

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

REGULAR MEETING
April 13, 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, April 13, 2016. Managers in attendance included: Greg Holmvik, Duane Erickson, Dean Spaeth, Mike Christensen, Sharon Askelson, and Raymond Hanson. Manager Curt Johannsen 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 8:30 a.m.
3. Agenda Approval. A motion was made by Manager Christensen and seconded by Manager Spaeth to approve the meeting agenda as presented, with the following additions. Carried.
 - DNR Grant
 - Sidewalk repair
4. Meeting Minutes. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve the March 9, 2016 meeting minutes as presented. Carried.
5. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Askelson to approve payment of billings as presented. Carried.
6. Approval of Financial Report. A motion was made by Manager Askelson and seconded by Manager Hanson to approve the monthly and quarterly financial report dated March 31, 2016, as presented and quarterly transfers from unassessed projects and ditches to Red River Construction, as detailed in Appendix B at the end of this report. Carried.
7. Open Mic. No one spoke at this time.
8. Lower Wild Rice – LSOHC Funding. Administrator Ruud reported that a teleconference was held the previous day with Engineer Bents, Henry Van Offelen, and Jameson Wendell to develop a plan to present to BWSR. Engineer Bents that he will coordinate with Attorney Hanson regarding specific verbiage in the easement allowing the District to do necessary work for corridor restoration in the future. Administrator Ruud added that once they have received a response from BWSR, the next step will be determined.
9. Manager Erickson arrived at 8:37 am.
10. Goose Prairie WMA. Administrator Ruud informed the Board that a Project Team meeting will be held at the end of April. He added, answering a question by Manager Erickson, that currently it has not been determined if mitigation is necessary.

11. Citizen's Advisory Committee. Administrator Ruud presented the draft Citizen's Advisory Committee minutes from the April 4, 2016, meeting. Highlights included Robert Braseth being elected chair, with Joe Slette as the vice-chair. The Committee passed a motion to encourage Managers to continue to pursue retention projects within the District.

12. Sidewalk Repair. The Board asked Administrator Ruud to gather quotes for replacing or repairing the sidewalk outside of the office.

13. DNR Grant. A motion was made by Manager Christensen and seconded by Manager Askelson to approve Non-Regulatory Grant with the DNR providing \$15,000 in funding, with no local match necessary, to produce information which will be useful in updating Percent Annual Chance Maps, Depth Grids, Changes since the Last FIRM, and Ice Jam Depth Derivatives. Carried.

PERMIT APPLICATIONS

14. Leiser Brothers, Section 6, Spring Creek Twp. A motion was made by Manager Hanson and seconded by Manager Erickson to approve Permit #4-13-16-12 to install subsurface drain tile with standard tile conditions. Carried.

15. Peter Domogalla, Section 11, Marsh Creek Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve Permit #4-13-16-6 to install flap gates on two 24" culverts. Carried.

16. Peter Domogalla, Section 11, Marsh Creek Twp. A motion was made by Manager Askelson and seconded by Manager Hanson to approve Permit #4-13-16-7 to lower two centerline culverts by 2.0 feet with the condition that the north culvert will not be installed lower than the downstream pipe through the railroad and the south pipe elevation will not be changed. Carried.

17. Peter Domogalla, Section 11, Marsh Creek Twp. A motion was made by Manager Spaeth and seconded by Manager Hanson to table Permit #4-13-16-8 to install subsurface drain tile and request that the applicant provide written approval from the NRCS and Mahanomen SWCD for the tile installation included an approved mitigation plan. Carried.

18. Adam Stalboerger, Section 1, Popple Grove Twp, Section 6, Lake Grove Twp. A motion was made by Manager Spaeth and seconded by Manager Hanson Permit #4-13-16-24 to remove two centerline culverts through Highway 59 with the condition that the applicant provide written approval of the request from the MNDOT. Carried.

19. Vernon Holland, Section 24, Lake Ida Twp. A motion was made by Manager Hanson and seconded by Manager Askelson to approve Permit #4-13-16-11 to construct a water and sediment control basin. Carried.

20. MNDOT Complaint, Section 36, Pembina Twp. A motion was made by Manager Spaeth and seconded by Manager Hanson to order John Pazdernik to remove a berm installed along Highway 59. Carried.

21. 9:30 am – Ring Dike Improvement Information Session. Adjacent landowners Ken Visser and Jarod Visser were in attendance. Ken presented questions regarding potential adjacent landowner impacts. Engineer Bents stated that since the current dikes have not overtopped, there is no for seen impacts to adjacent landowners by raising the current dikes to meet the minimum required specifications.

PERMIT APPLICATIONS (continued)

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

- Nick Aldrich, Section 6, Green Meadow Twp. Permit #4-13-16-1 to install a field approach and 18' culvert.
- Nick Aldrich, Section 31, Spring Creek Twp. Permit #4-13-16-2 to install an 18" culvert in a driveway.
- Brandon Borgen, Section 9, Mary Twp. Permit #4-13-16-3 to remove and level a farmstead ring dike.
- Flowing Township, Section 11 and 14, Flowing Twp. Permit #4-13-16-9 to replace a culvert with a longer one.
- Good Hope Township, Section 4 and 9, Good Hope Twp. Permit #4-13-16-10 to replace a damaged 24" culvert and trap with a longer 24" culvert and trap.
- Dan McNamee, Section 3, LaGarde Twp. Permit #4-13-16-15 to construct a water and sediment control basin.
- Dan McNamee, Section 3, LaGarde Twp. Permit #4-13-16-16 to construct a water and sediment control basin.
- Dan McNamee, Section 4, LaGarde Twp. Permit #4-13-16-18 to construct a water and sediment control basin.
- Vig Farms, Section 33, Heier Twp. Permit #4-13-16-25 to construct a water and sediment control basin.

23. Becker County Highway Department, Section 13 and 24, Atlanta Twp. A motion was made by Manager Hanson and seconded by Manager Askelson to approve Permit #4-13-16-4 to replace a timber bridge with a concrete box culvert. Carried.

24. Chuck Borgen, Section 22, Georgetown Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to return Permit #4-13-16-5 to install subsurface drain tile. The applicant can apply in the future if requested information becomes available. Carried.

25. Steve Mattson, Section 27, Walworth Twp. A motion was made by Manager Erickson and seconded by Manager Christensen to approve Permit #4-13-16-13 to construct a new ditch. Carried.

26. Steve Mattson, Section 27, Walworth Twp. A motion was made by Manager Spaeth and seconded by Manager Erickson to approve Permit #4-13-16-14 to remove three field approaches. Carried.

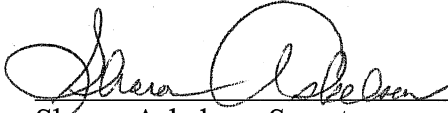
27. Dan McNamee, Section 3, LaGarde Twp. A motion was made by Manager Askelson and seconded by Manager Hanson to approve Permit #4-13-16-17 to construct a water and sediment basin. Carried.

28. Norman County Highway Department, Section 9 and 16, McDonaldsville Twp. A motion was made by Manager Hanson and seconded by Manager Christensen to approve Permit #4-13-16-19 to construct a mill and overlay project. Carried.

29. Norman County Highway Department, Section 16, Good Hope Twp. A motion was made by Manager Erickson and seconded by Manager Christensen to approve Permit #4-13-16-20 to replace a concrete box culvert with a 48" CMP. Carried.

30. Norman County Highway Department, Section 15, Lake Ida Twp. A motion was made by Manager Askelson and seconded by Manager Spaeth to approve Permit #4-13-16-21 to replace a steel arch pipe with a concrete box culvert. Carried.

31. Alan Pinske, Section 20, Fossum Twp. A motion was made by Manager Christensen and seconded by Manager Spaeth to table Permit #4-13-16-22 to install subsurface drain tile requesting that the applicant provide formal approval from the drainage authority for Norman County Ditch 7. Carried.
32. Alan Pinske, Section 24, Fossum Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve Permit #4-13-16-23 to install subsurface drain tile with standard tile conditions. Carried.
33. Per Diems. A motion was made by Manager Hanson and seconded by Manager Askelson to approve Manager Per Diems and expenses as distributed. Carried.
34. 10:00 am – Rules Update Public Information Input. Mark Harless was in attendance and presented a list of suggestions and concerns regarding the Rules Update. Lengthy discussion was held regarding the ability to hold water over at least 80% of the tiled area, operation of pumps, and the time frame in which tile systems will be allowed to drain following a flooding event. He did comment that the District's projects should be held to the same restrictions regarding releasing water during flooding events. The Board thanked Harless for attending and will take the comments and suggestions into consideration. Board discussion of the Rules Update will continue at the May Regular Board Meeting.
35. 10:30 am – GM PL566/BCA. Chuck Fritz and Dr. Jay Lietch were in attendance and reviewed the PL566 and BCA process in detail. Following explanation of how the BCA would be determined, Chairman Holmvik asked if all Managers were in favor of the process. No objection was voiced.
36. There being no further business to come before the Board of Managers, a motion was made by Manager Askelson and seconded by Manager Hanson to adjourn the meeting. Carried. Chairman Holmvik adjourned the meeting at 11:05 am.



Sharon Askelson, Secretary

Date	Num	Name	Memo	Amount
Mar 10 - Apr 13, 16				
03/11/2016			Funds Transfer	100,000.00
03/22/2016		QuickBooks Payroll Service	Created by Payroll Service on 03/21/2016	5,886.03
04/05/2016		QuickBooks Payroll Service	Created by Payroll Service on 04/04/2016	6,055.97
03/31/2016			Funds Transfer	2,000.00
03/10/2016	ACH	Ada City		306.93
03/25/2016	ACH	MARCO, Inc.	Copier Lease	670.75
03/14/2016	ACH	US Treasury-Payroll	Adjustment Due	771.84
03/23/2016	ACH	MN Dept of Revenue	5062265	385.00
03/23/2016	ACH	US Treasury-Payroll	41-6145653	2,031.24
03/23/2016	ACH	PERA	benefits	831.67
03/23/2016	ACH	US Treasury-Payroll	Payroll Taxes	414.65
04/03/2016	ACH	Arvig	phone	305.84
04/11/2016	ACH	Ada City		288.50
04/10/2016	ACH	Verizon Wireless	Kevin Cell	69.91
03/29/2016	ACH	Target		10.43
04/06/2016	ACH	Embassy Suites	Holmvik - Legislative	184.30
03/18/2016	ACH	Embassy Suites	Ruud - Halstad Hearing	216.54
03/31/2016	ACH	Embassy Suites	Ruud - Legislative	371.77
04/07/2016	ACH	MN Dept of Revenue	5062265	388.00
04/07/2016	ACH	US Treasury-Payroll	41-6145653	2,049.24
04/07/2016	ACH	PERA		839.96
04/13/2016	ACH	PERA		69.31
04/07/2016	ACH	Jackpot Junction	Ruud - Viewer's Meeting	64.12
04/07/2016	ACH	Jackpot Junction	Ruud - Viewer's Meeting	24.72
04/08/2016	ACH	Frandsen Bank	Safe Deposit Box Rent	23.00
04/13/2016	15975	AmeriPride	rugs	94.83
04/13/2016	15976	Becker Co. Auditor		2,587.00
04/13/2016	15977	Clay County Auditor Treasurer		6,324.00
04/13/2016	15978	FP Mailing Solutions	Postage Meter	118.63
04/13/2016	15979	Houston Engineering, Inc.	March Engineering	29,634.73
04/13/2016	15980	Indiana Insurance Company	Bond	125.00
04/13/2016	15981	Kathy Docken	supplies	20.00
04/13/2016	15982	Mahnomen Pioneer	Rules Update Publish	37.80
04/13/2016	15983	McCollum Hardware, Inc.	Light Bulbs	37.39
04/13/2016	15984	Morris Electronics, Inc.		1,092.90
04/13/2016	15985	Norman County Index-Ada	Rules Update Publish	105.00
04/13/2016	15986	Norman County Treasurer/Auditor	Beaver Cost Share	45.00
04/13/2016	15987	Norman County Treasurer/Auditor		1,567.39
04/13/2016	15988	Northwest Beverage, Inc.		57.00
04/13/2016	15989	Office Supplies Plus		141.50
04/13/2016	15990	Ralph's Food Pride	supplies	31.36
04/13/2016	15991	Renae Kappes	cleaning - 3@60	180.00
04/13/2016	15992	Twin Valley Times	Advertising	68.26
04/13/2016	15993	Visser Trenching	Snow Removal	395.00
04/13/2016	15994	Wambach & Hanson	March Legal	1,810.56
04/13/2016	15995	Dean P Spaeth		103.82
04/13/2016	15996	Duane L Erickson		350.60
04/13/2016	15997	Gregory R Holmvik		69.27
04/13/2016	15998	Michael K Christensen		382.16
04/13/2016	15999	Raymond M Hanson		88.70
04/13/2016	16000	Sharon R Askelson		187.12
				169,914.74

Appendix A

List of Acronyms Used:

BCA	Benefits Cost Analysis
BWSR	Board of Water and Soil Resources
CMP	Corrugated Metal Pipe
DNR	Department of Natural Resources
FIRM	Flood Insurance Rate Map
LSOHC	Lessard-Sams Outdoor Heritage Council
MNDOT	Minnesota Department of Transportation
NRCS	Natural Resources Conservation Service
PL566	Public Law 566
SWCD	Soil and Water Conservation District
WMA	Wildlife Management Area

Appendix B

Transfers from Unassessed Projects and Ditches, Permits and Violations to Red River Construction Account for period ending March 31, 2016.

	3/31/2016	RRC	Survey & Data
PROJECTS			
UNASSESSED			
#8 Mocassin Creek	921.00	(921.00)	
#35 Sande Detention	249.00	(249.00)	
#38 Rockwell Dam	175.50	(175.50)	
RED RIVER CONSTRUCTION			
Project Development - RRC			
#173 Anderson Wetland #5	186.00	(186.00)	
#354 Goose Prairie WMA Storage	3,297.62	(3,297.62)	
#356 Green Meadow Project Team	(1,756.45)	1,756.45	
#357 Wild Rice Vik/Tufte/Heitman	(2,801.51)	2,801.51	
#12 Permits			
#79 - Wayne Thom Complaint	208.50	(208.50)	
#18 Violations - other	765.00	(765.00)	
#12 Permits - Other	9,754.63	(9,754.63)	
	9,829.29	(9,829.29)	0.00
	9,829.29	-9,829.29	