

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

REGULAR MEETING
September 13, 2017
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, September 14, 2016. Managers in attendance included: Greg Holmvik, Duane Erickson, Raymond Hanson, Dean Spaeth, Curt Johannsen, and Sharon Askelson. Manager Mike Christensen 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 at 8:30 a.m. with the pledge of allegiance.
3. Agenda Approval. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve the agenda with the following additions as listed. Carried:
 - Moccassin Creek
4. Meeting Minutes. A motion was made by Manager Johannsen and seconded by Manager Spaeth to approve the regular monthly meeting minutes dated August 9, 2017, with a correction to the fiscal year for the approved General Budget. 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 Askelson to approve the monthly financial report dated August 31, 2017. Carried.
7. Open Mic. Clay County Commissioner Frank Gross addressed the Board and informed them that Clay County will be developing a Buffer Initiative Group that will meet regarding implementation in the county. He asked if a representative from the Wild Rice Watershed District would like to participate in discussion and attend meetings. He will notify Administrator Ruud of scheduled meeting dates and times and we will send representation as availability allows.
8. Community Flood Protection. Administrator Ruud reported that the grant for the City of Halstad was recently received and executed. Lucas Spaeth is working with the school board for a spoil release to get necessary soil for the north side of the dike. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve developing plans and specs for the project, and to approve advertising for bids once the previously referenced information is complete. Motion carried.

Administrator Ruud distributed maps that were given to legislators who were on the recent bus tour, showing needs of communities. Discussion was held regarding road raise efforts in Hendrum and Perley. Manager Johannsen updated that MnDOT is looking at construction on state highway 75 through Hendrum in 2019.

Engineer Bents suggested meeting with funding partners again to see if timelines can be coordinated to maximize funding opportunities.

9. Moccasin Creek. Manager Erickson spoke regarding potential work to be completed on DNR land. Administrator Ruud stated that he is aware of the proposed work and has asked the DNR to submit an application for work. He will attempt to contact them again regarding the proposed work.

10. RCPP. Engineer Bents stated Moccasin and South Branch manager committees met following the August regular board meeting. Both committees determined that we should continue to move forward with work on each project due to concerns within the subwatersheds. Initial feasibility studies have been submitted and a purpose and need statement is being drafted for each area. With fall harvest schedules, project team meetings for each subwatershed will likely be held on Wednesday, November 22. Staff will work to contact 2-3 landowners from within each area to serve on the project team.

The Green Meadow subwatershed manager committee was scheduled to meet following the September regular board meeting.

Discussion regarding project team meeting frequency was held. It was determined that project teams will meet as information is available and decisions need to be made. It will likely be on a bimonthly basis to allow time to prepare information, communicate with NRCS, and receive necessary responses back.

PERMIT APPLICATIONS

11. JR Dale, Sections 32 & 33, Sundal Twp. Engineer Bents offered a background and explanation of work proposed by the permit application. Adjacent landowners spoke regarding concerns from lateral seepage due to soil composition, impacts to natural flooding and potential road overtopping in the area that could occur from the proposed works. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve Permit #17-103 to construct wetland restorations, scrapes and construct berms with the elimination of wetlands identified as #35 and #36. Managers Johannsen, Hanson and Chairman Holmvik voted in favor of the motion. Managers Erickson, Spaeth, and Askelson voted against the motion. Motion failed for lack of majority. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve Permit #17-103 to construct wetland restorations with the elimination of wetlands identified at #35 and #36 and the condition that no wetland areas be created within 200 feet along the south side of the property line unless applicant obtains written approval from adjacent property owner. Managers Johannsen, Hanson and Chairman Holmvik voted in favor of the motion. Managers Erickson, Spaeth and Askelson voted against the motion. Motion failed for lack of majority. A motion was made by Manager Johannsen and seconded by Manager Askelson to table permit #17-103 to construct wetland restorations to allow applicant and landowners to work together and continue discussion at a future board meeting. Carried.

12. 10:00 am – Sletten Township Appeal. Engineer Bents reviewed the hydraulic review that was completed at the site of the permit application and appeal. A motion was made by Manager Johannsen and seconded by Manager Hanson to deny the appeal of Sletten Township Permit #17-083 to install replace a 24” centerline CMP with a 50” x 31” arch pipe based on hydraulic findings to support the increased sizing by Houston Engineering. Motion carried with Manager Erickson opposed.

13. SHOP Farms, Section 14, Home Lake Twp. An overview of the proposed permit work was given to those in attendance. Adjacent landowners spoke with concern to flooding concerns from the proposed work. A motion was made by Manager Erickson and seconded by Manager Spaeth to deny Permit #17-107 to construct ditch blocks and berms for wetland restoration. Managers Erickson and Spaeth voted in favor of the motion.

Managers Askelson, 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 approve Permit #17-107 to construct ditch blocks and berms for wetland restoration with the condition that no ditch plugs or wetland areas be created within 200 feet of the west and south property lines without written permission from the adjacent property owner. Managers Askelson, Johannsen, Hanson, and Chairman Holmvik voted in favor of the motion. Managers Erickson and Spaeth voted against the motion. Motion carried.

14. Bob Klemetson, Section 26, Walworth Twp. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve Permit #17-101 to install subsurface drain tile with standard tile conditions and the condition that the applicant get approval from the USFWS for any tile within 200 feet of the east property line. Carried.

15. Norman County Highway Department, Section 11, Hegne Twp. A motion was made by Manager Hanson and seconded by Manager Erickson to approve Permit #17-111 to move the location of a previously approved field approach and 18" culvert (Permit #11-16-16-8) west to a new location with the condition that the CMP be a 30" diameter at the applicant's request. Carried.

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

- Gerald Chisholm, Section 1, Green Meadow Twp. Permit #17-109 to remove a field approach with a 30" culvert and install a field approach with a 30" culvert.
- David Eiyneck, Section 32, Chief Twp. Permit #17-119 to install subsurface drain tile with standard tile conditions.
- Terry Guttormson, Section 34, Hendrum Twp. Permit #17-115 to install a new field approach with a 24" culvert.
- Terry Guttormson, Section 36 west, Hendrum Twp. Permit #17-116 to replace two 48" culverts with two longer 48" culverts.
- Habedank Farms, Section 21, Rockwell Twp. Permit #17-117 to install a new field approach with a 30" culvert.
- Habedank Farms, Section 34, Waukon Twp. Permit #17-118 to replace a field approach with an 18" culvert with a new wider field approach with a longer 18" culvert.
- Rod Olson, Section 24, Anthony Twp. Permit #17-106 to install subsurface drain tile with standard tile conditions.
- Jeff Petry, Section 33, Reis Twp. Permit #17-112 to replace a 24" centerline culvert with a longer centerline culvert.
- Tyler Petry, Section 6, Spring Creek Twp. Permit #17-104 to install a field approach and a culvert with the condition that the culvert is an 18" or 24" diameter pipe.
- Scott Visser, Section 13, Lake Ida Twp. Permit #17-114 to install subsurface drain tile with standard tile conditions.

17. Chad Aldrich, Section 2, Pleasant View Twp. A motion was made by Manager Johannsen and seconded by Manager Hanson to continue tabling Permit #17-087 to grade and backslope a roadway ditch and add a new driveway with a 24" culvert pending written approval from Pleasant View Township on proposed plan. Carried.

18. Manager Erickson left the board table.

19. Duane Erickson, Sections 22 & 23, Walworth Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve Permit #17-037 to install a centerline culvert, remove a centerline culvert, regrade roadway ditches and construct a new ditch in the road right-of-way with the condition that the applicant get approval from the road authority for the removal and installation of the culverts as well as the new ditch work including the roadway slopes. Carried.

20. Duane Erickson, Section 25, Home Lake Twp. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve Permit #17-102 to install a water and sediment control basin project. Carried.

21. Duane Erickson, Section 25, Home Lake Twp. A motion was made by Manager Johannsen and seconded by Manager Hanson to table Permit #17-113 to install subsurface drain tile and a water and sediment control basin project to notice the SW1/4 Section 25 of Home Lake Twp. Carried.

22. Manager Erickson returned to the board table.

23. Joe Prosby, Section 36, Rockwell Twp. A motion was made by Manager Spaeth and seconded by Manager Askelson to table Permit #17-105 to install subsurface drain tile to notice landowners in the N1/2 of Section 1 of Hagen Twp and the W1/2 of Section 31 of Home Lake Twp or the permit is approved with standard tile conditions if the applicant provides written approval from the landowners to be noticed. Carried.

24. Bill Stalboerger, Section 17, Pembina Twp. A motion was made by Manager Erickson and seconded by Manager Hanson to approve Permit #17-108 to install subsurface drain tile with standard tile conditions. Carried.

25. Kenneth Ziegler, Section 26, Georgetown Twp. A motion was made by Manager Johannsen and seconded by Manager Askelson to approve Permit #17-110 to install a 30" inlet pipe with a flap gate and construct a new ditch. Carried.

26. Aldrich Complaint. It was updated that we are still waiting for an outcome on the current permit application before board action will resume on the active complaint.

27. Lower Wild Rice. Conference calls have been held recently with DNR, BWSR and LSOHC regarding funding possibilities and easement language. Administrator Ruud will travel to the LSOHC hearing on September 28 to request an extension of the current grant agreement with the organization. Engineer Bents added that the District currently needs to determine what the value of the easements on the property would be. Discussion ensued regarding appropriate value, current and future funding sources for potential easements along the corridor. A motion was made by Manager Hanson and seconded by Manager Johannsen that the WRWD has an intent to offer a 20% premium over RIM payment towards the acquisition of obtaining easement rights along the corridor. Carried.

John Voz spoke on behalf of BWSR and stated that a key document in the process is the memorandum of understanding which will define which party is responsible for certain actions. He added that a key point declares that District staff will continue to seek funding for the special program developed rather than RIM staff seeking funding. Engineer Bents stated that staff will continue to work together to develop a document with details which will be returned to the Board for review and approval.

28. Farmstead Ring Dikes. Work is being completed on the Germolus Ring Dike improvements. We are continuing to work on land acquisition for the Moore Ring Dike and construction will begin on the project this fall.

29. City of Ada 408. An update was given that we are still waiting for a response from the MPCA regarding the channel.
30. Goose Prairie. We are waiting for an agreement from the State for the LSOHC funding.
31. MAWD. Board was notified that resolutions must be submitted in the coming days.
32. Farmstead Ring Dikes. Manager Johannsen asked for an update regarding the Todd ring dike application. Engineer Bents stated that soil borings have been completed and a meeting with the landowner needs to occur to discuss a revised layout.
33. Heiberg Park. A motion was made by Manager Johannsen and seconded by Manager Hanson to deed property to the City of Twin Valley, authorizing board Chair and Secretary to sign quit claim deed. Carried. It is noted that the property discussed is located in its entirety east of state highway 32 ROW.
34. Project 12. A motion was made by Manager Hanson and seconded by Manager Askelson to award project to lowest qualified bidder so long as bid is within 30% of engineer's estimates. Carried.
35. Per Diems. A motion was made by Manager Johannsen and seconded by Manager Spaeth to approve payment of Manager's Per Diems and expenses as presented. Carried.
31. There being no further business to come before the Board of Managers, a motion was made by Manager Askelson and seconded by Manager Johannsen to adjourn the meeting. Carried. Chairman Holmvik adjourned the meeting at 12:23 pm.

Dean Spaeth, Treasurer

Date	Num	Name	Memo	Amount
Aug 10 - Sep 13, 17				
08/22/2017		QuickBooks Payroll Service	Created by Payroll Service on 08/21/2017	4,650.42
09/05/2017		QuickBooks Payroll Service	Created by Payroll Service on 09/01/2017	4,681.46
08/11/2017	ACH	PERA		695.37
08/11/2017	ACH	MN Dept of Revenue	5062265	330.00
08/11/2017	ACH	US Treasury-Payroll	41-6145653	1,890.48
08/20/2017	ACH	Aflac		212.16
08/25/2017	ACH	MN Dept of Revenue	5062265	330.00
08/25/2017	ACH	US Treasury-Payroll	41-6145653	1,775.74

09/07/2017	ACH	MN Dept of Revenue	5062265	330.00
09/07/2017	ACH	US Treasury-Payroll	41-6145653	1,775.72
08/25/2017	ACH	PERA		653.35
09/07/2017	ACH	PERA		653.35
08/29/2017	ACH	Minnesota Energy Resources Corporation		47.00
08/10/2017	ACH	Ada City		228.69
08/10/2017	ACH	Verizon Wireless		68.63
09/11/2017	ACH	Ada City		240.56
09/10/2017	ACH	Verizon Wireless		68.63
09/03/2017	ACH	Arvig		309.49
09/05/2017	ACH	MARCO, Inc.		421.90
09/08/2017	ACH	Arvig		318.34
09/13/2017	16452	AmeriPride	Rugs	132.80
09/13/2017	16453	Braun Intertec Corporation	Todd Ring Dike	4,027.50
09/13/2017	16454	Clay County Union	Levy Hearing-Budget Notice	253.24
09/13/2017	16455	Clay County Auditor Treasurer	09-014-2500 2nd Half	53.00
09/13/2017	16456	Gordon Construction, Inc.		23,610.00
09/13/2017	16457	Hendrum City		3,550.00
09/13/2017	16458	Houston Engineering, Inc.		50,281.63
09/13/2017	16459	Minnesota Labor Law Poster Service	Labor Law Posters - A13020150521	79.50
09/13/2017	16460	Morris Electronics, Inc.		5,846.70
09/13/2017	16461	Norman County Index-Ada		530.86
09/13/2017	16462	Norman County Treasurer/Auditor		325.10
09/13/2017	16463	Northern States Excavating	Project 20 JD 45	13,012.50
09/13/2017	16464	Northwest Beverage, Inc.		38.25
09/13/2017	16465	Office Supplies Plus		512.39
09/13/2017	16466	Ralph's Food Pride	Supplies	49.99
09/13/2017	16467	Renae Kappes		180.00
09/13/2017	16468	Sun-Flowers	Flowers-Ogaard Funeral	58.78
09/13/2017	16469	Tony Sip	August Mowing	15,045.00
09/13/2017	16470	Twin Valley Times	Levy Notice	66.63
09/13/2017	16471	Wambach & Hanson	August Legal	1,344.13
09/13/2017	16472	Wesley Carlsrud	All Crop Application August Spraying	31,953.70
09/13/2017	16475	Curt Johannsen		82.04
09/13/2017	16476	Dean P Spaeth		103.50
09/13/2017	16477	Duane L Erickson		96.49
09/13/2017	16478	Gregory R Holmvik		69.26
09/13/2017	16479	Raymond M Hanson		157.78
09/13/2017	16480	Sharon R Askelson		85.32
TOTAL				171,227.38

Appendix A

List of Acronyms Used:

BWSR	Board of Water and Soil Resources
CMP	Corrugated Metal Pipe
DNR	Department of Natural Resources
LSOHC	Lessard-Sams Outdoor Heritage Council
MAWD	Minnesota Association of Watershed Districts
MnDOT	Minnesota Department of Transportation
MPCA	Minnesota Pollution Control Agency
NRCS	Natural Resources Conservation Service
RCPP	Regional Conservation Partnership Program
RIM	Reinvest in Minnesota
ROW	Right of Way
USFWS	United States Fish and Wildlife Service