

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

REGULAR MEETING
July 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, July 14, 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, 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 Johannsen and seconded by Manager Hanson to approve the meeting agenda as presented. Carried.
4. Meeting Minutes. A motion was made by Manager Johannsen and seconded by Manager Harless to approve the monthly meeting minutes dated June 9, 2021, 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. Carried.
6. Financial Report. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the monthly and quarterly financial reports dated June 30, 2021, and transfers between unassessed projects and ditches and Red River Construction as detailed in Appendix A at the end of this report. Carried.
7. Open Mic. None.

PERMIT APPLICATIONS

8. Skaurud Grain Farms, Section 20, Bear Park Twp. A motion was made by Manager Harless and seconded by Manager Hanson to table Permit #21-067 to install subsurface drain tile to request the applicant provide written approval from the ditch authority (Norman County) for the drainage of the E1/2NE1/4 of Section 20 of Bear Park Twp in to Norman County Ditch 6 and to renote the project for potentially impacted landowners identified during the field review in the NE1/4NE1/4 of Section 19 and SE1/4SE1/4 of Section 18 of Bear Park Township. Carried.
9. Corey Jacobson, Section 21, Anthony Twp. A motion was made by Manager Hanson and seconded by Manager Erickson to approve Permit #21-013 to install subsurface drain tile, moving the outlet to the south side of the road with standard tile conditions and the condition that the applicant provide written approval of the plan from the landowner in the NE1/4 of Section 28 of Anthony Twp.

10. Roger Kurpis, Section 22, Lockhart Twp. A motion was made by Manager Johannsen and seconded by Manager Erickson to table Permit #21-063 to request the applicant review concerns expressed from the adjacent property owners and either provide an amended permit or additional hydraulic engineering data to support the current proposed pipe size. Carried.

11. Corey Jacobson, Section 21, Anthony Twp. A motion was made by Manager Christensen and seconded by Manager Erickson to approve Permit #21-083 to install a field approach with an 18" culvert with the condition that the culver size is 24" or 30". Carried.

12. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the following permits as listed. Carried.

- Corey Jacobson, Section 11, McDonaldsville Twp. Permit #21-082 to remove a field approach with an 18" culvert and install two field approaches with 18" culverts.
- Corey Jacobson, Sections 3 and 4, McDonaldsville Twp. Permit #21-088 to replace a 24" centerline culvert and install two new field approaches with 24" culverts.
- Corey Jacobson, Section 2, Anthony Twp. Permit #21-089 to install a field approach with an 18" culvert.

13. Kevin Anderson, Section 24, Winchester Twp, Section 19, Rockwell Twp. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve Permit #21-065 to regrade two roadway ditches and lower approach culverts, with the condition that the applicant provide written approval from the landowner in the SW1/4 of Section 19 of Rockwell Twp., and with the condition that the ditch banks and/or levees are restored to the preproject geometry and the condition that the applicant is responsible for adequate erosion control measures at the outlet. This could include the installation of riprap or other protection measures as necessary. Carried.

14. Kevin Anderson, Section 24, Winchester Twp. A motion was made by Manager Johannsen and seconded by Manager Hanson to deny Permit #21-066 to install a new 36" culvert in a field approach based on hydraulic concerns of bringing more water into the ditch than originally designed for in the adjacent reach. Motion carried with Manger Erickson opposed.

15. Kevin Anderson, Section 18, Rockwell Twp. A motion was made by Manager Christensen and seconded by Manager Johannsen to approve Permit #21-084 to install a new field approach with a 24" culvert. Carried.

16. Richard Balstad, Section 3, Gregory Twp. A motion was made by Manager Spaeth and seconded by Manager Johannsen to return Permit #21-056 to install a ditch crossing with a 42" culvert at the request of the applicant. Carried.

17. Wayne Brandt, Section 30, Green Meadow Twp. A motion was made by Manager Johannsen and seconded by Manager Spaeth to return Permit #21-039 to install subsurface drain tile at the request of the applicant. Carried.

18. Roger Foltz, Section 21, Spring Creek Twp., Becker County. A motion was made by Manager Hanson and seconded by Manager Erickson to approve Permit #21-071 to install subsurface drain tile with standard tile conditions. Carried.

19. Lyle Fuchs, Sections 9 and 10, Sundal Twp. A motion was made by Manager Johannsen and seconded by Manager Hanson to table Permit #21-090 to remove a centerline culvert and add a centerline culvert to notice

the NW1/4 of Section 15 of Sundal Twp., the NE1/4 of Section 16 of Sundal Twp., the SW1/4 of Section 10 of Sundal Twp., and the road authority, Norman County Highway Department. Carried.

20. Robert Gullard, Section 13, Atlanta Twp. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve Permit #21-081 to construct a water and sediment control basin and a grassed waterway with standard tile conditions. Carried.

21. Jerred Jirava, Section 28, Rosedale Twp. A motion was made by Manager Spaeth and seconded by Manager Hanson to return Permit #21-027 to install subsurface drain tile at the request of the applicant. Carried.

22. Jerred Jirava, Sections 22, 27, and 28, Rosedale Twp. A motion was made by Manager Johannsen and seconded by Manager Erickson to approve Permit #21-085 to install subsurface drain tile with standard tile conditions. Carried.

23. Jerred Jirava, Sections 21 and 28, Rosedale Twp. A motion was made by Manager Erickson and seconded by Manager Spaeth to approve Permit #21-086 to install subsurface drain tile with the condition that the applicant provide written approval from the MNDNR for work done with in the protected watercourse and standard tile conditions. Carried.

24. Johnson Bros Farms, Section 35, Hegne Twp. A motion was made by Manager Christensen and seconded by Manager Harless to table Permit #21-093 to install a new 18" or 24" centerline culvert to notice the ditch authority for Norman County Ditch 17 and the road authority, Hegne Twp., and the West ½ of Section 35 pf Hegne Twp., and the SW1/4 of Section 26 of Hegne Twp. Carried.

25. Chris Noben, Section 25, Atlanta Twp. A motion was made by Manager Spaeth and seconded by Manager Johannsen to return Permit #21-064 to clean sediment out of an existing ditch as no permit is required for the removal of sediment. Carried.

26. Dale Noll, Sections 1, 2, 11 and 12, Lake Grove Twp. A motion was made by Manager Johannsen and seconded by Manager Harless to table Permit #21-061 to install water and sediment control basins and grade stabilization structures to notice Section 11 and 12 of Lake Grove Twp. Carried.

27. Kenneth Simonson, Section 17, Home Lake Twp. A motion was made by Manager Johannsen and seconded by Manager Harless 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.

28. Becker County SWCD – 2014 Clean Water Cost Share Request/2021 Clean Water Cost Share Request. Bryan Malone with Becker County SWCD was in attendance notifying the Board that the Becker County SWCD did not submit an invoice for payment of the 2014 Clean Water Cost Share approval prior to the deadline of the approved funding. He requested the Board authorize payment of the funds approved at the September 10, 2014, Regular Board meeting. A request was also brought forth for \$25,000 in cost share funding for the 2021 Clean Water grant. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve funding assistance for the Becker County SWCD South Branch CWF 2021 Application in the amount of \$25,000 for a term of two years with payment of funds being made directly to the landowners participating. Motion carried with Manager Erickson opposed. The Board indicated that the 2014 funding commitment, which expired in 2016, would not be paid due to the length of time passed, however the commitment made would be towards the new round of funding applications.

PERMIT APPLICATIONS (continued)

29. Skaurud Grain Farms, Section 32, Marsh Creek Twp. A motion was made by Manager Christensen and seconded by Manager Johannsen to approve Permit #21-069 to install subsurface drain tile with standard tile conditions and the condition that the applicant provide written approval from the landowner in the E1/2SW1/4 of Section 32 of Marsh Creek Twp. Carried.

30. Skaurud Grain Farms, Section 27, Pembina Twp. A motion was made by Manager Hanson and seconded by Manager Johannsen to table Permit #21-091 to install subsurface drain tile to request the applicant provide information documenting the wetland area to be tiled and/or filled is mitigated per NRCS and/or WCA rules. Carried.

31. Eric Visser, Section 4, Pleasant View Twp. A motion was made by Manager Johannsen and seconded by Manager Christensen 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.

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

- Habedank, Section 29, Waukon Twp. Permit #21-080 to install a field approach with an 18" culvert.
- Skaurud Grain Farms, Section 28, Pembina Twp. Permit #21-068 to install subsurface drain tile with standard tile conditions.
- Skaurud Grain Farms, Section 22, Pembina Twp. Permit #21-070 to install subsurface drain tile with standard tile conditions.
- Skaurud Grain Farms, Section 17, Waukon Twp. Permit #21-074 to widen a field approach, extend the pipe, install a new field approach with a 24" culvert.
- Skaurud Grain Farms, Section 17, Waukon Twp. Permit #21-075 to install a field approach with a 24" pipe with the condition that the applicant provides written approval from the landowner in the NW1/4 of Section 17 of Waukon Twp.
- Skaurud Grain Farms, Section 32, Waukon Twp. Permit #21-076 to install a field approach with a 24" pipe.
- Skaurud Grain Farms, Section 3, Fossum Twp. Permit #21-077 to widen a field approach, extend the existing 24" pipe and install a new 24" culvert.
- Skaurud Grain Farms, Section 9, Fossum Twp. Permit #21-078 to install a field approach with a 36" culvert.
- Skaurud Grain Farms, Section 15, Fossum Twp. Permit #21-079 to replace a 30" centerline culvert with a new 30" culvert, install a new field approach with a 24" culvert, widen an existing field approach with an 18" culvert.
- Skaurud Grain Farms, Section 30, Marsh Creek Twp. Permit #21-092 to install subsurface drain tile with standard tile conditions.
- Scott Stevenson, Section 2, Viding Twp. Permit #21-087 to install subsurface drain tile with standard tile conditions.
- Nathan Sweep, Section 22, Beaulieu Twp. Permit #21-062 to install water and sediment control basins with standard tile conditions.
- Nathan Sweep, Section 23, Bejou Twp. Permit #21-072 to install water and sediment control basins with standard tile conditions.
- Waukon Township, Section 10, Waukon Twp. Permit #21-073 to install a field approach with an 18" pipe.
- Eric Zurn, Sections 15 and 16, Pembina Twp. Permit #21-054 to install a 10" centerline culvert.

33. Complaints. A motion was made by Manager Harless and seconded by Manager Spaeth to continue tabling the Borgen complaint, awaiting the outcome of the petition for drainage hearing at the Norman County Board of Commissioners meeting in August. Carried.

34. 2020 Annual Report. A motion was made by Manger Hanson and seconded by Manager Spaeth to approve the 2020 Annual Report as distributed. Carried.

35. Advisory Committee Manager Attendance. Manager Erickson asked the Board to reconsider their decision to not assign Board members to attend Advisory Committee meetings. The Board decision was not changed.

36. 10:00 am – Goose Prairie WMA. Manager Erickson began with a comment that he did not promise getting landowners on board at the beginning of the process. Chairman Holmvik asked for comments from those in the audience. Tom Bergren spoke at length with questions, comments and concerns for the Board. Staff will provide Mr. Bergren with the engineer's report to provide project questions presented. Questions and concerns regarding the appraisal will be passed along to the appraiser.

An update was provided on all remaining easement negotiations and Board discussion ensued. Attorney Hanson recommended the District obtain updated appraisals on parcels and easements. A motion was made by Manager Johannsen and seconded by Manager Hanson to authorize staff to obtain updated land and easement appraisals, formally request a counter offer from the Bergren party and return to discussion on a path forward at the September Board meeting. Carried.

37. Community Flood Protection. Engineer Bents reported that the BCA in Perley is looking favorable for FEMA funding. An application for funding assistance for grade raises will be submitted to FEMA once details have been finalized.

Engineer Bents added that the ditch work on the north side of Halstad will be completed by the end of August and the county grade raises will be completed by the end of September.

38. 2020 FEMA Buyout Properties. The review process resulted in the request of two additional documents being requested. They have been submitted and we are waiting for the funding to be awarded.

39. Ditch Maintenance. Discussion was held regarding a portion of TH200 ditch that a landowner has noted should be cleaned. Staff will request DOT to prioritize brush removal in this area. Administrator Ruud reminded Board Managers that staff is available to assist in answering questions presented to them by the public regarding ditch maintenance.

40. RCP. Engineer Bents presented the board with an overview of study findings for the South Branch subwatershed in preparation for the final report being completed. He noted that the closeout of the Green Meadow grant is underway.

41. Upper Reaches. A motion was made by Manager Johannsen and seconded by Manager Christensen to approve Administrator Ruud offering a permanent easement payment of 20% over the published RIM rates for the area. Carried.

42. Lower Wild Rice. Administrator Ruud indicated that a letter would be mailed to landowners along the reach detailing the project. He added that we are working to get confirmation from the FSA office that our RIM easement documents can be placed on top of CRP contracts. We have verbally been told it is ok, but are wanting it in writing.

43. Federal Crop Insurance. Jensen noted that herself and Manager Christensen are working to schedule virtual meetings with federal legislation staff. They have one scheduled with staff from Senator Smith's office and have been in communication with staff from Senator Klobuchar and Representative Fischbach's offices.
44. District Owned Acquisition properties. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve a lease request presented by Todd Westcott to lease parcel #07-3247000 for \$100 annually plus property taxes for a term of five years. Carried.
45. MAWD Resolutions. Administrator Ruud reminded the Board to submit resolutions to forward to MAWD to staff in time to prepare them for the August Board meeting for consideration. Carried.
46. Project 25. Corey Hanson, Green Meadow Township supervisor, requested the District provide engineering assistance in developing plans to move the ditch away from the road to address erosion concerns on the road slope. A motion was made by Manager Erickson and seconded by Manager Hanson to approve the request from Green Meadow Township for engineering assistance, requesting the township ask for reimbursement of costs from FEMA if available. Motion carried with Chairman Holmvik and Manager Johannsen opposed.
47. Electronic Meeting Attendance. The Board discussed electronic meeting attendance and determined that electronic attendance options will remain available for parties interested in listening to the meeting. Those wishing to participate in the meeting discussion are strongly encouraged to attend the meeting in person to ease communication.
48. Audit Report. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve the 2020 Audit report. Carried. Manager Spaeth commented that the auditor called him and gave a favorable report of district staff.
49. Budget and Levy Hearing. A motion was made by Manager Johannsen and seconded by Manager Spaeth to set the Budget and Levy Hearing for 9:30 am on August 11, 2021, at the District office. Carried.
50. Per Diems. A motion was made by Manager Christensen and seconded by Manager Spaeth to approve payment of Manager per diems and expenses as distributed. Carried.
51. Draft levy recommendations and general budget for 2022 were distributed for review.
52. Meetings, Conferences and Seminars. A motion was made by Manager Christensen and seconded by Manager Johannsen to approve manager and staff attendance at the following meetings, conferences or seminars. Carried.
- RRBC 2021 SWCD & Watershed District Bus Tour, July 21st, 2021 – Thief River Falls, MN
 - MAWD Summer Meeting, July 22, 2021 – Virtual Meeting
 - MAWD Regional Meeting, August 3rd – WRWD Conference Room
53. There being no further business to come before the Board of Managers, a motion was made by Manager Hanson and seconded by Manager Christensen to adjourn the meeting. Carried. Chairman Holmvik adjourned the meeting at 11:54 am.

Date	Num	Name	Memo	Amount
Jun 10 - Jul 14, 21				
06/15/2021			Funds Transfer	1,000,000.00
06/22/2021		QuickBooks Payroll Service	Created by Payroll Service on 06/21/2021	6,841.78
07/06/2021		QuickBooks Payroll Service	Created by Payroll Service on 07/02/2021	6,845.14
06/11/2021	ACH	MN Dept of Revenue	5062265	423.00
06/11/2021	ACH	US Treasury-Payroll	41-6145653	2,288.84
06/10/2021	ACH	Ada City		240.15
06/25/2021	ACH	Minnesota Energy Resources Corporation		103.00
06/14/2021	ACH	PERA		1,080.04
07/03/2021	ACH	Arvig		443.73
07/05/2021	ACH	MARCO, Inc.		566.30
07/07/2021	ACH	Verizon Wireless		103.14
06/15/2021	ACH	Aflac		112.20
06/30/2021	ACH	US Treasury-Payroll	41-6145653	2,097.54
06/30/2021	ACH	MN Dept of Revenue	5062265	423.00
06/30/2021	ACH	PERA		1,010.02
07/12/2021	ACH	Ada City		271.72
07/08/2021	ACH	MN Dept of Revenue	5062265	423.00
07/08/2021	ACH	US Treasury-Payroll	41-6145653	2,097.54
07/09/2021	ACH	PERA		1,010.02
06/11/2021	18006	The Horton Group	D&O Policy	14,815.00
07/14/2021	18008	Afixia	website maintenance	31.25
07/14/2021	18009	Becker Co. Auditor	2021 Special Assessments	564.00
07/14/2021	18010	Brad Jensen	concrete removal, remove and replace curb, dirt.	3,426.00
07/14/2021	18011	Buchholz Blasting	Dam removal	500.00
07/14/2021	18012	Cameron Broden	beaver control	1,024.00
07/14/2021	18013	Cardmember Service	June Billing	734.68
07/14/2021	18014	Cintas	Rugs/sanitizer	115.63
07/14/2021	18015	Clasen & Schiessl CPAs Ltd.	2020 Audit	9,458.00
07/14/2021	18016	EcoLab	Pest Control	98.70
07/14/2021	18017	FP Mailing Solutions	Postage meter quarterly lease	118.63
07/14/2021	18018	Grinnell Mutual Payment Center	Business owners policy	4,471.00
07/14/2021	18019	Hendrum City	Levee Mowing	875.00
07/14/2021	18020	Houston Engineering, Inc.		95,325.43
07/14/2021	18021	Morris Electronics, Inc.		1,162.35
07/14/2021	18022	Northern States Excavating		60,197.50
07/14/2021	18023	Northwest Beverage, Inc.		25.25
07/14/2021	18024	Office Supplies Plus		100.58
07/14/2021	18025	Red River Watershed Management Board	1/2 levy	366,505.87
07/14/2021	18026	Renae Kappes	cleaning	180.00
07/14/2021	18027	Supermarket Foods	supplies	63.82
07/14/2021	18028	Tammy Erickson	mowing	150.00
07/14/2021	18029	Tony Sip	June Mowing	13,090.00
07/14/2021	18030	Wambach & Hanson	June Legal	5,626.72

07/14/2021	18031	Clay County Recorder	Peterman Recording fee	46.00
07/14/2021	18032	Curt Johannsen		233.11
07/14/2021	18033	Dean P Spaeth		338.39
07/14/2021	18034	Duane L Erickson		281.82
07/14/2021	18035	Gregory R Holmvik		338.31
07/14/2021	18036	Mark L Harless		128.88
07/14/2021	18037	Michael K Christensen		405.94
07/14/2021	18038	Raymond M Hanson		251.03
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TOTAL				1,607,063.05

Appendix A

Transfers between Unassessed Projects and Programs and Red River Construction

6/30/2021

	6/30/2021	RRC	Survey & Data
PROJECTS			
Unassessed			
#35 Sande Detention	198.59	(198.59)	
#36 Northern Improvement Dam	206.62	(206.62)	
#38 Rockwell Dam	158.18	(158.18)	
Project Development - other		-	
#336 - Community Dikes		-	
#11 Perley Road Raise	1,020.00	(1,020.00)	
#12 Hendrum Road Raise	36.75	(36.75)	
#375 - Property Acq/Demo	1,481.00	(1,481.00)	
Ph 002 Wegge	121.00	(121.00)	
Ph 003 Paulsrud	121.00	(121.00)	
Ph 004 Rudell	1,094.50	(1,094.50)	
Ph 005 Vik	121.00	(121.00)	
Ph 006 Ista	121.00	(121.00)	
Ph 007 Jacobson	121.00	(121.00)	
Project Development - RRC		-	
#354 Goose Prairie WMA Storage	41,177.49	(41,177.49)	
Ph 001 Project Permitting	3,423.75	(3,423.75)	
#357 Lower Wild Rice	6,889.67	(6,889.67)	
Ph 001 Vik	8,391.07	(8,391.07)	
Ph 007 Rockstad	90.25	(90.25)	
Ph 008 McNamar	90.25	(90.25)	
Ph 011 Baker	90.25	(90.25)	
Ph 010 Corey Jacobson	33.75	(33.75)	
Ph 012 Curtis Jacobson	90.25	(90.25)	
Ph 014 Strand	1,129.18	(1,129.18)	
Ph 015 Ruebke	686.97	(686.97)	
Ph 016 Michael Olson A	1,877.21	(1,877.21)	
Ph 017 Michael Olson B	209.50	(209.50)	
Ph 018 Michael Olson C	56.50	(56.50)	
Ph 019 Michael Olson D	673.13	(673.13)	
Ph 020 Michael Olson E	317.00	(317.00)	
Ph 021 Michael Olson F	175.75	(175.75)	
Ph 022 Andy Wagner	1,972.73	(1,972.73)	
Ph 023 Carol Peppel	798.80	(798.80)	
Ph 027 Lee Family Part	900.00	(900.00)	
Ph 026 Wayne Lee	517.50	(517.50)	

Ph 025 Eric Dyr Dahl	663.75	(663.75)	
Ph 024 Bruce Tufte	450.00	(450.00)	
#364 Property Acq/Demo	303.00	(303.00)	
#368 Rural Ring Dikes		-	
#369 - One Watershed One Plan LGU Coord	1,156.00	(1,156.00)	
#370 - DRM Grant	4,000.00	(4,000.00)	
#18 Violations		-	
#18 Violations - other	1,278.00	(1,278.00)	
#105 Chuck Borgen	831.70	(831.70)	
#108 Trevor Pederson	1,503.79	(1,503.79)	
#110 Colby Neset	239.50	(239.50)	
#12 Permits	25,953.92	(25,953.92)	
	110,771.30	(110,771.30)	-
	110,771.30	-110,771.30	

Appendix B

List of Acronyms Used:

BCA	Benefit Cost Analysis
CRP	Conservation Reserve Program
CWF	Clean Water Funding
DOT	Department of Transportation
FEMA	Federal Emergency Management Agency
FSA	Farm Service Agency
MAWD	Minnesota Association of Watershed Districts
MNDNR	Minnesota Department of Natural Resources
NRCS	Natural Resources Conservation Service
RCPP	Regional Conservation Partnership Program
RRBC	Red River Basin Commission
RIM	Reinvest In Minnesota
SWCD	Soil and Water Conservation District
TH	Trunk Highway
WCA	Wetland Conservation Act
WMA	Wildlife Management Area
WRWD	Wild Rice Watershed District