

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

REGULAR MEETING
April 11, 2018
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, April 11, 2018, at the West Central Ag Services Meeting Room, Ulen, Minnesota. Managers in attendance included: Greg Holmvik, Duane Erickson, Dean Spaeth, Mark Harless, Curt Johannsen and Raymond Hanson. Manager Mike Christensen was absent. In addition, the following persons were in attendance: Administrator Kevin Ruud, Engineer Jerry Bents, Attorney Elroy Hanson, Tara Jensen, 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 meeting agenda as presented with the addition of the following items. Carried.
 - 10:00 am – Rob Baden – DNR
 - Goose Prairie Expectations
 - BWSR Buffer Information
4. Meeting Minutes. A motion was made by Manager Johannsen and seconded by Manager Harless to approve the March 14, 2018, meeting minutes as presented, with corrections to two items. Carried.
5. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Harless to approve payment of billings as presented. Carried.
6. Approval of Financial Report. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve the monthly and quarterly financial report dated March 31, 2017, as presented. Carried.
7. Open Mic. No one spoke at this time.
8. Goose Prairie Expectations. Engineer Bents presented an overview of the presentation for the 11:00 public hearing, highlighting that following the presentation, public comments would be received. Following the comment period, and closing of the hearing, the board has the opportunity to adopt the preliminary resolution, moving forward with the project, or halting progress.

PERMIT APPLICATIONS

9. Dave Vilmo, Section 7, Green Meadow Twp. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve Permit #18-030 to install subsurface drain tile with standard tile conditions. Carried.

10. Greg Zillmer, Section 12, Hagen Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve Permit #18-018 to remove two field approaches and culverts and install a field approach and culvert. Carried.

11. Greg Zillmer, Section 10, Hagen Twp. A motion was made by Manager Johannsen and seconded by Manager Erickson to approve Permit #18-019 to install subsurface drain tile, outlet into an existing drain tile system, and widen an existing ditch with standard tile conditions and the condition that the applicant get written permission from the owner of the tile system to be used as an outlet. Carried. It is noted that township representatives were in attendance voicing their objection to trees being removed, however they understood that landowners cannot be prevented from removing trees if they choose to do so.

12. Circle E Farms, Schneiderman Bros, Mark Habedank. A motion was made by Manager Spaeth and seconded by Manager Hanson to table Permit #18-015 to construct a berm, increase the size of a centerline culvert and improve a ditch to divert low flow run off, requesting additional information (height of the berm relative to the upstream culvert, depth and grade of the ditch to be constructed and the existing and proposed culvert sizes); then notice the adjacent landowners one mile downstream (NE1/4 of Section 2, of Ulen Township, S 1/2 and NW 1/4 of Section 35 of Home Lake Township, the MN DNR and the road authority (Ulen Township). Carried. It is noted that Manager Erickson was seated in the audience and did not vote on the motion. Tenant of the Schneiderman property was in attendance at the meeting, as well as Duane Erickson representing Circle E Farms. Discussion was held regarding the permit application.

13. Robert Haverkamp, Section 14, Lake Grove Twp. A motion was made by Manager Hanson and seconded by Manager Erickson to approve Permit #18-021 to install water and sediment control basins with standard tile conditions. Carried.

14. Robert Haverkamp, Section 14, Lake Grove Twp. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve Permit #18-032 to install water and sediment control basins and subsurface drain tile with standard tile conditions. Carried.

15. Robert Haverkamp, Section 17, Spring Creek Twp, Becker County. A motion was made by Manager Hanson and seconded by Manager Erickson to approve Permit #18-031 to install subsurface drain tile, outlet into an existing drain tile system with standard tile conditions and the condition that the applicant get written permission from the owner of the tile system to be used as an outlet. Carried.

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

- Garden Valley Technologies, Many Sections, Many Townships. Permit #18-014 to install fiber optic cable with the condition that the utility line is installed a minimum of 30" below any ditch channel bottoms, the applicant is responsible for adequate erosion control measures during construction, and if a Watershed District project or other legal ditch project is hereafter initiated, repaired or improved over permitted utility, the owner of said utility shall be responsible for the cost of moving or deepening the utility if the Watershed District deems it necessary for the construction of the repair, improvement or initiation of the project.
- Darrel Neisen, Section 10, Rosedale Twp. Permit #18-025 to install a grassed waterway with support tile with standard tile conditions.
- Gary Schlick, Section 10, Rosedale Twp. Permit #18-023 to install water and sediment control basins with standard tile conditions.
- Gary Schlick, Section 24, Chief Twp. Permit #18-024 to install water and sediment control basins with standard tile conditions.

- David Vilmo, Section 10, Green Meadow Twp. Permit #18-029 to install subsurface drain tile with standard tile conditions.
- David Vilmo, Section 9, Green Meadow Twp. Permit #18-026 to install subsurface drain tile with standard tile conditions.
- Jared Visser, Section 20, Fossum Twp. Permit #18-007 to construct a new field approach with a 24" culvert.
- Jared Visser, Section 29, Fossum Twp. Permit #18-008 to construct a new field approach with a 24" culvert.
- WBI Energy, Section 11, Flowing Twp. Permit #18-001 to install a new driveway and a new field approach with 24" pipes.
- Greg Zillmer, Section 12, Hagen Twp. Permit #18-017 to install subsurface drain tile with standard tile conditions.
- American Crystal Sugar, Section 17, Hegne Twp. Permit #18-022 to install a new driveway with a 24" culvert.

17. John Brandt, Section 25, Pleasant View Twp. A motion was made by Manager Johannsen and seconded by Manager Hanson to table Permit #18-033 to remove a field approach and culvert and install a field approach and culvert to notice the south ½ of Section 24 and the north ½ of Section 25 of Pleasant View Twp. Carried.

18. Duane Brendemuhl, Section 2, Flowing Twp. A motion was made by Manager Spaeth and seconded by Manager Johannsen to table Permit #18-020 to remove two field approaches with culverts, install two new field approaches with culverts, widening the south approach and installing a longer culvert pending possible permit revisions by the applicant. Carried.

19. Clay County Highway Department, Sections 2 & 3, Highland Grove Twp. A motion was made by Manager Spaeth and seconded by Manager Hanson to table Permit #18-003 to replace an 18" centerline culvert with the same size at a lower elevation requesting that the applicant provide written approval from the Clay SWCD regarding Wetland Conservation Act Compliance and plans showing any revisions to the proposed elevations or layouts. Noticed the E1/2 of Section 3 and the W1/2 of Section 2 of Highland Grove Township. Carried.

20. David Vilmo, Section 9, Green Meadow Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to table Permit #18-027 to install subsurface drain tile to complete an additional field review of the outlet based on the road authority concerns. Carried.

21. David Vilmo, Section 9, Green Meadow Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve Permit #18-028 to install subsurface drain tile with standard tile conditions. Motion failed for lack of majority with Chairman Holmvik, Managers Erickson, Hanson and Harless opposed, Manager Johannsen in favor, and Manager Spaeth absent from the table. A motion was made by Manager Harless and seconded by Manager Johannsen to table Permit #18-027 to install subsurface drain tile to complete an additional field review. Carried.

22. Complaints. No action was deemed necessary for the two open complaints. Both are awaiting field review when weather conditions allow.

23. RRWMB. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve Chairman Holmvik to sign the Office Space Lease Agreement with the RRWMB. Carried. A copy of the lease agreement is available at the district office upon submission of a data request.

24. Community Flood Protection. A motion was made by Manager Hanson and seconded by Manager Harless to approve advertisement of bids for the City of Halstad levee improvement project. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve a zero dollar permit for MNDOT granting a temporary easement necessary for the City of Halstad levee project. Carried.
25. RCCP Projects. Administrator Ruud stated that data is being compiled from comments returned in the Green Meadow Subwatershed. For the Moccasin Creek and South Branch subwatersheds, we are waiting for response from the NRCS on Review Point 2. Engineering has begun work on Review Point 3 which will be presented to the Interdisciplinary Team at meetings later in the month.
26. Lower Wild Rice. Engineer Bents presented the Board with information regarding current RIM rates for townships, including acres of tillable and non tillable land needed for the project in each township and costs based off current rates. Following board discussion, a motion was made by Manager Hanson and seconded by Manager Harless to offer eligible landowners a payment equal to 20% of RIM rates, in addition to funds they would be receiving for enrolling land in the developed program. Motion carried with Manager Erickson opposed.
27. 10:00 am – Rob Baden, MN DNR. Rob Baden was in attendance to discuss proposed projects in the area near the Lockhart Swamp and Moccasin Creek. Engineer Bents recommend that Baden submit a Permit Application for work to be completed to allow engineering to review proposed projects. Baden indicated that he would not submit a permit application as he is not required to according to state law. Baden was informed that the WRWD Board of Managers does not agree with said law. Engineer Bents requested that Baden submit a letter with detailed project plans for engineering to review. Baden responded that he would do so.
28. Ring Dikes. Engineer Bents stated that the contract for Todd ring dike construction was awarded at the previous board meeting. Currently there are no updates to the project.
29. BWSR. Administrator Ruud discussed a proposed Administrative Penalty Order distributed for comment by BWSR at the beginning of April. Executive Director of BWSR, John Jaschke stated that the APO would be discussed by a BWSR committee and likely not come out as a mandate.
30. Per Diems. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve Manager Per Diems and expenses as submitted to staff. Carried.
31. Meetings, Conferences & Seminars. A motion was made by Manager Spaeth and seconded by Manager Harless to approve Manager and Staff attendance at the 2018 MAWD Summer Tour. Carried.
32. The board recessed at 10:40 a.m. prior to the 11:00 public hearing.
33. 11:00 am – Goose Prairie WMA Proposed Resolution Public Hearing Chairman Holmvik called the public hearing to order at 11:00 am with 23 landowners and agency representatives in attendance. Administrator Ruud provided an overview of the purpose of the public hearing. Engineer Bents presented a power point presentation overviewing project details. Several landowner questions were presented including spring draw down time, maintenance costs, water level, project benefitting area, and funding sources. Engineer Bents, Administrator Ruud, and Attorney Hanson addressed questions presented utilizing the presentation slides. One landowner voiced opposition to the project. No other landowner presented opposition to the proposed project.
34. Chairman Holmvik closed the public hearing at 12:19 pm

35. A motion was made by Manager Spaeth and seconded by Manager Johannsen to adopt the Preliminary Resolution establishing Project 45 – Goose Prairie WMA. Managers Speath, Hanson, Johannsen, Erickson, Harless, and Chairman Holmvik all voted in favor of the motion. Carried. A copy of the resolution is found in Appendix B at the end of this report.

45. 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 12:22 pm.

Curt Johannsen, Secretary

| Date | Num | Name | Memo | Amount |
|-------------|------------|----------------------------|--|---------------|
| 03/20/2018 | | QuickBooks Payroll Service | Created by Payroll Service on 03/19/2018 | 5,962.02 |
| 04/03/2018 | | QuickBooks Payroll Service | Created by Payroll Service on 04/02/2018 | 5,965.29 |
| 04/03/2018 | ACH | Arvig | | 325.20 |
| 03/20/2018 | ACH | PERA | | 84.00 |
| 03/19/2018 | ACH | MN Dept of Revenue | 5062265 | 3.00 |

| | | | | |
|------------|--------|--|-------------------------------|-----------|
| 03/19/2018 | ACH | US Treasury-Payroll | 41-6145653 | 163.64 |
| 03/15/2018 | ACH | Aflac | | 230.52 |
| 03/26/2018 | ACH | MN Dept of Revenue | 5062265 | 337.00 |
| 03/23/2018 | ACH | US Treasury-Payroll | 41-6145653 | 1,771.42 |
| 03/26/2018 | ACH | PERA | | 908.86 |
| 03/22/2018 | ACH | Courtyard by Marriott | | 284.76 |
| 03/26/2018 | ACH | Adobe | Computer Software | 576.74 |
| 04/02/2018 | ACH | Minnesota Energy Resources Corporation | | 63.00 |
| 04/05/2018 | ACH | MARCO, Inc. | | 543.17 |
| 04/10/2018 | ACH | Ada City | | 288.47 |
| 03/29/2018 | ACH | Microsoft | | 160.31 |
| 04/07/2018 | ACH | Verizon Wireless | Kevin Cell | 136.91 |
| 03/23/2018 | ACH | Deluxe Business Systems | Check Reorder | 152.93 |
| 04/05/2018 | ACH | MN Dept of Revenue | 5062265 | 336.00 |
| 04/05/2018 | ACH | US Treasury-Payroll | 41-6145653 | 1,766.20 |
| 04/06/2018 | ACH | PERA | | 908.86 |
| 04/05/2018 | ACH | Jackpot Junction | Ruud Viewers | 113.16 |
| 03/21/2018 | DD1304 | Kevin R Ruud | Direct Deposit | 0.00 |
| 03/21/2018 | DD1305 | Tara M Jensen | Direct Deposit | 0.00 |
| 03/21/2018 | DD1306 | Tera Johnson | Direct Deposit | 0.00 |
| 04/04/2018 | DD1307 | Kevin R Ruud | Direct Deposit | 0.00 |
| 04/04/2018 | DD1308 | Tara M Jensen | Direct Deposit | 0.00 |
| 04/04/2018 | DD1309 | Tera Johnson | Direct Deposit | 0.00 |
| 04/10/2018 | 16694 | MN PEIP | | 184.48 |
| 04/10/2018 | 16695 | MN PEIP | | 981.18 |
| 04/11/2018 | 16696 | AmeriPride | rugs | 77.16 |
| 04/11/2018 | 16697 | Barb Kesselberg | Snow Removal | 135.00 |
| 04/11/2018 | 16698 | Becker Co. Auditor | | 2,382.00 |
| 04/11/2018 | 16699 | Braun Intertec Corporation | GPM Soil Boring Analysis | 7,444.75 |
| 04/11/2018 | 16700 | Braun Intertec Corporation | Geotechnical Consulation | 5,668.00 |
| 04/11/2018 | 16701 | Clay County Auditor Treasurer | | 5,360.00 |
| 04/11/2018 | 16702 | Farmers Publishing Company | Publications | 245.26 |
| 04/11/2018 | 16703 | FP Mailing Solutions | Postage Meter | 118.63 |
| 04/11/2018 | 16704 | Houston Engineering, Inc. | | 36,566.13 |
| 04/11/2018 | 16705 | Mahnomen Pioneer | | 137.50 |
| 04/11/2018 | 16706 | MARCO, Inc. Mpls | M-Files Tech Support | 1,390.00 |
| 04/11/2018 | 16707 | Morris Electronics, Inc. | | 5,526.99 |
| 04/11/2018 | 16708 | Norman County Index-Ada | | 122.50 |
| 04/11/2018 | 16709 | Norman County Treasurer/Auditor | | 1,589.06 |
| 04/11/2018 | 16710 | Northwest Beverage, Inc. | water | 22.00 |
| 04/11/2018 | 16711 | Office Supplies Plus | Technical Equipment | 251.69 |
| 04/11/2018 | 16712 | Ralph's Food Pride | Supplies | 15.00 |
| 04/11/2018 | 16713 | Renaee Kappes | cleaning | 120.00 |
| 04/11/2018 | 16714 | Sun-Flowers | Askelson Flowers | 37.41 |
| 04/11/2018 | 16715 | The Forum | | 408.00 |
| 04/11/2018 | 16716 | Twin Valley City | WRAPS Community Center Rental | 75.00 |
| 04/11/2018 | 16717 | Wambach & Hanson | | 2,197.76 |
| 04/11/2018 | 16718 | Curt Johannsen | | 327.76 |
| 04/11/2018 | 16719 | Dean P Spaeth | | 107.41 |
| 04/11/2018 | 16720 | Duane L Erickson | | 75.28 |
| 04/11/2018 | 16721 | Gregory R Holmvik | | 98.69 |
| 04/11/2018 | 16722 | Mark L Harless | | 86.70 |

Appendix A

List of Acronyms Used:

| | |
|-------|--|
| APO | Administrative Penalty Order |
| BWSR | Board of Water and Soil Resources |
| DNR | Department of Natural Resources |
| MAWD | Minnesota Association of Watershed Districts |
| MNDOT | Minnesota Department of Transportation |
| NRCS | Natural Resources Conservation Service |
| RCPP | Regional Conservation Partnership Program |
| RIM | Reinvest In Minnesota |
| RRWMB | Red River Watershed Management Board |
| SWCD | Soil and Water Conservation District |
| WRWD | Wild Rice Watershed District |
| WMA | Wildlife Management Area |

Appendix B

RESOLUTION INITIATING GOOSE PRAIRIE WMA ENHANCEMENT PROJECT #45

A preliminary resolution hearing on the proposed Goose Prairie WMA Project (WRWD Project #45) (hereafter Project) was held on April 11, 2018, at 11:00 a.m. at the West Central Ag Services Meeting Room at 327 1st St SW, in Ulen, Minnesota, with the following quorum of managers in attendance: Gregory Holmvik, Mark Harless, Dean Spaeth, Raymond Hanson, Curt Johannsen, and Duane Erickson, said hearing held pursuant to notice as required by Minn. Stat. §103D.601, Subd. 2.

WHEREAS, discussion was had that the Project shall be financed by grants totaling at least 50% of the estimated Project costs and the engineer's estimate of costs to parties affected by the WRWD, including assessments against benefited properties, but excluding state, federal, or other grants, is not more than \$750,000 for the Project.

WHEREAS, further discussion was had that the primary purposes of the Project is to improve wildlife habitat conditions in the Project area, while also reducing the risk of downstream local and regional flooding damage and maintaining an adequate outlet for upstream landowners. Additionally, the Project will provide the ability to manage water levels on the Project area to improve wetland wildlife habitat and water quality.

WHEREAS, further discussion was had that drainage is not the essential nature or purpose of the Project.

WHEREAS, further discussion was had that the Project promotes public interest and welfare, is practicable, and in conformity with the WRWD's water management plan.

WHEREAS, further discussion was had that upon review of the WRWD engineer's preliminary report the Project is feasible and said report includes the estimated Project costs, with the preliminary proposed financing as follows: 40% Lessard-Sams Outdoor Heritage Council \$600,000; 13% Red River Watershed Management Board \$200,000; 13% Wild Rice Watershed District \$200,000; 13% State of Minnesota Flood Hazard Mitigation Program \$200,000; and 20% Other Outside Habitat Programs (DNR/USFWS/Other TBD) \$300,000.

And WHEREAS, the WRWD Board of Managers considered comments of all persons in attendance at the hearing.

NOW, THEREFORE, based on the above discussion, and upon motion duly made, seconded, and unanimously carried, the WRWD Board of Managers hereby adopts the following

RESOLUTION INITIATING GOOSE PRAIRIE WMA ENHANCEMENT PROJECT #45 (WRWD Project #45) based on the manager's determination that said Project promotes public interest and welfare, is practicable, and is in conformity with the WRWD's water management plan.

BE IT FURTHER RESOLVED that the managers approve the Project and identify said Project as "Goose Prairie WMA Enhancement Project, Project #45."

Dated: _____, 2018

Secretary, WRWD Board of Managers

Attested by:

Chairman, WRWD Board of Managers