

WILD RICE WATERSHED DISTRICT

11 Fifth Avenue East

Ada, MN 56510

Ph: 218-784-5501

REGULAR MEETING

July 13, 2016

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, July 13, 2016. 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 Hanson and seconded by Manager Spaeth to approve the meeting agenda with the following additions as listed. Carried.
 - 8:36 am - Clay County SWCD Farm Bill Assistance Request
 - Buffer Meetings
 - Community Meetings
 - 200 Foot Setback
 - Peterson Letter
 - RRWMB membership
4. Meeting Minutes. A motion was made by Manager Christensen and seconded by Manager Johannsen to approve the monthly meeting minutes with a change to the meeting adjournment portion. Carried.
5. Approval of Billings. A motion was made by Manager Johannsen and seconded by Manager Spaeth to approve the payment of billings as presented. Carried.
6. Financial Report. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve the monthly and quarterly financial reports dated June 30, 2016, along with transfers from Red River Construction to unassessed projects and ditches as listed in Appendix A at the end of this report. Carried.
7. Open Mic. Nobody spoke at this time.
8. Clay County SWCD Farm Bill Assistance Request. Paul Krabbenhoft and Tony Nelson requested \$1,625.00 in funding assistance for the Clay County Farm Biologist position. A motion was made by Manager Erickson and seconded by Manager Hanson to approve the request for assistance. Managers Erickson, Askelson, and Christensen voted in favor of the motion. Managers Spaeth, Johannsen, and Hanson, and Chairman Holmvik voted against the motion. Motion failed due to lack of majority.

PERMIT APPLICATIONS

9. A motion was made by Manager Hanson and seconded by Manager Askelson to approve the following permit applications with conditions as listed. Carried.
- Kevin Anderson, Section 3, Winchester Twp. Permit #7-13-16-1 to extend a culvert and widen a field approach.
 - Kevin Anderson, Section 32, Rockwell Twp. Permit #7-13-16-2 to extend a culvert and widen a field approach.
 - Kevin Anderson, Section 3, Winchester Twp. Permit #7-13-16-3 to install a field approach and 30” culvert.
 - Ashley Griewe, Section 23, Spring Creek Twp. Permit #7-13-16-4 to install a field approach with the condition that the culvert is a 24” diameter pipe.
 - Randy Hanson, Section 15, Anthony Twp. Permit #7-13-16-5 to extend a culvert and widen a field approach.
 - Jeff Radke, Section 10, Home Lake Twp. Permit #7-13-16-8 to move a culvert and improve a ditch with the condition that the culvert to be installed at the new location is installed at the same elevation as the existing culvert.
 - Skaurud Grain Farms, Section 4 & 5, Marsh Creek Twp. Permit #7-13-16-10 to install subsurface drain tile with the conditions that the project is constructed to be in compliance with the MNDNR protected water rules, the Wetland Conservation Act Rules, and the NRCS rules and setback recommendations as well as the WRWD standard tile conditions.
 - David Vilmo, Section 3, Pleasant View Twp. Permit #7-13-16-11 to extend a culvert and widen a field approach.
 - David Vilmo, Section 8 & 9, Green Meadow Twp. Permit #7-13-16-12 to extend a culvert and widen a field approach.
 - David Vilmo, Section 16, Green Meadow Twp. Permit #7-13-16-13 to add a new driveway to a bin site.
 - Randy Zimmerman, Section 22, Ulen Twp. Permit #7-13-16-14 to extend a culvert and widen a field approach.
10. Duane Pazdernik, Section 36, Pembina Twp. A motion was made by Manager Hanson and seconded by Manager Christensen to continue tabling Permit #7-13-16-6 to install a field crossing with a 12” pipe requesting that the applicant provide the planned elevation of the top of the field crossing and the west invert of the 36” centerline culvert through highway 59. Carried.
11. Alan Pinske, Section 20, Fossum Twp. A motion was made by Manager Johannsen and seconded by Manager Hanson to continue tabling Permit #7-13-16-7 to install subsurface drain tile requesting a tile plan and approval from the drainage authority for Norman County. Carried.
12. Gary Schlick, Section 4, Rosedale Twp. A motion was made by Manager Hanson and seconded by Manager Christensen to approve Permit #7-13-16-9 to construct a grade stabilization project. Carried.
13. Goose Prairie WMA. Administrator Ruud informed the Board that the Wetland Committee recently met and reviewed the current information. Engineer Bents continued that the delineation report was completed and issues with WCA and USACOE will need to be addressed. We will start with the SWCD to determine the WCA concerns. It is the hopes that a possible exemption for wildlife purposes is applicable. Once the WCA concerns are addressed, we will move onto the USACOE. Administrator Ruud added that flowage easement values are currently being determined by an appraiser. Information should be returned by the September Meeting. A landowner meeting is hoped to be held this fall when more information is returned.

14. Community Flood Protection. Engineer Bents summarized recent meetings with FEMA in Hendrum and Halstad. Updates were given on both projects. MNDOT was in attendance at both meetings and stated that they are planning on incorporating grade raises into their TH75 resurfacing projects in the upcoming years. FEMA will require a concrete barrier through the raise, which would not be covered by the DOT, rather a local cost requirement. Engineer Bents is working to update funding application information showing the DOT contribution to the road raise efforts in the communities.
15. Ring Dike Update. Engineer Bents stated that both the Visser and Ramstad ring dikes are currently going through the permitting phase. Once indications are returned on the applications, plans will be sent out and quotes sought.
16. Green Meadow RCPP. Engineer Bents highlighted the current RCPP process review points that are being conducted. Currently the initial feasibility report, maps, and hydraulic model are being developed.
17. Drain Tile. Manager Erickson distributed an article that recently ran in the Twin Valley Times. He noted that he also forwarded the article to Congressman Peterson.
18. RRWMB membership. Manager Erickson voiced concern regarding the pros and cons regarding being a member of the RRWMB. He asked the Board if anyone would entertain having the staff develop an exit letter for leaving the RRWMB. Chairman Holmvik stated that he would not be in favor of such a thing. He could ask Naomi Erickson, Administrator of the RRWMB to develop a document showing what we have received as a member of the RRWMB. Manager Hanson added that if we left we would need to increase taxes to compensate for the loss. He noted that the Mahnomens County Commissioners are not in favor of the WRWD leaving the RRWMB, therefore he does not support the idea.
19. Rules Update. Manager Erickson stated that he would like to eliminate the need for a setback from adjacent property when doing work. Engineer Bents explained the logic behind the 200 foot setback that was established, noting that if an applicant gets adjacent landowner permission they can install wetlands or subsurface drain tile closer to property lines. Manager Spaeth stated that he has had people ask for another public input meeting. A motion was made by Manager Hanson and seconded by Manager Askelson to set a public input session for 10:00 am, December 14, 2016. Carried.
20. Beaver Trapping Policy. A motion was made by Manager Hanson and seconded by Manager Johannsen to deny a bill for beaver trapping from Rick Mattson. Motion carried with Manager Erickson opposed. It is noted that the beaver trapping location was not within a WRWD project.
21. Set Levy Hearings. A motion was made by Manager Spaeth and seconded by Manager Askelson to set a Public Hearing for the Project Levy and General budget Levy for Wednesday, August 10, 2016, at 10:00 a.m. Carried.
22. Per Diems. A motion was made by Manager Johannsen and seconded by Manager Spaeth to approve payment of Manager per diems and expenses as distributed. Carried.
23. 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.
24. Meetings and Conferences. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve staff and manager attendance at the 5th Annual Red River Valley Agricultural Water Issues Forum and the Minnesota Local Government Water Roundtable to Conduct Regional Buffer Workshops. Carried.

25. 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 10:38 am.


Sharon Askelson, Secretary

Date	Num	Name	Memo	Amount
Jun 9 - Jul 13, 16				
06/14/2016		Payroll	Created by Payroll Service on 06/13/2016	5,477.13
06/28/2016		Payroll	Created by Payroll Service on 06/27/2016	5,488.99
06/28/2016			Funds Transfer	100,853.46
07/07/2016			Funds Transfer	100,000.00
06/30/2016			Funds Transfer	1,000.00
07/12/2016		Payroll	Created by Payroll Service on 07/11/2016	5,495.49
06/10/2016	ACH	Ada City		243.80
06/25/2016	ACH	MARCO, Inc.		670.75
06/15/2016	ACH	Aflac		180.12

06/15/2016	ACH	US Treasury-Payroll	41-6145653	91.78
06/16/2016	ACH	MN Dept of Revenue	5062265	420.00
06/28/2016	ACH	US Treasury-Payroll	41-6145653	2,232.10
07/03/2016	ACH	Arvig		326.35
06/29/2016	ACH	Minnesota Energy Resources Corporation		65.00
06/30/2016	ACH	MN Dept of Revenue	5062265	420.00
06/30/2016	ACH	US Treasury-Payroll	41-6145653	2,140.34
06/30/2016	ACH	PERA	PERA Liabilities	1,738.24
06/15/2016	ACH	Amazon	Benefitting Area Books	51.80
06/21/2016	ACH	Amazon	Benefitting Area Books	53.42
06/27/2016	ACH	Plaza Hotel	Christensen - Summer Tour	343.70
07/10/2016	ACH	Verizon Wireless		69.90
07/11/2016	ACH	Ada City		234.93
07/13/2016	ACH	Jackpot Junction		64.12
07/12/2016	ACH	Target		33.47
07/07/2016	ACH	Amazon	benefitting area books	22.44
07/01/2016	ACH	Microsoft	software	106.86
06/16/2016	16054	Wambach & Hanson Trust Account	Dufner Settlement	2,118.99
07/13/2016	16055	AmeriPride	Rugs	94.83
07/13/2016	16056	Cardmember Service	subscriptions	138.92
07/13/2016	16057	EcoLab		167.02
07/13/2016	16058	FP Mailing Solutions	Postage meter	118.63
07/13/2016	16059	GreenWay Lawn Spraying	fertilizer	80.16
07/13/2016	16060	Grinnell Mutual Payment Center	Business Policy Renewal	2,939.00
07/13/2016	16061	Houston Engineering, Inc.	June Engineering	38,278.15
07/13/2016	16062	McCollum Hardware, Inc.	supplies	26.69
07/13/2016	16063	Morris Electronics, Inc.		647.80
07/13/2016	16064	Norman County Index-Ada	Annual Report Publish	440.86
07/13/2016	16065	Norman County Recorder	Recording fee/copies	62.00
07/13/2016	16066	Northwest Beverage, Inc.		29.00
07/13/2016	16067	Office Supplies Plus		40.70
07/13/2016	16068	Ralph's Food Pride	supplies	45.25
07/13/2016	16069	Red River Watershed Management Board	June Reimbursement	171,892.93
07/13/2016	16070	Renae Kappes	Cleaning - 2@60	120.00
07/13/2016	16071	Tammy Erickson	5@30	150.00
07/13/2016	16072	Tony Sip	June Mowing	12,155.00
07/13/2016	16073	Wambach & Hanson	June Billing	640.00
07/13/2016	16074	VOID		0.00
07/13/2016	16075	VOID		0.00
07/13/2016	16076	Curt Johannsen		82.20
07/13/2016	16077	Dean P Spaeth		279.07
07/13/2016	16078	Duane L Erickson		96.78
07/13/2016	16079	Gregory R Holmvik		138.52
07/13/2016	16080	Michael K Christensen		905.18
07/13/2016	16081	Raymond M Hanson		88.71
07/13/2016	16082	Sharon R Askelson		85.46

Appendix A

	6/30/2016	RRC	Survey & Data
PROJECTS			
UNASSESSED			
#8 Mocassin Creek	786.24	(786.24)	
#35 Sande Detention	533.19	(533.19)	
#36 Marsh Creek 3	1,351.10	(1,351.10)	
#36 Northern Improvement Dam	209.10	(209.10)	
#38 Rockwell Dam	226.59	(226.59)	
#39 Mashaug Dam	270.44	(270.44)	
RED RIVER CONSTRUCTION			
Admin Levy Work	108.00	(108.00)	
Project Development - RRC			
#11 - Perley Road Raise	54.00		(54.00)
#12 - Hendrum Road Raise	291.00		(291.00)
#173 Anderson Wetland #5			
#354 Goose Prairie WMA Storage	8,805.89	(8,805.89)	
#356 Green Meadow Project Team	7,074.03	(7,074.03)	
#357 Wild Rice Vik/Tufte/Heitman	3,519.47	(3,519.47)	
#12 Permits			
#80 - Domogalla Complaint	492.57	(492.57)	
#81 - MNDOT - Pazdernik Farms	384.57	(384.57)	
#18 Violations - other	1,276.50	(1,276.50)	
#12 Permits - Other	25,176.50	(25,176.50)	
	50,559.19	(50,214.19)	(345.00)
	50,559.19	-50,559.19	

Appendix B

List of Acronyms Used:

DOT	Department of Transportation
FEMA	Federal Emergency Management Agency
MnDNR	Minnesota Department of Natural Resources
MNDOT	Minnesota Department of Transportation
NRCS	Natural Resources Conservation Service
RCPP	Regional Conservation Partnership Program
RRWMB	Red River Watershed Management Board
SWCD	Soil and Water Conservation District
WCA	Wetland Conservation Act
WRWD	Wild Rice Watershed District
USACOE	United States Army Corps of Engineers