

WILD RICE WATERSHED DISTRICT

11 Fifth Avenue East

Ada, MN 56510

Ph: 218-784-5501

REGULAR MEETING

JUNE 12, 2013

APPROVED MINUTES

1. The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday June 12, 2013. Managers in attendance included Greg Holmvik, Mike Christensen, John Austinson, Raymond Hanson, Duane Erickson, Curt Johannsen and Dean Spaeth. Absent: None. In addition the following persons were in attendance: Administrator Kevin Ruud, Loretta Johnson, Engineer Jerry Bents, 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 Austinson and seconded by Manager Spaeth to approve the agenda with additional items discussed. Carried.
4. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Christensen to approve payment of billings as presented. Carried.
5. Meeting Minutes. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve the minutes of the regular May 8 and special May 22, 2013, meetings as presented. Carried.
6. Financial Report. A motion was made by Manager Erickson and seconded by Manager Austinson to approve the Financial Report dated May 1 through May 31, 2013, as presented. Carried.
7. Community Flood Control Levee Projects. Engineer Bents reported that a contractor meeting was held in both Hendrum and Perley to inspect seeding. A kickoff meeting in Halstad is scheduled for Thursday, June 13, to discuss the recertification process. WRWD office was also contacted by the Community of Felton to invite staff and engineering to attend the city council meeting on July 8, 2013, for the purpose of discussing options for flood control.
8. J.D. #51 Realignment, Corps of Engineers (COE) Update. A motion was made by Manager Hanson and seconded by Manager Johannsen authorizing execution by the Board of Managers of the Memorandum of Agreement between the Wild Rice Watershed District in Minnesota and the U.S. Army Corps of Engineers. The memorandum is in regards to possible additional costs estimated of \$50,000 as a result of the supplementary work of the COE for modification to the District's Judicial Ditch #51 north of Ada to be used as a part of the City of Ada Levee. These costs would be paid to the COE by the WRWD and reimbursed from the City of Ada, with terms agreed upon at the original hearing. Carried.
9. No one spoke during the Open Microphone time.
10. Goose Prairie Marsh Project. Engineer Bents reported that a survey crew will be on site on the 14th of June to establish elevations.

11. Moccasin Creek Preliminary Storage Evaluation. Engineer Bents distributed a map of the Moccasin Creek area and indicated that staff recently met with landowners and agencies. The program will be submitted to the Project Team at the next meeting.

12. Lockhart Flood Control Project Easement Change Request. Jon Peterson, landowner within the Project area, met with Managers to request a change in the verbiage of the easement the District has on the project. Peterson states that he is trying to reenroll the acres in CRP and the Federal program does not allow an easement that requires permanent vegetation (i.e. WRWD easement) on it. Consensus of Managers was to wait until this can be brought to the District's Attorney Hanson and also goes before the Project Team prior to making a determination.

13. Financial Update. Administrator Ruud reported that the Certificate of Deposit that is being held at Frandsen Bank will be up for renewal soon. A motion was made by Manager Johannsen and seconded by Manager Hanson authorizing staff and Managers to close the CD and use the funds to pay down on the principal of the land the District owns. Carried.

14. Lower Wild Rice River Preliminary Storage Evaluation. After considerable discussion, and the information that Bents provided stating that they could get 4,000 acre feet of storage on the proposed project, consensus made by Managers was to hold another landowner meeting. Also Managers thought it would be a good idea to see if additional landowners might want to be in the project area.

15. Managers Per Diems & Expenses. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve the payment of Managers Per Diems and Expenses as distributed. Carried.

16. Clearwater County Ditch #3. Managers Hanson and Spaeth were reminded of the upcoming landowner meeting in Bagley for the purpose of determining if property owners want to continue with the current ditch system and/or do any repairs or abandon it.

PERMIT APPLICATIONS

17. Lee Charles, Sections 2, 9, 10 Strand Twp. A motion was made by Manager Hanson and seconded by Manager Austinson to approve Permit #6-12-13-6 to construct wetland restorations and creations with the recommended conditions and modifications in the BWSR letter dated June 5, 2013. Carried with a 4-3 vote.

18. Brad Arends, Section 22, Mary Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve Permit #6-12-13-3 to extend the outlet pipe from the tile pumping station with the recommendation that the applicant contact the MN DNR for approval for any work in MN Protected Waters. Carried.

19. Kim Syverson, Section 23, Ulen Twp. A motion was made by Manager Hanson and seconded by Manager Austinson to approve Permit #6-12-13-13 to install subsurface drain tile with the following conditions and recommendations: Approved with the following recommendations and conditions: 1. Recommendation that the applicant contact and coordinate with the NRCS/SWCD/FSA offices to ensure approval/clearance regarding any potential wetland issues (and with the USFW for installation of tile on any parcel that is under easement from the USFWS). 2. Recommendation that the applicant obtain approval from the necessary road authorities (Township, county, state,...) for any work in the road R/W and the drainage authorities (county) for outlets into legal ditches not under the WRWD jurisdiction.

3. Approved with the condition that the applicant is responsible for adequate erosion control measures at the outlet of the tile system. This should include the installation of riprap or other protection measures at pump outlets. It will remain the responsibility of the applicant to maintain this protection as long as the tile is in place and operating. 4. Approved with the condition that all gravity outlets be installed above (however not more than 2-feet above) the elevation of the original design gradeline of the receiving ditch or channel. 5. Pumped Outlets Only – Approved with the condition that the pump (s) not be operated during freezing conditions and during times of downstream flooding and that pumps and associated pipes will not be installed above ground and will not block vehicle traffic on the ROW of ditch systems. Also all disturbed areas in the ditch ROW's will be restored and reseeded to preexisting conditions. 6. Pump stations or other tile control structures, shall not be placed within the R/W of existing legal ditch systems or within a distance determined as follows (6 times the depth of the ditch (measured from top of spoilbank elevation to bottom of ditch from the field side bottom of the ditch), whichever is greater, unless otherwise approved in writing by the WRWD. For example, if the vertical depth measured from top of spoilbank elevation to bottom of ditch is 8-ft, the pump station shall not be located within 48-ft from the field side bottom of the ditch, or within the existing R/W, whichever is greater. Carried.

20. Cliff Fraser, Section 4, Lake Grove Twp. A motion was made by Manager Hanson and seconded by Manager Austinson to approve Permit #6-12-13-11 to construct wetland restorations and creations. Carried.

21. A motion was made by Manager Austinson and seconded by Manager Hanson to approve the following Permit Applications. Carried.

- City of Ada, Section 9, McDonaldsville Twp. Permit #6-12-13-1 to remove a field approach with a 30" CMP and install a field approach with a 30" CMP. Carried.
- Barry Anderson, Section 32, Heier Twp. Permit #6-12-13-2 to replace a 24" culvert with a longer 24" culvert with the condition that the culvert is replaced at the same elevation. Carried.
- Leo Bettels, Section 25, Rosedale Twp. Permit #6-12-13-5 to install a water and sediment control basin. Carried.
- David Eiyneck, Section 30, Lagarde Twp. Permit #6-12-13-7 to install water and sediment control basins. Carried.
- Mahnomen County, Sections 13-24, Bejou Twp. Permit #6-12-13-9 to replace a 24" culvert with a longer 36" culvert. Carried.
- Danny Moore, Section 20, Home Lake Twp. Permit #6-12-13-12 to widen three field approaches and install longer pipes, approved with the condition that the culverts are replaced with the same diameter pipe at the same elevation. Carried.

22. Duane Erickson, Section 3, Home Lake Twp. A motion was made by Manager Hanson and seconded by Manager Christensen to table and notice neighboring landowners of Permit #6-12-13-8 to fill in ditches and construct a new ditch. Carried with Manager Erickson abstaining. Carried.

23. Corey Jacobson, Section 15, McDonaldsville Twp. A motion was made by Manager Christensen and seconded by Manager Spaeth to return Permit #6-12-13-10 to install subsurface drain tile to the landowner as an incomplete Application. Carried.

24. David Arends, Section 25, Shelly Twp. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve Permit #6-12-13-4 to add an additional inlet pipe into J.D. #53 Main with the condition that the existing 18" pipe to the east be removed or permanently closed. Carried.

COMPLAINTS

25. Clem Erickson/Vernon Holland, Complaint Section 30, Wild Rice Twp. Erickson and Holland filed a complaint against Derek Hendricks for installing a berm along the property line. Parties gave testimony at which time a motion was made by Manager Hanson and seconded by Manager Johannsen informing Hendricks to remove a 200 foot section of the berm on the property line and remove the curve berm located west of the property line. Carried with Manager Erickson voting no. Due to the current wet conditions, no specific date was set but Hendricks was told to do it as soon as possible.

26. John Brandt Violation, Section 21, Green Meadow Twp. A motion was made by Manager Hanson and seconded by Manager Johannsen to close the complaint against Brandt indicating the restoration is complete. Carried.

27. Standard Tile Conditions. A motion was made Manager Hanson and seconded by Manager Spaeth to accept the following as standard tile conditions for the District: Carried.

- Approved with the following recommendations and conditions: 1. Recommendation that the applicant contact and coordinate with the NRCS/SWCD/FSA offices to ensure approval/clearance regarding any potential wetland issues (and with the USFWS for installation of tile on any parcel that is under easement from the USFWS). 2. Recommendation that the applicant obtain approval from the necessary road authorities (Township, county, state,...) for any work in the road R/W and the drainage authorities (county) for outlets into legal ditches not under the WRWD jurisdiction. 3. Approved with the condition that the applicant is responsible for adequate erosion control measures at the outlet of the tile system. This should include the installation of riprap or other protection measures at pump outlets. It will remain the responsibility of the applicant to maintain this protection as long as the tile is in place and operating. 4. Approved with the condition that all gravity outlets be installed above (however not more than 2-feet above) the elevation of the original design gradeline of the receiving ditch or channel. 5. Pumped Outlets Only – Approved with the condition that the pump (s) not be operated during freezing conditions and during times of downstream flooding and that pumps and associated pipes will not be installed above ground and will not block vehicle traffic on the ROW of ditch systems. Also all disturbed areas in the ditch ROW's will be restored and reseeded to preexisting conditions. 6. Pump stations or other tile control structures, shall not be placed within the R/W of existing legal ditch systems or within a distance determined as follows (6 times the depth of the ditch (measured from top of spoilbank elevation to bottom of ditch from the field side bottom of the ditch), whichever is greater, unless otherwise approved in writing by the WRWD. For example, if the vertical depth measured from top of spoilbank elevation to bottom of ditch is 8-ft, the pump station shall not be located within 48-ft from the field side bottom of the ditch, or within the existing R/W, whichever is greater.

28. Brad Arends Petition to Drain into Project #3/Norman County Ditch #20. Brad Arends met with a request to Managers that the amount of \$7,932.20, which was determined Arends would pay to be allowed to drain into Project #3, be reduced. Arends also asked if he had to pay the full amount up front to which the answer was yes. A motion was made by Manager Hanson and seconded by Manager Johannsen to leave the amount as was determined at the hearing held at the May 8, regular meeting. Carried with Managers Erickson and Spaeth opposed.

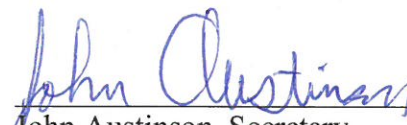
29. Upper Green Meadow Preliminary Storage Evaluation (Klask). Administrator Ruud reported that a meeting is scheduled for 10:00 a.m. on Wednesday June 26, at the District office regarding the Upper Green Meadow Storage Evaluation. Invited will be Township officials, SWCD and also the Norman County Highway Department. Following that meeting, he will schedule the next meeting with landowners in the area.

30. Lease Agreements on Rural Acquisition Properties. A motion was made by Manager Hanson and seconded by Manager Johannsen to accept the sublease agreement from Stash Hempeck and Larry Houge. Carried.

31. Pay Requests. A motion was made by Manager Hanson and seconded by Manager Johannsen authorizing Final Pay Request to Gordon Construction in the amount of 2,441.98 for Clay County #4 and Final Pay Request in the amount of \$2,039.24 to Olson Construction for bridge replacement on J.D. 53 Lat #1. Carried. A motion was made by Manager Johannsen and seconded by Manager Hanson authorizing Final Pay Request in the amount of \$11,184 to Zavoral for Phase I on Norman County #1 and the Final Pay Request in the amount of \$1,583 to Zavoral for Phase II on Norman County #1. Carried.

32. District Owned Farmland. Manager Austinson brought up the District owned farmland and noted that this is the third year of the rental agreement. Austinson felt the District should not own the land. After extended discussion, a motion was made by Manager Johannsen and seconded by Manager Spaeth to advertise the property for rent an additional three years. Verbiage will be contained allowing the District to use the property for another project if necessary. The motion carried with Managers Spaeth, Christensen, Johannsen and Holmvik voting for and Managers Erickson, Austinson and Hanson opposed.

33. 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 11:30 a.m.



John Austinson, Secretary

Date	Num	Name	Memo	Amount
May 9 - Jun 12, 13				
05/09/2013	DD	PERA	pera	56.05
05/09/2013	DD	US Treasury-Payroll	Payroll withholding	3,382.00
05/10/2013	14800	AT&T	Utilities May Billing	103.37
05/14/2013	14864	Loretta Johnson	Payroll	207.24
05/14/2013	14865	Duane L Erickson	Mgrs Per Diems & Exp	196.95
05/21/2013	DD	QuickBooks Payroll Service	Created by Payroll Service on 05/20/2013	5,481.63
05/24/2013	DD	Cardmember Service	Credit Card Pymnt	209.35
05/28/2013	14818	Timberlake Builders, Inc.	Down Payment on Lumber	7,800.00
06/10/2013	DD	MN Dept of Revenue	Withholding	853.00
06/10/2013	DD	US Treasury-Payroll	Payroll	3,672.72
06/12/2013	14867	Ada City	Utilities	279.76
06/12/2013	14868	AmeriPride	Office Maintenance	74.12
06/12/2013	14869	Arvig	Utilities	72.52
06/12/2013	14870	AT&T	Utilities	103.37
06/12/2013	14871	EcoLab	Office Maintenance	74.81
06/12/2013	14872	Gordon Construction, Inc.	Ditch Maintenance	10,929.98
06/12/2013	14873	Houston Engineering, Inc.	Engineering Fees	28,067.96
06/12/2013	14874	Jon Schauer	Technical Support	2,333.33
06/12/2013	14875	Loretel Systems	Utilities	357.46
06/12/2013	14876	MARCO, Inc.	Copier Lease	614.53
06/12/2013	14877	Minnesota Energy Resources Corporation	Utilities	49.12
06/12/2013	14878	Morris Electronics, Inc.	technical support	1,343.80
06/12/2013	14879	Norman County Recorder	Recording Deed	46.00
06/12/2013	14880	Norman County Treasurer/Auditor	Drainage Ditch Maintenance	3,805.29
06/12/2013	14881	Northwest Beverage, Inc.	Office Supplies	72.93
06/12/2013	14882	Office Supplies Plus	Office Supplies	42.72
06/12/2013	14883	Olson Construction TRF Inc	Final Pay Req J.D. 53 Lat 1	2,039.24
06/12/2013	14884	Ralph's Food Pride	Office Supplies	50.03
06/12/2013	14885	Red River Watershed Management Board	1/2 Cost Share	151,561.06
06/12/2013	14886	Tony Sip	Proj Cleanout debris	2,635.00
06/12/2013	14887	Wambach & Hanson	June legal	2,372.35
06/12/2013	14888	Zavoral & Sons, Inc.	Pay Requests	12,767.05
06/12/2013	14891	Waypoint Insurance Advisors	policy renewal	7,820.00
06/12/2013	14892	Kevin Erickson	Mowing and Trimming	120.00
06/12/2013	14893	Renae Kappes	Cleaning	120.00
06/12/2013	14896	Curt Johannsen	Mgrs Per Diems & Exp	166.44
06/12/2013	14897	Dean P Spaeth	Mgrs Per Diems & Exp	210.85
06/12/2013	14898	Duane L Erickson	Mgrs Per Diems & Exp	329.60
06/12/2013	14899	Gregory R Holmvik	Mgrs Per Diems & Exp	138.53
06/12/2013	14900	John D Austinson	Mgrs Per Diems & Exp	204.06
06/12/2013	14901	Michael K Christensen	Mgrs Per Diems & Exp	185.64
06/12/2013	14902	Raymond M Hanson	Mgrs Per Diems & Exp	<u>179.21</u>

May 9 - Jun 12, 13

251,129.07