

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

**REGULAR MEETING**  
**January 8, 2014**  
**APPROVED MINUTES**

1. The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday January 8, 2014. Managers in attendance included: Greg Holmvik, Duane Erickson, John Austinson, Mike Christensen, Curt Johannsen, and Raymond Hanson. Absent: Dean Spaeth. In addition the following persons were in attendance: Administrator Kevin Ruud, Engineer Jerry Bents, Attorney 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 Hanson and seconded by Manager Austinson to approve the agenda with the addition of the following items made by Administrator Ruud: leasing of Wild Rice Watershed land. Carried.
4. Approval of Billings. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve payment of billings as presented with the condition that the Cardmember Service payment being held until more information is received regarding a previous billing statement. Carried.
5. Meeting Minutes. Manager Johannsen questioned the verbage regarding the Community Flood Control Projects in paragraph 11. A decision was made to have Tara listen to the recording and make changes if necessary. The meeting minutes were tabled until the February meeting.
6. Insurance billing. A motion was made by Manager Austinson and seconded by Manager Christensen to approve payment of the upcoming insurance premium so long as the bill was within 5% of the quoted premium of \$11,372.00. Carried.
7. Financial Report. A motion was made by Manager Johnannsen and seconded by Manager Hanson to approve the financial report dated December 31, 2013. Carried.
8. Annual Report. A motion was made by Manager Hanson and seconded by Manager Erickson approving a 2/3 payment of \$1,600 to Marijo Vik for work completed on the 2013 annual report. Carried.
9. Open Microphone. No one spoke at this time.
10. Community Flood Control Projects. Engineer Bents reported that Engineer Knakmuhs with the Norman County Highway Department has pushed the overlay of County Road 25 through Hendrum back to 2015 to allow more time to get road raise information completed. Currently there is a federal hold on new projects; once this has been lifted work will resume seeking funding for the projects. Engineer Bents also stated that work is being completed to obtain owner encumbrance reports to determine right of ways for the accreditation project in Halstad.

11. Advisory Board. Administrator Ruud informed the Board that five individuals responded to the advertisements placed seeking additional advisory board members. Manager Austinson added that Robert Braseth inquired about the position as well. A motion was made by Manager Hanson and seconded by Manager Johannsen to add Allen Boreen, Cynthia Julin, Steve Kahlbaugh, Matt Speer, Terry Guttormson, and Robert Braseth to the advisory board committee. Carried.

## **PERMIT APPLICATIONS**

12. Roderick Anderson, Section 4, Wild Rice Twp. A motion was made by Manager Hanson and seconded by Manager Austinson to table Permit #1-8-14-1 to install a crossing and culvert in Project 12 pending previously requested information from the applicant. Carried.

13. Dahl Brothers, Section 21, Bear Park Twp. A motion was made by Manager Hanson and seconded by Manager Austinson to table Permit #1-8-14-2 to install subsurface drain tile pending previously requested information from the applicant. Carried.

14. Mike Christensen, Section 23, Fossum Twp. A motion was made by Manager Hanson and seconded by Manager Austinson to approve Permit #1-8-14-3 to install subsurface drain tile with standard tiling conditions. Manager Christensen abstained. Carried.

15. James Johnson, Sections 5 and 8, Bealieu Twp. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve Permit #1-8-14-4 to install water and sediment basins. Carried.

16. Leon Johnson, Section 23, Pleasant View Twp. A motion was made by Manager Hanson and seconded by Manager Austinson to table Permit #1-8-14-5 to install a crossing with a 60" pipe or two 48" pipes pending previously requested information from the applicant. Carried.

17. Norman County Highway Department, Section 23, Shelly Twp. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve Permit #1-8-14-6 to replace a bridge with a new bridge and regrade the adjacent roadways. Carried.

18. A motion was made by Manager Johannsen and seconded by Manager Hanson to table to following permits applications pending information as illustrated. Carried.

- Norman County Highway Department, Section 16, Fossum Twp. Permit #1-8-14-7 to remove a bridge and restore the slopes to match the site to notice the adjacent landowners for two miles upstream and downstream from the project site.
- Norman County Highway Department, Section 1, Shelly Twp. Permit #1-8-14-8 to remove a bridge and restore the slopes to match the site to notice adjacent landowners for two miles upstream and downstream from the project site.
- Norman County Highway Department, Section 4, Shelly Twp. Permit #1-8-14-9 to replace a bridge with a new bridge and regrade the adjacent roadways to notice landowners for two miles upstream and downstream from the project site.
- Scott Visser, Section 7, Fossum Twp. Permit #1-8-14-10 to install a new centerline culvert pending previously requested information from the applicant.

19. Lower Wild Rice Preliminary Storage Evaluation. Engineer Bents reported that he had submitted a request for project acceleration funding from the FDR work group to help with funding and he is currently awaiting a response from Henry Van Offelen.

20. Goose Prairie. Engineer Bents reported that an ordinary high water report was conducted on the Goose Prairie Marsh by the Department of Natural Resources which established a potential drawdown level of 1203.6 feet. A shallow lake specialist will be reviewing the information. Don Schultz with the DNR is also seeking the ability to draw the marsh down for the purpose of creating a better wildlife environment for birds. Engineer Bents is searching through historical data to determine what the low water level would have been in the past. Currently the ability to draw down the marsh is advantageous to different agencies. More answers from the DNR should be available in a few months.

21. Green Meadow Project Team. Administrator Ruud informed Managers that a meeting of the Green Meadow Project Team determined that no members were in opposed the determination that a problem was present. All members either acknowledged the problem and its need for a solution or were neutral to the decision. A draft problem statement was presented to Managers. A motion was made by Manager Hanson and seconded by Manager Christensen approving the project team to move forward with the process. Carried.

22. Wild Rice Watershed District Land Leasing. Administrator Ruud presented a request from Dana Braseth seeking an amendment to the currently lease agreement giving him the opportunity to match any offer if the land currently leased became available for purchase. Manager Erickson added that Jim Jireva inquired about the rights of first refusal offered in the purchase agreement as well. Attorney Hanson stated that he would review the purchase agreement; however rights of first refusal generally are only present at the first leasing and expire when not executed. A motion was made by Manager Austinson and seconded by Manager Hanson to deny the request presented by Braseth. Carried.

23. Hendrum and Perley Road Raise. Representatives from the Minnesota Department of Transportation, Norman County Highway Department, Norman County Commissioners, and City representatives joined the audience for a scheduled 10:00 meeting regarding the road raise projects for the cities of Hendrum and Perley. Engineer Bents began by presenting those in attendance with aerial maps detailing the ten areas where road raises are being sought to complete the levee projects. Representatives from MnDOT and the Norman County Highway Department stated that a realistic guideline of the prep time required for projects is approximately one and a half to two years. The road raises would be presented as Watershed projects with a cooperative partnership from road authorities. Engineer Bents stated that on a positive note, many other large projects within the state are nearing an end. Chairman Holmvik asked Commissioner Steve Jacobson if Norman County would consider becoming an additional partner on the road raise projects. Commissioner Jacobson said that it would be worthwhile to consider a partnership once more solid numbers are presented. Engineer Bents added that funding is being sought in sequential years rather than in one lump sum, decreasing the annual expense to the state. Engineer Bents asked Engineer Knakmuhs with the Norman County Highway Department when he would need to notify him of the decision on the road raise to incorporate it into the County Road 25 resurfacing project. Engineer Knakmuhs stated that an answer in six to eight months would be sufficient to incorporate into their design plans. Shawn Groven with the Minnesota Department of Transportation added that currently there is no scheduled plans to resurface highway 75 through Perley, however if funding for a road raise were approved they could consider putting it on the schedule in the future.

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

25. 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 11:04 a.m.

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John Austinson, Secretary

Date	Num	Name	Memo	Amount
<b>Jan 2 - 31, 14</b>				
01/07/2014	ACH	MN Dept of Revenue	Withholding Taxes	-988.00
01/07/2014	ACH	PERA	PERA Benefits	-737.58
01/07/2014	ACH	US Treasury-Payroll	4th Quarter Payroll Taxes	-4,283.66
01/08/2014	15116	Ada City	December Utilities	-230.42
01/08/2014	15117	AmeriPride	Rugs	-74.12
01/08/2014	15118	Angstrom Analytical, Inc.	IH Monitoring during Asbestos Abatement Proj	-3,400.00
01/08/2014	15119	Arvig	Telephone/Fax/Internet	-421.23
01/08/2014	15120	Becker County SWCD	Cost share for CWL	-2,610.00
01/08/2014	15121	Braun Intertec Corporation	Geotechnical Evaluation	-1,158.75
01/08/2014	15122	Cardmember Service	Frandsen card 3297	-1,827.16
01/08/2014	15123	Clay County Union		-345.50
01/08/2014	15124	Clay County SWCD	Cost Share of CWL programs	-800.00
01/08/2014	15125	FP Mailing Solutions	Mail Meter Rental	-118.63
01/08/2014	15126	Houston Engineering, Inc.	December billing	30,131.08
01/08/2014	15127	Kenneth Aaron Kesselberg	Snow removal	-120.00
01/08/2014	15128	Mahnomen Pioneer	Advisory Committee Advertising	-8.13
01/08/2014	15129	Mahnomen Soil & Water Cons. District	Cost Share on CWL programs	-2,346.00
01/08/2014	15072	MARCO, Inc.	Copier Lease	-630.36
01/08/2014	15131	Matt Wagner	Beaver Control	-200.00
01/08/2014	15132	McCollum Hardware, Inc.	Office supplies/snowmelt	-177.88
01/08/2014	15133	Minnesota Energy Resources Corporation	Utilities	-89.37
01/08/2014	15134	Norman County Index-Ada	Advisory Committee Advertising	-25.00
01/08/2014	15135	Norman County SWCD	Cost Share for CWL program	-276.00
01/08/2014	15136	Norman County Treasurer/Auditor	Beaver Control	-64.00
01/08/2014	15137	Office Supplies Plus		-239.37
01/08/2014	15138	Ralph's Food Pride	Coffee/filters	-19.46
01/08/2014	15139	Red River Basin Commission	Conference registration - Raymond Hanson	-100.00
01/08/2014	15140	Red River Watershed Management Board		17,634.95
01/08/2014	15141	Renae Kappes	Office Cleaning	-120.00
01/08/2014	15142	Sorenson Electric	Electrical work for roof repair	-666.54
01/08/2014	15143	The Forum	1 Year Subscription renewal	-141.00
01/08/2014	15144	The Shopper	Advisory Board Advertising	-16.75
01/08/2014	15145	Twin Valley Times	Advertising - Land Lease/Advisory committee	-38.06
01/08/2014	15146	Wambach & Hanson	December billing	-2,957.65
01/08/2014	15149	Curt Johannsen		-183.65
01/08/2014	15150	Duane L Erickson	VOID:	0.00
01/08/2014	15151	Gregory R Holmvik		-87.73

01/08/2014	15152	John D Austinson		-102.03
01/08/2014	15153	Michael K Christensen		-231.11
01/08/2014	15154	Raymond M Hanson	VOID:	0.00
01/08/2014	15148	Raymond M Hanson		-89.60
01/08/2014	15147	Duane L Erickson		-98.47
01/08/2014	15155	Marijo Vik*	Pay Req #1 - 2013 Annual Report	-1,600.00
01/15/2014	ACH	PERA	PERA Benefits	-749.61
01/28/2014	ACH	AT&T	Kevin Cell	-146.65
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01/28/2014	15073	Western National Insurance Group	Insurance Renewal	11,125.00
<b>Jan 2 - 31, 14</b>				<b>87,410.50</b>