

# Wild-Rice Watershed District

11 5th Ave East · Ada MN 56510 · Phone (218) 784-5501 · Fax (218) 784-2459 · [www.wildricewatershed.org](http://www.wildricewatershed.org)

## APPROVED MINUTES

September 12, 2007

1. The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, September 12, 2007, at the office of the District located at 11 Fifth Avenue East, Ada, MN. The following members were in attendance: Jim Wagner, Sr., Joe Spaeth, Mike Christensen, Dave Vipond, Warren Seykora, Diane Ista and Bob Wright. Absent: none. In addition the following persons were in attendance: Administrator Dalen, Secretary Johnson, Attorney Hanson, Publicist Halle, and Audio Recorder Royal Knutson. In addition the following members of the public attended the meeting: Brian Borgen, Brent Kappes and Ronnie Guttormson.
2. Chairman Seykora called the meeting to order at 8:30 a.m.
3. A motion was made by Manager Wright and seconded by Manager Vipond to approve the agenda with the addition of discussion on the following items: Long term leasing to private individuals land purchased through FEMA and MAWD resolution and update. Carried.
4. Open Microphone. No one from the public used the open microphone.
5. MAWD Resolutions and Awards. Chairman Seykora reviewed the process of resolutions that may be presented to MAWD for the purpose of working with Ray Bohn on pursuing legislation and also discussed the awards normally presented at the MAWD Annual Meeting.

## PERMIT APPLICATIONS

6. Andrew Borgen, Section 21, Hegne Township. A motion was made by Manager Vipond and seconded by Manager Wagner to approve Permit #9-12-07-1 of Andrew Borgen to widen three field approaches: lengthen the existing 18" culverts, and move a fourth field approach west approximately ¼ mile in Section 21, Hegne Township, with the condition that the adjacent landowner approves the project if the field approach is constructed on the property line. Carried.
7. Andrew Borgen, Section 17, Anthony Township. A motion was made by Manager Vipond and seconded by Manager Wagner to approve Permit #9-12-07-2 of Andrew Borgen to replace a damaged pipe and trap with a longer pipe and trap and widen the field approach in Section 17 of Anthony Township with the condition that the culvert be installed at the same elevation. Carried.
8. Andrew Borgen, Section 27, Halstad Township. A motion was made by Manager Vipond and seconded by Manager Wagner to approve Permit #9-12-07-3 of Andrew Borgen to widen an approach and lengthen the 18" existing CMP. Carried.
9. Andrew Borgen, Section 5, Halstad Township. A motion was made by Manager Vipond and seconded by Manager Wagner to approve Permit #9-12-07-4 of Andrew Borgen to move an existing field approach and 18" pipe 300 feet north in Section 5, Halstad Township, with the condition that the pipe is an 18". Carried.

10. Carol Halvorson, Section 20, Hendrum Township. A motion was made by Manager Vipond and seconded by Manager Wagner to approve Permit #9-12-07-5 of Carol Halvorson to install an approach off the driveway in Section 20, Hendrum Township with the condition that an 18" pipe is install in the approach. Carried.

11. Kevin Ackerman, Section 16, Township. A motion was made by Manager Vipond and seconded by Manager Wagner to approve Permit #9-12-07-7 of Kevin Ackerman to install a larger culvert (currently a 24" CMP) in Section 16 of Shelly Township, with the condition that the pipe will not be larger than a 30" CMP and installed at the same elevation. Carried.

12. Mitchell Hoekstra, Section 33, Wild Rice Township. A motion was made by Manager Vipond and seconded by Manager Wagner to approve Permit #9-12-07-12 of Mitchell Hoekstra to install a new approach with an 18" culvert in Section 33, Wild Rice Township. Carried.

13. Legislative Meeting. Administrator Dalen updated the Managers on a meeting the legislative committee held at Mahanomen with various legislators. Managers Wright and Vipond felt the meeting went well and that the board is taking the right steps. Chairman Seykora stated that legislators felt that it would be prudent to hold a meeting with state agency personnel including DNR, PCA and BWSR, and committee members to be scheduled on October 27, 2007. A motion was made by Manager Spaeth and seconded by Manager Wagner authorizing Engineer Bents to attend the meeting to provide technical information. Carried.

14. Project #42. Engineer Bents reported on a meeting held with Brian Dwight, BWSR and Henry Van Offelen, MCEA, at the on channel storage sites east of Ulen. Bents felt that they agreed these sites were acceptable and it may be good to move forward and work at making this area an entire riparian corridor.

#### **PERMIT APPLICATIONS**

15. Dwight Heitman, Section 8, Mary Township. A motion was made by Manager Spaeth and seconded by Manager Vipond to deny Permit Application #9-12-07-6, of Dwight Heitman to install culvert traps on two culverts in the SE1/4 of Section 8, of Mary Township, due to downstream impacts. Carried.

16. Paul Amundson, Section 5 & 8 Ulen Township. A motion was made by Manager Ista and seconded by Manager Wright to table Permit Application #9-12-07-8 of Paul Amundson to install drain tile in two areas in Section 5 and a part of Section 8 of Ulen Township. Staff will request plans showing the locations and sizes of the tile and the outlet locations prior to the Board making a determination on the permit. Carried.

17. Roger Lee, Section 35, Hendrum Township. A motion was made by Manager Ista and seconded by Manager Spaeth to table Permit Application #9-12-07-9 of Roger Lee to conduct channel work in a DNR protected waters in Section 35 of Hendrum Township, and request a copy of the DNR permit. Once the DNR permit is approved and granted, the District will notice adjacent landowners and bring the permit back to the Managers for a determination. Carried.

18. Roy Christianson, Section 34, Halstad Township. A motion was made by Manager Ista and seconded by Manager Vipond to approve Permit Application #9-12-07-10 of Roy Christianson to replace a 15" and an 18" CMP with a 30" CMP and lower the culvert installation 15 inches with the condition that the replacement culvert is a 24" pipe, not a 30" as requested in Section 34 of Halstad

Township. Landowner shall also grade the ditch to the south as necessary due to lowering of the culvert a maximum of 15 inches. It is recommended that the applicant contact the township for approval to work in the road right-of-way. Carried.

19. Roy Christianson, Sections 34-35, Halstad Township. A motion was made by Manager Ista and seconded by Manager Vipond to approve Permit Application #9-12-07-11 of Roy Christianson to lower a 24" culvert 12 inches in Sections 34/35 of Halstad Township. It is recommended that the applicant contact the township for approval to work in the road right-of-way. Carried.

20. Gene Bjerken, Section 7, Pembina Township. A motion was made by Manager Vipond and seconded by Manager Wright to table Permit Application #9-12-07-13 of Gene Bjerken to replace a 48" culvert with two 36" culverts in Section 7 of Pembina Township. Manager Vipond has agreed to discuss the permit with the applicant, specifically the potential to lower the existing 48" culvert instead of replace the 48" culvert with two 36" culverts as proposed. Carried.

21. Norman County Highway Department, Section 13, Green Meadow Township. A motion was made by Manager Spaeth and seconded by Manager Wagner to deny Permit Application #9-12-07-14 of the Norman County Highway Department to install a 24" culvert in an existing field approach (dry block), potential for downstream flooding impacts. Carried.

22. Pederson Brothers Violation, Section 7 and 8, Gregory Township, Mahanomen County. Manager Vipond reported that in a meeting with Neal Pederson, it was agreed that Pederson would have the pipe reset by his contractor, and a representative from the USFWS and Houston Engineering Technician Mike Buerkley would be present at the time of the reset.

23. Del Schnabel, Sections 12/13, Hendrum Township. Administrator Dalen reported that information was sent to Vogel Law Firm, as requested, regarding the farmstead ring dike in Sections 12/13 of Hendrum Township. Consensus of Managers was to inform Schnabels that they could be eligible for the current ring dike program and they would be provided the option of using the program of which any needed changes to the current ring dike would be funded by the program except for the landowners 12.5% cost share.

24. 2008 Administrative Budget. At 10:10 a.m. Chairman Seykora called the hearing to order on the proposed 2008 Administrative Budget. Doug Marcussen distributed copies of the proposed 2008 administrative budget that were published in the local newspapers in advance of the hearing. A motion was made by Manager Wright and seconded by Manager to approve the following Administrative Budget for the year 2008. Carried.

#### PROPOSED BUDGET FOR ADMINISTRATIVE ACCOUNT

Utilities	\$	12,000.00
Advisory Board		1,000.00
Supplies, Publications, Postage and Miscellaneous		18,000.00
Insurance and Bond Premiums		17,000.00
Engineering		22,000.00
Administrative Salaries		90,000.00
Legal Fees		9,000.00
Accounting Fees		8,000.00
Managers' Per Diem		25,000.00
Managers Expenses		18,500.00

Annual Report/Audits	8,000.00
Organization Dues	2,500.00
Overall Plan (10 Year)	1,500.00
Capital Improvements (10 Year)	12,500.00
FDR Mediation Project Team	5,000.00
Total	\$ <u>250,000.00</u>

Pursuant to Chapter 162, Laws of 1976, as amended, and under direction from the Red River Watershed Management Board, it is also proposed to levy .0004836 times the taxable market value of the property that lies within the District, in each county in 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 of benefit to the District, and one-half of which is sent to the Red River Watershed Management Board for the construction and maintenance of projects of common benefit to more than one member district.

25. Project & Ditch Levies for 2008. A motion was made by Manager Spaeth and seconded by Manager Wright to approve the following Watershed District Projects and Ditches levies for 2008. Carried.

PROJECT & DITCH LEVIES FOR 2008			
	BENEFITS PER AUDITOR	BENEFITS FOR OUR RECORD	PERCENT LEVY
UPPER REACHES	117,788.73		100.00
PROJ #1	76,785.66		5.00
PROJ#2	276,749.74		2.00
PROJ #3	53,000.00		1.00
PROJ #6	99,322.58		4.00
PROJ #12	119,888.00		4.00
PROJ #13	1,510,030.90		0.50
PROJ #18		1,158,183.00	0.25
PROJ #19	-		0.025
PROJ #24	542,587.50		1.50
PROJ #30	1,785,424.20		3.00
PROJ #32	1,199,389.50		0.50
PROJ #4			
NORMAN CO	416,745.84		1.00
CLAY CO	610,333.70		1.00
BECKER CO	145,695.20		1.00
TOTAL	1,172,774.74		
PROJ #5			
NORMAN CO	2,358,054.06		0.50
POLK CO	938,893.16		0.50
TOTAL	3,296,947.22		
PROJ #9			
NORMAN CO	1,778,715.80		0.50
CLAY CO	4,385,038.40		0.50
TOTAL	6,163,754.20		
PROJ #14			
NORMAN CO	403,744.44		0.50
POLK CO	13,100.00		0.50
TOTAL	416,844.44		
PROJ #40			
NORMAN & CLAY CO		806,163.10	0.50
TOTAL			
JD #56 MAIN			
NORMAN CO	197,053.00		3.00
CLAY CO	733,510.00		3.00
TOTAL	930,563.00		
BECKER CO			
PROJ #29	206,536.25		2.00
CLAY CO			
PROJ #20	3,157,178.50		0.25
MAHNOMEN CO			
PROJ #27		154,739.40	2.00
PROJ #34		138,429.75	1.00

PROJECT & DITCH LEVIES FOR 2008			
	BENEFITS PER AUDITOR	BENEFITS FOR OUR RECORD	PERCENT LEVY
NORMAN COUNTY			
Ditch #21		3,586.00	10.00
Ditch #37	18,944 50		25.00
JD 53 MAIN	75,338 00		40.00
JD #53 LAT 1	400,876.00		1.00
CLAY COUNTY			
Ditch #6		61,673.00	5.00
Ditch #8	281,737 48		1.00
Ditch #14		374,185.30	4 00
Ditch #18		16,924 60	40.00
Ditch #42		13,133 13	10 00

26. Chairman Seykora closed the budget hearing at 10:45 a.m.

27. City of Ada, Section 205 Update. Mayor Jim Ellefson of Ada, met with Managers at 11:00 and updated them on the status of the Section 205 Study. Ellefson stated that the U.S. COE indicated that they would have prepared the cost estimates for Ada by mid October.

28. Upper Felton Storage. Manager Wright is not taking part in any of the discussion. A Preliminary Opinion of Probable Cost for Site A was distributed and reviewed by Engineer Bents. Managers discussed comparison to the original site and the site west of Felton. A motion was made by Manager Spaeth and seconded by Manager Wagner authorizing Engineer Bents to prepare a cost estimate on Site #3/C North and West of Felton prior to the Project Team meeting scheduled for September 26, 2007. Carried.

29. Office Reorganization. Administrator Dalen distributed a flow chart for Wild Rice Watershed District Operations which illustrates job titles, job descriptions, and chain of command. A motion was made by Manager Wagner and seconded by Manager Vipond to approve the titles and job descriptions adding Financial Manager and Data Practices Compliance Officer to the Administrative Job Description and Assistant Financial Manager to the Assistant Administrator position. Carried. Purchasing a District vehicle was discussed. Consensus of Managers was for staff to obtain two quotes and provide them to the Personnel Committee for review. Providing a fuel surcharge for Managers and staff was discussed. Attorney Hanson stated that this can be done as long as it is based on fuel prices. Staff will obtain a surcharge cost from a qualified party.

30. Water Management District (WMD). A meeting with county commissioners from each district represented in the Watershed District was discussed. A motion was made by Manager Ista and seconded by Manager Wagner to schedule a special meeting with county commissioners tentatively set at 7:00 p.m. on Wednesday, September 26, 2007, at the Twin Valley Community Center. Carried. A motion was made by Manager Ista and seconded by Manager Wagner to invite Attorney Von Korff, Rinke Noonan, to the meeting. Carried. Von Korff has been assisting the District in the process of establishing a Water Management District.

31. White Earth Tribal Council Meeting. Administrator Dalen reported on a meeting recently with White Earth Tribal Personnel, scheduled to make an effort for the District to work with them in flood control and issues related to tribal concerns. Dalen felt it went well and suggested using some of the

District's LIDAR information to assist them in planning future projects. A motion was made by Manager Wagner and seconded by Manager Spaeth authorizing Engineer Bents to work with Mike Swan and other Tribal entities, with a budget of up to \$5,000. Carried.

32. Farmstead Ring Dikes. Engineer Bents distributed a summary of the bids on the nine following ring dikes: Arends, Arthurs, Christianson, Gilbertson, Grothe, Koste, Loe, Myers and Pallum. Due to Temanson Excavating, one of the low bidders on the projects, not presenting complete bid documents, Bents recommended awarding three of the contracts to an alternate bidder. A motion was made by Manager Spaeth and seconded by Manager Wagner to award the contracts as follows: Arends, Arthurs, Christianson, Grothe, Myers and Pallum to D & J Excavating, Wadena; and Gilbertson, Koste and Loe to Ziegler Construction, Georgetown. Carried. Mike Buerkley, Technician, Houston Engineering, will do a walk through of the proposed sites with D & J Excavating prior to awarding the contracts.

33. J.D. #51 Slide Repair. A motion was made by Manager Spaeth and seconded by Manager Vipond to approve the Final Pay Request in the amount of \$2,406.80 to Roger Hennen for the J.D. #51 Slide Repair. Carried.

34. Mahnomen Drainage Project. Administrator Dalen distributed a draft copy of an appraisal on the Ray Bisek property. A motion was made by Manager Spaeth and seconded by Manager Vipond to schedule a meeting with the City and County of Mahnomen, provide them with the appraisal and Spaeth and/or Vipond and staff to attend the meeting. Carried.

35. Audio Equipment. A motion was made by Manager Vipond and seconded by Manager Wagner authorizing staff to purchase audio equipment for the purpose of recording meetings per proposal distributed. Carried. Managers Seykora and Spaeth opposed.

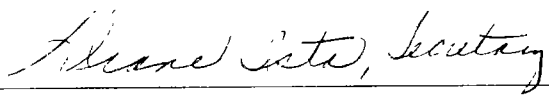
36. 2006 Wild Rice Watershed District Audit. A motion was made by Manager Wright and seconded by Manager Vipond to approve the 2006 Audit Report submitted by Drees Risky and Valleger. Carried.

37. Red River Basin Resolution of Support. A motion was made by Manager Ista and seconded by Manager Spaeth to approve the Red River Basin Resolution of Support which declares support for the RRB Natural Resource Framework Plan in principle as a guideline for moving forward with a shared vision for the future and work toward this common vision by implementing projects, programs, and actions in our area as we are able that will contribute to this shared vision. Carried.

38. Water Resources Development Act (WRDA) Update. Administrator Dalen reported on the status of the WRDA bill stating that it is currently on President Bush's desk waiting to be signed and there is word that the President intends to veto this bill. Legislators have indicated that it would be sent back to Congress; however, the Watershed District would need to present a unified approach to get the appropriations for the bill. A motion was made by Manager Wagner and seconded by Manager Vipond stating the Wild Rice Watershed District Board of Managers unanimously support the building of the Twin Valley Dam. Carried.

A motion was made by Manager Vipond and seconded by Manager Wagner authorizing Administrator Dalen to represent the Watershed District to the best of his abilities for an active role in upcoming meetings with Congressman Collin Peterson. Carried.

39. Project Team. Consensus of Managers was to schedule a Project Team meeting for 9:30 a.m. on Wednesday September 26, 2007, at the District office.
40. August Meeting Minutes. A motion was made by Manager Wright and seconded by Manager Wagner to approve the minutes for the August 8 Regular Meeting and August 29 Reconvened Meeting with the following changes: Paragraph #28, add "of" following Kim Durbin; Paragraph #39 add "Manager Wright did not take part in this discussion." Carried.
41. Heitman Coulee. Administrator Dalen distributed a draft appraisal for the A.L. Hanson land, which was also distributed to landowners at a meeting held on September 11, 2007. A motion was made to approve the appraised value of the land at \$1,900 per acre plus a 20% incentive by the District for a total of \$2,280, as a starting point for fee title negotiations with the District. Carried.
42. Financial Report. Doug Marcussen presented the Financial Report. A motion was made by Manager Wright and seconded by Manager Wagner to approve the financial report dated August 31, 2007, for entry into the record. Carried.
43. Approval of Billings. A motion was made by Manager Wright and seconded by Manager Spaeth to approve the billings dated September 12, 2007, to include Managers per diem and expenses and Brushwacker, Inc. invoices as distributed. Carried. A motion was made by Manager Spaeth and seconded by Manager Wright to approve the invoice of D.L. Construction (Dan Lakeman) as distributed. Carried.
44. There being no further business to come before the Board of Managers, a motion was made by Manager Wagner and seconded by Manager Spaeth to adjourn the meeting. Carried.
45. Chairman Seykora adjourned the meeting at 5:10 p.m.

  
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Diane Ista, Secretary

Name	Date	Amount
<b>Sep 1 - 18, 07</b>		
AmeriPride	09/09/2007	42.90
Arvid L Ambuehl	09/09/2007	2,512.50
Bridge Communications	09/09/2007	482.30
Brushwacker Inc	09/13/2007	6,170.92
Brushwacker Inc	09/13/2007	10,368.12
Brushwacker Inc.	09/13/2007	3,011.50
City of Ada	09/09/2007	313.36
Detroit Lakes Newspapers	09/07/2007	268.92
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DL Construction	09/14/2007	28,106.50
Drees, Risky & Vallager, Ltd.	09/09/2007	6,575.00
Farmers Publishing Company	09/09/2007	180.00
Fertile Journal	09/11/2007	104.38
G R Graphics-Maintenance	09/09/2007	258.21
Houston Engineering, Inc	09/09/2007	44,877.05
Index Printing Inc	09/09/2007	740.98
James Wagner, Sr.	09/09/2007	2,022.60
Loretel Systems	09/09/2007	272.27
Loretel Systems	09/09/2007	79.59
Mahnomen Pioneer	09/09/2007	105.60
Marcussen Accounting	09/09/2007	678.00
McCollum Hardware, Inc.	09/09/2007	110.51
Minnesota Energy Resources Corporation	09/09/2007	100.00
Norman County Auditor/Treasurer	09/09/2007	40.00
North Star Water	09/09/2007	115.50
Ralph's Food Pride	09/09/2007	57.63
Renae Kappes	09/09/2007	150.00
Rinke Noonan	09/09/2007	1,485.00
Rinke Noonan	09/09/2007	382.50
Roger Hennen	09/18/2007	5,058.80
Royal Video	09/09/2007	31.95
Royal Video	09/09/2007	15.00
The Union	09/09/2007	109.02
Tim Halle	09/09/2007	762.00
Twin Valley Times	09/09/2007	112.32
Wambach & Hanson	09/09/2007	3,308.91
		<b>119,278.76</b>

Sept. 12<sup>th</sup>

Sign In

Name
Brant Rappas
Brian Boren
Ron Tullomson
Chcek Harsen

Address
Borup
Perley
Borup
MHD.