

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

REGULAR MEETING
November 15, 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, November 15, 2023. Managers in attendance included: Greg Holmvik, Raymond Hanson, Duane Erickson, Mark Harless, Dean Spaeth, and Mike Christensen. In addition, the following people 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. Manager Curt Johannsen was 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 Christensen and seconded by Manager Hanson to approve the agenda with the following addition: Leased Parcels. Carried.
4. Meeting Minutes. A motion was made by Manager Harless and seconded by Manager Christensen to approve the October 11, 2023, Regular Meeting Minutes as presented. Carried.
5. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Harless to approve the payment of billings with a late bill from Clearwater County SWCD for \$3,850.00. Carried.
6. Financial Report. A motion was made by Manager Spaeth and seconded by Manager Harless to approve the monthly financial report dated October 31, 2023 as presented. Carried.
7. Open Mic. No one spoke.

PERMITS

8. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the following permits as listed. Carried.
 - Norman RNG, LLC, Section 29, Waukon Twp. Permit #23-082 to construct a new ditch.
 - Dave Vipond, Section 19, Pembina Twp. Permit #23-099 to install subsurface drain tile with standard tile conditions.
9. Darrin Erickson, Section 36, Home Lake Twp. Permit #23-033 to install subsurface drain tile. A motion was made by Manager Hanson and seconded by Manager Harless to return the permit and inform the applicant they can reapply with the requested information. Carried.
10. Paul Larson & Don Johnson, Section 28, McDonaldsville Twp. Permit #23-064 to place fill on the driveway to repair it from flood damage. A revised permit was submitted to the District. Engineer Bents presented the County flood plain map and explained the amended application. Administrator Jensen reported that the

District will not be enforcing Norman County's ordinance. The District will only handle the permit request. Discussion was held. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve the amended permit with the condition that the applicant obtain landowner approval. Manager Erickson opposed. Carried.

11. Barent Thronson, Section 15, Sundal Twp. Permit #23-049 to install subsurface drain tile. A motion was made by Manager Spaeth and seconded by Manager Hanson to continue to table pending information from the applicant. Carried.
12. David Visser, Section 11, Strand Twp. Permit #23-098 to install two sediment control structures. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve with the condition that the applicant get approval from the ditch authority – Norman County. Carried.
13. Steve Anderson, Section 33, Shelly Twp. Permit #23-097 to install a field approach with an 18" culvert. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve the permit. Carried.
14. 9:00 a.m. Request for Reconsideration Chris Otto and Ashley Bunker. Permit #23-079 by Doug & Greg Kettner, Sections 4 & 9 Pembina Twp. to install subsurface drain tile. The District received requests for reconsideration from Chris Otto and Ashley Bunker. The Managers were given copies of the requests at the October Board meeting. Testimony was given by Engineer Bents, Chris Otto, Ashley Bunker, Renee Keezer, Doug Kettner, Ben Kettner, Poul Sorenson, and Dave Vipond. Discussion was held. A motion was made by Manager Hanson and seconded by Manager Spaeth to deny the request and reaffirm that the permit is approved. Parties were encouraged to continue discussions to see if they could come up with an idea everyone could agree on and possibly benefit from. Additional discussion was held. Manager Spaeth called for a vote. Carried.

COMPLAINTS

15. Discussion was held regarding the complaints listed below. A motion was made by Manager Hanson and seconded by Manager Harless to send a letter instructing Mr. Johnson and Mr. Larson to either complete the work that was approved in Permit #23-064 or fully restore the driveway prior to December 1, 2023. Carried.
 - Kevin Anderson, Section 28, McDonaldsville Twp.
 - Sam Larson, Section 28, McDonaldsville Twp.
 - Jared Visser, Section 28, McDonaldsville Twp.
16. Don Johnson, Paul Larson & Yuri Johnson, Section 28, McDonaldsville Twp. Engineer Bents provided background on the complaint and repair. A motion was made by Manager Hanson and seconded by Manager Harless to continue to table the complaint to allow for input from Norman County Planning and Zoning. Carried.
17. John Pazdernik, Section 6, Lake Grove Twp. Engineer Bents gave the background on the complaint and reported that Mr. Pazdernik has an upcoming meeting with USFWS. A motion was made by Manager Spaeth and seconded by Manager Hanson to table the complaint pending the outcome of the meeting. Carried.

18. Goose Prairie. Engineer Bents gave an update on the project stating we are waiting for grass growth. A motion was made by Manager Christensen and seconded by Manager Hanson to approve the pay application to Landwehr Construction in the amount of \$88,689.93. Carried.

The beaver dams have been removed from the North side. The Fall drawdown was done. We will likely wait until 2025 to begin the Spring operation to allow grass to establish.

19. Upper Reaches Project Team. Administrator Jensen gave an update stating that staff sent out a Notice for Survey to affected landowners. The survey work will begin after hunting and Thanksgiving. The next Project Team Meeting is scheduled for December 18, 2023.
20. Norman-Polk Project Team. Administrator Jensen gave an update stating that the preliminary cost estimate is underway, and the next meeting will be held on December 18, 2023.
21. Community Flood Protection. Engineer Bents reported that the 90% plans were completed and the MNDOT review meeting was held last week. Administrator Jensen started right-of-way negotiations with property owners. She verbally presented estimates for each parcel. A motion was made by Manager Hanson and seconded by Manager Harless to authorize Administrator Jensen to continue to negotiate with the landowners with the amounts presented, with the exception of a potential increase up to \$1,000.00 on the Maher property, and to allow Chairman Holmvik to sign the necessary agreements. Carried.
22. Acquisition Properties. Engineer Bents reported that work is complete on Phase 1 but we are waiting on closeout documents. A final pay application is expected at a future meeting. Work is complete on Phase 2 and the contract is closed. Regarding Phase 3, the Haz-Mat/Asbestos inspection is complete and demolition plans are being prepared. Staff plans to seek contractor quotes from the contractors we've used in the past. On Phase 4, applications for the 5 new applicants have been submitted for federal and state funding. A request for information was received from FEMA and staff responded. We are awaiting their response.
23. Ditch and Project Maintenance. Administrator Jensen reported that the cleanout on CCD 18 was recently completed.
- The District received a landowner request to replace a crossing on JD 53 Lat.1. Engineer Bents gave background of the ditch system. The landowner states that the bridge is not capable of handling the weight of the equipment crossing the bridge. Attorney Hanson's office provided a memo to the Board stating the District's legal obligations. Options presented included reviewing the condition of the entire system to determine the condition, estimate removing unnecessary bridges, and hold a ditch owner meeting to discuss the options. The Board agreed it would be best to bring the issue to landowners in the benefitting area of the ditch.
24. Lower Wild Rice. Administrator Jensen reported that we submitted our accomplishment plan following the LSOHC recommendation of \$2.345 million of the \$5.17 million requested. They are reviewing the plans and will be deciding tomorrow, November 16, 2023.
25. Complaint Fee. Attorney Hanson presented his findings on whether other districts impose a Complaint Fee. His conclusion is that we don't have the authority to impose such a fee.
26. FDRWG 5-year monitoring program. Andrew Graham is approaching Watershed Districts asking for participation in a 5-year monitoring program. Administrator Jensen provided his email to the Board. The purpose is to look at projects that were developed using the work group. In our case, Dalen Coulee and

Goose Prairie are the projects proposed. A motion was made by Manager Hanson and seconded by Manager Erickson to decline participation in the program. Carried.

27. Leased Properties. The District received a request to lease the Wagner flood buyout property for 10 years for \$250/year plus property taxes. A motion was made by Manager Hanson and seconded by Manager Spaeth to accept the bid subject to include that tenant comply with the open space easement that is placed on the property. Carried.
28. 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.
29. 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 10:31 am.

Curt Johannsen, Secretary

Date	Num	Name	Memo	Amount
Oct 12 - Nov 15, 23				
10/24/2023		QuickBooks Payroll Service	Created by Payroll Service on 10/23/2023	6,380.06
11/07/2023		QuickBooks Payroll Service	Created by Payroll Service on 11/06/2023	6,459.22
10/27/2023	ACH	Minnesota Energy Resources Corporation		82.00
11/03/2023	ACH	Arvig		342.30
10/12/2023	ACH	MN Dept of Revenue	5062265	354.00
10/12/2023	ACH	US Treasury-Payroll	41-6145653	2,119.58
10/13/2023	ACH	PERA		1,164.10
11/05/2023	ACH	MARCO, Inc.		689.85
11/06/2023	ACH	Verizon Wireless		49.51
10/27/2023	ACH	PERA		1,111.57
10/26/2023	ACH	MN Dept of Revenue	5062265	354.00
10/26/2023	ACH	US Treasury-Payroll	41-6145653	1,947.50
10/25/2023	ACH	MN PEIP		2,909.62
10/18/2023	ACH	Aflac		112.20
11/13/2023	ACH	Ada City		310.27
11/09/2023	ACH	MN Dept of Revenue	5062265	354.00
11/09/2023	ACH	US Treasury-Payroll	41-6145653	1,947.46
11/13/2023	ACH	PERA		1,111.57
11/15/2023	19186	Becker County SWCD		8,596.86
11/15/2023	19187	Border Appraisals Inc	Appraisal-Green	750.00
11/15/2023	19188	Cintas		232.51
11/15/2023	19189	Clay County Union	Annual Subscription	42.00
11/15/2023	19190	Clay Soil & Water District	Coordinator Costs	2,897.04
11/15/2023	19191	Clifton Larson Allen LLP	Audit FY2022	19,740.00
11/15/2023	19192	Docu Shred	Shredding	81.73
11/15/2023	19193	Elan Financial Services	October statement	478.14
11/15/2023	19194	Hanson & Liebl Law Office, P.C.	October Legal	5,228.16
11/15/2023	19195	Houston Engineering, Inc.		115,326.55
11/15/2023	19196	Landwehr Construction, Inc.	Pay request 8	88,689.93
11/15/2023	19197	MAWD	2024 dues	7,500.00
11/15/2023	19198	McCollum Hardware, Inc.	Supplies	5.36
11/15/2023	19199	Morris Electronics, Inc.		500.00
11/15/2023	19200	Norman County Highway Department	Culvert restocking fee	1,600.50
11/15/2023	19201	Norman County Index-Ada		68.12
11/15/2023	19202	Norman County SWCD		82,610.98
11/15/2023	19203	Northern Plains Mechanical	Mechanical room preventative maintenance	180.00
11/15/2023	19204	Renae Kappes	Office cleaning	210.00
11/15/2023	19205	Supermarket Foods	Supplies	72.17
11/15/2023	19206	Tammy Erickson	Mowing	175.00
11/15/2023	19207	Tony Sip	Mowing	13,395.00
11/15/2023	19208	Wesley Carlsrud	Spraying	32,759.73
11/15/2023	19209	Clay County Union	Advertising-meeting change	24.00
11/15/2023	19210	MAWD	Annual Conference Registration	1,279.28
11/15/2023	19211	Office Supplies Plus		460.87
11/15/2023	19212	Clearwater SWCD	Coordinator Costs	3,850.00

11/15/2023	19214	Dean P Spaeth	157.36
11/15/2023	19215	Duane L Erickson	146.61
11/15/2023	19216	Gregory R Holmvik	230.87
11/15/2023	19217	Mark L Harless	131.15
11/15/2023	19218	Michael K Christensen	140.06
11/15/2023	19219	Raymond M Hanson	254.45
TOTAL			415,613.24

Appendix A

List of Acronyms Used:

CCD	Clay County Ditch
FDRWG	Federal Damage Reduction Work Group
Haz-Mat	Hazardous Materials
JD	Judicial Ditch
LSOHC	Lessard-Sams Outdoor Heritage Council
MNDOT	Minnesota Department of Transportation
SWCD	Soil and Water Conservation District
USFWS	United States Fish and Wildlife Service