

WILD RICE WATERSHED DISTRICT

11 Fifth Avenue East

Ada, MN 56510

Ph: 218-784-5501

REGULAR MEETING

February 10, 2016

APPROVED MINUTES

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

1. The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday February 10, 2016. Managers in attendance included: Greg Holmvik, Duane Erickson, Sharon Askelson, Dean Spaeth, Mike Christensen, Curt Johannsen, 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 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.
 - Buffers
 - 2016 Goals and Objectives
4. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve payment of billings as presented. Carried.
5. Meeting Minutes. A motion was made by Manager Johannsen and seconded by Manager Christensen to approve the January 13, 2016 meeting minutes as presented. Carried.
7. Financial Report. A motion was made by Manager Spaeth and seconded by Manager Askelson to approve the monthly financial report January 31, 2016. Carried.
8. Open Mic. Nobody spoke at this time.
9. Lower Wild Rice – LSOHC Funding. Engineer Bents highlighted funding sources for the corridor restoration and benefits and concerns with each of the different areas. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve staff returning to LSOHC to determine if the 30% leverage is required on the property acquisitions. Carried.

PERMIT APPLICATIONS

10. A motion was made by Manager Hanson and seconded by Manager Johannsen to act on the following permit applications as noted with conditions as listed.
 - Chuck Borgen, Section 22, Georgetown Twp. Table Permit #2-10-16-1 to install subsurface drain tile, requesting that the applicant petition to bring land tiled to the north end of the section into the benefitting area of Clay County Ditch 52; or change the project design to outlet to the south end of the section.
 - Mike Jirik, Section 32, Lake Grove Twp. Approve Permit #9-10-16-2 to install subsurface drain tile with standard tile conditions and the condition that the applicant provide written approval from the

landowners in the W1/2 SW1/4 and SE1/4 SW ¼ and SW1/4 SE1/4 of Section 32 of Lake Grove Township.

- MNDOT, Multiple Townships, Highway 59 corridor throughout district. Table Permit #2-10-16-3 and notice adjacent property owners and adjacent townships.

11. Goose Prairie Marsh. Engineer Bents reported that a meeting was held a couple weeks ago with agencies reviewing the project. Chairman Holmvik asked if the operating plan had been developed. Administrator Ruud replied that the majority of it has been determined, with the opening date being discussed. Engineer Bents added that the preliminary operating plan was written into the EAW. It was noted that a project team meeting will be held in the future.

12. NRCS RCPP. Administrator Ruud commented that we are currently waiting for updated agreements before proceeding forward.

13. Arends Petition. A motion was made by Manager Erickson and seconded by Manager Spaeth to accept the written request to withdraw petition. Discussion was held regarding the fees associated with the petition. Attorney Hanson advised that the Board could send a letter to the petitioner that the withdrawal has been accepted with the contingency that the payment is received. The motion on the table is not dependent on said contingency. Managers Spaeth and Erickson voted for the motion. Managers Askelson, Christensen, Johannsen, Hanson, and Chairman Holmvik voted against the motion. Motion failed due to lack of majority.

A motion was made by Manager Johannsen and seconded by Manager Hanson to accept the withdrawal contingent on the payment being received. Managers Johannsen, Hanson, Askelson, Christensen, and Chairman Holmvik voted in favor of the motion. Managers Spaeth and Erickson voted against the motion. Motion carried. District Staff will notify the petitioner of Board action regarding the withdrawal request.

14. Clearwater County Ditch 3. A motion was made by Manager Johannsen and seconded by Manager Hanson to allocate 50% of the cost of the drone to survey and data, with the remaining 50% being billed to the ditch system. Manager Hanson felt that the use of a drone was a new and innovative approach to gathering information for a maintenance request and felt that the District as a whole benefits from this experience. Carried.

15. Ring Dikes. Administrator Ruud informed the Board that a landowner received notification from the NRCS that they were not accepted by the NRCS for ring dike maintenance and improvements. They have signed an application to continue the process with us. Discussion was held regarding the lack of a culvert in the applicant's driveway. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve going forward with the improvement process, presenting the concerns regarding the lack of a culvert in the drive to the landowners. Carried.

16. Buffers. Discussion was held about a mapping update regarding the buffer initiative. Administrator Ruud clarified that in most scenarios, we do not own the land adjacent to the ditch systems, it is the landowner's responsibility to comply with the initiative. It was determined that legal ditch system levy funds may be able to assist landowners with the installation costs related to the buffer initiative compliance.

17. Proposed Model Rules Update. Discussion was held regarding the Proposed Model Rules update and the proposed new permit application process. Board approved changes will be made to the documents and discussion will continue at the March Regular Board Meeting.

18. 2016 Goals and Objectives. Manager Erickson presented suggestions for 2016 goals and objective for the Board to consider and asked the other Managers to determine goals and objectives they would recommend.

19. Per Diems. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve payment of Managers per diems and expenses as distributed. Carried.
20. Auto Pay Vendors. A motion was made by Manager Johannsen and seconded by Manager Christensen to approve adding Verizon Wireless to the list of Auto Pay Vendors for 2016.
21. March Meeting Date. Discussion was held regarding the March meeting date. It will remain on the second Wednesday of the month. Engineer Bents will be absent, Mark Aanenson will attend in his place.
22. Legislative Session. A motion was made by Manager Johannsen and seconded by Manager Askelson to approve Managers and Staff attendance at the Legislative Session in St Paul.
23. 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 11:12 am.


 Sharon Askelson, Secretary

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Jan 14 - Feb 10, 16				
01/26/2016		QuickBooks Payroll Service	Created by Payroll Service on 01/25/2016	5,747.81
02/09/2016		QuickBooks Payroll Service	Created by Payroll Service on 02/08/2016	5,792.60
01/25/2016	ACH	MARCO, Inc.		670.75
02/03/2016	ACH	Arvig		398.63
02/01/2016	ACH	Minnesota Energy Resources Corporation		57.00
02/10/2016	ACH	Verizon Wireless		99.21
01/14/2016	ACH	US Treasury-Payroll	41-6145653	2,111.58
01/14/2016	ACH	MN Dept of Revenue	5062265	385.00
01/14/2016	ACH	PERA		863.20
01/26/2016	ACH	PERA		831.67
01/26/2016	ACH	MN Dept of Revenue	5062265	385.00

01/27/2016	ACH	US Treasury-Payroll	41-6145653	2,031.18
01/20/2016			Funds Transfer	500.00
02/02/2016			Funds Transfer	1,000.00
01/20/2016	ACH	AT&T		68.45
01/19/2016	ACH	MN Dept of Revenue		38.57
01/19/2016	ACH	Intercontinental	Johannsen - Governor's Water Summit	572.67
01/27/2016	ACH	Star Tribune	Subscriptions	49.27
02/10/2016	ACH	Ada City		294.67
02/02/2016	ACH	Best Buy		1,182.46
02/05/2016	ACH	Best Buy		200.35
02/08/2016	ACH	MAWD		200.00
02/05/2016	ACH	Target	Bathroom Soap	12.78
02/10/2016	ACH	MN Dept of Revenue	5062265	396.00
02/10/2016	ACH	US Treasury-Payroll	41-6145653	2,223.38
02/10/2016	ACH	PERA		915.67
02/09/2016	ACH	Best Buy		59.11
02/09/2016	15919	VOID		0.00
02/10/2016	15920	AmeriPride	Rugs	94.83
02/10/2016	15921	Area 1 Envirothon	Envirothon	100.00
02/10/2016	15922	Becker County SWCD	Envirothon	100.00
02/10/2016	15923	Cardmember Service	January Billing	1,604.30
02/10/2016	15924	Houston Engineering, Inc.	January Engineering	14,482.01
02/10/2016	15925	Kathy Docken	supplies	20.00
02/10/2016	15926	Kenneth Aaron Kesselberg	Snow removal	310.00
02/10/2016	15927	MARCO, Inc. Mpls	M-files contract	1,795.40
02/10/2016	15928	MAWD	2016 Dues	4,000.00
02/10/2016	15929	Morris Electronics, Inc.		660.98
02/10/2016	15930	Northwest Beverage, Inc.	Water	74.75
02/10/2016	15931	Office Supplies Plus		332.20
02/10/2016	15932	Ralph's Food Pride	Supplies	15.98
02/10/2016	15933	Red River Watershed Management Board	January 2016 Cost Share	12,984.15
02/10/2016	15934	Rena Kappes	Cleaning - 2@60	120.00
02/10/2016	15935	Twin Valley Times	Subscription	35.00
02/10/2016	15936	Wambach & Hanson		1,369.40
02/10/2016	15937	Western National Insurance Group	Policy Renewal 1004446000	11,207.00
02/10/2016	15938	Curt Johannsen		322.93
02/10/2016	15939	Dean P Spaeth		103.82
02/10/2016	15940	Duane L Erickson		198.98
02/10/2016	15941	Gregory R Holmvik		260.05
02/10/2016	15942	Michael K Christensen		247.58
02/10/2016	15943	Raymond M Hanson		88.70
02/10/2016	15944	Sharon R Askelson		85.46
				77,700.53

Appendix A

List of Acronyms Used:

EAW	Environmental Assessment Worksheet
LSOHC	Lessard-Sams Outdoor Heritage Council
MNDOT	Minnesota Department of Transportation
NRCS	Natural Resources Conservation Service
RCPP	Regional Conservation Partnership Program