignment on the USFWS property will be done this week. They will move back the second stage of the road raise which will be done in the next couple of weeks. The ditch south of the road is 10% done. The concrete structure won't be put in place until later this winter to allow time to make sure the ground is done settling. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve a pay request from Landwehr Construction for \$277,992.33. Carried.
30. Upper Reaches Project Team. A kickoff meeting was held to discuss forming the team. Engineer Bents gave a summary of the discussion and the recommendation from the group of who should be involved. The Board decided not to have Manager representation on the team at this time but may decide to do so at a later date. A motion was made by Manager Christensen and seconded by Manager Erickson to establish a project team. Carried.
31. Community Flood Protection. Administrator Jensen provided an update stating that we are waiting for FEMA grant approval for the funding. We are holding off on taking the next step until the grant agreement is in place.
32. Acquisition Properties. Administrator Jensen provided an update. The houses are all either demolished or moved as of this week. Well-capping has been delayed due to a death in the family. Work is projected to be

finished at each site before our next board meeting. A motion was made by Manager Christensen and seconded by Manager Johannsen to approve the pay request from Feldt Plumbing & Excavating, LLC for \$65,219.87. Carried.

We are currently advertising for bids for the Ista home. Bid opening is scheduled for November 8, 2022 and we look to award the bid at the November 16th board meeting. Final completion is projected for June 15, 2022.

Estimates were prepared on four additional properties and a notice of interest was submitted to FEMA to see if funding is available.

33. Ditch and Project Maintenance. Engineer Bents provided an update.

- Upper Reaches. The north site is done and seeded. The south side will be completed next week. A motion was made by Manager Johannsen and seconded by Manager Harless to approve the pay request from Rigid Excavating in the amount of \$113,718.12. Carried.
- JD53 Bridge replacement. The project will be postponed until Spring 2023 to have time to get materials and wait until after Spring runoff.
- Norman Polk Hydraulics. The hydraulic study will be presented during the next board meeting.

34. Lower Wild Rice. Administrator Jensen provided an update. Currently, there have been no new applicants and we are working on closing the ones that we have.

35. Riverview Site Visit. The Board would like Administrator Jensen to check on November dates instead of the October dates that were offered.

36. Red River Retention Authority Retention Policy Statement. An informational piece was included in the Manager's packets.

37. 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.

38. Meetings/Conferences/Seminars. A schedule overview of the MAWD annual conference was distributed. Managers were asked to let staff know if they would like to attend.

39. Issues-Discussions. None

40. 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 10:47 am.

Curt Johannsen, Secretary

Date	Num	Name	Memo	Amount
Sep 15 - Oct 12, 22				
09/27/2022		QuickBooks Payroll Service	Created by Payroll Service on 09/26/2022	5,488.20
10/11/2022		QuickBooks Payroll Service	Created by Payroll Service on 10/07/2022	5,705.30
10/03/2022	ACH	Arvig		380.21
09/29/2022	ACH	Minnesota Energy Resources Corporation		87.00
09/16/2022	ACH	MN Dept of Revenue	5062265	287.00
09/16/2022	ACH	US Treasury-Payroll	41-6145653	1,867.90
09/19/2022	ACH	PERA		1,056.93
10/05/2022	ACH	MARCO, Inc.		729.28
09/23/2022	ACH	Verizon Wireless		48.73
10/11/2022	ACH	Ada City		311.46
10/03/2022	ACH	MN Dept of Revenue	5062265	292.00
10/03/2022	ACH	US Treasury-Payroll	41-6145653	1,667.58
10/04/2022	ACH	PERA		1,136.65
09/21/2022	ACH	Aflac		168.30
09/22/2022	ACH	Postalia		400.00
10/12/2022	18481	Becker Co. Auditor	30.0132.001 2nd half	454.00
10/12/2022	18482	Becker County SWCD	Coordinator Costs	13,239.76
10/12/2022	18483	Cardmember Service	September statement	480.48
10/12/2022	18484	Carol Peppel and Donald Peppel	Option agreement	231.30
10/12/2022	18485	Charles Kroshus and Amy Kroshus	Seeding reimbursement	2,497.10
10/12/2022	18486	Cintas	Rugs & Sanitizer	123.29
10/12/2022	18487	Clay County Abstract Company		620.00
10/12/2022	18488	Clay County Auditor Treasurer		5,058.00
10/12/2022	18489	Clay County Highway Department	Bridge replacement cost share	2,472.22
10/12/2022	18490	Docu Shred	Document shredding	84.18
10/12/2022	18491	EcoLab	Pest control	123.32
10/12/2022	18492	Feldt Plumbing & Excavating LLC	Pay Request 1	65,219.87
10/12/2022	18493	FP Mailing Solutions	Postage machine	118.63
10/12/2022	18494	Houston Engineering, Inc.	September engineering	59,596.77
10/12/2022	18495	Julin Law Office	Legal-Furuseth	45.00
10/12/2022	18496	Landwehr Construction, Inc.	Pay request 1-Goose Prairie	277,992.33
10/12/2022	18497	Larson Helicopters	Spraying for cattails	8,133.75
10/12/2022	18498	Mahnomen Pioneer	Advertising-budget and levy hearing	90.40
10/12/2022	18499	McCollum Hardware, Inc.	Supplies	171.76
10/12/2022	18500	MN PEIP		5,538.36
10/12/2022	18501	Morris Electronics, Inc.		500.00
10/12/2022	18502	Norman County Index-Ada	Business cards	38.12
10/12/2022	18504	Norman County Treasurer/Auditor		530.00
10/12/2022	18505	Northern States Excavating		37,925.00
10/12/2022	18506	Office Supplies Plus		107.21
10/12/2022	18507	Red River Valley Coop Power Assn	September statement	57.80
10/12/2022	18508	Renae Kappes	Office cleaning	210.00
10/12/2022	18509	Rigid Excavating LLC	Pay request 2 Upper Reaches	113,718.12
10/12/2022	18510	The Forum		192.30
10/12/2022	18511	Tony Sip	Mowing & tree removal	15,470.00

10/12/2022	18512	Wambach & Hanson	September Legal	3,609.77
10/12/2022	18513	Curt Johannsen		127.94
10/12/2022	18514	Dean P Spaeth		155.44
10/12/2022	18515	Michael K Christensen		138.56
10/12/2022	18516	Raymond M Hanson		253.37
10/12/2022	18518	Duane L Erickson		144.81
10/12/2022	18519	Gregory R Holmvik		115.44
10/12/2022	18520	Mark L Harless		130.44
TOTAL				635,341.38

Appendix A

List of Acronyms Used:

FEMA	Federal Emergency Management Agency
JD53	Judicial Ditch 53
MAWD	Minnesota Association of Watershed Districts
MNDOT	Minnesota Department of Transportation
SWCD	Soil and Water Conservation District
USFWS	United States Fish & Wildlife Service