

## **WILD RICE WATERSHED DISTRICT**

**11 Fifth Avenue East**

**Ada, MN 56510**

**Ph: 218-784-5501**

### **REGULAR MEETING**

**December 14, 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, December 14, 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 Johannsen and seconded by Manager Spaeth to approve the agenda with the following items being added to the Agenda. Carried:
  - Buffers
4. Meeting Minutes. A motion was made by Manager Hanson and seconded by Manager Christensen approving the November 16, 2016, Regular Meeting Minutes as presented. Carried.
5. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Askelson to approve the payment of billings as presented. Carried.
6. Financial Report. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve the monthly financial report dated November 30, 2016. Carried
7. Open Mic. Nobody spoke at this time.
8. Lockhart Flood Storage. Administrator Ruud provided a summary regarding staff and board action prior to this morning's meeting, noting that the flood storage project and drainage in the area was reviewed at the request of Jon Peterson. Engineer Bents added that currently possible solutions are being brought for landowner consideration, adding that any improvements to the area must be initiated through a petition brought forth by the landowners. Landowners in attendance were asked to review presented information and determine if there is a desire to implement any of the proposed laterals, noting that once a petition is brought forward, it can be withdrawn at any time if landowners determine that they do not want to continue with the process.

### **PERMIT APPLICATIONS**

9. Ooley Complaint. Engineer Bents summarized the complaint for those in attendance and presented findings based on field review. A motion was made by Manager Johannsen and seconded by Manager Hanson to dismiss the complaint based on field review findings, formally adopting the letter presented by Houston Engineering as reason for the dismissal. Carried. Landowners in attendance spoke regarding the change in

flow of water following the centerline culvert being moved further east. Landowners were advised to submit a permit application reflecting their proposed solutions to the issue.

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

- City of Ada, Section 8, McDonaldsville Twp. Permit #12-14-16-1 to install a driveway with a 24" culvert.
- Black Bell Farms, Section 10, Mary Twp. Permit #12-14-16-3 to install subsurface drain tile, with standard tile conditions.
- Robert Pinske, Section 2, Wild Rice Twp. Permit #12-14-16-7 to install subsurface drain tile with standard tile conditions.

11. David Arends, Section 10, Mary Twp. A motion was made by Manager Hanson and seconded by Manager Johannsen to continue to table Permit #12-14-16-2 to install subsurface drain tile, requesting that the applicant show approval from the Drainage Authority through the 103E proceeding to outlet the tile system into Project 9. Carried.

12. Andrew Borgen, Section 6, Mary Twp. A motion was made by Manager Hanson and seconded by Manager Christensen to table Permit #12-14-16-4 to install subsurface drain tile to notice the NW1/4 of Section 6 of Mary Township and the N1/2 of Section 1 of Lee Township or the permit is approved with standard tile condition is the applicant provides written approval from the landowners to be noticed. Carried.

13. Clay County Highway Department, Section 23 & 24, Hagen Twp A motion was made by Manager Hanson and seconded by Manager Spaeth to table Permit #12-14-16-5 to remove and old bridge and install a new bridge, to notice Section 9, 16, 15, 14, 23 and 24 of Hagen Township. Carried.

14. Darrel Neisen, Section 15, Rosedale Twp. A motion was made by Manager Johannsen and seconded by Manager Hanson to continue to table Permit #12-14-16-6 to install subsurface drain tile, pending approval from the Mahanomen County 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 is the applicant can provide written documentation of approval from NRCS and SWCD for the items listed in the conditions. Carried.

15. Community Flood Protection. Engineer Bents stated that FEMA has the recommendations on how to change mapping in the future. We are currently waiting on approval.

16. Ring Dikes. A motion was made by Manager Hanson and seconded by Manager Askelson to approve a pay request and change order from Northern States Excavating for work completed on the Visser Ring Dike. Carried. A motion was made by Manager Askelson and seconded by Manager Johannsen to approve a pay request and change order from Northern States Excavating for work completed on the Ramstad Ring Dike. Carried.

17. Consultant Proposals.

- Spraying. Two bids were received from interested parties. A motion was made by Manager Johannsen and seconded by Manager Spaeth to award the bid to Wesley Carlsrud, based on consultant experience and knowledge of the District. Motion carried with Managers Erickson and Hanson opposed.

18. Land Rent Bids. A motion was made by Manager Hanson and seconded by Manager Askelson to approve leasing of each parcel to the respective high bidder as follows:

- Goose Prairie 110.4 tillable acres: Dana Braseth
- Goose Prairie 211 acres: Dana Braseth
- Spring Creek 200 acres: Kelly Jacobson

Motion carried. District staff will prepare lease agreements and present them to the parties listed.

19. JD 51. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve a pay request from Tim Crompton Excavating for work completed on JD 51 cleanout. Carried.

20. Goose Prairie. Administrator Ruud stated that we are still working with the DNR regarding funding assistance for the project.

21. Rules Update Public Comment Session. Administrator Ruud presented an overview of the rules update process. Several comments from the public were heard regarding the rules update process and the currently proposed rules. Parties who presented comments included Perry Skaurud, landowner; Kelly Skaurud, landowner, Roger Ellingson, President, Ellingson Drain Tile; Derrik Ellingson, Ellingson Drain Tile; Jarred Jirava, Landowner; Tom Bergren, Landowner; and Mark Habedank, Landowner. Comments were received in regards to the length of tile which can be replaced or repaired with out applying for a permit, landowner responsibility to coordinate with appropriate entities, and requirement of installing control structures. Interested parties were thanked for their attendance. Comments will be taken under consideration in moving forward in the rules update process.

22. The board recessed for 10 minutes, before resuming at 11:43 am.

23. Green Meadow RCPP. Engineer Bents stated that a Project Team meeting will be held at the end of January. At that time, existing hydraulic modeling will be completed, and findings and results will be summarized to assist in looking at how different scenarios will affect the modeling.

24. Lower Wild Rice. Administrator Ruud stated that he was recently approached by a landowner along the corridor who is interested in selling property to the District and purchasing new property at the same time. The Board approved Administrator Ruud to seek appraisals to determine if the like-kind exchange is a possibility, as well as seek an updated appraisal for the Vik property, hoping to complete the two at the same time.

25. Buffers. Administrator Ruud updated the Board that if the District does not elect to enforce the buffer law locally, the counties are able to elect to enforce the law along District ditch systems, as well as their own.

26. Staff Benefit Package Review. A motion was made by Manager Spaeth and seconded by Manager Askelson to approve a three year staff benefit package contract with a 2.5% increase annually to the staff benefits package during each of the three years. Carried.

27. Consultant proposals (continued).

- Mowing. A motion was made by Manager Hanson and seconded by Manager Erickson to approve awarding mowing contracts to Tony Sip and Jon Peterson for the upcoming three year term. Carried. No other bids were received.
- Legal. A motion was made by Manager Erickson to award the Legal Contract on a three year term to Julin Law Office, PLLC. Motion failed due to lack of second. A motion was made by Manager Askelson and seconded by Manager Christensen to award the Legal Contract on a three year term to Wambach & Hanson Law Office. Motion carried with Manager Erickson opposed and Managers Spaeth and Johannsen abstaining.

- Engineering. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve awarding the Engineering Contract on a three year term to Houston Engineering. Carried. It is noted that two bids for Engineering were received.

28. Citizen's Advisory Meeting. Administrator Ruud informed the Board that the Committee passed a motion to encourage the Board to continue to pursue retention. He also added that Marijo Vik has requested to be removed from the Advisory Committee due to scheduling conflicts, and he is requesting the Board remove Wesley Green due to lack of attendance. A motion was made by Manager Spaeth and seconded by Manager Hanson to remove Marijo Vik and Wesley Green from the Citizen's Advisory Committee. Carried.

29. 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.

30. Project Team Meeting. A motion was made by Manager Spaeth and seconded by Manager Christensen to set a Project Team meeting for the Green Meadow Project Team on Wednesday, January 25, 2017, at 10:00 am. Carried.

31. 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 12:27 am.

  
Sharon Askelson, Secretary

Date	Num	Name	Memo	Amount
<b>Nov 17 - Dec 14, 16</b>				
11/29/2016		QuickBooks Payroll Service	Created by Payroll Service on 11/28/2016	5,479.16
11/29/2016			Funds Transfer	400,000.00
11/29/2016			Funds Transfer	1,000.00
12/06/2016			Funds Transfer	300,000.00
12/13/2016		QuickBooks Payroll Service	Created by Payroll Service on 12/12/2016	5,617.38
11/25/2016	ACH	MARCO, Inc.		696.49
12/03/2016	ACH	Arvig		336.25
11/28/2016	ACH	Minnesota Energy Resources Corporation		47.00
11/29/2016	ACH	Aflac		212.16
12/12/2016	ACH	Ada City		216.90
11/17/2016	ACH	MN Dept of Revenue	5062265	425.00
11/17/2016	ACH	US Treasury-Payroll	41-6145653	2,280.88
11/18/2016	ACH	PERA		915.32
11/23/2016	ACH	Sun-Flowers		60.94
12/02/2016	ACH	Arrowwood	Ruud Reservation	402.69
12/02/2016	ACH	Arrowwood	Holmvik Reservation	196.44
11/30/2016	ACH	Arrowwood	MAWD Reservations	89.00
12/07/2016	ACH	MN Dept of Revenue	5062265	425.00
12/08/2016	ACH	US Treasury-Payroll	41-6145653	2,166.14
12/08/2016	ACH	PERA		862.81
12/08/2016	ACH	Verizon Wireless		95.69
12/01/2016	ACH	Arrowwood	Christensen MAWD	294.69
12/01/2016	ACH	Arrowwood	Johannsen MAWD	294.66
12/14/2016	16202	Farmers Publishing Company	Advertising	491.40
12/14/2016	16203	Gordon Construction, Inc.		16,520.00
12/14/2016	16204	Houston Engineering, Inc.	November Billing	30,185.46
12/14/2016	16205	JC & J Trucking Inc.		400.00
12/14/2016	16206	Jon Peterson	Mowing - Lockhart Ditch	250.00
12/14/2016	16207	Lucas McArthur	Beaver Control	386.08
12/14/2016	16208	Mahnomen Pioneer	Advertising	48.60
12/14/2016	16209	Matt Wagner	Beaver Trapping - October through December	673.56
12/14/2016	16210	McCollum Hardware, Inc.	supplies	11.19
12/14/2016	16211	Norman County Index-Ada	Advertising	426.92
12/14/2016	16212	Northern States Excavating	Pay Request 3	6,460.42
12/14/2016	16213	Northern States Excavating	Pay Req 2	30,400.62
12/14/2016	16214	Northwest Beverage, Inc.	Water	21.75
12/14/2016	16215	Office Supplies Plus		278.58
12/14/2016	16216	Ralph's Food Pride	supplies	22.36
12/14/2016	16217	Red River Watershed Management Board		286,503.58
12/14/2016	16218	Renae Kappes	Cleaning - 2@60	120.00
12/14/2016	16219	Tim Crompton Excavating	Pay Req 2	2,142.00
12/14/2016	16220	Curt Johannsen		527.36
12/14/2016	16221	Dean P Spaeth		103.83
12/14/2016	16222	Duane L Erickson		193.57
12/14/2016	16223	Gregory R Holmvik		417.00
12/14/2016	16224	Michael K Christensen		435.75
12/14/2016	16225	Raymond M Hanson		88.70
12/14/2016	16226	Sharon R Askelson		270.59
12/14/2016	16227	Wambach & Hanson		692.40
12/14/2016	16228	VOID		0.00
				<b>1,100,186.32</b>

## Appendix A

### List of Acronyms Used:

DNR	Department of Natural Resources
FEMA	Federal Emergency Management Agency
JD51	Judicial Ditch 51
PLLC	Professional Limited Liability Corporation
NRCS	Natural Resources Conservation Service
RCPP	Regional Conservation Partnership Program
SWCD	Soil and Water Conservation District