

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

**REGULAR MEETING**  
**August 12, 2015**  
**APPROVED MINUTES**

*A full list of acronyms used is available at the end of this report (Appendix B)*

1. The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, August 12, 2015. Managers in attendance included: Greg Holmvik, Duane Erickson, Dean Spaeth, Mike Christensen, Curt Johannsen, and Sharon Askelson. Manager Raymond Hanson was absent. 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 at 8:32 a.m.
3. Agenda Approval. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve the agenda as presented, with the addition of Rockwell Dam final pay request. Carried.
4. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Askelson to approve the payment of billings as presented, with the addition of a bill from Wes Carlsrud for spraying in the amount of \$41,814.27. Carried.
5. Meeting Minutes. A motion was made by Manager Johannsen and seconded by Manager Christensen to approve the monthly meeting minutes dated July 8, 2015 with the correction to item 11, Attorney Hanson asked if a cleanout was needed for the eastern portion of the channel. Carried.
6. Financial Report. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve the monthly financial report dated July 31, 2015. Carried.
7. Manager Erickson arrived at 8:36 am
8. Open Mic. Nobody spoke at this time.
9. Community Flood Control Levee Projects. Engineer Bents noted that Administrator Ruud was in Halstad joining the bonding committee for a bus tour of the levee project. He continued with a summary of the Halstad levee improvement project for Manager Askelson. Manager Spaeth asked why the improvements were needed. Engineer Bents responded that the levee was weak in areas, and the plan is to move the existing levee to include the elevator on the north end of town, allowing road raises to potentially occur filling the voids.

Engineer Bents added that FEMA Hazard Mitigation funding was applied for in Perley and Hendrum. The applications are currently moving through the Homeland Security Office, which is a timely process.

10. Lower Wild Rice. A motion was made by Manager Johannsen and seconded by Manager Christensen to approve the District entering into a grant agreement with the State of Minnesota for the Outdoor Heritage Fund Grant. Carried. Attorney Hanson asked what stipulations were placed on the funding. Engineer Bents replied that once the contract is in place Administrator Ruud, along with himself, will work to determine a draft policy for the funding which aligns with the contract terms. The document will be presented to the Board for approval prior to grant funds being spent on acquisition. Manager Erickson added that he felt the Lower Wild Rice Corridor should be added to the list of District priority areas. Chairman Holmvik agreed that it should be added in the future, noting that the restoration is likely operating on a 20 year plan.

11. Goose Prairie Marsh. Engineer Bents stated that the EAW was reviewed at the State level and returned to local staff. Currently Henry VanOffelen and Tammy Baden are working on incorporating the comments into the document. When they are done it will be returned to the State for publication.

12. NRCS RCPP. Engineer Bents informed the Board that all three project areas were accepted to move forward in the process. Currently the NRCS is working on a cost share agreement in which they provide 70% funding, with the remaining 30% being supported locally. He speculated that the RRWMB will likely discuss their funding participation at the meeting in Fertile on August 18<sup>th</sup>. It was noted that the first project study will likely set the template for the rest. Manager Erickson asked if a benefit/cost ratio was needed for this. Engineer Bents replied that the benefit/cost ratio would be determined as a part of the process. It was also noted that while all submitted projects were accepted, some will likely fall off the funding radar before proceeding to the next phase once the ratio is determined.

### **PERMIT APPLICATIONS**

13. Derek Hendricks, Section 12, Rockwell Twp. A motion was made by Manager Erickson and seconded by Manager Johannsen to approve Permit #8-12-15-12 to install subsurface drain tile with standard tile conditions. Carried.

14. Skaurud Grain Farms, Section 6, Fossum Twp. A motion was made by Manager Spaeth and seconded by Manager Christensen to approve Permit #8-12-15-26 to install subsurface drain tile with standard tile conditions and the condition that the applicant gain approval from the MnDNR for work near protected waters. Carried.

15. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve the following permit applications with conditions as listed. Carried.

- Skaurud Grain Farms, Section 29, Rosedale Twp. Permit #8-12-15-27 to install subsurface drain tile with standard tile conditions. Permit was approved for a two year term.
- Skaurud Grain Farms, Section 24, Waukon Twp. Permit #8-12-15-28 to install subsurface drain tile with standard tile conditions and the condition that the applicant gain approval from the NRCS and the Wetland Conservation Act for potential wetlands impacted. Permit was approved for a two year term.

16. Norman County Highway Department, Section 19, Winchester Twp. A motion was made by Manager Spaeth and seconded by Manager Askelson to approve Permit #8-12-15-22 to replace a bridge with a single span beam bridge. Carried.

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

- Brad Arends, Section 34, Chief Twp. Permit #8-12-15-2 to install subsurface drain tile with standard tile conditions.

- Brad Arends, Section 33, Chief Twp. Permit #8-12-15-3 to install subsurface drain tile with standard tile conditions.
- Dave Arends, Section 23, Pleasant View Twp. Permit #8-12-15-4 to add a culvert and driveway with the condition that the culvert is a 24" pipe.
- Dave Arends, Section 23, Pleasant View Twp. Permit #8-12-15-5 to widen a field approach and extend a 24" CMP.
- Erik Bakke, Section 34, Walworth Twp. Permit #8-12-15-6 to install a field approach and 18" culvert.
- Erik Bakke, Section 34, Walworth Twp. Permit #8-12-15-7 to install subsurface drain tile with standard tile conditions.
- Randal Gorder, Section 16, Waukon Twp. Permit #8-12-15-11 to wide a driveway and extend an 18" CMP.
- Corey Jacobson, Section 2, Anthony Twp. Permit #8-12-15-13 to install a field approach with the condition that the new culvert matches the culvert size at the quarter line to the south.
- Corey Jacobson, Section 15, McDonaldsville Twp. Permit #8-12-15-14 to install subsurface drain tile with standard tile conditions.
- Don Johnson, Section 7, Rockwell Twp. Permit #8-12-15-14 to install a 15" culvert and berm without a trap.
- Don Johnson, Section 7, Rockwell Twp. Permit #8-12-15-17 to install subsurface drain tile with standard tile conditions.
- J&L Jossund, Section 27, Hendrum Twp. Permit #8-12-15-18 to install a culvert and crossing with the condition that the culvert is an 18" or 24" pipe.
- J&L Jossund, Section 5, Georgetown Twp. Permit #8-12-15-19 to install a field approach and culvert with the condition that the culvert is an 18" pipe.
- Cliff Kazeck, Section 11, Lake Ida Twp. Permit #8-12-15-20 to widen a driveway and extend a 24" CMP.
- Jeff Petry, Section 1, Lockhart Twp. Permit #8-12-15-24 to install a field approach and 48" culvert.
- Glen Pfeifer, Section 21, Wild Rice Twp. Permit #8-12-15-25 to widen a driveway and extend a culvert.

18. Duane Erickson, Section 2, Home Lake Twp. A motion was made by Manager Spaeth and seconded by Manager Askelson to approve Permit #8-12-15-10 to widen two field approaches and extend two 18" CMPs. Carried with Manager Erickson abstaining.

19. City of Ada, Sections 16 & 17, McDonaldsville Twp. A motion was made by Manager Johannsen and seconded by Manager Spaeth to approve Permit #8-12-15-1 to construct a flood control levee along the south side of the City of Ada. Carried.

20. A motion was made by Manager Spaeth and seconded by Manager Askelson to table to following permit applications with cause as listed. Carried.

- Andrew Borgen, Section 13, Georgetown Twp. Permit #8-12-15-8 to install two new driveways and culverts, requesting that the applicant provide a hydraulic analysis showing the effects of the proposed culverts and that the applicant provide additional documentation/information on the make and condition of the proposed culverts. Permit application was originally tabled for more information at the June 10, 2015, Regular Board Meeting.
- CMGB Farms, Section 22, Strand Twp. Permit #8-12-15-9 to install subsurface drain tile, requesting that the applicant petition to bring land tiled to the SW outlet into the benefitting area of Project 12; or change the project design to split the drainage along the Project 12 benefitting area boundary. Permit application was originally tabled for more information at the April 8, 2015, Regular Board Meeting.

21. Don Johnson, Section 8, Rockwell Twp. A motion was made by Manager Spaeth and seconded by Manager Erickson to table Permit #8-12-15-16 to construct a berm to keep runoff in the roadway ditch, the berm will be a minimum of six inches below the top of the roadway and will tie into the field approach at the ¼ line. Permit application tabled to notice the north ¼ of Section 7, Rockwell Township, and the Rockwell Township Board. Carried.
22. Landbruk Farms, Section 3, Felton Twp. A motion was made by Manager Christensen and seconded by Manager Askelson to approve Permit #8-12-15-21 to install subsurface drain tile with standard tile conditions. Carried.
23. Richard Oberg, Sections 34 & 35, Pleasant View Twp. A motion was made by Manager Erickson and seconded by Manager Christensen to approve Permit #8-12-15-23 to replace two culverts and clean the road ditch out to grade. Carried.
24. Waukon Township, Section 15, Waukon Twp. A motion was made by Manager Johannsen and seconded by Manager Christensen to approve Permit #8-12-15-30 to replace culverts with longer ones and add rip rap, with the condition that the applicant get MnDNR approval for work within MnDNR waters. Carried.
25. County Ditch 45 – Pipe Replacement Update. Engineer Bents updated the Board that the pipe was recently delivered to the site. Taggart Contracting is expecting to mobilize at the beginning of next week. Work is scheduled to be completed prior to the August 30 project deadline.
26. Judicial Ditch 51 – cleanout request update. Engineer Bents distributed plans that will be used to solicit bids for the proposed cleanout. Manager Johannsen asked if the cleanout would address the pool of water that sits in the new portion of the ditch. Engineer Bents stated that it will likely not solve the problem, but should allow more of the water to drain. He continued that bids are expected to be presented for Board consideration at the September Regular Board Meeting.
27. Judicial Ditch 53, Lateral 2 – Update. The contractor is scheduled to mobilize at the end of August and should complete work prior to the September 15<sup>th</sup> project deadline.
28. Dirk Swanson – Petition to drain into Project #9. Chairman Holmvik opened the hearing for a Petition from Dirk Swanson to use Project 9 as an outlet at 9:30 am. Engineer Bents reviewed the engineer's findings regarding the request and noted that no undue harm is expected to be caused to the system by the addition of the petitioned property. Benefits were determined using a ratio that has been used in past scenarios, determining that an outlet fee of \$9,536.00 would be due from the petitioner to use the system as an outlet. The property would then be included in future maintenance levees for the ditch system. Petitioner asked if it is necessary to pay the outlet calculated on the entire 160 acres since they are not all tillable. Engineer Bents stated that tillable acres are not considered, rather the entire property when viewing the petition. A motion was made by Manager Spaeth and seconded by Manager Johannsen to adopt the letter presented by Engineer Bents as findings for the petition and approve the petition for drainage into the system contingent on payment in the amount of \$9,536.00 plus actual costs associated with the petition. Motion carried with Manager Erickson opposed due to the excessive cost to the petitioner. Chairman Holmvik closed the hearing for a petition at 9:49 am.
29. Dirk Swanson, Section 23, Lee Twp. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve Permit #8-12-15-29 to install subsurface drain tile with standard tile conditions and the condition that the applicant comply with requirements of 103E.401 hearing order. Carried.

30. MAWD Resolutions. A motion was made by Manager Johannsen and seconded by Manager Erickson to approve district staff to develop the following resolutions prior to the September Regular Board Meeting. Carried.

- Resolution to allow districts to raise manager per diems if they choose to do so. Also allowing them to leave them the same if they choose.
- Resolution contesting the buffer law.
- Resolution requesting the ability to store water on government owned property.
- Resolution asking state legislators for assistance in funding road raises in communities.

31. Administrator Ruud arrived at 10:20 am.

32. Beaulieu Lake. Engineer Bents reported that John Williams with the MnDNR responded that they are currently not interested in looking at redesigning restoration plans for Bealieu Lake to incorporate retention. Administrator Ruud added that Henry VanOffelen might bring the topic up for discussion at a FDR meeting. Manager Erickson made it known that he was willing to make necessary motions to make the progress continue to move forward.

33. Rockwell Dam. A motion was made by Manager Christensen and seconded by Manager Spaeth to approve final payment of the retainer in the amount of \$3,716.70 to Subsurface Inc for work completed at the Rockwell Dam. Carried.

34. Farm Bill/CSP. No update.

35. Project 31 Right of Way. A motion was made by Manager Spaeth and seconded by Manager Askelson to approve district staff to negotiate payment for Parcel 5.1 which was not included in the original project right of way purchase. Carried.

36. Farm Ring Dikes. A motion was made by Manager Johannsen and seconded by Manager Askelson to adopt the Farm Ring Dike policy as shown in Appendix A at the end of this report. Carried.

37. Set Levy Hearings. A motion was made by Manager Spaeth and seconded by Manager Erickson to set a Public Hearing for the Project Levy and General Budget Levy for Wednesday, September 9, 2015, at 10:00 am. Carried.

38. USACOE de-obligation. A motion was made by Manager Johannsen and seconded by Manager Christenson asking the USACOE to de-obligate the lower portion of the Wild Rice River from near the Mike Myers residence to Hendrum. Carried.

39. Per Diems. A motion was made by Manager Spaeth and seconded by Manager Christensen to approve payment of Manager per diems and expenses as distributed. Carried.

44. Present Preliminary Budget. Engineer Bents presented the Board with the proposed project assessment and general budget levies as reviewed and approved by the Finance Committee.

45. There being no further business to come before the Board of Managers, a motion was made by Manager Spaeth and seconded by Manager Johannsen to adjourn the meeting. Carried. Chairman Holmvik adjourned the meeting at 10:43 am.

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Sharon Askelson, Secretary

Date	Num	Name	Memo	Amount
<b>Jul 9 - Aug 12, 15</b>				
07/10/2015	15716	Curt Johannsen	Per Diems	348.53
07/10/2015	15717	Dean P Spaeth	Per Diems	106.07
07/10/2015	15718	Duane L Erickson	Per Diems	209.27
07/10/2015	15719	Gregory R Holmvik	Per Diems	69.26
07/10/2015	15720	Michael K Christensen	Per Diems	576.27
07/10/2015	15721	Raymond M Hanson	Per Diems	89.97
07/10/2015	15722	Sharon R Askelson	Per Diems	87.66
07/28/2015	15724	Wambach & Hanson Trust Account	Aarestad - Halstad Acquisition	7,056.49
07/28/2015	15725	Wambach & Hanson Trust Account	Arneson - Halstad Land Acquisition	14,838.51
07/28/2015	15726	Wambach & Hanson Trust Account	Mooney/Vandemeer - Halstad Acquisition	30,806.64
07/28/2015	15727	Wambach & Hanson Trust Account	Sulerud/Steen - Halstad Acquisition	13,648.88
07/28/2015	15728	Wambach & Hanson Trust Account	Halstad Telephone - Halstad Acquisition	1,819.05
08/12/2015	15729	AmeriPride	rugs	89.94
08/12/2015	15730	EcoLab	rodent program	80.69
08/12/2015	15731	Gordon Construction, Inc.	Project Maintenance	2,890.00
08/12/2015	15732	Hendrum City	Levee Maintenance	4,960.00
08/12/2015	15733	Houston Engineering, Inc.	July Engineering	10,146.45
08/12/2015	15734	Jim's Locksmith Service	Kwikset locksets & install	140.58
08/12/2015	15735	Julin Law Office	Declaration legal work	202.50
08/12/2015	15736	Kathy Docken	supplies	60.00
08/12/2015	15737	Morris Electronics, Inc.	Technical Support	159.95
08/12/2015	15738	Norman County SWCD	WRAPS work	7,578.29
08/12/2015	15739	Northwest Beverage, Inc.	Water	27.00
08/12/2015	15740	Office Supplies Plus	Supplies	106.68
08/12/2015	15741	Perley City	May, June, July mowing	4,200.00
08/12/2015	15742	Ralph's Food Pride	supplies	49.32
08/12/2015	15743	Renae Kappes	July Cleaning - 2@60	120.00
08/12/2015	15744	VOID	VOID	0.00
08/12/2015	15745	Tammy Erickson	Office Mowing	270.00
08/12/2015	15746	Tony Sip	July mowing	18,020.00
08/12/2015	15747	Wambach & Hanson	July legal	904.25
08/12/2015	15748	Wesley Carlsrud	July Spraying	41,814.27
08/12/2015	15749	Curt Johannsen	Per Diems	171.32
08/12/2015	15750	Dean P Spaeth	Per Diems	177.62

08/12/2015	15751	Duane L Erickson	Per Diems	280.56
08/12/2015	15752	Gregory R Holmvik	Per Diems	202.79
08/12/2015	15753	Michael K Christensen	Per Diems	499.23
08/12/2015	15754	Sharon R Askelson	Per Diems	177.62
07/09/2015	ACH	PERA	Benefits	817.50
07/09/2015	ACH	PERA	Benefits	105.00
07/10/2015	ACH	City of Ada	Utilities	213.50
07/13/2015	ACH	PERA	Benefits	817.50
07/14/2015	ACH	MN Dept of Revenue	5062265	768.00
07/14/2015	ACH	US Treasury-Payroll	41-6145653	4,116.36
07/14/2015	ACH	MN Dept of Revenue	Penalties & Interest	38.94
07/20/2015	ACH	AT&T	Kevin Cell	100.00
07/21/2015	ACH	US Treasury-Payroll	Overpayment on Payroll Taxes (double submitted)	4,116.36
07/25/2015	ACH	MARCO, Inc.	Copier Lease	647.77
08/03/2015	ACH	Arvig	Telephone, Internet, Fax	404.05
08/03/2015	ACH	Minnesota Energy Resources Corporation	Electric	57.00
08/10/2015	ACH	City of Ada	Utilities	224.20
08/10/2015	ACH	PERA	Benefits	817.50
08/12/2015	ACH	PERA	Benefits	901.52
07/14/2015		Payroll	Created by Payroll Service on 07/13/2015	5,873.42
07/28/2015		Payroll	Created by Payroll Service on 07/27/2015	5,579.07
08/11/2015		Payroll	Created by Payroll Service on 08/10/2015	5,453.87
<b>TOTAL</b>				<b>193,688.69</b>

## Appendix A

### **Ring Dike Policies** Adopted August 12, 2015

#### **Rural Ring Dike Cost-Share**

BWSR/DNR Construction & Engineering	50%
RRWMB Construction & Engineering	25%
Remaining 25%:	
Landowner:	12.5%
WRWD:	12.5%

#### **Farmstead Ring Dike Cost-Share**

EQIP Engineering	100%
EQIP Construction	75% (variable)
WRWD	0-12.5% (as determined by local watershed district)
Landowner	12.5%-25% *

\*RRWMB 0-25% of the total project cost not to exceed a combined EQIP and RRWMB cost-share of 75% of project costs upon request of local watershed district



## Appendix B

### List of Acronyms Used:

CMP	Corrugated Metal Pipe
CSP	Conservation Stewardship Program
EAW	Environmental Assessment Worksheet
FDR	Flood Damage Reduction
FEMA	Federal Emergency Management Agency
MAWD	Minnesota Association of Watershed Districts
MnDNR	Minnesota Department of Natural Resources
NRCS	Natural Resources Conservation Service
RCPP	Regional Conservation Partnership Program
RRWMB	Red River Watershed Management Board
USACOE	United States Army Corps of Engineers