

WILD RICE WATERSHED DISTRICT

11 Fifth Avenue East

Ada, MN 56510

Ph: 218-784-5501

REGULAR MEETING

December 14, 2011

APPROVED MINUTES

1. The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, December 14, 2011. Managers in attendance included Dean Spaeth, Greg Holmvik, Duane Erickson, Raymond Hanson, John Austinson, Mike Christensen and new appointee Curt Johannsen. Absent: None. In addition the following persons were in attendance: Administrator Kevin Ruud, Loretta Johnson, Technician Mark Aanenson, Attorney Hanson 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 SWCD grant extension, WRP/RIM possibilities and Norman County GIS possibilities. Carried.
4. Approval of Billings. A motion was made by Manager Austinson and seconded by Manager Hanson to approve the bills as distributed. Carried.
5. Meeting Minutes. A motion was made by Manager Hanson and seconded by Manager Austinson to approve the Regular Meeting Minutes dated September 14, 2011 and the November 9, 2011, with a change in a motion because Mike Christensen was not in attendance. Carried.
6. Office Equipment Update. Administrator Ruud reported to the board that due to the overwhelming amount of data that staff has digitized into the server, it is not working properly and the technical support team has advised that the District is in need of a new server. Ruud presented proposals and a motion was made by Manager Austinson and seconded by Manager Christensen authorizing the purchase to Morris Electronics in the amount of \$11,308.18. Also included in the motion is authorization to change the Survey & Data closing out to Equipment Upgrade. Carried.
7. Norman County SWCD Grant Amendment. A motion was made by Manager Christensen and seconded by Manager Hanson authorizing execution of the FY2010 State of MN BWSR Competitive Grants Program extending the final progress date to February 1, 2013. Carried.
8. Watershed District Manager Appointment. Curt Johannsen, new member appointed as of November 10, 2011, was officially sworn into office by Attorney Hanson.
9. Advisory Board Report and Appointments/Curt Jacobson. Curt Jacobson, Advisory Board Chairman, presented a report from a recent meeting. Recommendations included looking at funding opportunities potentially linked to the FM Diversion project for retention and mitigation for the Watershed District, preparation of a list of projects identified in the Systems Approach, the District sending someone to the FM Diversion meetings and an advisory board membership of those who are more likely to attend meetings. Consensus of Managers was that either/and/or Kevin and Curt Johannsen attend the meetings and the member list of the advisory board will be looked at and reviewed by staff.

10. Unfinished Business. Manager Hanson discussed the possibility of the District charging a fee for permits and/or site visits by staff and consultants; possible redetermination of benefits on projects; control gates on tile projects and use of the Clean Water Fund and aspects of RIM/WRP in an effort to access additional funding for projects from Congressman Collin Peterson's legislation. The consensus of the board was to table these discussions until winter when they intend to review policies and procedures for the District.

11. At 9:45 a.m. the meeting was recessed for 15 minutes and reconvened at 10:00 a.m.

COMPLAINTS/VIOLATIONS

12. John Brandt Violation, Section 21, Green Meadow Twp. Administrator Ruud reported that John Brandt has worked on the restoration as deemed by the Board of Managers. Brandt asked what would happen if it washed out in the spring and he was told that he would again have to restore it. No further action was taken.

13. Stewart Klask Complaint, Sections 25/26, Pleasant View Twp. Stewart Klask filed a complaint against Lowell Johnson alleging that two culverts between Sections 25/26 of Pleasant View Twp. were raised. After investigation by Watershed Technicians and staff it was their determination that due to the length of time and lack of evidence, no violation could be proven. A motion was made by Manager Hanson and seconded by Manager Spaeth to deny the complaint. Carried.

14. Lowell Johnson Complaint, Section 25, Pleasant View Twp. Lowell Johnson filed a complaint against Leon Johnson for cleaning a ditch in Section 25, Pleasant View Twp., and requested that it be restored to the original. A motion was made by Manager Johannsen and seconded by Manager Hanson to deny the complaint based on the evidence provided. Carried.

PERMIT APPLICATIONS

15. Leon Johnson/Stewart Klask, Section 25, Pleasant View Twp. A motion was made by Manager Christensen and seconded by Manager Erickson to approve Permit Application #12-14-11-13 to increase the culvert size in a field approach from a 24" to a 36". Upon a voice vote, Managers Christensen, Johannsen, Erickson and Holmvik voted yes, and Managers Spaeth, Austinson and Hanson voted no. Carried by a majority vote.

16. Lowell Johnson, Section 25, Pleasant View Twp. A motion was made by Manager Austinson and seconded by Manager Hanson to approve Permit Application #12-14-11-14 to install a field approach with a 24 inch culvert. Carried.

17. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve the following permit applications with conditions as stated. Carried.

- Lyle Fuchs, Section 9, Sundal Twp. Permit Application #12-14-11-6 to extend the new ditch further south instead of tile line previously approved.
- Preston Halvorson, Section 35, Wild Rice Twp. Permit Application #12-14-11-9 to replace a culvert with an 18" cmp with the condition that the applicant is responsible for adequate erosion control measures at the outlet. This could include the installation of riprap or other protection measures as necessary.
- Michael Holte, Section 1, Good Hope Twp. Permit Application #12-14-11-11 to lower an 18" diameter inlet pipe with the condition that the applicant obtains Township approval for work in the road right-of-way and the condition that the outlet is installed above (however not more than 2 feet above) the elevation of the original design gradeline of the receiving ditch or channel.

- Dan Murphy, Section 20, Felton Twp. Permit Application #12-14-11-16 to install a new 24" diameter inlet pipe with a flap gate with the condition that the outlet is installed above (however to not more than 2 feet above) the elevation of the original design gradeline of the receiving ditch and the condition that the ditchbanks and/or levees are restored to the preproject geometry and the condition that the applicant is responsible for adequate erosion control measures at the outlet. This could include the installation of riprap or other protection measures as necessary.
- Brad Olek, Section 6, Flowing Twp. Permit Application #12-14-11-18 to install subsurface drain tile. Approved with same conditions as shown in #6 along with the condition that the ditchbanks and/or levees are restored to the preproject geometry.
- Scott Visser, Section 11, Wild Rice Township. Permit Application #12-14-11-25 to widen driveway and replace with an 18" longer pipe.

18. A motion was made by Manager Spaeth and seconded by Manager Hanson to table and notice area landowners, the following permit applications. Carried.

- Mark Habedank, Section 7, Wild Rice Twp. #7. Realign a drainage ditch, construct a new ditch and fill in old ditch.
- Brad Olek, Section 7, Flowing Twp. #17. Install subsurface drain tile.
- Duane Erickson, etal. Section 35 Flom Twp. #28. Divert low water flow.

19. A motion was made by Manager Hanson and seconded by Manager Johannsen to table the following permit applications and request additional information from the applicants. Carried.

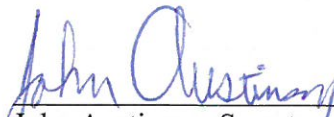
- Bejou Twp., Section 13-24 #1. Replace a 24" culvert with a 36" culvert.
- Gerald Chisholm, Section 25, Green Meadow Twp. #2. Install culverts in a Texas Crossing.
- Mark Christianson, Section 35, Ulen Twp. #3. Construct two water and sediment basins.
- David Eiyneck, Section 34, Fossum Twp. #4. Install subsurface drain tile.
- Lyle Fuchs, Section 9, Sundal Twp. #5. Install subsurface drain tile.
- Hagen Township, Section 36, Hagen Twp. #8. Replace 2 30" CMPs with a concrete box culvert.
- Michael Holte Section 20-21, Shelly Twp. #10. Move an 18" CMP and reset another 18" CMP.
- Blair Hoseth, Section 11 Fossum Twp. #12. Install drain tile.
- Mattson Bros. Section 27-34 Fossum Twp. #15. Install surface drain tile.

20. Moccasin Creek EAW (Environmental Assessment Worksheet). There has been discussion as to whether an EAW is necessary on the Moccasin Creek request for a change in the O & M Plan. Consultant Mark Aanenson's determination was that it is necessary. A motion was made by Manager Hanson and seconded by Manager Spaeth authorizing Aanenson to work on the Moccasin Creek project as specified on the WRWD Permit application and that it exceeds the mandatory threshold requiring an Environmental Assessment Worksheet (EAW), and that the WRWD will act as the Regulatory Government Unit for the EAW, and to authorize staff to set up a meeting with the Applicants to begin the EAW process. Carried.

21. RRWMB (Red River Watershed Management Board) Levies. Manager Erickson discussed the RRWMB levies and how and the amount that is levied.

22. Financial Report/Business. A motion was made by Manager Johannsen and seconded by Manager Spaeth authorizing payment of MN Energy Resources in the amount of \$36.26. Carried. A motion was made by Manager Austinson and seconded by Manager Christensen authorizing payment of Managers per diems and expenses. Carried. A motion was made by Manager Austinson and seconded by Manager Hanson to approve the Financial Report dated November 30, 2011, as presented by Doug Marcussen. Carried.

23. There being no further information to come before the Board of Managers a motion was made by Manager Hanson and seconded by Manager Austinson to adjourn the meeting. Carried. Chairman Holmvik adjourned the meeting at noon.


John Austinson, Secretary

Date	Num	Name	Memo	Amount
Nov 10 - Dec 14, 11				
11/15/2011	14076	Red Apple	Citizens Advisory Mtg	45.00
11/22/2011	14077	Buffalo Red Watershed District	Payment from Wynne for Hersch	81,250.00
12/13/2011	14099	3D Specialties	Fence Hendrum/Perley	2,176.57
12/13/2011	14100	Ada Electric, Inc	Hendrum/Perley	1,648.49
12/13/2011	14101	AmeriPride	Rug Rental	66.81
12/13/2011	14102	AT&T	Utilities	93.44
12/13/2011	14103	Cardmember Service	MAWD Reg	1,084.11
12/13/2011	14104	City of Ada	Utilities	229.97
12/13/2011	14105	Clay County Auditor Treasurer	Remaing RE Taxes	90.77
12/13/2011	14106	Gordon Construction	Construction Costs Projects	47,348.08
12/13/2011	14107	Houston Engineering, Inc.	Engineering December Billings	53,962.60
12/13/2011	14108	James Wagner, Sr.	Beaver Control	1,915.61
12/13/2011	14109	Jon Peterson	Mowing Lockhart Project	250.00
12/13/2011	14110	Jon Schauer	Computer Tech Assnts	691.67
12/13/2011	14111	Loretel Systems	Utilities	262.14
12/13/2011	14112	Lunde Blade & Gravel	Ditch Cleaning & Beaver Dams	1,787.50
12/13/2011	14113	MARCO, Inc.	Copier Lease Agreement	641.70
12/13/2011	14114	MARCO, Inc. Mpls	M Files Upgrade	8,646.19
12/13/2011	14115	Marcussen Accounting	Accounting	850.44
12/13/2011	14116	Morris Electronics, Inc.	Computer Repair	81.25
12/13/2011	14117	Norman County Auditor/Treasurer	RE Taxes Jacobson	1,099.44
12/13/2011	14118	Norman County Highway Department	Bridge debris removal	247.50
12/13/2011	14119	Norman County Index-Ada	Professional Services	30.00
12/13/2011	14120	North Star Water	Office Supplies	41.65
12/13/2011	14121	Office Supplies Plus	Toner/Paper	757.43
12/13/2011	14122	Ralph's Food Pride	Office Supplies	7.18
12/13/2011	14123	Red River Coop Power	Hendrum/Perley	38,185.30
12/13/2011	14124	Renae Kappes	Cleaning November	100.00

Date	Num	Name	Memo	Amount
Nov 10 - Dec 14, 11				
12/13/2011	14125	RM Hoefs & Associates, Inc.	Hess Appraisal	1,050.00
12/13/2011	14126	Tony Sip	Mowing	3,060.00
12/13/2011	14127	TrueNorth Steel	Flap Gate and Hdware	322.50
12/13/2011	14128	Wambach & Hanson	Legal Fees	3,354.97
12/13/2011	14129	Zavoral & Sons	Pay Req #8	28,202.08
12/14/2011	14142	Dean P Spaeth	Mgrs Per Diems	164.03
12/14/2011	14144	Gregory R Homvik	Mgrs Per Diems	627.42
12/14/2011	14146	Michael K Christensen	Mgrs Per Diems	326.97
12/14/2011	14147	Raymond M Hanson	Mgrs Per Diems	355.57
12/14/2011	14143	Duane L Erickson	Mgrs Per Diems	226.79
12/14/2011	14145	John D Austinson	Mgrs Per Diems	97.98
12/14/2011	14141	Curt Johannsen	PERA reimbursed	82.57
12/14/2011	14150	Curt Johannsen Mgr	PERA refund	4.69
12/14/2011	14151	John Austinson	PERA refund	4.69
12/14/2011	14152	MnEnergy Resources Corporation	utilities	36.26
		Payroll/emp ins &	Med exp & Payroll taxes	15,796.73
Nov 10 - Dec 14, 11				297,304.09