

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

REGULAR MEETING
June 9, 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, June 9, 2021. Managers in attendance included: Greg Holmvik, Raymond Hanson, Mark Harless, Duane Erickson, Dean Spaeth, Michael Christensen, and Curt Johannsen. In addition, the following persons were in attendance: Engineer Jerry Bents, Attorney Elroy Hanson, Tara Jensen, Stacy Purrington, Luther Jacobson, Todd Kjos and Tom Bergren. The following individuals were in attendance from remote locations: Frank Gross, Aaron Castoreno, Norman Dahl, Rachel Miller, Mike Oehler, Nicholas Brown, Jim Nieland and Jeff Erickson.
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 or corrections. Carried.
 - MAWD Region 1 Meeting
 - Advisory Committee Attendance
 - Federal Crop Insurance
4. Meeting Minutes. A motion was made by Manager Johannsen and seconded by Manager Harless to approve the regular monthly meeting minutes dated May 12, 2021, with the addition of Island Lake Request detail. Carried.
5. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Harless to approve the payment of billings as presented with the addition of the Directors and Officer's Insurance Policy premium. Carried.
6. Financial Report. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the monthly financial report dated May 31, 2021. Carried.
7. Open Mic. None.

PERMIT APPLICATIONS

8. Waukon Township, Section 32, Waukon Twp. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve Permit #20-085 to install a field approach with a 42"x29" CSPA instead of a previously approved 15"x21" culvert. Carried.
9. Richard Balstad, Section 3, Gregory Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to continue tabling Permit #21-056 to install a ditch crossing with a 42" culvert requesting additional information regarding the crossing. Carried.

10. MNDOT, Various Sections, Minerva and Rice Twps. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve Permit #21-053 to perform shoulder widening and pipe work. Motion carried with Chairman Holmvik and Manager Harless opposed.

11. Kenneth Simonson, Section 17, Home Lake Twp. A motion was made by Manager Spaeth and seconded by Manager Hanson to table Permit #21-049 to install a crossing over an unnamed creek requesting the applicant provide approval from the MNDNR for work in protected waters. Carried.

12. A motion was made by Manager Johannsen and seconded by Manager Spaeth to approve the following permit applications as listed. Carried.

- Andrew Chisholm, Section 4, McDonaldsville Twp. Permit #21-050 to install a field approach with a 24" culvert with the condition that the culverts are two 30" round pipes or a 50"x31" CMPA.
- Jimmy Dale, Section 33, Spring Creek Twp., Norman County. Permit #21-052 to install a field approach with a 36" culvert.
- Mabel Mosher, Section 32, Reis Twp. Permit #21-051 to install a field approach with a 24" culvert and remove a field approach with a 24" culvert.
- Erik Rockstad, Section 26, McDonaldsville Twp. Permit #21-058 to remove sediments from within a natural coulee with the condition that the applicant provide written approval from the MNDNR for any work within the MNDNR Protected Waters.
- Erik Rockstad, Section 30, Green Meadow Twp. Permit #21-059 to install a field approach with an 18" culvert.
- Jeff Steinmetz, Section 5, Beaulieu Twp. Permit #21-047 to install a grade stabilization structure with standard tile conditions.
- Jeff Steinmetz, Sections 32 and 33, Heier Twp. Permit #21—048 to install water and sediment control basins with standard tile conditions.

Motion was amended by Manager Johannsen and amendment seconded by Manager Spaeth to remove the following permit application rather than approve due to no permit required for sediment removal. Carried.

- Erik Rockstad, Section 26, McDonaldsville Twp. Permit #21-058 to remove sediments from within a natural coulee.

13. Erik Rockstad, Section 26, McDonaldsville Twp. A motion was made by Manager Harless and seconded by Manager Hanson to return Permit #21-058 to remove sediments from within a natural coulee. The applicant will be informed that it is recommended they obtain approval from the MNDNR for any work within the MNDNR Protected Waters.

14. Fritz Balinger, Section 34, Rockwell Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve Permit #21-055 to install subsurface drain tile with standard tile conditions and the condition that the applicant get MNDNR approval for any work within the MNDNR protected waters. Carried.

15. Wayne Brandt, Section 30, Green Meadow Twp. A motion was made by Manager Spaeth and seconded by Manager Harless to continue tabling Permit #21-039 to install subsurface drain tile pending survey profile of the outlet ditch from the location of the proposed outlet to the downstream roadway. Carried.

16. Daryl Chisholm, Section 28, Spring Creek Twp. A motion was made by Manager Johannsen and seconded by Manager Erickson to approve Permit #21-057 to install an 8" tile connecting the drain tile in two fields with standard tile conditions and the condition that the applicant get written permission from the landowner for any work performed on property not under ownership of the applicant. Carried.

17. Jerred Jirava, Section 28, Rosedale Twp. A motion was made by Manager Spaeth and seconded by Manager Hanson to continue tabling Permit #21-027 to install subsurface drain tile requesting the applicant provide written approval from the MNDNR for work within the protected watercourse and from the Mahnomens SWCD regarding compliance with the Wetland Conservation Act. Carried.

18. Jeffrey Opsahl, Section 32, Wild Rice Twp. A motion was made by Manager Spaeth and seconded by Manager Johannsen to return Permit #20-140 to construct a low water crossing in a public waterway and install a crossing and culvert in a private ditch and inform the applicant they can reapply if they acquire the requested information regarding the low water crossing length, elevation, and approval from MNDNR. Carried.

19. Eric Visser, Section 4, Pleasant View Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to table Permit #21-034 to install a field approach with a 30" culvert requesting the applicant provide additional information supporting a smaller culvert. Carried.

20. Dan Wilde, Section 15, Gregory Twp. A motion was made by Manager Spaeth and seconded by Manager Erickson to approve Permit #21-060 to install subsurface drain tile with standard tile conditions and the condition that the applicant get approval from the road authority (Mahnomens County Highway Department) and the Ditch authority for Mahnomens County Ditch 91A (Mahnomens County). Carried.

21. Eric Zurn, Sections 15 and 16, Pembina Twp. A motion was made by Manager Harless and seconded by Manager Johannsen to table Permit #21-054 to install a 10" centerline culvert pending written approval from the Mahnomens County SWCD relative to Wetland Conservation Act and from the road authority (Mahnomens County Highway Department). Motion carried with Manager Erickson opposed.

22. Complaints.

The Board heard updates on all open complaints.

A motion was made by Manager Hanson and seconded by Manager Johannsen to dismiss the complaint filed by Colby Neset due to insufficient information for the Board to pursue a restoration order. Carried.

A motion was made by Manager Johannsen and seconded by Manager Hanson to dismiss the complaint filed by Robert Brandt due to insufficient information for the Board to pursue a restoration order. Carried.

23. Ditch Maintenance. Luther Jacobson was in attendance regarding the request to add a culvert in Norman Polk 5. Engineer Bents provided an overview of the drainage area. Jacobson was informed that landowners are able to petition for an improvement to the system if they felt it was necessary. He was informed that the petition would need to be filed by 26% of the landowners assessed into the drainage system. He was also advised that the township could be approached to request a change as the road authority of the crossing where Jacobson would like the culvert added. It was noted that the project was designed to work as a drainage system and meets the design needs.

24. Goose Prairie. Administrator Ruud noted that a letter was mailed to all remaining landowners with ongoing negotiations following the April Board meeting indicating that the Board desired to finalize negotiations at the June meeting. Tom Bergren was in attendance speaking for his son and noted that they have been busy since receiving the notice and have been unable to return a response to the office. Discussion was held regarding the project and maintenance in the area. Bergren noted that he felt the project was good but had concerns with maintenance and condition of the adjacent ditch system. Staff noted that a request to remove beavers and a dam was received on May 5, 2021, and coordination with USFWS began to remove the blockage. Due to a medical

emergency the removal did not begin immediately, however the area had been trapped and the dam will be removed in the near future.

Board discussion was held regarding the negotiations and direction forward. A motion was made by Manager Hanson and seconded by Manager Johannsen to authorize Administrator Ruud to continue negotiations with remaining parties for 30 days and at the end of that time we will move forward with eminent domain proceedings for acquisition of the easements. Manager Hanson amended the motion to extend negotiations until the July Board meeting and Manager Johannsen amended the second. Motion carried with Managers Erickson and Spaeth opposed.

25. Community Flood Protection. Administrator Ruud reported that staff will be meeting with HSEM to discuss the potential for funding for the Perley grade raise project. Engineer Bents reported that Davidson Construction was awarded the contract for CSAH 51 grade raises in Halstad and the County has a completion date on the contract of September 30, 2021. The contract with Zavoral Construction for ditch work north of Halstad has a completion date of August 31, 2021.

26. FEMA Buyouts. Administrator Ruud reported that we are still waiting for a response from FEMA on the application process.

27. Ditch Maintenance (continued).

A motion was made by Manager Johannsen and seconded by Manager Hanson to award the contract for Clay County Ditch 4 repairs to Sellin Brothers with the quote of \$72,479.00. Carried.

A motion was made by Manager Christensen and seconded by Manager Johannsen to award the contract for Dalen Coulee cleanout to Northern States Excavating with the quote of \$168,000. Carried.

A motion was made by Manager Hanson and seconded by Manager Spaeth to approve a final pay request and change order from Northern States Excavating for Clay County Ditch 42 cleanout in the amount of \$12,340.00. Carried.

A motion was made by Manager Spaeth and seconded by Manager Hanson to approve a final pay request and change order from Gordon Construction for Clay County Ditch 44 cleanout in the amount of \$2,094.25. Carried.

A motion was made by Manager Hanson and seconded by Manager Johannsen to approve pay request 1 from Northern States Excavating for Norman County Ditch 64 cleanout in the amount of \$57,590.00. Carried.

Engineer Bents reported that work is pending or ongoing on the following projects or ditches: Project 12, Olson Agassiz, Project 25 and Lockhart Township Ditch.

28. RCCP. Engineer Bents reported that the closeout of the Green Meadow study is underway.

Engineer Bents reviewed an overview of questions presented from the May meeting regarding the South Branch Study. Discussion was held regarding retention locations and what will be published in the final report. The report will detail six upper sites and one of two identified lower sites were chosen to address concerns in the subwatershed. Board discussion ensued regarding the sites identified to carry forward.

29. Upper Reaches. Engineer Bents informed the Board that plans to address erosion concerns are near 90% complete and three small areas of right of way were identified. We are working through permitting with USACOE, MNDNR, and WCA and anticipate bidding the project in July and awarding the contract at the August meeting.
30. Lower Wild Rice. Administrator Ruud reported that the Kroshus parties accepted the appraisal on the building site. A motion was made by Manager Hanson and seconded by Manager Johannsen to authorize staff to develop a purchase agreement for the parcel. Carried.
31. Committee Assignments. A motion was made by Manager Johannsen and seconded by Manager Harless approving committee assignments. A full list of committee assignments is available in Appendix A at the end of this report.
32. Federal Crop Insurance. Manager Christensen recommend asking MAWD for assistance in getting changes made to federal crop insurance regulations. He noted that he will attend the MAWD regional meeting on June 22 to present the request.
33. Norman County Fair. A motion was made by Manager Hanson and seconded by Manager Christensen to approve a \$250 donation to the Norman County Agricultural Society for the Norman County Fair event they host. Motion carried with Manager Harless opposed.
34. Ring Dikes. Administrator Ruud reported that the RRWMB recently authorized a cost share agreement presented by Red Lake Watershed for a rural ring dike with the RRWMB contributing 50%, District contributing 37.5% and landowner contributing 12.5% towards costs. It was noted that the WRWD currently has a ring dike application from a landowner who previously applied for assistance and decided not to go forward in the past. The Board determined they would like to see if funding comes out of future legislative sessions to contribute towards the construction of rural ring dikes.
35. 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. Carried.
36. Meetings, Conferences and Seminars. A motion was made by Manager Johannsen and seconded by Manager Christensen to authorize manager and staff attendance at the MAWD Region 1 meeting on June 22 at the WRWD conference room. 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 12:20 p.m.

Curt Johannsen, Secretary

Date	Num	Name	Memo	Item Description	Amount
May 13 - Jun 9, 21					
05/25/2021		QuickBooks Payroll Service	Created by Payroll Service on 05/24/2021		6,453.96
05/18/2021			Service Charge		32.00
06/08/2021		QuickBooks Payroll Service	Created by Payroll Service on 06/07/2021		6,898.57
05/26/2021	ACH	Minnesota Energy Resources Corporation			103.00
06/01/2021	ACH	PERA			1,010.02
05/18/2021	ACH	PERA			1,097.55
06/01/2021	ACH	MN Dept of Revenue	5062265		389.00
06/01/2021	ACH	US Treasury-Payroll	41-6145653		1,929.04
05/17/2021	ACH	MN Dept of Revenue	5062265		391.00
05/17/2021	ACH	US Treasury-Payroll	41-6145653		2,141.38
05/19/2021	ACH	Aflac			112.20
06/05/2021	ACH	MARCO, Inc.			566.30
06/03/2021	ACH	Arvig			390.78
06/07/2021	ACH	Verizon Wireless			103.14
05/18/2021	17976	Clay County Recorder	Franke Easement Recording Fee		46.00
05/18/2021	17977	Franke Family Farms	Permanent and Temporary Easement		47,547.00
05/18/2021	17978	Norman County Recorder	Strand recording fee		46.00
05/25/2021	17979	Gordon Construction, Inc.	CCD 44 Cleanout		2,094.25
05/25/2021	17980	Northern States Excavating	CCD42 cleanout		12,340.00
06/09/2021	17981	Northern States Excavating	Request 1		57,950.00
06/09/2021	17982	Cardmember Service	May Card Bill		18.53
06/09/2021	17983	Cintas	rugs and sanitizer		115.63
06/09/2021	17984	D & W Kroshus LLLP	Option payment		4,262.26
06/09/2021	17985	Gordon Construction, Inc.			12,126.62
06/09/2021	17986	Hendrum City	Levee mowing - 29.5 hours (3 times mowing)		1,475.00
06/09/2021	17987	Houston Engineering, Inc.			107,638.00
06/09/2021	17988	Island Lake Improvement Association	Culvert replacement contribution		4,500.00
06/09/2021	17989	Matt Wagner	May Billing		2,779.72
06/09/2021	17990	Morris Electronics, Inc.			694.48
06/09/2021	17991	Northern States Excavating	JD53L2 Cleaning		7,563.24
06/09/2021	17992	Northwest Beverage, Inc.	water		30.00
06/09/2021	17993	Office Supplies Plus			228.81
06/09/2021	17994	Renae Kappes	Cleaning		120.00
06/09/2021	17995	Supermarket Foods	supplies		19.86
06/09/2021	17996	United States Geological Survey	Wild Rice and South Branch studies		108,000.00
06/09/2021	17997	Wambach & Hanson	May Legal		1,436.52
06/09/2021	17998	Norman County Agriculture Society	Donation		250.00
06/09/2021	17999	Curt Johannsen			233.10
06/09/2021	18000	Dean P Spaeth			151.28
06/09/2021	18001	Duane L Erickson			140.91
06/09/2021	18002	Gregory R Holmvik			230.87
06/09/2021	18003	Mark L Harless			128.88

06/09/2021	18004	Michael K Christensen	135.30
06/09/2021	18005	Raymond M Hanson	251.04
TOTAL			394,171.24

Appendix A 2021-2022 Committee and Representative Assignments

COMMITTEES:

FINANCE

Greg Holmvik
Dean Spaeth
Mike Christensen

BONDING/LEGISLATIVE

Mike Christensen
Duane Erickson
Curt Johannsen

PERSONNEL

Greg Holmvik – employee liaison
Dean Spaeth
Raymond Hanson

RING DIKE

Curt Johannsen
Raymond Hanson
Dean Spaeth

PROJECT TEAM

Mike Christensen
Duane Erickson
Curt Johannsen

ONE WATERSHED ONE PLAN

Mark Harless
Curt Johannsen

REPRESENTATIVES

RRWMB

Greg Holmvik
Raymond Hanson (alternate)

BECKER COUNTY SWCD

Duane Erickson

CLAY COUNTY SWCD

Mark Harless

NORMAN COUNTY SWCD

Mike Christensen

MAHNOMEN COUNTY SWCD

Dean Spaeth

RCPP PROJECT TEAM ASSIGNMENTS:

GREEN MEADOW

Greg Holmvik
Raymond Hanson
Mike Christensen

SOUTH BRANCH

Mark Harless
Duane Erickson
Curt Johannsen

Appendix B

List of Acronyms Used:

CMPA	Corrugated Metal Pipe Arch
CSAH	County State Aide Highway
CSPA	Corrugated Steel Pipe Arch
FEMA	Federal Emergency Management Agency
HSEM	Homeland Security and Emergency Management
MAWD	Minnesota Associations of Watershed Districts
MNDNR	Minnesota Department of Natural Resources
MNDOT	Minnesota Department of Transportation
RCPP	Regional Conservation Partnership Program
RRWMB	Red River Watershed Management Board
SWCD	Soil and Water Conservation District
USACOE	United States Army Corps of Engineers
USFWS	United States Fish and Wildlife Services
WCA	Wetland Conservation Act
WRWD	Wild Rice Watershed District