

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

REGULAR MEETING
July 8, 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, July 8, 2020. Managers in attendance included: Greg Holmvik, Dean Spaeth, Mike Christensen, Curt Johannsen, Mark Harless, Raymond Hanson, and Duane Erickson. In addition, the following persons were in attendance: Administrator Kevin Ruud, Engineer Jerry Bents, and Tara Jensen. Various other parties connected via electronic means.
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 Harless and seconded by Manager Spaeth to approve the meeting agenda with the following additions and deletions. Carried.
 - Add: Set Budget and Levy Hearing for August Meeting; RRWMB Questions
 - Delete: 2019 Annual Report; 2019 Audit Report
4. Meeting Minutes. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve the monthly meeting minutes dated June 10, 2020 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 a late bill from Wambach & Hanson Law Office. Carried.
6. Financial Report. A motion was made by Manager Christensen and seconded by Manager Harless to approve the monthly and quarterly financial reports dated June 30, 2020, and transfers between unassessed projects and ditches and Red River Construction. Carried.
7. Open Mic. None.
8. Goose Prairie WMA. Administrator Ruud reported that a response was received from Paakh concerning potential crossing impacts and a stipulated agreement regarding the oak tree concerns. A motion was made by Manager Hanson and seconded by Manager Erickson to continue offering Mr. Paakh the amount approved at the previous Board meeting and ask that staff communicate with Mr. Paakh regarding the operation of the project and projected water levels. Motion carried via roll call vote with Chairman Holmvik, Managers Christensen, Erickson, Harless, Hanson, Johannsen and Spaeth voting in favor. None against.

The appraisal received was presented to the Oberg party for review. We have been working through data requests received from Baer Law office in response to the Petermann property and have offered to hold a meeting to further clarify any project details if desired. State funding for the project is going through an internal

review process. Clarification was provided that the motion regarding the Paakh parcel did not offer further compensation for the concerns regarding the oak trees. Manager Erickson spoke regarding the project noting that approximately \$500,000 has been invested in design, easements, and other project costs to date.

9. Community Flood Protection. Engineer Bents reported that we are working with the county to coordinate a grade raise in their mill and overlay project through Halstad. He added that a meeting was recently held with landowners presenting drainage concerns north of Halstad. Additional work will be completed to address the concern. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve pay request 15 presented by Sellin Brothers in the amount of \$49,708.41 for work completed on the Halstad levee. Motion carried via roll call vote with Chairman Holmvik, Managers Christensen, Erickson, Harless, Hanson, Johannsen and Spaeth voting in favor. None against.

Engineer Bents stated that a small notice will appear in the Norman County Index and Hillsboro Banner to notify the public of the LOMR, which is a requirement of the revision request for the certification of Halstad and Hendrum levees. He presented an overview of minor changes to mapping due to the LOMR application.

PERMIT APPLICATIONS

10. Mary Knopfler, Section 25, Ulen Twp. A motion was made by Manager Spaeth and seconded by Manager Hanson to table Permit #20-047 to install subsurface drain tile, requesting revisions to the project to address the concerns of downstream landowners. Motion carried via roll call vote with Chairman Holmvik, Managers Christensen, Erickson, Harless, Hanson, Johannsen and Spaeth voting in favor. None against.

11. Norman County Highway Department, Section 9, Fossum Twp. A motion was made by Manager Johannsen and seconded by Manager Spaeth to approve Permit #20-049 to replace a span bridge with two 16'x12' box culverts. Motion carried via roll call vote with Chairman Holmvik, Managers Christensen, Erickson, Harless, Hanson, Johannsen and Spaeth voting in favor. None against.

12. A motion was made by Manager Harless and seconded by Manager Hanson to approve the following permit applications with conditions as listed. Motion carried via roll call vote with Chairman Holmvik, Managers Christensen, Erickson, Harless, Hanson, Johannsen and Spaeth voting in favor. None against.

- Bear Park Twp., Section 21 & 28, Bear Park Twp. Permit #20-060 to replace a 36" centerline culvert with a new 36" centerline culvert.
- Clem Erickson & Clarence Reuer, Section 29, Lake Ida Twp. Permit #20-050 to install a field approach with an 18" pipe.
- Habedank Farm, Section 27, Fossum Twp. Permit #20-064 to install a field approach with a 24" pipe.
- Russel Olson, Section 12, Rockwell Twp. Permit #18-067 to install subsurface drain tile with standard tile conditions.
- Earl Pederson, Section 22, Bejou Twp. Permit #20-062 to install subsurface drain tile with standard tile conditions.
- Mike Vilmo, Section 32, Hendrum Twp. Permit 20-067 to install a field approach with an 18" pipe.

13. John Austinson and Tom Bergren, Section 6, Riceville Twp. A motion was made by Manager Hanson and seconded by Manager Erickson to approve Permit #20-045 to install a WASCB. Motion carried via roll call vote with Chairman Holmvik, Managers Christensen, Erickson, Harless, Hanson, Johannsen and Spaeth voting in favor. None against.

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, Managers Christensen, Erickson, Harless, Hanson, Johannsen and Spaeth voting in favor. None against.

- Grant Arends, Section 35, Mary Twp. Permit #20-046 to install subsurface drain tile with standard tile conditions.
- Black Bell Farms, Section 29, Lockhart Twp. Permit #20-066 to install subsurface drain tile with standard tile conditions.
- Mike Jirik, Section 32, Lake Grove Twp. Permit #20-033 to install subsurface drain tile with standard tile conditions.
- Mary Knopfler, Section 35, Ulen Twp. Permit #20-048 to install subsurface drain tile with standard tile conditions.
- Skaurud Grain Farms, Section 28, Bear Park Twp. Permit #20-052 to install subsurface drain tile with standard tile conditions.
- Skaurud Grain Farms, Section 15, Marsh Creek Twp. Permit #20-053 to install subsurface drain tile with standard tile conditions.
- Skaurud Grain Farms, Section 13, Fossum Twp. Permit #20-056 to install subsurface drain tile with standard tile conditions.
- Skaurud Grain Farms, Section 6, Rockwell Twp. Permit #20-057 to install subsurface drain tile with standard tile conditions.
- Tim Tjon, Section 9, Home Lake Twp. Permit #20-059 to install subsurface drain tile with standard tile conditions.
- Matt Vig, Section 1, Chief Twp. Permit #20-068 to install water and sediment control basins and grade stabilization projects with the condition that the applicant get approval from the road authority – Chief Township.
- Ryan Zimmerman, Section 11, Georgetown Twp. Permit #20-054 to install subsurface drain tile with standard tile conditions.

15. Richard Balstad, Section 11, Gregory Twp. A motion was made by Manager Hanson and seconded by Manager Harless to table Permit #20-032 to install a field crossing across Mahnomen County Ditch 91 pending approval from the ditch authority and culvert sizes from the applicant. Motion carried via roll call vote with Chairman Holmvik, Managers Christensen, Erickson, Harless, Hanson, Johannsen and Spaeth voting in favor. None against.

16. Circle E Farms, Section 14, Walworth Twp. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve Permit #20-042 to install subsurface drain tile with standard tile conditions. Motion carried via roll call vote with Chairman Holmvik, Managers Christensen, Harless, Hanson, Johannsen and Spaeth voting in favor. None against. Manager Erickson abstained.

17. Habedank Farm, Section 33, Home Lake Twp. A motion was made by Manager Hanson and seconded by Manager Johannsen to table Permit #20-063 to install subsurface drain tile to notice the west ½, Section 33, Home Lake Twp., and the NW ¼, Section 4, Ulen Twp. Motion carried via roll call vote with Chairman Holmvik, Managers Christensen, Erickson, Harless, Hanson, Johannsen and Spaeth voting in favor. None against.

18. Corey Hanson, Section 32, Sundal Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to table Permit #20-061 to install subsurface drain tile to notice Section 32 and south ½, Section 31, both in Sundal Twp. Motion carried via roll call vote with Chairman Holmvik, Managers Christensen, Erickson, Harless, Hanson, Johannsen and Spaeth voting in favor. None against.

19. A motion was made by Manager Hanson and seconded by Manager Johannsen to table the following permit applications with reasons as listed. Motion carried via roll call vote with Chairman Holmvik, Managers Christensen, Erickson, Harless, Hanson, Johannsen and Spaeth voting in favor. None against.

- Raymond Kraft, Section 36, Green Meadow Twp. Permit #20-055 to install a field crossing, requesting additional project details including drawings of the proposed crossing and a specific location of the crossing relative to the property lines.
- Trent McCollum, Section 11, Gregory Twp. Permit #20-044 to install a field crossing across Mahnomen County Ditch 91 pending approval from the ditch authority and culvert sizes/crossing details from the applicant.

20. Skaurud Grain Farms, Section 29, Green Meadow Twp. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve Permit #20-034 to install subsurface drain tile with standard tile conditions. Motion carried via roll call vote with Chairman Holmvik, Managers Christensen, Erickson, Harless, Hanson, Johannsen and Spaeth voting in favor. None against.

21. Skaurud Grain Farms, Section 32, Green Meadow Twp. A motion was made by Manager Hanson and seconded by Manager Johannsen to table Permit #20-058 to install subsurface drain tile and request revisions to the project to address concerns of downstream landowners. Motion carried via roll call vote with Chairman Holmvik, Managers Christensen, Erickson, Harless, Hanson, Johannsen and Spaeth voting in favor. None against.

22. Skaurud Grain Farms, Section 33, Hegne Twp. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve Permit #20-065 to replace three 15" centerline culverts with longer 15" centerline culverts at the same elevation with the condition that the applicant get approval from the drainage authority for NCD 17. Motion carried via roll call vote with Chairman Holmvik, Managers Christensen, Erickson, Harless, Hanson, Johannsen and Spaeth voting in favor. None against.

23. Complaints. Engineer Bents provided an update on all open complaints.

24. Acquisition Properties. Administrator Ruud updated the Board that we are waiting on three more appraisals and will be continuing forward with the application process with HSEM this month.

25. Ring Dikes. A motion was made by Manager Johannsen and seconded by Manager Harless to approve request for payment, change order and final payment request on the Hanson ring dike. Pay request 1 totals \$58,171.89. Final pay request amount is \$3,061.68 and is approved to be issued to the contractor once grass is established. Motion carried via roll call vote with Chairman Holmvik, Managers Christensen, Erickson, Harless, Hanson, Johannsen and Spaeth voting in favor. None against.

A motion was made by Manager Harless and seconded by Manager Hanson to approve request for payment #2 and final payment request for the Hewson ring dike. Pay request 2 totals \$1,890.30. Final pay request amount is \$1,890.30 and is approved to be issued to the contractor once grass is established. Motion carried via roll call vote with Chairman Holmvik, Managers Christensen, Erickson, Harless, Hanson, and Johannsen voting in favor. None against. Manager Spaeth has momentarily left the conference room.

26. Acquisition properties (cont.). Manager Johannsen asked for a timeline on how long the buyout process takes for interested parties. Administrator Ruud responded that the longest wait is going through the application process, once we move past that it will be much quicker.

27. 1W1P. Moriya Rufer, Houston Engineering, presented an update regarding the 1W1P process and an overview of the work that has gone into developing the plan. The Board approved entering into a MOA for the implementation plan at the June Board meeting.

28. RCPP Projects. Discussion was held regarding the three RCPP project areas. A motion was made by Manager Hanson and seconded by Manager Holmvik to complete additional technical work, soil borings, prior to terminating the study in the Green Meadow subwatershed. Motion carried via roll call vote with Chairman Holmvik, Managers Christensen, Harless and Hanson voting in favor. Managers Erickson, Johannsen and Spaeth voting against.

A motion was made by Manager Hanson and seconded by Manager Harless to terminate the study in the Moccasin Creek subwatershed due to a lack of landowner support and the large number of property owners involved. Motion carried via roll call vote with Chairman Holmvik, Managers Christensen, Erickson, Harless, Hanson, Johannsen and Spaeth voting in favor. None against.

In the South Branch subwatershed, a motion was made by Manager Johannsen and seconded by Manager Christensen to do complete additional technical work and surveying of the channel where erosion and sedimentation occurs and review the inventory of past study efforts along the corridor to determine the ideal implementation solution. Motion carried via roll call vote with Chairman Holmvik, Managers Christensen, Harless and Johannsen voting in favor. Managers Erickson, Hanson and Spaeth voting against.

29. Lower Wild Rice Corridor. Administrator Ruud stated that the Viks would like to receive their WRWD easement payment immediately rather than wait until the BWSR easement is executed. It has been approved by BWSR so long as we subordinate our position to them, so their easement becomes effective first. Attorney Hanson cautioned this is at some risk to the Viks because the WRWD would hold an easement on the property and they have not received payment from BWSR yet. A motion was made by Manager Hanson and seconded by Manager Johannsen to execute the WRWD easement as requested based off the estimated payment amount using current BWSR numbers, including language that the amount could increase or decrease after executing the BWSR easement, resulting in either the Vik party refunding a portion of the payment to the WRWD or the WRWD issuing an additional payment. Motion carried via roll call vote with Chairman Holmvik, Managers Christensen, Erickson, Harless, Hanson, Johannsen and Spaeth voting in favor. None against. Mrs. Vik was on the phone and indicate this was acceptable to herself and her husband and the language will be included in the final easement prior to signature/recording.

Administrator Ruud reported that discussion is continuing with other parties interested in the program.

30. Leased Properties. Administrator Ruud presented a request from Edgar Jacobson to remove himself as a tenant on an acquisition lease and add his son, Andrew Jacobson, to the lease in his place. A motion was made by Manager Erickson and seconded by Manager Hanson to request Edgar Jacobson to obtain consent from the remaining 7 parties on the lease that this change is acceptable to them and return the request to the Board. Motion carried via roll call vote with Chairman Holmvik, Managers Christensen, Erickson, Harless, Hanson, Johannsen and Spaeth voting in favor. None against.

31. Land acquisition for future projects. Discussion was held regarding the District acquiring land for future projects. Advantages of staff handling land acquisition under the direction of the Board or hiring an outside party to assist with the process, in an attempt to remove local politics from the process were discussed, along with disadvantages of each.

32. MAWD Resolutions. The Board was asked to bring suggestions for any MAWD resolutions to staff, allowing time for proper development and presentation at the August Board meeting.

33. Budget and Levy Hearing. A motion was made by Manager Hanson and seconded by Manager Spaeth to set the Budget and Levy Hearing for 10:00 am on August 12, 2020, at the District office. Motion carried via roll call vote with Chairman Holmvik, Managers Christensen, Erickson, Harless, Hanson, Johannsen and Spaeth voting in favor. None against.

34. RRWMB. Manager Erickson brought a recommendation that economic representation be added to the TAC. The Board discussed the recommendation but did not take a stance regarding it. Erickson also asked for clarification regarding the Clean Water funding designated by the RRWMB. Chairman Holmvik noted that the funds were designated for Districts to apply for funding on projects which would qualify. Manager Erickson asked how much land within the District is owned by USFWS, DNR, or has permitted easements, commenting that this land would be a good location for retention being as it is already agency owned. The information requested was not readily available and could be obtained by contacting agencies directly.

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

36. Draft levy recommendations and general budget for 2021 were distributed for review.

37. 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 11:20 am.

Curt Johannsen, Secretary

Date	Num	Name	Memo	Amount
Jun 11 - Jul 8, 20				
06/23/2020		QuickBooks Payroll Service	Created by Payroll Service on 06/22/2020	6,265.40
07/07/2020		QuickBooks Payroll Service	Created by Payroll Service on 07/06/2020	6,184.88
06/29/2020	ACH	Minnesota Energy Resources Corporation		33.00
07/05/2020	ACH	MARCO, Inc.		548.84
07/03/2020	ACH	Arvig		397.64
07/06/2020	ACH	Verizon Wireless		147.94
06/26/2020	ACH	PERA		970.43
06/25/2020	ACH	MN Dept of Revenue	5062265	367.00
06/25/2020	ACH	US Treasury-Payroll	41-6145653	1,873.28
06/15/2020	ACH	Aflac		112.20
06/11/2020	ACH	MN Dept of Revenue	5062265	380.00
06/11/2020	ACH	US Treasury-Payroll	41-6145653	2,203.32

06/12/2020	ACH	PERA		1,057.94
06/16/2020	17591	Clay County Planning & Zoning	Miller/Hanson Lot Division	150.00
06/16/2020	17592	The Horton Group	D&O Policy	14,815.00
07/08/2020	17594	Braun Intertec Corporation		2,412.25
07/08/2020	17595	Cardmember Service	June Statement	1,173.25
07/08/2020	17596	Clay County Highway Department	Culvert replacement	1,221.30
07/08/2020	17597	Crookston Times	Notice for Buyouts	110.26
07/08/2020	17598	EcoLab	Pest Control	95.82
07/08/2020	17599	FP Mailing Solutions	Postage Meter	118.63
07/08/2020	17600	Gordon Construction, Inc.		45,990.00
07/08/2020	17601	Grinnell Mutual Payment Center	Building Policy - Annual	4,428.00
07/08/2020	17602	Houston Engineering, Inc.		94,754.82
07/08/2020	17603	Justin, Clasen & Company, Ltd.	2019 Audit	9,226.00
07/08/2020	17604	MARCO, Inc. Mpls	Twp changes on Permit database	50.00
07/08/2020	17605	Matt Wagner	June Trapping	870.45
07/08/2020	17606	McCollum Hardware, Inc.		32.34
07/08/2020	17607	MN Board of Water and Soil Resources	RIM Easement Payment	1,164,999.09
07/08/2020	17608	MN Dept of Natural Resources	Historical review	115.00
07/08/2020	17609	MN PEIP		1,258.18
07/08/2020	17610	Morris Electronics, Inc.		52.50
07/08/2020	17611	Norman County Treasurer/Auditor	Beaver trapping program	35.00
07/08/2020	17612	Northern States Excavating	Final Request - Hewson	1,890.30
07/08/2020	17613	Matt Wagner	Beaver Trapping	790.36
07/08/2020	17614	Northern States Excavating	Final Request - Hanson	3,061.68
07/08/2020	17615	Northern States Excavating	Request #2	1,890.30
07/08/2020	17616	Northern States Excavating	Request #1	58,171.89
07/08/2020	17617	Northwest Beverage, Inc.	Water	9.00
07/08/2020	17618	Office Supplies Plus		205.97
07/08/2020	17619	Red River Watershed Management Board	Taxes	231,153.91
07/08/2020	17620	Renae Kappes	Cleaning	120.00
07/08/2020	17621	Sellin Brothers, Inc	Request 15	49,708.41
07/08/2020	17622	Tammy Erickson	mowing	180.00
07/08/2020	17623	Tony Sip	June Mowing	6,800.00
07/08/2020	17624	Vareberg Engineering	Engineering Services	150.00
07/08/2020	17625	Visser Trenching	Debris removal from river	1,405.00
07/08/2020	17627	Curt Johannsen		233.60
07/08/2020	17628	Dean P Spaeth		304.48
07/08/2020	17629	Duane L Erickson		262.93
07/08/2020	17630	Gregory R Holmvik		230.88
07/08/2020	17631	Mark L Harless		130.38
07/08/2020	17632	Michael K Christensen		272.12
07/08/2020	17633	Raymond M Hanson		136.14
TOTAL				1,719,557.11

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
LOMR	Letter of Map Revision
MAWD	Minnesota Association of Watershed Districts
RCPP	Regional Conservation Partnership Program
RRWMB	Red River Watershed Management Board
USFWS	United States Fish & Wildlife Services
WASCB	Water and Sediment Control Basin
WMA	Wildlife Management Area
WRWD	Wild Rice Watershed District