

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

**REGULAR MEETING**  
**August 10, 2011**  
**APPROVED MINUTES**

1. The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, August 10, 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, 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 Christensen and **seconded** by Manager Austinson to approve the agenda with the addition of Manager Erickson requested to add WRP Programs approved by Congressman Collin Peterson with \$10Million for retention, land appraisals and the cost of land and Manager Ista Tim Kohler and other NRCS issues and a request for funds from the Watershed District by the Norman County SWCD for a software license. **Carried**.
4. Approval of Billings. Chairman Holmvik asked for a motion to approve billings and reported that Treasurer Spaeth had reviewed the invoices. A **motion** was made by Manager Christensen and **seconded** by Manager Hanson to approve payment of the billings as distributed and discussed. **Carried**.
5. Meeting Minutes. A **motion** was made by Manager Hanson and **seconded** by Manager Spaeth to approve the Special Meeting Minutes for June 29, 2011, as distributed. **Carried**.
6. Farmstead Ring Dikes. A **motion** was made by Manager Hanson and **seconded** by Manager Christensen to approve the Final Pay Request to Ziegler Construction in the amount of \$2,332.90 for the Mike Borgen ring dike. **Carried**.
7. USGS Amendment of Joint Funding Agreement for Water Resources Investigations. A **motion** was made by Manager Hanson and **seconded** by Manager Christensen authorizing the District to execute the Grant Amendment with the USGS for suspended sediment transport reducing the total amount from \$106,000 to \$86,000 a reduction of \$20,000. **Carried**.
8. Community Ring Dikes Hendrum/Perley/Shelly. A **motion** was made by Manager Ista and **seconded** by Manager Hanson authorizing payment of \$294,176.66 to Zavoral Construction for the Hendrum Ring Dike and payment of \$468,147.55 to Zavoral Construction for the Perley Ring Dike. **Carried**.
9. Open Microphone. Jim Jirava spoke in regards to an issue on Lindsay Lake. He stated that the USFWS recently burned off the area and upon looking at the area following the burn, it was very obvious that dirt work and drainage work was done. He wanted this information to be of record and stated that he intended to view the area again.

10. DFIRM Grant. Engineer Bents stated that as a part of the DFIRM grant currently contracted with Norman and Clay Counties, a portion of the work was offered to the SWCDs which they could have income in the amount of \$18,000. It has now become necessary to purchase a software license to do the current work which Houston Engineering did some time ago. The portion provided to the SWCDs requires this license. Curtis Borchert, Norman County SWCD, came to the meeting requesting that the District contribute \$1,500 towards the computer software. Manager Hanson stated that it wouldn't be very wise for the District to pay \$1,500 to the SWCDs towards a software program which Houston Engineering already has purchased, for SWCDs to make \$18,000. Manager Christensen stated that this is a county issue and recommended that the SWCDs approach their respective counties. A **motion** was made by Manager Hanson and **seconded** by Manager Christensen to deny the request by the SWCDs for cost share funds for the software program. **Carried with Manager Erickson opposed.**

11. Project #42 Upper Becker, Eric Zurn. Eric Zurn gave a presentation on his thoughts regarding the current Upper Becker Site D in which he wanted the project dropped due to what he stated was no interest by landowners. Administrator Ruud requested a hard copy of the presentation to which Zurn replied no. Following the presentation Manager Erickson made a motion to vote Upper Becker Dam Project Site D down completely. Chairman Holmvik called three times for a second. There being no second the motion failed.

12. Moccasin Creek O & M Plan, Duane Erickson. Manager Erickson stated that he had brought forth a five year plan and was requesting that it not go to the Project Team but instead be brought back to the committee. Chairman Holmvik stated that if Erickson wanted changes, it needed to come back and they hold a committee meeting. Erickson stated that he had requested a copy of the survey that Houston Engineering did some time ago. Administrator Ruud stated that he had already provided that information to Erickson. Curtis Borchert, NCSWCD, stated that they are asking that the Watershed District provide more detailed information with the cross sections and/or fund doing the cross sections for the portion of the site that are not completed. Administrator Ruud reminded the board members and Erickson that this is a landowner's private request, not a watershed district project. Attorney Hanson stated that due to this being a private request, not a district project, Erickson should fill out a "request for information" form and submit that to staff.

13. Project #30 FEMA Repair. A **motion** was made by Manager Austinson and **seconded** by Manager Spaeth to award the repair project to the low bidder, All Seasons Contracting in the amount of \$392,286.10. **Carried.** Bents and Ruud stated that they have been working with Rick Munter, Norman County Auditor/Treasurer and Carolyn Drude with the bonding to develop a cost saving plan on funding the local share.

14. General Budget for 2012. The proposed 2012 Administrative Budget for consideration at the budget hearing in September was distributed for review. A motion was made by Manager Spaeth to approve pursuant to Chapter 162, laws of 1976, as amended, and under the direction from the Red River Watershed Management Board, the proposed levy of .0004836 times the taxable market value of the property in each county that lies within the District for the Red River Watershed Management Fund, one-half of which remains in the Wild Rice Watershed District for construction and maintenance of projects and one half provided to the Red River Watershed Management Board for projects and programs of common benefit to more than one member district and that the following proposed budget be adopted for consideration at the budget hearing scheduled for 11:00 a.m. on Wednesday September 14, 2011, at the office of the Wild Rice Watershed District located at 11 Fifth Avenue East, Ada, MN. Manager Christensen seconded the motion for the adoption of the 2012 proposed administrative budget and, upon the vote being taken, the same was declared unanimously approved and carried.

**PROPOSED BUDGET FOR ADMINISTRATIVE ACCOUNT**

**August 10, 2011**

**PROPOSED FOR 2012**

	<b>2011</b>	<b>PROPOSED BUDGET 2012</b>
Utilities	11,000.00	11,000.00
Advisory Board	1,000.00	1,000.00
Supplies, Publications and Postage	34,000.00	34,000.00
Insurance and Bonds	19,000.00	19,000.00
Engineering	15,000.00	15,000.00
Admin. Salaries	80,000.00	80,000.00
Legal Fees – Wambach & Hanson	16,000.00	16,000.00
Accounting Fees	8,500.00	8,500.00
Managers' Per Diem	19,000.00	19,000.00
Managers Expenses	14,000.00	14,000.00
Annual Report/Audits	10,000.00	10,000.00
Organization Dues	2,500.00	2,500.00
Overall Plan (10 Year)	1,500.00	1,500.00
Education Programs	1,000.00	1,000.00
Capital Improvements (10 Year)	12,500.00	12,500.00
Mediation Project Team	5,000.00	5,000.00
	<u><b>250,000.00</b></u>	<u><b>250,000.00</b></u>

## PERMIT APPLICATIONS

15. A **motion** was made by Manager Hanson and **seconded** by Manager Spaeth to approve following permits with conditions as attached. **Carried.**

- Kevin Ackerman, Section 29, Good Hope Township. Permit Application #8-10-11-1 to lower three 18 inch inlet pipes into J.D. #53, with the condition that the pipe outlet is set at a maximum of two feet from the ditch bottom and that the spoil bank is restored to the current elevation and that the applicant is responsible for adequate erosion control measures associated with the project.
- Kevin Ackerman, Section 16, Shelly Township. Permit Application #8-10-11-2 to lower an 18 inch inlet pipe into J.D. 54 South with the condition that the pipe outlet is set at a maximum of two feet from the ditch bottom and that the spoil bank is restored to the current elevation and that the applicant is responsible for adequate erosion control measures associated with the project and with a recommendation that the applicant obtain approval from the Ditch Authority (Norman County).
- Kevin Ackerman, Section 20, Good Hope Township. Permit Application #8-10-11-3 to lower an 18 inch inlet pipe into J.D. 54 South with the condition that the pipe outlet is set at a maximum of two feet from the ditch bottom and that the spoil bank is restored to the current elevation and that the applicant is responsible for adequate erosion control measures associated with the project and with a recommendation that the applicant obtain approval from the Road Authority.
- Charles Bernhardson, Section 32, Shelly Township. Permit Application #8-10-11-5 to replace and lower an existing culvert with the condition that the same sized culvert is installed equal to or higher in elevation than the 36" downstream culvert and that the applicant obtains approval from the road authority.
- Tom Carlson, Section 29, Anthony Township. Permit Application #8-10-11-9 to install a 15" or 18" culvert in a driveway with no conditions.
- Corey Jacobson, Section 4, McDonaldsville Township. Permit Application #8-10-11-14 to install a field approach with a 30 inch culvert with no conditions.
- Corey Jacobson, Section 3, McDonaldsville Township. Permit Application #8-10-11-15 to replace a 24" and a 30" culvert with one of equal size, with the condition that the culverts are replaced with a 36" culvert or with a 30" and a 24" culvert to be installed at the same elevation as the existing culverts.
- Ken Jirava, Section 17, Beaulieu Township. Permit Application #8-1-11-18 to install subsurface drain tile 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.
- Ken Jirava, Section 22, Spring Creek Township. Permit Application #8-10-11-19 to install subsurface drain tile 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.
- Dan Murphy, Section 14, Flowing Township. Permit Application #8-10-11-23 to install subsurface drain tile 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.
- Norman County Highway Department, Section 4/9, Sundal Township. Permit Application #8-10-11-24 to install 18" culverts through the Agassiz Recreational Trail (ART) with no conditions.
- Jeff Opsahl, Section 34, Home Lake Township. Permit Application #8-10-11-25 to lower a culvert through the ART with the condition that the applicant provide written approval from ART and the Norman County SWCD regarding wetland regulatory issues.
- Peter Schultz, Section 36 Hagen Township. Permit Application #8-10-11-26 to construct four wetland restorations on WRP with no conditions.
- Skaurud Grain Farms, Section 33, Waukon Township. Permit Application #8-10-11-33 to install culverts, remove a culvert, and deepen road ditches, with the condition that the applicant provide written approval from Waukon Township and the landowners in the South ½ of Section 28 of Waukon Township.
- Skaurud Grain Farms, Section 1, Fossum Township. Permit Application #8-10-11-34 to install subsurface drain tile 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.

- Joe Slette, Section 8, Pembina Township. Permit Application #8-10-11-35 to install subsurface drain tile 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. 6.) Condition that the applicant provide written approval from the landowner in the N1/2NE1/4 of Section 17, Pembina Township.
- Adam Stalboerger, Section 6, Lake Grove Township. Permit Application #8-10-11-36 to install subsurface drain tile 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.
- Bill Stalboerger, Section 12, Lake Grove Township. Permit Application #8-10-11-37 to install subsurface drain tile 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.

- Bill Stalboerger, Section 26, Popple Grove Township. Permit Application #8-10-11-38 to install subsurface drain tile 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.
- Bill Stalboerger, Section 1, Popple Grove Township. Permit Application #8-10-11-39 to install subsurface drain tile 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.
- Karen Vilmo, Section 3, Pleasant View Township. Permit Application #8-10-11-44 to install subsurface drain tile 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.

16. A motion was made by Manager Ista and seconded by Manager Austinson authorizing staff to approve permit applications that were tabled by the board at the meetings, if the conditions include approval from downstream landowners and the applicant provides this written approval and documentation of the written approval to the Administrator. Carried.



17. A **motion** was made by Manager Hanson and **seconded** by Manager Austinson to table the following permit applications and notify neighboring landowners. Permit may be approved by Administrator if the proper signed documentation is provided to the District office. **Carried.**

- **Broden Farms, Section 14, Sundal Township.** Permit Application #8-10-11-7 to install subsurface drain tile 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. Landowners in the W1/2 of Section 14 and the E1/2 of Section 15 of Sundal Township will be noticed.
- **Broden Farms, Section 27, Sundal Township.** Permit Application #8-10-11-8 to install subsurface drain tile 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. Landowners in the SE1/4 of Section 28, the NE1/4 of Section 33 and the NW1/4 of Section 34 of Sundal Township will be noticed.
- **Mark Christianson, Section 35, Ulen Township.** Permit Application #8-10-11-10 to construction two water and sediment basins will be tabled and applicant will be requested to provide design plans.
- **Lloyd Jirava/Duane Erickson, Section 18, Spring Creek Township.** Permit Application #8-10-11-11 to install subsurface drain tile 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. Tabled until a tiling plan illustrating locations and sizes of tile is provided and the notification of downstream landowners.
- Duane Erickson, Section 1, Ulen Township. Permit Application #8-10-11-12 to install subsurface drain tile 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. Tabled until a tiling plan illustrating locations and tile sizes is provided and the notification of downstream landowners.
  - Corey Jacobson, Section 3, McDonaldsville Township. Permit Application #8-10-11-13 to replace a 24" culvert with a 30" culvert tabled and landowners in the S1/2 of Section 4 of McDonaldsville Township will be noticed.
  - Corey Jacobson, Section 16, McDonaldsville Township. Permit Application #8-10-11-16 to install a new 18" culvert through the Railroad Bed, tabled and the landowners in the W1/2 of Section 16, McDonaldsville Township south of the Marsh River will be noticed.

18. Thomas Bergren, Section 5, Riceville Township. A **motion** was made by Manager Austinson and **seconded** by Manager Hanson to approve Permit Application #8-10-11-4 to install subsurface drain tile 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. Downstream landowner George Read signed off on the permit. **Carried.**

19. Andrew Borgen, Section 11/12 Georgetown Township. A **motion** was made by Manager Erickson and **seconded** by Manager Christensen to approve Permit Application #8-10-11-6 to replace a 48" culvert and install a 15" subsurface drain tile. **Carried.**

20. Corey Jacobson, Section 14, McDonaldsville Township. A **motion** was made by Manager Ista and **seconded** by Manager Hanson to approve Permit Application #8-10-11-17 to install subsurface drain tile 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. Approved with the additional condition that the applicant obtain permission from the Norman County Ditch Authority. **Carried.**

21. Roger Kurpius, Section 2, Mary Township. A **motion** was made by Manager Hanson and **seconded** by Manager Ista to deny Permit Application #8-10-11-21 to install a crossing with a 24" culvert, and was recommended that he provide an overflow section. **Carried.** The same permit application was previously denied.

22. MN DOT, Sections in Ulen/Goose Prairie Townships. A **motion** was made by Manager Hanson and **seconded** by Manager Ista to table Permit Application #8-10-11-22 to do an overlay project and change culvert sizes. Landowners on both the east and west side will be notified. **Carried.**

23. MN DOT, Paul Munsterteiger. At 10:30 a.m. Paul Munsterteiger and a MN DOT Highway Department Engineer met with Managers to discuss possible methods that could be used by MN DOT engineers to determine issues that may come up due to regulations imposed by the Watershed, earlier in their process of designing proposed highway improvements. This could eliminate the need to make changes late which end up costing more money. Further discussion will be held later.

24. Don Buckhout, BWSR, Performance Review and Assistance Program (PRAP). Don Buckhout, along with Brian Dwight, met with Managers to review the PRAP questions that had been sent to the Managers earlier. Following is discussion and questions.

### **BWSR PERFORMANCE REVIEW AND ASSISTANCE PROGRAM**

1. How often does your board/committee review your plan or assess progress on planned objectives?
  - The last time it was reviewed was probably 2008.
2. Where has your organization made the most progress in implementing your long-range plan objectives in the past few years? To what do you attribute that progress?
  - Raymond Hanson stated that the best success is projects that we get money for, it is not as good with those we don't get money. Jerry Bents mentioned the current successful projects which include Project #30 FEMA repair, farmstead ring dikes, Community Ring Dikes consisting of Hendrum, Perley, and Shelly and earlier, the Olson Agassiz, Lockhart Project and Heiberg Dam. Hanson stated that maintenances issues are a high priority and the District maintains, repairs and even improves current projects.
3. For which plan objective(s) has your organization had the most difficulty making progress? What are the most likely reasons for this lack of progress?
  - Consensus was that flood damage reduction things were the most difficult to achieve, due somewhat to the complexity of working with a wide range of people and situations. Diane Ista stated that goes back to water storage and the difficulty of obtaining storage sites. We have a diverse issue on this board when it comes to ideas on flood control storage. Raymond Hanson stated that we don't have trouble doing projects that make sense and are cost effective. It is not like a road, it is different if the projects would meet the criteria of being cost effective.

That is where we have the stumbling block. There should be some way to measure what the good is to the people of the community. There is a problem with some of these grandiose projects. Don Buckhout asked if the challenge for the District in a sense is having the trust of the people in the project areas to do this. He stated that (flood damage reduction projects) is incorporated into your plan and that is why it is important to put into your plan what you can do and the importance of the means that you use to accomplish flood damage reduction can vary. You can build into the plan criteria in what you would like to accomplish. One of these criteria could be the component of cost effective.

4. Since the plan was completed, have there been any unforeseen opportunities or problems that have influenced your board's/committee's decisions about which objectives to pursue? Explain those influences.
  - Administrator Ruud stated that it seems that every time we start off with a board with a project, we spend money and get just about there and then the squeaky wheel comes along, and we go on to the next one. Because of this we have gone from the west side of the district all the way to the east and we don't have any other place to go. If the landowners support a proposed project, we run into permitting issues. The flood of 2009 changed the issues here, funding became available for almost \$5M in construction this year. Unforeseen things have happened since the plan was written. Attorney Hanson stated that with our democratic process comes a change in the board and their thoughts and ideas and that will continue to happen.
5. What are the five most significant factors that are affecting (positively or negatively) your organization's ability to implement our planned objectives?
  - a) Money
  - b) Permitting
  - c) Landowner support
  - d) Agency procrastination
  - e) DNR and mitigation
6. For which of the factors listed in # would your organization like some assistance for either taking better advantage of positive factors or overcoming negative factors? Identify the type of assistance that would be most helpful.
  - Don Buckhout stated that everybody wants money and there are millions of dollars available through the State of MN Clean Water management. You get to decide how to use the money. Brian Dwight stated that he would be more than willing to assist the District in obtaining some of this funding. They stated that they wouldn't be the magnitude of impoundments but other things could be done. There are opportunities out there.

Don Buckhout stated that he will want to come back to the board in October and give a draft report of the comments. Brian Dwight felt there would be real benefit to the Board to use these questions, to which Don Buckhout agreed.

25. 2010 Audit, Kim Durbin, Dreese Risky, Vallager. Kim Durbin, Auditor, met with Managers and presented the 2010 audit for review. She stated that she would be mailing out originals to Managers from her office and felt the audit went well and there were no control policy type findings or legal compliance findings.

26. Managers Per Diems and Expenses. A motion was made by Manager Spaeth and seconded by Manager Christensen to approve the Managers per diems and expenses as distributed. Carried.

27. John Austinson left the meeting at noon.

28. Financial Report Dated July 31, 2011. Doug Marcussen presented the Financial Report. Upon review a **motion** was made by Manager Hanson and **seconded** by Manager Spaeth to approve the financial report as distributed. **Carried.** Administrator Ruud brought up Managers contacting consultants to obtain information that probably could have been available at the District office with no cost to the District. Manager Erickson stated that the board should send him the billing at Attorney Hanson's office for questions he asked regarding Red River Watershed Management Board levies, and he would pay it himself. Consensus of Managers was that they should contact the office or Ruud first with questions, prior to talking to consultants which incurs costs to the District. Manager Hanson did state, however, that the door shouldn't be completely closed to Managers using consultants if they unable to get the answers at the office.

#### PERMIT APPLICATIONS

29. A **motion** was made by Manager Ista and **seconded** by Manager Hanson to **table** the four permit applications from the USFWS for the restoration of wetlands in Section 25 of Atlanta Township, Sections 7, 8, 17 and 18 of Fossum Township, Section 29 of Beaulieu Township and Section 27 of Lake Ida Township. Surrounding landowners will be notified for all permits and more detailed information will be requested from the USFWS. **Carried.**

30. Wild Rice Township, Section 32, Wild Rice Township. A **motion** was made by Manager Spaeth and **seconded** by Manager Hanson to **table** Permit Application #8-10-11-46 to remove a driveway, and install a new field approach approximately 100 feet north of the current location. During the discussion, Attorney Hanson noted that he notified County Attorney Sue Rantalla Nelson that as a result of the work being planned it would result in water draining into Ditch #39 and would split the water into two systems. Hanson recommended notifying landowners. **Carried with Manager Erickson opposed.**

31. Duane Erickson left the meeting at 1:45 p.m.

32. Watershed District Buffer Strips and Easements on Ditch Systems. Administrator Ruud reported that with mowing and spraying contractors out doing their jobs they are noticing that some landowners appear to be encroaching on the easements of the ditch systems. Attorney Hanson stated that although easements may or may not be recorded the District does have prescriptive easements. Managers discussed working on the process of recording easements on the ditch systems.

33. Project and Ditch System Proposed Levies for Year 2012. A **motion** was made by Manager Spaeth and **seconded** by Manager Hanson to approve the following proposed Project and Ditch System Levies to present for a final approval at the September Regular Meeting. **Carried.**

#### FINANCIAL FOR PROPOSED LEVIES 2012

6/30/2011

	CURRENT BLACK 6/30/11	STATUS RED 6/30/11	BENEFITS PER AUDITOR	BENEFITS FOR OUR RECORD	LEVIED % FOR 2011	COLLECTED IN 2011 AS OF 6/30/11	ESTIMATE TO BE PD 2011	SUGGESTED % FOR 2012	ANT REVENUE 2012
SURVEY & DATA	15,356.21							100.00%	50,000.00
WKS OF COM BENFT	22,107.39								
UP REACHES		(2,472.15)	117,788.73		100.00	23,674.65	117,788.7	100.00%	117,788.7
PROJ #1	9,086.42		76,785.66		10.00%	4,336.81	7,678.57	10.00%	7,678.57
PROJ#2	53,322.80		276,749.74		1.00%	1,384.12	2,767.50	1.00%	2,767.50
PROJ #3	13,285.87		53,000.00		1.00%	327.47	530.00	1.00%	530.00

0.00

0.00



### FINANCIAL FOR PROPOSED LEVIES 2012

	CURRENT BLACK 6/30/11	STATUS RED 6/30/11	BENEFITS PER AUDITOR	BENEFITS FOR OUR RECORD	LEVIED % FOR 2011	COLLECTED IN 2011 AS OF 6/30/11	ESTIMATE TO BE PD 2011	SUGGESTED % FOR 2012	ANT REVENUE 2012
PROJ #6	13,485.09		99,322.58		4.00%		3,972.90	4.00%	3,972.90
PROJ #8		(6,931.70)					0.00		
PROJ #10							0.00		
							0.00		
PROJ #12		(4,485.61)	118,373.00		6.00%	3,264.79	7,102.38	6.00%	7,102.38
PROJ #13	21,362.02		1,510,030.9		0.25%	2,088.72	3,775.08	0.25%	3,775.08
PROJ #16	7,940.24			172,848.25	2.00%	2,018.69	3,456.97	2.00%	3,456.97
							0.00		
PROJ #17	28,807.65			496,711.70	0.50%	1,347.24	2,483.56	0.25%	1,241.78
PROJ #18	90,546.19			1,158,183	0.25%	1,547.02	2,895.46	0.10%	1,158.18
PROJ #19	49,170.11			1,523,118.	0.50%	3,722.92	7,615.59	0.50%	7,615.59
							0.00		
PROJ #23	39,495.34		321,000.00		0.00%	373.60	0.00	0.00%	0.00
PROJ #24/N.C. Ditch #12	29,649.86		542,587.50		1.00%	2,772.95	5,425.88	1.00%	5,425.88
PROJ #25	39,874.95		271,712.50		0.00%		0.00	0.00%	0.00
PROJ #30		(93,560.98)	1,785,424.0		3.00%	29,006.29	53,562.73	3.00%	53,562.73
							0.00		
ROJ #31	12,404.39		486,243.00		2.00%	4,962.16	9,724.86	2.00%	9,724.86
PROJ #32	24,100.78		1,100,380.5		0.25%	1,558.77	2,750.95	0.25%	2,750.95
PROJ #35		(1,097.19)					0.00		
PROJ #38		(9,747.00)					0.00		
PROJ #39		(272.74)					0.00		
PROJ #36		(3,941.64)					0.00		
PROJ #4							0.00		
NORMAN CO.			416,745.84		1.00%	2,315.21	4,167.46	1.00%	4,167.46
CLAY CO			610,333.70		1.00%		6,103.34	1.00%	6,103.34
BECKER CO			145,695.20		1.00%	3,352.86	1,456.95	1.00%	1,456.95
TOTAL	79,238.85		1,172,774.7			5,668.07	0.00		
							0.00		
PROJ #5							0.00		
NORMAN CO			2,358,054.0		0.50%	6,797.49	11,790.27	0.50%	11,790.27
POLK CO			938,893.16		0.50%	2,437.36	4,694.47	0.50%	4,694.47
TOTAL	223,871.31		3,296,947.2			9,234.85	0.00		
							0.00		
PROJ #9							0.00		
NORMAN CO			1,778,715.8		0.50%	5,060.71	8,893.58	0.50%	8,893.58
CLAY CO			4,385,038.4		0.50%		21,925.19	0.50%	21,925.19
TOTAL	148,974.13		6,163,754.2				0.00		

## FINANCIAL FOR PROPOSED LEVIES 2012

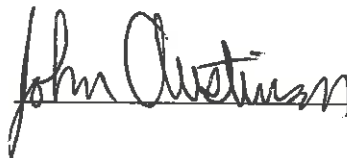
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## FINANCIAL FOR PROPOSED LEVIES 2012

	CURRENT BLACK 6/30/11	STATUS RED 6/30/11	BENEFITS PER AUDITOR	BENEFITS FOR OUR RECORD	LEVIED % FOR 2011	COLLECTED IN 2011 AS OF 6/30/11	ESTIMATE TO BE PD 2011	SUGGESTED % FOR 2012	ANT REVENUE 2012
CLAY CO							0.00		
#6	5,537.29			61,673.00	10.00%		6,167.30	10.00%	6,167.30
#7	2,661.97		47,687.64				0.00		0.00
#8	11,603.14		281,737.48		2.50%		7,043.44	2.50%	7,043.44
#14		(8,570.17)		374,185.30	4.50%		16,838.34	4.50%	16,838.34
#18		(36,907.85)		16,924.60	65.00%		11,000.99	100.00%	16,924.60
#42	4,776.05			13,133.13	15.00%		1,969.97	15.00%	1,969.97
#44	7,987.02			22,059.32	5.00%		1,102.97	5.00%	1,102.97
#52	9,017.80			14,366.56	5.00%		718.33	5.00%	718.33
JD #56 LAT 1	31,720.00			811,662.93	1.00%		8,116.63	1.00%	8,116.63

34. NRCS September Agenda. Manager Ista stated that she would like Tim Kohler, NRCS, to be on the agenda for September as he has information regarding possible future cost share funding from that agency.

35. There being no further information to come before the Board of Managers a motion was made by Manager Hanson and seconded by Manage Spaeth to adjourn the meeting. Carried. Chairman Holmvik adjourned the meeting at 2:00 p.m.



John Austinson, Secretary

Date	Num	Name	Memo	Amount
<b>Jul 14 - Aug 10, 11</b>				
07/14/2011	13752	Peterson Trust	ROW easement - proj 30	15,438.00
07/14/2011	13753	Curt Sorenson	ROW easement - proj 30	7,860.00
07/14/2011	13749	Diane Ista	ROW easement - proj 30	6,744.00
07/14/2011	13750	Doug Nelson	ROW easement - proj 30	9,054.00
07/14/2011	13755	Jonathan Sorenson	ROW easement - proj 30	6,328.00
07/14/2011	13756	Kenneth & Cynthia Nelson	ROW easement - proj 30	29,370.00
07/14/2011	13866	Marvin Menge	ROW easement - proj 30	6,804.00
07/14/2011	13867	Thomas Vertin	ROW easement - proj 30	19,332.00
07/14/2011	13813	Virgil Purrington	ROW easement - proj 30	7,704.00
07/14/2011	13651	Northwestern Bank	loan	7,588.00
07/15/2011	DD	Postalia	Postage Meter	500.00
07/26/2011	13687	MN DNR	Repayment of Funds	660,000.00
08/01/2011	13688	RRWMB	1/2 Cost Share through 7/1/11	87,115.13
08/09/2011	13692	Frandsen Bank	Loan Replayment	502,375.00

Date	Num	Name	Memo	Amount
Jul 14 - Aug 10, 11				
08/09/2011	13698	AmeriPride	Cleaning	66.81
08/09/2011	13699	Angstrom Analytical, Inc.	HAZ MAT Survey	1,100.00
08/09/2011	13700	AT&T	Utilities	147.02
08/09/2011	13701	Braun Intertec Corporation	Community Ring Dikes	5,250.21
08/09/2011	13702	Cardmember Service	Office Supplies, Utilities	782.03
08/09/2011	13703	City of Ada	Utilities	251.00
08/09/2011	13704	Clark's	Perley Emergency Repair	1,820.00
08/09/2011	13705	Houston Engineering, Inc.	Engineering Fees	57,835.55
08/09/2011	13706	James Wagner, Sr.	Beaver Control Projects	1,648.65
08/09/2011	13707	Loretel Systems	Utilities	288.35
08/09/2011	13708	MARCO, Inc.	Copy Machine Lease	616.89
08/09/2011	13709	Marcussen Accounting	Accounting	960.44
08/09/2011	13710	McCollum Hardware, Inc.	Office Supplies	23.04
08/09/2011	13711	Norman County SWCD	Anderson/Ruebke Wet Rev	2,400.00
08/09/2011	13815	North Star Water	Office Supplies	71.40
08/09/2011	13816	Office Supplies Plus	Supplies	64.85
08/09/2011	13851	Ralph's Food Pride	Supplies	18.94
08/09/2011	13852	Renae Kappes	Cleaning	100.00
08/09/2011	13860	Sorenson Electric	Office repair update	4,325.93
08/09/2011	13861	Steichen Excavating	floating boughs CD #18	370.50
08/09/2011	13877	Tony Sip	Mowing Projects & Ditches	10,540.00
08/09/2011	13878	Wambach & Hanson	legal counsel	1,776.65
08/09/2011	13879	Wesley Carlsrud	Spraying Weeds and Brush	11,405.79
08/09/2011	13880	Zavorai & Sons	Pay Req Hendrum/Perley	762,324.21
08/09/2011	13881	Ziegler Construction	Final Pay Req Borgen	2,332.90
08/09/2011	13883	Northern Technologies, Inc.	Shwily City Levee	24,410.00
08/09/2011	13884	Hanson Trust Account	Paquin Buyout	63,188.79
08/10/2011	13886	Dean P Spaeth	Per Diems & Expenses	267.34
08/10/2011	13887	Diane J Ista	Per Diems & Expenses	66.08
08/10/2011	13888	Duane L Erickson	Per Diems & Expenses	96.67
08/10/2011	13889	Gregory R Homvik	Per Diems & Expenses	231.08
08/10/2011	13890	John D Austinson	Per Diems & Expenses	95.65
08/10/2011	13891	Michael K Christensen	Per Diems & Expenses	250.79
08/10/2011	13892	Raymond M Hanson	Per Diems & Expenses	178.24
Jul 14 - Aug 10, 11		Managers, staff payroll taxes, social security, etc.		<u>15,873.05</u>
Jul 14 - Aug 10, 11			Total	<u>2,337,390.98</u>



