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

REGULAR MEETING
October 14, 2026
APPROVED MINUTES

A full list of acronyms used is available at the end of this report (Appendix B)

1. The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, October 14, 2026. Managers in attendance included: Greg Holmvik, Matt Borgen, 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 Johannsen and Manager Spaeth were 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 Hanson and seconded by Manager Christensen to approve the agenda with the following addition: Clay County PWI update. Carried.

4. Meeting Minutes. A motion was made by Manager Hanson and seconded by Manager Christensen to approve the September 9, 2026, Regular Meeting Minutes as presented. Carried.

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

6. Financial Report. A motion was made by Manager Christensen and seconded by Manager Erickson to approve the monthly financial report dated September 30, 2026 as presented and the quarterly transfers between unassessed projects and ditches and the Red River Construction Account as detailed in Appendix A at the end of this report. as presented. Carried.

Appointments

7. Open Mic. No one spoke.

8. JD53 Maintenance Request. No one in attendance.

Permits

9. Corey Jacobson, Section 11, McDonaldsville Twp. Permit #26-083 to install subsurface drain tile with a gravity outlet. This permit was discussed at the September 9, 2026 meeting. Board decision was table to notice the Norman County Highway Department, or the permit was approved with written permission from Norman County. Staff has not received the written permission. A motion was made by Manager Hanson and seconded by Manager Christensen to approve the permit with the condition that the applicant obtain written approval from Norman County Highway Department. Carried.

10. Corey Jacobson, Section 20, McDonaldsville Twp. Permit #26-084 to install subsurface drain tile with a gravity outlet. Engineer Bents presented the benefitting are map for Project 1 showing that 80 acres of the project are not assessed into Project 1. Staff reported that adjacent landowners have concerns about flooding. Lengthy discussion was held about alternative plans to run the water to the west. A motion was made by Manager Hanson and seconded by Manager Christensen to table the permit pending a revised plan. Carried.

11. Raymond Bjerke, Section 10, Hagen Twp. Permit #26-095 to install subsurface drain tile with a gravity outlet. A motion was made by Manager Hanson and seconded by Manager Christensen to approve the permit with standard tile conditions and the condition that the applicant get written approval from the road authority-Hagen Township. Carried.

12. Raymond Bjerke, Section 10, Hagen Twp. Permit #26-096 to install subsurface drain tile with a gravity outlet. A motion was made by Manager Hanson and seconded by Manager Christensen to approve the permit with standard tile conditions. Carried.

13. Shannon Klevgaard (Hagen Township), Section 2-3, Hagen Twp. Permit #26-092 to replace a 21" centerline culvert with a 24" centerline culvert. The work has been done and this is an after-the-fact permit. Staff received a complaint and a call from an adjacent landowner in opposition of the larger culvert. According to district records, the Board ordered the Township to replace a 21" culvert with an 18" culvert in 1997. Discussion was held. A motion was made by Manager Erickson and seconded by Manager Hanson to approve the permit with the condition that the top 13" of the pipe be blocked permanently no later than November 26, 2026. Carried.

14. Kyle Bergren, Section 32, Atlanta Twp. Permit #26-080 to lower a 36" centerline culvert 18 inches. A motion was made by Manager Hanson and seconded by Manager Christensen to continue to table the permit pending information from the applicant. Carried.

15. Gabe Drestch (MNDOT), Section 36, Clover Twp. Permit #26-088 to modify the Roy Lake outlet structure to allow better fish passage. A motion was made by Manager Hanson and seconded by Manager Christensen to approve the permit. Carried.

16. Roger Francis, Section 9, Pembina Twp. Permit #26-089 to construct wetland restorations and creations. A motion was made by Manager Hanson and seconded by Manager Christensen 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.

17. Habedank Farm, Section 17, Fossum Twp. Permit #26-085 to install subsurface drain tile with a gravity outlet. A motion was made by Manager Hanson and seconded by Manager Christensen to approve the permit with standard tile conditions and the condition that the tiles are places a minimum of 110 feet from the wetland boundaries shown on the certified wetland determinations provided by the SWCD. Carried.

18. Jim Johnson, Section 5, Beaulieu Twp. Permit #26-093 to install water and sediment control basins. A motion was made by Manager Hanson and seconded by Manager Erickson to approve the permit with standard tile conditions and the condition that the applicant get written permission from the landowner in the NE 1/4 NE1/4 of section 5 of Beaulieu Township and the road authority Beaulieu Township. Carried.

19. Kyle Lisburg, Section 1, Strand Twp. Permit #26-087 to install rock chutes and a side inlet pipe. A motion was made by Manager Hanson and seconded by Manager Christensen to approve the permit with the

condition that the applicant get written approval from the drainage authority for Norman County Ditch 42, (Norman County). Carried.

20. Jerry Matter, Section 36, Walworth Twp. Permit #26-098 to install subsurface drain tile with a gravity outlet. A motion was made by Manager Hanson and seconded by Manager Erickson to approve the permit with standard tile conditions. Carried.

21. Jerry Matter, Section 36, Walworth Twp. Permit #26-099 to lower a ditch and field approach culvert. A motion was made by Manager Erickson and seconded by Manager Hanson to approve the permit. Carried.

22. Dan McCollum, Section 21, Gregory Twp. Permit #26-052 to install a grade stabilization structure. A motion was made by Manager Hanson and seconded by Manager Christensen to continue to table the permit pending information from the applicant. Carried.

23. Chris Motteberg, Section 19, Bear Park Twp. Permit #26-090 to install subsurface drain tile with a gravity outlet. A motion was made by Manager Hanson and seconded by Manager Christensen to approve the permit with standard tile conditions. Carried.

24. Chris Motteberg, Section 19, Bear Park Twp. Permit #26-091 to install water and sediment control basins. 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 get written permission from the landowner in the N 1/2 SE1/4 of section 19 of Bear Park Township. Carried.

25. Nic Prothero, Section 10, Pleasant View Twp. Permit #26-094 to install subsurface drain tile with a pump outlet and install culvert. A motion was made by Manager Erickson and seconded by Manager Christensen to approve the permit with standard tile conditions. Carried.

26. Mike Vig, Section 2, Gregory Twp. Permit #26-097 to install a grade stabilization structure. A representative from White Earth Nation was on the phone and requested a hydrological study. Staff suggested talking with the applicant. A motion was made by Manager Hanson and seconded by Manager Erickson to approve the permit with standard tile conditions and the condition that the applicant get written permission from the road authority-Gregory/Sletten Township. Carried.

    Spot Checks. Spot checks were attempted on 3 previously approved permits. 2 of the sites were not accessible. Work had not been started at the 3rd site.

Complaints

27. Raymond Bjerke, Sections 3 & 10, Hagen Twp. A complaint was filed stating that a larger culvert was installed without a permit. A motion was made by Manager Hanson and seconded by Manager Erickson to dismiss the complaint based on the action taken on permit #26-092. Carried.

28. Ryan Groth, Sections 7 & 17, Spring Creek Twp. (Becker County). A complaint was filed stating that a tile outlet was not installed according to the approved permit. At the September 9, 2026 meeting, the Board voted to pursue civil and/or criminal proceedings.

    Administrator Jensen turned the meeting over to Attorney Hanson. Attorney Hanson asked Manager Erickson to move from the Board table to the audience for the discussion.

Mr. Erickson inquired about an appeal. Attorney Hanson explained that there is no basis for an appeal but that he could ask the Board to reconsider their decision. Lengthy discussion was held. Lloyd Jirava was in attendance and expressed concern of water on his land and asked for the tile to be left as is. Bob Haverkamp was also in attendance and stated that the current installation isn't hurting anyone. Ryan Groth was in attendance and reminded the Board of the elevations from the NRCS and stated that Erickson wasn't given permission from Spring Creek Township to go under the road.

Attorney Hanson reiterated that legal proceedings have begun and at this time, there is nothing pending in front of the Board. Chairman Holmvik asked if anyone wanted to make a motion. No one spoke.

Manager Erickson returned to the Board table.

Unfinished Business

29. Petition Process Policy. Administrator Jensen presented the proposed policy from Attorney Hanson for consideration. A motion was made by Manager Christensen and seconded by Manager Hanson to approve the policy. Carried.

30. Acquisition Properties. Administrator Jensen reported that grass establishment was verified as adequate. Final closeout documentation was requested from the contractor. Final payment is expected at the November 4, 2026 meeting.

31. South Branch Wild Rice River Grade Stabilization. Administrator Jensen reported that work is complete. She presented Pay Request #3 from RJ Zavoral in the amount of $497,277.95. A motion was made by Manager Hanson and seconded by Manager Christensen to approve the pay request. Carried. The final pay application is expected next month.

32. Ditch and Project Maintenance. Administrator Jensen reported that Mattson was awarded the contract for the Norman County Ditch 37 Cleanout. Work will begin after harvest. We are waiting for permit approvals for the Upper Reaches repair. The USACE recently completed inspections on the levees at Perley and Hendrum. Verbally, operations were noted to be ok. We are awaiting a final report.

33. Upper Reaches. Staff is waiting for the cost share agreement from the USACE.

34. November Board Meeting Date. A reminder that the November meeting will be held on November 4, 2026.

New Business

35. Clay County PWI. Administrator Jensen presented an updated PWI map for Clay County.

Financial

36. CD Rates. The current CD matures on November 11, 2026. Updated CD rates were presented to the Board. A motion was made by Manager Hanson and seconded by Manager Christensen to reinvest the funds at United Valley Bank at 4.25% for 6 months. Carried.

37. Manager Per Diems. A motion was made by Manager Hanson and seconded by Manager Christensen to approve payment of Manager per diems as distributed. Carried.

Meetings/Conferences/Seminars

38. Red River Basin Water Management Conference A motion was made by Manager Hanson and seconded by Manager Christensen to approve staff and Board attendance at the Red River Basin Water Management Conference March 16-17, 2027. Carried.

Issues-Discussions

39. Manager Christensen inquired as to whether cost share could be provided to the landowner for the hydraulic study requested during the permit discussion. Discussion was held. It would be up to the landowner to research those options.

40. There being no further business to come before the Board of Managers, a motion was made by Manager Hanson and seconded by Manager Christensen to adjourn the meeting. Carried. Chairman Holmvik adjourned the meeting at 10:15 a.m.

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Curt Johannsen, Secretary

Date	Num	Name	Memo	Amount
Sep 10 - Oct 14, 26				
09/22/2026		QuickBooks Payroll Service	Created by Payroll Service on 09/18/2026	7,629.75
10/06/2026		QuickBooks Payroll Service	Created by Payroll Service on 10/05/2026	7,705.12
09/14/2026	ACH	Verizon Wireless		67.26
09/10/2026	ACH	Ada City		457.45
09/15/2026	ACH	Aflac		330.58
09/30/2026	ACH	Minnesota Energy Resources Corporation		79.00
09/11/2026	ACH	MN Dept of Revenue	5062265	487.00
09/11/2026	ACH	US Treasury-Payroll	41-6145653	2,571.08
09/14/2026	ACH	PERA		1,430.92
09/25/2026	ACH	MN PEIP		2,104.63
10/05/2026	ACH	MARCO, Inc.		362.77
10/03/2026	ACH	Arvig		247.76
09/24/2026	ACH	MN Dept of Revenue	5062265	491.00
09/24/2026	ACH	US Treasury-Payroll	41-6145653	2,336.48
09/25/2026	ACH	PERA		1,298.20
10/06/2026	ACH	Verizon Wireless		67.26
10/13/2026	ACH	Ada City		340.99
10/08/2026	ACH	MN Dept of Revenue	5062265	492.00
10/09/2026	ACH	US Treasury-Payroll	41-6145653	2,339.46
10/09/2026	ACH	PERA		1,300.03
10/14/2026	ACH	Elan Financial Services	September statement	1,682.70
10/14/2026	20190	Becker Co. Auditor		1,886.00
10/14/2026	20191	Becker County SWCD		9,085.10
10/14/2026	20192	Cintas	Rugs	140.52
10/14/2026	20193	Clay County Union	Advertising-Projects & Ditches	108.00
10/14/2026	20194	Clay County Auditor Treasurer		8,550.00
10/14/2026	20195	Clay Soil & Water District	Coordinator Costs	4,227.35
10/14/2026	20196	Column Softw are PBC	Meeting date change	14.06
10/14/2026	20197	Docu Shred	Shredding	59.46
10/14/2026	20198	EcoLab	Pest control	148.61
10/14/2026	20199	Farmers Independent		359.60
10/14/2026	20200	Hanson & Liebl Law Office, P.C.	September legal	3,840.63
10/14/2026	20201	Hendrum City	Mow ing	350.00
10/14/2026	20202	Houston Engineering, Inc.		59,456.45
10/14/2026	20203	KRJB Radio	Advertising-Farm programs	495.00
10/14/2026	20204	Mahnomen Pioneer	Advertising-Projects & Ditches	81.60
10/14/2026	20205	McCollum Hardw are, Inc.		20.92
10/14/2026	20206	Minnesota Labor Law Poster Service	Posters	99.50
10/14/2026	20207	Morris Electronics, Inc.		1,197.40
10/14/2026	20208	Norman County Index-Ada	Advertising-Projects & Ditches	76.00
10/14/2026	20209	Norman County SWCD	CRP Hoff	5,789.00
10/14/2026	20210	Norman County Treasurer/Auditor		534.00
10/14/2026	20211	Northern Plains Mechanical	Preventative Maintenance-HVAC	135.00
10/14/2026	20212	Red River Watershed Management Board	Tax share	3,085.77
10/14/2026	20213	Renae Kappes	Office cleaning	210.00
10/14/2026	20214	RJ Zavoral & Sons	Pay request 3	497,277.95
10/14/2026	20215	Supermarket Foods	Supplies	23.16
10/14/2026	20216	Tony Sip	Mow ing	10,070.00
10/14/2026	20217	Wes's Truck Repair	Ditch spraying	30,647.75
10/14/2026	20218	Duane L Erickson		152.52
10/14/2026	20219	Gregory R Holmvik		230.04
10/14/2026	20220	Matthew C Borgen		148.46
10/14/2026	20221	Michael K Christensen		144.91
10/14/2026	20222	Raymond M Hanson		257.41
			GRAND TOTAL	**672,723.61**

Appendix A

Transfers from Unassessed Projects and Ditches to the Red River Construction General Account

	9/30/2026	RRC	Survey & Data
PROJECTS			
Unassessed			
#8 Moccasin Creek	861.00	(861.00)	
Red River Construction			
RRC-Levy Admin Work	143.54	(143.54)	
#12 Permits	36,963.90	(36,963.90)	
#18 Violations	2,313.53	(2,313.53)	
#150 Groth	875.84	(875.84)	
#145 Grieve	1,721.00	(1,721.00)	
#141 Bennett	331.63	(331.63)	
#139 Ward	733.50	(733.50)	
	43,943.94	(43,943.94)	-
	43,943.94	-43,943.94	

Appendix B

List of Acronyms Used:

MNDNR	Minnesota Department of Natural Resources
MNDOT	Minnesota Department of Transportation
NRCS	Natural Resources Conservation Service
PWI	Public Waters Inventory
SWCD	Soil & Water Conservation District
USACE	United States Army Corps of Engineers