

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

REGULAR MEETING
March 13, 2019
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, March 13, 2019. Managers in attendance included: Greg Holmvik, Duane Erickson, Dean Spaeth, Michael Christensen, Raymond Hanson, and Curt Johannsen. Manager Mark Harless 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 8:30 a.m with the pledge of allegiance.
3. Agenda Approval. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve the agenda as presented with the addition of Verdell Olson attending the meeting and discussing the tiling cost share request upon his arrival. Carried.
4. Meeting Minutes. A motion was made by Manager Johannsen and seconded by Manager Spaeth to approve the February 13, 2019, meeting minutes as presented. Carried.
5. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Christensen to approve payment of billings as presented. Carried.
6. Financial Report. A motion was made by Manager Spaeth and seconded by Manager Christensen to approve the monthly financial report dated February 28, 2019. Carried.
7. Debit Card Account. A motion was made by Manager Hanson and seconded by Manager Spaeth to close the debit card account held at Frandsen Bank and Trust. Carried.
8. Open Mic. No one spoke at this time.
9. Verdell Olson. Mr. Olson spoke requesting a cost share for drain tile he felt was necessary due to seepage concerns from the adjacent Sande Detention project. He presented plans with an estimated cost of \$35,000. A motion was made by Manager Erickson and seconded by Manager Spaeth to approve a \$12,500.00 cost share towards the tiling project if it goes forward once surveying can be completed in the spring. Engineer Bents provided clarity that the tiling project as it was presented would require crossing the Sande Detention project and would require Board approval for this to happen. An amendment to the motion on the table was made by Manager Erickson and seconded by Manager Spaeth to approve the applicant to cross the district property for the tiling project. Discussion ensued. The motion and amendment were withdrawn by Manager Erickson and Manager Spaeth due to too many contingencies required to find out if the project will work as designed following field surveying. It was determined that the parties would communicate once a final project design is determined.

PERMIT APPLICATIONS

10. Verdell Olson, Section 7, Sundal Twp. A motion was made by Manager Spaeth and seconded by Manager Hanson to table Permit #18-128 to install subsurface drain tile pending a field review of the outlet location and project features on WRWD property. Carried.
11. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the following permit applications with conditions as listed. Carried.
 - Broden Farms, Section 11, Sundal Twp. Permit #19-008 to install subsurface drain tile with standard tile conditions.
 - Broden Farms, Section 16, Sundal Twp. Permit #19-009 to install subsurface drain tile with standard tile conditions.
 - Broden Farms, Section 15, Sundal Twp. Permit #19-010 to install subsurface drain tile with standard tile conditions.
12. Richard Balstad, Section 3, Gregory Twp. Permit #18-090 was withdrawn by the applicant.
13. Becker County Highway Department, Sections 18 & 19, Walworth Twp. A motion was made by Manager Erickson and seconded by Manager Hanson to approve Permit #19-011 to replace a bridge with a box culvert. Carried.
14. CMGB Farms, Section 13, Pleasant View Twp. A motion was made by Manager Johannsen and seconded by Manager Hanson to table Permit #19-004 to install subsurface drain tile pending a field review. Carried.
15. CMGB Farms, Section 34, Spring Creek Twp. A motion was made by Manager Hanson and seconded by Manager Johannsen to table Permit #19-012 to install subsurface drain tile to notice the road authority adjacent to the south section of tile based on the revised tile plan. Carried.
16. Lower Wild Rice. Administrator Ruud reported that he went to St Paul with Engineer Bents and met with USACOE representatives to give them an overlook of the project and discuss details. Engineer Bents added that the USACOE staff felt that the project would fit a 1135 category which would cap the federal cost share. He added that the district could seek to have it a specifically authorized project which would allow more federal funding, but could be more difficult to acquire. He recommended the board put in a request to have the project considered under either of the programs, putting it on the project list for the future funding consideration. USACOE legal staff is reviewing the easement documents. Once recommended language is returned, it would be returned to the board prior to submitting a request for project determination.
17. Remodeling Project. A motion was made by Manager Johannsen and seconded by Manager Christensen to approve pay request #2 from Schmitz Builders in the amount of \$52,599.60. Carried. Administrator Ruud provided an update on the progress of the project.
18. Goose Prairie. Administrator Ruud reported that he is continuing to communicate with land owners regarding easement options. He added that a few parties want their property staked for elevations so they can see where the right of way is on the landscape. We are waiting for comments from DNR and BWSR on the engineer's project plans. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve a petition to impound, reroute, or divert Clay County Ditch 18 system waters. Carried. At the recommendation of Attorney Hanson the Board clarified that the project Engineer is Houston Engineering. The petition is attached in Appendix A at the end of this report.

19. RCCP. Administrator Ruud updated the Board regarding the three project areas and study work being completed in each of them. More information regarding the Green Meadow Dam is expected to be ready for Board review in April. In South Branch, determining the value of ridge stabilization would determine the likely hood of upstream on channel retention. Discussion with the DNR regarding defining the Moccasin Creek channel is ongoing.
20. Community Flood Protection. Administrator Ruud stated that Sellin Brothers has placed equipment on site incase temporary levee work needs to be completed. DOT plans are close to being complete with bid letting expected this spring. The County plans are being finalized with construction to be completed this season.
21. 1W1P. Administrator Ruud reported that steering and policy committee meetings were held on March 6th. He added that Joan Lee will serve as the Chair of the policy committee. Grant documents are being submitted to BWSR for approval. The 60 day notice materials will be published and mailed to stakeholders in the coming week.
22. Walk In Access. A motion was made by Manager Hanson and seconded by Manager Spaeth to enroll property adjacent to the Dalen Coulee located in Section 14 of Georgetown Township in the DNR Walk In Access Program. Carried.
23. Per Diems. A motion was made by Manager Hanson and seconded by Manager Christensen to approve payment of Managers per diems and expenses as distributed. Carried.
24. There being no further business to come before the Board of Managers, a motion was made by Manager Hanson and seconded by Manager Spaeth to adjourn the meeting. Carried. Chairman Holmvik adjourned the meeting at 9:58 am.

Curt Johannsen, Secretary

Date	Num	Name	Memo	Amount
Feb 14 - Mar 13, 19				
02/19/2019		QuickBooks Payroll Service	Created by Payroll Service on 02/15/2019	6,248.00
03/05/2019		QuickBooks Payroll Service	Created by Payroll Service on 03/04/2019	6,397.53
03/03/2019	ACH	Arvig		307.36
03/01/2019	ACH	Minnesota Energy Resources Corporation		63.00
03/05/2019	ACH	MARCO, Inc.		641.47
02/15/2019	ACH	PERA		52.51
02/22/2019	ACH	PERA		940.99
03/11/2019	ACH	Ada City		568.94
02/15/2019	ACH	MN Dept of Revenue	5062265	5.00
02/15/2019	ACH	US Treasury-Payroll	41-6145653	160.60
03/07/2019	ACH	Verizon Wireless		156.82
02/15/2019	ACH	Aflac		433.64
02/22/2019	ACH	MN Dept of Revenue	5062265	349.00
02/22/2019	ACH	US Treasury-Payroll	41-6145653	1,680.70
02/15/2019	ACH	Deluxe Business Systems		228.06
02/19/2019	ACH	Amazon		49.32
02/19/2019	ACH	Courtyard by Marriott	Ruud Drainage Conference	132.22
02/25/2019	ACH	Doubletree	Ruud Legislative	418.74
03/07/2019	ACH	PERA		940.99
03/07/2019	ACH	MN Dept of Revenue	5062265	349.00
03/07/2019	ACH	US Treasury-Payroll	41-6145653	1,680.68
02/15/2019	17037	MN PEIP		1,191.60
03/05/2019	17058	Norman County East	Riverwatch Donation	600.00
03/05/2019	17059	Norman County SWCD	Envirothon Donation	200.00
03/13/2019	17060	AmeriPride	Rugs	70.86
03/13/2019	17061	Area 1 Envirothon	Envirothon Donation	200.00
03/13/2019	17062	Barb Kesselberg	Snow removal	420.00
03/13/2019	17063	Braun Intertec Corporation	Geotechnical Services	4,678.50
03/13/2019	17064	Cardmember Service	February Statement	8.00
03/13/2019	17065	Eggen Heating and Air Conditioning	Repair Work	97.00
03/13/2019	17066	Grinnell Mutual Payment Center	Building Policy	262.18
03/13/2019	17067	Houston Engineering, Inc.		89,856.36
03/13/2019	17068	Mahnomen Pioneer	Subscription	30.00
03/13/2019	17069	McCollum Hardware, Inc.	Filter	4.25
03/13/2019	17070	Minnesota Viewers Association	Membership dues	200.00
03/13/2019	17071	MN PEIP		1,191.60
03/13/2019	17072	Morris Electronics, Inc.		1,086.82
03/13/2019	17073	Norman County Treasurer/Auditor		10,133.37
03/13/2019	17074	Northwest Beverage, Inc.		24.50
03/13/2019	17075	Ralph's Food Pride	Supplies	29.22
03/13/2019	17076	Red River Watershed Management Board	Rent Reimbursement	625.00
03/13/2019	17077	Renae Kappes	Cleaning	120.00
03/13/2019	17078	Schmitz Builders	Building remodel	52,599.60

03/13/2019	17079	Vareberg Engineering	Engineering Services	150.00
03/13/2019	17080	Visser Trenching	Snow Removal	1,065.00
03/13/2019	17081	Wambach & Hanson	February Legal	1,422.71
03/13/2019	17082	West Polk SWCD	Envirothon Donation	200.00
03/13/2019	17083	Clearwater SWCD	Envirothon Donation	200.00
03/13/2019	17084	Curt Johannsen		83.52
03/13/2019	17085	Dean P Spaeth		212.76
03/13/2019	17086	Duane L Erickson		99.18
03/13/2019	17087	Gregory R Holmvik		69.26
03/13/2019	17088	Michael K Christensen		93.38
03/13/2019	17089	Raymond M Hanson		90.14
TOTAL				189,119.38

Appendix A

PETITION TO IMPOUND, REROUTE, OR DIVERT CLAY CO. DITCH #18 SYSTEM WATERS

The Goose Prairie WMA Enhancement Project #45 (Project), proposed to be implemented by the Wild Rice Watershed District Board of Managers (Petitioner), hereby petitions the Wild Rice Watershed District Board of Managers (Drainage Authority) to impound, divert, reroute, or divert drainage system waters of Clay Co. Ditch #18 as stated below:

1. There is currently a Goose Prairie WMA Enhancement Project pending before the WRWD Board, said Project being initiated under Minn. Stat. section 103D.601 by the WRWD Board. Said project described in detail in the Engineer's Report for Goose Prairie WMA Enhancement Project, Project 45, Wild Rice Watershed District, dated January 30, 2019;
2. The primary purpose for the project is to improve wildlife habitat conditions in Goose Prairie Marsh while also reducing the risk of downstream local and regional flooding damage and maintaining an adequate outlet for upstream landowners. The project will provide the ability to manage water levels on Goose Prairie Marsh to improve wetland wildlife habitat and water quality.
3. The Petitioner is proposing to impound and reroute certain of the waters of Clay County Ditch #18 in the Engineer's Report for Goose Prairie WMA Enhancement Project, Project 45, Wild Rice Watershed District, dated January 30, 2019. The proposed Project Site Layout is illustrated in Figures 3 and 4 and shown in more detail in the preliminary project plans contained in Appendix F of referenced Engineer's Report. Figures 3 and 4 are included as attachments to this petition for clarity.
4. The impoundment area of CD #18 will occur in Sections 22, 26, and 27 of Goose Prairie Township, Clay County, Minnesota;
5. The reroute area of CD# 18 will occur in Sections 15 and 22 of Goose Prairie Township, Clay County, Minnesota;
6. The concept plans for the Project are stated in the Project Engineer's Report Engineer's Report for Goose Prairie WMA Enhancement Project, Project 45, Wild Rice Watershed District, dated January 30, 2019, on file at the Wild Rice Watershed District. There are five major components to the Goose Prairie WMA Enhancement project: installation of a water control structure, raising 115th Avenue N, the realignment of CD 18 from the Goose Prairie Marsh to the water control structure, selective sediment and beaver dam removal areas of CD 18, and realignment of CD 18 for a wetland restoration.
7. Maps identifying the areas likely to be affected by the Project are included as Figures 3 and 4 to this petition. Additional details of likely impacted property is set forth in Engineer's Report for Goose Prairie WMA Enhancement Project, Project 45, Wild Rice Watershed District, dated January 30, 2019;
8. The funds to be used to secure the necessary land rights and to construct the Project are as follows: 40% Lessard-Sams Outdoor Heritage Council \$600,000; 13% Red River Watershed Management Board \$200,000; 13% Wild Rice Watershed District \$200,000; 13% State of Minnesota Flood Hazard Mitigation Program \$200,000; and 20% Other Outside Habitat Programs (DNR/USFWS/Other TBD) \$300,000;
9. There are no CD #18 drainage system funds which will be requested to complete the Project, nor costs of the Project assessed against CD #18;
10. The Petitioner will acquire a public waters work permit or a water use permit from the Commissioner of Natural Resources if required under chapter 103G.
11. No bond is required since this petition is being filed by a watershed district.

Petitioner requests the WRWD Board appoint an engineer to investigate the effect of the proposed Project on CD #18 and file a report of findings.

Appendix B

List of Acronyms Used:

1W1P	One Watershed One Plan
BWSR	Board of Water and Soil Resources
DNR	Department of Natural Resources
DOT	Department of Transportation
RCPP	Regional Conservation Partnership Program
USACOE	United States Army Corps of Engineers
WRWD	Wild Rice Watershed District