

WILD RICE WATERSHED DISTRICT

11 Fifth Avenue East

Ada, MN 56510

Ph: 218-784-5501

REGULAR MEETING

November 16, 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, November 16, 2016. Managers in attendance included: Greg Holmvik, Duane Erickson, Mike Christensen, Dean Spaeth and Raymond Hanson. Managers Sharon Askelson and Curt Johannsen were 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 8:31 a.m.
3. Agenda Approval. A motion was made by Manager Spaeth and seconded by Manager Christensen to approve the agenda with the following items being added to the Agenda. Carried:
 - Costs
4. Meeting Minutes. A motion was made by Manager Hanson and seconded by Manager Christensen to approve the October 11, 2016, regular meeting minutes, and the October 26, 2016 special meeting minutes as presented. Carried.
5. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the payment of billings as presented. Carried.
6. Financial Report. A motion was made by Manager Spaeth and seconded by Manager Hanson approving the monthly financial report dated October 31, 2016. Carried.
7. Open Mic. Nobody spoke at this time.
8. Community Flood Protection. Engineer Bents reported that coordination meetings with FEMA in Hendrum and Halstad regarding the new flood plain mapping were held. He added once improvements are completed, a submittal to remove communities from the flood plain will be required.
9. Ring Dikes. A motion was made by Manager Hanson and seconded by Manager Spaeth approving Pay Request 2 from Northern States Excavating in the amount of \$14,009.40 for work completed on the Ramstad Ring Dike Improvements. Carried. A motion was made by Manager Christensen and seconded by Manager Hanson approving Pay Request 1 from Northern States Excavating in the amount of \$28,984.50 for work completed on the Visser Ring Dike Improvements. Carried. It was noted that seeding of the site will occur in spring due to risks of dormant seeding if warm weather follows seeding.
10. Green Meadow RCPP. A project team meeting will be scheduled for January. Annual damages based on existing conditions and maps showing inundation levels with certain rainfall events at this meeting.

11. Goose Prairie WMA. Administrator Ruud reported that following the initial reports that we will receive funding from LSOHC, the MNDNR is exploring funding partnership opportunities. A landowner meeting will be held once more of a response is received from the DNR.

12. Lockhart Flood Protection. A motion was made by Manager Hanson and seconded by Manager Erickson to approve communication with landowners to determine interest in pursuing a lateral to be constructed. Carried. It is noted that any improvements to current systems need to be petitioned for by adjacent landowners. The communication will present adjacent landowners with information regarding possible solutions to provide additional drainage for the area.

13. Project 30 Maintenance. At the request of Leon Johnson, the area was reviewed. A temporary solution is being implemented and we will see how effective the plan is.

14. JD51 Cleanout Update. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve Pay Request 1 from Tim Crompton Excavating in the amount of \$10,710.00 for work completed on the JD51 cleanout. Carried.

PERMIT APPLICATIONS

15. Daniel Brandt, Section 21, Green Meadow Twp. A motion was made by Manager Hanson and seconded by Manager Erickson to approve Permit #11-16-16-3 to install a driveway and clean and grade a road ditch with the condition that the field approach has a minimum of a 15" culvert or the applicant provide written approval from the road authority to install the crossing without a culvert. Carried.

16. Lowell Ellefson, Section 12, Home Lake Twp. A motion was made by Manager Erickson and seconded by Manager Christensen to approve Permit #11-16-16-4 to install a centerline culvert with the condition that the applicant get approval from the road authority for any work in the road right-of-way and the existing 18" centerline pipe to the south be removed or permanently plugged. Carried.

17. Horace Ooley Complaint, Section 19, Strand Twp. A motion was made by Manager Spaeth and seconded by Manager Hanson to table the complaint pending obtaining any available survey information from the county regarding elevations of the historic and existing culverts with the area in discussion. Also, research regarding the profile of the off-take ditch will be determined to see how it compares to the elevation of the pipe. Carried. Prior to the motion lengthy discussion was held with adjacent landowners, Norman County Highway Department representatives, District Board, Staff, and consultants. Engineer Bents presented those in attendance with an overview of the work completed in the area. Work completed was determined to be done as permitted. Discussion was held regarding the installation of the culvert and a former berm that was located in the area that keep low water in the road ditch. Discussion was also held regarding the drainage area of the Green Meadow Dam.

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

- Brad Arends, Sections 26 & 35, Chief Twp. Permit #11-16-16-1 to install subsurface drain tile with standard tile conditions.
- John Jossund, Section 5, Georgetown Twp. Permit #11-16-16-6 to construct a new ditch and install a new culvert and field approach.

19. David Arends, Section 10, Mary Twp. A motion was made by Manager Hanson and seconded by Manager Christensen to continue to table Permit #11-16-16-2 to install subsurface drain tile pending information showing

approval from the Drainage Authority through the 103E proceeding to outlet the tile system into Project 9. Carried.

20. Norman County Highway Department, Sections 2 & 11, Hegne Twp. A motion was made by Manager Hanson and seconded by Manager Erickson to approve Permit #11-16-16-8 to replace a concrete deck girder bridge with three concrete box culverts. Carried.

21. Manager Erickson left the Board table and retreated to the audience.

22. Duane Erickson, Section 12, Home Lake Twp, Section 7, Flom Twp. A motion was made by Manager Christensen and seconded by Manager Hanson to approve Permit #11-16-16-5 to install subsurface drain tile with standard tile conditions and the condition that the applicant get written consent for ditch cleaning work done in Section 1 of Home Lake Twp. Carried.

23. Manager Erickson returned to the Board table.

24. Darrell Neisen, Section 15, Rosedale Twp. A motion was made by Manager Spaeth and seconded by Manager Erickson to table Permit #11-16-16-7 to install subsurface drain tile and request that the applicant provide approval from the NRCS and Mahanomen SWCD for any impacts from the tile installation to wetlands, or provide additional project information addressing potential wetland impacts, such as drainage setbacks, non perforated sections of tile or mitigation plans OR the permit is approved if the applicant can provide written documentation of approval from NRCS and SWCD for the items previously listed in the table condition. Carried.

25. US Fish & Wildlife Service. A motion was made by Manager Christensen and seconded by Manager Hanson to approve Permit #11-16-16-9 to fill in drainage ditches, tile removal or tree removal to restore nine wetland areas. Motion carried with Manager Erickson opposed. Manager Spaeth voiced concern regarding seepage issues.

26. Proposed MAWD Resolutions. Documents were distributed for Manager review.

27. MAWD Voting Delegates. A motion was made by Manager Spaeth and seconded by Manager Hanson to assign Manager Christensen and Manager Johannsen as voting delegates for the MAWD Annual Meeting with Manager Holmvik listed as the alternate. Carried.

28. Costs. Manager Erickson presented questions regarding billing of administrative costs to projects and ditches. The process of time billing was explained to Manager Erickson.

29. 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.

30. There being no further business to come before the Board of Managers, a motion was made by Manager Hanson and seconded by Manager Christensen to adjourn the meeting. Carried. Chairman Holmvik adjourned the meeting at 10:25 am.



Michael Christensen, Vice-Chairman

Date	Num	Name	Memo	Amount
Oct 13 - Nov 16, 16				
10/18/2016		QuickBooks Payroll Service	Created by Payroll Service on 10/17/2016	5,549.66
11/01/2016		QuickBooks Payroll Service	Created by Payroll Service on 10/31/2016	5,572.34
11/15/2016		QuickBooks Payroll Service	Created by Payroll Service on 11/14/2016	5,559.62
10/31/2016	ACH	Minnesota Energy Resources Corporation		47.00
10/26/2016	ACH	Aflac		212.16
10/25/2016	ACH	MARCO, Inc.		696.49
10/26/2016	ACH	Harland Checks		184.89
10/13/2016	ACH	US Postal Service	envelopes	581.75
10/17/2016	ACH	GoDaddy		239.98
10/27/2016	ACH	Star Tribune		49.27
11/01/2016	ACH	MAWD	Annual Conference Registration	1,105.00
11/10/2016	ACH	Verizon Wireless	Kevin Cell	95.92
11/10/2016	ACH	Ada City		203.73
11/03/2016	ACH	Arvig		330.56
11/04/2016	ACH	US Treasury-Payroll	41-6145653	68.84
11/03/2016	ACH	MN Dept of Revenue	5062265	416.00
11/04/2016	ACH	US Treasury-Payroll	41-6145653	2,119.36
11/04/2016	ACH	PERA	Benefits	863.89
11/04/2016	ACH	PERA	benefits	842.87
11/03/2016	ACH	MN Dept of Revenue	5062265	416.00
11/03/2016	ACH	US Treasury-Payroll	41-6145653	2,119.54
11/14/2016	ACH	Target	Radio - Hold Music	24.57
11/15/2016	ACH	Sandy's Donuts	RRWMB Meeting	21.00
11/15/2016	16155	VOID		0.00
11/15/2016	16156	VOID		0.00
11/15/2016	16163	VOID		0.00
11/15/2016	16164	VOID		0.00
11/15/2016	16165	VOID		0.00
11/16/2016	16166	AmeriPride	Rugs	100.83
11/16/2016	16167	Clay County Union	subscription	35.00
11/16/2016	16168	EcoLab	Pest Control	83.51
11/16/2016	16169	Houston Engineering, Inc.	October Engineering	46,091.19
11/16/2016	16170	Kevin Erickson	Mowing	240.00
11/16/2016	16171	Larry's Excavating Inc.	Dam Removal	550.00
11/16/2016	16172	Mahnomen Pioneer	Advertising	113.40
11/16/2016	16173	McCollum Hardware, Inc.	supplies	1.06
11/16/2016	16174	Morris Electronics, Inc.		1,151.65
11/16/2016	16175	Norman County Abstract		2,609.00
11/16/2016	16176	Norman County Index-Ada	Subscriptions & Advertising	56.93
11/16/2016	16177	Norman County Recorder	Upper Reaches Copies	1.00
11/16/2016	16178	Northern States Excavating	Request #2	14,009.40
11/16/2016	16179	Northern States Excavating	Req #1	28,984.50
11/16/2016	16180	Northwest Beverage, Inc.		51.47

11/16/2016	16181	Office Supplies Plus		507.73
11/16/2016	16182	PERA	Service Charge	10.00
11/16/2016	16183	Perley City		3,360.00
11/16/2016	16184	Ralph's Food Pride	Supplies	35.91
11/16/2016	16185	Red River Basin Commission	Holmvik Registration	225.00
11/16/2016	16186	Red River Basin Commission	Johannsen Registration	225.00
11/16/2016	16187	Red River Basin Commission	Ruud Registration	225.00
11/16/2016	16188	Red River Promoter		648.00
11/16/2016	16189	Red River Watershed Management Board	Reimbursements	9,908.13
11/16/2016	16190	Renae Kappes	Cleaning - 2@60	120.00
11/16/2016	16191	Tim Crompton Excavating	Pay Request #1	10,710.00
11/16/2016	16192	Tony Sip	October Mowing	11,050.00
11/16/2016	16193	Twin Valley Times	Special Meeting Notice	5.00
11/16/2016	16194	Wambach & Hanson	October Legal	1,816.40
11/16/2016	16195	Wesley Carlsrud	2016 Spraying	33,287.86
11/16/2016	16196	Michael K Christensen		274.15
11/16/2016	16197	Raymond M Hanson		88.70
11/16/2016	16198	VOID		0.00
11/16/2016	16199	Dean P Spaeth		207.64
11/16/2016	16200	Duane L Erickson		193.58
11/16/2016	16201	Gregory R Holmvik		138.53
				194,436.01

Appendix A

List of Acronyms Used:

DNR	Department of Natural Resources
FEMA	Federal Emergency Management Agency
JD51	Judicial Ditch 51
LSOHC	Lessard-Sams Outdoor Heritage Council
MAWD	Minnesota Association of Watershed Districts
NRCS	Natural Resources Conservation Service
RCPP	Regional Conservation Partnership Program
SWCD	Soil and Water Conservation District
WMA	Wildlife Management Area