

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

REGULAR MEETING
April 10, 2019
APPROVED MINUTES

A full list of acronyms used is available at the end of this report (Appendix C)

1. The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, April 10, 2019, at the Ada Event Center Meeting Room, Ada, Minnesota. Managers in attendance included: Greg Holmvik, Duane Erickson, Dean Spaeth, Mark Harless, Mike Christensen, Curt Johannsen 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 8:30 a.m.
3. Agenda Approval. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve the meeting agenda as presented with the addition of the following items. Carried.
 - 9:30 am – MNDOT cooperative agreement for cities of Hendrum and Halstad
 - Flood damage by loss/lack of buffers
4. Meeting Minutes. A motion was made by Manager Johannsen and seconded by Manager Christensen to approve the March 13, 2019, meeting minutes as presented, with corrections to two items. Carried.
5. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Christensen to approve payment of billings as presented with the addition of a late bill from RRWMB for office space rent. Carried.
6. Approval of Financial Report. A motion was made by Manager Johannsen and seconded by Manager Spaeth to approve the monthly and quarterly financial report dated March 31, 2019, as presented, and the transfers from unassessed projects to Red River Construction as detailed in Appendix A at the end of this report. Carried.
7. Open Mic. No one spoke at this time.
8. Lower Wild Rice. Administrator Ruud reported that himself, Attorney Hanson and Engineer Bents participated in a teleconference with the USACOE regarding the project and more specific language to include in easement documents. Engineer Bents provided an overview of the 1135 feasibility process and current goals of the corridor restoration. Board discussed the current voluntary easement options for landowners along the corridor. A motion was made by Manager Johannsen and seconded by Manager Harless to submit an 1135 feasibility study request through USACOE. Motion carried with Manager Erickson opposed. Discussion was held regarding large quantities of land being listed for sale and the opportunity for landowners to exchange flood prone land for land that isn't as subject to flooding.

PERMIT APPLICATIONS

9. Manager Erickson left the board table to be seated in the audience.
10. Duane Erickson, Section 23, Walworth Twp. Several adjacent landowners and township representatives were in attendance to ask questions regarding the proposed permit application. Adjacent landowner concern was presented regarding additional water going through tilled ditchways. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve Permit #19-018 to install subsurface drain tile with standard tile conditions and the condition that the pump must be shut off when water is 12" higher than culvert through adjacent township road. Township officials felt that 12" above the culvert would be putting water over the roadway. Motion failed with Manager Hanson voting in favor and Chairman Holmvik, Managers Harless, Johannsen, Christensen and Spaeth voting against. Adjacent property owners voiced concern regarding more landowners that should be noticed regarding the proposed work. Applicant presented discussion regarding only tiling a portion of the field and using a gravity outlet on the south end of the field. A motion was made by Manager Christensen and seconded by Manager Johannsen to table Permit #19-018 to install subsurface drain tile to notify landowners further downstream of the proposed work due to the water flowing through tilled ditchways (additional 2 ½ miles downstream to South Branch). Carried. Attorney Hanson recommended the applicant complete portions of the application that were not previously filled in as noted by those in attendance.
11. Manager Erickson returned to the board table.
12. Clement Erickson, Section 29, Lake Ida Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve Permit #19-017 to install subsurface drain tile with standard tile conditions. Carried.
13. Norman County Highway Department, Several Sections, Waukon and Bear Bark Townships. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve Permit #19-013 for bituminous mill and overlay with culvert replacements. Carried.
14. Norman County Highway Department, Several Sections, Flom Twp. A motion was made by Manager Spaeth and seconded by Manager Christensen to approve Permit #19-014 for bituminous mill and overlay with culvert replacements with the condition that the roadway elevation is not changed from the preproject condition within the 100 year floodplain. Carried.
15. Norman County Highway Department, Sections 19, 30, 24, and 25W, Hendrum Twp. A motion was made by Manager Hanson and seconded by Manager Harless to approve Permit #19-019 for roadway grade raises for overland flood protection elements in the City of Hendrum. Carried with Manager Johannsen abstaining.
16. Norman County Highway Department, Section 17, McDonaldville Twp. A motion was made by Manager Harless and seconded by Manager Christensen to approve Permit #19-020 for roadway paving and expansion of existing storm ponds with the condition that the applicant comply with necessary city requirements for work being completed in the floodplain and floodway. Carried.
17. Verdell Olson, Section 7, Sundal Twp. A motion was made by Manager Hanson and seconded by Manager Harless to approve Permit #18-128 to install subsurface drain tile with standard tile conditions and the condition that the tile outlet be on the Verdell Olson property, not the WRWD adjacent property. Carried.
18. Verdell Olson cost share request. A motion was made by Manager Spaeth and seconded by Manager Christensen to approve \$12,500 cost share for installation of tile adjacent to Sande Detention project, clarifying

that the cost share is in consideration of potential impacts caused by the Sande Detention and does not admit that the District is guilty of concerns presented and no further payment will be issued. Payment is final for amicable solution. Carried.

19. MNDOT Cooperative Agreement. Jeremy Hadrava presented cooperative agreements to the Board for the cities of Hendrum and Halstad. Administrator Ruud read the resolution. A motion was made by Manager Hanson and seconded by Manager Harless to approve resolution as presented and read. Chairman Holmvik and Managers Hanson, Harless, Christensen, Spaeth and Erickson voted in favor of the resolution. Manager Johannsen abstained. Carried. Resolution is available in Appendix B at the end of this report.

PERMIT APPLICATIONS (continued)

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

- Arvig Enterprises, Many Sections and Townships. Permit #17-092 to bury fiber optic cable in public ROW with the condition that the utility line is installed a minimum of 30" below any ditch channel bottoms, the applicant is responsible for adequate erosion control measures during construction, and if a Watershed District project or other legal ditch project is hereafter initiated, repaired or improved over permitted utility, the owner of said utility shall be responsible for the cost of moving or deepening the utility if the Watershed District deems it necessary for the construction of the repair, improvement or initiation of the project.
- CMGB Farms, Section 13, Pleasant View Twp. Permit #19-004 to install subsurface drain tile with standard tile conditions.
- Vance Jirava, Section 27, Spring Creek Twp, Becker County. Permit #19-025 to install a water and sediment basin project.
- Adam McCollum, Section 27, Spring Creek Twp, Becker County. Permit #19-023 to install a water and sediment basin project.
- Zurn Farm, Section 36, Atlanta Twp. Permit #19-021 to install a water and sediment basin project with standard tile conditions.

21. Clearwater County Highway Department. A motion was made by Manager Johannsen and seconded by Manager Spaeth to approve Permit #19-015 to replace a steel arch pipe with a RC box culvert. Carried.

22. CMGB Farms, Section 34, Spring Creek Twp, Norman County. Permit #19-012 was withdrawn by the applicant prior to the meeting.

23. Ducks Unlimited, Section 27, Goose Prairie Twp. A motion was made by Manager Johannsen and seconded by Manager Christensen to table Permit #19-024 to construct ditch plugs and excavate existing wetland areas to notice adjacent property owners, township, road authority, and authorize staff to meet with applicant regarding project. Carried.

24. Robert Haverkamp, Section 3, Lake Grove Twp. A motion was made by Manager Johannsen and seconded by Manager Spaeth to table Permit #19-022 to request the applicant provide written approval from the Mahnomen County SWCD regarding WCA compliance. Carried.

25. Manager Harless presented discussion regarding permit noticing when water outlets through an adjacent field prior to reaching a legal ditch system or waterway. It was determined that staff will further consider adjacent property owner impacts when reviewing permit noticing in the future.

26. Remodeling Project. A motion was made by Manager Harless and seconded by Manager Johannsen to approve Pay Request 3 from Schmitz Builders in the amount of \$87,147.60. Carried.
27. Mike Enright, Ellingson Drainage Solutions, introduced himself to the Board and distributed contact information.
28. Remodeling Project (continued). Board determined that the current Board table and conference room chairs will be set up in the new board room prior to making a determination if the District will purchase a new table and/or chairs.
29. Goose Prairie. Administrator Ruud updated the Board regarding communications with property owners. An updated step 2 funding request was sent to RRWMB for review. Staff met with DNR representatives regarding a funding request. Engineer Bents reported that the engineer's findings are currently being developed and discussion will be held regarding a public hearing for the project at the next board meeting. Board discussed project implementation options if one or two landowners choose not to sign options.
30. RCCP Projects. A request to extend the deadline was submitted to NRCS staff. Updates on each of the subwatersheds were given.
- Moccasin Creek – Outlet survey will be done when weather allows.
 - South Branch – A meeting will be held with DNR to discuss on channel retention above the ridge in an effort to reduce erosion through the ridge area.
 - Green Meadow – Soil studies have been completed. Further analysis during a high water event is necessary to determine potential seepage. The hydraulic report determined that the dam does not meet current hydraulic standards, the outlet pipe size would need to be increased or the capacity/storage size would need to increase to meet current standards. Discussion continues with a landowner regarding soil studies on property adjacent to the dam.
31. Community Flood Protection. Administrator Ruud reported that Sellin Brothers has been on site and is increasing the levee height as needed to keep ahead of projected crest levels. One raise had already been implemented to stay at three feet above the forecasted crest. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve pay request 7 to Sellin Brothers in the amount of \$5,882.16. Carried.
32. 1W1P. Administrator Ruud stated that the steering committee met again in April and will meet at the beginning of May in preparation of the June Advisory informational kickoff meeting for those who are interested in serving on the advisory committee. The Advisory Committee will be named by the Policy Committee following the June kickoff.
33. Flood Damage Loss. Administrator Ruud reported that there have been questions presented regarding flood loss damage on a ditch system that occurred due to the absence of adjacent buffers and tilling of the downslope of the ditchbank. Staff will review the locations.
34. Advisory Committee. Appointing board members to attend advisory committee meetings was discussed. Appointment will be further reviewed at the May reorganization meeting. Draft minutes of the April 1, 2019, advisory meeting were distributed for Board review.
35. Flood Report. Administrator Ruud provided an update of flooding throughout the district through a variety of pictures and videos he had taken.

36. Per Diems. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve Manager Per Diems and expenses as submitted to staff. Carried.

37. 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 11:33 am.

Curt Johannsen, Secretary

Date	Num	Name	Memo	Amount
Mar 14 - Apr 10, 19				
03/19/2019		QuickBooks Payroll Service	Created by Payroll Service on 03/18/2019	6,273.30
04/02/2019		QuickBooks Payroll Service	Created by Payroll Service on 04/01/2019	6,597.24
04/10/2019		Red River Watershed Management Board	Lease Reimbursement	625.00
03/15/2019	ACH	Aflac		433.64
03/21/2019	ACH	PERA		971.23
03/15/2019	ACH	PERA		31.53
04/04/2019	ACH	Minnesota Energy Resources Corporation		79.00
03/15/2019	ACH	US Treasury-Payroll	41-6145653	80.36
03/21/2019	ACH	MN Dept of Revenue	5062265	361.00
03/21/2019	ACH	US Treasury-Payroll	41-6145653	1,743.66
04/05/2019	ACH	MARCO, Inc.		588.20
04/10/2019	ACH	Ada City		538.08
04/05/2019	ACH	PERA		951.07
04/04/2019	ACH	MN Dept of Revenue	5062265	355.00
04/04/2019	ACH	US Treasury-Payroll	41-6145653	1,711.66
03/22/2019	ACH	Hampton Inn	Legislative hearing	135.76
03/28/2019	ACH	Adobe		653.69
04/10/2019	17090	AmeriPride	Rugs	70.86
04/10/2019	17091	Becker Co. Auditor		2,336.00
04/10/2019	17092	Braun Intertec Corporation	Halstad Complince Determination	982.00
04/10/2019	17093	Cardmember Service	March Statement	284.76
04/10/2019	17094	Clay County Auditor Treasurer		5,413.00
04/10/2019	17095	East Polk SWCD	Envirothon Donation	200.00
04/10/2019	17096	Farmers Publishing Company	1W1P Notice	84.38
04/10/2019	17097	FP Mailing Solutions	Postage Meter	118.63
04/10/2019	17098	Grinnell Mutual Payment Center	Insurance Policy	259.33
04/10/2019	17099	Houston Engineering, Inc.		75,407.57
04/10/2019	17100	KRJB Radio	Advertising	275.00
04/10/2019	17101	Mahnomen Pioneer	1W1P Notice	44.00
04/10/2019	17102	McCollum Hardware, Inc.	supplies	28.27
04/10/2019	17103	MN PEIP	Insurance	1,191.60
04/10/2019	17104	Morris Electronics, Inc.		240.00
04/10/2019	17105	Norman County Index-Ada	1W1P Notice	75.00
04/10/2019	17106	Norman County Treasurer/Auditor		1,523.21
04/10/2019	17107	Northern States Excavating	Brush Cleaning from outlet	902.50
04/10/2019	17108	Northwest Beverage, Inc.		47.25
04/10/2019	17109	Office Supplies Plus	Supplies	39.00
04/10/2019	17110	Renae Kappes	cleaning	270.00
04/10/2019	17111	Schmitz Builders	Pay req 3	87,147.60
04/10/2019	17112	Sellin Brothers, Inc	Pay Request 7	5,882.16
04/10/2019	17113	Steve Stai		12,000.00
04/10/2019	17114	Supermarket Foods	supplies	55.48
04/10/2019	17115	The Forum		146.70

04/10/2019	17116	Twin Valley Times	1W1P Notice	104.00
04/10/2019	17117	Visser Trenching		3,053.75
04/10/2019	17118	Wambach & Hanson	March Legal	1,023.95
04/10/2019	17120	Curt Johannsen		308.65
04/10/2019	17121	Dean P Spaeth		106.38
04/10/2019	17122	Duane L Erickson		306.84
04/10/2019	17123	Gregory R Holmvik		69.27
04/10/2019	17124	Mark L Harless		84.34
04/10/2019	17125	Michael K Christensen		407.76
04/10/2019	17126	Raymond M Hanson		90.14
TOTAL				222,708.80

Appendix A

Quarterly transfers between Red River Construction account and unassessed projects and ditches

3/31/2019			
	3/31/2019	RRC	Survey & Data
PROJECTS			
Project Development - other			
#336 - Community Dikes			
#12 Hendrum Road Raise	32,998.52	(32,998.52)	
#11 Perley Road Raise	110.25	(110.25)	
#36 - Property Acq/Demo	198.00	(198.00)	
Project Development - RRC			
#173 - Anderson Wetland	47.50	(47.50)	
#368 - 2016 Rural Ring Dike	501.00	(501.00)	
#354 Goose Prairie WMA Storage	29,661.61	(29,661.61)	
#357 Lower Wild Rice	6,436.67	(6,436.67)	
#12 Permits			
#18 Violations - other	198.00	(198.00)	
#12 Permits - Other	20,000.42	(20,000.42)	
	90,151.97	(90,151.97)	-
	90,151.97	-90,151.97	

Appendix B

WILD RICE WATERSHED DISTRICT RESOLUTION

IT IS RESOLVED that Wild Rice Watershed District enter into Mn DOT Agreement No. 1033217 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the Watershed District to the State of the Watershed District's share of the costs of the levee raise construction and other associated construction to be performed upon, along, and adjacent to Trunk Highway No. 75 from 605 feet south of 235th Avenue to 2,582 feet north of County State Aid Highway No. 51 & from 269 feet south of 175th Avenue to 853 feet north of County State Aid Highway No. 25 within the corporate limits of the Cities of Halstad and Hendrum under State Project No. 5406-18 and No. 5409-32 (T.H. 75=006).

IT IS FURTHER RESOLVED that the Chairman (Title) and the Treasurer (Title) are authorized to execute the Agreement and any amendments to the Agreement.

CERTIFICATION

I certify that the above Resolution is an accurate copy of the Resolution adopted by the Board of Managers of Wild Rice Watershed District at an authorized meeting held on the 10th day of April, 2019, as shown by the minutes of the meeting in my possession.

Subscribed and sworn to me this

_____ day of _____, 2019

Notary Public _____

My Commission Expires _____

(signature)

(type or print name)

(title)

Appendix C

List of Acronyms Used:

1W1P	One Watershed One Plan
DNR	Department of Natural Resources
MNDOT	Minnesota Department of Transportation
NRCS	Natural Resources Conservation Service
RC	Reinforced Concrete
RCPP	Regional Conservation Partnership Program
RRWMB	Red River Watershed Management Board
SWCD	Soil and Water Conservation District
USACOE	United States Army Corps of Engineers
WCA	Wetland Conservation Act