

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

REGULAR MEETING
April 14, 2021
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, April 14, 2021. Managers in attendance included: Greg Holmvik, Raymond Hanson, Duane Erickson, Dean Spaeth, Michael Christensen, and Curt Johannsen. Manager Mark Harless was absent. In addition, the following persons were in attendance: Engineer Jerry Bents, Attorney Elroy Hanson, Tara Jensen, Harvey Dahl, Jon Peterson, Kevin Leiser, Luther Jacobson. The following individuals were in attendance from remote locations: Frank Gross, Brad Erickson, Dustin Jasken, Wayne Alexander, Sarah King, Ordean Hegrenes, and Anya Kaplan-Seem.
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 Spaeth and seconded by Manager Hanson to approve the meeting agenda as presented with the addition of the following items. Carried.
 - Olson Agassiz Repair
4. Meeting Minutes. A motion was made by Manager Johannsen and seconded by Manager Christensen to approve the March 10, 2021, meeting minutes as presented. Carried.
5. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve payment of billings as presented. Carried.
6. Approval of Financial Report. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve the monthly and quarterly financial report dated March 31, 2021, 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. Manager Erickson arrived at 8:35 am.

PERMIT APPLICATIONS

9. Jeff Gillepsie, Section 3, Hagen Twp. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve Permit #21-021 to install subsurface drain tile with standard tile conditions and the condition that the outlet is moved per a revised tile plan submitted to the WRWD and approval from the adjacent property owner. Carried.
10. Brad Erickson, Clay County Highway Department, Section 30, Viding Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve Permit #21-022 to replace a bridge with a box culvert. Carried.

11. David Eiyneck, Section 4, Popple Grove Twp. A motion was made by Manager Johannsen and seconded by Manager Hanson to table Permit #21-009 to install subsurface drain tile and fill in a ditch requesting that the applicant provide culvert sizes, the tile size and project details including drawings of the inlet and outlet features of the tile line. Carried.
12. David Eiyneck, Section 20, Chief Twp. A motion was made by Manager Hanson and seconded by Manager Erickson to approve Permit #21-020 to install subsurface drain tile with standard tile conditions. Carried.
13. Thomas Jantzi, Section 4, Sundal Twp. A motion was made by Manager Spaeth and seconded by Manager Hanson to table Permit #21-028 to install a driveway with an 18" culvert pending a field review. Carried.
14. Jerred Jirava, Section 28, Rosedale Twp. A motion was made by Manager Hanson and seconded by Manager Johannsen to table Permit #21-027 to install subsurface drain tile and request the applicant provide written approval from the MNDNR for work within the protected watercourse and from the Mahnomen SWCD regarding compliance with the Wetland Conservation Act. Carried.
15. Ray Johnson, Section 15, Felton Twp. A motion was made by Manager Hanson and seconded by Manager Johannsen to table Permit #21-023 to install subsurface drain tile to notice adjacent property owners. Carried.
16. Dan McNamee, Section 28, Beaulieu Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve Permit #21-026 to install a water and sediment control basin. Carried.
17. Jeffrey Opshal, Section 32, Wild Rice Twp. A motion was made by Manager Johannsen and seconded by Manager Spaeth to table 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 MNDNR. Carried.
18. Waukon Township, Section 16, Waukon Twp. A motion was made by Manager Hanson and seconded by Manager Christensen to approve Permit #21-025 to install a new driveway with an 18" culvert. Carried.
19. Greg Zillmer, Section 9, Hagen Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve Permit #21-024 to replace a 24" culvert in a field approach with a longer 24" culvert. Carried.
20. Complaints. Engineer Bents provided updates on all open complaints. No Board action was taken.
21. Goose Prairie WMA. Administrator Ruud reported that Engineer Bents and himself met with the Township Board and received good response. They will review the JPA once it is prepared and take it into consideration at their May meeting. An update on all remaining easement negotiations was given. Board consensus was to request all parties to return counter offers prior to the June Board meeting or attend the May or June Board meetings to discuss negotiations. The Board will make a determination on the acquisition of remaining easements at the June Board meeting.
22. Community Flood Protection. Engineer Bents reported that the LOMR in the cities of Hendrum and Halstad went into effect March 10th, which removed the cities from the flood plain. A motion was made by Manager Hanson and seconded by Manager Johannsen to enter into a contract with the low quote, within 30% of engineers project estimate of \$30,000 for cleanout near the north side of the levee in Halstad. Carried.

A motion was made by Manager Johannsen and seconded by Manager Hanson to approve a Cooperative Agreement with the Norman County Highway Department for grade raises in the City of Halstad. Carried.

Johannsen spoke as a Hendrum city representative and thanked the Board and Staff for their assistance with getting the grade raises through Hendrum completed.

Administrator Ruud reported that the City of Perley is on the MNDOT construction calendar for 2030. We are working on funding assistance and making attempts to coordinate work to be done earlier if possible.

23. Acquisition Properties. Administrator Ruud reported that we are waiting for federal funding approval on the submitted application.

24. 1W1P. Administrator Ruud informed the Board that the Policy Committee met on April 7th and good discussion was held. The work plan was approved for submittal by the Policy Committee. A motion was made by Manager Erickson to offer WRWD implementation funding to SWCDs. Motion failed for lack of second.

25. Ditch Maintenance. Engineer Bents reported that quotes for Clay County Ditch 42, Clay County Ditch 44, and Project 18 were received and all were within estimated amounts. Contracts were awarded per Board approval at the October Board meeting. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve awarding the contract for Dalen Coulee repairs to the low quote, received within 30% of engineers estimate of \$22,000.00. Carried. It was noted that MNDNR has committed 50% funding cost share towards the repairs, up to a maximum of \$10,000.00.

26. Lower Wild Rice. Administrator Ruud presented and overview of current applications for the program and explained the process once applications are received.

27. 10:00 am – Hearing to Petition to Outlet into Project 17. Chairman Holmvik opened the hearing at 10:00 am.

Engineer Bents provided and overview of the permit application and the petition to outlet into the system. Discussion was held regarding the outlet fee. Luther Jacobson spoke in opposition of allowing more property to drain into the system. A motion was made by Manager Hanson and seconded by Manager Johannsen to allow the petitioner to outlet into Project 17 for an outlet fee of \$11,000. Motion carried with Chairman Holmvik and Manager Erickson opposed. A motion was made by Manager Hanson and seconded by Manager Johannsen to add the petitioned property to the assessment area at a value of \$50.00 per acre as recommended by Engineer Bents and to have Attorney Hanson prepare an order consistent with the motions made. Carried.

Chairman Holmvik closed the hearing at 10:45 am.

28. Kevin Leiser, Section 13, Lockhart Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve Permit #21-008 to install subsurface drain tile with standard tile conditions and the condition applicant meet the requirements of the Board Order associated with the Project 17 hearing to be added to the assessment area. Carried.

29. RCCP. Engineer Bents provided an update on each of the open study areas.

An initial screening of sites was completed in the South Branch of the Wild Rice River subwatershed and sites were eliminated based on various factors. Lower site alternatives will be reviewed and returned to the Board at the May meeting.

Lower site optimization was completed for the Green Meadow subwatershed. The length of holding in spring and potential of cropping following draw down was reviewed. A final summary report is expected to be presented in May.

30. Upper Reaches. A motion was made by Manager Johannsen and seconded by Manager Hanson to develop a hybrid plan to repair the levee and address erosion concerns. This would better armor the area and utilize 1W1P funding for bank stabilization. Motion carried with Manager Erickson opposed.

31. Clay County. It was determined that all Manager oaths will be performed at the May meeting.

32. Citizen's Advisory. Administrator Ruud reported that the committee wants the Board to continue looking at storage potentials. They were happy with Lower Wild Rice progress and discussed the Goose Prairie Marsh. Manager Hanson confirmed with Administrator Ruud that the committee is aware of the RCPP and other processes that are ongoing.

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

34. 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 11:39 am.

Curt Johannsen, Secretary

Date	Num	Name	Memo	Amount
Mar 11 - Apr 14, 21				
03/16/2021		QuickBooks Payroll Service	Created by Payroll Service on 03/15/2021	6,388.27
03/17/2021			Funds Transfer	945,855.50
03/30/2021		QuickBooks Payroll Service	Created by Payroll Service on 03/29/2021	6,350.20
04/13/2021		QuickBooks Payroll Service	Created by Payroll Service on 04/12/2021	6,375.01
03/15/2021	ACH	Aflac		112.20
04/03/2021	ACH	Arvig		389.28
03/26/2021	ACH	Minnesota Energy Resources Corporation		103.00
03/18/2021	ACH	US Treasury-Payroll	41-6145653	172.10
03/18/2021	ACH	MN Dept of Revenue	5062265	380.00
03/18/2021	ACH	US Treasury-Payroll	41-6145653	1,946.06
03/15/2021	ACH	Aflac		112.20
04/05/2021	ACH	MARCO, Inc.		566.30
03/19/2021	ACH	PERA		1,097.53
04/07/2021	ACH	Verizon Wireless		103.08
04/01/2021	ACH	MN Dept of Revenue	5062265	380.00
04/01/2021	ACH	US Treasury-Payroll	41-6145653	1,946.04
04/14/2021	17909	Becker Co. Auditor		2,277.00
04/14/2021	17910	Border Appraisals Inc	Appraisal	750.00
04/14/2021	17911	Cardmember Service	March billing	120.76
04/14/2021	17912	Cintas	rugs/sanitizer	115.63
04/14/2021	17913	Clay County Auditor Treasurer		5,210.00
04/14/2021	17914	FP Mailing Solutions	Postage Meter Lease	118.63
04/14/2021	17915	Gordon Construction, Inc.	brush removal	1,000.00
04/14/2021	17916	Houston Engineering, Inc.		107,173.88
04/14/2021	17917	Kenneth Aaron Kesselberg	snow removal	70.00
04/14/2021	17918	MARCO, Inc. Mpls	RRWMB to reimburse	389.28
04/14/2021	17919	McCollum Hardware, Inc.		214.09
04/14/2021	17920	MN PEIP	insurance	1,370.40
04/14/2021	17921	Morris Electronics, Inc.		3,099.66
04/14/2021	17922	Norman County Recorder	Recordeing fee	46.00
04/14/2021	17923	Norman County Treasurer/Auditor		1,551.71
04/14/2021	17924	Northwest Beverage, Inc.		39.00
04/14/2021	17925	Office Supplies Plus		390.51
04/14/2021	17926	Red River Watershed Management Board	1/2 Tax Reimbursement	17,507.06
04/14/2021	17927	Renae Kappes	office cleaning	240.00
04/14/2021	17928	Rinke Noonan	legal consult	234.00
04/14/2021	17929	Supermarket Foods	supplies	13.41
04/14/2021	17930	Tony Sip	Tree and Brush removal	10,200.00
04/14/2021	17931	Wambach & Hanson Wambach & Hanson Law Office Trust	March Legal	1,339.32
04/14/2021	17932	Account	Paakh Closing	30,082.50
04/14/2021	17933	Curt Johannsen		233.11
04/14/2021	17934	Dean P Spaeth		151.27
04/14/2021	17935	Duane L Erickson		281.82

04/14/2021	17936	Gregory R Holmvik	338.31
04/14/2021	17937	Mark L Harless	245.43
04/14/2021	17938	Michael K Christensen	135.31
04/14/2021	17939	Raymond M Hanson	251.04
TOTAL			1,157,465.90

Appendix A

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

3/31/2021			
	3/31/2021	RRC	Survey & Data
PROJECTS			
Project Development - other			
#336 - Community Dikes			
#11 Perley Road			
Raise	599.00	(599.00)	
#375 - Property Acq/Demo	917.00	(917.00)	
Project Development - RRC			
#354 Goose Prairie WMA			
Storage	12,424.93	(12,424.93)	
Ph 001 Project			
Permitting	3,671.00	(3,671.00)	
#357 Lower Wild Rice	19,541.35	(19,541.35)	
#368 Rural Ring Dikes	350.00	(350.00)	
#369 - One Watershed One			
Plan LGU Coord	8,217.50	(8,217.50)	
#18 Violations			
#18 Violations -			
other	1,599.25	(1,599.25)	
#105 Chuck Borgen	111.00	(111.00)	
#107 Doug Fabre	83.00	(83.00)	
#108 Trevor			
Pederson	2,166.48	(2,166.48)	
#109 Jake Bitker	428.26	(428.26)	
#110 Colby Neset	895.00	(895.00)	
#111 Gary Wambach	555.98	(555.98)	
#12 Permits	14,763.38	(14,763.38)	
Special Revenue Fund Job:FEMA			
Programs	300.00	(300.00)	
	66,623.13	(66,623.13)	-
	66,623.13	-66,623.13	

Appendix B

List of Acronyms Used:

1W1P	One Watershed One Plan
JPA	Joint Powers Agreement
LOMR	Letter of Map Revision
MNDNR	Minnesota Department of Natural Resources
MNDOT	Minnesota Department of Transportation
RCPP	Regional Conservation Partnership Program
SWCD	Soil and Water Conservation District
Twp.	Township
WMA	Wildlife Management Area
WRWD	Wild Rice Watershed District