

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

**REGULAR MEETING**  
**October 14, 2015**  
**APPROVED MINUTES**

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

1. The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, October 14, 2015. Managers in attendance included: Greg Holmvik, Duane Erickson, Dean Spaeth, Mike Christensen, Curt Johannsen, Sharon Askelson and Raymond Hanson. 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 8:30 a.m.
3. Agenda Approval. A motion was made by Manager Spaeth and seconded by Manager Askelson to approve the agenda with the following additions. Carried:
  - New Business – USACOE Resolution
4. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Christensen to approve the payment of billings as presented, with the addition of bills from Wes Carlsrud and Renae Kappes. Carried.
5. Meeting Minutes. A motion was made by Manager Johannsen and seconded by Manager Christensen to approve the monthly meeting minutes dated September 9, 2015. Carried.
6. Financial Report. A motion was made by Manager Askelson and seconded by Manager Spaeth to approve the monthly financial report and the quarterly financial report dated September 30, 2015, along with transfers between unassessed projects and ditches and the Red River Construction and Survey & Data accounts as detailed in Appendix A of this report. Carried.
7. Open Mic. None.
8. Lower Wild Rice – LSOHC funding. Administrator Ruud reported that we did not meet the cut for additional LSOHC for the upcoming fiscal year. He continued that it was likely due to the complexity of the proposed project, adding that as we move forward with the current funding and questions are answered we would be able to return and apply for more funding. Engineer Bents added the Buffalo Red River Watershed District is currently facing similar challenges and suggested that working together to develop a system that works would be ideal for both districts.
9. Goose Prairie Marsh. Administrator Ruud stated that the EAW was included in the Manager packets. Currently a November 23<sup>rd</sup> goal has been set for publishing the document for public comments.

10. Clay County Ditch 45. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve Pay Request #2 from Taggart Excavating in the amount of \$950.00 for work done on CCD45 Pipe Replacement (Rand Request). Carried. It was noted that a 5% retainer is still being held on the project.
11. Judicial Ditch 53, Lateral 2. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve Pay Request #2 from Key Contracting in the amount of \$8,550.00 for work done on JD53 Lat 2 ECS repairs (Halstad Twp Request). Carried. It was noted that a 5% retainer is still being held on the project.
12. Norman Polk 5. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve a Final Pay Request from Gordon Construction in the amount of \$6,500.00 for work done on the NP5 Cleanout project. Carried. It was noted that this contract is now completed and payment will be mailed once the Contractor signs the Statement of Account detail.
13. Judicial Ditch 51. Administrator Ruud commented that he has been in contact with the landowner who requested cyst nematode testing in the ditch bottom. Results were returned showing the presence of cyst nematodes in 3 of the 5 tested areas. Once the landowner is available, they will come into the office to discuss the results and possible options to move forward.

#### **PERMIT APPLICATIONS**

14. David Schneiderman, Section 24, Ulen Twp. A motion was made by Manager Christensen and seconded by Manager Hanson to approve Permit #10-14-15-17 to construct a side water inlet structure. Carried.
15. Schneiderman Cost Share Request. A motion was made by Manager Erickson and seconded by Manager Hanson to pay 25% of cost to install the side water inlet structure in Permit #10-14-15-17, up to a maximum of \$2,000. Carried.
16. MNDOT, Beaulieu and La Garde Townships. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve Permit #10-14-15-11 to raise the roadway at two locations. Carried.
17. Clay County Highway Department, Section 15, Viding Twp. A motion was made by Manager Hanson and seconded by Manager Erickson to approve Permit #10-14-15-7 to replace a 24" RCP with a longer 24" CMP at the same grade. Carried.
18. Clay County Highway Department, Section 13, Georgetown Twp. A motion was made by Manager Hanson and seconded by Manager Erickson to approve Permit #10-14-15-8 to install a culvert and driveway. Carried.
19. Clay County Highway Department/Paul Borgen Cost Share Request. A motion was made by Manager Erickson and seconded by Manager Hanson to accept the 3 party payment schedule as presented by the Clay County Highway Department. Manager Johannsen stated that he did not feel that the \$16,403.00 cost share was an adequate expenditure of taxpayer's money for an issue of convenience. Manager Hanson agreed that if the landowner wants an additional access for an issue of convenience, they can do so at their own cost. Manager Erickson voted in favor of the motion. Managers Spaeth, Askelson, Christensen, Johannsen, Hanson, and Chairman Holmvik voted against the motion. Motion failed due to lack of majority.
20. A motion was made by Manager Johannsen and seconded by Manager Askelson to approve the following permit applications with conditions as listed. Carried.

- Tom Baker, Section 10, Pleasant View Twp. Permit #10-14-15-1 to widen a driveway and extend a 24” culvert.
- Tom Baker, Section 3, Pleasant View Twp. Permit #10-14-15-2 to install a field approach with a 30” culvert.
- Tom Baker, Section 3, Pleasant View Twp. Permit #10-14-15-3 to widen a driveway and extend a 36” culvert.
- James Regstad, Section 12 West, Georgetown Twp. Permit #10-14-15-16 to lower a driveway approximately 2 feet.

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

- Rick Balstad, Section 22, Gregory Twp. Permit #10-14-15-4 to install subsurface drain tile with standard tile conditions.
- Tennis Balstad, Section 35, Sletten Twp. Permit #10-14-15-5 to install subsurface drain tile with standard tile conditions that the applicant get written approval from the landowner in the south half of the NW1/4 of Section 35 of Sletten Twp.
- Chuck Borgen, Section 5, Georgetown Twp. Permit #10-14-15-6 to install subsurface drain tile with standard tile conditions.

22. CMGB Farms, Section 22, Strand Twp. A motion was made by Manager Hanson and seconded by Manager Johannsen to return Permit #10-14-9 to install subsurface drain tile, noting that the landowner can reapply if the petition is complete or with a different project design. Carried,

23. Seth Merkens, Section 19, Lockhart Twp. A motion was made by Manager Spaeth and seconded by Manager Askelson to remove an 18” side inlet pipe and install a new 18” pipe with a trap approximately 700 feet to the west with the condition that the applicant pinch the existing pipe closed rather than remove it. Carried.

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

- Patrick Noll, Section 34, Chief Twp. Permit #10-14-15-12 to install subsurface drain tile with standard tile conditions.
- Russel Olson, Section 6, Home Lake Twp. Permit #10-14-15-13 to install subsurface drain tile with standard tile conditions.
- Russel Olson, Section 6, Home Lake Twp. Permit #10-14-15-14 to install subsurface drain tile with standard tile conditions.

25. Popple Grove Township, Section 26, Popple Grove Twp. A motion was made by Manager Johannsen and seconded by Manager Hanson to replace a 15” centerline culvert with a trap with a 24” centerline culvert with a trap. Carried.

26. NRCS RCPP. Engineer Bents presented information regarding the RCPP process and benefits associated with it. Chuck Fritz continued that the RRWMB is paying for the RCPP process for the Green Meadow Subwatershed and using it as a test pilot to develop a process for others to use. Dr Jay Leitch gave a detailed presentation regarding the BCA, noting that it is a comparison of all of a project’s costs to all of a project’s benefits. A projects benefits include all benefits, whenever, wherever, and whomever they occur to. The end result is helpful in determining a project’s feasibility and worth. A motion was made by Manager Askelson and

seconded by Manager Johannsen approving Chairman Holmvik to sign applications for federal assistance for the RCPP process. Carried.

27. USACOE Resolution. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve the *Resolution Requesting Deauthorization of Existing Clearing and Snagging Project* as presented in Appendix B at the end of this report. A roll call vote was taken. Managers Erickson, Spaeth, Askelson, Christensen, Hanson, Johannsen, and Chairman Holmvik all voted in favor of the motion. No votes in opposition of the motion. Carried.

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

29. Safety Deposit Box. A motion was made by Manager Johannsen and seconded by Manager Hanson to authorizing Courtney Hadedank to access the safety deposit box at Frandsen Bank, adding her to the signature card and removing Kari Kujava as an authorized representative. Carried.

30. Business Credit Card. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve district staff to apply for a business credit card, rather than having the current separate accounts.

31. November Meeting Date. A motion was made by Manager Spaeth and seconded by Manager Askelson to approve November 19<sup>th</sup> as the date of the next Regular Board Meeting. Carried. It is noted that this change was made because the regular meeting date falls on a Federal Holiday. District staff will properly notice the change.

32. MAWD Annual Meeting. A motion was made by Manager Johannsen and seconded by Manager Christensen approving District Managers and Staff attendance at the MAWD Annual Meeting in December. Carried.

33. There being no further business to come before the Board of Managers, a motion was made by Manager Hanson and seconded by Manager Askelson to adjourn the meeting. Carried. Chairman Holmvik adjourned the meeting at 10:35 am.

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Sharon Askelson, Secretary

Date	Num	Name	Memo	Amount
<b>Sep 10 - Oct 14, 15</b>				
09/22/2015		Payroll	Payroll	5,545.15
10/06/2015		Payroll	Payroll	5,670.85
09/10/2015	ACH	Ada City	Utilities	257.83
09/25/2015	ACH	MARCO, Inc.	286649099	647.77
10/08/2015	ACH	Arvig	Telephone/Internet/Fax	400.85
10/01/2015	ACH	Minnesota Energy Resources Corporation	Utilities	57.00
09/11/2015	ACH	MN Dept of Revenue	5062265	770.00
09/11/2015	ACH	US Treasury-Payroll	41-6145653	4,196.66
09/21/2015	ACH	PERA	Benefits	817.50
09/11/2015	ACH	PERA	Benefits	854.63

09/20/2015	ACH	AT&T	Kevin Cell	108.81
10/13/2015	ACH	Ada City	Utilities	243.03
10/07/2015	ACH	MN Dept of Revenue	5062265	768.00
10/07/2015	ACH	US Treasury-Payroll	41-6145653	4,111.04
10/07/2015	ACH	PERA	Benefits	735.81
10/07/2015	15790	VOID	VOID	0.00
10/14/2015	15791	Kari L Kujava	PTO Payout	5,601.37
10/14/2015	15792	Gordon Construction, Inc.	Final Pay Request - Main 1 Repair	6,500.00
10/14/2015	15793	Becker Co. Auditor	Special Assessments	115.00
10/14/2015	15794	AmeriPride	Rugs	89.94
10/14/2015	15795	Arvid L Ambuehl	tree removal	280.00
10/14/2015	15796	Becker Co. Auditor	2nd 1/2 Taxes	2,650.00
10/14/2015	15797	Clay County Union	Employment Ad	31.50
10/14/2015	15798	Clay County Auditor Treasurer	Lee Property	2,345.00
10/14/2015	15799	FP Mailing Solutions	postage meter	118.63
10/14/2015	15800	Gordon Construction, Inc.	Project Maintenance	10,480.00
10/14/2015	15801	Heaven's Best Carpet Cleaning	Carpet Cleaning	394.37
10/14/2015	15802	Houston Engineering, Inc.	September Engineering	26,931.78
10/14/2015	15803	Kathy Docken	supplies	20.00
10/14/2015	15804	Key Contracting	Pay Request 2	8,550.00
10/14/2015	15805	Mahnomen Pioneer	Employment Ad	27.00
10/14/2015	15806	MARCO, Inc. Mpls	Copier Supplies	218.11
10/14/2015	15807	Norman County Index-Ada	employment ad	28.75
10/14/2015	15808	Norman County SWCD	WRAPS Water Testing	4,429.75
10/14/2015	15809	Norman County Treasurer/Auditor	2nd 1/2 Taxes	131.00
10/14/2015	15810	Northwest Beverage, Inc.	Water	14.50
10/14/2015	15811	Office Supplies Plus	supplies	275.47
10/14/2015	15812	Ralph's Food Pride	supplies	25.50
10/14/2015	15813	Sorenson Electric	Flag installation	65.00
10/14/2015	15814	Steichen Excavating	Dam Removal	157.50
10/14/2015	15815	Taggart Excavating	Pay Request 2	950.00
10/14/2015	15816	Tony Sip	September Mowing	11,815.00
10/14/2015	15817	Twin Valley Times	Employment Advertisement	13.05
10/14/2015	15818	Wambach & Hanson	September Legal	820.58
10/14/2015	15819	Wesley Carlsrud	September Spraying	36,984.17
10/14/2015	15820	Renae Kappes	Cleaning	120.00
10/14/2015	15821	Curt Johannsen	Per Diems	83.36
10/14/2015	15822	Dean P Spaeth	Per Diems	106.06
10/14/2015	15823	Duane L Erickson	Per Diems	98.88
10/14/2015	15824	Gregory R Holmvik	Per Diems	69.26
10/14/2015	15825	Michael K Christensen	Per Diems	93.13
10/14/2015	15826	Raymond M Hanson	Per Diems	89.96
10/14/2015	15827	Sharon R Askelson	Per Diems	155.77

**TOTAL**

**120,879.39**

## Appendix A

### Transfers from Red River Construction/Survey & Data to Unassessed Projects & Ditches

**9/30/2015**

	9/30/2015	RRC	Survey & Data
<b>PROJECTS</b>			
<b>UNASSESSED</b>			
#8 Mocassin Creek	603.15	(603.15)	
#35 Sande Detention	2,532.00	(2,532.00)	
#38 Rockwell Dam	5,509.77	(5,509.77)	
<b>Project Development - Other</b>			
#336 - #III - Community Dikes			
#11 - Perley Road Raise	5,675.45		(5,675.45)
#12 - Hendrum Road Raise	5,330.25		(5,330.25)
<b>Project Development - RRC</b>			
#354 Goose Prairie WMA Storage	(409.59)	409.59	
#356 Green Meadow Project Team	203.71	(203.71)	
#357 Wild Rice Vik/Tufte/Heitman	2,243.07	(2,243.07)	
<b>#12 Permits</b>			
#18 Violations - other	583.75	(583.75)	
#12 Permits - Other	28,743.06	(28,743.06)	
	47,879.47	-36,873.77	-11,005.70
	47,879.47	-47,879.47	

## Appendix B

### **Resolution Requesting Deauthorization of Existing Clearing and Snagging Project**

Be it resolved that the Wild Rice Watershed District requests that the U.S. Army Corps of Engineers include in its Red River of the North Comprehensive Watershed Management Plan a recommendation to deauthorize the Snagging and Clearing of the Wild Rice River Project, located on the Wild Rice River, in Norman County in Minnesota.

The project described as follows, “The Corps of Engineers project for the improvement of the Wild Rice River consisted of clearing the channels of obstructing trees and brush and the snagging of fallen trees, brush and debris in the 12.1-mile reach between river miles 27.3 and 15.2.” The project was constructed under the authority of Section 2 of the 1937 Flood Control Act as amended by section of 208 of the 1954 Flood Control.

The undersigned certifies that the Wild Rice Watershed District has the authority to request this deauthorization as either the original local sponsor, or as the legal successor to the original local sponsor for the project.

It is understood that this resolution itself does not construe legal deauthorization of the project. The action to deauthorize the project will be made by the United States Congress in future legislation.

The clerk of the Wild Rice Watershed District is hereby directed to transmit this Resolution to the District Engineer, St. Paul District, U.S. Army Corps of Engineers, 180 East Fifth Street, St. Paul, Minnesota, 55101-1678, Attn: N. Bischoff, PM-B

This resolution was adopted by the Wild Rice Watershed District on October 9, 2015.

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Signature

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Date

## Appendix C

### List of Acronyms Used:

BCA	Benefits Cost Analysis
CCD45	Clay County Ditch 45
CMP	Corrugated Metal Pipe
EAW	Environmental Assessment Worksheet
ECS	Emergency Control Structure
JD53 Lat 2	Judicial Ditch 53 Lateral 2
LSOHC	Lessard-Sams Outdoor Heritage Council
MAWD	Minnesota Association of Watershed Districts
NP5	Norman Polk 5
NRCS	Natural Resources Conservation Service
RCP	Reinforced Concrete Pipe
RCPP	Regional Conservation Partnership Program
RRWMB	Red River Watershed Management Board
USACOE	United States Army Corps of Engineers