

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

REGULAR MEETING
February 11, 2015
APPROVED MINUTES

1. The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday February 11, 2015. Managers in attendance included: Greg Holmvik, Duane Erickson, John Austinson, Mike Christensen, Curt Johannsen, and Raymond Hanson. Absent: Dean Spaeth. In addition the following persons were in attendance: Administrator Kevin Ruud, Engineer Jerry Bents, Attorney Elroy Hanson, Tara Jensen, 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 Johannsen and seconded by Manager Christensen to approve the agenda with the following additions and deletions presented by Administrator Ruud. Carried.
 - Remove Rules Update the March Regular Board meeting
 - Remove 9:30 am meeting due to Peter Mead being ill
 - Add the approval of manager and staff attendance at the March Conference and Legislative Days
4. Approval of Billings. A motion was made by Hanson and seconded by Manager Johannsen to approve payment of billings as presented. Carried. Manager Johannsen presented two questions regarding the envirothon donations and the M-File program billing.
5. Meeting Minutes. A motion was made by Manager Hanson and seconded by Manager Christensen to approve the January 14, 2015 meeting minutes as presented. Carried.
7. Financial Report. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve the monthly financial report January 31, 2015. Carried.
8. Open Mic. Nobody spoke at this time.
9. Manager Austinson arrived at 8:36 am
10. Community Flood Control Levee Projects. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve a draft MAWD resolution for road raise assistance. Carried. Manager Johannsen asked if we should present it to other Boards to try to get more support of the issue. Engineer Bents suggested presenting the resolution to the Sandhill Watershed and Buffalo Red Watershed Boards asking them to either join the resolution or offer a letter of support. Attorney Hanson noted that the resolution is not in its formal format yet. Engineer Bents stated that now that the Board has accepted the resolution, Attorney Hanson can work with the document to make it into the formal resolution. Manager Erickson stated that he would like to see an additional resolution asking the State and Federal Agencies to do retention on land that they currently own. Chairman Holmvik advised Manager Erickson to bring his ideas to Administrator Ruud and another resolution could be brought the board once the details are worked out.

Continuing on, Engineer Bents stated that an application for HMGP funding can be filled out to assist with the Perley and Hendrum road raises. He cautioned that enough funding might not be available for both projects and asked for Board direction in proceeding as he has been advised to apply for them separate from each other. Manager Johannsen commented that currently MNDOT has scheduled road resurfacing through Hendrum and asked if funding partners such as MNDOT could affect the application. A motion was made by Manager Hanson and seconded by Manager Christensen to send information to both Perley and Hendrum asking the cities if they would like to assist in paying for a portion of the application fees. Manager Johannsen asked what the board's direction would be if both cities return information back saying they are interested. Engineer Bents added that each city could apply separately and the decision would be left up to the state. Manager Johannsen stated that he would like to submit both applications if both cities are interested rather than make the Board decide which one to apply. Motion carried with Manager Johannsen abstaining.

11. Conference Attendance. A motion was made by Manager Austinson and seconded by Manager Johannsen approving Manager and Staff attendance at the RRWMB March Conference and the MAWD Legislative Days. Carried.

PERMIT APPLICATIONS

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

- Duane Erickson, Section 17, Spring Creek Twp. Permit #2-11-15-3 to install subsurface drain tile with standard tile conditions for a term of two years.
- Duane Erickson, Section 6, Walworth Twp. Permit #2-11-15-4 to install subsurface drain tile with standard tile conditions for a term of two years.
- Duane Erickson, Section 29, Flom Twp. Permit #2-11-15-5 to install subsurface drain tile with standard tile conditions for a term of two years.
- Duane Erickson, Section 2 and 3, Home Lake Twp. Permit #2-11-15-6 to install subsurface drain tile with standard tile conditions for a term of two years.
- Duane Erickson, Section 11, Home Lake Twp. Permit #2-11-15-7 to install subsurface drain tile with standard tile conditions for a term of two years.
- Duane Erickson, Section 12, Home Lake Twp. Permit #2-11-15-8 to install subsurface drain tile with standard tile conditions for a term of two years.

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

- Charles Borgen, Section 28, Hegne Twp. Permit #2-11-15-1 to install subsurface drain tile with standard tile conditions.
- Community Co-op, Wild Rice and Pembina Townships. Permit #2-11-15-2 to install HDPE natural gas distribution main lines with the condition that the utility line is installed a minimum of 30" below any ditch channel bottoms, the applicant is responsible for adequate erosion control measures during construction and the utility company is responsible for relocation costs in the event future ditch modifications are needed.
- Greater MN Transmission, LLC, Norman and Mahnomen Counties. Permit #2-11-15-9 to install HDPE natural gas distribution main lines with the condition that the utility line is installed a minimum of 30" below any ditch channel bottoms, the applicant is responsible for adequate erosion control measures during construction and the utility company is responsible for relocation costs in the event future ditch modifications are needed.
- Nathan Sweep, Section 23, Beaulieu Twp. Permit #2-11-15-16 to construct a water and sediment basin erosion control project.

- White Earth Tribal Council, Section 24, Bejou Twp. Permit #2-11-15-18 to construct a grade stabilization structure.
- Greg Zillmer, Section 11, Hagen Twp. Permit #2-11-15-19 to install subsurface drain tile with standard tile conditions.
- Greg Zillmer, Section 11, Hagen Twp. Permit #2-11-15-20 to install subsurface drain tile with standard tile conditions.
- Greg Zillmer, Section 15, Hagen Twp. Permit #2-11-15-21 to install subsurface drain tile with standard tile conditions.
- Greg Zillmer, Section 18, Ulen Twp. Permit #2-11-15-24 to install subsurface drain tile with standard tile conditions.

14. Barry Halland, Section 12, Waukon Twp. A motion was made by Manager Johannsen and seconded by Manager Erickson to approve Permit #2-11-15-10 to plug an 18" culvert in a field approach and install a new 18" centerline culvert through a township road. Carried. It was noted that this permit application was previously denied on 10/31/14. Applicant resubmitted asking the board to further consider.

15. Mike Jirik, Section 36, Popple Grove Twp. A motion was made by Manager Christensen and seconded by Manager Hanson to table Permit #2-11-15-11 to install subsurface drain tile to notice Section 36 of Popple Grove Twp or the permit is approved if the applicant provides written approval from the landowners noticed. Carried.

16. MNDOT, Section 27, McDonaldsville Twp. Hydraulic Engineer, John Wingard, MNDOT was present to answer questions from Board Members and adjacent landowners regarding the permit application. Manager Johannsen asked Wingard how downstream landowners will be affected by the proposed work. Wingard stated that due to the variance of each flood and the debris it is difficult to determine exact effects of those downstream of the bridge. Graydon Larson stated that there is concern from those living within a mile downstream of the structure that it could cause additional flooding for them. Gordon Ramstad, Ramstad Brothers Farm, presented concerns of raising approaches, decreased visibility, and how neighbors could be affected. Chairman Holmvik stated that currently when there is debris at the bridge, the debris is pushed back into the river and flows downstream. Norman County Highway Department Engineer Tom Knakmuhs stated that he does have concern that the additional debris could adversely affect the County's structures downstream, however he added that if presented with the same opportunity, he would replace his downstream bridges similar to the proposed work by the DOT. Norman County Commissioner Steve Jacobson asked if there was a way to build the structure to minimize potential downstream affects, offering suggestions of narrowing the bridge openings or looking at culvert sizing in approaches near the structure. Curt Jacobson added that his opinion is that the capacity of the river is decreasing due to an increase in sediment. Engineer Bents replied that currently the Highway 9 bridge is close to a neutral location. Above the bridge is where historically the sediment loading occurs and below the bridge is where it is deposited. Ken Visser and Wayne Kitchell also presented concerns of sediment deposits in the river. Manager Hanson felt that the structure needs to be looked at for its importance to the public for a major travel route in the area. Chairman Holmvik asked Engineer Bents if he felt that alternative solutions might be available. Engineer Bents felt that changes could possibly be made to the structure to potentially decrease impacts. A motion was made by Manager Johannsen and seconded by Manager Austinson to table Permit #2-11-15-13 to replace the Highway 9 bridge over the Wild Rice River, raise the bridge elevation 2.5 feet and the adjacent highway will be reconstructed to the new grade, along with culvert changes asking the applicant to provide additional documentation on downstream impacts of proposed bridge configuration that would result in less change when compared to existing structure. Carried with Manager Erickson in opposition. Manager Erickson stated that he didn't feel that it should be the DOT responsibility to come up with alternative plans. Several others felt that it was no harm in asking the DOT to come up with alternatives since there is not a current time constraint.

17. Don Johnson, Section 8, Rockwell Twp. A motion was made by Manager Christensen and seconded by Manager Johannsen to continue tabling Permit #2-11-15-12 to clean ditch and construct a berm to contain runoff in the road ditch pending previously requested information from the applicant. Carried.
18. MNDOT, Clearwater County. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve Permit #2-11-15-14 to install liners in existing CMP centerline culverts. Carried.
19. Norman County Highway Department, Lee Township. A motion was made by Manager Johannsen and seconded by Manager Erickson to approve Permit #2-11-15-15 for roadway improvements, including bituminous overlay and bituminous and aggregate shoulder improvements. Carried. Paul Houglum, Merle Gullekson, and Marv Thompson were all in attendance and presented no concerns over the project.
20. David Visser, Section 2, Strand Twp. A motion was made by Manager Christensen and seconded by Manager Austinson to continue to table Permit #2-11-15-17 to construct a new ditch pending previously requested information from the applicant. Carried.
21. Greg Zillmer, Section 15, Hagen Twp. A motion was made by Manager Hanson and seconded by Manager Erickson to approve Permit #2-11-15-22 to install subsurface drain tile with standard tile conditions. Carried.
22. Greg Zillmer, Section 7, Ulen Twp. A motion was made by Manager Hanson and seconded by Manager Erickson to table Permit #2-11-15-23 to install subsurface drain tile due to downstream landowner concerns. Downstream landowner asked for more time to review the permit with her renter. Carried.
23. Atlanta Twp 1 Complaint. Administrator Ruud commented that during permit review Mark Aanenson and Manager Erickson visited the site to confirm that the culverts were blocked as requested. There was plywood blocking the culverts.
24. Rural Acquisition. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve Administrator Ruud to apply for HMGP funding for two buyout applications that were received recently. Carried.
25. Lower Wild Rice. Administrator Ruud reported that the Outdoor Heritage Council has reviewed and accepted a first draft of the funding applicants. The document has now been forwarded to the council to review.
26. Green Meadow Project Team. Administrator Ruud stated that the final draft of Concurrence Point 3 is nearly completed. A meeting with Larry Puchalski, Corps representative, is scheduled for Friday, February 20, to have him review the information prior to officially submitting it.
27. NRCS. Administrator Ruud informed the Board that the Red River Retention Authority recently applied for \$20million grant from the NRCS and received approximately \$12million. Around \$10million of this amount will be assigned for construction of projects. He added we could potentially apply for approximately 50,000 – 65,000 in funding assistance for Lower Wild Rice design work. Chairman Holmvik added that currently the RRRA has not determined how this money will be split up.
28. Olson Agassiz. A motion was made by Manager Hanson and seconded by Manager Austinson to approve the two year operation agreement between WRWD and DNR. Carried.
29. Per Diems. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve payment of Managers per diems and expenses as distributed. Carried.

30. March Meeting. A motion was made by Manager Hanson and seconded by Manager Erickson to move the March Regular Meeting date to Wednesday, March 18th due to MAWD legislative days being on March 11th.

31. There being no further business to come before the Board of Managers, a motion was made by Manager Hanson and seconded by Manager Johannsen to adjourn the meeting. Carried. Chairman Holmvik adjourned the meeting at 10:37 am.

John Austinson, Secretary

Date	Num	Name	Memo	Credit
Jan 15 - Feb 11, 15				
01/24/2015	ACH	AT&T	Kevin Cell	114.75
01/25/2015	ACH	MARCO, Inc.		647.77
01/27/2015		QuickBooks Payroll Service	Created by Payroll Service on 01/26/2015	5,402.59
02/02/2015	ACH	Minnesota Energy Resources Corporation		73.00
02/03/2015	ACH	Arvig		398.87
02/10/2015	ACH	City of Ada		296.38
02/10/2015		QuickBooks Payroll Service	Created by Payroll Service on 02/09/2015	5,486.24
02/11/2015	15566	AmeriPride	Rugs	89.94
02/11/2015	15567	Area 1 Envirothon	Envirothon Donation	100.00
02/11/2015	15568	Becker County SWCD	Envirothon Donation	100.00
02/11/2015	15569	Cardmember Service	Subscriptions	149.00
02/11/2015	15570	Houston Engineering, Inc.	January Engineering	12,647.89
02/11/2015	15571	Kathy Docken	Meeting Treats	40.00
02/11/2015	15572	Kenneth Aaron Kesselberg	Snow Removal/Salting	70.00
02/11/2015	15573	MARCO, Inc. Mpls	M-Files	1,668.63
02/11/2015	15574	MAWD	2015 Dues	3,500.00
02/11/2015	15575	McCollum Hardware, Inc.	Supplies	51.24
02/11/2015	15576	Morris Electronics, Inc.		598.29
02/11/2015	15577	Norman County Abstract	Continuation	288.09
02/11/2015	15578	Norman County Treasurer/Auditor		68.00
02/11/2015	15581	Ralph's Food Pride	Supplies	16.87
02/11/2015	15582	Red River Watershed Management Board	January 2015 Reimbursements	19,385.34
02/11/2015	15583	Renae Kappes	Cleaning - 2 @ 60	120.00
02/11/2015	15584	Thomson West		50.23
02/11/2015	15585	Tony Sip	Tree Removal	2,210.00
02/11/2015	15586	Twin Valley Times	Subscription	35.00
02/11/2015	15564	Wambach & Hanson		2,475.83
02/11/2015	15565	Cardmember Service	Lodging/Supplies	93.12
02/11/2015	15587	Northwest Beverage, Inc.	Water	25.50
02/11/2015	15588	Office Supplies Plus		99.12
02/11/2015	15590	Curt Johannsen		83.36
02/11/2015	15591	Duane L Erickson		175.56
02/11/2015	15592	Gregory R Holmvik		87.73
02/11/2015	15593	John D Austinson		114.11
02/11/2015	15594	Michael K Christensen		92.77
02/11/2015	15595	Raymond M Hanson		89.96
TOTAL				56,945.18