

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

**REGULAR MEETING**  
**April 13, 2011**  
**APPROVED MINUTES**

1. The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, April 13, 2011. Managers in attendance included Diane Ista, Dean Spaeth, Greg Holmvik, Duane Erickson, John Austinson, Raymond Hanson and Mike Christensen. Absent: None. In addition the following persons were in attendance: Administrator Kevin Ruud, Loretta Johnson, Attorney Hanson, Engineer 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 Hanson and **seconded** by Manager Austinson to approve the agenda with the addition of Manager Erickson's request to discuss the tax levy and WRP and John Voz, Ducks Unlimited. Administrator Ruud also stated that the PRAP scheduled for 11:00 a.m. will be held in May. **Carried**.
4. Approval of Billings. A **motion** was made by Manager Ista and **seconded** by Manager Hanson to approve payment of the billings as distributed. **Carried**.
5. Meeting Minutes. Consensus of Managers was to table the March minutes until all are completed for the May meeting.
6. Community Ring Dikes Hendrum/Perley. A **motion** was made by Manager Hanson and **seconded** by Manager Spaeth to approve Pay Request #2 in the amount of \$33,512.13 to Zavoral Construction for the City of Perley and Pay Request #2 in the amount of \$32,400 to Zavoral Construction for the City of Hendrum. **Carried**.
7. Open Microphone. Eric Zurn discussed two box culverts that he would like to see installed at 330<sup>th</sup> Street along County Road 101 or the road raised when Project D on Upper Becker is built. David Stumbo felt that the RRWMB levy should be held in check.
8. Wild Rice COE Feasibility Study. Engineer Bents stated that there are no changes, the COE is working on a close out to the project.
9. Beaver Control Contract. A **motion** was made by Manager Ista and **seconded** by Manager Christensen to approve the contract as distributed of Jim Wagner for beaver control. Discussion followed. Manager Erickson stated that he would like the contract split up. Manager Ista felt that Wagner was saving the District funds by his knowledge and physically removing of the dams in addition to the beaver control. **Carried**.

10. Finance Committee Meeting Report. Administrator Ruud stated that he requested a 3% raise for staff at the committee meeting. A **motion** was made by Manager Christensen and **seconded** by Manager Ista to approve the request. **Carried**.
11. Unemployment Insurance Issues. Administrator Ruud reported that UEI sent the District a check for the overpayment and Accountant Marcussen is in contact with that office regarding former Administrator's unemployment insurance.
12. Upper Becker, Project "D." Administrator Ruud reported that the MN DNR sent correspondence stating that the Watershed District needs to repay the grant to the State of Minnesota in the amount of \$660,000. The law states that income cannot be made from grant dollars received from bonding funds and the District has been receiving rental money from the land purchased with these funds. By repaying the bonding dollars the District can then keep the land until a time in which a project would be built to be used either for sale or trade. The Finance Committee met and the recommendation from the committee was to borrow the \$660,000 from a lending agency to repay the funds on a floating interest variable rate. Considerable discussion followed regarding funding for Upper Becker and cash flow for the District during the summer construction season with the Community Projects of Hendrum, Perley and the Project #30 Repair. Accountant Marcussen also discussed District cash flow, funding and the fact that available cash as seen in reports includes funds that are already dedicated for Projects, Ditches and Grants. A **motion** was made by Manager Hanson to table or postpone any work on Upper Becker, Project D until further finances or funding becomes available. Manager Spaeth **seconded** the motion. **Upon calling for a vote the motion passed with Manager Ista opposed and Manager Erickson abstaining. Carried.**

Manager Erickson made a **motion** for someone to come up with a good practical idea for flood control and storage. Discussion followed regarding the fact that the previous motion was to table Project D until more funds became available, and are now wanting to work on another project. Chairman Holmvik called for a second three times at which the motion **failed** for lack of a second.

13. Step One Submittal to RRWMB. Engineer Bents distributed Step One on Upper Becker Project D to the Managers for review. Discussion was held by Managers regarding whether funding should be spent to take the Step One Submittal for Upper Becker Project D to the RRWMB to request funding. A **motion** was made by Manager Hanson and **seconded** by Manager Austinson authorizing submittal of Step One for Upper Becker Project D to the RRWMB for the purpose of requesting funding for the project. **Carried with Manager Erickson opposed.**

#### **PERMIT APPLICATIONS**

14. Landbruk Family Farms, Section 6, Felton Township. A **motion** was made by Manager Ista and **seconded** by Manager Spaeth to approve Permit Application #4-13-11-14 to install drain tile with the following conditions. Recommend that the applicant contact and coordinate with the NRCS/SWCD/FSA offices to ensure approval/clearance regarding any potential wetland issues (and with the UFWS for installation of tile on any parcel that is under easement from the USFWS). 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 to legal ditches not under WRWD jurisdiction. 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. All gravity outlets must be installed above (however not more than 2-foot above) the elevation of the original design gradeline of the receiving ditch or channel. **Carried.**

15. CMGB Farms, Sections 5 and 8, Green Meadow Township. A **motion** was made by Manager Ista and **seconded** by Manager Erickson to approve Permit Application #4-13-11-16, to install subsurface tile with the following conditions. The applicant must obtain the signatures on the permit from the downstream landowners along the outlet ditch in Sections 5 and 8 of Green Meadow Township. No deepening of the channel may occur, only sediment cleanout is allowed. Recommend that the applicant contact and coordinate with the NRCS/SWCD/FSA offices to ensure approval/clearance regarding any potential wetland issues (and with the UFWS for installation of tile on any parcel that is under easement from the USFWS). 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 to legal ditches not under WRWD jurisdiction. 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. All gravity outlets must be installed above (however not more than 2-foot above) the elevation of the original design gradeline of the receiving ditch or channel. **Carried.**

16. Sundal Township, Sections 15-16, Sundal Township. A **motion** was made by Manager Ista and **seconded** by Manager Hanson to table Permit Application #4-13-11-17, to replace a 30 inch centerline culvert with a larger (36") culvert or an additional (24") culvert and notice downstream property owners. It is requested that the township consider a riser pipe on the upstream side of the roadway to prevent the added culvert from being used until water is within a small elevation beneath the top of the roadway. **Carried.**

17. River Watch Program, Wayne Goeken. Wayne Goeken gave a presentation on the River Watch Program and requested a donation from the Watershed in the amount of \$750 to assist with the training of students. A **motion** was made by Manager Ista and **seconded** by Manager Christensen to approve the request. **Carried.** A **motion** was made by Manager Ista authorizing staff to give presentations on the River Watch Program at the local schools. Chairman Holmvik called for a second to the motion three times. There being no second the motion **failed** for lack of a second.

#### **PERMIT APPLICATIONS**

18. A **motion** was made by Manager Austinson and **seconded** by Manager Hanson to approve the following permit applications with the conditions listed. **Carried with Managers Christensen and Spaeth abstaining.**

- American Crystal Sugar, Section 30, Mary Township. Permit Application #4-13-11-1 to remove two approaches with 24 inch pipes, add one approach with a 24 inch, rebuild two approaches with the same size longer pipes a 24 inch and a 30 inch pipe.
- Rick Borgen, Section 27, Hendrum Township. Permit Application #4-13-11-3 to install a new centerline culvert with the condition that an 18 inch or a 24 inch diameter culvert is used.
- Mike Christensen, Section 23, Fossum Township. Permit Application #4-13-11-6 to install a water and sediment control basin.

- Mike Christensen, Section 22, Fossum Township. Permit Application #4-13-11-7 to install subsurface drain tile with the following conditions. Recommend that the applicant contact and coordinate with the NRCS/SWCD/FSA offices to ensure approval/clearance regarding any potential wetland issues (and with the UFWS for installation of tile on any parcel that is under easement from the USFWS). 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 to legal ditches not under WRWD jurisdiction. 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. All gravity outlets must be installed above (however not more than 2-foot above) the elevation of the original design gradeline of the receiving ditch or channel.
- Blair Hoseth, Section 10 Fossum Township. Permit Application #4-13-11-11 to install drain tile with the following conditions: Recommend that the applicant contact and coordinate with the NRCS/SWCD/FSA offices to ensure approval/clearance regarding any potential wetland issues (and with the UFWS for installation of tile on any parcel that is under easement from the USFWS). 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 to legal ditches not under WRWD jurisdiction. 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. All gravity outlets must be installed above (however not more than 2-foot above) the elevation of the original design gradeline of the receiving ditch or channel.
- Dean Spaeth, Section 23, Marsh Creek Township. Permit Application #4-13-11-15 to install a field approach with an 18 inch culvert.

19. A **motion** was made by **Manager Ista and seconded** by Manager Spaeth to **table** the following permit applications and notify adjacent property owners. **Carried with Manager Erickson opposed.**

- David Arends, Section 29, Mary Township, to install subsurface drain tile. Notice the landowners in Section 30 of Mary Township.
- Wayne Borgen, Section 10, Hendrum Township, to install a field approach with a 30 inch culvert. Tabled until a field review can be completed.
- Dan Brommenschenkel, Sections 15 and 16 of Hegne Township to reset seven culverts and conduct ditch work in the MN State Highway #200 Road Ditch. Table and notice the landowners in the North half of Section 15 and 16 of Hegne Township and request a copy of the MN DOT approval for the project.
- Lyle Fuchs, Section 9, Sundal Township. Install subsurface drain tile. Table until the applicant provides approval from the Norman County Ditch Authority on Ditch #41 and from the NRCS and SWCD offices.
- Timothy Hoff, Section 27, Mary Township. Install subsurface drain tile. Table and notice the downstream landowners in the north half of Section 27 of Mary Township and the Norman County Highway Department.
- Michael Holte, Sections 20-21, Shelly Township. Move an existing culvert from south to north on 130<sup>th</sup> Street. Relay culvert on 305<sup>th</sup> Avenue to change the slope. Table and notice landowners in the North half of Section 20 and the West half of Section 21 of Shelly Township.
- Blair Hoseth, Section 11, Fossum Township. Install drain tile. Table until the applicant provides a tile plan and written approval from the downstream landowners in the SWSW of Section 11 and the South ½ of Section 10 of Fossum Township.

- Don Johnson, Section 7, Rockwell Township. Table and notice landowners in Governments Lots 3 and 4 of Section 7 of Rockwell Township and Government Lots 1 and 2 in Section 18, of Rockwell Township.

20. Riceville Township, Sections 4/5, Riceville Township, Becker County. A **motion** was made by Manager Erickson and **seconded** by Manager Christensen to approve Permit Application #4-13-11-18 to replace culverts in a washed out road with the installation of a riser on the upstream end of the added 30 inch pipe. **Carried.**

21. Project #25. A **motion** was made by Manager Ista and **seconded** by Manager Spaeth to schedule a hearing on Project #25 for the purpose of Darrell Chisholm requesting to be allowed to drain into the ditch system. The hearing will be set for 11:00 a.m. on Wednesday May 11, 2011, at the office of the Wild Rice Watershed District located at 11 Fifth Avenue East, Ada, MN. **Carried.**

22. Tile Permit – Standard Conditions. Managers reviewed a draft copy of suggestions prepared by Engineer Bents of conditions and recommendations for the installation of subsurface drain tile, as requested by the Board of Managers at the previous meeting. After considerable discussion, a **motion** was made by Manager Erickson and **seconded** by Manager Austinson to table any action and authorizing Administrator Ruud to contact other watershed districts in an effort to determine what rules and regulations they may or may not have. **Carried.**

23. Manager Ista left the meeting at noon.

24. Project #30 FEMA Repair. A **motion** was made by Manager Spaeth and **seconded** by Manager Hanson to offer landowners whose property is needed for the project \$3,000 per acre and rent of \$120 per acre for two years. **Carried.** Consensus of Managers was that they would act as their own viewers.

25. Project Team Appointments. Administrator Ruud brought up discussion regarding the fact that at the previous Project Team meeting, upon a vote being taken on approval or non-approval of the current Project D of Upper Becker, Managers appointed to the Project Team voted no on that question. Manager Hanson stated that he felt that if you are appointed by the Board of Managers to represent the Wild Rice Watershed District, whether you personally agree or not, you need to vote on what the board as a whole approved, not your own personal opinion. If a Manager doesn't do that, Hanson felt that he probably shouldn't be appointed to that Team. Manager Erickson stated the reason he voted against Project D was that he didn't agree with the Natural Resource Enhancements (NRE) portion of D. Manager Hanson stated that wasn't to be considered, because the board as a whole approved Project D as it is written and that includes the NRE and that is what needs to be represented at the meeting. After considerable discussion a **motion** was made by Manager Hanson and **seconded** by Manager Spaeth to table any further action on this issue until Manager Ista is also at the meeting. **Carried.** A **motion** was made by Manager Austinson and **seconded** by Manager Hanson to not hold a Project Team Meeting in April. **Carried.**

26. Moccasin Creek Tile Outlet Initiative. Manager Erickson asked the status of this project and Administrator Ruud stated that the District is waiting until Borchert at the SWCD and Balstad at the NRCS hold their meeting to determine landowner interest.

27. Staff Goals. Manager Holmviik suggested that the Chairman of every township in the District be notified and asked if they knew of any areas within their townships that landowners may consider for retention. No action taken. Manager Erickson stated that he had asked for John Voz, who indicated to him that water could be stored on WRP land, if he could come and give a presentation to the board. No action was taken. Manager Spaeth stated that for the record he does have two areas on his property that could hold water. Manager Hanson asked that the minutes be sent out before the regular monthly meeting for Managers to review.

28. Managers Per Diems and Expenses. Administrator Ruud discussed per diems and what is authorized for payment when Managers attend meetings. Consensus of the Board was that if a Manager wants to attend a meeting and it is not previously authorized by the board they first contact the office for approval. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve payment of Managers Per Diem and Expenses as distributed. Carried.

29. There being no further business to come before the Board of Manages a motion was made by Manager Spaeth and seconded by Manager Austinson to adjourn the meeting. Carried. Chairman Holmviik adjourned the meeting at 2:25 p.m.

  
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 John Austinson, Secretary

Date	Name	Memo	Amount
<b>Mar 10 - Apr 13, 11</b>			
03/29/2011	Frandsen Bank	Loan Payment	54,376.78
04/06/2011	City of Ada	Utilities	356.60
04/06/2011	Cardmember Service	MAWD Dues/Utilities	256.86
04/06/2011	Alltel	Utilities	119.12
04/06/2011	AmeriPride	Rug Cleaning	64.40
04/06/2011	Becker Co. Auditor	RE Taxes Sec. 19 Spring Creek Twp.	493.00
04/06/2011	Becker Co. Auditor	RE Taxes Sec. 30, Spring Creek Twp.	122.00
04/06/2011	Becker County SWCD	Envirothon	100.00
04/06/2011	Lowell Anderson	Soil Borings	300.00
04/06/2011	Clay County Auditor Treasurer	RE Taxes Sec. 12 Goose Prairie Twp.	59.96
04/06/2011	Clay County Auditor Treasurer	RE Taxes Sec. 11 Goose Prairie Twp.	116.57
04/06/2011	Clay County Auditor Treasurer	RE Taxes Sec. 14 Georgetown Twp.	67.94
04/06/2011	Clay County Auditor Treasurer	RE Taxes Sec. 11 Goose Prairie Twp.	1,598.00
04/06/2011	Gordon Construction	Repairs	32,676.00
04/06/2011	Houston Engineering, Inc.	Engineering	30,582.55
04/06/2011	ICS Agency	INV #39521	43.00
04/06/2011	ICS Agency	Ins Inv #39502	125.00
04/06/2011	ICS Agency	Ins # 39498	250.00
04/06/2011	Laughing Earth	Office Expense	99.00
04/06/2011	Loretel Systems	Utilities	57.36

04/06/2011	Loretel Systems	Utilities	222.07
04/06/2011	MARCO, Inc.	Copier Lease	616.89
04/06/2011	MiN Energy Resources Corporation	Utilities	150.41
04/06/2011	Morris Electronics, Inc.	Electronics	227.50
04/06/2011	Norman County SWCD	Envirothon	100.00
04/06/2011	North Star Water	Supplies	178.95
04/07/2011	Norman County Auditor/Treasurer	Beaver Control	48.00
04/07/2011	Office Supplies Plus	Office Supplies	61.93
04/07/2011	Ralph's Food Pride	Office Supplies	26.33
04/07/2011	Red River Coop Power	Perley Line Relocation	42,233.48
04/07/2011	Red River Coop Power	Hendrum Line Relocation	25,201.45
04/07/2011	Renae Kappes	Cleaning	100.00
04/07/2011	Visser Trenching	Snow Removal Office	110.00
04/07/2011	Zavoral & Sons	Pay Req #2 Perley	33,512.13
04/07/2011	Zavoral & Sons	Pay Req #2 Hendrum	32,400.00
04/07/2011	Wambach & Hanson	Legal Counsel	2,379.99
04/07/2011	Ryan Gilbertson*	Landowner Refund	8,077.31
04/07/2011	Norman County Auditor/Treasurer	RE Taxes	1,253.24
04/08/2011	Arvid L Ambuehl	Ind Contractor	343.50
04/08/2011	Robert Hastings	Soil Boring	1,000.00
04/13/2011	Diane Ista	Mileage reimbursement	15.00
04/13/2011	Greg Holmvik	Mileage reimbursement	49.47
04/13/2011	Dean Spaeth	mileage reimbursement	103.02
04/13/2011	Raymond Hanson-Mgr	mileage	36.72
04/13/2011	Mike Christensen	mileage	147.90
04/13/2011	John Austinson	mileage	58.14
04/13/2011	Duane Erickson-Mgr	expenses	223.38
<b>Mar 10 - Apr 13, 11</b>	Payroll/emp ins &	Med exp & Payroll taxes	6,826.23
		<b>Total</b>	<b><u>277,567.18</u></b>