

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

REGULAR MEETING
June 12, 2019
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, June 12, 2019, at the Ada Event Center, Ada, MN. Managers in attendance included: Duane Erickson, Greg Holmvik, Dean Spaeth, Mike Christensen, Curt Johannsen, Mark Harless, and Raymond Hanson. In addition the following persons were in attendance: Administrator Kevin Ruud, Engineer Jerry Bents, 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 meeting agenda with the following additions or corrections. Carried.
 - Green Meadow Seepage Report
 - Project 31 Easement
4. Meeting Minutes. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve the regular monthly meeting minutes dated May 8, 2019, and the special meeting minutes dated June 3, 2019, both as presented. Carried.
5. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Christensen to approve the payment of billings as presented with the addition of a late bill from Braun Intertec. Carried.
6. Financial Report. A motion was made by Manager Johannsen and seconded by Manager Harless to approve the monthly financial report dated May 31, 2019. Carried.
7. Open Mic. None.
8. Dave Lehmann. Mr. Lehmann was in attendance asking for compensation from the board for washout damages located in the NE1/4 of Section 12, Spring Creek Twp. He felt that the washout was the result of Sande Detention which is located near this location. A motion was made by Manager Hanson and seconded by Manager Johannsen to table the funding request of \$1,200 to complete further investigation into the cause of the washout. Carried. Engineer Bents will have staff determine if the dike along the north side of the detention was compromised, causing the damage or if it was the result of excessive overland flooding. Mr Lehmann will be contacted once a site visit and determination are complete.
9. 2018 Annual Report and Audit Report. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve the 2018 Annual Report and 2018 Audit Report. Carried.

10. Lower Wild Rice. Administrator Ruud stated that an application for additional funding was submitted to LSOHC at the end of May. The total for all approved and applied for funding could allow acquisition of up to 2,380 acres. A final discussion regarding option agreement language will be taking place soon. Engineer Bents added that the current application for funding would provide adequate funding for approximately 1/3 of the total acquisition area.

11. Ring Dike Applications. Engineer Bents reported that initial cost estimates for the Hewson Ring Dike improvement were received and Mike will talk to the landowner. The Goldadder party withdrew their application due to the ring dike not being certified.

12. Remodeling Project. Administrator Ruud reported that the gypcrete for the floor was poured recently and the RRWMB should be moving in towards the end of the month. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve Pay Request 5 for Schmitz Builders in the amount of \$77,510.50. Carried.

13. One Watershed One Plan. Administrator Ruud informed the Board that an Informational Advisory Committee Meeting will be held beginning at noon today.

PERMIT APPLICATIONS

14. Manager Erickson left the Board table.

15. Duane Erickson, Section 23, Walworth Twp. Several adjacent landowners were in attendance regarding the permit application. Engineer Bents indicated that any necessary ditch work adjacent to the tile installation would need to be addressed in a separate application. Scott Theis was in attendance and indicated that it was his understanding that downstream concerns would be addressed prior to an additional tiling permit being submitted for this parcel. Lengthy discussion followed between Theis, Erickson, and other adjacent landowners regarding berms potentially being installed and removed adjacent to downstream properties which could affect the way that the water flows through the properties. Erickson suggested that the Board table the permit application to allow time to work with downstream property owners regarding their concerns. A motion was made by Manager Johannsen and seconded by Manager Hanson to table Permit #19-063 to install subsurface drain tile to allow time to discuss more with adjacent property owners. Carried. Manager Harless added that he felt it would be helpful to have a written agreement as to what will happen in the area of this application, adding that the Board and Staff have spent a considerable amount of time with permit applications on this parcel. Attorney Hanson suggested that if adjacent property owners have concerns with the proposed work they should file them with the District office prior to the July Board meeting for consideration.

16. Manager Erickson returned to the Board table.

17. Don Johnson, Section 20, Rockwell Twp, Section 24, Winchester Twp. Several adjacent landowners were in attendance speaking in support of the proposed work to alleviate flooding concerns in the area. Engineer Bents commented that the proposed work could be seen as a potential project, noting that the design data provided for the proposed work was insufficient and concerns could be raised for property owners downstream of the proposed work. He suggested that the proposed work could be petitioned for as a lateral to Project 19 if enough adjacent landowners felt it would be a benefit. A motion was made by Manager Spaeth and seconded by Manager Hanson to deny Permit #19-060 to construct a dike and gate valve on a centerline culvert based on concerns for adjacent impacts and insufficient design data in the current application. Applicant is welcome to re-submit with appropriate design documentation. Motion carried with Manager Erickson opposed.

18. Chisholm Complaint. A motion was made by Manager Hanson and seconded by Manager Erickson to order the block be removed in the area and restored to the original condition. Carried.

19. Habedank Farms, Section 13, Rockwell Twp. A motion was made by Manager Christensen and seconded by Manager Johannsen to approve Permit #19-062 to install subsurface drain tile with standard tile conditions. Carried.

20. Good Hope Twp, Sections 4 & 5, Good Hope Twp. A motion was made by Manager Johannsen and seconded by Manager Spaeth to table Permit #19-035 to lower the inlet (stand pipe) on a 36" centerline culvert by two feet to request that the applicant provide a survey showing the road profile for the roadway between sections 4 and 5 of Good Hope Township and showing the top of the existing stand pipe. Carried.

21. Kevin Leiser, Section 31, Liberty Twp. A motion was made by Manager Hanson and seconded by Manager Erickson to approve Permit #19-061 to install subsurface drain tile with standard tile conditions. Carried.

22. Mark Sirjord and Don Kvamme were in attendance presenting concerns with drainage adjacent to a tile project that was installed. They will communicate with appropriate parties following the meeting and return concerns to the board if necessary.

23. David Eiyneck, Section 16, Pembina Twp. A motion was made by Manager Johannsen and seconded by Manager Harless to approve Permit #19-026 to install water and sediment control basins pending the applicant providing landowner agreement from the upstream property owner to the east. Carried.

24. A motion was made by Manager Spaeth and seconded by Manager Hanson to table the following permit applications for reasons as listed. Carried.

- Haugo Brothers, Section 16, Lake Grove Twp. Permit #19-038 to install water and sediment control basins requesting the applicant provide the elevation at the drainage swale leading from basin 10 south to the property line or provide a landowner permission form.
- Steve Hlubek, Section 20, Marsh Creek Twp. Permit #19-049 to install water and sediment control basins requesting the applicant provide the elevation of the drainage swales leading from basins 23 and 25 at the property line or road ROW, or provide a landowner permission form.

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

- Aaron Broden, Section 1, Lockhart Twp. Permit #19-054 to install subsurface drain tile with standard tile conditions.
- Aaron Broden, Section 35, Reis Twp. Permit #19-055 to install subsurface drain tile with standard tile conditions.
- Ryan Gilbertson, Section 25, McDonaldsville Twp. Permit #19-066 to install subsurface drain tile with standard tile conditions and the condition that the applicant get written approval from the MNDNR for any work within the MNDNR Protected Waters. Carried.
- Pat Noll, Section 19, Pembina Twp. Permit #19-057 to install subsurface drain tile with standard tile conditions.
- Pat Noll, Section 32, Marsh Creek Twp. Permit #19-058 to install subsurface drain tile with standard tile conditions.
- Pat Noll, Section 34, Marsh Creek Twp. Permit #19-059 to install subsurface drain tile with standard tile conditions.
- NCHD, Bob Ramstad, Section 23, Anthony Twp. Permit #19-068 to replace culverts.

- Loyal Sip, Section 27, Pleasant View Twp. Permit #19-067 to install a field approach with an 18" culvert.
- Skaurud Grain Farms, Sections 27, 28, and 33, Waukon Twp. Permit #19-043 to remove and install field approaches.
- Skaurud Grain Farms, Section 12, Popple Grove Twp. Permit #19-070 to install subsurface drain tile with standard tile conditions.
- David Visser, Section 3, Strand Twp. Permit #19-064 to remove a field approach with a 24" culvert and install two field approaches with 24" culverts.
- David Visser, Section 3, Strand Twp. Permit #19-065 to fill in an old ditch and construct a new ditch.

26. NCHD, Jonathan McGowan, Section 2, Anthony Twp. A motion was made by Manager Johannsen and seconded by Manager Harless to table Permit #19-069 to replace a bridge to notice landowners one mile upstream and one mile downstream of the bridge. Carried with Manager Erickson opposed.

27. Skaurud Grain Farms, Section 12, Waukon Twp. A motion was made by Manager Johannsen and seconded by Manager Hanson to table Permit #19-042 to install subsurface drain tile pending applicant providing written approval from the Drainage Authority (NC) to drain the W1/2 of the NW1/4 of section 12 into NCD 8. Carried.

28. Goose Prairie. Administrator Ruud reported that the RRWMB approved the increased step 2 request. A motion was made by Manager Johannsen and seconded by Manager Harless to have a hearing for Project 45, Goose Prairie WMA and the Petition to hold water on a public drainage system on Wednesday, August 14, 2019, 10:00 am at the District Office. Carried with Manager Erickson opposed.

29. RCP. A letter requesting an extension of the grants has been submitted. Minor language changes are being made and it will be resubmitted as necessary.

30. Community Flood Protection. Engineer Bents stated that overall the Hendrum project bids were lower than anticipated but the flood control aspects of it were higher. The MNDOT project through the communities of Hendrum and Halstad saw bids being higher than anticipated, with the flood control aspects being lower than projected. It was added that state bonding was not assigned this year. The RRWMB has committed \$1,000,000 in funding assistance for the City of Halstad and \$612,500 for the City of Hendrum on reimbursement basis.

31. Green Meadow Seepage. Administrator Ruud reported that soil borings determined that the seepage at the Ramstorf property is due to adjacent soil composition concerns, not due to the Green Meadow Dam.

32. Project 31 easement. A motion was made by Manager Spaeth and seconded by Manager Christensen to approve purchasing an easement from Eugene Vik for project 31 spoil placement. Carried.

33. Lease Request. A motion was made by Manager Hanson and seconded by Manager Erickson to approve a lease request renewal from Wayne Tenneson for the parcel he currently leases from the district for a term of 5 years, \$100 annually plus applicable property taxes. Carried.

34. FEMA. Administrator Ruud reported that he is still waiting to hear if a presidential declaration will occur. He noted that a fair amount of the repairs have been made.

35. RCP. Manager Erickson asked what the Moccasin Creek survey returned. Administrator Ruud reported that approximately 1/3 of it was completed and the water was too high to finish the rest. It will be done when the water levels recede. Administrator Ruud added that himself, Engineer Bents, and MNDNR staff completed a ground tour of the South Branch to better determine what is occurring throughout the area.

36. Per Diems. A motion was made by Manager Harless and seconded by Manager Johannsen to approve payment of Manager per diems and expenses as distributed. 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 Harless to adjourn the meeting. Carried. Chairman Holmvik adjourned the meeting at 11:11 a.m.

Curt Johannsen, Secretary

Date	Num	Name	Memo	Amount
May 9 - Jun 12, 19				
05/14/2019		QuickBooks Payroll Service	Created by Payroll Service on 05/13/2019	6,207.48
05/28/2019		QuickBooks Payroll Service	Created by Payroll Service on 05/24/2019	6,172.53
06/11/2019		QuickBooks Payroll Service	Created by Payroll Service on 06/10/2019	6,249.23
06/05/2019	ACH	MARCO, Inc.		588.20

05/31/2019	ACH	Minnesota Energy Resources Corporation		79.00
06/03/2019	ACH	Arvig		297.29
05/10/2019	ACH	Ada City		547.71
06/10/2019	ACH	Ada City		306.78
06/03/2019	ACH	PERA		951.07
05/09/2019	ACH	US Treasury-Payroll	41-6145653	96.42
05/31/2019	ACH	MN Dept of Revenue	5062265	352.00
05/31/2019	ACH	US Treasury-Payroll	41-6145653	1,695.72
05/31/2019	ACH	MN Dept of Revenue	5062265	355.00
05/31/2019	ACH	US Treasury-Payroll	41-6145653	1,711.64
05/15/2019	ACH	Aflac		433.64
05/13/2019	ACH	Postalia		20.00
06/03/2019	ACH	PERA		951.07
06/12/2019	17163	AmeriPride	Rugs	68.30
06/12/2019	17164	Arvig	Tara - Headset	351.08
06/12/2019	17165	Braun Intertec Corporation	Geotechnical Eval	7,483.50
06/12/2019	17166	Budget Blinds	60% payment on blinds. Balace due after install	1,321.80
06/12/2019	17167	Cardmember Service	Tech Supplies/Software	424.24
06/12/2019	17168	Farmers Publishing Company	Location Change	12.00
06/12/2019	17169	Gordon Construction, Inc.		42,162.52
06/12/2019	17170	Grinnell Mutual Payment Center	Insurance	269.33
06/12/2019	17171	Houston Engineering, Inc.		86,642.89
06/12/2019	17172	Justin, Clasen & Company, Ltd.	2018 Audit Services	8,846.00
06/12/2019	17173	MARCO, Inc. Mpls	MFiles Training	2,132.16
06/12/2019	17174	Matt Wagner	April through May Trapping	4,110.51
06/12/2019	17175	McCollum Hardware, Inc.		405.63
06/12/2019	17176	MN PEIP	Insurance Benefits	1,191.60
06/12/2019	17177	Morris Electronics, Inc.		895.15
06/12/2019	17178	Norman County Heating & Cooling	Furnace Repairs - 3/10/2019	406.10
06/12/2019	17179	Northwest Beverage, Inc.		17.50
06/12/2019	17180	Office Supplies Plus		1,336.61
06/12/2019	17181	Schmitz Builders	Pay Req 5	77,510.50
06/12/2019	17182	Supermarket Foods	Supplies	40.54
06/12/2019	17183	Twin Valley Times	Location Change	18.40
06/12/2019	17184	Wambach & Hanson	May Legal	2,031.05
06/12/2019	17185	Waypoint Insurance Advisors	D&O Policy	13,130.00
06/12/2019	17186	Curt Johannsen		220.54
06/12/2019	17187	Dean P Spaeth		212.76
06/12/2019	17188	Duane L Erickson		99.18
06/12/2019	17189	Gregory R Holmvik		138.53
06/12/2019	17190	Mark L Harless		168.69
06/12/2019	17191	Michael K Christensen		186.78
06/12/2019	17192	Raymond M Hanson		248.55
06/12/2019	17193	Braun Intertec Corporation	Geotech Eval	1,864.50
TOTAL				280,961.72

Appendix A

List of Acronyms Used:

FEMA	Federal Emergency Management Agency
LSOHC	Lessard Sams Outdoor Heritage Council
MNDNR	Minnesota Department of Natural Resources
MNDOT	Minnesota Department of Transportation
NC	Norman County
NCD	Norman County Ditch
NCHD	Norman County Highway Department
RCPP	Regional Conservation Partnership Program
RRWMB	Red River Watershed Management Board
WMA	Wildlife Management Area
WRWD	Wild Rice Watershed District