

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

REGULAR MEETING
September 12, 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, September 12, 2018. Managers in attendance included: Greg Holmvik, Duane Erickson, Raymond Hanson, Dean Spaeth, Curt Johannsen, Mike Christensen and Mark Harless. 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 at 8:30 a.m. with the pledge of allegiance.
3. Agenda Approval. A motion was made by Manager Harless and seconded by Manager Spaeth to approve the agenda with the following changes as listed. Carried:
 - Ducks Unlimited is postponing presentation until October Meeting
 - Addition of Ottetail easement for Heiberg Land
4. Meeting Minutes. A motion was made by Manager Harless and seconded by Manager Christensen to approve the regular monthly meeting minutes dated August 8, 2018. Carried. A motion was made by Manager Harless and seconded by Manager Christensen to approve the closed meeting session minutes dated August 8, 2018. Carried.
5. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Christensen to approve the payment of billings as presented with the addition of two late bills. Carried.
6. Financial Report. A motion was made by Manager Christensen and seconded by Manager Harless to approve the monthly financial report dated August 31, 2018. Carried.
7. Open Mic. Nobody spoke at this time.
8. Goose Prairie. Administrator Ruud asked the Board if they would like to enter a closed session to discuss the ongoing negotiations. Manager consensus was that a closed session could be entered into following the counter offer being discussed if necessary. Administrator Ruud informed the Board that he contacted Kyle Bergren following the August meeting and informed him that his counter offer was denied. Administrator Ruud continued that one option has been signed and payment is being processed. Another landowner has indicated that they will stop by the office to sign an option. Many of the other landowners have been contacted and communications are ongoing regarding the project and options. He did add that one landowner presented the idea of getting the landowners together in a group for communication without the watershed being present. It was discussed that staff could be present to answer questions if needed, but would not sit in on discussions if landowners preferred to communicate privately. A motion was made by Manager Hanson and seconded by

Manager Johannsen to offer Bergren a 20% premium on original offer, along with \$1/yard of dirt used for project purposes. Carried. Engineer Bents added that the DNR will be the LGU for Goose Prairie wetlands.

9. Farmstead Ring Dikes. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve a final pay request for the Todd Ring Dike in the amount of \$1,751.86, payable to Northern States Excavating. Carried. A motion was made by Manager Johannsen and seconded by Manager Harless to approve a change order in the amount of \$2,016.63 and final pay request for the Moore Ring Dike in the amount of \$5,841.68, payable to Gordon Construction. Carried. Engineer Bents also updated that a refund is being processed for the excess landowner share paid by John Germolus.

10. Ottertail Easement. Administrator Ruud presented a request for an easement on the Furuseth/WRWD jointly owned property for the purpose of moving power lines. Administrator Ruud will check with the City of Twin Valley regarding the approved transfer of ownership for the parcel.

PERMIT APPLICATIONS

11. USDA-NRCS, Sections 34 & 35, Chief Twp. Applicant provided additional information as requested by previous tabling of permit application. A motion was made by Manager Erickson and seconded by Manager Hanson to approve revised Permit #18-041 to construct wetlands contingent on applicant providing revised plans and design report for staff review, and staff concurrence that revised application addresses previous concerns presented. Carried.

12. Pheasants Forever, Sections 28 & 29, Home Lake Twp. A motion was made by Manager Hanson and seconded by Manager Erickson to table Permit #18-109 to restore wetlands and construct ditch plugs pending comments from Road Authority, or permit is approved with applicant provided written documentation of no concerns from Home Lake Township. Carried.

13 Manager Erickson left the board table.

14. Chris Erickson, Sections 14, 22 & 23, Walworth Twp. A motion was made by Manager Johannsen and seconded by Manager Harless to deny Permit #18-086 to install subsurface drain tile and construct a ditch due to concerns presented by downstream landowners. Carried.

15. Chris Erickson, Section 23, Walworth Twp. A motion was made by Manager Johannsen and seconded by Manager Spaeth to table Permit #18-106 to install subsurface drain tile pending applicant revising permit application based on concerns from downstream property owners. Carried.

16. Chairman Holmvik called the Budget and Levy Hearing to order at 10:00 am.

- A motion was made by Manager Hanson and seconded by Manager Johannsen to ratify the Board actions made during the August Board meeting, approving the General Budget as published and the Red River Watershed Management Board Levy pursuant to Chapter 162, laws of 1976, as amended, and under the direction from the Red River Watershed Management Board, the proposed levy of .0004836 times the taxable market value of the property in each county that lies within the District for the Red River Watershed Management Fund, one-half of which remains in the Wild Rice Watershed District for construction and maintenance of projects and one half provided to the Red River Watershed Management Board for projects and programs of common benefit to more than one member district and that the following proposed budget be adopted for consideration. Carried.

Chairman Holmvik closed the Budget and Levy hearing at 10:02 am.

17. Rod Olson, Section 26, Good Hope Twp. A motion was made by Manager Johannsen and seconded by Manager Spaeth to approve Permit #18-105 to install subsurface drain tile with standard tile conditions. Carried.

18. Adam Stalboerger, Section 6, Lake Grove Twp. A motion was made by Manager Johannsen and seconded by Manager Spaeth to table Permit #18-108 to restore wetlands and construct ditch plugs to notice adjacent landowners and the road authority. Carried.

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

- Brian Borge, Section 27, Lockhart Twp. Permit #18-098 to install a culvert and approach with the condition that the culvert is a 30" diameter pipe.
- Aaron Borgen, Section 5, Mary Twp. Permit #18-094 to replace an 18" culvert with a longer 18" culvert, lower new culvert and widen approach.
- Aaron Borgen, Section 32, Hegne Twp. Permit #18-095 to replace an 18" culvert with a longer 18" culvert, lower new culvert and widen approach.
- Austin Broden, Section 27, Sundal Twp. Permit #18-088 to install two new culverts and lengthen existing culvert with the condition that the new culverts have a minimum size of an 18" diameter pipe.
- Austin Broden, Section 14, Sundal Twp. Permit #18-089 to construct a field approach with a 24" culvert.
- Chris Brauhn, Section 2, Ulen Twp. Permit #18-081 to construct a field approach with an 18" culvert.
- Eric Dyr Dahl, Section 2, Felton Twp. Permit #18-104 to replace an 18" culvert with a longer 18" culvert at two locations and widen approaches.
- Duane Erickson, Section 14, Home Lake Twp. Permit #18-096 to install subsurface drain tile with standard tile conditions.
- City of Hitterdal, Section 4, Goose Prairie Twp. Permit #18-100 to install 3" PVC drain pipe (city street) within ROW.
- City of Hitterdal, Section 5, Goose Prairie Twp. Permit #18-101 to install 3" PVC drain pipe (city street) within ROW with the condition that the applicant provide written approval for the downstream landowners (David Nelson, Merlin Lofgren, and Oscar Aranda)
- Corey Jacobson, Section 3 & 4, McDonaldsville Twp. Permit #18-102 to remove 24" concrete culvert and replace with 24" steel culvert, install two field approaches with 24" culverts.

20. Kevin Anderson, Section 24, Hegne Twp. A motion was made by Manager Hanson and seconded by Manager Erickson to approve Permit #18-091 to install culvert and approach with the condition that two 30" culverts are installed. Carried.

21. Richard Balstad, Section 3, Gregory Twp. A motion was made by Manager Johannsen and seconded by Manager Spaeth to table Permit #18-090 to install a culvert pending information requested from the applicant: a sketch of the proposed project showing the cross section and plan view of the overflow, the location of the new pipe showing the distance from the existing centerline culvert, elevation of the new culvert and the elevation of the overflow section relative to the upstream pipe and existing ditch channel and any proposed erosion measures such as rip rap or grass seeding. Carried.

22. Kyle Bergren, Section 11, Atlanta Twp. A motion was made by Manager Erickson and seconded by Manager Johannsen to install subsurface drain tile with standard tile conditions. Carried.

23. Duane Brendemuhl, Section 2, Flowing Twp. A motion was made by Manager Spaeth and seconded by Manager Harless to table Permit #18-020 to remove two field approaches with culverts, install two new field approaches with culverts, the south approach will be wider with a longer culvert at the applicants request pending a possible permit revision. Carried.
24. Circle E Farms, Schneiderman Bros, Mark Habedank. Sections 1 & 2, Ulen Twp. A motion was made by Manager Spaeth and seconded by Manager Christensen to table permit #18-015 to construct a berm, increase the size of a centerline culvert, and improve a ditch to divert low flow runoff pending previously requested information/approval from the MNDNR. Carried.
25. Gerald Chisholm, Section 1 & 12, Green Meadow Twp. A motion was made by Manager Johannsen and seconded by Manager Erickson to approve Permit #18-093 to straighten a ditch. Carried.
26. Manager Christensen left the board table.
27. Michael Christensen, Section 23, Fossum Twp. A motion was made by Manager Johannsen and seconded by Manager Erickson to approve Permit #18-099 to install subsurface drain tile with standard tile conditions. Carried.
28. Manager Christensen returned to the board table.
29. Ty Ellefson, Section 21, Home Lake Twp. A motion was made by Manager Erickson and seconded by Manager Christensen to approve Permit #18-082 to install subsurface drain tile with standard tile conditions. Carried.
30. Perry Ellingson, Section 36, Hendrum Twp. A motion was made by Manager Spaeth and seconded by Manager Hanson to table Permit #18-092 to install a culvert to request that the applicant provide written documentation of a MNDNR permit. Carried.
31. Chris Erickson, Section 14, Walworth Twp. A motion was made by Manager Christensen and seconded by Manager Harless to table Permit #18-107 to remove a culvert and deepen a ditch to notice Walworth township and the S1/2 of section 11 of Walworth Twp. Motion carried with Manager Erickson opposed.
32. Darin Erickson, Section 17, Walworth Twp. A motion was made by Manager Johannsen and seconded by Manager Spaeth to approve Permit #18-083 to install subsurface drain tile with standard tile conditions and the condition that the applicant provide written approval from the adjacent property owner in the SW ¼ of Section 17 of Walworth Twp. Carried.
33. Darin Erickson, Section 33, Flom Twp. A motion was made by Manager Spaeth and seconded by Manager Christensen to approve Permit #18-084 to install subsurface drain tile with standard tile conditions. Carried.
34. Darin Erickson, Section 6, Flom Twp. A motion was made by Manager Hanson and seconded by Manager Christensen to approve Permit #18-085 to install subsurface drain tile with standard tile conditions based on the amended tile plan received 8-28-2018. Carried.
35. Darin Erickson, Section 17, Walworth Twp. A motion was made by Manager Johannsen and seconded by Manager Spaeth to table Permit #18-097 to install a ditch crossing and culvert requesting survey information as shown on project map. Carried.

36. Darin Erickson, Section 18, Spring Creek Twp, Becker County. A motion was made by Manager Hanson and seconded by Manager Harless to approve Permit #18-103 to install subsurface drain tile with standard tile conditions and the condition that the applicant provide written approval from the adjacent property owner (Krelitz) in the NW ¼ of Section 18 of Spring Creek Twp. Carried.
37. Marsh Creek Twp, Section 13, Marsh Creek Twp. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve Permit #18-110 to replace two 18” centerline culverts with one 30” centerline culvert. Carried.
38. Corey Hanson Complaint. No action was taken on complaint as field work has yet to be completed.
39. YHR Update. Rich Meier with YHR partners presented bids for the remodeling project. He updated that he is working with the low bidder to revise the plan with anticipation that the cost can be reduced. Numbers will be returned to staff in the near future. Board discussion was held regarding the overall project.
40. RCPP. Engineer Bents reported that the Green Meadow RCPP project area has continued forward evaluating the dam site and various surveys within the subwatershed area. The South Branch and Moccasin Creek areas will have Interdisciplinary team meetings at the end of October. Plan status updates were presented for all three project areas.
41. Community Flood Protection. A motion was made by Manager Johannsen and seconded by Manager Harless to approve Pay Request 2 in the amount of \$482,939.97 payable to Sellin Bros. Carried. Administrator Ruud and Engineer Bents updated the Board on the construction progress in Halstad. Gatewells are currently being replaced and the levee should be closed back up prior to construction halting for the winter. Discussion continued to public meetings being held for road raises through the communities. It was noted that a request for additional funding will be sought from the legislative bonding for 2019 once the session begins.
42. Lower Wild Rice. Administrator Ruud informed the Managers that he recently attended a LSOHC hearing and gave a presentation regarding the project, seeking more funding for easement acquisition along the corridor. Favorable responses regarding the program were received following the hearing. Following today’s meeting, staff will meet with local SWCD and BWSR representatives regarding the establishment of the RIM style program being developed for the corridor.
43. Clearwater County Ditch. Administrator Ruud and Attorney Hanson discussed the progress of determining if trust land is subject to assessment. Attorney Hanson will coordinate with the Clearwater County Auditor’s office in an effort to obtain better copies of ditch records establishing the system.
44. Acquisition Properties. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve a payment plan requested by Stashenko Hempeck to resolve his debt from leased property. Carried.
45. Upper Reaches. A motion was made by Manager Hanson and seconded by Manager Spaeth to solicit quotes for repairs west of the highway 9 bridge and award a contract within 30% of engineer’s cost estimates. Carried.
46. Per Diems. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve payment of Manager’s Per Diems and expenses as presented. Carried.
47. Meetings/Conferences/Seminars. Managers were directed to let staff know if they planned to attend the Minnesota Water Resource Conference.

48. There being no further business to come before the Board of Managers, a motion was made by Manager Hanson and seconded by Manager Spaeth to adjourn the meeting. Carried. Chairman Holmvik adjourned the meeting at 11:19 am.

Curt Johannsen, Secretary

Date	Num	Name	Memo	Amount
Aug 9 - Sep 12, 18				
08/21/2018		QuickBooks Payroll Service	Created by Payroll Service on 08/20/2018	6,127.94
08/27/2018			Funds Transfer	170,000.00
08/27/2018			Funds Transfer	1,000.00
09/04/2018		QuickBooks Payroll Service	Created by Payroll Service on 08/31/2018	5,936.12
08/15/2018	ACH	Aflac		433.64
08/10/2018	ACH	Ada City		245.12
08/17/2018	ACH	GoDaddy	Domain renewal	339.98
08/09/2018	ACH	MN Dept of Revenue	5062265	336.00
08/09/2018	ACH	US Treasury-Payroll	41-6145653	1,726.52
08/23/2018	ACH	MN Dept of Revenue	5062265	340.00
08/23/2018	ACH	US Treasury-Payroll	41-6145653	1,637.26
08/09/2018	ACH	PERA		950.86
08/30/2018	ACH	Minnesota Energy Resources Corporation		63.00
09/03/2018	ACH	Arvig		342.38
08/23/2018	ACH	PERA		918.04
09/05/2018	ACH	MARCO, Inc.		508.23
09/07/2018	ACH	Verizon Wireless		136.83
08/31/2018	ACH	Whitepages		4.99
09/10/2018	ACH	Ada City		263.97
09/11/2018	ACH	PERA		918.04
09/11/2018	ACH	MN Dept of Revenue	5062265	340.00

09/11/2018	ACH	US Treasury-Payroll	41-6145653	1,637.22
09/12/2018	16854	AmeriPride	Rugs	82.76
09/12/2018	16855	Arvig		935.10
09/12/2018	16856	Becker Co. Auditor	Special Assessments	559.00
09/12/2018	16857	Braun Intertec Corporation	Halstad testing and inspections	12,569.25
09/12/2018	16858	BWSR Academy	Jensen - 1 day registration	45.00
09/12/2018	16859	Clay County Union	meeting date change notice	60.00
09/12/2018	16860	Clay County Auditor Treasurer	09.014.2500 2nd half Dalen Coulee	53.00
09/12/2018	16861	Farmers Publishing Company	Budget Hearing Notice	149.63
09/12/2018	16862	Fertile Journal	Budget hearing advertising	165.75
09/12/2018	16863	Ginger R. Petermann Rev. Living Trust	Option	100.00
09/12/2018	16864	Gordon Construction, Inc.		6,882.00
09/12/2018	16865	Hendrum City	Mowing 5/24 - 8/22	5,262.50
09/12/2018	16866	Houston Engineering, Inc.		116,036.27
09/12/2018	16867	John W Germolus	Refund on ring dike cost share	2,759.99
09/12/2018	16868	Liberty Business Systems	Postage machine ink	122.27
09/12/2018	16869	Lucas McArthur	Beaver Trapping	470.10
09/12/2018	16870	Mahnomen Pioneer	Budget hearing advertising	49.50
09/12/2018	16871	Minnesota Labor Law Poster Service	Labor Law Posters	79.50
09/12/2018	16872	Norman County Index-Ada		620.40
09/12/2018	16873	Norman County Treasurer/Auditor		576.96
09/12/2018	16874	Northern States Excavating	Final Pay Request	1,751.86
09/12/2018	16875	Northwest Beverage, Inc.		17.00
09/12/2018	16876	Office Supplies Plus		91.40
09/12/2018	16877	Ralph's Food Pride	supplies	11.56
09/12/2018	16878	Red River Valley Coop Power Assn	Replace line under ring dike	4,879.24
09/12/2018	16879	Renae Kappes	cleaning - 3 @ 60	180.00
09/12/2018	16880	Sellin Brothers, Inc	Pay Req 2	482,939.97
09/12/2018	16881	The Forum	Budget Hearing Notice - DL Paper	357.00
09/12/2018	16882	Tony Sip	August Mowing	12,835.00
09/12/2018	16883	Wambach & Hanson	August Legal	1,346.84
09/12/2018	16884	YHR Partners	Architect services	17,558.00
09/12/2018	16885	Gordon Construction, Inc.	Change order, Final Request	5,841.68
09/12/2018	16886	Curt Johannsen		82.37
09/12/2018	16887	Dean P Spaeth		104.14
09/12/2018	16888	Duane L Erickson		172.38
09/12/2018	16889	Gregory R Holmvik		69.26
09/12/2018	16890	Mark L Harless		83.44
09/12/2018	16891	Michael K Christensen		91.63
09/12/2018	16892	Raymond M Hanson		88.88
09/12/2018	16893	Wesley Carlsrud	August Spraying	22,987.51
09/12/2018	16919	VOID		0.00
09/12/2018	16920	VOID		0.00
09/12/2018	16921	VOID		0.00
TOTAL				893,274.28

Appendix A

List of Acronyms Used:

BWSR	Board of Water and Soil Resources
LGU	Local Government Unit
LSOHC	Lessard-Sams Outdoor Heritage Council
MNDNR	Minnesota Department of Natural Resources
NRCS	Natural Resources Conservation Service
PVC	Polyvinyl Chloride
RCPP	Regional Conservation Partnership Program
RIM	Reinvest in Minnesota
ROW	Right of Way
SWCD	Soil and Water Conservation District
USDA	United States Department of Agriculture
WRWD	Wild Rice Watershed District