

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

REGULAR MEETING
June 11, 2014
APPROVED MINUTES

1. The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, June 11, 2014. Managers in attendance included: Greg Holmvik, Duane Erickson, Dean Spaeth, Mike Christensen, Curt Johannsen, and Raymond Hanson. Manager John Austinson 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 at 8:34 a.m.
 3. Agenda Approval. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve the meeting agenda with the following addition of committee assignments by Administrator Ruud and the addition of the Rockwell Dam Update and Habedank Storage Sites by Engineer Bents. Carried.
 4. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Christensen to approve the payment of billings as presented. Carried.
 5. Meeting Minutes. A motion was made by Manager Johannsen and seconded by Manager Spaeth to approve the monthly meeting minutes dated April 9, 2014 as presented. Carried. A motion was made by Manager Johannsen and seconded by Manager Christensen to approve the monthly meeting minutes dated May 14, 2014 as presented. Carried.
 6. Financial Report. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the monthly financial report dated May 31, 2014 and the following transfers from unassessed projects to the Red River Construction and Survey and Data accounts. Carried.
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Transfers as of 5-31-2014

	4/30/2014	RRC	Survey & Data
PROJECTS AND DITCHES			
UNASSESSED			
#8 Moccassin Creek	(324.14)	324.14	
#10 Maushaug Creek	269.87	(269.87)	
#35 Sande Detention	284.01	(284.01)	
#36 Marsh Creek 3	227.91	(227.91)	
#36 Nortnern Improvement Dam	308.79	(308.79)	
#38 Rockwell Dam	856.57	(856.57)	
#42 Proj #284 Non Leviable	221.00	(221.00)	
Project Development - RRC			
Acquisition (old) Maint RRC	17.50	(17.50)	
#354 Goose Prairie WMA Storage	5,846.01	(5,846.01)	
#356 Upper Green Meadow/Klask S	11,951.71	(11,951.71)	
#357 WildRice Vik/Tufte/heitma	3,438.00	(3,438.00)	
Permits and Violations			
#12 Permits			
#18 Violations			
#72 Pete Domogalla Complaint 20	811.50	(811.50)	
#12 Permits - Other	6,032.00	(6,032.00)	
#173 Anderson Wetland #5	599.00	(599.00)	
SPECIAL REVENUE FUND JOB			
FEMA 2002			
#10 PW 033 CD 18b	(3,739.25)	3,739.25	
	26,800.48	(26,800.48)	-
	\$26,800.48	-\$26,800.48	

7. Open Mic. Nobody spoke at this time.

8. Community Flood Control Levee Projects. Administrator Ruud informed the Managers that a meeting was held on Tuesday, June 10, in Halstad with the Department of Transportation. A resurfacing of highway 75 through Halstad, along with new curbs and gutters is currently scheduled to occur in 2019. Preplanning was done to try to incorporate a road raise into the work being done, with the DOT covering the cost of resurfacing and the City and applicable grants covering the cost of material needed to raise the road. Administrator Ruud added that additional funds were not secured this year for work on the levee recertification and that an application would again be submitted for the next fiscal year. Engineer Bents stated that the Corps completed an annual inspection on the Hendrum and Perley levees. They were satisfied with what they found. The inspection is done at no cost to the City so long as the City agrees to fix and deficiencies.

9. Lower Wild Rice. Administrator Ruud updated the Managers regarding the restoration of the Lower Wild Rice River. Work is being done to complete the Lessard Sams application seeking funding for land acquisition along the corridor. A meeting was held with the NRCS on Monday, June 9, with representatives present feeling that there was a possibility of funding towards seeding of the purchased land. Engineer Bents added that the

land acquisition is a voluntary process and funding is being obtained to allow the watershed to purchase land when owners are looking to sell. He also added that the project is focused on a habitat and channel restoration. Manager Johannsen asked if acquired property would be rented until the project moves forward. Engineer Bents replied that the plan is to immediately seed the grass into a native species to give Lessard Sams a more immediate return on the investment. Manager Hanson did note that in order to make this project work, at some point it may need to become mandatory rather than voluntary, giving the example of a single landowner holding not willing to sell when the rest of the land has been acquired.

PERMIT APPLICATIONS

10. Greg Zillmer, Section 13, Hagen Twp. A motion was made by Manager Hanson and seconded by Manager Johannsen to deny Permit #6-11-14-14, to install a new centerline culvert based on potential negative downstream impacts and concerns of adjacent landowners. Carried. Jennifer Green, landowner, and Hazel Hutton, Hagen Township Clerk, were both in attendance voicing opposition towards the permit application. Both parties felt that the installation of the culvert would worsen flooding for downstream property owners.

11. Kevin Olson, Section 25, Green Meadow Twp. A motion was made by Manager Spaeth and seconded by Manager Erickson to deny Permit #6-11-14-10 to construct a new ditch and install a new culvert to reroute runoff based on potential negative downstream impact and adjacent landowner concerns. Carried. Mark Habedank, renter of Merkle property, voiced concern regarding the vagueness of the permit application. He stated that there wasn't clarity regarding the rerouting of the water which could adversely affect downstream property owners. Administrator Ruud added that an additional landowner did call and voice opposition towards the permit based on the same concerns.

12. Habedank Farms, Section 36, Wild Rice Twp. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve Permit #6-11-14-7 to install subsurface drain tile with standard tile conditions. Carried.

13. Habedank Farms, Section 4, Fossum Twp. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve Permit #6-11-14-8 to install subsurface drain tile with standard tile conditions. Carried.

14. City of Ada, Section 10, McDonaldsville Twp. A motion was made by Manager Johannsen and seconded by Manager Christensen to approve Permit #6-11-14-2 to construct a flood protection levee. Carried. Engineer Tyson Hajicek with Moore Engineering was in attendance and highlighted the work that would be completed. Engineer Hajicek stated that the construction would not extend the footprint of the levee outside of existing easements.

15. City of Ada, Sections 4, 8, 9, McDonaldsville Twp. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve Permit #6-11-14-1 to construct a flood protection levee with the condition that the applicant provide plans for internal and external drainage around the project for Watershed District Staff review and approval. Carried. Engineer Hajicek answered questions from landowners in attendance regarding the location of the levee.

16. Norman County Highway Department, Section 28, Hendrum Twp. A motion was made by Manager Johannsen and seconded by Manager Spaeth to table Permit #6-11-14-9 to remove a 36" RCP centerline culvert to notice the City of Hendrum. Carried. Dean Todd was in attendance and stated that he was not in opposition of the permit application but would like to see an option that would allow water to flow as it was originally intended to.

17. Boman Family LLP, Section 27, Home Lake Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve Permit #6-11-14-3 for wetland restoration and creations with the condition that the applicant provide written approval from the adjacent property owners listed as follows: Johnson (east), Ellefson (south), MNDNR (south), and Nogowski (west). Carried. John Voz was in attendance representing the NRCS and answering questions related to the project. Voz agreed with the conditions set forth.

18. The 10:00 appointment *Grants Available from MPCA for Communities Adapting to Climate Change and Extreme Weather* – Linda Kingery was not in attendance.

19. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve the following permits with conditions as listed. Carried. (4, 11, 12, 13)

- Bobby Brevik, Section 20, Fossum Twp. Permit #6-11-14-4 to construct a new driveway and culvert with the condition that the culvert size matches the upstream culvert (18" diameter).
- Skaurud Grain Farms, Section 20, Lockhart Twp. Permit #6-11-14-11 to install subsurface drain tile with standard tile conditions.
- Skaurud Grain Farms, Section 32, Marsh Creek Twp. Permit #6-11-14-12 to install subsurface drain tile and construct a side inlet structure with standard tile conditions.
- Matt Vig, Sections 8, 9, Gregory Twp. Permit #6-11-14-13 to construct two water and sediment basins.

20. Clay County Highway Department, Sections 26, 27, Ulen Twp. A motion was made by Manager Spaeth and seconded by Manager Hanson to table Permit #6-11-14-5 to remove three 30" culverts and overflow structures and replace with two 16' x 10' box culverts to table and notice section 26 and 27 of Ulen Township. Carried.

21. Manager Hanson asked what the District's policy on permit noticing is. Engineer Bents, Administrator Ruud, and Administrative Assistant Kari Kujava stated that the District has tried many different methods of noticing and has found that mailing the notices a week prior to the meeting has worked the best. This will decrease the chance that a noticed individual will forget due to a lengthy time inbetween noticing and the meeting. Administrator Ruud stated that for the June meeting, notices were mailed on Tuesday, June 3rd.

22. David Eiyneck, Section 12, Pembina Twp. A motion was made by Manager Johannsen and seconded by Manager Spaeth to approve Permit #6-11-14-6 to install subsurface drain tile with standard tile conditions and the condition that the applicant get the downstream landowner, Justin Stalberger, to sign on the permit and conduct a clean out of the outlet channel to the river. Carried.

23. Goose Prairie Marsh. Administrator Ruud had a teleconference on Monday, June 9, to answer questions regarding mitigation. Engineer Bents stated that mitigation would be required for any wetlands filled along the road and would likely be required for the new ditch/outlet. Administrator Ruud added that he would like to determine how much funding the DNR will bring forward to the project, and ask for their assistance in developing an EAW to move forward.

24. Green Meadow Project Team. The next project team meeting is scheduled for Thursday, June 26. Administrator Ruud and Manager Christensen will meet with landowners of potential project sites prior to the meeting.

25. Water Retention and Permit Policy. Administrator Ruud presented the Managers with an updated Watershed District Rules and Permit Application. Managers were asked to take the documents home and

review them. It was noted that the application was more specific which would likely save the District costs due to more information being requested at the time of the application being completed.

26. Rockwell Dam. Engineer Bents distributed a document highlighting three alternatives for the repairs needed at the Rockwell Dam site. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve the slipline of the outlet pipe, followed by replacing the existing riser. Carried.

27. RRWMB Proposed Model Rules Update. Chairman Holmvik distributed a draft document regarding RRWMB and district levees and procedures. All Managers were asked to review the document for consideration.

28. Hanedank Storage Sites. Administrator Ruud stated that Mark Habedank brought forward two sites with a potential for gated retention. A motion was made by Manager Hanson and seconded by Manager Spaeth to authorize Houston Engineering to determine what a rough estimate of costs would be to go forward with the projects. Carried.

29. Data Retention. A motion was made by Manager Johannsen and seconded by Manager Hanson to accept the data retention policy as presented. Carried.

30. Committees. A motion was made by Manager Hanson and seconded by Manager Christensen to approve the following committee and representative assignments for 2014. Carried.

COMMITTEES:

FINANCE

Greg Holmvik
Dean Spaeth
Mike Christensen

BONDING/LEGISLATIVE

Mike Christensen
Duane Erickson
Curt Johannsen

PERSONNEL

Greg Holmvik – employee liaison
Dean Spaeth
Raymond Hanson

PROJECT TEAM

Mike Christensen
Curt Johannsen
Duane Erickson

RING DIKE

John Austinson
Raymond Hanson
Dean Spaeth

REPRESENTATIVES:

RRWMB

Greg Holmvik
Mike Christensen (alternate)

BECKER COUNTY SWCD

Duane Erickson

CLAY COUNTY SWCD

John Austinson

NORMAN COUNTY SWCD

Mike Christensen

MAHNOMEN COUNTY SWCD

Dean Spaeth

31. Annual Report. Draft copies of the 2013 Annual Report were distributed to Managers to review prior to the July Regular Board Meeting.

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

33. Meetings/Conferences/Seminars. There are no upcoming events at this time.

34. 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 11:08 am.

John Austinson, Secretary

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
May 15 - Jun 11, 14				
05/20/2014		QuickBooks Payroll Service	Created by Payroll Service on 05/19/2014	5,297.32
05/21/2014	ACH	PERA	PERA Benefits	752.42
05/24/2014	ACH	AT&T	Kevin Cell	116.58
06/03/2014		QuickBooks Payroll Service	Created by Payroll Service on 06/02/2014	5,420.75
06/03/2014	ACH	Arvig	Telephone, Fax, Internet	420.14
06/05/2014	15277	Coleen Bitker and Jerry Bitker Revocable	Halstad Land Acquisition	500.00
06/10/2014	15308	Halstad Elevator Co. Inc.	Halstad Land Acquisition	500.00
06/10/2014	15309	Halstad Telephone Co. Inc.	Halstad Land Acquisition	500.00
06/10/2014	15310	Hugh & Carmen Dufner	Halstad Land Acquisition	500.00

06/10/2014	15311	Juel Lee Furuseth & Bjorn T Furuseth	Halstad Land Acquisition	500.00
06/10/2014	15312	Randall C & Sandra C Aarestad	Halstad Land Acquisition	500.00
06/10/2014	15313	Raymond Arneson Family Trust	Halstad Land Acquisition	500.00
06/10/2014	15317	Cardmember Service	June Billing	222.95
06/10/2014	15318	EcoLab	Rodent Control Program	77.51
06/10/2014	15319	GeoLand Management, LLC	Annual Surety Subscription	320.25
06/10/2014	15320	Gordon Construction, Inc.	Clean out Section 2, 3, & 4 Clay County - Flowing Twp.	20,430.00
06/10/2014	15321	Heather Krogstad		20.00
06/10/2014	15322	Houston Engineering, Inc.	May Engineering	29,729.82
06/10/2014	15323	Liberty Business Systems	Postage Meter Ink	95.23
06/10/2014	15324	Marijo Vik*	Annual Report	800.00
06/10/2014	15325	Mathias C. Justin, LTD	Audit report	8,200.00
06/10/2014	15326	McCollum Hardware, Inc.	Supplies	5.33
06/10/2014	15327	Morris Electronics, Inc.		759.40
06/10/2014	15328	Norman County Treasurer/Auditor	Beaver Damage Control Program - 10% cost share	48.00
06/10/2014	15329	Northwest Beverage, Inc.		49.00
06/10/2014	15330	Office of the Secretary of State	Notary application	120.00
06/10/2014	15331	Office Supplies Plus		488.13
06/10/2014	15332	Ralph's Food Pride	Office supplies	24.93
06/10/2014	15333	Red River Watershed Management Board	Reimbursements	28,100.21
06/10/2014	15334	Renae Kappes	Cleaning	120.00
06/10/2014	15335	Rinke Noonan	Drafting Comments to EPA and USACOE	500.00
06/10/2014	15336	Tammy Erickson	Mowinv - 4@30	120.00
06/10/2014	15337	Tony Sip	tree removal and debris	3,038.75
06/10/2014	15338	Wambach & Hanson	Legal	611.40
06/10/2014	15339	Western National Insurance Group	Renewal - commercial auto	247.00
06/10/2014	15340	Cardmember Service	Software purchase/Plat book purchase	168.40
06/11/2014	15314	AmeriPride	Rugs	74.12
06/11/2014	15316	Clay County Recorder	Notary Application	20.00
06/11/2014	15342	Curt Johannsen		83.23
06/11/2014	15344	Duane L Erickson		195.06
06/11/2014	15346	Michael K Christensen		168.69
06/11/2014	15343	Dean P Spaeth		105.42
06/11/2014	15345	Gregory R Holmvik		69.27
06/11/2014	15347	Raymond M Hanson		89.60

May 15 - Jun 11, 14

110,608.91