

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

REGULAR MEETING
June 10, 2026
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, June 10, 2026. Managers in attendance included: Greg Holmvik, Dean Spaeth, Curt Johannsen, Duane Erickson, Raymond Hanson 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 Matt Borgen 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 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 May 13, 2026, Regular Meeting Minutes as presented. Carried.
5. Approval of Billings. A motion was made by Manager Hanson and seconded by Manager Christensen to approve the payment of billings with the following late bill: Tammy Erickson in the amount of \$140.00. Carried.
6. Financial Report. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve the monthly financial report dated May 31, 2026 as presented. Carried.

Appointments

7. Open Mic. No one spoke.

Permits

8. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve the following permits as listed. Carried.
 - Jeffrey Petry, Section 11, Lockhart Twp. Permit #26-038 to widen an existing approach with an 18” culvert.
 - Jeffrey Petry, Section 11, Lockhart Twp. Permit #26-039 to widen an existing approach with a 24” culvert.
 - Jeffrey Petry, Section 14, Lockhart Twp. Permit #26-040 to move and widen an existing approach with a 12” culvert.
 - Jeffrey Petry, Section 14, Lockhart Twp. Permit #26-041 to widen an existing approach with a 24” culvert.

- Jeffrey Petry, Section 14, Lockhart Twp. Permit #26-042 to widen an existing approach with a 24” culvert.
 - Jeffrey Petry, Section 14, Lockhart Twp. Permit #26-043 to move and widen an existing approach with a 24” culvert.
9. Cody Benson, Section 24, Lake Grove Twp. Permit #26-037 to install water and sediment basins and grade stabilization structures. A motion was made by Manager Johannsen and seconded by Manager Hanson to table the permit to notice adjacent landowners. Carried.
10. Duane Erickson, Section 7, Spring Creek Twp (Becker Co.) Permit #26-032 to move a tile outlet. Engineer Bents gave the history of the area which includes an active complaint. Landowner Lloyd Jirava was in attendance and asked for verification that the tile line would be in the road ditch. Duane explained that he would rather leave the outlet where it is currently installed. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve the permit with the condition that the permit is for the installation of a new line on the south side of the roadway only, that the outlet pipe is not installed lower than the centerline culvert at the outlet location, that the applicant provide written approval from the landowner where the outlet is located, that the township road authority provides written approval for any work to be completed in the road ROW and standard tile conditions. Manager Erickson abstained from voting. Carried.
11. 2025 Audit Presentation. Bryce Karel, with Brady Martz & Associates, P.C., presented the findings from the audit via TEAMS indicating that the District was in good financial standing and that there were no complications in the audit process. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the 2025 audit report as presented. Carried.

Permits (ctd.)

12. Rodney Hamernik, Section 32, Flom Twp. Permit #26-030 to install subsurface drain tile. A motion was made by Manager Hanson and seconded by Manager Erickson to approve the permit with standard tile conditions and with the condition that the applicant provide written approval from the landowner in the SW 1/4 of section 32 of Flom Township. Carried.
13. Rodney Hamernik, Section 8, Flom Twp. Permit #26-035 to install subsurface drain tile. A motion was made by Manager Hanson and seconded by Manager Johannsen to table the permit to notice the road authority-Norman County. Carried.
14. Jerry Matter, Section 36, Walworth Twp. Permit #26-027 to install subsurface drain tile. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the permit with standard tile conditions and the condition that the applicant gets written approval from the landowner in the SE 1/4 of section 35 of Walworth due to drainage concerns. Carried.
15. Anthony Mertens, Section 28, White Earth Twp. Permit #26-031 to construct a wetland restoration. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve the permit with the condition that new wetland areas are not developed within 200 feet of the property line without the written approval of the adjacent landowner. Carried.
16. Jeffrey Petry, Section 14, Lockhart Twp. Permit #26-034 to install subsurface drain tile. A motion was made by Manager Spaeth and seconded by Manager Hanson to table the permit pending board action on a petition to add land into Project 17. Carried.

17. Mike Petry, Section 13, Lockhart Twp. Permit #26-036 to install subsurface drain tile. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve with standard tile conditions and the condition that the tile lines are not installed in the ditch ROW, except at the outlet location, and that the applicant get road authority approval for work in the road ROW. Carried.
18. Spring Creek Township, Section 7, Spring Creek Twp. (Becker County). Permit #26-033 to move a field approach to the property line and lower the culvert as approved from a previous permit. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve the permit. Carried.
19. Spot Checks. Spot checks were completed on 3 previously approved permits. 2 of the permits were consistent with the applications and the approvals. It appeared that work had not been started at the location of the 3rd spot check. It was noted that although a permit is approved, the applicant is not required to complete the work. A new permit would be required if the applicant decides to do the work after the permit expires.

Complaints

20. An update was given on the complaints listed below. The restoration work that was supposed to be done by June 1, 2026 has not been completed. Norman County asked for a 60-day extension. Discussion was held regarding the scope of work that needs to be done. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve a 30-day extension. Carried.
 - Jane and Jeff Ward, Section 13, Green Meadow Twp. Complaint #25-002C-culvert replaced with smaller culvert and dry block was removed causing issues.
 - Jill Chisholm-Bennett and Jerry Bennett, Section 13, Green Meadow Twp. Complaint #25-003C-culvert replaced with smaller culvert and dry block was removed causing issues. The complaint was revised to remove the culvert size issue but continue to request that the field approach is restored.
21. Steven Grieve, Section 24, Green Meadow Twp. Complaint #25-007C-ditching project causing flooding. The complaint was dismissed at the May 13, 2026 board meeting after restoration was deemed complete. Mr. Grieve contacted the office after receiving the dismissal letter and reported that an area on the west side was not restored. An additional field review was completed. Nick Paul agreed to place additional fill after bean harvest. A motion was made by Manager Hanson and seconded by Manager Johannsen to dismiss the additional complaint indicating the board's findings. Carried.
22. Ryan Groth, Sections 7 & 17, Spring Creek Twp (Becker). Complaint #25-012C-tile outlet was not installed according to the approved permit. A field review was completed on June 4, 2026. The outlet has not been moved. No action needed at this time as the deadline for compliance is July 1, 2026.
23. Johnstad Petition Hearing. Engineer Bents gave the background on the petition filed by Andrew Johnstad and presented the letter of recommendation including the outlet fee and price per acre going forward. Discussion was held regarding the petition process, formula used for calculation and the benefiting areas. The land is currently assessed into Norman Polk Project 5. David Johnstad was in attendance and stated that the ditch would have to be cleaned in order for the water to flow that direction. Landowner Todd Swalstad was in attendance and stated that he opposes the petition due to ditch capacity and flooding concerns. Administrator Jensen stated that staff had received calls from additional landowners opposing the petition. Engineer Bents stated that based on LiDar information, the amount of land to be added is 120 acres. Discussion was held regarding capacity. A motion was made by Manager Holmvik and seconded by Manager Spaeth to approve the petition. Further discussion was held. Norman County Commissioner Jesse

Lee was in attendance and asked the board to hold their decision to allow more time for landowners to come forward. Attorney Hanson explained the 60-day rule. Manager Erickson opposed stating that there should be more time. Motion carried. Attorney Hanson further explained that the board felt they had the information needed to make a decision.

24. Administrator Jensen asked to re-visit Permit #26-034. She noted that the office received a petition from Mr. Petry to add land into Project 17 prior to the meeting. The next step is to set a hearing date. A motion was made by Manager Johannsen and seconded by Manager Hanson to authorize staff to set a hearing time to be held during the July 8, 2026 regular board meeting. Carried.

Unfinished Business

25. Perley Flood Control Levee Improvement Project-Phase 2-Grade Raises. Administrator Jensen reported that the roadway is open. The LOMR has been submitted to FEMA for consideration. A motion was made by Manager Johannsen and seconded by Manager Spaeth to approve pay request 12 from Park Construction in the amount of \$206,842.36. Carried.
26. Acquisition Properties. Administrator Jensen reported that Lyle Wilkens Inc. plans to begin demolition later this week. Substantial completion is required by July 1, 2026 with final completion due August 31, 2026.
27. South Branch Wild Rice River Grade Stabilization. Construction remains on hold. Crews plan to re-mobilize to the site on August 17, 2026. They plan to install the dewater pump and begin diversion August 24, 2026 and install riprap September 11, 2026. Project completion is scheduled for September 30, 2026 as planned.
28. Annual Report. The 2025 Annual Report was presented for review at the May 13, 2026 meeting. A motion was made by Manager Johannsen and seconded by Manager Christensen to approve the 2025 Annual Report as presented. Carried.

New Business

29. JD 53 Maintenance Request. Administrator Jensen reported that the office received a request for maintenance of a pipe that goes through a township roadway. The office has received multiple requests of this type. The current policy states that the road authorities are responsible for expenses involving culverts that go through their roads. However, if the road authority denies the request, the landowner often approaches the district for assistance. Administrator Jensen asked the board for direction. A motion was made by Manager Johannsen and seconded by Manager Christensen to continue with the current policy. In extenuating circumstances, the landowner or road authorities could bring a request to the board. Carried.

Financial

30. 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.

Meetings/Conferences/Seminars

31. MN Watersheds Summer Tour August 25-26, 2026. A motion was made by Manager Johannsen and seconded by Manager Hanson to authorize staff and board attendance at the MN Watersheds Summer Tour. Carried.

32. Moriya Rufer, with BWSR, was in attendance and introduced herself to the board. Moriya is taking Brett Arne's place.
33. 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 10:11 a.m.

Curt Johannsen, Secretary

Date	Num	Name	Memo	Amount
May 14 - Jun 10, 26				
05/19/2026		QuickBooks Payroll Service	Created by Payroll Service on 05/18/2026	7,095.50
06/02/2026		QuickBooks Payroll Service	Created by Payroll Service on 06/01/2026	7,878.82
05/22/2026	ACH	Pitney Bow es		120.00
05/15/2026	ACH	Aflac		330.58
05/25/2026	ACH	MN PEIP		4,209.26
06/03/2026	ACH	Arvig		1,686.27
06/05/2026	ACH	MARCO, Inc.		362.77
05/14/2026	ACH	US Treasury-Payroll	41-6145653	172.18
05/15/2026	ACH	PERA		70.02
06/05/2026	ACH	Minnesota Energy Resources Corporation		57.00
05/21/2026	ACH	MN Dept of Revenue	5062265	405.00
05/21/2026	ACH	US Treasury-Payroll	41-6145653	2,182.32
05/22/2026	ACH	PERA		1,332.52
06/06/2026	ACH	Verizon Wireless		67.22
06/10/2026	ACH	Ada City		340.60
06/05/2026	ACH	PERA		1,332.52
06/04/2026	ACH	MN Dept of Revenue	5062265	465.00
06/04/2026	ACH	US Treasury-Payroll	41-6145653	2,468.38
06/10/2026	ACH	The Horton Group	Directors & Officers Policy	6,412.18
06/10/2026	ACH	Ean Financial Services	May Statement	1,478.70
06/10/2026	20077	Beaver LLC		3,852.25
06/10/2026	20078	Clay Soil & Water District	Coordinator Costs	12,278.50
06/10/2026	20079	Docu Shred	Shredding	57.97
06/10/2026	20080	Hanson & Liebl Law Office, P.C.	May Statement	1,330.50
06/10/2026	20081	Hendrum City	Mow ing	600.00
06/10/2026	20082	Houston Engineering, Inc.		62,566.66
06/10/2026	20083	KRJB Radio	Admin Asst ad	110.00
06/10/2026	20084	Mahnomen Pioneer	Admin Asst ad	68.00
06/10/2026	20085	Morris Electronics, Inc.		500.00
06/10/2026	20086	Norman County Index-Ada	Admin Asst ad	60.00
06/10/2026	20087	Northern Plains Mechanical	Preventative Maintenance-HVAC	270.00
06/10/2026	20088	Office Supplies Plus	Supplies	278.74
06/10/2026	20089	Park Construction Company	Pay Request 12	206,842.36
06/10/2026	20090	Tammy Erickson	Mow ing and trimming	140.00
06/10/2026	20091	Curt Johannsen		237.79
06/10/2026	20092	Dean P Spaeth		161.43
06/10/2026	20093	Duane L Erickson		150.42
06/10/2026	20094	Gregory R Holmwik		115.02
06/10/2026	20095	Michael K Christensen		143.17
06/10/2026	20096	Raymond M Hanson		256.15
			TOTAL	328,485.80

Appendix A

List of Acronyms Used:

BWSR	Board of Water and Soil Resources
FEMA	Federal Emergency Management Agency
LOMR	Letter of Map Revision
JD	Judicial Ditch
LOMR	Letter of Map Revision
ROW	Right-of-Way