

WILD RICE WATERSHED DISTRICT

11 Fifth Avenue East

Ada, MN 56510

Ph: 218-784-5501

REGULAR MEETING

April 10, 2013

APPROVED MINUTES

1. The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday April 10, 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 Hanson to approve the agenda with the addition of Olson Agassiz Joint Powers Agreement and Acquisition Leasing. Carried.

4. Approval of Billings. A motion was made by Manager Hanson and seconded by Manager Christensen to approve payment of billings as presented. Carried.

5. Meeting Minutes. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve the minutes of the regular March 21, 2013, meeting as presented. Carried.

6. Financial Report. The financial report dated March 29, 2013, was presented to the Board for review. No action was taken.

7. Community Flood Control Levee Projects. Engineer Bents and representatives from Hendrum and Perley have talked to the State of MN about a grant to cost share 50% of the expenses incurred for road raises for both communities. Bents stated that Norman County authorized plans for the county roads. A motion was made by Manager Johannsen and seconded by Manager Hanson authorizing staff to submit a request for the grant agreement to the State of MN. Carried.

A Flood Hazard Mitigation Grant Agreement with the City of Halstad for reimbursement of costs incurred by the District for the purpose of conducting flood damage reduction studies and/or plan and implement flood mitigation measures, including levee certifications was presented to the Board of Managers. A motion was made by Manager Hanson and seconded by Manager Erickson authorizing Chairman Holmvik to execute the agreement with the City of Halstad when it is received by the District. Carried.

A motion was made by Manager Hanson and seconded by Manager Christensen to approve a Reimbursement Agreement between the City of Ada and the Wild Rice Watershed District regarding the City of Ada Levee Project which was presented to the Board for review. Carried. The approved agreement will be sent to the City of Ada and the Moore Engineering firm for the City.

Administrator Ruud explained that he had sent correspondence to the City of Felton to determine if they were still interested in having the District pursue funding for a flood improvement project for them. In 2009, Felton petitioned the District for this assistance, but at that time no funding was

available, therefore staff felt it was time to determine their interest again. At this time, Ruud has not received an answer from Felton.

8. Proj. #8, Moccasin Creek Operation and Maintenance (O & M) Agreement. Administrator Ruud informed the Board that he received the amended O & M Plan from the DNR and it was being forwarded to the COE for their review.

9. Vik, Tufte, Heitman Retention Site. Administrator Ruud reported that another landowner meeting will be scheduled in the near future, to discuss options and different possibilities. It might be scheduled on the morning of the 24th of April, as Engineer Bents will be here that day.

10. Paquin and Merkle Acquisition Site Lease Agreement. A motion was made by Manager Hanson and seconded by Manager Erickson to enter into a Lease Agreement with Joseph Pickle for the former Paquin site located north of Halstad for a length of five years, \$100 per year plus the real estate taxes and to do the same with Brandon Borgen for the former Merkle property. Carried.

11. Olson Agassiz Structure. Administrator Ruud distributed a Joint Powers Agreement received from the DNR, in which they will pay ½ of the costs up to \$15,000 for the proposed new catwalk on the Olson/Agassiz Structure. A motion was made by Manager Hanson and seconded by Manager Christensen authorizing Chairman Holmvik to execute the agreement with the DNR. Carried.

12. Marsh Creek, Site #6. Manager Erickson reported on a meeting that he and Administrator Ruud held with Dave Haugo, on the former Marsh Creek, Site #6 Project. Discussion included the planned bridge replacement by Mahnommen County between Sections 19/30 of Marsh Creek Twp. which would impact the previously proposed project. Haugo felt based on his experience that no money should be spent on negotiating with the DNR rather he would prefer legislative change which would make the mitigation exchange less severe. Chairman Holmvik stated that the hope in taking this to the Project Team would be the DNR possibly coming with an alternative.

PERMIT APPLICATIONS

13. Brad Arends, Section 22, Mary Twp. A motion was made by Manager Hanson and seconded by Manager Johannsen to table Permit #4-10-13-1 to install drain tile until a hearing is held for drainage into Project #3. A hearing will be held at 9:00 a.m. on Wednesday, May 8, 2013, at the District office during the regular meeting to hear testimony on a petition filed by Brad Arends to drain into Project #3. All landowners paying into Project #3 will be notified of the hearing. Carried.

14. Jeff Borgen, Section 28, Mary Twp. A motion was made by Manager Johannsen and seconded by Manager Austinson to approve Permit #4-10-13-4 to install subsurface drain tile, with the following drain tile conditions and contingent on the applicant completing a ditch cleanout of the CR 39 road ditch between the proposed pump outlet and Norman County Ditch No. 40. 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. Carried.

15. Norman Co. Hwy Dept. Section 28, Wild Rice Twp. A motion was made by Manager Hanson and seconded by Manager Christensen to table Permit #4-10-13-9, and notice landowners. Carried.

16. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve the following permit applications with the conditions as shown. Carried.

- Brandon Borgen, Section 12, Lee Twp. Permit #4-10-13-3 to install drain tile, with the conditions as shown in Paragraph #14.
- Leon Johnson, Section 23, Pleasant View Twp. Permit #4-10-13-7 to install a ditch crossing with a 60" or two 48" culverts, with the condition that the applicant provides written documentation of approval from the landowners in Section 24 and the E2 of Section 23 of Pleasant View Twp.
- Bradley Olek, Section 33, Felton Twp. Permit #4-10-13-11 to install subsurface drain tile with the conditions as shown in Paragraph #14.
- David Peterson, Section 30, Marsh Creek Twp. Permit #4-10-13-12 to install a water and sediment basin.
- Loyal Sip, Section 27, Pleasant View Twp. Permit #4-10-13-13 to install a field approach and culvert with the condition that the culvert size matches the upstream culvert size.
- William Zurn, Section 34 Spring Creek Twp. Permit #4-10-13-15 to install subsurface drain tile with the conditions as illustrated in Paragraph #14.

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

- Brandon Borgen, Section 6, Viding Twp. Permit to install subsurface drain tile, and notice the S2 of Section 1 and the SE4 of Section 2, Georgetown Twp.
- Clay County, Sections located in Clay County. Permit to install culverts and bridges. Notice landowners one mile up and downstream of each bridge location.
- MNDOT, Several Sections. Permit to do a culvert lining project. Request additional information for the culverts to be lined.

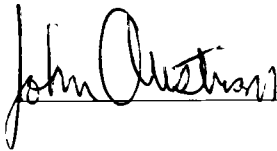
18. Duane Erickson, Section 9, Walworth Twp. A motion was made by Manager Christensen and seconded by Manager Hanson to table and notice Permit #4-10-13-6 to install subsurface drain tile with the same conditions as illustrated in Paragraph #14 and notice landowners or approve with the condition that the applicant obtains the needed signatures. Carried with Manager Erickson abstaining.

19. Richard Oberg, Section 35, Pleasant View Twp. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve Permit #4-10-13-10 to install subsurface drain tile with the same conditions as illustrated in Paragraph #14. Carried.

20. Dean Spaeth, Section 36, Marsh Creek Twp. A motion was made by Manager Austinson and seconded by Manager Hanson to approve permit #4-10-13-14 to install a water and sediment basin. Carried with Manager Spaeth abstaining.

21. Managers Per Diems and Expenses. A motion was made by Manager Hanson and seconded by Manager Christensen to approve the payment of Managers Per Diems and Expenses as distributed. Carried.

22. 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 10:30 a.m.

A handwritten signature in black ink, appearing to read "John Austinson", is written over a horizontal line.

John Austinson, Secretary

Date	Num	Name	Memo	Amount
Mar 22 - Apr 10, 13				
03/22/2013	DD	PERA	PERA	68.88
03/25/2013	DD	PERA	PERA	583.68
03/26/2013	DD	QuickBooks Payroll Service	Created by Payroll Service on 03/25/2013	6,303.94
04/08/2013	DD	PERA	pera	5,406.51
04/09/2013	DD	QuickBooks Payroll Service	Created by Payroll Service on 04/08/2013	5,410.86
04/09/2013	14773	Northwestern Bank	Interest for Loan	8,824.00
04/09/2013	14784	Ada City	Utilities	296.58
04/09/2013	14785	AmeriPride	Office Maintenance	70.37
04/09/2013	14781	Arvig	Utilities	72.52
04/09/2013	14782	AT&T	Utilities	102.69
04/09/2013	14786	Becker Co. Auditor	RE Taxes	3,960.00
04/09/2013	14787	Cardmember Service	Lodging, Postage	190.96
04/09/2013	14788	Clay County Auditor Treasurer	RE Taxes	4,908.00
04/09/2013	14789	Houston Engineering, Inc.	Engineering Fees	22,525.58
04/09/2013	14790	Loretel Systems	Utilities	284.44
04/09/2013	14791	MARCO, Inc.	copier/scanner	614.53
04/09/2013	14792	Norman County Treas/Auditor	RE Taxes	576.46
04/09/2013	14793	Northwest Beverage, Inc.	Supplies	36.50
04/09/2013	14794	Northwestern Bank	Principal Pymt Loan	36,778.38
04/09/2013	14795	Office Supplies Plus	Office Supplies	105.40
04/09/2013	14796	Ralph's Food Pride	Supplies	76.25
04/09/2013	14797	Renae Kappes	Cleaning	120.00
04/09/2013	14798	Visser Trenching	Snow Removal	635.00
04/09/2013	14799	Wambach & Hanson	Legal Services	1,006.25
04/10/2013	14810	Curt Johannsen	Mgrs Per Diems & Exp	83.22
04/10/2013	14813	Gregory R Holmvik	Mgrs Per Diems & Exp	232.55
04/10/2013	14816	Michael K Christensen	Mgrs Per Diems & Exp	444.75
04/10/2013	14815	Raymond M Hanson	Mgrs Per Diems & Exp	89.60
04/10/2013	14814	John D Austinson	Mgrs Per Diems & Exp	215.36
04/10/2013	14812	Duane L Erickson	Mgrs Per Diems & Exp	300.96
04/10/2013	14811	Dean P Spaeth	Mgrs Per Diems & Exp	107.68
Mar 22 - Apr 10, 13				<u>100,431.90</u>