

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

REGULAR MEETING
April 12, 2023
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, April 12, 2023. Managers in attendance included: Greg Holmvik, Dean Spaeth, Raymond Hanson, Duane Erickson, and Curt Johannsen. In addition, the following persons were in attendance: Administrator Tara Jensen, Engineer Jerry Bents, and Attorney Elroy Hanson. Various other interested taxpayers and landowners attended in person or via electronic means. Managers Harless and Christensen were absent.
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 Hanson to approve the agenda as presented. Carried.
4. Meeting Minutes. A motion was made by Manager Johannsen and seconded by Manager Spaeth to approve the March 8, 2023, Regular Meeting Minutes as presented. Carried.
5. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the payment of billings with the addition of two late bills from Border Appraisals totaling \$2,625.00. Carried.
6. Financial Report. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the monthly financial report dated March 31, 2023, as presented. Carried.
7. Open Mic. No one spoke.

PERMIT APPLICATIONS

8. Blair Hoseth, Section 1, Flom Twp. Permit #23-004 to install a new driveway and culvert. Deb Hoseth asked about expediting the permit. A motion was made by Manager Spaeth and seconded by Manager Erickson to approve the permit pending field review by staff with their recommendation for approval. Carried.
9. Nicholas Zurn, Section 28, Rosedale Twp. Permit #23-003 to install subsurface drain tile. A motion was made by Manager Spaeth and seconded by Manager Erickson to approve with standard tile conditions and the condition that the applicant provide written approval from the landowner in the SE1/4SE1/4 of Section 29. Carried.
10. Wayne Brandt, Section 7, Lake Ida Twp. Permit #23-009 to replace a 24" driveway culvert with a 30" driveway culvert and lower the culvert 6". A motion was made by Manager Johannsen and seconded by Manager Spaeth to table the permit pending a field review. Carried.

11. Wayne Brandt, Section 7, Lake Ida Twp. Permit #23-010 to install subsurface drain tile. A motion was made by Manager Hanson and seconded by Manager Erickson to approve with standard tile conditions. Carried.
12. Black Bell Farms, Section 19, Wild Rice Twp. Permit #23-008 to install a grade stabilization structure. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve with standard tile conditions. Carried.
13. A motion was made by Manager Spaeth and seconded by Manager Hanson to continue to table the following permits as listed. Carried.
 - Richard Borgen, Section 22, Lee Twp. Permit #23-014 to install a driveway and culvert pending a field review.
 - Mark Habedank, Section 20, Fossum Twp. Permit #23-013 to install a grade stabilization project pending a field review.
 - Paul Harless, Section 2, Winchester Twp. Permit #23-001 to install subsurface drain tile pending a field review.
 - Beau Jacobson, Section 13, Goose Prairie Twp. Permit #23-006 to install subsurface drain tile pending a field review.
 - Gerald Johnson, Section 29, Heier Twp. Permit #23-011 to install a water and sediment basin project pending a field review.
 - Lynn Johnson, Section 25, Anthony Twp. Permit #23-002 to install subsurface drain tile pending a field review.
 - Ron Pinske, Section 36, Strand Twp. Permit #23-012 to install a water and sediment basin project pending a field review.
 - Avery Sirjord, Section 1, Waukon Twp. Permit 23-005 to install subsurface drain tile pending a field review.
 - Mark Sirjord, Section 29, Bear Park Twp. Permit #22-122 to install a water and sediment basin project pending information from the applicant.
 - Skaurud Grain Farms, Section 28, Bear Park Twp. Permit #22-111 to install a water and sediment basin project pending information from the applicant.
 - Eric Stock, Sections 27-34, Bear Park Twp. Permit #22-141 to lower an 18" culvert by 8 inches pending information from the applicant.

COMPLAINTS

14. No action was needed on the open complaints listed below, as work cannot be completed at this time.
 - Wayne Stundahl, Section 7, Fossum Twp.
 - Nancy Merkens, Section 33, Good Hope Twp.
15. Goose Prairie. Administrator Jensen gave an update on the project. Work on the outlet structure continues. Cleanup work and closeout in the Spring or early Summer of 2023 is anticipated. The flood operation will commence in the Spring of 2024. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve Change order #2 in the amount of \$3,939.11. Carried.

16. Upper Reaches Project Team and Norman-Polk Project Team. Administrator Jensen stated that both Project Team meetings were cancelled in March due to a blizzard. The next meeting is scheduled for April 26, 2023.

Upper Reaches Project Team: We applied for a project acceleration grant through the Flood Damage Reduction Workgroup. The funds were approved in the amount of \$12,500.00. At the next meeting, the team will focus on problem identification and alternate identification.

Norman-Polk Project Team: We applied for a project acceleration grant through the Flood Damage Reduction Workgroup. The funds were approved in the amount of \$8,500.00. At the next meeting, the team will focus on problem identification.

17. Community Flood Protection. Engineer Bents provided an update on the Perley road raise. Design and coordination with MNDOT continues. MNDOT provided a draft of the cost share agreement for their requested additional roadwork on Highway 75. Construction should begin Spring of 2024.
18. Norman County East Riverwatch Presentation. Students from the Norman County East High School River Watch program presented an update of their projects to the Board. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve a \$1,500 donation to River Watch. Carried.
19. Acquisition Properties. Administrator Jensen provided an update on the project. Phase 1 is substantially complete except for punch list items that will be done in the Spring. On Phase 2, the Ista property, the abatement work is done and the deadline for completion is May 15, 2023. Phase 3 is the Vik property which remains on hold as they are out of the area. Phase 4 is for 5 new applicants. The District has received appraisals back on 4 of the 5 and the surveys should be done this week.
20. Ditch and Project Maintenance. Engineer Bents provided an update on the Upper Reaches project. The contractor is waiting for vegetation to come up in the Spring. We will do a final closeout at that time.
- Bids are being solicited for the bridge replacement on Judicial Ditch 53. The contract should be awarded at next month's meeting.
21. Lower Wild Rice. Administrator Jensen reported that BWSR approved the RIM rate increase on unpaid applications. We are working on the paperwork to get the updated agreements signed. She also reported that the RRWMB is submitting a funding application to LSOHC for funding to be used basin-wide for programs similar to this.
22. Leasing of WRWD land. Administrator Jensen reached out to the 2 bidders who submitted identical bids last month for the Keith Jacobson buyout property. Both parties submitted revised bids. The highest bidder was Rick Prussia. A motion was made by Manager Hanson and seconded by Manager Spaeth to accept the highest bid. Carried.
23. Ring Dikes. Engineer Bents gave an update on the two applicants. Cost share amounts were presented to both parties. Neither party wants to proceed any further. One party has decided to apply for a flood buyout instead.
24. 1W1P. Administrator Jensen reported that the last meeting was held at the end of March. Manager Harless attended as a Board representative. Financials were reviewed and approved. The group will meet again in November.

25. Citizen's Advisory Committee. The last meeting was planned for April 4, 2023. The morning of the meeting, 4 attendees cancelled so there was no quorum. The committee will meet again in November.
26. Review CD Investments. Investment options were presented from area banks. Discussion was held. A motion was made by Manager Hanson and seconded by Manager Johannsen to invest \$2 million for 9 months with Red River State Bank, when our current CD investment term ends. Carried.
27. Chairman Holmvik called a recess at 9:27 a.m.
28. Hearing - Petition to outlet into Clay County Ditch 18. Chairman Holmvik opened the hearing at 10:00 a.m.

Attorney Hanson gave an overview of the procedures for the hearing. Engineer Bents gave background of the permit, petition and the benefiting areas. He presented 2 potential outlet fee options to add the 3 areas into the ditch system. Landowners who were in attendance were given the opportunity to speak in favor or opposition of the Petition. Larry Jacobson and Eric Jacobson spoke in favor. Shelly Steichen and Bev Hendrickson spoke in opposition to the project. Cris Anderson answered questions and clarified information about his proposed project.

A motion was made by Manager Johannsen and seconded by Manager Hanson to approve the petition. The motion was revised by Manager Johannsen and seconded by Manager Hanson to state that all 3 areas would be approved. Carried.

A motion was made by Manager Hanson and seconded by Manager Johannsen to approve Option 1 for a total of \$8,077 plus additional costs. Manager Erickson opposed. Carried.

PERMIT APPLICATIONS (continued)

29. Cristian Anderson, Section 35, Goose Prairie Twp. Permit #22-139 to install subsurface drain tile with surface inlets and replace old drain tile. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve with standard tile conditions and the condition that the applicant make payment per the Board Order regarding his related petition under 103E.401. Carried.
30. Cristian Anderson, Section 34, Goose Prairie Twp. Permit #22-138 to install subsurface drain tile with surface inlets and replace old drain tile. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve with standard tile conditions and the condition that the applicant make payment per the Board Order regarding his related petition under 103E.401. Carried.
31. Cristian Anderson, Section 34, Goose Prairie Twp. Permit #22-137 to install subsurface drain tile with surface inlets and fill in existing ditches. Discussion was held regarding the placement of the outlet. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve with standard tile conditions, the condition that the applicant make payment per the Board Order regarding his related petition under 103E.401, and with the amended alignment of the outlet for the north tile segment per the attached sketch (including the non-perforated segment). Carried.

A motion was made by Manager Johannsen and seconded by Manager Hanson to authorize Attorney Hanson to prepare the Order for the Petition into Clay County Ditch 18. Carried.

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

33. There being no further business to come before the Board of Managers, a motion was made by Manager Hanson and seconded by Manager Spaeth to adjourn the meeting. Carried. Chairman Holmvik adjourned the meeting at 11:27 am.

Curt Johannsen, Secretary

Date	Num	Name	Memo	Amount
Mar 9 - Apr 12, 23				
03/14/2023		QuickBooks Payroll Service	Created by Payroll Service on 03/13/2023	6,279.72
03/28/2023		QuickBooks Payroll Service	Created by Payroll Service on 03/27/2023	8,017.54
03/27/2023			Funds Transfer	1,000,000.00
03/29/2023			Funds Transfer	213,000.00
04/11/2023		QuickBooks Payroll Service	Created by Payroll Service on 04/10/2023	4,305.41
03/10/2023	ACH	Ada City		348.88
03/10/2023	ACH	PERA		2,275.21
03/09/2023	ACH	MN Dept of Revenue	5062265	312.00
03/09/2023	ACH	MN Dept of Revenue	5062265	306.00
03/09/2023	ACH	US Treasury-Payroll	41-6145653	1,773.98
03/09/2023	ACH	US Treasury-Payroll	41-6145653	1,741.36
03/09/2023	ACH	US Treasury-Payroll	41-6145653	133.88
04/05/2023	ACH	MARCO, Inc.		642.79
04/03/2023	ACH	Arvig		340.61
03/30/2023	ACH	Minnesota Energy Resources Corporation		97.00
03/17/2023	ACH	Aflac		112.20
03/21/2023	ACH	MN Dept of Revenue	5062265	357.00
03/21/2023	ACH	US Treasury-Payroll	41-6145653	1,949.00
03/22/2023	ACH	PERA		1,098.53
04/06/2023	ACH	Verizon Wireless		49.40
03/31/2023	ACH	PERA		472.05
04/10/2023	ACH	Ada City		346.73
04/07/2023	ACH	PERA		544.67
03/25/2023	ACH	MN PEIP		4,364.43
03/30/2023	ACH	US Treasury-Payroll	41-6145653	1,307.12
03/30/2023	ACH	MN Dept of Revenue	5062265	380.00
04/12/2023	18976	Anders Valley Publishing, LLC		170.50
04/12/2023	18977	Becker Co. Auditor		1,221.00
04/12/2023	18978	Border Appraisals Inc		2,625.00
04/12/2023	18979	Cardmember Service	March Statement	1,231.03
04/12/2023	18980	Cintas		246.42
04/12/2023	18981	Clay County Union	Advertising-land lease	108.00
04/12/2023	18982	Clay County Auditor Treasurer		4,270.00
04/12/2023	18983	Clay Soil & Water District	Coordinator Costs	656.30
04/12/2023	18984	Farmers Independent	Advertising-land lease	25.20

04/12/2023	18985	FP Mailing Solutions	Postage lease	118.63
04/12/2023	18986	Houston Engineering, Inc.		114,420.13
04/12/2023	18987	Kenneth Aaron Kesselberg		685.00
04/12/2023	18988	KRJB Radio	Advertising-ag month	480.00
04/12/2023	18989	Liberty Mutual Insurance	Bond invoice	125.00
04/12/2023	18990	Morris Electronics, Inc.		2,025.05
04/12/2023	18991	Norman County Recorder	Recording fee-Gunderson/Pinske	92.00
04/12/2023	18992	Norman County Treasurer/Auditor		3,251.87
04/12/2023	18993	Office Supplies Plus	Supplies	53.93
04/12/2023	18994	Polk County Taxpayer Service Center		178.00
04/12/2023	18995	Red River Valley Coop Power Assn	March statement-Ista	4.30
04/12/2023	18996	Renae Kappes	Office cleaning	350.00
04/12/2023	18997	Supermarket Foods	Supplies	33.82
04/12/2023	18998	The Forum	Advertising	136.69
04/12/2023	18999	Tony Sip	Tree removal	8,455.00
04/12/2023	19000	Wambach & Hanson	March Legal	2,953.02
04/12/2023	19001	Wambach & Hanson Law Office Trust Account	Updated Settlement statement-Kroshus	23,701.71
04/12/2023	19002	Wambach & Hanson Law Office Trust Account	Updated Settlement statement-Kovash	853.12
04/12/2023	19003	Wambach & Hanson Law Office Trust Account	Updated Settlement statement-Kroshus	50,451.09
04/12/2023	19004	Wambach & Hanson Law Office Trust Account	Settlement statement-Strand	22,942.77
04/12/2023	19005	Wambach & Hanson Law Office Trust Account	Settlement statement-Ruebke	11,695.13
04/12/2023	19006	Curt Johannsen		128.93
04/12/2023	19007	Dean P Spaeth		157.36
04/12/2023	19008	Duane L Erickson		316.09
04/12/2023	19009	Gregory R Holmvik		115.43
04/12/2023	19010	Raymond M Hanson		139.02
TOTAL				<u>1,504,972.05</u>

Appendix A

List of Acronyms Used:

1W1P	One Watershed One Plan
BWSR	Board of Water and Soil Resources
CD	Certificate of Deposit
LSOHC	Lessard Sams Outdoor Heritage Council
MNDOT	Minnesota Department of Transportation
RIM	Reinvest in Minnesota
RRWMB	Red River Watershed Management Board
WRWD	Wild Rice Watershed District