

WILD RICE WATERSHED DISTRICT

11 Fifth Avenue East

Ada, MN 56510

Ph: 218-784-5501

REGULAR MEETING

February 14, 2018

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 February 14, 2018. Managers in attendance included: Greg Holmvik, Duane Erickson, Mark Harless, Dean Spaeth, Curt Johannsen, and Raymond Hanson. Managers absent: Michael Christensen. 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. with recital of the pledge of allegiance.
3. Agenda Approval. A motion was made by Manager Johannsen and seconded by Manager Harless to approve the agenda with the following additions. Carried.
 - Remove Clay County SWCD, should be a March appointment
 - Remove Ditch Right of Way at the request of Attorney Hanson, and add to March Agenda
 - Add MAWD term limits
 - Add DRM Grant
4. Meeting Minutes. A motion was made by Manager Johannsen and seconded by Manager Harless to approve the January 10, 2018 meeting minutes as presented, with one correction the date in the financial report section. Carried.
5. 8:35 am – Leon Johnson. Leon Johnson was in attendance and stated that he does not feel that the current ditch taxes are fairly assessing landowners. He has spoken with Senator Eken and would like Watershed support to ask for funding assistance for redetermination of benefits along ditch systems within a watershed. He also stated that he felt a sewer tax would be a more fair assessment for those within the system, as all landowners are receiving a benefit from the system. Manager Johannsen felt that the process of completing a redetermination of benefits along ditch systems should be started district wide, approaching the issue one system at a time. Manager Harless felt that a redetermination of benefits would be more beneficial if it were requested by the landowners within the system, rather than imposed by Managers. Engineer Bents stated that there is a system available where boundaries can be corrected without going through a complete redetermination process. Lengthy discussion was held regarding these items.

PERMIT APPLICATIONS

6. Clay County Highway Department, Sections 2-3, Highland Grove Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to table Permit #18-003 to replace an 18” centerline culvert with the same size at a lower elevation, requesting that the applicant provide written approval from the Clay County SWCD regarding Wetland Conservation Act Compliance and plans showing any revisions to the proposed elevations or layouts. Carried.

7. MN Dot, District 2, Section 16, Wild Rice Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve Permit #18-002 to replace an existing bridge over the Mashaug Creek, remove and replace an existing 18” culvert in the Twin Valley Park Driveway, and install a new 18” approach culvert. Carried.
8. Norman County Highway Department, Sections 18, 19, W18, W24, Shelly Twp. A motion was made by Manager Johannsen and seconded by Manager Hanson to table Permit #18.005 to reconstruct CSAH 3, road surface will be approximately one inch lower, relocate a centerline culvert, and move a number of field culverts to notice adjacent property owners. Carried.
9. Russel Olson, Section 32, Wild Rice Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to table Permit #17-128 to install subsurface drain tile pending previously requested information from the applicant (written approval from the landowners – Thompson and Hendricks – located in the E1/2 of Section 30 of Wild Rice Township. Carried.
10. WBI Energy, Section 11, Flowing Twp. A motion was made by Manager Hanson and seconded by Manager Johannsen to table Permit #18-005 to install a new driveway and new field approach with 24” pipes pending a field review to verify adjacent culvert sizes. Carried.
11. Complaints. Roger Luckow complaint: No board action, a field review will be completed when weather allows.
12. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve payment of billings as presented, with the addition of two late bills. Carried.
13. Financial Report. A motion was made by Manager Johannsen and seconded by Manager Spaeth to approve the monthly financial report January 31, 2018. Carried.
14. RRWMB – Robert L. Sip RRWMB Executive Director, Robert L. Sip was in attendance and introduced himself to the Board. He presented an overview of his past employment as well as a background of himself, followed by an overview of the strategic planning process and his plans to increase interaction with member watershed districts and counties within the RRWMB.
15. Official Newspaper. Staff will present a listing of proposed official newspapers for the WRWD for consideration at the March Regular Board Meeting.
16. Community Flood Protection. Engineer Bents reported that we are currently waiting on a response of the submittal of design document for the City of Halstad from the USACOE. Funding has been approved for completing the south side improvements, with the north side funding being applied for in the next bonding session. Coordination efforts with MNDOT are continuing in cities along TH 75.
17. RCPP Projects. Administrator Ruud stated that Houston Engineering is continuing to complete work on the South Branch and Moccasin Creek projects, with a meeting likely to be held in April. He added nearly 300 notices were mailed to landowners within the Green Meadow subwatershed notifying them of a landowner/stakeholder meeting on March 29, in the district office.
18. Lower Wild Rice. Engineer Bents presented an overview of the project area and presented a draft MOU to the board, allowing landowners to enroll in a RIM style program, which also reserves the rights for future channel restoration along the project area once enough land has been acquired. The documents still need to be reviewed by BWSR. Board managers were asked to review the MOU prior to the March meeting and return

comments at that time. It was noted that the proposed payment from this program would be based on tillable versus untillable acres, providing a supplementary payment on top of this rate to allow the District to do future work with the corridor restoration.

19. 10:00 am – Juel and Bjorn Furuseth. Bjorn Furuseth addressed the Managers. He began by asking Administrator Ruud and Engineer Bents questions regarding the temporary easement for the City of Halstad project. Once finished, discussion was turned to a parcel co-owned by the Furuseth parties and the WRWD, located near Heiberg Dam. Bjorn presented the Managers with an offer to sell the Furuseth half interest in the parcel to the WRWD for a price of \$10,000. Ben Fall, Twin Valley City Mayor was also in attendance. He addressed the Board and stated that the City is interested in developing a parcel adjacent to the parcel in discussion into a city park. He added that the parcel co-owned by the Furuseth parties and WRWD is the only access to the area which the city would like to develop. A motion was made by Manager Hanson and seconded by Manager Spaeth to authorize Attorney Hanson to develop documents to gift the WRWD half interest in the parcel to the City of Twin Valley. Carried. Discussion ensued regarding the ownership, joint tenancy, and donation of the parcel.

20. Farmstead Ring Dikes. Engineer Bents stated that quotes for the Todd Ring Dike improvements will be sought prior to the March meeting. The engineer's estimate of construction costs is \$90,000.

21. Goose Prairie WMA. Engineer Bents informed the Board that a preliminary resolution hearing report is being developed. Once this is complete a landowner meeting will need to be held. Discussion was held regarding the verbal agreement on the operating plan. Attorney Hanson will be developing a resolution to initiate the project prior to the March Board Meeting.

22. Envirothon Request Policy. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve the amount paid to each SWCD envirothon request of \$200.00. Carried.

23. MAWD Term Limits. Manager Erickson asked if term limits were discussed at the MAWD Annual meeting. Manager Johannsen responded that they were not.

24. DRM Grant. Administrator Ruud informed the Board that the District's application for a state grant for DRM was approved in the amount of \$25,000 with a local match of approximately \$17,000.

25. Per Diems. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve payment of Managers per diems and expenses as distributed. Carried.

26. Meetings and Conferences. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve Manager and Staff attendance at the RRWMB and FDR Annual Joint Conference, March 21-22, 2018, Marriott Hotel, Moorhead. Carried.

27. There being no further business to come before the Board of Managers, a motion was made by Manager Hanson and seconded by Manager Johannsen to adjourn the meeting. Carried. Chairman Holmvik adjourned the meeting at 10:55 am.

Date	Num	Name	Memo	Amount
Jan 11 - Feb 14, 18				
01/23/2018		QuickBooks Payroll Service	Created by Payroll Service on 01/22/2018	6,209.82
02/06/2018		QuickBooks Payroll Service	Created by Payroll Service on 02/05/2018	6,038.23
01/12/2018ACH		MN Dept of Revenue	5062265	446.00
01/16/2018ACH		US Treasury-Payroll	41-6145653	2,413.82
01/16/2018ACH		PERA		959.99
01/29/2018ACH		Minnesota Energy Resources Corporation		53.00
02/03/2018ACH		Arvig		386.45
02/05/2018ACH		MARCO, Inc.		698.43
01/17/2018ACH		West Main Pizza		29.12
01/24/2018ACH		Star Tribune		49.27
01/24/2018ACH		The Forum		114.00
01/15/2018ACH		Aflac		230.52
01/26/2018ACH		MN Dept of Revenue	5062265	446.00
01/26/2018ACH		US Treasury-Payroll	41-6145653	2,118.46
01/26/2018ACH		PERA		928.46
02/07/2018ACH		Verizon Wireless		134.91
02/12/2018ACH		Ada City		272.23
02/09/2018ACH		MAWD	Legislative Registration - Holmvik & Ruud	250.00
02/14/2018ACH		MN Dept of Revenue	5062265	437.00
02/14/2018ACH		US Treasury-Payroll	41-6145653	2,069.94
02/14/2018ACH		PERA		916.96
01/24/201816605		Arvig	RRWMB Office Deposit	625.00
02/14/201816606		Nicole M Swenson		1,067.10
02/14/201816607		AmeriPride	rugs	82.47
02/14/201816608		ARC Appraisals	Heitman Farm Appraisal	2,000.00
02/14/201816609		Becker County SWCD	Envirothon Donation	200.00
02/14/201816610		Braun Intertec Corporation		8,081.00
02/14/201816611		Clay County Union	Employment Ad	51.00
02/14/201816612		EcoLab	Pest Control	89.45
02/14/201816613		Houston Engineering, Inc.		58,092.73
02/14/201816614		Jim's Locksmith Service	Office Rekeying	171.04
02/14/201816615		Kenneth Aaron Kesselberg	snow removal - January	180.00
02/14/201816616		KRJB Radio	Employment Ad	100.00
02/14/201816617		Liberty Mutual Insurance	Bond renewal	125.00
02/14/201816618		Mahnomen Pioneer	Employment Ad	22.00
02/14/201816619		MARCO, Inc. Mpls		2,189.23
02/14/201816620		MAWD	Annual Dues	7,500.00
02/14/201816621		Morris Electronics, Inc.		1,374.83
02/14/201816622		Norman County Index-Ada	Employment Ad	45.00
02/14/201816623		Norman County Recorder	Copies	1.50
02/14/201816624		Northwest Beverage, Inc.		38.00
02/14/201816625		Office Supplies Plus		302.70
02/14/201816626		Ralph's Food Pride	Supplies	33.54

02/14/201816627	Red River Watershed Management Board	1/2 Tax Reimbursement	24,565.96
02/14/201816628	Tony Sip	Brush cutting/tree removal	4,930.00
02/14/201816629	Twin Valley Times	Subscription and advertisement	58.00
02/14/201816630	Vareberg Engineering	Electrical Engineering Services	992.50
02/14/201816631	Western National Insurance Group	Commerical Insurance Renewal	7,830.00
02/14/201816632	MAWD	Annual Meeting Registration - Did not process in November	1,165.00
02/14/201816633	Western National Insurance Group	Workers Compensation policy renewal	4,663.00
02/14/201816634	Curt Johannsen		82.37
02/14/201816635	Dean P Spaeth		104.14
02/14/201816636	Duane L Erickson		97.08
02/14/201816637	Gregory R Holmvik		69.26
02/14/201816638	Mark L Harless		83.43
02/14/201816639	Raymond M Hanson		88.88
02/14/201816640	Norman County Recorder	Tera Johnson Notary	20.00
02/14/201816641	Office of the Secretary of State	Tera Johnson Application	120.00
02/14/201816642	Renae Kappes	cleaning - 3 @ 60	180.00
02/14/201816643	Wambach & Hanson	January Legal	2,214.31
			154,838.13

Appendix A

List of Acronyms Used:

BWSR	Board of Water and Soil Resources
CSAH	County State Aid Highway
DRM	Drainage Records Modernization
FDR	Flood Damage Reduction
MAWD	Minnesota Association of Watershed Districts
MNDOT	Minnesota Department of Transportation
MOU	Memorandum of Understanding
RCPP	Regional Conservation Partnership Program
RIM	Reinvest in Minnesota
RRWMB	Red River Watershed Management Board
SWCD	Soil and Water Conservation District
TH	Trunk Highway
USACOE	United States Army Corps of Engineers
WMA	Wildlife Management Area
WRWD	Wild Rice Watershed District