

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

REGULAR MEETING
December 9, 2020
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, December 9, 2020, via telecommunication methods due to the COVID-19 pandemic. Administrator Kevin Ruud, Bookkeeper Tara Jensen and Administrative Assistant Stacy Purrington were in attendance at the District Office. Managers in attendance from remote locations included: Greg Holmvik, Duane Erickson, Dean Spaeth, Mark Harless, Curt Johannsen and Raymond Hanson. In addition, the following persons were in attendance from remote locations: Engineer Jerry Bents, Attorney Elroy Hanson, and various other interested taxpayers and landowners. Manager Mike Christensen was absent.
2. Chairman Holmvik called the meeting to order at 8:30 a.m. with recital of the pledge of allegiance.
3. Agenda Approval. A motion was made by Manager Spaeth and seconded by Manager Harless to approve the agenda with the following additions. Carried:
 - Red River Basin Commission Conference
 - Becker County Petition for Redistribution of Managers
 - Red Board
4. Meeting Minutes. A motion was made by Manager Johannsen and seconded by Manager Hanson approving the November 4, 2020, Regular Meeting Minutes as presented. Carried.
5. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the payment of billings as presented with the addition of three late bills. Motion carried via roll call vote with Chairman Holmvik and Managers Hanson, Harless, Erickson, Spaeth and Johannsen voting in favor. Manager Christensen absent.
6. Financial Report. A motion was made by Manager Johannsen and seconded by Manager Harless to approve the monthly financial report dated November 30, 2020. Motion carried via roll call vote with Chairman Holmvik and Managers Hanson, Harless, Erickson, Spaeth and Johannsen voting in favor. Manager Christensen absent.
7. Open Mic. Nobody spoke at this time.
8. Goose Prairie. Administrator Ruud reported that discussions with LSOHC have been held regarding the use of eminent domain for the project and they have indicated that as long as LSOHC funding isn't used for the property acquired with eminent domain, there did not appear to be an issue. Engineer Bents added that a response to the MNDNR comments is being developed and will be returned.

9. Community Flood Protection. Administrator Ruud informed the Board that a revised resolution from the City of Halstad was required as a part of the grant closeout process. The preliminary LOMR maps have been issued and we are still anticipating a March 2021 effective date for the new maps in Hendrum and Halstad.

10. Acquisition Properties. Administrator Ruud updated the Board that the funding request presented to the RRWMB was awarded at their November meeting, asking that we request funding assistance from partner counties as well. We are awaiting final approval of the federal funding application which is making its way through the HSEM process.

11. 1W1P. Administrator Ruud stated that the plan was approved by the BWSR Region Committee as presented with a good showing of support from steering and policy committee members. The plan will next be considered by the full BWSR board at their December 17th meeting. If approved, it will be returned to participating entities for approval in early 2021 and a work plan will be developed prior to funding distribution.

PERMIT APPLICATIONS and COMPLAINTS

12. Waukon Township, Sections 32-33, Waukon Twp. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve Permit #20-085 to construct roadway improvements, culvert changes and a road ditch improvement. Motion carried via roll call vote with Chairman Holmvik and Managers Hanson, Harless, Erickson, Spaeth and Johannsen voting in favor. Manager Christensen absent.

13. Riverview LLP, Section 32, Waukon Twp. A motion was made by Manager Hanson and seconded by Manager Harless to approve Permit #20-097 to install culverts, runoff ponds and a tile lift station with standard tile conditions. Motion carried via roll call vote with Chairman Holmvik and Managers Hanson, Harless, Erickson, Spaeth and Johannsen voting in favor. Manager Christensen absent.

14. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve the following permit applications with conditions as listed. Motion carried via roll call vote with Chairman Holmvik and Managers Hanson, Harless, Erickson, Spaeth and Johannsen voting in favor. Manager Christensen absent.

- Joseph Chisholm, Section 25, Green Meadow Twp. Permit #20-130 to install a field approach with a 24" culvert.
- Derek Hendricks, Section 12, Lake Ida Twp. Permit #20-129 to replace an 18" approach culvert with a new 18" culvert at the same depth, clean and regrade the roadway ditch with the condition that the applicant get approval from the road authorities for any work done in road ROWs.
- Paul Johnson, Section 21, Pleasant View Twp. Permit #20-139 to install subsurface drain tile with standard tile conditions and the condition that the applicant establish and maintain markers at the outlets with the minimum size of a standard fencepost.
- The Urban Farmhouse, Section 18, Shelly Twp. Permit #20-138 to install a driveway and culvert with the condition that the culvert is an 18" diameter pipe or larger.

15. Dwight Fevig, Section 34, Walworth Twp. A motion was made by Manager Johannsen and seconded by Manager Hanson to table Permit #20-098 to install a weir and install two 48" centerline culverts pending information from the applicant or a revised permit application. Motion carried via roll call vote with Chairman Holmvik and Managers Hanson, Harless, Erickson, Spaeth and Johannsen voting in favor. Manager Christensen absent.

16. A motion was made by Manager Hanson and seconded by Manager Spaeth to return the following permit applications as noted. Motion carried via roll call vote with Chairman Holmvik and Managers Hanson, Harless, Erickson, Spaeth and Johannsen voting in favor. Manager Christensen absent.

- Lyle Fuchs, Section 9, Sundal Twp. Permit #20-127 to clean out and straighten a waterway. Withdrawn by applicant.
- Lyle Fuchs, Section 9, Sundal Twp. Permit #20-128 to install subsurface drain tile. Withdrawn by applicant.
- Mary Knopfler, Section 25, Ulen Twp. Permit #20-047 to install subsurface drain tile. Withdrawn by applicant.

17. Barry Halland, Section 11, Waukon Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve Permit #20-126 to replace two 18" centerline culverts with longer 18" culverts. Motion carried via roll call vote with Chairman Holmvik and Managers Hanson, Harless, Erickson, Spaeth and Johannsen voting in favor. Manager Christensen absent.

18. A motion was made by Manager Erickson and seconded by Manager Hanson to approve the following permit applications with conditions as listed. Motion carried via roll call vote with Chairman Holmvik and Managers Hanson, Erickson, Spaeth and Johannsen voting in favor. Manager Harless abstained. Manager Christensen absent.

- Paul Harless, Section 28, Winchester Twp. Permit #20-133 to install subsurface drain tile with standard tile conditions.
- Paul Harless, Section 34, Winchester Twp. Permit #20-134 to install subsurface drain tile with standard tile conditions.
- Paul Harless, Sections 10 and 11, Felton Twp. Permit #20-135 to install subsurface drain tile with standard tile conditions.
- Paul Harless, Section 23, Winchester Twp. Permit #20-136 to install subsurface drain tile with standard tile conditions.
- Paul Harless, Section 2, Winchester Twp. Permit #20-137 to install subsurface drain tile with standard tile conditions.

19. Tim Hoff, Section 35, Hendrum Twp. A motion was made by Manager Johannsen and seconded by Manager Hanson to table Permit #20-079 to install a field crossing with two 30" culverts pending MNDNR Waters Permit approval. Motion carried via roll call vote with Chairman Holmvik and Managers Hanson, Harless, Erickson, Spaeth and Johannsen voting in favor. Manager Christensen absent.

20. Lynn Johnson, Section 20, Pleasant View Twp. A motion was made by Manager Hanson and seconded by Manager Erickson to approve Permit #20-131 to install subsurface drain tile with standard tile conditions. Motion carried via roll call vote with Chairman Holmvik and Managers Hanson, Harless, Erickson, Spaeth and Johannsen voting in favor. Manager Christensen absent.

21. Mark Jossund, Section 35, Lee Twp. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve Permit #20-132 to replace an 18" approach culvert with a 30" culvert. Motion carried via roll call vote with Chairman Holmvik and Managers Hanson, Harless, Erickson, Spaeth and Johannsen voting in favor. Manager Christensen absent.

22. A motion was made by Manager Hanson and seconded by Manager Spaeth to table the following permit applications as noted. Motion carried via roll call vote with Chairman Holmvik and Managers Hanson, Harless, Erickson, Spaeth and Johannsen voting in favor. Manager Christensen absent.

- Jeffrey Opsahl, Section 32, Wild Rice Twp. Permit #20-140 to construct a low water crossing in a public waterway and install a crossing and culvert in a private ditch requesting project details of the low water crossing including length and elevation of overflow and approval from the MNDNR.

- Jeffrey Opsahl, Section 20, Wild Rice Twp. Permit #20-141 to construct a new ditch and install subsurface drain tile to notice the S1/2 of Section 20 of Wild Rice Twp and the Road Authority (Norman County) and request that the applicant provide Wetland Conservation Act approval from the Norman County SWCD.

23. Tim Ramstorf, Section 10, Green Meadow Twp. A motion was made by Manager Hanson and seconded by Manager Erickson to approve Permit #20-125 to install two 4" tile lines on the south side of the house with standard tile conditions. Motion carried via roll call vote with Chairman Holmvik and Managers Hanson, Harless, Erickson, Spaeth and Johannsen voting in favor. Manager Christensen absent.

24. Complaints.

- Borgen/Lee – The Board was updated that we are still waiting for more information from Mr. Borgen regarding a potential petition to drain into NCD 17.
- Pederson/Anderson – Staff will continue to work with the parties to resolve the complaint.
- Bitker/Chisholm – A motion was made by Manager Hanson and seconded by Manager Johannsen to dismiss the complaint due to no violation of District rules being present. Motion carried via roll call vote with Chairman Holmvik and Managers Hanson, Harless, Erickson, Spaeth and Johannsen voting in favor. Manager Christensen absent.
- Neset/Kraft – The complaint is tabled pending a field review.

25. Fall 2020 Ditch Repairs.

- Norman County Ditch 1 – A motion was made by Manager Hanson and seconded by Manager Harless to approve final pay request from Gordon Construction in the amount of \$11,040.00. Motion carried via roll call vote with Chairman Holmvik and Managers Hanson, Harless, Erickson, Spaeth and Johannsen voting in favor. Manager Christensen absent.
- Clay County Ditch 6 – A motion was made by Manager Hanson and seconded by Manager Harless to approve pay request 2 from Northern States Excavating in the amount of \$39,615.00. Motion carried via roll call vote with Chairman Holmvik and Managers Hanson, Harless, Erickson, Spaeth and Johannsen voting in favor. Manager Christensen absent. Manager Erickson asked for an update regarding the landowner spoil dispute. Administrator Ruud updated the Board that communication has been sent regarding the spoil placement, indicating the party can seek compensation for quantifiable damages caused by the District.
- Clay County Ditch 45, Lateral 1 – A motion was made by Manager Hanson and seconded by Manager Harless to approve pay request 2 from Gordon Construction in the amount of \$15,987.74. Motion carried via roll call vote with Chairman Holmvik and Managers Hanson, Harless, Erickson, Spaeth and Johannsen voting in favor. Manager Christensen absent.
- Other Ditch Repairs – Engineer Bents stated that a number of requests were received late in the fall and work will resume in 2021 when weather allows. Ditches with pending repairs include: Project 3 Mary Twp. Ditch, Project 12 Wild Rice Twp. Ditch, Clay County Ditch 42, Clay County Ditch 44, Project 18 Norman County Ditch 64 and Dalen Coulee.

26. RCPP.

- Green Meadow – Administrator Ruud informed the Board that the work requested at the November Board meeting is being done and information is anticipated to be returned to the January Board meeting.
- South Branch – Survey and LIDAR review was completed on the channel. Engineering staff is currently reviewing all historical storage sites and more information will be presented at a future Board meeting.

27. Upper Reaches. Administrator Ruud reported that an electronic meeting will be held with landowners this afternoon to further discuss repair plans.
28. Manager Erickson lost meeting connection at 9:30 am.
29. Lower Wild Rice. A motion was made by Manager Hanson and seconded by Manager Johannsen authorizing Chairman Holmvik and Secretary Johannsen to sign the Merkens road right of way release. Motion carried via roll call vote with Chairman Holmvik and Managers Hanson, Harless, Spaeth and Johannsen voting in favor. Manager Erickson was absent. Manager Christensen absent.
30. Becker County Board Petition. Administrator Ruud informed the Board that the Becker County Board of Commissioners filed a petition with BWSR requesting a redistribution of Managers. Becker County wants to appoint their own delegate rather than have Clay County appoint for them.
31. Manager Per Diems. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve payment of Manager per diems and expenses as distributed. Motion carried via roll call vote with Chairman Holmvik and Managers Hanson, Harless, Spaeth and Johannsen voting in favor. Manager Erickson was absent. Manager Christensen absent.
32. Manager Erickson reconnected to the meeting at 9:33 am.
33. RRBC Conference. A motion was made by Manager Johannsen and seconded by Manager Harless to authorize Manager and Staff attendance at the RRBC virtual conference to be held January 21, 2021. Motion carried via roll call vote with Chairman Holmvik and Managers Hanson, Harless, Erickson, Spaeth and Johannsen voting in favor. Manager Christensen absent.
34. RRWMB. Manager Erickson asked to be supplied with the assets and liabilities for the RRWMB on a monthly basis. He was informed that the information was available in meeting packets on the RRWMB website. It was advised that he request being added to their email distribution list of meeting materials.
35. Spoil Placement Form. Favorable feedback was received on the new maintenance notice form, informing landowners of spoil placement for project cleanouts and allowing them to provide feedback if so desired.
36. There being no further business to come before the Board of Managers, a motion was made by Manager Hanson and seconded by Manager Erickson to adjourn the meeting. Motion carried via roll call vote with Chairman Holmvik and Managers Hanson, Harless, Erickson, Spaeth and Johannsen voting in favor. Chairman Holmvik adjourned the meeting at 9:40 am. Manager Christensen absent.

Curt Johannsen, Secretary

Date	Num	Name	Memo	Amount
Nov 5 - Dec 9, 20				
11/10/2020		QuickBooks Payroll Service	Created by Payroll Service on 11/09/2020	6,216.83
11/24/2020		QuickBooks Payroll Service	Created by Payroll Service on 11/23/2020	6,219.13
12/08/2020		QuickBooks Payroll Service	Created by Payroll Service on 12/07/2020	6,310.00
11/07/2020	ACH	Verizon Wireless		95.42
11/10/2020	ACH	Ada City		249.05
12/07/2020	ACH	Verizon Wireless		95.42
12/05/2020	ACH	MARCO, Inc.		566.30
11/13/2020	ACH	PERA		1,050.64
11/30/2020	ACH	Minnesota Energy Resources Corporation		103.00
12/03/2020	ACH	Arvig		422.40
11/12/2020	ACH	US Treasury-Payroll	41-6145653	152.98
11/12/2020	ACH	Aflac		112.20
11/12/2020	ACH	MN Dept of Revenue	5062265	371.00
11/12/2020	ACH	US Treasury-Payroll	41-6145653	1,891.42
11/12/2020	ACH	MN Dept of Natural Resources	Permit	300.00
12/09/2020	17769	Aramark	rugs	96.72
12/09/2020	17770	Boetcher Appraisal	Jacobson Appriasal	725.00
12/09/2020	17771	Braun Intertec Corporation	Geotechnical Evaluations	5,897.25
12/09/2020	17772	Cardmember Service	November Billing	304.26
12/09/2020	17773	Clay County Union	Advertisements	70.00
12/09/2020	17774	Farmers Publishing Company	Advertisements	39.65
12/09/2020	17775	Gordon Construction, Inc.		16,630.00
12/09/2020	17776	Houston Engineering, Inc.		68,646.29
12/09/2020	17777	Lunde Blade & Gravel LLC	beaver dam removal	140.00
12/09/2020	17778	MARCO, Inc. Mpls		215.98
12/09/2020	17779	McCollum Hardware, Inc.	Batteries	18.16
12/09/2020	17780	MN Board of Water and Soil Resoures	Kroshus	230,729.96
12/09/2020	17781	MN PEIP	Insurance	1,258.18
12/09/2020	17782	Morris Electronics, Inc.		4,524.60
12/09/2020	17783	Norman County Highway Department	Remaining Cost Share of Engineering and Construction Costs	37,813.25
12/09/2020	17784	Northern States Excavating	Request 2	39,615.00
12/09/2020	17785	Northwest Beverage, Inc.	water	9.00
12/09/2020	17786	Office Supplies Plus		583.84
12/09/2020	17787	Red River Watershed Management Board	Levy pass through	268,939.34
12/09/2020	17788	Renae Kappes	cleaning	180.00
12/09/2020	17789	Tony Sip	mowing	21,505.00
12/09/2020	17790	Twin Valley Times	Advertising	69.88
12/09/2020	17791	Wesley Carlsrud	Spraying	18,936.95
12/09/2020	17792	Gordon Construction, Inc.		27,027.74
12/09/2020	17793	Red River Watershed Management Board	Stream Gage Monitoring Cost Share	12,724.50
12/09/2020	17794	Norman County Recorder	Merkens Easement Recording	46.00
12/09/2020	17795	Curt Johannsen		107.30
12/09/2020	17796	Dean P Spaeth		115.44

12/09/2020	17797	Duane L Erickson		107.31
12/09/2020	17798	Gregory R Holmvik		115.44
12/09/2020	17799	Mark L Harless		230.88
12/09/2020	17800	Raymond M Hanson		230.88
12/09/2020	17801	Norman County Treasurer/Auditor	Ditch Lien Payable	10,133.37
12/09/2020	17802	Wambach & Hanson	November Legal	3,819.58
12/09/2020	17803	Wambach & Hanson	Correction to August and September Billing	210.00
TOTAL				795,972.54

Appendix A

List of Acronyms Used:

1W1P	One Watershed One Plan
BWSR	Board of Water and Soil Resources
DNR	Department of Natural Resources
HSEM	Homeland Security and Emergency Management
LIDAR	Light Intensity Distance and Ranging
LOMR	Letter of Map Revision
LSOHC	Lessard Sams Outdoor Heritage Council
MNDNR	Minnesota Department of Natural Resources
NCD	Norman County Ditch
ROW	Right of Way
RRBC	Red River Basin Commission
RRWMB	Red River Watershed Management Board
SWCD	Soil and Water Conservation District
Twp.	Township