

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

REGULAR MEETING
November 14, 2012
APPROVED MINUTES

1. The regular meeting of the Wild Rice Watershed District Board of Managers was held on **Wednesday, November 14, 2012**. Managers in attendance included Greg Holmvik, Raymond Hanson, Duane Erickson, Curt Johannsen, Mike Christensen, John Austinson and Dean Spaeth. Absent: None. In addition the following persons were in attendance: Administrator Kevin Ruud, Kari Kujava, 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 staff compensation package and advisory board. Carried.
4. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Austinson to approve the bills as distributed. Carried.
5. Meeting Minutes. A motion was made by Manager Johannsen and seconded by Manager Christensen to approve the minutes of the October 10, 2012 meeting. Carried.
6. Financial Report Dated October 30, 2012. A motion was made by Manager Spaeth and seconded by Manager Christensen. Carried.
7. Open Microphone. There were no speakers.
8. Upper Reaches – WRR Bank Stabilization. Bid opening was held and the contract was awarded to Spruce Valley Corporation from Middle River for \$107,132.50 contingent on receiving the DNR permit. They are scheduled to begin work in the spring of 2013. A motion was made by Manager Hanson and seconded by Manager Johannsen to accept the bid. Carried.
9. Norman County Ditch 1 – FEMA Outlet Repair. The work is complete. It was split into different phases. Phase 1 is the original FEMA repair and Phase 2 is the landowner request for repair (non-FEMA portion). There has been a reduction in the total cost of the project in the amount of \$72,540.00. A motion was made by Manager Johannsen and seconded by Manager Spaeth to approve the change order for \$72,540.00 and the pay request for phase 1 in the amount of \$7,585.75 and for phase 2 in the amount of \$2,887.05. Carried. A retainer is being held until seed establishment is verified.
10. Project 9 – South Branch Levee FEMA Repair. Section 16 – Mary Township. The work is complete. A motion was made by Manager Hanson and seconded by Manager Austinson to approve the pay request to Gordon Construction for \$39,588.75. Carried.

11. Project 30 – FEMA Repair. A motion was made by Manager Hanson and seconded by Manager Johannsen to issue final payment to Gordon Construction in the amount of \$29,167.21. Carried. Work will be reviewed in the spring for seed establishment on the project. Details regarding this have been written into the final payment agreement.
12. Managers Per Diems and Expenses. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve payment of Managers per diems and expenses as distributed. Carried.
13. Advisory Board. The advisory board met on November 13, 2012. Attending the meeting were: Curt Jacobson, Steve Jacobson, Corey Hanson, Ron Thorsrud, Joe Slette and Jim Skaurud. Curt was elected Chairman and Steve was elected Vice-Chairman. Discussion took place regarding the Upper Becker Dam and there wasn't not a consensus to what option was supported. A motion was made and passed that a recommendation be made to the watershed board that their goal should be to reduce the flows 20%. There was also discussion about the flood buyout properties that the watershed owns and a motion was made that our board contact the federal legislators and request that they make a changes in rules/laws so that we can sell the properties.
14. Acquisition Leasing. All leases subject to sale if it becomes possible. Any additional costs (i.e. removal of trees or driveway is at their cost with approval from the Board).
- Tarazon property: Parcel # 01-1123000 Section 29 Anthony 8.3 acres. A motion was made by Manager Spaeth and seconded by Manager Johannsen to lease the parcel to Tom Carlson for ten year term. \$150.00 per year to be paid in full at start plus taxes each year. There is not an automatic renewal. Opposed by Managers Erickson, Austinson and Hanson. Carried.
 - Fisher property: Parcel # 14-5742000 Section 8 Mary 5.0 acres. A motion was made by Manager Hanson and seconded by Manager Austinson to lease the parcel to Dwight Heitman for five year term. \$100.00 per year plus taxes. He is allowed to remove trees and turn into agricultural land. Carried.
 - Klevgaard property: Parcel # 12-5269000 Section 13 Lee 6.21 acres. A motion was made by Manager Hanson and seconded by Manager Spaeth to lease the parcel to Roger Dyrdaahl for a \$100.00 per year plus taxes with a 175 foot setback from the center of the river. He will be able to remove trees outside the setback area. Carried.
 - Newgard property: Parcel # 12-5411000 Section 25 Range 49 Lee 6.21 acres. A motion was made by Manager Hanson and seconded by Manager Christensen to lease the parcel to Stash Hempeck. Motion failed with opposition from Managers Holmvik, Erickson, Spaeth, Austinson and Johannsen. Motion was made by Manager Erickson and seconded by Manager Johannsen to lease it to Susan Dyrendahl, Terry Hoff, and Mark Hoff for \$100.00 per year plus taxes for a five year term. They are allowed to remove the driveway. Carried.
 - Teal property: Parcel # 08-3829000 Section 34 Hegne 8.94 acres. A motion was made by Manager Hanson and seconded by Manager Christensen to lease the parcel to Stash Hempeck for five year term at \$101.51 per year plus taxes. No option for renewal. Carried.
 - Onsgaard property: Parcel # 07-3261000 Section 25 Range 49 Halstad 11.92 acres. A motion was made by Manager Spaeth and seconded by Manager Hanson to lease the parcel to Stash Hempeck for a five year term at \$101.51 per year plus taxes. Carried.
 - Swenson property: Parcel # 07-3211000 Section 1 Range 49 Halstad 15.7 acres. A motion was made by Manager Hanson and seconded by Manager Johannsen to lease the parcel to Stash Hempeck for a five year term at \$251.77 per year plus taxes.

PERMIT APPLICATIONS.

15. Barry Halland, Section 12, Waukon Twp, Permit #11-14-12-9. A motion was made by Manager Hanson and seconded by Manager Johannsen to deny the additional 18" culvert through the roadway but to amend the permit to allow the widening of the crossing. Carried. Opposed by Manager Erickson.

16. Agassiz Recreational Trail, Section 21, Wild Rice Twp, Permit #11-14-12-2. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the permit contingent on the following three items: Applicant to provide hydraulic analysis summarizing the performance of the existing and proposed culvert, Staff (HEI) review and recommendation of approval based on study findings, Applicant to provide written approval from landowners in the NE ¼ of Section 21 Wild Rice Township. Carried.

17. Randy Spokely, Section 2, Shelly Twp, Permit #11-14-12-21. A motion was made by Manager Austinson and seconded by Hanson to approve the permit to install subsurface drain tile 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.

18. Dave Boman, Section 27, Flom Twp, Permit #11-14-12-4. A motion was made by Manager Austinson and seconded by Manager Christensen to approve the permit contingent on the applicant providing documentation of approval from Flom Township and from the Norman County SWCD regarding potential wetland issues. Carried.

19. Dave Boman, Section 11, Home Lake Twp, Permit #11-14-12-5. A motion was made by Manager Johannsen and seconded by Manager Christensen to approve the permit with the condition that the pipe has a maximum of a 24 inch diameter culvert. Carried

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

- Brad Arends, Section 22, Mary Twp. Install subsurface drain tile.
- Bob Brandt, Sections 23, 24, 26, McDonaldsville Twp. Install subsurface drain tile.
- Bryan Klabunde, Sections 2 of Popple Grove Twp. and Sections 34, 35 of Pembina Twp. Install subsurface drain tile.
- Richard Lundeen, Section 2, Sundal Twp. Install a field crossing with an 18" pipe.
- Richard Oberg, Section 35, Pleasant View Twp. Install subsurface drain tile.
- Adam Stalboerger, Section 12, Popple Grove Twp. Install a culvert under Hwy #59 for subsurface tile drainage system.
- Ryan Zimmerman, Section 11, Georgetown Twp. Install subsurface drain tile.

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

- Matthew Brantner, Section 15, Flowing Twp. Permit #11-14-12-8 to install subsurface drain tile 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.
- Haugo Bros, Section 15, Popple Grove Twp. Permit #11-14-12-10 to install water and sediment basins.
- Corey Jacobson, Section 4, McDonaldsville Twp. Permit #11-14-12-11 to widen a field approach and replace a 24" cmp with a longer 24" culvert with a "T" (two inlets with one 24" outlet).
- Corey Jacobson, Section 21, Anthony Twp. Permit #11-14-12-12 to approve the installation of a new field approach and culvert with the maximum of a 30" pipe.
- Bob Johnson, Section 23,24, Pleasant View Twp. Permit #11-14-12-13 to approve the widening of the approach.
- Jason Keller, Section 32, Heier Twp. Permit #11-14-12-14 to approve the installation of 3 water and sediment basins.
- D&D Moore, Section 20, Home Lake Twp. Permit #11-14-12-17 to install subsurface drain tile 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.

- Dean Pederson, Section 25, Strand Twp. Permit #11-14-12-19 to install subsurface fain tile 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.
- Jeff Petry, Section 35, Lockhart Twp. Permit #11-14-12-20 to remove a field approach with a 15" pipe and install a new filed approach with a new 18" pipe.
- Duane Swiers, Section 25 of Bejou Twp and section 30 of Gregory Twp. Permit #11-14-12-23 to install a water and sediment basin.
- Vig Farms, Sections 28 and 33 of Heier Twp. Permit #11-14-12-24 to install a water and sediment basin.
- Charles Borgen Jr., Section 3, Georgetown Twp. Permit #11-14-12-6 to install subsurface fain tile 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. AND written permission from the adjacent landowner Bryan Hest.

22. A motion was made by Manager Hanson and seconded by Manager Johannsen to return the following permit application due to insufficient information. Carried.

- B&G Farms, Section 18, Marsh Creek Twp.

23. Community Flood Control Levee Projects. A motion was made by Manager Austinson and seconded by Manager Johannsen to approve the appraisers report and hearing notice on the City of Shelly Ring Dike. Carried.

24. Upper Becker Dam Gated Option. There was discussion on gating the Upper Becker Dam. No decisions were made.

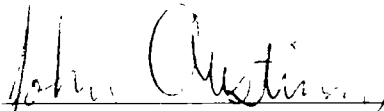
25. Guidelines for Redetermination of Benefits. A motion was made by Manager Hanson and seconded by Manager Spaeth that we advertise for viewers to start the redetermination process. Carried.

26. Beaver Control. It was agreed that for trapping only – we would do it under a bounty basis under the direction of the office staff.

27. Compensation Package. A motion was made by Manager Christensen and seconded by Manager Johannsen to approve a 3% increase and add ½ sick day per pay period for staff. Carried.

28. Meetings/Conferences/Seminars. Shelly Flood Control Levee Project public hearing is scheduled for Wednesday, December 12 at 7:00 pm in Shelly, MN. Since the WRWD regular meeting is also scheduled for December 12, a motion was made by Manager Johannsen and seconded by Manager Spaeth to approve that the meeting start at 1:00 pm with permits scheduled for 2:30 pm. This was done to give the Board and staff time to regroup and head over Shelly for the hearing. Carried. Opposed to the motion was Manager Hanson.

29. 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 12:15 p.m.



John Austinson, Secretary

**Wild Rice Watershed District
 Transaction List by Vendor
 November 2012**

Ameripride	70.37
Arvig	72.52
AT&T	102.90
Becker County SWCD	1,980.00
Braun Intertec Corporation	2,221.50
Cardmember Service	1,430.11
City of Ada	193.30
Francotyp-Postalia Inc	334.27
Frandsen Bank	100.00
Gordon Construction Inc	61,278.75
Houston Engineering Inc	55,274.21
James Wagner Sr	573.94
Loretel Systems	275.87
Mahnomen County SWCD	23,375.00
MARCO, Inc	554.60
McCollum Hardware	25.61
Minnesota Energy Resources Corporation	2.55
Morris Electronics Inc	325.09
Norman County Heating and Cooling	81.00
Norman County Index	232.50
Norman County SWCD	200.00
Northwest Beverage Inc	85.34
Northwestern Bank	40,776.98
Northwestern Bank	13,599.40
Office Supplies Plus	301.19
Ralphs Food Pride	58.75
Renae Kappes	180.00
RJ Zavoral & Sons	10,472.80
Tom Bergren	2,750.00
Tony Sip	16,830.00
	\$ 233,758.55