

WILD RICE WATERSHED DISTRICT

11 Fifth Avenue East

Ada, MN 56510

Ph: 218-784-5501

REGULAR MEETING

March 21, 2013

APPROVED MINUTES

1. The regular meeting of the Wild Rice Watershed District Board of Managers was held on Thursday, March 21, 2013. Managers in attendance included Greg Holmvik, Duane Erickson, Curt Johannsen, Mike Christensen, John Austinson, Raymond Hanson and Dean Spaeth. Absent: None. In addition the following persons were in attendance: Administrator Kevin Ruud, Loretta Johnson, Engineer Jerry Bents, Attorney Hanson and various other interested taxpayers and landowners.
2. Chairman Holmvik called the meeting to order 8:30 a.m.
3. Agenda Approval. A motion was made by Manager Spaeth and seconded by Manager Austinson to approve the agenda with the addition of landowners for small retention projects, Tufte, Vik and Heitman and Klask and Johnson. Carried.
4. Approval of Billings. A motion was made by Manager Austinson and seconded by Manager Spaeth to approve payment of billings as presented. Carried.
5. Meeting Minutes. A motion was made by Manager Christensen and seconded by Manager Johannsen to approve the February 13, 2013, meeting as presented. Carried.
6. Financial Report. The financial report dated February 28, 2013, was presented to the Board for review. A motion was made by Manager Hanson and seconded by Manager Erickson to approve the financial report as presented. Carried.
7. Olson Agassiz. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve awarding the bid to the low bidder, Gordon Construction for the new Catwalk Structure on Olson Agassiz in the amount of \$27,520. Carried.
8. Project #5, Norman Polk. A motion was made by Manager Hanson and seconded by Manager Christensen to award the bid for the repair of the Outlet Structure to the lowest bidder, Key Contracting, in the amount of \$33,228 on Project #5. Carried.
9. Clearwater County Ditch #3. Managers discussed the Clearwater County Ditch #3, which the District recently learned had been transferred to the Watershed on October 11, 1983, by the Clearwater County Board of Commissioners. Attorney Hanson stated that it appears to be the District's responsibility, and thus there is an obligation to keep it maintained. Engineer Bents stated that it does have a benefitting area but no assessments have been set or collected by the District. Managers felt that a meeting should be held with landowners in the benefitting area to determine what they wanted done with the ditch system.
Staff was authorized to schedule a meeting with landowners, Administrator Ruud, Engineer Bents and board members Dean Spaeth and Raymond Hanson as representatives from Mahnomen County.

10. Open Microphone. Stash Hempeck met with Managers regarding the three different properties that he intends to lease from the District for agricultural purposes and requested that the lease be extended to 10 years. A motion was made by Manager Spaeth and seconded by Manager Hanson authorizing Hempeck to have the ten year lease agreement. Carried with Managers Erickson and Holmvik opposed.

11. Landowner Retention Sites. Two groups of landowners met with Managers offering up retention sites for the District to look at. Vik, Tuft and Heitman brought forth in Section 35 of Hegne Township. A motion was made by Manager Johannsen and seconded by Manager Austinson authorizing staff to continue down this path and engineering to investigate the possibility of a flood retention project. Carried.

Stewart Klask offered a possible retention site on land that he owned in Section 18 of Strand Township, which could provide additional storage for Project #30. A motion was made by Manager Hanson and seconded by Manager Johannsen authorizing staff to investigate this proposal. Carried.

12. Marsh Creek Site #6. Administrator Ruud reported that in the near future Mahanomen County is planning on replacing a bridge in the middle of the original proposed Marsh Creek Site #6 and suggested that Managers take this to the Project Team and have discussion on the old Marsh Creek Site #6 Project.

13. FDR Project Team. A motion was made by Manager Hanson and seconded by Manager Johannsen authorizing staff to schedule an April Project Team meeting. Managers Erickson, Johannsen and Christensen are Project Team members. Carried.

14. Community Flood Control Projects. Engineer Bents reported that staff is still working on obtaining funding for road raises in Hendrum and Perley. Bents stated that MN DOT has started a project for 2017 that would replace curb and gutter and raise the roads to through Hendrum and Halstad. Also, staff has been in discussions with the County to improve access in and out of the cities during flood times. In Halstad, the District obtained a grant from the State of Minnesota for Halstad in which the local cost share will be 50% up to a maximum State share of \$75,000. Local share spent during this grant will apply towards the 2% of the median household income cap, which is currently \$152,693. A motion was made by Manager Johannsen and seconded by Manager Hanson to enter into the agreement. Carried. Staff will notify the City of Halstad that the District did receive this grant and make arrangements for the necessary cost share.

PERMIT APPLICATIONS.

15. Leon Johnson, Section 23, Pleasant View Twp. Permit #3-21-13-6 to install culverts for access to land. A motion was made by Manager Johannsen and seconded by Manager Hanson to Table and Notice Section 24 and the E1/2 of section 23 of Pleasant View Township, unless the Applicant can provide written documentation of approval from the landowners in Section 24 and the E1/2 of section 23 of Pleasant View Township – If this approval is provided, the permit is approved. Carried.

16. Duane Erickson, Section 3, Home Lake Twp. Permit #3-21-13-3 to add a new section onto an existing culvert to make it 40 feet in length for a wider field approach. A motion was made by Manager Austinson and seconded by Manager Hanson so approve the permit application. Approved with Manager Erickson abstaining. Carried.

17. A motion was made by Manager Hanson and seconded by Manager Austinson to approve the following permit applications. Carried.

- Charles Borgen, Jr. Section 14, Viding Twp. Permit #3-21-13-1 to install subsurface drain tile approved with the following recommendations and conditions: 1. Recommendation that the

applicant contact and coordinate with the NRCS/SWCD/FSA offices to ensure approval/clearance regarding any potential wetland issues (and with the USFW for installation of tile on any parcel that is under easement from the USFWS). 2. Recommendation that the applicant obtain approval from the necessary road authorities (Township, county, state,...) for any work in the road R/W and the drainage authorities (county) for outlets into legal ditches not under the WRWD jurisdiction. 3. Approved with the condition that the applicant is responsible for adequate erosion control measures at the outlet of the tile system. This should include the installation of riprap or other protection measures at pump outlets. It will remain the responsibility of the applicant to maintain this protection as long as the tile is in place and operating. 4. Approved with the condition that all gravity outlets be installed above (however not more than 2-feet above) the elevation of the original design gradeline of the receiving ditch or channel. 5. Pumped Outlets Only – Approved with the condition that the pump (s) not be operated during freezing conditions and during times of downstream flooding and that pumps and associated pipes will not be installed above ground and will not block vehicle traffic on the ROW of ditch systems. Also all disturbed areas in the ditch ROW's will be restored and reseeded to preexisting conditions.

- Alden Brendemuhl, Section 4, Flowing Twp. Permit #3-21-13-2 to install subsurface drain tile with the same conditions as shown above.
- Charles Hilde, Section 34, Felton Twp. Permit #3-21-13-5 to install subsurface drain tile with the same conditions as shown above.
- Landbruk Family Farms, Section 27, Winchester Twp. Permit #3-21-13-7 to install subsurface drain tile with the same conditions as shown above.

18. Duane Erickson, Section 9, Walworth Twp. A motion was made by Manager Hanson and seconded by Manager Austinson to table Permit #3-21-13-4 to install drain tile and notice the E ½ of Section 8 and the S ½ of Section 4 of Walworth Twp. or permit is approved with standard tile conditions if the applicant provide written approval for the landowners in the area noticed. Carried with Manager Erickson abstaining.

19. Richard Oberg, Section 35, Pleasant View Twp. Permit #3-21-13-8 to install subsurface drain tile. A motion was made by Manager Hanson and seconded by Manager Johannsen to table and notice the road authority, and the landowners in the SW1/4 of Section 35 and the S1/2 of Section 34 of Pleasant View Township and the N1/2 of Section 4 of McDonaldsville Twp. Carried.

20. A motion was made by Manager Hanson and seconded by Manager Christensen to table the following permit applications pending field review. Carried.

- Bradley Olek, Section 33, Felton Twp. Permit #3-21-13-9 to install subsurface drain tile.
- Loyal Sip, Section 27, Pleasant View Twp. Permit #3-21-13-10 to install a field approach and culvert.

21. J.D. #51 Realignment, Colonel Michael J. Price Correspondence. Colonel Price stated that the District has two options, a minor modification or major modification which would include the new diversion channel instead of the existing reach of J.D. #51, which can be applied for approval under Section 408.

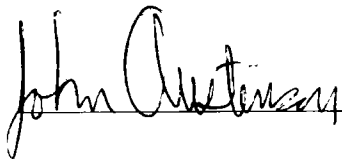
The approval authority for the major modification would be the Director of Civil Works at Corps Headquarters. As part of this the District would request that the existing channel located between the two channel plugs be abandoned and the new diversion channel be made a part of the existing Federal project. Several key items were listed that would need to be submitted. A motion was made by Manager Hanson and seconded by Manager Johannsen to continue to work on getting the major modification. Carried.

22. Goose Prairie Marsh. Administrator Ruud reported that he received notification that the DNR is going to approve the structure and the District would need to establish an elevation and would like to continue working on this endeavor. A motion was made by Manager Austinson and seconded by Manager Spaeth authorizing staff to continue working on this project. Carried.

23. Moccasin Creek Operation and Maintenance (O & M) Plan. Administrator Ruud stated that the District should be receiving authorization that the O & M Plan will be approved by the DNR.

24. Managers Per Diems & Expenses. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve the Managers Per Diems and Expenses as distributed. Carried.

25. 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 10:45 a.m.



John Austinson, Secretary

Date	Num	Name	Memo	Amount
Feb 14 - Mar 21, 13				
02/14/2013	DD	PERA	PERA	-86.42
02/26/2013		QuickBooks Payroll Service	Created by Payroll Service on 02/25/2013	-5,652.13
02/26/2013	14743	Western National Ins Group	Insurance	11,207.00
02/26/2013	DD	PERA	PERA	-583.68
03/12/2013	DD	US Treasury-Payroll	Federal Withholding	-2,860.18
03/13/2013	DD	PERA	PERA	-583.68
03/21/2013	14751	Ada City	utilities	-316.31
03/21/2013	14752	AmeriPride	Office Maintenance	-70.37
03/21/2013	14753	Arvig	utilities	-72.52
03/21/2013	14754	AT&T	Utilities	-102.77
03/21/2013	14755	Cardmember Service	Office Supplies	-1,070.20
03/21/2013	14756	Clay County Union	Petition	-108.00
03/21/2013	14757	EcoLab	Rodent Control	-74.81
03/21/2013	14758	Houston Engineering, Inc.	Engineering Fees	30,085.23
03/21/2013	14759	Jon Schauer	Technical Support	-300.00
03/21/2013	14760	Loretel Systems	utilities	-282.86
03/21/2013	14761	MARCO, Inc.	Office Equipment	-1,307.46
03/21/2013	14762	Marijo Vik*	Annual Report	-800.00
03/21/2013	14763	Morris Electronics, Inc.	Technical Support	-388.75
03/21/2013	14764	Norman County Recorder	Recording Easements	-138.00
03/21/2013	14765	Northwest Beverage, Inc.	Office Supplies	-18.34
03/21/2013	14766	Office Supplies Plus	Office Supplies	-406.02
03/21/2013	14767	Ralph's Food Pride	Office Supplies	-72.11
03/21/2013	14768	Renae Kappes	Cleaning	-120.00
03/21/2013	14769	Rinke Noonan	Legal Fees per E Hanson	-132.50
03/21/2013	14770	Sorenson Electric	Electrical Work	-75.00
03/21/2013	14771	Wambach & Hanson	Legal Services	-1,763.75
03/21/2013	14772	Waypoint Insurance Advisors	Insurance & Bonding	-125.00
03/21/2013	14774	Curt Johannsen	Mgrs Per Diems & Exp	-166.44
03/21/2013	14775	Dean P Spaeth	Mgrs Per Diems & Exp	-126.15
03/21/2013	14776	Duane L Erickson	Mgrs Per Diems & Exp	-316.40
03/21/2013	14777	Gregory R Holmvik	Mgrs Per Diems & Exp	-189.93
03/21/2013	14778	John D Austinson	Mgrs Per Diems & Exp	-102.03
03/21/2013	14779	Michael K Christensen	Mgrs Per Diems & Exp	-185.64
03/21/2013	14780	Raymond M Hanson	Mgrs Per Diems & Exp	-89.61
03/21/2013	14783	MARCO, Inc.	Office Equipment	-614.53
Total				<u>60,593.82</u>