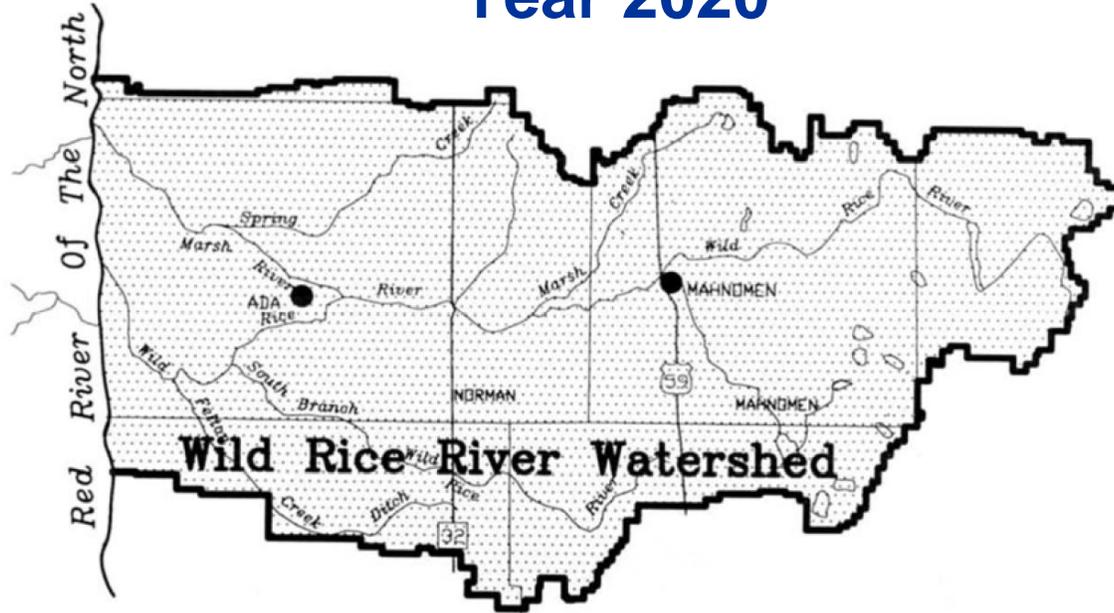


# Wild Rice Watershed District



## 2020 Annual Report

# Wild Rice Watershed District 51<sup>st</sup> Annual Report Year 2020



The Wild Rice Watershed District is located in the central part of the Minnesota portion of the Red River of the North basin. The Watershed District is bordered by the Sand Hill River and the Red Lake River basins to the north and the Buffalo River basin to the south.

The Wild Rice Watershed District occupies a land area of approximately 2,085 square miles. The territory of the District is in parts of Norman, Clay, Mahnomen, Becker, Clearwater, and Polk counties, which include the watershed of the Wild Rice River and the Marsh River.

The photos on the cover are from the Olson Agassiz Wildlife Management Area outlet structure, located in Section 21 of Spring Creek Township, Norman County, Minnesota.

Published by:

**Wild Rice Watershed District**

11 East 5<sup>th</sup> Avenue

Ada, MN 56510

Phone: (218) 784-5501

Fax: (218) 784-2459

Website: [www.wildricewatershed.org](http://www.wildricewatershed.org)

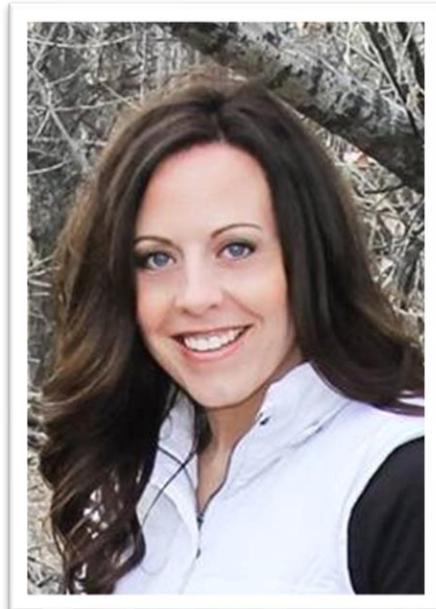
## 2020 WRWD Staff



Kevin Ruud  
Administrator  
kevin@wildricewatershed.org



Tara Jensen  
Bookkeeper  
tara@wildricewatershed.org



Stacy Purrington  
Administrative Assistant  
stacy@wildricewatershed.org

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## **I. Executive Summary**

Pursuant to Minnesota Statutes Section Chapter 103D of the Minnesota Watershed Act, the Board of Managers hereby submits the 51<sup>st</sup> Annual Report of the Wild Rice Watershed District (WRWD), which covers the period of January 1 to December 31 of 2020. The report includes the District's members, technical and citizen advisors, summaries of the plans, goals, water management projects, and communication programs of the District as well as a summary of the District's financial condition.

The District distributes its Annual Activity Report to the Minnesota Department of Natural Resources and the Board of Soil and Water Resources as provided by law. Copies of the report or audit may be obtained from the District's Managers or through [www.wildricewatershed.org](http://www.wildricewatershed.org).

The Annual Report reflects the Board of Managers' commitment toward serving the residents of the watershed in its mission to provide efficient management of our water resources for the future. The Wild Rice Watershed District is focused on providing the leadership and resources needed to fulfill its water management goals and objectives.

The Wild Rice Watershed District has developed a comprehensive implementation program to accomplish its goals and objectives. Authority for implementation is provided by the legislature under Section 103D of the Minnesota Statutes.

This legislation gives the watershed districts the authority to establish rules, require permits, construct and finance improvement projects and perform other activities which contribute to the purpose for which the District is organized. The Watershed District will use this authority granted by the legislature to implement its long-term goals and objectives.

Within the Annual Report you will find evidence of these commitments. The report also reflects the Board of Managers' recent accomplishments while mapping out plans for the upcoming year. The Managers invite comments and suggestions concerning this report.

**Respectfully submitted by  
Wild Rice Watershed District  
Board of Managers  
Greg Holmvik  
2020-2021 Chairman**

## **II. From the Desk of the Administrator**

As the Administrator of the Wild Rice Watershed District for the last nine years, I would like to add some of my thoughts as to how the 2020 year went.

We survived the COVID-19 Pandemic. We worked from home for a couple of months and with a plan were able to come back and work in the office. A new method (TEAMS & ZOOM) of holding meetings was used extensively throughout the year.

We continued the process of the 1W1P by holding multiple meetings at the Steering, Advisory, and Policy committee levels. We were able to get approval from all local entities and from the Regional BWSR committee and are waiting for full approval of the BWSR Board.

City of Halstad Ring Dike. We were able to complete the physical work of the Ring Dike. Now it is to finish the job completing the paperwork.

City of Hendrum Ring Dike. We were able to complete the physical work of the Ring Dike. Now it is to finish the job completing the paperwork.

RCPD projects. We continued working on the Green Meadow and the South Branch of the Wild Rice gathering important information on both of these. Moccasin Creek was decided to stop where we were in July so that was closed out. Green Meadow and the South Branch will be closed out next year.

The Lower Wild Rice Corridor project completed its first easement acquiring nearly 300 acres of land to put into the RIM easement. Since then, we have had multiple applicants apply for the program. We have obtained over \$7 million dollars of funding of which close to \$6 million will be used if all applicants are eligible and are willing to finish the process.

Goose Prairie continues through the permitting phase along with the acquisition of easements and right of way for it. We continue to secure funding needed to complete this project.

A buyout of a flood prone property has been requested and the Board approved moving forward with it as long as funding sources were found. Since that first one, we have had six additional requests for funding and have an understand with the Red River Watershed Management Board to fund if needed.

Staffing remained stable for this year which is nice.

A total of 141 permit applications were received for various projects throughout the district.

**Kevin Ruud, Administrator**



### **III. Appointments Board of Managers**

Standing, L to R: Duane Erickson, Mike Christensen, Mark Harless, Greg Holmvik  
Seated, L to R: Dean Spaeth, Curt Johannsen, Raymond Hanson

The Wild Rice Watershed District is governed by a Board of Managers whose job is to preside over the business of the Watershed District as it pursues the conservation of natural resources and flood damage reduction through regulation and use of sound scientific principles.

The Board of Managers is composed of seven managers appointed by County Commissioners for a three-year term. Three managers are appointed by Norman County, two managers are appointed by Mahnomen County, and two managers are appointed by Clay County.

The Board of Managers meets regularly on the second Wednesday of each month at 8:30 a.m. at the District office in Ada, Minnesota.

Name and Office	Appointing County	Year Appointed	Contact Information for Current Managers	Date of Term Expiration
Duane Erickson	Clay	2009	11849 390th St Ulen, MN 56585 (218) 596-8322 duane.erickson46@gmail.com	04/25/21
Mark Harless	Clay	2017	PO Box 37 Borup, MN 56519 (218) 494-3330 mlharlessz4@gmail.com	04/25/21
Dean Spaeth	Mahnomen	2009	1526 210th St Mahnomen, MN 56557 (218) 935-2127 deanandjoann@hotmail.com	04/25/21
Mike Christensen	Norman	2006	4539 Co Hwy 29 Twin Valley, MN 56584 (218) 584-5510 sunnybrookfarms@gmail.com	04/25/22
Raymond Hanson	Mahnomen	2010	4333 Co Hwy 29 Twin Valley, MN 56584 (218) 584-5545 twinvalleyhansons@icloud.com	04/25/22
Curt Johannsen	Norman	2010	PO Box 111 Hendrum, MN 56550 (701) 799-6732 chj74@outlook.com	04/25/22
Greg Holmvik	Norman	2009	401 7th Ave W Ada, MN 56510 (218) 567-8277 gholmvik@loretel.net	04/25/23

## Consultants

The WRWD Board of Managers retains independent contractor consultants who provide all the necessary engineering, auditing, legal and other services and serve at the pleasure of the Board. The District's independent consultants effectively fulfill its obligations, goals and objectives within the approved finances and budget. The following consultants served the District in 2020:

Name	Service Provided	Company Name	Contact Information
Elroy Hanson	Legal Services	Wambach and Hanson Law Office	P.O. Box 340 Mahnomon, MN 56557 Phone: (218) 935-2266
Jerry Bents	Engineer	Houston Engineering, Inc.	1401 21st Ave N Fargo, ND 58102 Phone: (701) 237-5065
Christopher Clasen	Auditor	Justin Clasen & Company, Ltd.	P.O. Box 90 Pequot Lakes, MN 56472 Phone: (218) 568-5242



Jerry Bents,  
Civil Engineer  
Vice President  
Houston Engineering Inc.



Elroy Hanson,  
Attorney,  
Wambach & Hanson Law Office



Christopher Clasen  
Certified Public Accountant  
Justin Clasen & Company, Ltd.

## Citizens Advisory Committee

To ensure public input, the managers have appointed a Citizens Advisory Committee to provide recommendations on matters affecting the Watershed District, including all contemplated projects and improvements. The Wild Rice Watershed District holds annual planning meetings with the Citizens Advisory Committee, as required under Minnesota Statute. Meetings are scheduled for the first Monday in April and the last Monday in November at 10:00 am at the District Office, unless otherwise noted.

Name of Committee Member	Contact Information
Brandon Borgen	1429 180th Street Perley, MN 56574
Robert Braseth	25415 190th Ave N Ulen, MN 56584 (218) 596-8754
Terry Guttormson	1141 175th Ave Hendrum, MN 56550 (218) 861-6800
Corey Hanson	2758 330th St Gary, MN 56545 (218) 356-8678
Steve Jacobson	1437 County Hwy 4 Hendrum, MN 56550 (218) 861-6155
Cynthia Julin	318 E Main St Ada, MN 56510 (218) 784-2520
Steve Kahlbaugh	2450 160th Ave Mahnomen, MN 56557 (218) 261-0952
Jerome (Joe) Slette	1141 237th St Mahnomen, MN 56557 (218) 936-7147
Matt Speer	2435 140th Ave Mahnomen, MN 56557 (218) 261-0645
Kim Syverson	PO Box 216 Ulen, MN 56584

January 8, 2020 – Managers approved adding Brandon Borgen and Kim Syverson to the Citizen’s Advisory Committee.

March 12, 2020 – Jensen updated the Board that the Citizen’s Advisory Committee is scheduled to meet Monday, April 6<sup>th</sup>, 10:00 am. Managers Harless and Johannsen are the board appointed designees to attend this meeting. New Advisory Committee members are Brandon Borgen and Kim Syverson.

April 8, 2020 – A meeting of the Citizen’s Advisory Committee was scheduled for April 6, 2020. It was not held due to the current pandemic situation.

## Flood Damage Reduction (FDR) Project Team

The FDR Project Team in the Wild Rice Watershed District was established in 1999, as a result of the mediation process which began in 1997, in an attempt to resolve issues surrounding the development of flood damage reduction projects between waters management agencies and stake-holder groups.

A framework was organized to seek solutions to flooding problems, review new flood protection projects, and coordinate efforts early in the planning process. The mediation process allows federal, state, and local agencies, as well as the public and private sectors, to provide input regarding flood damage reduction and environmental impacts.

On January 27, 2010, consensus of the WRWD Board was to schedule Project Team Meetings the fourth Wednesday of every month.

The FDR Project Team in the Wild Rice Watershed District delegates includes:

Name	Organization Represented	Contact Information
Keith Berndt	Counties	814 East Main Street Ada, MN 56510 218-784-7126 ketih.berndt@co.norman.mn.us
Steve Bommersbach	Counties	PO Box 352 Twin Valley, MN 56584 218-584-5512 bommer@tvutel.com
Mark Harless	Landowner	1467 300th St Borup, MN 56519 218-582-3360
Paul Houglum	Landowner	1539 County Hwy 39 Perley, MN 56574 218-861-6464
Eric Zurn	Landowner	18629 County Hwy 14 Callaway, MN 56521 218-375-2368
Bruce Tufte	Landowner	1264 240th St Borup, MN 56519 218-784-7571
Joe Slette	Landowner	1141 237th Street Mahnomen, MN 56557 218-935-5918
Brett Arne	MN Board of Water and Soil Resources (BWSR)	26624 N Tower Rd Detroit Lakes, MN 56501 218-850-0934 brett.arne@state.mn.us
Pete Waller	MN Board of Water and Soil Resources (BWSR) MN BWSR	1004 Frontier Drive Fergus Falls, MN 56537 218-736-5445 pete.waller@state.mn.us

Name	Organization Represented	Contact Information
Nathan Olson	MN Department of Natural Resources (DNR) Fisheries	14583 County Hwy 19 Detroit Lakes, MN 56501 218-847-1579 nathan.olson@state.mn.us
Rodger Hemphill	MN DNR Hydrologist	14583 County Hwy 19 Detroit Lakes, MN 56501 218-846-8384 rodger.hemphill@state.mn.us
Rob Baden	MN DNR	14583 County Hwy 19 Detroit Lakes, MN 56501 218-846-8383 robert.baden@state.mn.us
Danielle Kvasager	MN Pollution Control Agency (MPCA)	714 Lake Avenue, Suite 220 Detroit Lakes, MN 56501 218-847-1519 danielle.kvasager@state.mn.us
Jim Courneya	MPCA	714 Lake Avenue, Suite 220 Detroit Lakes, MN 56501 218-847-1519 jim.courneya@state.mn.us
Josh Bork	Natural Resources Conservation Services (NRCS)	10 E 2nd Ave S Ada, MN 56510 218-784-4000 josh.bork@mn.usda.gov
Edward Musielewicz	NRCS	809 8th St SE Detroit Lakes, MN 56501 218-847-9392 ed.musielewica@mn.usda.gov
Randy Tufton	NRCS/FSA	10 E 2nd Ave S Ada, MN 56510 218-784-4000 randall.tufton@mn.usda.gov
Wayne Goeken	River Watch	440048 160th Ave SE Erskine, MN 56535 218-574-2622
Aaron Neubert	Soil and Water Conservation District (SWCD)	123 W Monroe Ave Mahnommen, MN 56557 218-935-2987 aaron.neubert@mn.nacdnet.net

Name	Organization Represented	Contact Information
Mark Christianson	SWCD	100 Main Ave E Twin Valley, MN 56557 218-584-5169 markc@arvig.net
Lori Thronson	SWCD	100 Main Ave E Twin Valley, MN 56557 218-584-5169 lorit@arvig.net
Peter Mead	SWCD	801 Jenny Avenue Perham, MN 56573 218-846-7360 pemead@co.becker.mn.us
Kevin Kassenborg	SWCD	1615 30th Ave S Moorhead, MN 56560 218-287-2255 kevinkassenborg@mn.nacdnet.net
Nan Bischoff	US Army Corps of Engineers	190 5th St E St Paul, MN 55101-1638 651-290-5426 nanette.m.bischoff@mvp02.usace.army.mil
Craig Jarnot	US Army Corps of Engineers	4111 Technology Dr Ste 295 Bemidji, MN 56601 651-290-5339 craig.l.jarnot@usace.army.mil
Ryan Frohling	US Fish & Wildlife Service (USFWS)	26624 N Tower Rd Detroit Lakes, MN 56501 218-847-3402 ryan.frohling@fws.gov
Mike Swan	White Earth Reservation	4044 South Ice Cracking Ponsford, MN 56575 218-573-3007
Curt Johannsen	Wild Rice Watershed District (WRWD)	11 East 5th Avenue Ada, MN 56510 218-784-5501
Duane Erickson	WRWD	11 East 5th Avenue Ada, MN 56510 218-784-5501
Mike Christensen	WRWD	11 East 5th Avenue Ada, MN 56510 218-784-5501
Jerry Bents	WRWD Engineer	11 East 5th Avenue Ada, MN 56510 218-784-5501

## **Red River Watershed Management Board (RRWMB)**

The Wild Rice Watershed District is a member of the Red River Watershed Management Board (RRWMB).

The RRWMB's jurisdiction and authority encompasses the area managed by the individual watershed districts that have membership on the Board. Eight watershed districts within the Red River Valley from the RRWMB including the Bois de Sioux, Joe River, Middle-Snake-Tamarac Rivers, Red Lake, Roseau River, Sand Hill River, Two Rivers, and Wild Rice.

The RRWMB was created by an act of the Minnesota legislature in 1976 to provide an organization with a basin-wide perspective concerning flooding. Funding is by ad valorem tax levies, as provided by Chapter 163 of the Minnesota Session Laws.

Managers participate in the annual RRWMB conference each spring, which focuses on a basin-wide approach to water management and flood damage reduction.

Manager Greg Holmvik is the delegate to the board with Manager Raymond Hanson as the alternate.

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## **Minnesota Association of Watershed Districts (MAWD)**

The Minnesota Association of Watershed Districts (MAWD) provides educational opportunities, information and training for watershed districts, managers and staff through yearly tours, meetings, and newsletters. MAWD also represents state-wide watershed district interests at the legislature, before the executive branch, agencies, and other policy makers at the local government level.

## IV. Plan Performance

### Community Levee Improvements – City of Halstad

**Proposers**

Wild Rice Watershed District and City of Halstad

**Description/Location:**

A levee was constructed around the city of Halstad by the USACE in the early 1970s in response to flooding threats against the city. This levee currently removes the city from the designated 100-year floodplain.

However, Norman County has recently updated the Flood Insurance Study (FIS) to account for more recent hydrologic conditions. As part of this effort, the City of Halstad has been offered a Provisional Accredited Levee (PAL) letter. This designation requires the City to make necessary improvements to certify the levee meets at least the minimum requirements per CFR 65.10 or else all protected property will go into the floodplain.



Phase 1 Funding was previously provided by the MNDNR FDR Grant Assistance Program on a 50/50 cost- share to complete the initial survey, geotechnical analysis, and engineering for needed improvements.

Phase 2 Funding was used to finish the land acquisition, structural, embankment, and other improvements recommended from Phase 1 in order to meet the requirements of the Provisional Accredited Levee (PAL) letter and to undergo the necessary USACE review.

Phase 3 Will be a cooperative project between the City of Halstad, Norman County, RRWMB, MNDOT and the Wild Rice Watershed District to provide grades raises and eliminate the emergency closure needs. When completed, this will eliminate the added costs for flood fighting, extended transportation closures, costly damage to the existing roadways, and public safety concerns for the traveling public. The road resurfacing project is scheduled by MNDOT to begin in 2019.

**Flood Control Benefits:**

- Flood Protection for nearly 600 residents / 250± households
- Eliminate future roadway damages and public safety concerns.
- Cooperative effort with multiple funding sources

**Project Cost:**

Phase 1 – Design/Permitting/Acquisition - State \$0.375M / Non-state \$153K (2% MHI)

Phase 2 – Levee Improvements: \$4.125M - State \$4.125M / Non-state \$0K (Phase 2A and 2B)

Phase 3 – Roadway Improvements - \$2.0M - State \$0.5M / Non-state \$1.5M (Phase 3) – MNDOT Schedule for 2019

- Status:**
- **Phase 1 - Complete** – Previously funded
  - **Phase 2 – Levee Improvements** – 50% Complete – Finished in FY2020
  - **Phase 3 – Roadway Improvements** – Construction FY2020

	Prior Years	FY 2020 (7/19-6/20)	FY 2021 (7/20-6/21)	FY 2022 (7/21-6/22)	FY 2023 (7/22-6/23)
Funding	FDR \$4.50M WD/City \$0.153M	FDR \$0.50M WD \$1.50M* *(Including DOT and County/City/WD/ RRWMB)			
Project Status	Design/ Acquisition Permitting/ Construction (Phases 1 and 2)	Phase 3 Grade Raises Acquisition & Construction	Construction Completion		

**Key:** City = City of Halstad; DNR=Minnesota DNR; DOT= MN Dept of Transportation (and other road authorities); FDR=Flood Damage Reduction Work Group; RB=Red River Watershed Management Board; WD=Wild Rice Watershed District.

**Partners:** Cooperative Project between City of Halstad, Norman County, WRWD, and State of Minnesota Flood Damage Reduction Program

January 8, 2020 – Engineer Bents reported that LOMR development is currently 95% completed.

February 19, 2020 – Engineer Bents reported that we are working to get LOMR submittals completed. He anticipates this being done in the upcoming weeks. He added that construction will be completed in the spring, but substantial completion has been met, which allows us to submit the package to USACOE.

March 12, 2020 – Engineer Bents reported that the LOMR applications were submitted early in the month for both communities. He indicated that a response could take about six months to receive.

April 8, 2020 – Engineer Bents reported that the LOMR was submitted. We are waiting to hear if more data is needed. It is anticipated that a final determination would be returned in approximately 3-4 months. The state grant for the City of Halstad was extended to the end of the year. RESOLUTION OF WRWD TO TRANSFER OWNERSHIP OF LEVEE SYSTEM PROPERTY TO HALSTAD was approved by the Board via roll call vote with all Managers in favor.

May 13, 2020 – Engineer Bents reported that comments were returned on both LOMR submittals. We are working on a response which will be returned by the end of May. The levee project and state grade raises are nearly complete in Halstad. The County is looking at doing roadwork through town and is open to an agreement for grade raises, like the one used in Hendrum. The City of Halstad passed a resolution accepting ownership of the levee property and will take over operations and maintenance of the levee project once completed.

June 10, 2020 – Engineer Bents reported that the LOMR is moving forward for both Halstad and Hendrum. A notice will be published once we are notified by FEMA that we can do so. A change order for the Halstad project, decreasing the contract amount was approved by the Board. Pay request #14 presented by Sellin Brothers for work completed on the Halstad project was approved by the Board.

July 8, 2020 – 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. Board approved pay request 15 presented by Sellin Brothers in the amount of \$49,708.41 for work completed on the Halstad levee. 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. An overview of minor changes to mapping due to the LOMR application was presented.

August 12, 2020 – The Norman County Board of Commissioners will be contracting with Houston Engineering to design the county road project through Halstad. A MOU will be developed, similar to the one received for Hendrum once cost estimates are returned. The LOMR applications for the cities of Hendrum and Halstad are progressing forward with the anticipation

that a draft updated map should be received in the next few weeks. Board approved awarding Gordon Construction the contract to complete grade work along the project north of Halstad to address drainage issues. Contract amount is \$18,340.00. Board approved a pay request submitted by Sellin Brothers in the amount of \$15,272.07 for work completed on the Halstad levee. It was noted the LOMR process is anticipated to be finalized around the end of the current year.

September 9, 2020 – The Halstad levee is essentially completed, and we are waiting for grass growth to be established. Board approved a pay request to Sellin Brothers for work completed on the levee project. Engineer Bents continued that we would take care of remaining project items in Halstad and MNDOT with complete remaining items in Hendrum. Plans are being presented to Gordon Construction to complete the work in Halstad and so long as the quote is acceptable under the Uniform Contracting law we will carry forward. It was noted that we are working with the NCHD to enter into a MOA for Halstad County Grade raises to be completed. The LOMR are making their way through the process and we are anticipating a draft being received in the coming days and are still hopeful that the maps will be in effect by the end of the calendar year. Chairman Holmvik and Secretary Johannsen were authorized to sign the fee simple title declarations and easement declarations once they are completed by Attorney Hanson.

October 14, 2020 – Engineer Bents updated the Managers on the work being completed in both Hendrum and Halstad. Once an IC-134 is completed we anticipate the contract with Sellin Brothers to be closed. Ditch work north of Halstad is being completed to address pooling concerns. Board approved a pay request from Gordon Construction for work completed on the Halstad Levee project in the amount of \$14,855.40. It is noted that a 10% retainer is being held on the work. Board approved entering into a contract with Gordon Construction for the amount of \$26,420.00 to complete work adjacent to the Halstad levee project. Engineer Bents informed the Board that the internal ditch in Hendrum was surveyed as a project expense and it was determined that repair was not needed or cost effective as a long-term solution. It was recommended that cattail spraying occur in the upcoming year. Staff continues to work with NCHD on details of CR 147 overlay and grade raise project cost share. Preliminary updates of the LOMR submittals have been received. FEMA will publish both maps and run required notices. A 90-day appeal period is required following the publications. It is anticipated that the maps will become effective on or around March 15<sup>th</sup>. Attorney Hanson noted that the declarations approved in September gave Chairman Holmvik and Secretary Johannsen authorization to transfer the Halstad levee property and easement ownership to the City of Halstad. He anticipated the paperwork would be completed by the end of the week. It will be recorded once signatures are obtained, finalizing the transfer of ownership.

November 4, 2020 – Board approved a change order and final pay application from Sellin Brothers for work completed on the Halstad Levee project. Engineer Bents provided an update on the LOMR process, stating that the preliminary maps have been issued and are currently under a 90-day appeal period. The proposed effective date on maps for both communities is March 2021. It is anticipated that both cities will be removed from the flood plain at that time. Chairman

Holmvik and Secretary Johannsen were authorized to sign fee title and easement transfer documents for the City of Halstad levee properties.

December 9, 2020 – 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.

## Community Levee Improvements – Phase 2 – Perley and Hendrum Grade Raises

(Cooperative Project between Cities of Hendrum and Perley, Norman County, MNDOT and the Wild Rice Watershed District)

**Proposers**

Wild Rice Watershed District and Communities Perley and Hendrum (in cooperation with Norman County and the Minnesota Department of transportation).

**Description/Location:**

Both the cities of Perley and Hendrum have been threatened by Red River flooding on numerous occasions over the years. To prevent these damages, the Cities, along with support from US Army Corps of Engineers, National Guard, and hundreds of volunteers, have previously raised the existing flood control levees using combinations of sandbags and clay.



Under Phase 1, the MNDNR FDR Grant Assistance Program provided funding to construct levees around the cities of Hendrum and Perley. However, Phase 1 did not include any adjustment to the roadway elevations that pass through the cities. As a result, the cities are still susceptible to flooding (for events less than the 100- year) through these openings thereby requiring emergency closures in these locations. The closures have been required five times since 1997. The installation of these emergency closures results in added costs for flood fighting, extended transportation closures, costly damage to the existing roadways, and public safety concerns for the traveling public.

Phase 2 will be a cooperative project between the Cities of Hendrum and Perley, Norman County, MNDOT, and the Wild Rice Watershed District to provide grades raise and eliminate the emergency closure needs. Design and R/W acquisition will be completed in 2018-2019, and construction will begin in 2019 in Hendrum. Construction in Perley is funding dependent but could begin as early as 2021.

**Flood Control Benefits (Phase 2)**

- Complete Flood Protection Efforts for the two Communities
- Over 400 residents /175± households protected.
- Eliminate future roadway damages and public safety concerns.
- Cooperative effort with multiple funding sources - FDR Cost Share 50% or less

**Project Cost (Combined for 2 communities): \$5M State \$1.25 / Non-state \$3.75M\***

*\*Non- State based on 75% assumed MNDOT and County Cost-Share of Road Improvements*

**Status:** • **Phase 1 Levee Construction Completed - Previously funded**

- **Phase 2 - R/W Acquisition, Final Design, and Construction**

	Prior Years	FY 2020 (7/19-6/20)	FY 2021 (7/20-6/21)	FY 2022 (7/21-6/22)	FY 2023 (7/22-6/23)
Funding	FDR \$4.800M WD \$ 0.140M	FDR \$0.625 WD \$1.875M*  <i>*(Including DOT and County/City/WD/ RRWMB)</i>	FDR \$0.625 WD \$1.875M*  <i>*(Including DOT and County/City/ WD/ RRWMB)</i>		
Project Status	Design/ Acquisition/ Construction Phase 1 Completed	Design, Right-of-way, and Construction  (Ph. 2 Grade Raises - Hendrum)	Design, Right-of-way, and Construction  (Ph. 2 Grade Raises - Perley)	Construction	Construction Completion

**Key:** DNR=Minnesota Department of Natural Resources; DOT= Minnesota Department of Transportation; FDR=Flood Damage Reduction Work Group; O=Other; RB=Red River Watershed Management Board; WD=Watershed District.

**Partners:** Cooperative Project between Cities of Hendrum and Perley, Norman County, WRWD, Minnesota Department of Transportation, and State of Minnesota Flood Damage Reduction Program

January 8, 2020 – Engineer Bents reported that LOMR development for the City of Hendrum is currently 95% completed.

February 19, 2020 – Engineer Bents reported that we are working to get a LOMR submittal for the City of Hendrum completed. He anticipates this being done in the upcoming weeks. He added that construction for the City of Hendrum grade raise will be completed in the spring, but substantial completion has been met, which allows us to submit the package to USACOE.

March 12, 2020 – Engineer Bents reported that the LOMR application for the City of Hendrum was submitted early in the month. He indicated that a response could take about six months to receive.

April 8, 2020 – Engineer Bents reported that the LOMR for the City of Hendrum was submitted. We are waiting to hear if more data is needed. It is anticipated that a final determination would be returned in approximately 3-4 months. Engineer Bents added that gate repairs are being completed in Hendrum. New gaskets will be installed following the flood. RESOLUTION OF WILD RICE WATERSHED DISTRICT RE MINNESOTA BONDING FUNDING was approved for the Perley grade raise project by the Board via roll call vote with all Managers in favor. It is noted that Goose Prairie was prioritized higher due to the current MNDOT construction calendar for overlay through Perley.

May 13, 2020 – Engineer Bents reported that comments were returned on the LOMR submittal for the City of Hendrum. We are working on a response which will be returned by the end of May.

June 10, 2020 – Engineer Bents reported that the LOMR for the City of Hendrum is moving forward. A notice will be published once we are notified by FEMA that we can do so.

July 8, 2020 – 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 near Hendrum due to the LOMR application.

August 12, 2020 – The LOMR applications for the cities of Hendrum and Halstad are progressing forward with the anticipation that a draft updated map should be received in the next few weeks. Some work is being completed along the county roads through Hendrum. Once finished, it is anticipated that final project costs will be received from Norman County. It was noted the LOMR process for Hendrum is anticipated to be finalized around the end of the current year.

September 9, 2020 – Engineer Bents MNDOT with complete remaining project items in Hendrum. The LOMR for Hendrum is making its way through the process and we are anticipating a draft being received in the coming days and are still hopeful that the maps will be in effect by the end of the calendar year.

October 14, 2020 – Engineer Bents updated the Managers on the work being completed in both Hendrum and Halstad. Engineer Bents informed the Board that the internal ditch in Hendrum was surveyed as a project expense and it was determined that repair was not needed or cost effective as a long-term solution. It was recommended that cattail spraying occur in the upcoming year. Preliminary updates of the LOMR submittal for Hendrum has been received. FEMA will publish the map and run required notices. A 90-day appeal period is required following the publications. It is anticipated that the maps will become effective on or around March 15<sup>th</sup>.

November 4, 2020 – Engineer Bents provided an update on the LOMR process for Hendrum, stating that the preliminary maps have been issued and are currently under a 90-day appeal period. The proposed effective date on the map is March 2021. It is anticipated that the City of Hendrum will be removed from the flood plain at that time.

December 9, 2020 – The preliminary LOMR map has been issued and we are still anticipating a March 2021 effective date for the new map in Hendrum.

# Goose Prairie Wildlife Management Area Enhancements

**Proposers:**

Wild Rice Watershed District and MNDNR

**Description/Location:**

The Wild Rice Watershed District and Minnesota Department of Natural Resources have been cooperatively working to develop a plan to **provide improved wildlife management operational capabilities and enhanced flood damage** reduction benefits at the Goose Prairie Wildlife Management Area (WMA). The WMA (491 acres) has long provided hunting options for forest game birds and waterfowl as well as wildlife viewing options for wetland and prairie wildlife. However, the WMA currently has no operable outlet and has undergone significant degradation in recent years due to high water levels. The proposed plan would install an operable outlet structure to allow for enhanced wildlife management capabilities, while also providing additional runoff retention capacity.



**Project Benefits:**

- Wildlife Management**     The project will allow for improved wildlife pool management and improve habitat for spring and fall migrating waterfowl, shorebirds, and related species by enhancing the diversity and composition of wetland plant communities and aquatic invertebrate populations.
- Habitat Restoration**     The establishment of an additional 119 acres of permanent vegetation buffer areas to the WMA to improve upland wildlife habitat.
- Water Quality**             Improve water clarity by providing a seasonal variation of water levels which will restore wetland plant communities and control rough fish numbers.
- Flood Control**                The project will provide approximately 1,500 ac-ft of retention in the headwater area of the South Branch of the Wild Rice River drainage basin. This will provide both local (*approximately an 80% local peak flow reduction*) as well as Red River flood damage reduction.

**Project Cost: \$1,700,000     State (65%±) \$1,100,000 / Non-state (35%±) \$600,000**

**Status: EAW Review – Record of Decision Complete - \$600K LSOHC Approved**

	Prior Years	FY 2020 (7/19-6/20)	FY 2021 (7/20-6/21)	FY 2022 (7/21-6/22)	FY 2023 (7/22-6/23)
Approvals		WD/DNR/COE/O			
Funding	LSOHC \$0.600M WD - \$200K* (Early Design and Concept Development) RRWMB - \$250K	FDR \$.500M (30%) WD - \$150K			
Project Status	Pre-design / EAW Design/Permitting/ Acquisition Options	Permitting/ Acquisition & Construction	Construction Completion		

**Key:** DNR=Minnesota DNR; FDR=Flood Damage Reduction Work Group; RB=Red River Watershed Management Board; WD=Wild Rice Watershed District.

**Partners:** Cooperative Project between MNDNR, Township, WRWD, RRWMB and State of Minnesota Flood Damage Reduction Program

January 9, 2019 – Administrator Ruud reported that a recommendation was made by the Minnesota Wetland Conservation Act Technical Evaluation Panel that the project is no loss approval, so mitigation is currently not required for the proposed work. He will communicate more with Ed Anderson regarding a request for annual payments on the easement versus a lump sum. The Board approved having the Bergren property and the North 80 of the District's Spring Creek property appraised.

February 19, 2020 – Administrator Ruud presented information from appraisals of the Bergren property, WRWD property, and Bergren flowage easement, permanent and temporary ROW easement. Lengthy discussion ensued regarding the information. Upon question, Bergren clarified that he was not willing to pay a difference on the appraised values in his counteroffer to trade parcels for the project. Bergren was provided with the appraisal reports and will consider the information. Discussion was held with the Wenner and Petermann parties regarding the recording of an option exhibit. The District is willing to provide a release of property not included in the easement areas, which should not have been subject to the exhibit.

March 12, 2020 – Staff was authorized to hire Farmers National to conduct an appraisal on the Paakh property, notifying the appraiser of the questions presented by Paakh. Attorney Hanson recommended staking the property prior to the appraisal if necessary. Jensen provided an update regarding negotiations, closings, and communication with other parties. Engineer Bents provided project design updates and permitting.

April 8, 2020 – Administrator Ruud gave an overview of the status of the offer and counteroffer presented by Paakh. Discussion was held between Paakh and Managers regarding areas of concern or question. Further decision on the current counteroffer was tabled until the appraisal report is completed. It is anticipated that the appraisal report will take into consideration some of the concerns presented by Paakh. RESOLUTION OF WILD RICE WATERSHED DISTRICT RE MINNESOTA BONDING FUNDING was approved by the Board via roll call vote with all Managers in favor. It is noted that Goose Prairie was prioritized higher due to the current MNDOT construction calendar for overlay through Perley.

May 13, 2020 – A counteroffer presented by Oberg was denied and the Board authorized hiring an appraiser to value the property. The Board approved offering Paakh \$29,330.50 for desired permanent flowage easement on his parcel. Engineer Bents reported that plans, specifications and permitting are all underway for the project.

June 10, 2020 – A counteroffer presented by Mr. Paakh requesting monetary compensation for the potential loss of oak trees on the property was denied. Administrator Ruud reported that the appraisal on the Oberg property is nearly completed. A Joint Powers Agreement from the DNR was distributed to the board for consideration, like the one which Olson Agassiz operates under. Manager Erickson spoke regarding a letter that the Petermann party sent to Attorney Hanson regarding the project. Discussion was held regarding the concern that was presented and the error made in the recording of the MOA.

July 8, 2020 – A response was received from Paakh concerning potential crossing impacts and a stipulated agreement regarding the oak tree concerns. The Board approved 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. 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.

August 12, 2020 – Information had been sent to an attorney representing the Petermann family and we are waiting to hear back from the family. An updated offer from Bruce Paakh was presented, requesting improvements to two approaches, with the cost of the culvert for the east crossing being covered by Paakh. The Board approved the offer by presented by Paakh.

September 9, 2020 – Paakh accepted the offer, and we will be passing along documents for his review once they are drafted. Calls are into other parties working through negotiations. Board recommended Engineer Bents and Administrator Ruud meet with the Petermann parties to answer questions that they might have regarding the proposed project. The project permit was received from USACOE noting that 0.44 acres of mitigation are required for the project.

October 14, 2020 – Staff was working with Paakh to finalize agreement language. An update was provided on the remaining landowners. Manager Johannsen asked when construction of the project is anticipated to begin. Administrator Ruud reported that we are still working to acquire a small amount of funding for construction and need to complete obtaining the remaining flowage easements. Engineer Bents was hopeful that funds would be made available in a bonding bill in the recent future. Discussion was held using the ability to use eminent domain under the current funding sources.

November 4, 2020 – Engineer Bents reported that a MN DNR permit has been applied for. Administrator Ruud stated that he would be following up with landowners after fall harvest to resume negotiations. Manager Erickson voiced desire to hold a landowner meeting.

December 9, 2020 – 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 is not 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.

# Lower Wild Rice Corridor Restoration and Setback Levees – Phase 1

**Proposers**

Wild Rice Watershed District



**Description/Location:** The overall proposed corridor restoration project extends along the Wild Rice River from just SE of Hendrum, MN to about six miles east of Ada, MN. The overall restoration corridor length is approximately 23 miles long. Within this reach of river, the adjacent existing levees would be set back to encompass the river’s historic meander belt (about ½ mile wide). Oxbows that were cut off by the 1950s Corps’ channelization project would be reconnected to the river channel. Flows above an approximate Two-year event would exceed bank full capacity and inundate the leveed floodway/riparian corridor similar to natural riverine behavior. This feature would restore form and function to the floodplain, increase natural habitat, and restore connectivity to segmented floodplain forest. Due to the overall size of the initiative, the project will be conducted in multiple phases over the next 10 – 15 years. Phase 1 of this project will include an approximately 5-mile reach of this corridor.

**Project Benefits:**

**Flood Control**                      The setback levees will be constructed to provide a minimum 10-year level of protection for adjacent property.

**Water Quality**                      The Wild Rice River is currently listed as impaired water for turbidity. In addition, to reducing bank erosion, the proposed project will improve water quality by allowing suspended sediment to continue through the system and reduce turbidity in the river.

**Wildlife and Habitat:**              The establishment of the permanent vegetation corridor & restored river channel along 23 miles will improve wildlife habitat and provide enhanced connectivity along the river.

- Steps:**    **Step 1 – Design Land Acquisition** – Locally Funded along with LSOHC and existing land programs  
                  **Step 2 – Corridor Vegetation and Setback Levee Construction** – Future 2021-2024 Requests  
                  **Step 3 – Channel Rehabilitation** – Future Funding from L-SOHC and Other Sources

**Project Cost: \$8,000,000              State 75%± (\$6.0M) / Non-state 25%± (\$2.0M)**

**Status Phase 1:              Acquisition is underway utilizing LSOHC funding and other applicable programs at an estimated \$10.7M in anticipated costs.**

	Prior Years	FY 2019 (7/18-6/19)	FY 2020 (7/19-6/20)	FY 2021 (7/20-6/21)	FY 2022 (7/21-6/22)	FY 2023-2024 (7/23-6/24)
<b>Funding</b>	WD/RB & Mdtm Wk Grp \$0.015M LSOHC \$2.270M	Mdtm Wk \$0.015M	FDR \$0.15M WD/RB \$0.1M LSOHC \$2.27M O \$ 1.500M	FDR \$0.600M WD/RB \$0.100M LSOHC \$2.000M O \$1.200M	FDR \$2.25M WD/RB \$0.75M	FDR \$3.0M WD/RB \$1.0M
<b>Project Status</b>	Project Development; Assessment & Pre-Design	Pre-Design & Acquisition Continuation (Appraisals)	Design; Permitting; Acquisition.	Acquisition. Corridor Vegetation; Construction	Acquisition; Corridor Vegetation; Construction	Acquisition; Corridor Vegetation. Phase 1 completion

**Key:** DNR=Minnesota DNR; FDR=Flood Damage Reduction Work Group; LSOHC = Lessard Sams Outdoor Heritage Council; O=Other; RB=Red River Watershed Management Board; WD=Wild Rice Watershed District.

**Partners:** Cooperative Project between MNDNR, WRWD, and State of Minnesota Flood Damage Reduction Program

January 9, 2019 – A third landowner has received a preliminary estimate for easement acquisition and would like to wait to sign an option as they are still farming a portion of the area. Attorney Hanson is working forward with the process for the two applicants moving along in the process.

May 13, 2020 - Administrator Ruud updated that Board that survey work is being completed on the two parcels submitted for the program. Additional mailers were sent to landowners in reaches B and D.

June 10, 2020 – Administrator Ruud reported that two more applications for the program were received. We are working through the process with the previous two applicants. Approximately 50% of the landowners along the reach have received the mailing regarding the program.

July 8, 2020 – 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. The Board approved executing 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. 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.

August 12, 2020 – An update was provided on applications. We are working forward with the initial two applicants, three others have been received and it is likely they will continue forward, one additional application already has RIM on the parcel, and we are working to determine if we can put a supplemental easement on top of the existing RIM easement. We have also received applications for landowners along the area where setback levees have been proposed. We will work with the SWCD to obtain easement estimates to return to the applicants.

September 9, 2020 – Administrator Ruud stated that the first two applications are nearing final RIM agreements with BWSR and closings will be scheduled following this completion. The Board authorized Chairman Holmvik to sign the subordination agreement for the Vik easement following review by Attorney Hanson.

October 14, 2020 – The Vik closing occurred and is progressing forward through BWSR and AG review. Once the AG review is completed, easement payment will be issued within 30 business days. We continue to work through the process with several other applicants.

December 9, 2020 – The Board authorized Chairman Holmvik and Secretary Johannsen to sign the Merkens road right of way release.

## **Upper Reaches**

January 8, 2020 – A meeting was held with the landowner presenting concerns regarding the levee conditions. A plan was developed to address the concerns. Preliminary project estimates are being completed. Board authorized staff to continue exploring repair alternatives for this area of the Upper Reaches.

March 12, 2020 – Engineer Bents presented an update following a meeting held with landowners along the area. Favorable opinions were returned regarding the setback levee concept from those in attendance. He added this would fit into the long-term concept of channel restoration along the Lower Wild Rice channel. Further revisions are being done and will be returned to another landowner meeting in the future.

April 8, 2020 – A meeting regarding the Jacobson repair request will be held once social distancing limitations are lifted.

August 12, 2020 – A meeting was held with some of the landowners along the corridor of the proposed repair. We continue to work through the process, making minor changes, as necessary. The Board approved a pay request from Gordon Construction in the amount of \$24,010.06 for bank stabilization repairs.

September 9, 2020 – Communication with landowners along the levee repair corridor are ongoing. It is anticipated that another landowner meeting could be held following harvest, including representation from the SWCD to answer questions regarding the RIM program along the corridor.

October 14, 2020 – We continue to work with landowners to develop a plan which is favorable for those along the reach. It is anticipated that another landowner meeting will be held this fall, including Mark Christianson to answer questions about program details.

November 4, 2020 – Discussions continue, and another landowner meeting will be held following the December Board meeting to discuss proposed plans.

December 9, 2020 – An electronic meeting will be held with landowners this afternoon to further discuss repair plans.

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## **Project 3, Mary Township Ditch**

November 4, 2020 – Project 3, Project 12, Clay County Ditch 42 & 44 and Norman County Ditch 64: hoping to complete the first two this fall and the second two will likely be completed next fall.

December 9, 2020 – 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.

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### **Project 9, South Branch / Felton Ditch**

November 4, 2020 – Manager Harless brought forward an area where sand was cleaned out of the South Branch and spread within the spoil bank which presented concern of it washing further downstream when the next highwater event occurs. Engineer Bents provided potential reasons for the spoil placement location in that area. Will review seeding the spoil, hauling away, or working with adjacent property owners to place under topsoil and determine if a better solution is available.

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### **Project 12, Wild Rice Township Ditch**

November 4, 2020 – Project 3, Project 12, Clay County Ditch 42 & 44 and Norman County Ditch 64: hoping to complete the first two this fall and the second two will likely be completed next fall.

December 9, 2020 – 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.

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### **Project 40 – Dalen Coulee**

October 14, 2020 – The Board approved entering into a contract with the low quote for cleanout of Dalen Coulee, dependent on obtaining necessary permits for work and spoil release permission forms, with Engineer's estimate of work at \$65,000 – 75,000.00.

November 4, 2020 – The Board made a determination that an environmental assessment worksheet is not necessary due to the fact that no changes or impacts will result, and work will be completed under an amendment to the previous permit. BWSR and SWCD have indicated they will not claim impacts, however the project needs to be reseeded. The work is anticipated to be done in 2021.

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## **Norman County Ditch 1**

October 14, 2020 – The Board approved entering into a contract with Gordon Construction in the amount of \$46,000.00 for clean out of Norman County Ditch 1.

November 4, 2020 – The Board approved pay request 1 from Gordon Construction in the amount of \$34,960.00 for work completed. Carried.

December 9, 2020 – The Board approved a final pay request from Gordon Construction in the amount of \$11,040.00.

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## **Norman County Ditch 18**

March 12, 2020 – Further discussion regarding drainage conditions in the NCD18 watershed was held. It was determined that landowners could submit a drainage complaint to initiate field studies to determine if unassessed areas were draining into the system.

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## **Norman County Ditch 64**

October 14, 2020 – The Board approved entering into a contract with the low quote for cleanout of Norman County Ditch 64, dependent on obtaining spoil release permission forms, with Engineer's estimate of work at \$70,000 – 75,000.00.

November 4, 2020 – Project 3, Project 12, Clay County Ditch 42 & 44 and Norman County Ditch 64: hoping to complete the first two this fall and the second two will likely be completed next fall.

December 9, 2020 – 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.

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## **Clay County Ditch 6**

March 12, 2020 – Jensen stated that Clay County Engineer, David Overbo, contacted the office to report that a private crossing will need to be replaced over Clay County Ditch 6 in the near future. The District has a standing Cost Share Agreement in place with the County for such situations. We will reimburse the County for 50% of the replacement when the request comes forward.

October 14, 2020 – The Board approved entering into a contract with Northern States Excavating in the amount of \$69,500.00 for clean out of Clay County Ditch 6.

November 4, 2020 – The Board approved pay request 1 from Northern States Excavating in the amount of \$26,410.00 for work completed. Discussion was held regarding the spoil placement on the Kvalvog property adjacent to the system. The Board approved sending a letter to Mr. Kvalvog stating the Districts rights under drainage law for placement. The District as the ditch authority has an obligation to the landowners along the system to maintain the drainage and the authority to complete maintenance along the ditch system. Mr. Kvalvog will be notified that the District would consider payment for any quantifiable damages resulting from the maintenance of the ditch. Carried with Manager Johannsen opposed.

December 9, 2020 – The Board approved pay request 2 from Northern States Excavating in the amount of \$39,615.00. 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.

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## **Clay County Ditch 42**

October 14, 2020 – The Board approved entering into a contract with the low quote for cleanout of Clay County Ditch 42 and Clay County Ditch 44, dependent on obtaining spoil release permission forms, with Engineer's estimate of work at \$40,000.00.

November 4, 2020 – Project 3, Project 12, Clay County Ditch 42 & 44 and Norman County Ditch 64: hoping to complete the first two this fall and the second two will likely be completed next fall.

December 9, 2020 – 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.

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## **Clay County Ditch 44**

October 14, 2020 – The Board approved entering into a contract with the low quote for cleanout of Clay County Ditch 42 and Clay County Ditch 44, dependent on obtaining spoil release permission forms, with Engineer's estimate of work at \$40,000.00.

November 4, 2020 – Project 3, Project 12, Clay County Ditch 42 & 44 and Norman County Ditch 64: hoping to complete the first two this fall and the second two will likely be completed next fall.

December 9, 2020 – 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.

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## **Clay County Ditch 45, Lateral 1**

October 14, 2020 – The Board approved entering into a contract with Gordon Construction in the amount of \$42,073.00 for clean out of Clay County Ditch 45, Lateral 1.

November 4, 2020 – The Board approved pay request 1 from Gordon Construction in the amount of \$23,981.61 for work completed.

December 9, 2020 – The Board approved pay request 2 from Gordon Construction in the amount of \$15,987.74.

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## **Rural Ring Dike Program**

January 8, 2020 – Engineer Bents reported that plans for the Hanson ring dike improvement are being developed and it is anticipated that quotes will be obtained on or around April 1<sup>st</sup>.

February 19, 2020 – Both improvements are anticipated to be completed prior to the June 30<sup>th</sup> grant deadline. Discussion was held regarding the funding deadline and sources.

March 12, 2020 – The Board approved entering into a contract with Northern States Excavating for construction of the Hanson Ring Dike. Jensen noted that a refund of excess landowner share will be issued to Todd, formally closing out that project.

April 8, 2020 – Administrator Ruud updated the Board that a verbal agreement for the Hanson borrow site was reached. We are waiting to receive signed documents back for the formal agreement. Construction will begin once conditions allow.

May 13, 2020 – Engineer Bents reported that the contractor will be mobilizing soon and the completion date for both ring dikes is still anticipated to be June 15<sup>th</sup>. The RRWMB is discussing different scenarios in the instance that work on all projects in the basin are not completed prior to the June 30<sup>th</sup> deadline.

June 10, 2020 – Engineer Bents reported that the Hewson ring dike is completed, and we are waiting for seed growth. Hanson will be completed prior to June 30<sup>th</sup> as required.

July 8, 2020 – The Board approved 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. The Board approved 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.

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## **Hazard Mitigation Rural Acquisition Program**

January 8, 2020 – The site for the Welch buyout was surveyed and a checklist is being completed. We are working through the application process for the funding with state officials.

February 19, 2020 – Administrator Ruud reported that we are waiting to hear from the historical society regarding the artifacts study at the Welch site. Three other parties have expressed interest in the program. One has submitted an application, we expect another to be submitted in the coming days, and communication has not continued with the third party following them receiving information regarding the program.

March 12, 2020 – Jensen provided an update regarding the three acquisition applications received. HSEM staff visited the office early in the month to go over application information. Local Government Resolution for Flood Hazard Mitigation Grant Assistance was approved by the Board via roll call vote with all Managers in attendance in favor.

April 8, 2020 – Administrator Ruud stated that we are waiting for a response from the Heritage council on the Welch property. There are two other parties who are waiting for appraisals to be completed. Benefit Cost Analysis might be necessary on these dependent on the appraisal findings.

May 13, 2020 – Administrator Ruud informed the Board of the location of all applicants. Once appraisals have been completed, we will continue to work forward through the application process.

June 10, 2020 – Administrator Ruud reported that we continue to work on gathering appraisals for the properties. Another application was recently received. We will continue forward with the next phase of the application process in early July.

July 8, 2020 – 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. 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.

August 12, 2020 – We are working forward with the 5 initial applicants right now and waiting on additional information for two other parties interested in the program.

September 9, 2020 – The board authorized Local Government Resolution for Flood Hazard Mitigation Grant Assistance: Welch Acquisition via roll call vote. A copy of the resolution is

available at the District office. The Board approved the Amendment to the 2015 Polk County Multi-Hazards Mitigation Plan. A copy of the amendment is available at the District office. The Board authorized Resolution of the Wild Rice Watershed District regarding the Amendment to the Polk County Multi-Hazard Mitigation Plan via roll call vote. A copy of the resolution is available at the District office. The Board authorized Resolution of the Wild Rice Watershed District Adoption of the Norman County All-Hazard Mitigation Plan via roll call vote. A copy of the resolution is available at the District office. The Board approved the Letter of Maintenance Statement for acquisition properties. A copy of the letter is available at the District office. The Board authorized Resolution Authorization Execution of Sub-grant Agreement via roll call vote. A copy of the resolution is available at the District Office. The Board approved the Letter of Commitment of Funds for current acquisition buyouts. A copy of the letter is available at the District office.

October 14, 2020 – We continue to wait for appraisals on the Vik, Jacobson and Rudell properties. We are working forward through the FEMA grant application process and returning documents to HSEM as requested.

November 4, 2020 – An overview of the acquisition locations was provided. The Board approved requesting funding assistance for 12.5% of the project costs from the RRWMB.

December 9, 2020 – 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.

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## **NRCS RCPP**

January 8, 2020 – Administrator Ruud reported that a meeting with Moccasin Creek landowners was held on Monday with good attendance. The landowners want the district to continue pursuing the channel cleanout and bypass ditch and stop pursuing retention efforts within the subwatershed. Manager Hanson recommended staff meet with the DNR regarding the change in proposed efforts for the area to find out their feelings. Engineer Bents suggested keeping sites such as this one on the radar for long term retention projects rather than trying to implement them in the next couple years. Staff will continue the ongoing study in the subwatershed and communicate with the DNR as necessary prior to the next Board meeting. Engineer Bents reported that a similar meeting was held with Green Meadow landowners. One landowner signed a soil boring permission form, and we will complete the work when weather permits. Several meetings with DNR staff have been held regarding erosion on the South Branch channel. A concept has been developed to address concerns. A meeting will be held with DNR later in January and more detailed information will be presented to the Board when it is completed.

February 19, 2020 – Administrator Ruud reported that permission for soil borings was granted by Vilmo for the Green Meadow subwatershed. Further information regarding the study area will be presented at the April Board meeting. For the Moccasin Creek subwatershed, Administrator Ruud stated that with the majority of the landowners voicing opposition to the project, soil borings will not be sought in the area. Manager Erickson retreated to the audience to speak as a landowner. Engineer Bents added that he is anticipating when it comes time to close the study, we would state the preferred project, estimated cost, land needed and the recommended plan for the sub basin, ending the RCPP study. This would leave the project information ready and available in the future as a local plan if desired at that time. More information will be presented at the April Board meeting. Administrator Ruud informed the Board that a meeting with DNR staff was held regarding the channel cleanout and diversion without retention and the ability to permit desired work. They stated that it could potentially be permitted but were not sure that all departments within the DNR would agree with the proposed work, which could be a hurdle in obtaining a permit. Manager Erickson returned to the Board table. Engineer Bents reported that coordination with the DNR is continuing forward in a positive manner in the South Branch subwatershed. Channel rehabilitation plans and estimates are being developed, which includes sediment traps throughout the beach ridge to reduce velocity and stress coming through the area. Manager Erickson left the Board table and retreated to the audience. Discussion turned to retention areas throughout the subwatershed. Erickson voiced opinion to hold with the landowners until there is favor to have something put into place before proceeding forward with a site. Engineer Bents stated that looking at sites up and down the valley, the Board needs to pick the most optimal site for retention. Erickson returned to the Board table.

March 12, 2020 – Engineer Bents provided brief updates on each of the project areas. He stated that draft reports are being developed and a more detailed presentation will be given at the April meeting. At that time, the Board will determine the paths forward for each of the project areas.

May 13, 2020 – Engineer Bents provided an update on the current status of the study in all three subwatersheds. It was determined that each of the project subcommittees would meet prior to the June Board meeting to review the information in more details and determine a suggested path forward for each of the project areas. Walchuck reminded the Managers that grant agreements expire September 30<sup>th</sup> and all expenses reimbursed must be incurred prior to that date. All submitted expenses through March 31<sup>st</sup> have been reimbursed.

June 10, 2020 – Engineer Bents presented committee recommendations for each of the subwatershed areas. The Board approved applying for an extension of grant dollars for the Green Meadow subwatershed, contact property owners and offer compensation in exchange for soil borings, and ask HEI to develop a list of additional studies that could be completed to help future boards if a project is desired down the road. The Board authorized closing the Moccasin Creek subwatershed study accordingly and send an information letter to the project team informing them of this decision. The Board approved applying for an extension of grant dollar for the South Branch subwatershed and develop a work plan on what to accomplish if the extension is granted, looking at a storage component in the project area.

July 8, 2020 – Discussion was held regarding the three RCPP project areas. The Board approved completing additional technical work, soil borings, prior to terminating the study in the Green Meadow subwatershed. The Board decided to terminate the study in the Moccasin Creek subwatershed due to a lack of landowner support and the large number of property owners involved. The Board approved completing 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 in the South Branch subwatershed.

August 12, 2020 – We are going through the closeout process for the Moccasin Creek subwatershed. Soil Borings were completed on the Vilmo property for the Green Meadow subwatershed, and information will be available once received. Work was completed to determine useful tasks for the South Branch subwatershed including additional survey work to help with model improvements for storage, working with SkySkopes to do a LIDAR collect along the reach to assist with the analysis of bank stability, and evaluating storage on channel, off channel, and along tributaries to develop a recommended plan for the subwatershed and describe why the sites were chosen.

September 9, 2020 – The Moccasin Creek study is following the required closeout process. The RRRA needs to sign a letter to support termination of the study. Geotechnical studies are being completed for the Green Meadow subwatershed and notices have been mailed to landowners along the South Branch where surveying will be completed later this month.

October 14, 2020 – We are waiting for the formal closeout approval on the Moccasin subwatershed study. Geotechnical evaluation was completed in the Green Meadow study area and the results were promising for future construction. This completes the previously authorized work requested by the Board. Staff will develop a list of additional work that could be completed in the Green Meadow subwatershed and used by future board for consideration at the November Board meeting. Field survey along the channel is being completed in the South Branch subwatershed and should be completed by the end of the month. Information will be presented once available.

November 4, 2020 – Categorical items that could be completed for the Green Meadow study area were presented, positioning a future Board for potential voluntary acquisition opportunities in the future. The board authorized completing evaluation and landowner outreach items including acquisition method and planning, information development, hydraulic designs and analysis and public outreach. Engineer Bents displayed a presentation of all storage sites for the South Branch study area reviewed during past studies. These sites will be reevaluated during the next phase of the review.

December 9, 2020 – Work in the Green Meadow subwatershed, requested at the November Board meeting, is being done and information is anticipated to be returned to the January Board meeting. Survey and LIDAR review was completed on the channel in the South Branch subwatershed. Engineering staff is currently reviewing all historical storage sites and more information will be presented at a future Board meeting.

## **One Watershed One Plan**

January 8, 2020 – The latest newsletter was distributed for Manager review. The Board was informed that the next Policy and Advisory meetings will be held at the end of January. Engineer Bents stated that the Policy Committee will need to determine a path forward to determine the lead agent for distributing funding and how to do the reporting.

February 19, 2020 – The implementation plan is being refined by the project facilitator. The next Policy and Advisory Committee meetings will be held on Monday, March 30<sup>th</sup> beginning at 9:00 am. The Red Lake River MOA was distributed, and Administrator Ruud recommended that the Board follow the format and utilize it to proceed forward. The Board approved proceeding forward with the 1W1P operating under a MOA, similar to the Red Lake River Planning Group.

March 12, 2020 – Jensen provided an update regarding plan process. She stated that we are about 70% complete with plan development. It is anticipated that a first draft of the plan will be available in April. It will then spend a few months in internal review with the committees, with a formal comment period expected to occur of the summer months. The Policy and Advisory Committees will next meet at the end of March. The Steering Committee meets regularly either in person or via conference call working on the plan details.

April 8, 2020 – The process is about 75% complete. The steering committee continues to meet and work on implementation scenarios and plan development. The Policy and Advisory Committee meetings scheduled for the end of March have been postponed.

May 13, 2020 – The Next Advisory and Policy Committee meetings will be June 8<sup>th</sup>, likely in an electronic format to meet social distancing guidelines. The Steering Committee is currently reviewing draft sections of the plan.

June 10, 2020 – Engineer Bents reported that the draft plan had been developed and a more detailed update on the process will be presented at the July 8<sup>th</sup> meeting. The Board supported moving forward under a MOA/MOU for the implementation phase of the process.

July 8, 2020 – 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.

August 12, 2020 – The Policy committee met on Monday and approved plan implementation under a MOA, similar to what was used for the plan development. The committee also approved distributing the draft plan for the 60-day comment period, which is now open until October 9<sup>th</sup>. All watershed managers, county auditors, township chairs, city clerks, District advisory committee members, 1W1P policy and advisory committee members, along with the 5 state agency representatives received the notice. It will also be published in the district official newspaper for each county. The draft plan and documents are available on the District website for viewing.

September 9, 2020 – The Board was reminded that the 60-day review period ends October 9<sup>th</sup> and any comments regarding the plan should be received on or before that date.

October 14, 2020 – The 60-day review period ended last Friday. A few comments were returned by agencies during this period. A steering committee meeting will be held later this afternoon, with the public hearing anticipated to occur in late October or early November. The Policy Committee will be asked to meet immediately following the public hearing to approve the plan. It is still anticipated that BWSR will review it at their December 2<sup>nd</sup> regional meeting.

November 4, 2020 – The 60-day review period was completed with a few comments received from agencies. The comments received were incorporated into the plan. A public hearing will be held this afternoon, followed by a Policy Committee meeting in which the plan will be approved for presentation to the BWSR regional board. The plan will be returned for formal adoption following BWSR review. The Board approved their support in submitting the plan for presentation to the BWSR regional committee.

December 9, 2020 – 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 17<sup>th</sup> 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.

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## **FEMA**

January 8, 2020 – Administrator Ruud reported that Jensen and Buerkley continue to work with FEMA officials regarding the disaster sites.

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## Permit Applications

For all permit application for **subsurface drain tile installations**, the watershed adopted the following standard conditions and recommendations:

- 1) Recommendation that the applicant contact and coordinate with the NRCS/SWCD offices to ensure approval/clearance regarding any potential wetland issues (and with the USFWS for installation of tile on any parcel that is under easement from the USFWS).
  - 2) Recommendation that the applicant obtain approval from the necessary road authorities (township, county, state...) for any work in the road R/W and the drainage authorities (county) for outlets to legal ditches not under WRWD Watershed jurisdiction.
  - 3) Approved with the condition that the applicant is responsible for adequate erosion control measures at the outlet of the tile system. This should include the installation of riprap or other protection measures at pump outlets. It will remain the responsibility of the applicant to maintain this protection as long as the tile is in place and operating.
  - 4) Approved with the condition that all gravity outlets be installed about (however not more than 2 feet above) the elevation of the original design gradeline of the receiving ditch or channel.
  - 5) Pumped Outlets Only – Approved with the condition that the pump(s) not be operated during freezing conditions and during times of downstream flooding, and that pumps and associated pipes will not be installed about ground and will block vehicle traffic on the R/W of ditch systems. Also, all disturbed areas in ditch R/W's will be restored and reseeded to preexisting conditions.
  - 6) Pump stations or other tile control structures, shall not be placed within the R/W of existing legal ditch systems or within a distance determined as follows (6 times the depth of the ditch, measured from top of spoil bank elevation to bottom of ditch from the field side bottom of the ditch), whichever is greater, unless otherwise approved in writing by the WRWD. For example, if the vertical depth measured from top of spoil bank elevation to the bottom of the ditch is 8 ft., the pump station shall not be located within 48 ft. from the field side bottom of the ditch, or within the existing R/W, whichever is greater.
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## January 2020

### Tabled

- William Chisholm, Section 35, Lockhart Twp. Permit #19-106 to install subsurface drain tile.
  - William Chisholm, Section 26, Lockhart Twp. Permit #19-107 to install subsurface drain tile.
  - Allen Zimmer, Section 36, Marsh Creek Twp. Permit #19-119 to install subsurface drain tile.
  - Harlan Wentz, Section 3, Atlanta Twp. Permit #19-139 to construct a crossing and culvert to notice the north half of Section 3 of Atlanta Twp.
  - Tyler Zimmerman, Pheasants Forever, Section 24, Marsh Creek Twp. Permit #19-140 to conduct wetland restorations by scrapes and ditch fills to notice the SE ¼ of Section 23 of Marsh Creek Twp., all of Section 24 of Marsh Creek Twp., the N ½ NW ¼ of Section 25 of Marsh Creek Twp., the NW ¼ of Section 19 of Chief Twp. and Marsh Creek and Chief Twp. supervisors.
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## February 2020

### Approved

- Harlan Wentz, Section 3, Atlanta Twp. Permit #19-139 to construct a crossing with culverts with the condition that the culverts are a minimum size of two 36" CMPs and that the applicant get written approval from the landowner in the SW ¼ NE ¼ of Section 3 of Atlanta Twp.
- Tyler Zimmerman – Pheasants Forever, Section 24, Marsh Creek Twp. Permit #19-140 to conduct wetland restorations by scrapes and ditch fills, with the condition that basin #1 as shown on the permit application is not approved by this motion and that new wetland areas are not developed within 200 feet of the property line without the written approval of the adjacent landowner.
- MN DOT, Sections 9, 10, 15, 16, Goose Prairie Twp. Permit #20-001 to install a liner in two 24" centerline culverts.
- Michael Eklund, Section 27, Fossum Twp. Permit #20-002 to install subsurface drain tile with standard tile conditions and the condition that the applicant gets approval from the MN DNR for any work completed in the MN DNR protected waters.
- Jerome Schoenborn, Sections 20, 21, LaGarde Twp. Permit #20-007 to install a ditch crossing with a 6" or 8" tile.

### Tabled

- William Chisholm, Section 35, Lockhart Twp. Permit #19-106 to install subsurface drain tile.
  - William Chisholm, Section 26, Lockhart Twp. Permit #19-107 to install subsurface drain tile.
  - Allen Zimmel, Section 36, Marsh Creek Twp. Permit #19-119 to install subsurface drain tile pending information requested from the applicant.
  - Roger Kurpis, Section 25, Lockhart Twp. Permit #20-003 to install a field approach with a 24" or 36" diameter culvert pending a field review. It is noted that the ditch is currently full of snowpack preventing a field review.
  - Clay CHD, Sections 7 and 12, Georgetown Twp. Permit #20-004 to remove an existing bridge and replace it with a 10'x4' box culvert to notice two miles upstream and downstream to the Red River – S ½ Section 1 and N ½ Section 12 Georgetown West and the N ½ of Sections 7 and 8 of and the S ½ of Sections 5 and 6 of Georgetown Twp.
  - Clay CHD, Section 18, Georgetown Twp. Permit #20-005 to remove an existing bridge and replace it with a 10'x5' box culvert and notice two miles upstream and downstream to the Red River – SE ¼ Section 12, N ½ Section 13, Georgetown West Twp., N ½ Sections 17 and 18, S ½ Sections 7 and 8, Georgetown Twp.
  - Norman County Highway Department, Section 6, Winchester Twp. Permit #20-006 to remove an existing bridge and replace it with three lines of 12'x5' box culverts to notice the surrounding Sections – Section 36 of Hegne Twp., Section 31 of McDonaldsville Twp., Section 6 of Winchester Twp., and Section 1 of Mary Twp.
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## March 2020

### Approved

- Clay County Highway Department, Section 18, Georgetown Twp. Permit #20-005 to remove an existing bridge and replace it with a 10'x5' box culvert with the condition that the pipes be installed consistent with the gradeline of the ditch. WRWD staff to provide plans to applicant for verification that constructed elevations are consistent. In the event that no original ditch plans exist, the applicant will be required to provide survey data and soil probe data for review and verification of appropriate elevation by WRWD staff before installation is completed.
- Clay County Highway Department, Sections 7 and 12, Georgetown Twp. Permit #20-004 to remove an existing bridge and replace it with a 10'x4' box culvert with the condition that the pipes be installed consistent with the gradeline of the ditch. WRWD staff to provide plans to applicant for verification that constructed elevations are consistent. In the event that no original ditch plans exist, the applicant will be required to provide survey data and soil probe data for review and verification of appropriate elevation by WRWD staff before installation is completed.
- Norman County Highway Department, Section 6, Winchester Twp. Permit #20-006 to remove an existing bridge and replace it with three lines of 12'x5' box culverts with the condition that the pipes be installed consistent with the gradeline of the ditch. WRWD staff to provide plans to applicant for verification that constructed elevations are consistent. In the event that no original ditch plans exist, the applicant will be required to provide survey data and soil probe data for review and verification of appropriate elevation by WRWD staff before installation is completed.

### Tabled

- Allen Zimmel, Section 36, Marsh Creek. Permit #19-119 to install subsurface drain tile pending previously requested information from the applicant.
  - Roger Kurpis, Section 25, Lockhart Twp. Permit #20-003 to install a field approach with a 24" or 36" diameter culvert pending a field review.
  - Jerred Jirava, Section 22, Spring Creek Twp. Permit #20-008 to install subsurface drain tile and notice the S1/2 of Section 22 Spring Creek Township.
  - Jerred Jirava, Section 18, Beaulieu Twp. Permit #20-009 to install subsurface drain tile and notice the SW1/4 of Section 7 Beaulieu, NE1/4 Section 13 Chief, the W1/2 Section 18 Beaulieu, and the road authority (Beaulieu and Chief Townships).
  - Jerred Jirava, Section 7, White Earth Twp. Permit #20-010 to install subsurface drain tile and notice the E1/2 and the SW1/4 of Section 7 of White Earth Township.
  - J & J Bitker, Section 1, Pleasant View Twp. Permit #20-011 to install a new 36" culvert to notice Sections 1, 2, and 3 of Pleasant View Twp.
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## April 2020

### Approved

- Darin Erickson, Section 3, Home Lake Twp. Permit #18-061 to install subsurface drain tile with standard tile conditions and the condition that the applicant acquire written approval from the adjacent property owner (Joann Lofgren) where the tile for the outlet will be placed and written approval from the road authority for any work within the road right-of-way. It is noted this permit application was amending a previously approved permit.
- Roger Kurpis, Section 25, Lockhart Twp. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve Permit #20-003 to install a field approach with a 24" or 36" diameter culvert. Carried.
- Jerred Jirava, Section 22, Spring Creek Twp., Becker County. Permit #20-008 to install subsurface drain tile.
- Jerred Jirava, Section 18, Beaulieu Twp. Permit #20-009 to install subsurface drain tile.
- Jerred Jirava, Section 7, White Earth Twp. Permit #20-010 to install subsurface drain tile.
- Jeff Gillespie, Section 15, Home Lake Twp. Permit #20-012 to install subsurface drain tile with standard tile conditions and the condition that the applicant acquire written approval from the adjacent property owner (John & Joseph Brainerd) where the tile will be placed and written approval from the road authority for any work within the road right-of-way.
- City of Ulen, Section 28, Ulen Twp. Permit #20-013 to install streets, ditches, culverts, an infiltration basin, and storm sewer for a new residential subdivision.
- Frank Burkholder, Section 23, Strand Twp. Permit #20-014 to install subsurface drain tile with standard tile conditions and the condition that the applicant acquire written approval from the adjacent property owner (Kelly Gunderson) where the tile will be placed and written approval from the road authority for any work within the road right-of-way.

### Tabled

- J&J Bitker, William Chisholm, Section 6, Green Meadow Twp. Permit #20-015 to install a new 36" culvert pending a field review.

### Returned

- Allen Zimmel, Section 36, Marsh Creek Twp. Permit #19-119 to install subsurface drain tile, informing the applicant that they can reapply if the requested information becomes available.

### Denied

- J&J Bitker, Section 1, Pleasant View Twp. Permit #20-011 to install a new 36" culvert due to downstream landowner concern.
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## May 2020

### Approved

- J & J Bitker, William Chisholm, Section 6, Green Meadow Twp. Permit #20-015 to install a new 36" culvert with written approval from the landowners in section 6 of Green Meadow Township
- Brenda Wagner, Section 20, McDonaldsville Twp. Permit #20-016 to replace a 30" driveway culvert with a larger culvert or culverts.
- Ben Schmitke, Section 13, Hagen Twp. Permit #20-017 to install a new field approach with no culvert.
- Michael Vilmo, Section 22, Green Meadow Twp. Permit #20-018 to install subsurface drain tile with standard tile conditions.
- Greg Kettner, Section 3, Pembina Twp. Permit #20-019 to install subsurface drain tile with standard tile conditions.
- Dean Spaeth, Sections 7 & 18, Chief Twp. Permit #20-021 to construct a wetland restoration.
- J & J Bitker, Section 13, Halstad Twp. Permit #20-023 to install subsurface drain tile with standard tile conditions.
- Dean Pederson, Section 24, Strand Twp. Permit #20-024 to install a section of 8" tile with standard tile conditions.
- Waukon Township, Section 4, Waukon Twp. Permit #20-025 to replace a 15" or an 18" culvert with a longer 18" culvert at the same location.

### Tabled

- Hagen Township, Section 13, Hagen Twp. Permit #20-020 to remove an existing field approach and culvert and restore a ditch to the original condition pending written approval from the downstream landowner in the NW¼NW¼ of Section 24 of Hagen Township.
  - McDonaldsville Township, Section 10 and 11, McDonaldsville Twp. Permit #20-022 to repair a concrete crossing, reslope the sides and replace the culvert with the same sized culvert to notice sections 10 and 11 of McDonaldsville Twp. and the MNDNR.
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## June 2020

### Approved

- Hagen Township, Section 13, Hagen Twp. Permit #20-020 to remove an existing field approach and culvert and restore the ditch to the original condition.
- McDonaldsville Township, Sections 10-11, McDonaldsville Twp. Permit #20-022 to repair a concrete crossing, reslope the sides and replace the culvert with the same sized culvert.
- Randy Borgen, Section 23, Hendrum Twp. Permit #20-027 to move a field approach.
- Tyler Zimmerman, Pheasants Forever Inc., Sections 25 and 36, Rockwell Twp. Permit #20-028 to construct wetland restorations and creations with the condition that the new wetland areas are not developed within 200 feet of the property line without the written approval of the adjacent landowner.

- Corey Jacobson, Section 10, McDonaldsville Twp. Permit #20-029 to install subsurface drain tile with standard tile conditions and the condition that the applicant get approval from the HOV Golf Course.
- Corey Jacobson, Section 36, Anthony Twp. Permit #20-030 to install subsurface drain tile with standard tile conditions.
- Corey Jacobson, Section 15-16, McDonaldsville Twp. Permit #20-031 to install subsurface drain tile with standard tile conditions.
- Skaurud Grain Farms, Section 18, Marsh Creek Twp. Permit #20-035 to install subsurface drain tile with standard tile conditions.
- Skaurud Grain Farms, Section 17, Waukon Twp. Permit #20-037 to install subsurface drain tile with standard tile conditions.
- Jesse McCollum, Section 19, Gregory Twp. Permit #20-038 to install subsurface drain tile with standard tile conditions.
- Jesse McCollum, Section 14, Bejou Twp. Permit #20-039 to install subsurface drain tile and with the condition that the applicant gets written approval from the landowner who owns the receiving tile system in the NW1/4NW1/4 of Section 23 of Bejou Twp.
- Jesse McCollum, Section 19, Gregory Twp. Permit #20-040 to install subsurface drain tile with standard tile conditions.
- Aaron Broden, Section 5, Spring Creek Twp., Norman County. Permit #20-041 to construct a new field approach with a 24" culvert.
- Stuart Christian, Section 14, Good Hope Twp. Permit #20-043 to construct a new field approach.

**Tabled to notice or Approved with written approval from noticed parties.**

- Skaurud Grain Farms, Section 29, Green Meadow Twp. Permit #20-034 to install subsurface drain tile. Noticed parties include: S1/2 Section 29 and S1/2 Section 30 of Green Meadow Twp. and the road authority (Norman County Highway Department).
- Skaurud Grain Farms, Section 20, Waukon Twp. Permit #20-036 to install subsurface drain tile. Noticed parties include: Section 20 of Waukon Twp. Written approval required from landowner in NE1/4 Section 20 only for approval.

**Tabled**

- Richard Balstad, Section 11, Gregory Twp. 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.
- Mike Jirik, Section 32, Lake Grove Twp. Permit #20-033 to install subsurface drain tile pending a tile plan from the applicant.
- Circle E Farms, Section 14, Walworth Twp. Permit #20-042 to install subsurface drain tile to notice section 13 and 14 of Walworth Township and the Becker County Highway Department.
- Jesse 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.

## July 2020

### Approved

- Russel Olson, Section 12, Rockwell Twp. Permit #18-067 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.
- Skaurud Grain Farms, Section 29, Green Meadow Twp. Permit #20-034 to install subsurface drain tile with standard tile conditions.
- Circle E Farms, Section 14, Walworth Twp. Permit #20-042 to install subsurface drain tile with standard tile conditions.
- John Austinson and Tom Bergren, Section 6, Riceville Twp. Permit #20-045 to install a WASCB.
- Grant Arends, Section 35, Mary Twp. Permit #20-046 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.
- Norman County Highway Department, Section 9, Fossum Twp. Permit #20-049 to replace a span bridge with two 16'x12' box culverts.
- Clem Erickson & Clarence Reuer, Section 29, Lake Ida Twp. Permit #20-050 to install a field approach with an 18" pipe.
- 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.
- Ryan Zimmerman, Section 11, Georgetown Twp. Permit #20-054 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.
- Bear Park Twp., Section 21 & 28, Bear Park Twp. Permit #20-060 to replace a 36" centerline culvert with a new 36" centerline culvert.
- Earl Pederson, Section 22, Bejou Twp. Permit #20-062 to install subsurface drain tile with standard tile conditions.
- Habedank Farm, Section 27, Fossum Twp. Permit #20-064 to install a field approach with a 24" pipe.
- Skaurud Grain Farms, Section 33, Hegne Twp. 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.
- Black Bell Farms, Section 29, Lockhart Twp. Permit #20-066 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.

- 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.

#### **Tabled**

- Richard Balstad, Section 11, Gregory Twp. 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.
- 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.
- Mary Knopfler, Section 25, Ulen Twp. Permit #20-047 to install subsurface drain tile, requesting revisions to the project to address the concerns of downstream landowners.
- 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.
- Skaurud Grain Farms, Section 32, Green Meadow Twp. Permit #20-058 to install subsurface drain tile and request revisions to the project to address concerns of downstream landowners.
- Corey Hanson, Section 32, Sundal Twp. Permit #20-061 to install subsurface drain tile to notice Section 32 and south ½, Section 31, both in Sundal Twp.
- Habedank Farm, Section 33, Home Lake Twp. 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.

## **August 2020**

#### **Approved**

- Robert Brandt, Section 17, McDonaldsville Twp. Permit #19-84 to install subsurface drain tile with standard tile conditions.
- Richard Balstad, Section 11, Gregory Twp. Permit #20-032 to install a field crossing across Mahnomen County Ditch 91 with the condition that the culvert will be a 72” round pipe.
- Trent McCollum, Section 11, Gregory Twp. Permit #20-044 to install a field crossing across Mahnomen County Ditch 91 with the condition that the crossing will be a low water capacity crossing with the top of riprap to be placed at the ditch flow line.
- Skaurud Grain Farms, Section 32, Green Meadow Twp. Permit #20-058 to install subsurface drain tile and to conduct ditch cleaning and improvements from the tile outlet into the south side of County Hwy 23 road ditch, west to the intersection of County Hwy 24 to the point where the water flows west. Also, from the west side of County Hwy 24, where the water crosses the road, cleaning the grassed waterway along and around Chuck Ruebke’s farmstead and west approximately ½ mile, to the culvert in the trail road with standard tile conditions.

- Corey Hanson, Section 32, Sundal Twp. Permit #20-061 to install subsurface drain tile with standard tile conditions and the condition that the applicant get approval from MNDNR for any work in the protected waterway.
- Habedank Farm, Section 33, Home Lake Twp. Permit #20-063 to install subsurface drain tile with standard tile conditions.
- Paul Knowles, Section 1, Pembina Twp. Permit #20-069 to install subsurface drain tile with standard tile conditions.
- Beau Jacobson, Sections 13, 23, 24, 25, Rosedale Twp. Permit #20-070 to install water and sediment basins with standard tile conditions.
- Todd Gilbertson, Section 13, Shelley Twp. Permit #20-071 to install subsurface drain tile with standard tile conditions.
- Sundal Township, Section 12, Sundal Twp. Permit #20-073 to install a field approach with a 24" culvert.
- Mike Thompson, Section 26, Bejou Twp. Permit #20-074 to install a grade stabilization structure with the condition that the applicant get approval from the drainage authority (Mahnomon County).
- Ben Kettner, Section 36, Waukon Twp. Permit #20-075 to install subsurface drain tile with standard tile conditions and the condition that the applicant provide written approval from the Drainage Authority for Norman County Ditch 8 (Norman County).
- Ben Kettner, Section 35, Waukon Twp. Permit #20-076 to install subsurface drain tile with standard tile conditions.
- Doug Kettner, Section 19, Pembina Twp. Permit #20-077 to install subsurface drain tile with standard tile conditions.
- Charles Wentz, Section 8, Riceville Twp. Permit #20-078 to install subsurface drain tile with standard tile conditions and the condition that the applicant gets approval from adjacent property owners (USFWS, MNDNR) for any perforated tiles placed within 200 feet of the property line.
- Glen Brandt, Section 28, Pleasant View Twp. Permit #20-080 to install a field approach and remove a field approach.
- Dan Brandt, Section 10, Lake Ida Twp. Permit #20-081 to widen a field approach and remove a field approach.
- Blair Hoseth, Section 14, Fossum Twp. Permit #20-082 to install subsurface drain tile with standard tile conditions.
- Blair Hoseth, Section 11, Fossum Twp. Permit #20-084 to install subsurface drain tile with standard tile condition and the condition that the applicant get written approval from the landowner in the SE1/4 of Section 10 of Fossum Twp.
- Waukon Township, Section 32 & 33, Waukon Twp. Permit #20-085 to conduct roadway improvements, replace culverts and install culverts.
- Mike Vilmo, Section 15, Green Meadow Twp. Permit #20-086 to remove a field approach and install a wider field approach with an 18" culvert.
- Mike Vilmo, Section 4, Lee Twp. Permit #20-087 to install a field approach with an 18" culvert.
- Skaurud Grain Farms, Section 25, Lake Ida Twp. Permit #20-088 to install subsurface drain tile with standard tile conditions and with the condition that the applicant obtains written approval from the landowner in the SW ¼ of Section 25 of Lake Ida Twp.
- Skaurud Grain Farms, Section 22, Lake Ida Twp. Permit #20-089 to install subsurface drain tile with standard tile conditions.

- Wayne Lee, Section 4, Mary Twp. Permit #20-090 to install a field approach with an 18" culvert and a field crossing with an 18" culvert.

#### **Tabled**

- Mary Knopfler, Section 25, Ulen Twp. Permit #20-047 to install subsurface drain tile requesting revisions to the project to address concerns of downstream landowners.
- 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.
- Doug Kramer, Section 31 Gregory Twp., Section 6, Chief Twp. Permit #20-072 to install subsurface drain tile requesting written approval from the Drainage Authority for Mahanomen County Ditch 91 (Mahanomen County).
- Tim Hoff, Section 35, Hendrum Twp. Permit #20-079 to install a field crossing with two 30" culverts pending MNDNR Waters Permit approval.
- David Vipond, Section 19, Pembina Twp. Permit #20-091 and notice the NE ¼ of Section 24 of Fossum Twp. or the permit is approved with written permission from the noticed landowners.

#### **Denied**

- Blair Hoeseth, Section 14, Fossum Twp. Permit #20-083 to install subsurface drain tile, suggesting that the applicant consider other locations for the tile outlet.

## **September 2020**

#### **Approved**

- Raymond Kraft, Section 36, Green Meadow Twp. Permit #20-055 to install a field crossing.
- Doug Kramer, Section 31, Gregory Twp., Section 6, Chief Twp. Permit #20-072 to install subsurface drain tile with standard tile conditions.
- David Vipond, Section 19, Pembina Twp. Permit #20-091 to install subsurface drain tile with standard tile conditions.
- Robert Haverkamp, Section 30, Lake Grove Twp. Permit #20-092 to install subsurface drain tile and a sediment basin with standard tile conditions.
- Halstad Township, Section 19, Halstad Twp. Permit #20-093 to install a 24" centerline culvert.
- Dale Noll, Section 4, Rosedale Twp. Permit #20-094 to install water and sediment basins.
- MNDOT, Section 10, La Prairie Twp. Permit #20-095 to replace a lined 24" CMP with a new 24" RCP centerline culvert.
- Steven Kahlbaugh, Section 5, Rosedale Twp. Permit #20-096 to install subsurface drain tile with standard tile conditions.
- Alan Pinske, Section 17, Fossum Twp. Permit #20-099 to install a Texas crossing across Norman County Ditch 7 with the donation that the applicant get approval from the Ditch Authority (Norman County) for work in the ditch ROW.

#### **Tabled**

- Mary Knopfler, Section 25, Ulen Twp. Permit #20-047 to install subsurface drain tile requesting revisions to the project to address concerns of downstream landowners.

- Tim Hoff, Section 35, Hendrum Twp. Permit #20-079 to install a field crossing with two 30" culverts to notice Section 35 of Hendrum Township and the MNDNR.
  - Riverview, LLP, Section 32, Waukon Twp. Permit #20-097 to install culverts, runoff ponds and a tile lift station at the applicants request pending MPCA project approval.
  - Dwight Fevig, Section 34, Walworth Twp. Permit #20-098 to install a weir and install two 48" centerline culverts and request the following information that was requested in a May 7th, 2003 letter the last time this permit was applied for: 1) estimated 2, 5, 10, 25, 50, and 100-yr diverted peak flows; 2) Estimated resultant stage increase (water surface level increase) in the South Branch of the Wild Rice River between the CSAH No. 7 crossing and the location where the diverted coulee presently enters the South Branch; 3) estimated increase/decrease in flow rate on the South Branch of the Wild Rice River at location where the diverted coulee presently enters as well as two other downstream locations between that point and the Wild Rice River; 4) estimating resultant stage increase (water surface level increase) in South Branch of Wild Rice River at the same two downstream locations per item No. 3 above; and 5) channel dimensions and grade line of the diversion channel.
  - Barrick Family Farms, Section 25, Lockhart Twp. Permit #20-100 to install a driveway and culvert, flow diversions and a stormwater pond for a hog operation to notice Section 25 and the N1/2 of Section 36 of Lockhart Twp.
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## October 2020

### Approved

- Barrick Family Farms, Section 25, Lockhart Twp. Permit #20-100 to install a driveway with a 12" culvert, flow diversions and stormwater pond for a hog operation with the condition that the driveway culvert is a 24" culvert.
- Todd Stenerson, Section 35, Hendrum Twp. Permit #20-101 to remove a field approach with an 18" culvert and add a field approach with an 18" or 24" culvert.
- Jane Mattheis, Section 8, Georgetown Twp. Permit #20-102 to extend a culvert and widen a driveway.
- Rod Olson, Sections 11 & 15, Halstad Twp. Permit #20-103 to install subsurface drain tile with standard tile conditions.
- Chuck Borgen, Section 35, Mary Twp. Permit #20-104 to install subsurface drain tile with a pumped outlet with standard tile conditions.
- Chuck Borgen, Section 18, Felton Twp. Permit #20-105 to install subsurface drain tile with a pumped outlet with standard tile conditions.
- US Fish & Wildlife Service, Section 28, Lake Ida Twp. Permit #20-107 to install a field approach with the condition that the culvert is an 18" or 24" culvert.
- US Fish & Wildlife Service, Section 34, Hagen Twp. Permit #20-108 to install a field approach with the condition that the culvert is an 18" or 24" culvert.
- Charles Hilde, Section 34, Felton Twp. Permit #20-109 to replace the main tile line with larger tile and add a pump to the outlet of a subsurface drain tile project with standard tile conditions.
- Seth Merkens, Section 31, Lockhart Twp. Permit #20-111 to install subsurface drain tile with standard tile conditions.
- Avery Sirjord, Section 34, Bear Park Twp. Permit #20-113 to replace a 24" culvert with a 30" longer culvert under his driveway.

- Duane Erickson, Section 25, Home Lake Twp. Permit #20-115 to install a water and sediment control basin project with standard tile conditions.
- Aaron Borgen, Section 28, Winchester Twp. Permit #20-116 to replace a 36" culvert with a new 36" culvert.

#### **Tabled**

- Mary Knopfler, Section 25, Ulen Twp. Permit #20-047 to install subsurface drain tile requesting revisions to the project to address concerns of downstream landowners.
- Tim Hoff, Section 35, Hendrum Twp. Permit #20-079 to install field crossings with two 30" culverts pending MNDNR public waters permit.
- Riverview LLP, Section 32, Waukon Twp. Permit #20-097 to install culverts, runoff ponds and a tile lift station at the request of the applicant.
- Dwight Fevig, Section 34, Walworth Twp. Permit #20-098 to install a weir and install two 48" centerline culverts pending a revised permit application or requesting the following information that was also requested in a May 7th, 2003 letter the last time this permit was applied for: 1) estimated 2, 5, 10, 25, 50, and 100-yr diverted peak flows; 2) Estimated resultant stage increase (water surface level increase) in the South Branch of the Wild Rice River between the CSAH No. 7 crossing and the location where the diverted coulee presently enters the South Branch; 3) estimated increase/decrease in flow rate on the South Branch of the Wild Rice River at location where the diverted coulee presently enters as well as two other downstream locations between that point and the Wild Rice River; 4) estimating resultant stage increase (water surface level increase) in South Branch of Wild Rice River at the same two downstream locations per item No. 3 above; and 5) channel dimensions and grade line of the diversion channel.
- James Borgen, Sections 5 & 6, Mary Twp. Permit #20-110 to replace a centerline culvert with a longer one, approximately a foot lower and regrade the roadway ditch requesting that the applicant consider concerns expressed by Mary Township and Virgil Scholtz. After consideration, the applicant could either stay with the existing permit request or proposed an amended permit for WRWD consideration at the November 4<sup>th</sup> meeting. Any revised permit would need to be received no later than October 26<sup>th</sup>, otherwise the WRWD will take action on the permit as currently proposed.
- Randy Borgen, Section 2, Hendrum Twp. Permit #20-112 to install a new inlet pipe into Project #1 with a flap gate to notice landowners along the next 3 downstream miles of the ditch system and request staff do a review of other recent permits of a similar nature that were approved without flap gates.
- Duane Erickson, Section 23, Walworth Twp. Permit #20-114 to install subsurface drain tile and lower an existing centerline culvert to notice section 23 of Walworth township, the road authority (Walworth Township) and all parcels between the tile outlet and the South Branch of the Wild Rice River.

#### **Denied**

- Loyal Sip, Section 27, Pleasant View Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to deny Permit #20-106 to construct a diversion berm based on benefitting area changes and hydraulic impacts to adjacent properties.

## November 2020

### Approved

- James Borgen, Section 5-6, Mary Twp. Permit #20-110 to replace a centerline culvert with a longer one, approximately a foot lower and regrade the roadway ditch with the condition that the applicant get approval from the road authorities (Norman County for the culvert, Mary Township for the ditchwork).
- Randy Borgen, Section 2, Hendrum Twp. Permit #10-112 to install a new inlet pipe into Project #1 with the condition that the culvert is installed without a flap gate, and with the condition that the outlet is installed above (however not more than 2 ft above) the elevation of the original design gradeline of the receiving ditch and 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 installation of riprap or other protection measures, as necessary.
- Duane Erickson, Section 23, Walworth Twp. Permit #20-114 to install subsurface drain tile and lower and existing centerline culvert with standard tile conditions and the condition that the outlet is installed on the east side of the roadway (in section 23) and that the centerline culvert is installed with the same size pipe and with the condition that the culvert is not lowered more than 0.9 feet and with the condition that the roadway slopes are 3:1 slopes.
- MN DNR, Section 27, Goose Prairie Twp. Permit #20-117 to install a field approach (dry block).
- Randy Borgen, Section 35, Lee Twp. Permit #20-118 to replace a field approach and 30" culvert with a new wider crossing and longer culvert and move the approach east to the property line.
- Weber Family Farms, Section 13, Viding Twp. Permit #20-119 to replace a field approach and 30" culvert with a new wider crossing and longer 24" or 30" culvert.
- Weber Family Farms, Section 33, Winchester Twp. Permit #20-120 to install a new 18" inlet pipe into NCD 37 with the condition that the culvert is installed without a flap gate, and with the condition that the outlet is installed above (however not more than 2 ft above) the elevation of the original design gradeline of the receiving ditch and 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 installation of riprap or other protection measures, as necessary.
- Weber Family Farms, Section 13, Viding Twp. Permit #20-121 to install a new field approach with a 24" culvert.
- Larry Houge, Section 34, Hegne Twp. Permit #20-122 to install a new 24" side inlet pipe with the condition that the culvert is installed without a flap gate and that the applicant get approval from the drainage authority (Norman County).
- Bruce Tufte, Section 11, Mary Twp. Permit #20-123 to replace a field approach and 18" culvert with a new wider crossing and a longer 24" or 30" culvert.
- Raymond Hanson, Section 21, Rockwell Twp. Permit #20-124 to install a field crossing with a 30" culvert.

## Tabled

- Mary Knopfler, Section 25, Ulen Twp. Permit #20-047 to install subsurface drain tile requesting revisions to the project to address concerns of downstream landowners.
- Tim Hoff, Section 35, Hendrum Twp. Permit #20-079 to install field crossings with two 30" culverts pending MN DNR public waters permit.
- Riverview LLP, Section 32, Waukon Twp. Permit #20-097 to install culverts, runoff ponds and a tile lift station at the request of the applicant. Carried.
- Dwight Fevig, Section 34, Walworth Twp. Permit #20-098 to install a weir and install two 48" centerline culverts pending a revised permit application or requesting the following information that was also requested in a May 7th, 2003 letter the last time this permit was applied for: 1) estimated 2, 5, 10, 25, 50, and 100-yr diverted peak flows; 2) Estimated resultant stage increase (water surface level increase) in the South Branch of the Wild Rice River between the CSAH No. 7 crossing and the location where the diverted coulee presently enters the South Branch; 3) estimated increase/decrease in flow rate on the South Branch of the Wild Rice River at location where the diverted coulee presently enters as well as two other downstream locations between that point and the Wild Rice River; 4) estimating resultant stage increase (water surface level increase) in South Branch of Wild Rice River at the same two downstream locations per item No. 3 above; and 5) channel dimensions and grade line of the diversion channel.

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## December 2020

## Approved

- Waukon Township, Sections 32-33, Waukon Twp. Permit #20-085 to construct roadway improvements, culvert changes and a road ditch improvement.
- Riverview LLP, Section 32, Waukon Twp. Permit #20-097 to install culverts, runoff ponds and a tile lift station with standard tile conditions.
- Tim Ramstorf, Section 10, Green Meadow Twp. Permit #20-125 to install two 4" tile lines on the south side of the house with standard tile conditions.
- Barry Halland, Section 11, Waukon Twp. Permit #20-126 to replace two 18" centerline culverts with longer 18" culverts.
- 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.
- Joseph Chisholm, Section 25, Green Meadow Twp. Permit #20-130 to install a field approach with a 24" culvert.
- Lynn Johnson, Section 20, Pleasant View Twp. Permit #20-131 to install subsurface drain tile with standard tile conditions.
- Mark Jossund, Section 35, Lee Twp. Permit #20-132 to replace an 18" approach culvert with a 30" culvert.
- 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.
- 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.
- 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.

#### **Tabled**

- Tim Hoff, Section 35, Hendrum Twp. Permit #20-079 to install a field crossing with two 30" culverts pending MNDNR Waters Permit approval.
- Dwight Fevig, Section 34, Walworth Twp. Permit #20-098 to install a weir and install two 48" centerline culverts pending information from the applicant or a revised permit application.
- 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.

#### **Returned**

- Mary Knopfler, Section 25, Ulen Twp. Permit #20-047 to install subsurface drain tile. Withdrawn by applicant.
- 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.

## V. 2020 Meeting Minutes in Review

All meeting minutes from 2020 have been reviewed and approved by the Watershed Managers. Within this report, the items pertaining to certain projects or programs have been moved to the section titled **IV. Plan Performance** of this report. All other items have been included and somewhat abbreviated under the monthly headings shown below. Approved, unedited monthly meeting minutes are available in their entirety on the district website [www.wildricewatershed.org](http://www.wildricewatershed.org) or at the District office.

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### January 2019

A **REGULAR MEETING** of the Wild Rice Watershed District Board of Managers was held on **WEDNESDAY JANUARY 8, 2020**. Managers in attendance included: Greg Holmvik, Mike Christensen, Duane Erickson, Raymond Hanson, Mark Harless, Curt Johannsen, and Dean Spaeth. In addition, the following persons were in attendance: Administrator Kevin Ruud, Engineer Jerry Bents, Attorney Elroy Hanson, Tara Jensen, and various other interested taxpayers and landowners.

Chairman Holmvik called the meeting to order 8:30 a.m. with the pledge of allegiance. The agenda was approved as presented, with the addition of Land Lease, Safe Deposit Box, Citizens Advisory, RCPP, RRWMB Questions and Clean Water Fund. Payment of billings was approved with as presented with a late addition from Wambach and Hanson. December 11, 2019, Regular Meeting Minutes were approved as presented.

The December 31, 2019, year ending 2019 financial reports, and year-end transfers from unassessed projects and ditches, permits and violations to the Red River Construction Account were also approved as presented. The 2020 Auto Pay Vendor list was approved. The 2020 list of WRWD official newspapers for each county was approved.

The Board moved to notify land lease bidders that lease agreements are required to be signed and returned to the District office on or before January 15<sup>th</sup>. Staff and officers were authorized as signers for the safe deposit box to be opened at a local financial institution. Envirothon requests for 2020 were approved in the amount of \$200 per requesting SWCD. Manager Erickson spoke regarding a desire to have Managers elected on a ballot rather than appointed. Discussion regarding the matter did not ensue. Manager Erickson asked the Board to request RRWMB assets and liabilities on a monthly basis. He was notified that monthly meeting packets including financial updates were available on the RRWMB website and any further information he desires could be requested directly from the RRWMB by him.

Administrator Ruud was authorized to transfer between Money Market and Checking Accounts, with a daily limit of \$1,000,000 at Frandsen Bank and Trust. Administrator Ruud must notify finance committee members of account transfers once they occur. District Staff was authorized to internally transfer funds between unassessed projects and ditches and the Red River Construction account, bringing transfers for board notification and approval at regular Board Meetings.

The Board addressed open complaints.

Payment of Managers per diems and expenses were approved as distributed.

Manager and Staff attendance at MAWD Legislative Session in February and the RRWMB March Conference was approved.

There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 10:57 a.m.

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## February 2020

A **REGULAR MEETING** of the Wild Rice Watershed District Board of Managers was held on **WEDNESDAY FEBRUARY 19, 2020**. Managers in attendance included: Greg Holmvik, Duane Erickson, Raymond Hanson, Mike Christensen, and Curt Johannsen. Managers Mark Harless and Dean Spaeth were absent. In addition, the following persons were in attendance: Administrator Kevin Ruud, Engineer Jerry Bents, Attorney Elroy Hanson, Tara Jensen, and various other interested taxpayers and landowners.

Chairman Holmvik called the meeting to order 8:30 a.m. with the pledge of allegiance. The agenda was approved with the addition of March Meeting date and moving the Goose Prairie discussion to approximately 9:30 am. Billings were approved as presented, with the addition of three late bills. The Managers approved the January 8, 2020, meeting minutes with one clarification. The January 31, 2020, financial report was approved as presented. Manager Johannsen arrived at 8:34 am.

An updated was provided on all open complaints. Attorney Hanson was asked to reach out to a party regarding a stipulation agreement that was mailed and not yet returned. The March Board meeting was moved to Thursday, March 12<sup>th</sup> due to the RRWMB March conference being scheduled for March 11<sup>th</sup>.

Payment of Managers per diems and expenses were approved as distributed.

There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 11:06 am.

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## March 2020

A **REGULAR MEETING** of the Wild Rice Watershed District Board of Managers was held on **THURSDAY MARCH 12, 2020**. Managers in attendance included: Greg Holmvik, Mike Christensen, Duane Erickson, Curt Johannsen, and Dean Spaeth. Managers Mark Harless and Raymond Hanson and Administrator Ruud were absent. In addition, the following persons were in attendance: Engineer Jerry Bents, Attorney Elroy Hanson, Tara Jensen, and various other interested taxpayers and landowners.

Chairman Holmvik called the meeting to order 8:30 a.m. with the pledge of allegiance. The agenda was approved with the addition of Clay County 6 Ditch crossing/access replacement. Payment of billings was approved as presented. The February 19, 2020, meeting minutes were approved as presented. The monthly financial report dated February 29, 2020, was approved as presented.

An update was provided on all open complaints. The Board approved ordering a berm to be restored to a previous level on or before May 8<sup>th</sup>.

The Norman County East Riverwatch students were in attendance and provided an update on education and work over the past year. The Board approved donating \$800 towards the Norman County East Riverwatch program and thanked the students for the studies and presentation.

An update was provided regarding the DRM grant which would be expiring at the end of April. The grant assisted with the expense of digitizing ditch files stored at the local courthouses.

Manager and Staff attendance at the River Watch Forum on March 25<sup>th</sup> was approved.

Chairman Holmvik recommended the District apply for Clean Water funding from the RRWMB. Staff was asked to develop an application for cost share with the 20% premium the District was paying for Lower Wild Rice easement acquisitions.

Payment of Managers per diems and expenses were approved as distributed.

There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 10:27 am.

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## April 2019

A **REGULAR MEETING** of the Wild Rice Watershed District Board of Managers was held on **WEDNESDAY, APRIL 8, 2020**. The meeting was held electronically due to the COVID-19 pandemic. Managers in attendance from remote locations included: Greg Holmvik, Mike Christensen, Duane Erickson, Raymond Hanson, Mark Harless, Curt Johannsen, and Dean Spaeth. In addition, the following persons were in attendance from remote locations: Administrator Kevin Ruud, Engineer Jerry Bents, Attorney Elroy Hanson, Administrative Assistant Stacy Purrington, Marijo Vik and Bruce Paakh. Bookkeeper Tara Jensen was in attendance at the District Office.

Chairman Holmvik called the meeting to order 8:30 a.m. via roll call voice attendance. The meeting agenda was approved with the addition of Money Market Transfer, Sweep Authorization, Envirothon Donations, Pump Indicator, Upper Reaches Bank Repair and DRM Grant. Monthly billings were approved as presented. The March 12, 2020, meeting minutes were approved as presented. The monthly and quarterly financial report dated March 31, 2020, and transfers between unassessed projects and ditches and the Red River Construction account were approved as presented.

An updated was provided on all open complaints. The Board approved a Right of Way authorization for the Fire Frost ATV club. An update was given on the DRM grant, reporting that we are on track to complete all work by the April 30<sup>th</sup> grant deadline. The Board authorized transferring funds from the Bremer Money Market account to the Frandsen Money Market account, leaving a balance of \$1,000,000 at Bremer. The Board authorized staff to establish a sweep between the Money Market and Checking accounts at Frandsen if there is no fee for the service. SWCDs were authorized to utilize 2020 Envirothon donations towards other educational programs, providing some benefit or correlation to the WRWD, if they desired to do so.

Payment of Managers per diems and expenses were approved as distributed.

There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 10:03 am.

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## May 2020

A **REGULAR MEETING** of the Wild Rice Watershed District Board of Managers was held on **WEDNESDAY, MAY 13, 2020**. The meeting was held electronically due to the COVID-19 pandemic. Managers in attendance from remote locations included: Greg Holmvik, Mike Christensen, Duane Erickson, Raymond Hanson, Mark Harless, Curt Johannsen, and Dean Spaeth. In addition, the following persons were in attendance from remote locations: Administrator Kevin Ruud, Engineer Jerry Bents, Attorney Elroy Hanson, Administrative Assistant Stacy Purrington, Marijo Vik, Frank Gross, Mike Oehler, Debra Walchuck, Mark Maring and Nick Brown. Bookkeeper Tara Jensen was in attendance at the District Office.

Chairman Holmvik called the meeting to order 8:30 a.m. The meeting agenda was approved as presented. The payment of billings was approved as presented. The April 8, 2020, meeting minutes and the monthly financial report dated April 30, 2020, were both approved as presented.

Discussion was held regarding drainage issues in Hegne Township. It was determined the ditch outlet likely needed to be cleaned, which would need to be coordinated through the ditch authority – Norman County Highway Department.

An update was provided on all open complaints. One complaint was closed and another dismissed due to no violation of District rules being present. An update was provided on the DRM grant, noting that we are closing it out and all work had been completed.

Manager Holmvik was appointed Chairman, Manager Harless appointed Vice-Chairman, Manager Spaeth appointed Treasurer and Manager Johannsen appointed Secretary during Board reorganization. Committee assignments were also approved.

Payment of Managers per diems and expenses were approved as distributed.

There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 11:00 am.

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## June 2020

A **REGULAR MEETING** of the Wild Rice Watershed District Board of Managers was held on **WEDNESDAY, JUNE 10, 2020**. Managers in attendance included: Duane Erickson, Greg Holmvik, Curt Johannsen, Mark Harless and Raymond Hanson. Managers in attendance from remote locations included: Mike Christensen and Dean Spaeth. In addition, the following persons were in attendance: Administrator Kevin Ruud, Engineer Jerry Bents, Attorney Elroy Hanson, and Bookkeeper Tara Jensen. Various other parties connected via electronic means.

Chairman Holmvik called the meeting to order at 8:30 a.m. with the pledge of allegiance. The meeting agenda was approved with the addition of drain tile discharge into County Ditches, Finance Committee Meeting and Clay County Board of Commissioner discussion. The payment of billings was approved as presented. The monthly meeting minutes dated May 13, 2020 were approved as presented. The monthly financial report dated May 31, 2020, was approved as presented. The 2019 Annual Report and Audit Report were approved as presented.

The Norman County Board of Commissioners expressed displeasure with drain tile outletting into County roadway ditches. The Board determined that the County Highway Department would receive notices of all applications outletting into County Roadway ditches beginning with the July permit noticing.

An update was provided on all open complaints. One complaint was closed as work was completed; another was waiting for conditions to improve before completing the restoration. A complaint in Goose Prairie Township was dismissed as no violation of District rules were found and a complaint in Hegne Township was tabled requesting documentation that the party was approved to drain into the system it was going into.

Manager Johannsen left the meeting at 10:45 am.

The Board approved leasing two buyout parcels to parties requesting lease renewals, each for a term of five years with annual rent being \$100 per parcel plus applicable property taxes.

Manager Erickson spoke regarding the Clay County Commissioners recent removal of a Buffalo Red River Watershed District Manager. The WRWD Board felt that the decision made by the Commissioners does not affect the WRWD Managers and should not deem any discussion at the Board level.

Manager Christensen left the meeting at 10:59 am.

Renewal of the Directors and Officers Insurance Policy was approved once the application is completed by the agent. Payment of Managers per diems and expenses were approved as distributed. A meeting of the Finance committee was scheduled for the purpose of setting the 2021 budget and levy.

There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 11:03 am.

## July 2020

A **REGULAR MEETING** of the Wild Rice Watershed District Board of Managers was held on **WEDNESDAY, JULY 8, 2020**. Managers in attendance included: Mike Christensen, Dean Spaeth, Duane Erickson, Greg Holmvik, Curt Johannsen, Mark Harless and Raymond Hanson. In addition, the following persons were in attendance: Administrator Kevin Ruud, Engineer Jerry Bents, Attorney Elroy Hanson, and Bookkeeper Tara Jensen. Various other parties connected via electronic means.

Chairman Holmvik called the meeting to order at 8:30 a.m. with the pledge of allegiance. The meeting agenda was approved with the addition of budget and levy hearing and removing 2019 Annual Report and 2019 Audit Report. The payment of billings was approved with the addition of one late bill. The monthly meeting minutes dated June 10, 2020, was approved as presented. The monthly and quarterly financial reports dated June 30, 2020, and quarterly transfers from unassessed projects and ditches to Red River Construction account were approved as presented.

An update was provided on all open complaints. The Board discussed a request to change an existing Lease agreement of an acquisition property. The Board asked the requesting party to get consent from the remaining seven parties on the lease that the change is acceptable to them.

Discussion was held regarding acquisition of land for projects, advantages of staff handling acquisitions under the direction of the Board or hiring an outside party to assist in the process. The Board also discussed disadvantages of each.

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

The Budget and levy hearing were set for 10:00 am on August 12, 2020, at the District office. Draft levy and budget recommendations for 2021 were distributed for Manager review. Manager Erickson suggested the RRWMB add economic representation to their TAC. Board discussion did not ensue regarding the recommendation. Clarification was provided regarding Clean Water funding provided by the RRWMB at the request of Manager Erickson. Manager Erickson also inquired about how much land within the District is owned by USFWS, DNR or have permitted easements. The information requested was not readily available and could be obtained by contacting respective agencies directly.

Payment of Managers per diems and expenses were approved as distributed.

There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 11:20 am.

---

## August 2020

A **REGULAR MEETING** of the Wild Rice Watershed District Board of Managers was held on **WEDNESDAY, AUGUST 12, 2020**. Managers in attendance included: Duane Erickson, Greg Holmvik, Curt Johannsen, Mark Harless and Raymond Hanson. Managers in attendance from remote locations included: Mike Christensen and Dean Spaeth. In addition, the following persons were in attendance: Administrator Kevin Ruud, Engineer Jerry Bents, Attorney Elroy Hanson, and Bookkeeper Tara Jensen. Various other parties connected via electronic means.

Chairman Holmvik called the meeting to order at 8:30 a.m. The agenda was approved with the addition of MAWD resolution. The payment of billings was approved with the addition of one late bill.

The monthly meeting minutes dated July 8, 2020, was approved as presented. The monthly financial report dated July 31, 2020, was also approved.

The Board approved a resolution to encourage DNR to permit storing water on DNR lands. The resolution was forward to MAWD. An update was provided on all open complaints. A complaint was closed as restoration work had been completed as ordered.

The Budget and levy hearing were called to order at 10:00 am. The General Administrative Levy Budget and project levies were approved as presented. The RRWMB levy was approved for the 2021 year. Copies of the budget and levy documents are on file at the district office.

Manager Christensen spoke about past efforts to advocate changes allowing federal crop insurance to be available on land used for retention projects. The Board directed Chairman Holmvik to request the RRWMB lobby for the change. Chairman Holmvik informed the Board that documents regarding Drainage Law and Drainage Work Group activities were distributed for Board review, if so desired.

Payment of Managers per diems and expenses were approved as distributed.

There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 10:18 am.

---

## September 2020

A **REGULAR MEETING** of the Wild Rice Watershed District Board of Managers was held on **WEDNESDAY, SEPTEMBER 9, 2020**. Managers in attendance included: Duane Erickson, Greg Holmvik, Curt Johannsen, Mark Harless and Raymond Hanson. Managers in attendance from remote locations included: Mike Christensen and Dean Spaeth. In addition, the following persons were in attendance: Administrator Kevin Ruud, Engineer Jerry Bents, Attorney Elroy Hanson, and Bookkeeper Tara Jensen. Various other parties connected via electronic means.

Chairman Holmvik called the meeting to order at 8:30 a.m. with the pledge of allegiance. The agenda was approved with the addition of recent flood event and Peterson letter. Billings were approved was presented. The August 12, 2020, Regular Meeting Minutes and the monthly financial report dated August 31, 2020, were also approved as presented.

An update on all open complaints was provided. A field inspection will be coordinated for the complaint recently received. The Board approved requested changes to an acquisition property lease, removing one party and adding another. Attorney Hanson will prepare the necessary document for the change. Discussion was held regarding recent flooding, noting that heavy rainfall was received on the west side of the District, causing flooding issues along the Red River. Managers discussed how upstream events can have major impacts to those downstream.

A letter from the RRWMB requesting changes to federal crop insurance guidelines was presented. The Board determined they would send a similar letter to all Federal delegates serving the District.

Manager Erickson noted that a large number of acres in the District are owned by government entities and suggested that this is a good place to look at doing retention. Manager Harless noted that it would be consistent with the Goose Prairie WMA that the Board is currently working on.

Payment of Managers per diems and expenses were approved as distributed.

There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 10:32 am.

---

## October 2020

A **REGULAR MEETING** of the Wild Rice Watershed District Board of Managers was held on **WEDNESDAY, OCTOBER 14, 2020**. Managers in attendance included: Duane Erickson, Greg Holmvik, Curt Johannsen, Mark Harless and Raymond Hanson. Managers in attendance from remote locations included: Mike Christensen and Dean Spaeth. In addition, the following persons

were in attendance: Administrator Kevin Ruud, Engineer Jerry Bents, Attorney Elroy Hanson, and Bookkeeper Tara Jensen. Various other parties connected via electronic means.

Chairman Holmvik called the meeting to order at 8:30 a.m. with the pledge of allegiance.

The agenda and monthly billings were approved as presented, with the addition of one late bill. The monthly and quarterly financial reports dated September 30, 2020, quarterly transfers from unassessed projects and ditches to Red River Construction account and the September 9, 2020, Regular Meeting Minutes were approved as presented.

An update was provided on all open complaints. A letter would be mailed on an open complaint stating work must be completed prior to the November Board meeting. A complaint was dismissed as work was completed to restore the site and all parties seem to be satisfied.

Andrew and Hiliary Chisholm appealed the decision of the Board to approve a tiling permit feeling that their property would be impacted from the installation. Engineer Bents noted that the tile outlets on the opposite side of the roadway, with no changes being made to the centerline culvert. The appeal was denied due to the centerline culvert remaining the same, providing the same amount of water to go through the road as prior to the installation.

Dean and Kevin Newland requested District assistance in investigating nuisance beaver issues on the Wild Rice River near Bagley. Staff will investigate the area and determine a recommended path forward.

It was noted a letter was mailed to Representative Peterson and Senators Smith and Klobuchar requesting the ability to place federal crop insurance on retention projects and the ability to sell acquisition properties to private parties.

The Board authorized removing the former concrete driveway and deteriorating curb in front of the building, pouring a new concrete curb, and filling in the boulevard with dirt and grass seed with the estimated project cost not exceeding \$3,500.00.

It was determined that a limited number of public attendees could begin attending the meeting in person beginning in November, with preference given to those attending for a specific agenda item or permit. Electronic attendance options will remain available.

Payment of Managers per diems and expenses were approved as distributed.

There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 11:12 am.

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## November 2020

A **REGULAR MEETING** of the Wild Rice Watershed District Board of Managers was held on **THURSDAY, NOVEMBER 4, 2020**. Managers in attendance included: Duane Erickson, Greg Holmvik, Curt Johannsen, Mark Harless and Raymond Hanson. Managers in attendance from remote locations included: Mike Christensen and Dean Spaeth. In addition, the following persons were in attendance: Administrator Kevin Ruud, Engineer Jerry Bents, Attorney Elroy Hanson, and Bookkeeper Tara Jensen. Various other parties connected via electronic means.

Chairman Holmvik called the meeting to order at 8:30 a.m. with the pledge of allegiance.

The agenda was approved with the addition of public inquiries to individual managers and LIDAR updates. The October 13, 2020, regular meeting minutes, were approved with one correction. The payment of billings, and monthly financial report dated October 31, 2020, were approved as presented.

Updates were given regarding open complaints. A complaint was closed due to work being completed. The Board approved the order denying the Chisholm appeal. An update was provided on the findings of a site investigation of beaver issues. The Landowner was advised of their ability to trap the animals and remove dams on their property. They were also advised how to work with MNDNR to remove blockages on the adjacent property. The Board supported RRWMB participation

in LIDAR data updates. Administrator Ruud reminded Managers to encourage parties to contact Staff with questions or concerns they might have.

Manager Per Diems and expenses were paid as distributed.

Manager and Staff attendance at the 2020 MAWD conference, being held virtually, was approved. It was noted any Managers registering would be assigned as voting delegates.

There being no further business to come before the Board of Managers, Chairman Holmviik adjourned the meeting at 11:13 am.

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## December 2020

The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, December 9, 2020. The meeting was held electronically due to the COVID-19 pandemic. Managers in attendance from remote locations included: Greg Holmviik, Duane Erickson, Raymond Hanson, Mark Harless, Curt Johannsen, and Dean Spaeth. Manager Mike Christensen was absent. Administrator Kevin Ruud, Bookkeeper Tara Jensen, and Administrative Assistant Stacy Purring were in attendance at the District office. In addition, the following persons were in attendance from remote locations: Engineer Jerry Bents, Attorney Elroy Hanson and various other interested taxpayers and landowners.

Chairman Holmviik called the meeting to order at 8:30 a.m. The agenda was approved with the addition of Red River Basin Commission Conference, Becker County Petition for Redistribution of Managers and RRWMB. The billings were approved with the addition of three late bills. The monthly financial report dated November 30, 2020, was approved as presented. The Regular Meeting Minutes dated November 4, 2020, was approved as presented.

An update was given on all open complaints. One complaint was dismissed as no violation of District rules was present. Others were pending more information.

Manager Erickson lost meeting connection at 9:30 am. He reconnected at 9:33 am.

A petition was filed with BWSR by the Becker County Board of Commissioners requesting a redistribution of WRWD managers. Manager and staff attendance was approved for the RRBC virtual conference. Manager Erickson asked to receive the assets and liabilities for the RRWMB on a monthly basis. He was reminded that the information was available in meeting packets on the RRWMB website and was advised to request being added to their email distribution list. Favorable feedback was received on the new ditch maintenance form.

Manager Per Diems and expenses were paid as distributed.

There being no further business to come before the Board of Managers, Chairman Holmviik adjourned the meeting at 9:40 am.

## VI. Financial and Audit Reports

This section summarizes the District's financial activity for the period from January 1 through December 31, 2020.

By law, the Wild Rice Watershed District is allowed to establish a number of funds for the purpose of carrying out their duties. To finance these funds, the District levies an "ad valorem" tax, meaning in "proportion to the value," over the entire District and is based on the property value, rather than benefits. The following is a brief summary of types of funds established and the ways they assist in carrying out the goals of the District. A detailed report of all activity within the respective fund accounts is available for review at the District office.

The **Administrative Fund** is the general operating fund of the District. The fund is set up for the purpose of providing for the general administrative expenses and for the construction and maintenance of projects of common benefit to the District. The levy to fund the Administrative Fund may not exceed 0.02418 percent of the tax capacity or \$250,000, whichever is less.

The **Survey and Data Acquisition Fund** is established and used only if other funds are not available to the District to pay for surveying and/or obtaining additional data. The levy against the taxable market value of property in the District may not exceed 0.02418 percent. The balance of the fund is not to exceed \$50,000. When a project is proposed and there is surveying done prior to establishing the project, the newly established project shall repay the survey and data acquisition fund for such costs.

The **Works of Common Benefit Fund** is established to cover costs attributable to the basic management features of projects initiated by the District. This Works of Common Benefit Fund receives its support from the Administrative Fund.

The **Red River Watershed Management Board Construction Fund** is established and used for the development of programs and projects of benefit to the District. The levy to fund the Red River Watershed Management Construction Fund may not exceed 0.0486 percent of the taxable market value of the property in the District. One-half of the levied funds received are sent to the Red River Watershed Management Board for programs and projects that have common benefit in the Red River Basin.

**Special Levies** are collected on certain flood control and drainage projects that have an established benefiting area under Minnesota law. Each project is its own entity unto itself, managed by the District. Special levies are used to fund repair and maintenance of the individual projects. Each project maintains its own account, with surplus fund invested in interest bearing deposits. An annual review is conducted in August to determine annual levies for the upcoming year based on projected maintenance and maintenance history.

**Other income** sources that are received by the District include funds from grants and aids, as well as reimbursement from other government agencies.

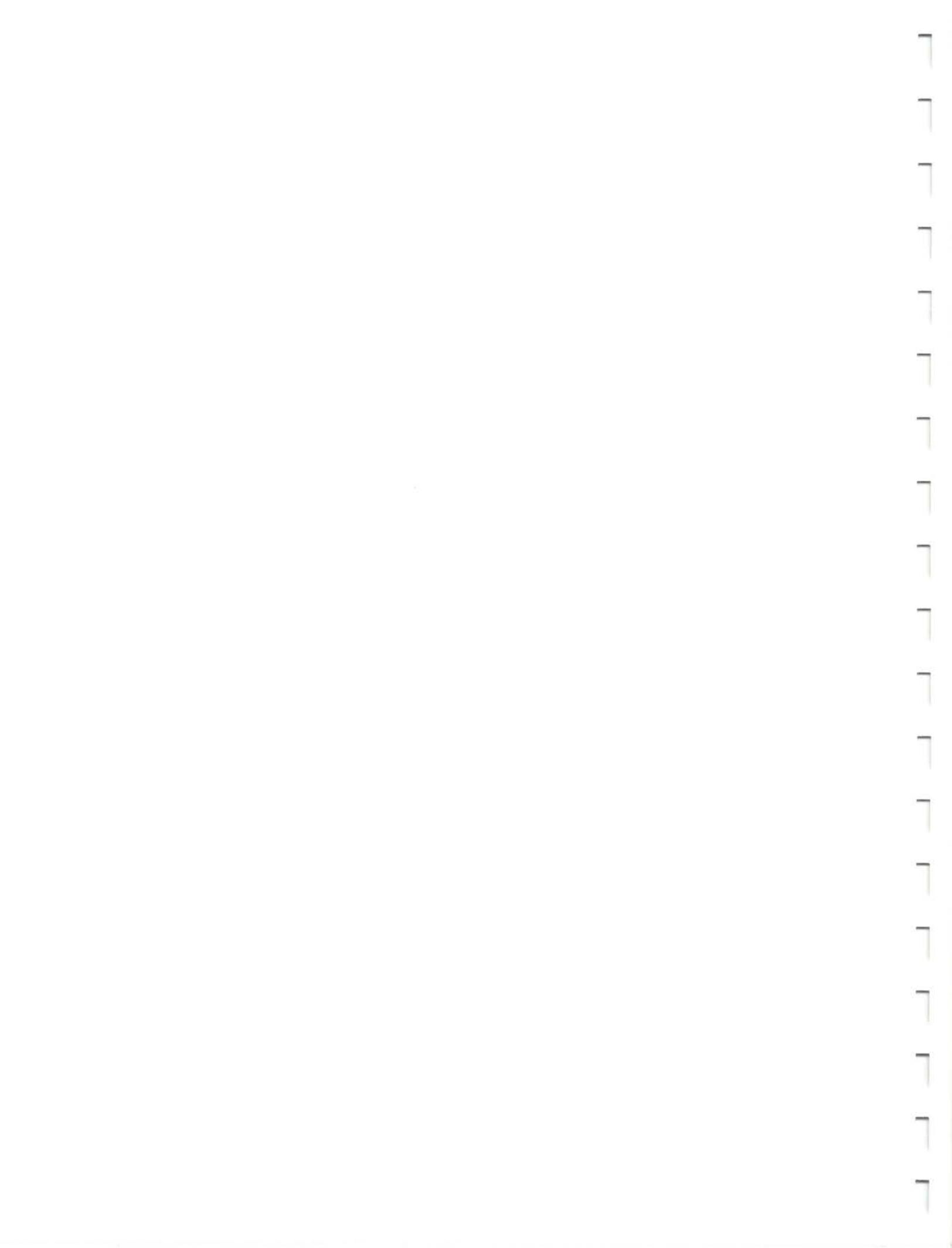
**WILD RICE WATERSHED DISTRICT  
FINANCIAL STATEMENTS AND  
AND INDEPENDENT AUDITOR'S REPORT  
DECEMBER 31, 2020**



**WILD RICE WATERSHED DISTRICT**

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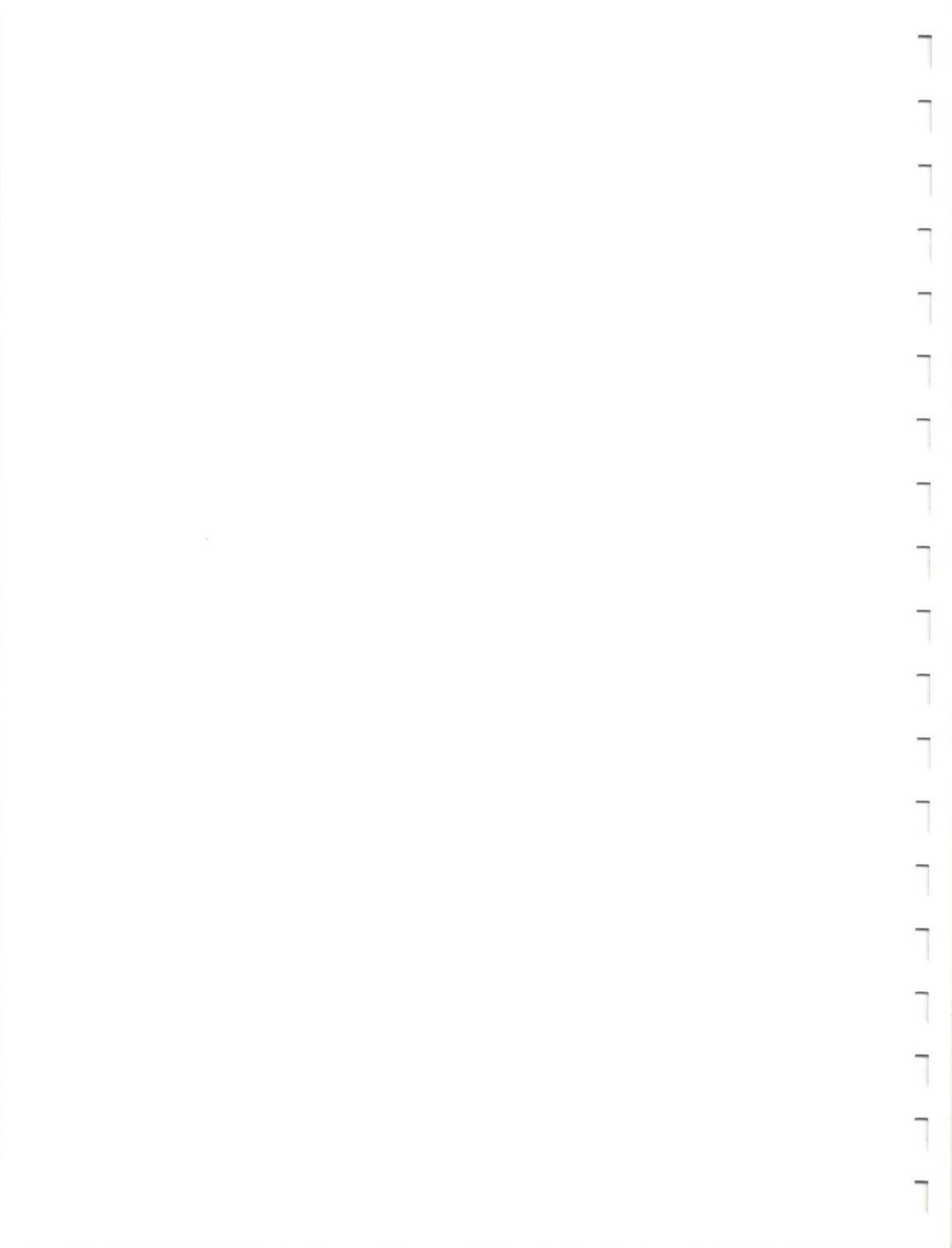


**INTRODUCTORY SECTION**

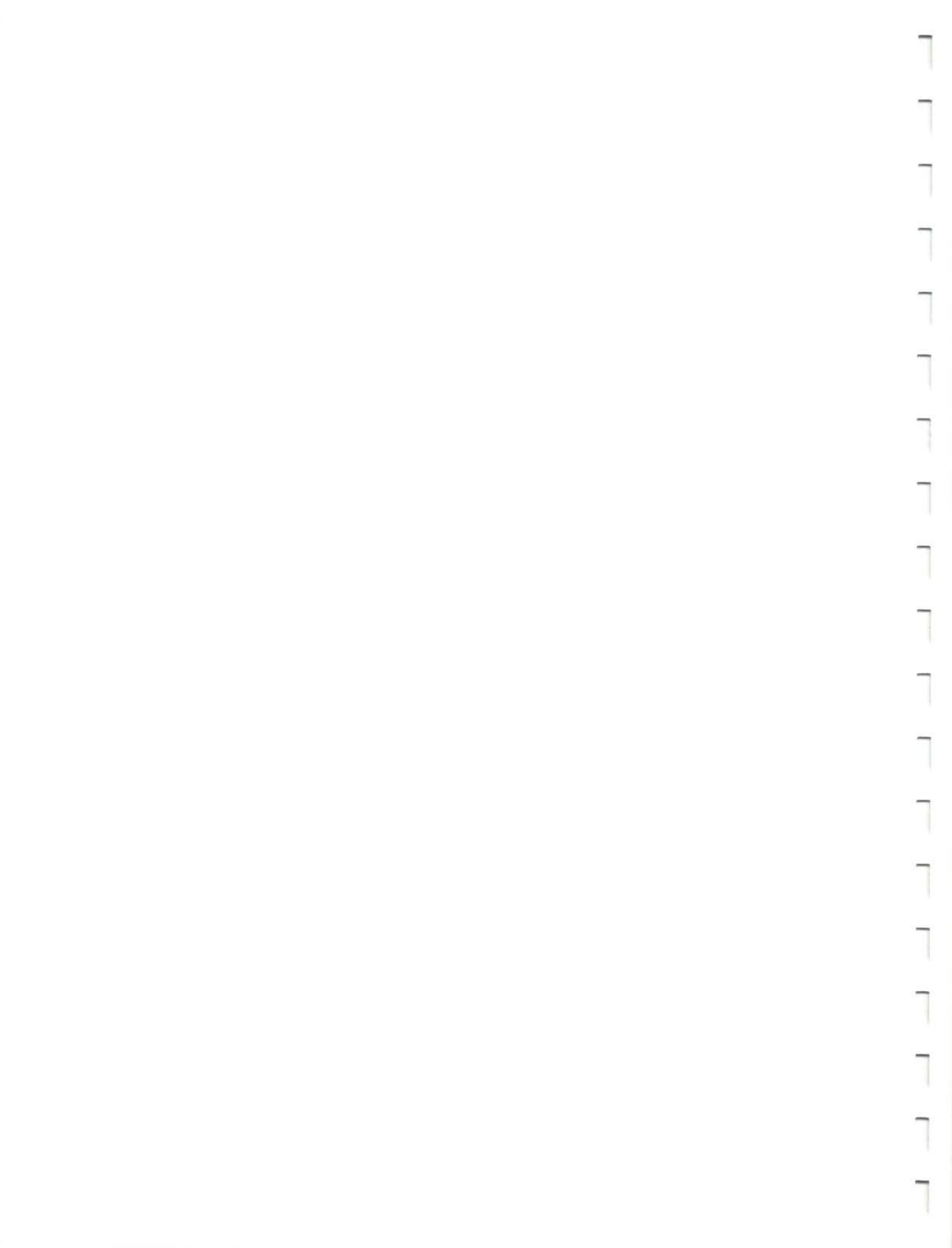


**WILD RICE WATERSHED DISTRICT  
PRINCIPAL OFFICIALS  
DECEMBER 31, 2020**

POSITION	TERMS EXPIRE	NAME
<u>BOARD OF MANAGERS</u>		
Chairman	April 25, 2023	Greg Holmvik
Vice Chairman	April 25, 2021	Mark Harless
Treasurer	April 25, 2021	Dean Spaeth
Secretary	April 25, 2022	Curt H. Johannsen
Manager	April 25, 2021	Duane Erickson
Manager	April 25, 2022	Raymond Hanson
Manager	April 25, 2022	Mike Christensen
<u>STAFF</u>		
Administrator		Kevin Ruud
Assistant Administrator		Tara Jensen
Attorney		Hanson Law Office, PC
Auditor		Clasen & Schiessl CPAs, Ltd.



**FINANCIAL SECTION**





**Clasen & Schiessl** CPAs, Ltd.  
*Consultants & Accountants*

PO Box 90, Pequot Lakes, MN 56472

(218) 568-5242 Fax (218) 568-8680

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## INDEPENDENT AUDITOR'S REPORT

To the Board of Managers  
Wild Rice Watershed District  
Ada, Minnesota

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Wild Rice Watershed District (the District), Ada, Minnesota, as of and for the year ended December 31, 2020, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the cash basis of accounting described in Note 1. This includes determining that the cash basis of accounting is an acceptable basis of preparation of the financial statements in the circumstances. Management is responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### **Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles**

As described in Note 1, the financial statements are prepared by the District on the cash basis of accounting which is a basis of accounting other than accounting principles generally accepted in the United States of America.

The effects on the financial statements of the variances between the cash basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.



## **Adverse Opinion**

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles" paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the District as of December 31, 2020, or the changes in financial position thereof for the year then ended.

## **Unmodified Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the District as of December 31, 2020, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended, in accordance with the cash basis of accounting as described in Note 1.

## **Other Matters**

### *Required Supplementary Information*

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The introductory and supplementary information sections, as listed in the table of contents, are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The introductory and supplementary information sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

## **Report on Other Legal and Regulatory Requirements**

In accordance with Minnesota Statutes, we have also issued our report dated June 7, 2021, on our consideration of the District's compliance with provisions of the *Minnesota Legal Compliance Audit Guide for Other Political Subdivisions*, promulgated by the State Auditor pursuant to Minn. Stat. § 6.65. The purpose of the report is to determine if the District has complied with Minnesota laws and regulations. That report is an integral part of an audit performed in the State of Minnesota.

*Clasen + Schiessl CPAs, Ltd.*

Clasen & Schiessl CPAs, Ltd.  
Consultants & Accountants

Pequot Lakes, Minnesota  
June 7, 2021



**WILD RICE WATERSHED DISTRICT  
STATEMENT OF NET CASH POSITION - CASH BASIS  
DECEMBER 31, 2020**

	<u>GOVERNMENTAL</u>
<b>ASSETS</b>	
Current Assets	
Cash and Cash Equivalents	<u>\$ 4,431,331</u>
Total Assets	<u>4,431,331</u>
<b>LIABILITIES</b>	<u>-</u>
<b>NET CASH POSITION</b>	
Restricted for	
Capital Projects	6,399,788
Special Revenue	8,397
Unrestricted (Deficit)	<u>(1,976,854)</u>
Total Net Cash Position	<u><u>\$ 4,431,331</u></u>



**WILD RICE WATERSHED DISTRICT**  
**STATEMENT OF ACTIVITIES ARISING FROM CASH TRANSACTIONS - CASH BASIS**  
**YEAR ENDED DECEMBER 31, 2020**

FUNCTIONS/PROGRAMS	PROGRAM RECEIPTS AND SOURCES				NET CASH SOURCES (USES) AND CHANGES IN NET CASH POSITION
	DISBURSEMENTS	FEES, FINES AND CHARGES FOR SERVICES	OPERATING GRANTS AND CONTRIBUTIONS	CAPITAL GRANTS AND CONTRIBUTIONS	PRIMARY GOVERNMENT
					GOVERNMENTAL ACTIVITIES
Primary Government					
Governmental Activities					
General Government	\$ 206,633	\$ -	\$ 150	\$ -	\$ (206,483)
Red River Watershed Management Board Projects and Programs	671,892	-	448	-	(671,444)
	4,012,877	271,026	647,513	-	(3,094,338)
<b>Total Primary/Governmental Activities</b>	<b>\$ 4,891,402</b>	<b>\$ 271,026</b>	<b>\$ 648,111</b>	<b>\$ -</b>	<b>(3,972,265)</b>
General Receipts					
Interest Earnings					63,710
Property Taxes/Special Assessments					2,134,364
State Aid					40,487
<b>Total General Receipts</b>					<b>2,238,561</b>
Change in Cash Net Position					(1,733,704)
Net Cash Position - Beginning					6,165,035
Net Cash Position - Ending					<b>\$ 4,431,331</b>

**WILD RICE WATERSHED DISTRICT**  
**STATEMENT OF BALANCES ARISING FROM CASH TRANSACTIONS - CASH BASIS**  
**GOVERNMENTAL FUNDS**  
**DECEMBER 31, 2020**

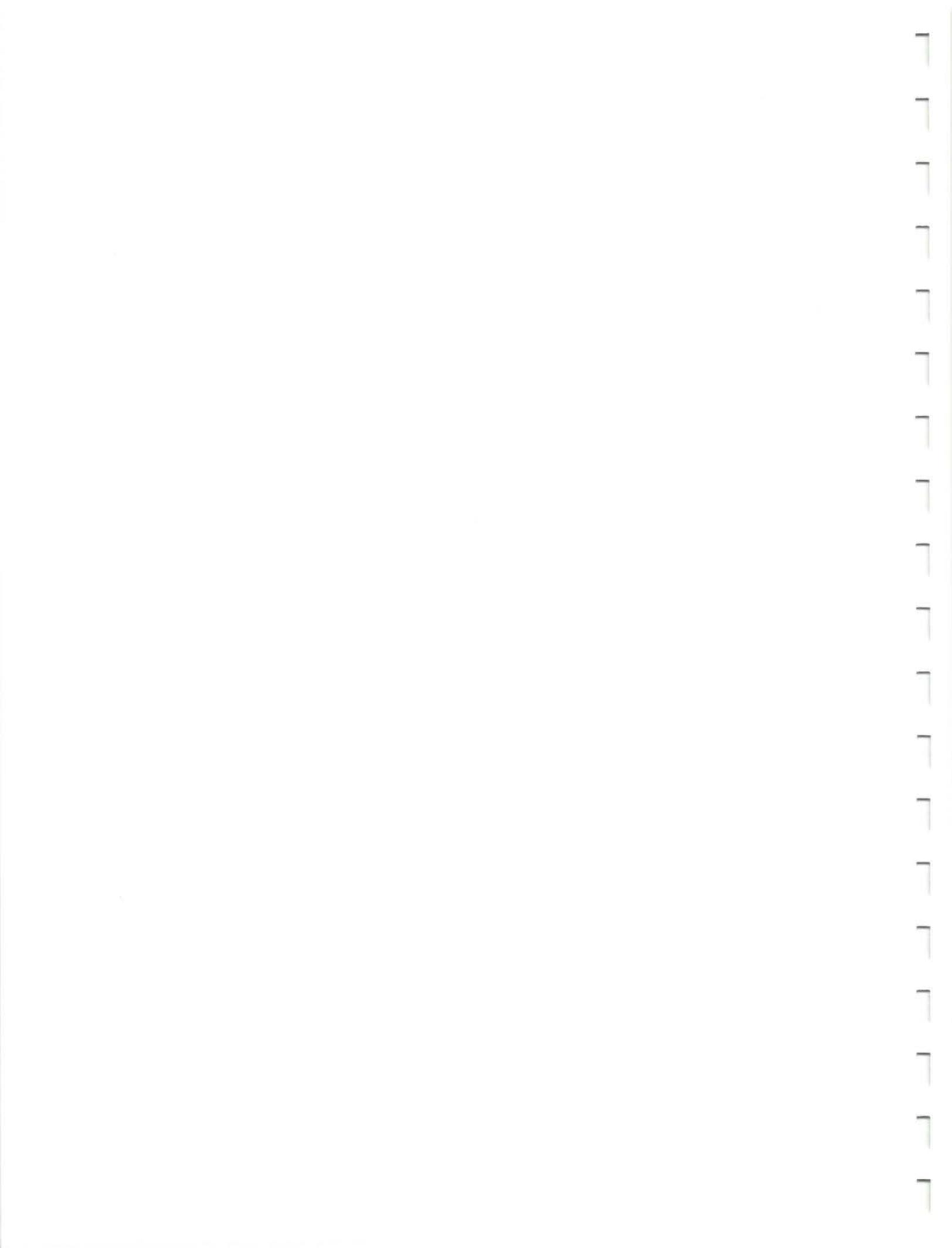
	GENERAL	RRWMB MANAGEMENT	RED RIVER CONST. GENERAL-OTHER	#357 LOWER WILD RICE (PROJECT DEV- RRC)
<b>ASSETS</b>				
Cash and Cash Equivalents	\$ 162,672	\$ 8,397	\$ 3,684,607	\$ -
Total Assets	<u>\$ 162,672</u>	<u>\$ 8,397</u>	<u>\$ 3,684,607</u>	<u>\$ -</u>
<b>LIABILITIES</b>				
Cash and Cash Equivalents Deficit	\$ -	\$ -	\$ -	\$ 1,397,080
<b>CASH FUND BALANCES</b>				
Restricted	-	8,397	3,684,607	-
Unassigned (Deficit)	<u>162,672</u>	<u>-</u>	<u>-</u>	<u>(1,397,080)</u>
Total Cash Fund Balances (Deficit)	<u>162,672</u>	<u>8,397</u>	<u>3,684,607</u>	<u>(1,397,080)</u>
Total Liabilities and Cash Fund Balances	<u>\$ 162,672</u>	<u>\$ 8,397</u>	<u>\$ 3,684,607</u>	<u>\$ -</u>

NONMAJOR GOVERNMENTAL FUNDS	TOTAL GOVERNMENTAL FUNDS
<u>\$ 2,715,181</u>	<u>\$ 6,570,857</u>
<u><u>\$ 2,715,181</u></u>	<u><u>\$ 6,570,857</u></u>
<u>\$ 742,446</u>	<u>\$ 2,139,526</u>
<u>2,715,181</u>	<u>6,408,185</u>
<u>(742,446)</u>	<u>(1,976,854)</u>
<u>1,972,735</u>	<u>4,431,331</u>
<u><u>\$ 2,715,181</u></u>	<u><u>\$ 6,570,857</u></u>

**WILD RICE WATERSHED DISTRICT  
STATEMENT OF CASH RECEIPTS, DISBURSEMENTS, AND CHANGES IN  
CASH FUND BALANCES - CASH BASIS  
GOVERNMENTAL FUNDS  
YEAR ENDED DECEMBER 31, 2020**

	GENERAL	RRWMB MANAGEMENT	RED RIVER CONST. GENERAL-OTHER	#357 LOWER WILD RICE (PROJECT DEV- RRC)
<b>RECEIPTS</b>				
Property Taxes and Special Assessments	\$ 244,195	\$ 652,312	\$ 652,312	\$ -
Intergovernmental				
Market Value	6,389	17,049	17,049	-
Other	150	448	448	-
Rent Income	-	-	-	-
Interest Earnings	1,230	-	36,322	-
Miscellaneous	-	-	-	9,661
Total Receipts	<u>251,964</u>	<u>669,809</u>	<u>706,131</u>	<u>9,661</u>
<b>DISBURSEMENTS</b>				
General Administration	206,633	-	-	-
RRWMB-1/2 Cost Reimbursement	-	671,892	-	-
Projects and Programs	-	-	40,988	1,635,694
Total Disbursements	<u>206,633</u>	<u>671,892</u>	<u>40,988</u>	<u>1,635,694</u>
RECEIPTS OVER (UNDER) DISBURSEMENTS	<u>45,331</u>	<u>(2,083)</u>	<u>665,143</u>	<u>(1,626,033)</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers In (Out)	-	-	(792,956)	228,953
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>(792,956)</u>	<u>228,953</u>
NET CHANGE IN CASH FUND BALANCES	45,331	(2,083)	(127,813)	(1,397,080)
Cash Fund Balances - Beginning	<u>117,341</u>	<u>10,480</u>	<u>3,812,420</u>	<u>-</u>
CASH FUND BALANCES - ENDING (DEFICIT)	<u>\$ 162,672</u>	<u>\$ 8,397</u>	<u>\$ 3,684,607</u>	<u>\$ (1,397,080)</u>

NONMAJOR GOVERNMENTAL FUNDS	TOTAL GOVERNMENTAL FUNDS
\$ 585,545	\$ 2,134,364
-	40,487
647,065	648,111
85,078	85,078
26,158	63,710
176,287	185,948
<u>1,520,133</u>	<u>3,157,698</u>
57,004	263,637
-	671,892
2,279,191	3,955,873
<u>2,336,195</u>	<u>4,891,402</u>
<u>(816,062)</u>	<u>(1,733,704)</u>
<u>564,003</u>	-
<u>564,003</u>	-
(252,059)	(1,733,704)
<u>2,224,794</u>	<u>6,165,035</u>
<u>\$ 1,972,735</u>	<u>\$ 4,431,331</u>



**WILD RICE WATERSHED DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2020**

**NOTE 1      SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. Financial Reporting Entity**

The Wild Rice Watershed District (the District) was established under the Minnesota Watershed Act as an agency of the State of Minnesota. The purpose of the District is to carry out conservation of the natural resources of the District and State of Minnesota through land utilization, flood control, and other needs based upon sound scientific principles for the protection of the public health and welfare and the provident use of natural resources. The District serves an area in Northwestern Minnesota and includes all or parts of the following counties: Becker, Clay, Clearwater, Mahnomon, Norman, and Polk. The District is governed by a Board of Managers which is composed of seven members appointed by the county boards in accordance with Minnesota Statutes.

The financial statements of the reporting entity include those of the District (the primary government) and the component units for which the primary government is financially accountable. The criteria used to determine if the primary government is financially accountable for a component unit include whether or not the primary government appoints the voting majority of the potential component unit's governing body, is able to impose its will on the potential component unit, is in a relationship of financial benefit or burden with the potential component unit or the potential component unit is fiscally dependent upon the District.

**Blended Component Units**

Blended component units are separate legal entities that meet the component unit criteria described above and whose governing body is the same or substantially the same as the District or the component unit provides services entirely to the District. These component unit's funds are blended into those of the District by appropriate activity type to compose the primary government presentation. Currently, the District has no blended component units.

**Discretely Presented Component Units**

Discretely presented component units are separate legal entities that meet the component unit criteria described above but do not meet the criteria for blending. Currently, the District has no discretely presented component units.

**B. Basis of Presentation**

**1. Government-Wide Statements**

The government-wide financial statements (the statement of net cash position and the statement of activities arising from cash transactions) display information about the District taken as a whole. The District shows all operations as governmental activities, because generally, governmental activities are financed through taxes, intergovernmental revenues, and nonexchange revenues.

In the government-wide statement of net cash position, the governmental activities: (a) are presented on a consolidated basis, and (b) are reported on the cash basis of accounting. The District's net position is reported in two parts: (1) restricted net position, and (2) unrestricted net position. The District first utilizes restricted resources to finance qualifying activities.



**WILD RICE WATERSHED DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2020**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**B. Basis of Presentation (Continued)**

**1. Government-Wide Statements (Continued)**

The statement of activities arising from cash transactions demonstrates the degree to which the direct expenses of each function of the District's governmental activities are offset by program receipts. Direct expenses are those clearly identifiable with a specific function or activity. Program receipts include: (1) fees, fines, charges paid by the recipients of goods, services, or privileges provided by a given function or activity, and (2) grants and contributions restricted to meeting the operational or capital requirements of a particular function or activity. Receipts not classified as program receipts, including all taxes, are presented as general receipts.

**2. Fund Financial Statements**

Governmental fund financial statements of the reporting entity are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts that constitute its assets, liabilities, fund balance, receipts, and disbursements. Funds are organized into one major category: governmental. A fund is considered major if it is the primary operating fund of the District or meets the following criteria:

- Total assets, liabilities, receipts or disbursements of that individual governmental fund are at least 10 percent of the corresponding total for all funds of that category or type.

*Governmental Funds*

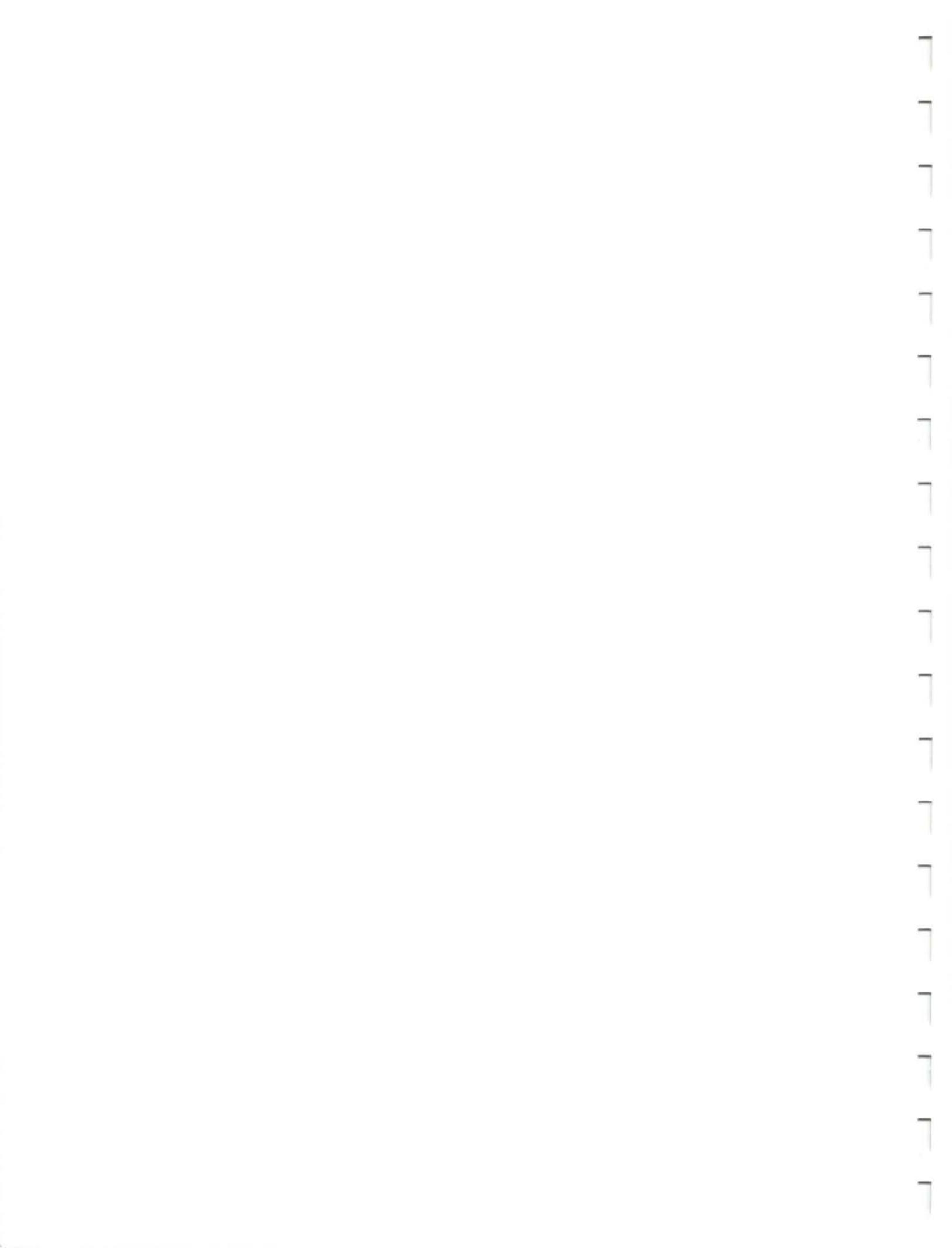
**General Fund** – To account for all financial resources not accounted for and reported in another fund.

**Special Revenue Fund** - To account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or major capital projects) that are restricted to expenditures for specified purposes.

**Capital Projects Fund** - To account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds or in trust funds for individuals, private organizations, or other governments).

*Major and Nonmajor Funds*

Fund	Purpose
Governmental:	
Major:	
General	As described above.
RRWMB Management	See special revenue fund described above.
Red River Construction General - Other	See capital projects fund described above.
#357 Lower Wild Rice (Project Dev-RRC)	See capital projects fund described above.
Nonmajor:	
Capital Projects	As described above.



**WILD RICE WATERSHED DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2020**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**C. Measurement Focus and Basis of Accounting**

The District's financial statements are prepared on the cash basis of accounting. This is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

The government-wide financial statements are reported using the current resources measurement focus, within the limitations of the cash basis of accounting. This basis recognizes assets, liabilities, net cash position, receipts, and disbursements when they result from cash transactions.

Governmental fund financial statements are reported using the current financial resources measurement focus as applied to the cash basis of accounting. This basis recognizes assets, liabilities, cash fund balances, receipts, and disbursements when they result from cash transactions. As a result of the use of the cash basis of accounting, certain assets and their related receipts (such as accounts receivable and receipts for billed or unbilled services provided in the current year) and certain liabilities and their related disbursements (such as accounts payables, unpaid goods and services received in the current year, and accrued expenses) are not recorded in these financial statements.

**D. Assets, Liabilities, and Fund Balance/Net Position**

**1. Cash and Cash Equivalents**

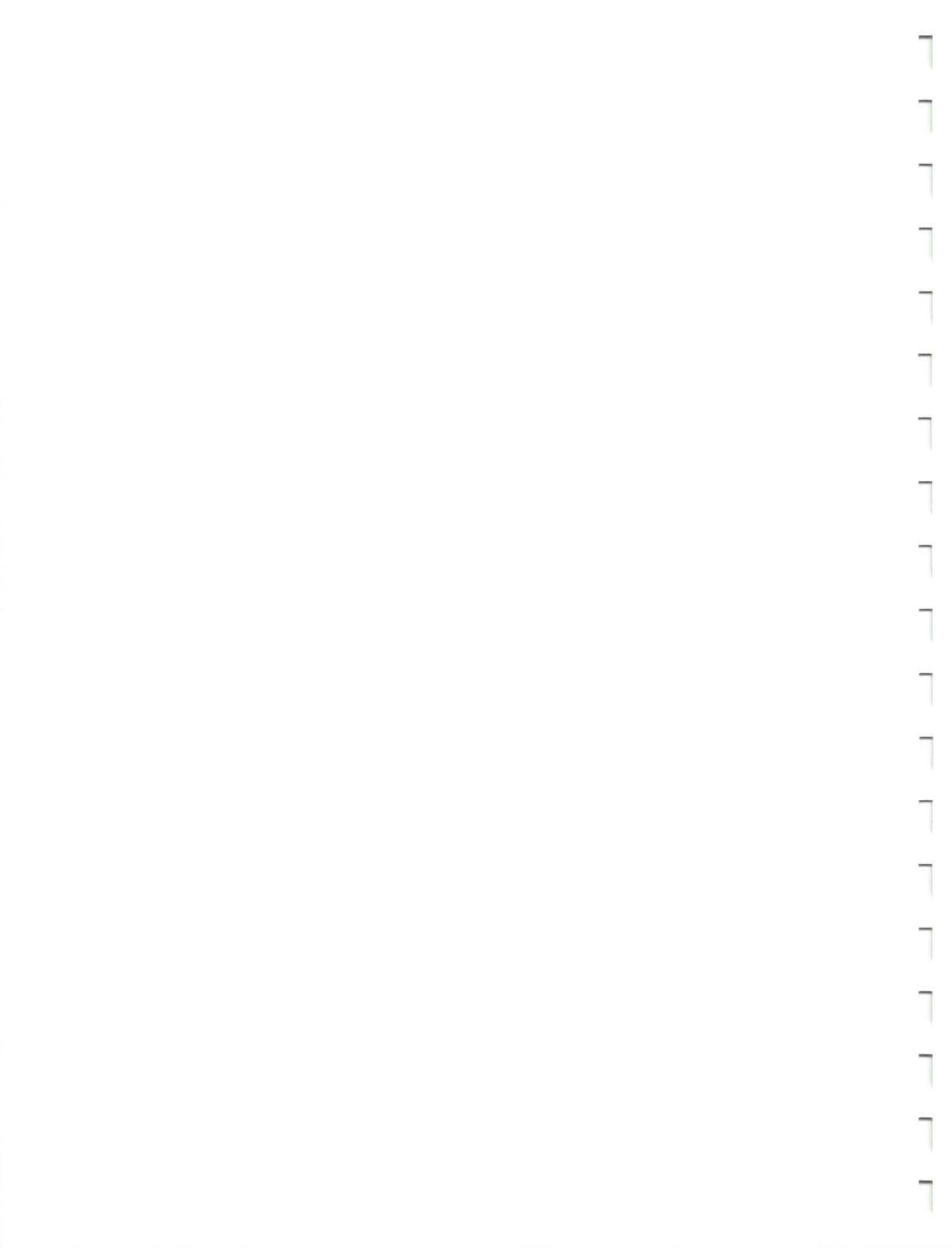
The District pools cash resources of its various funds to facilitate the management of cash. Cash applicable to a particular fund is readily identifiable. The balance in the pooled cash account is available to meet current operating requirements.

**2. Fund Balance/Net Position**

a. Government-Wide Statements:

Net Cash Position is divided into two components:

- **Restricted** – Consists of assets that are restricted by the District's creditors (for example, through debt covenants), by state enabling legislation (through restrictions on shared receipts) by grantors (both federal and state), and by other contributors.
- **Unrestricted** – All other assets are reported in this category.



**WILD RICE WATERSHED DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2020**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

D. Assets, Liabilities, and Fund Balance/Net Position (Continued)

**2. Fund Balance/Net Position (Continued)**

b. Governmental Cash Fund Balances:

In the fund financial statements, cash fund balance is divided into five classifications based primarily on the extent to which the District is bound to observe constraints imposed upon the use of resources reported in Governmental Funds.

Cash fund balances are classified as follows:

- **Nonspendable** – Amounts that cannot be spent either because they are in a nonspendable form or because they are legally or contractually required to be maintained intact. There is no nonspendable cash fund balance at December 31, 2020.
- **Restricted** – Amounts that can be spent only for specific purposes because of state or federal laws, or externally imposed conditions by grantors or creditors.
- **Committed** – Amounts that can be used only for specific purposes determined by a formal action by the Board of Managers ordinance or resolution. There is no committed cash fund balance at December 31, 2020.
- **Assigned** – Amounts that are constrained by the District's intent to be used for specific purposes, but are neither restricted nor committed. In Governmental Funds other than the General Fund, assigned fund balance represents the remaining amount that is not restricted or committed. In the General Fund, assigned amounts represent intended uses established by the governing body itself. There is no assigned cash fund balance at December 31, 2020.
- **Unassigned** – Amounts that have not been restricted, committed, or assigned to a specific purpose in the General Fund. Other funds may also report a negative unassigned fund balance if the total nonspendable, restricted, and committed fund balances exceed the total net resources of that fund.

The District has formally adopted a fund balance policy for the General Fund. The District's policy is to maintain an unassigned fund balance not less than 15% of the subsequent year's budgeted disbursements.

c. Use of Restricted Resources:

When a disbursement is incurred that can be paid using either restricted or unrestricted resources, the District's policy is to first apply the disbursement toward restricted fund balance/net position and then to other, less-restrictive classifications – committed and then assigned fund balance before using unassigned fund balance in governmental funds.



**WILD RICE WATERSHED DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2020**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

D. Assets, Liabilities, and Fund Balance/Net Position (Continued)

**3. Capital Assets**

In the Fund Financial Statements, capital assets used in governmental fund operations are accounted for as capital outlay disbursements of the governmental funds upon acquisition.

Capital assets include property, plant and equipment.

E. Receipts and Disbursements

**1. Property Tax Revenue**

The District levies its property taxes within the District for the subsequent year during the month of December. The District receives its taxes in two installments in July and December.

The District also levies special assessments through the counties against property owners who obtain direct benefits from projects or property owners who request, through the petition process, to have a project undertaken. The special assessment collections are recorded in a manner similar to that for property taxes.

The property tax levy in 2020 includes certain state credits that are distributed to the District directly by the state. These credits are classified as intergovernmental receipts.

**2. Disbursements**

The District disburses funds as approved by the District's Board of Managers.

After claims are approved by the District's Board of Managers, the funds are then disbursed and recorded in the appropriate governmental fund.

F. Budgetary Information

Annual budgets for the General Fund are adopted on the cash basis, which is a special purpose framework other than accounting principles generally accepted in the United States of America. Budgeted amounts are as originally adopted, or as amended by the Board of Managers. The original and final budget for the General Fund is presented in the supplementary information section. The annual adopted budget for the General Fund is legally binding on the District. It is limited by state statute to \$250,000 and set by the Board for 2020 at \$250,000. The District has not prepared a budget for its major special revenue fund. All annual appropriations lapse at year-end.



**WILD RICE WATERSHED DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2020**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

G. Use of Estimates

The preparation of financial statements in accordance with the cash basis requires management to make estimates that affect amounts reported in the financial statements during the reporting period. Actual results could differ from such estimates.

H. Impact of Global pandemic

The Wild Rice Watershed District felt minimal operational and financial effects from the ongoing COVID pandemic. District staff was able to perform all duties remotely during a 9 week complete office shut down. One staff member was able to enter the office at a time for necessary reasons only during this time. All incoming phone calls were forwarded to staff during the entirety of the shut down and day to day operations were handled as if staff were in the office. All meetings were held electronically throughout the majority of the pandemic. All matters of the Board were able to be acted upon in a timely fashion in accordance with updated state guidance regarding opening meetings.

The district felt minimal financial impacts from the pandemic as a result of the implementation of materials to separate staff from the public that enters the office and hand sanitizing stations, along with the purchase of PPE for public use when entering the building. District staff developed and implemented a COVID preparedness plan in accordance with State guidelines for reopening to the public. Signage is also displayed near entrances to ask visitors to wear PPE and sanitize when visiting the office.

**NOTE 2 STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY**

Disclosure of certain information concerning individual funds include:

➤ The following funds had a deficit cash fund balance as of December 31, 2020:

#357 Lower Wild Rice (Project Dev-RRC)	\$ 1,397,080
#12 WR Twp Ditch (Assessed Projects)	96,142
#17 Lockhart Twp (Assessed Projects)	4,145
#44 Hendrum (Assessed Projects)	5,873
Clay Co. #4 # 269 (Ditches)	94,035
Clay Co. #6 (Ditches)	34,941
Clay Co. #52 (Ditches)	3,691
J.D. 53 Lat #2 (Ditches)	44,204
#13 Halstad (#336 #11 Com Dikes)	319,466
#365 S. Branch WRR - NRCS WP (Proj Dev-RRC)	42,564
#366 Moccasin Creek - NRCS WP (Proj Dev-RRC)	778
#367 Green Meadow - NRCS WP (Proj Dev-RRC)	11,626
Ph 002 - Planning (#369 One Watershed One Plan)	57,691
Ph 003 - Plan Review (#369 One Watershed One Plan)	14,379
Ph 004 - Meetings and Expenses (#369 One Watershed One Plan)	12,911



**WILD RICE WATERSHED DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2020**

**NOTE 3      DETAILED NOTES – TRANSACTION CLASSES/ACCOUNTS**

A. Deposits and Investments

The District maintains a cash and investment pool that is available for use by all funds. Each fund's portion of this pool is displayed on the financial statements as Cash and Cash Equivalents. Interest is allocated based on management's estimate of interest earned by fund. In accordance with *Minnesota Statutes* the District maintains deposits at financial institutions which are authorized by the Board of Managers.

**1. Deposits**

The District is authorized by Minn. Stat. §§ 118A.02 and 118A.04 to designate a depository for public funds and to invest in certificates of deposit. The District is required by Minn. Stat. § 118A.03 to protect deposits with insurance, surety bond, or collateral. The market value of collateral pledged shall be at least ten percent more than the amount of deposit at the close of the financial institution's banking day, not covered by insurance, bonds, or an irrevocable standby letter of credit issued by the Federal Home Loan Bank.

Custodial Credit Risk

The risk that in the event of a financial institution failure, the District's deposits may not be returned. The District does not have a policy for custodial credit risk. At December 31, 2019, the District's deposits were entirely covered by Federal Deposit Insurance Corporation (FDIC) insurance or collateral in accordance with Minnesota Statutes.

Authorized collateral includes treasury bills, notes and bonds; issues of U.S. government agencies; general obligations rated "A" or better and revenue obligations rated "AA" or better; irrevocable standby letters of credit issued by the Federal Home Loan Bank; and certificates of deposit. Minnesota statutes require that securities pledged as collateral be held in safekeeping in a restricted account at the Federal Reserve Bank or in an account at a trust department of a commercial bank or other financial institution that is not owned or controlled by the financial institution furnishing the collateral.

Cash balances consist of the following at December 31, 2020:

Carrying Balance	Bank Balance
<u>\$ 4,431,331</u>	<u>\$ 4,584,021</u>

**2. Investments**

The District may invest in the following types of investments as authorized by Minn. Stat. §§ 118A.04 and 118A.05:

- securities which are direct obligations or are guaranteed or insured issues of the United States, its agencies, its instrumentalities, or organizations created by an act of Congress, except mortgage-backed securities defined as "high risk" by Minn. Stat. § 118A.04, Subd.6;
- mutual funds through shares of registered investment companies provided the mutual fund receives certain ratings depending on its investments;



**WILD RICE WATERSHED DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2020**

**NOTE 3      DETAILED NOTES – TRANSACTION CLASSES/ACCOUNTS (CONTINUED)**

A. Deposits and Investments (Continued)

**2. Investments (Continued)**

The District may invest in the following types of investments as authorized by Minn. Stat. §§ 118A.04 and 118A.05: (Continued)

- general obligations of the State of Minnesota and its municipalities, and in certain state agency and local obligations of Minnesota and other states provided such obligations have certain specified bond ratings by a national bond rating service;
- bankers' acceptances of United States banks;
- commercial paper issued by United States corporations or their Canadian subsidiaries that is rated in the highest quality category by two nationally recognized rating agencies and matures in 270 days or less; and
- with certain restrictions, in repurchase agreements, securities lending agreements, joint powers investment trusts, and guaranteed investment contracts.

Interest Rate Risk

The risk that changes in interest rates could adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. One of the ways that the District can manage its exposure to interest rate risk is by purchasing a combination of shorter term and longer term investments and by timing cash flows from maturities to meet cash requirements for ongoing operations.

Credit Risk

The risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. It is the District's policy to invest only in securities that meet the ratings requirements set by state statute.

Custodial Credit Risk

The risk that, in the event of the failure of the counterparty to a transaction, the District will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party.

Concentration of Credit Risk

The risk of loss that may be caused by the District's investment in a single issuer. The District places no limit on the amount that it may invest in any one issuer.

The District had no investments at December 31, 2020.



**WILD RICE WATERSHED DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2020**

**NOTE 3 DETAILED NOTES – TRANSACTION CLASSES/ACCOUNTS (CONTINUED)**

**B. Interfund Transfers**

<u>Transfers Out:</u>		<u>Transfers In:</u>		
<u>Fund Description</u>	<u>Amount</u>	<u>Fund Description</u>	<u>Amount</u>	<u>Reason</u>
1 Red River Construction General	\$ 45,007	#365 South Branch WRR - NRCS WP	\$ 21,777	30% Local Cost Share
		#366 Moccasin Creek - NRCS WP	9,420	
		#367 Green Meadow - NRCS WP	13,810	
2 Red River Construction General	157,480	#12 Hendrum Road Raise	34,979	For unassessed projects and ditches
Upper Reaches	1,478	Ph11 2019 Bank Repair Upper Reaches	1,478	
		#354 Goose Prairie WMA	89,417	
		#357 Lower Wild Rice	5,534	
		#368 - 2016 Rural Ring Dike	210	
		#369 One Watershed One Plan LGU Coord	3,603	
		#96 Bill Chisholm Complaint	2,057	
		#98 Walworth Twp 22	83	
		#99 Walworth Twp 23	41	
		#102 Hendricks	102	
		#18 Violations	4,005	
		#12 Permits	9,510	
		FEMA 2019	1,500	
		#375 2019 Property Acquisition	6,439	
3 Red River Construction General	9,572	#368 2016 Rural Ring Dike: #008 Hewson	5,490	Project Cost Share
		#368 2016 Rural Ring Dike: #009 Gunder Hanson	4,082	
4 Red River Construction General	37,702	#365 South Branch WRR - NRCS WP	7,707	30% Local Cost Share
		#366 Moccasin Creek - NRCS WP	15,064	
		#367 Green Meadow - NRCS WP	14,931	
5 Red River Construction General	125,318	#8 Moccasin Creek	225	For unassessed projects and ditches
		#35 Sande Detention	1,053	
		#36 Marsh Creek 3	318	
		#36 Northern improvement	300	
		#38 Rockwell Dam	389	
		#39 Mashaug Dam	263	
		#11 Perley Road Raise	342	
		#12 Hendrum Road Raise	16,404	
		#362 Wild Rice River WRAP	708	
		#363 Marsh River WRAP	725	
		#375 2019 Property Acquisition	8,577	
		#354 Goose Prairie WMA	46,197	
		#357 Lower Wild Rice	10,658	
		#368 2016 Rural Ring Dike	1,301	
		#369 One Watershed One Plan LGU Coord	3,633	
		#18 Violations	6,549	
		#96 Bill Chisholm Complaint	1,719	
		#97 Kevin Chisholm Complaint	83	
		#98 Walworth Twp 22	42	
		#99 Walworth Twp 23	42	
		#102 Hendricks	229	
		#103 Pete Domogalla	720	
		#104 Hendrickson-Steichen	83	
		#12 Permits	24,758	



**WILD RICE WATERSHED DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2020**

**NOTE 3      DETAILED NOTES – TRANSACTION CLASSES/ACCOUNTS (CONTINUED)**

**B. Interfund Transfers (Continued)**

6 #369 One Watershed One Plan	101,565	#369 One Watershed One Plan: Ph 001 Pre Planning	17,218	Transfer from sub account to regular
		#369 One Watershed One Plan: Ph 002 Planning	44,755	
		#369 One Watershed One Plan: Ph 003 Plan Review	1,891	
		#369 One Watershed One Plan: Ph 004 Meetings and E	37,701	
7 Red River Construction General	9,263	#008 Hewson	631	Project Cost Share
		#009 Gunder Hanson	8,632	
8 FEMA 2019: Site 4 - 316805 Green Meadow Dam	9,835	FEMA 2019	9,835	Transfer from sub account to regular
9 Red River Construction General	281	#368 2016 Rural Ring Dike: #008 Hewson	65	Project Cost Share
		#368 2016 Rural Ring Dike: #009 Gunder Hanson	216	
10 #365 South Branch WRR - NRCS WP	4,112	Red River Construction General	8,585	30% Local Cost Share
#366 Moccasin Creek - NRCS WP	1,659			
#367 Green Meadow - NRCS WP	2,814			
11 Upper Reaches	661	FEMA 2019: Site 2 - 316795 Upper Reaches	330	For unassessed projects and ditches
#8 Moccasin Dam	1,696	FEMA 2019: Site 3 - 316802 Upper Reaches	330	
Clay Co #4	193	FEMA 2019: Site 5 - 316808 Moccasin Dam	1,696	
#20 Clay JD 45 Lat 1 and 2	1,110	FEMA 2019: Site 10 - 316807 CCD 4	97	
NC Ditch 18	1,488	FEMA 2019: Site 12 - 316766 CCS 4	97	
FEMA 2019	8,597	FEMA 2019: Site 13 - 316768 CCD 20	1,110	
		FEMA 2019: Site 16 - 346450 NCD 18	1,488	
		Red River Construction General	8,597	
12 Red River Construction General	499	#366 Moccasin Creek - NRCS WP	499	30% Cost Share - Closeout
13 Red River Construction General	147,518	#8 Moccasin Creek	2,066	For unassessed projects and ditches
		#35 Sande Detention	338	
		#36 Marsh Creek 3	780	
		#36 Northern Improvement Dam	1,841	
		#38 Rockwell Dam	71	
		#45 Goose Prairie WMA	310	
		#11 Perley Road Raise	278	
		#12 Hendrum Road Raise	12,648	
		#369 One Watershed One Plan	105	
		#375 Property Acq/Demo	4,322	
		#368 2016 Rural Ring Dike	375	
		#354 Goose Prairie WMA	17,570	
		#357 Lower Wild Rice	5,071	
		#99 Walworth Twp 23	124	
		#98 Walworth Twp 22	305	
		#91 Corey Hanson Complaint	272	
		#104 Hendrickson-Steichen	596	
		#105 Chuck Borgen Complaint	637	
		#106 Harlan Wentz Complaint	706	
		#18 Violations	2,259	
		#12 Permits	29,635	
		FEMA 2019	712	
		#364 Property Acq/Dem	525	
		#370 2018 DRM Grant	61,405	
		#369 One Watershed One Plan LGU Coord	3,142	
		RRC - Levy Admin Work	1,425	
14 Upper Reaches	5,091	Ph 11 2019 Bank Repair	5,091	



**WILD RICE WATERSHED DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2020**

**NOTE 3 DETAILED NOTES – TRANSACTION CLASSES/ACCOUNTS (CONTINUED)**

**B. Interfund Transfers (Continued)**

15 Leased Ag Property	68,886	#8 Moccasin Creek	75	For unassessed projects and ditches
FEMA 2019	750	#36 Northern Improvement Dam	105	
Red River Construction General	277,498	Dist Owned Acquisition	678	
		#375 Property Acq/Demo	53,952	
		#12 Hendrum Road Raise	41,314	
		#369 One Watershed One Plan LGU Coord	2,708	
		#368 2016 Rural Ring Dike	766	
		#354 Goose Prairie WMA	5,078	
		#357 Lower Wild Rice	207,690	
		#99 Walworth Twp 23	645	
		#105 Chuck Borgen Complaint	124	
		#107 Doug Fabre	290	
		#108 Trevor Pederson	1,795	
		#109 Jake Bitker	249	
		#18 Violations	4,443	
		#12 Permits	27,222	
16 #008 Hewson	1,432	#368 2016 Rural Ring Dike	2,780	Admin transfer to project
#009 Gunder	1,348			

The Statement of Cash Receipts, Disbursements, and Changes in Cash Fund Balances reports net transfers by fund.

**C. Long-Term Liabilities**

**Compensated Absences**

The change in accrued compensated absences for the year ended December 31, 2020, was as follows:

Governmental Activities	Beginning Balance	Additions	Deductions	Ending Balance	Due in More Than One Year
Other Liabilities:					
Accrued Compensated Absences	\$ 19,572	\$ 1,852	\$ -	\$ 21,424	\$ 21,424

The liability for this amount is not recorded in the fund financial statements as they are prepared on the cash basis of accounting.

Accrued compensated absences are payable from the General Fund.



**WILD RICE WATERSHED DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2020**

**NOTE 3 DETAILED NOTES – TRANSACTION CLASSES/ACCOUNTS (CONTINUED)**

**D. Cash Fund Balances**

At December 31, 2020, Governmental Cash Fund Balances consist of the following:

	General	RRWMB Management	Red River Const. General-Other	#357 Lower Wild Rice (Project Dev- Rec)	Nonmajor Governmental Funds	Total Governmental Funds
Restricted for:						
Capital Projects	\$ -	\$ -	\$ 3,684,607	\$ -	\$ 2,715,181	\$ 6,399,788
Special Revenue	-	8,397	-	-	-	8,397
Total Restricted	-	8,397	3,684,607	-	2,715,181	6,408,185
Unassigned (Deficit)	162,672	-	-	(1,397,080)	(742,446)	(1,976,854)
Total Cash Fund Balances (Deficit)	<u>\$ 162,672</u>	<u>\$ 8,397</u>	<u>\$ 3,684,607</u>	<u>\$ (1,397,080)</u>	<u>\$ 1,972,735</u>	<u>\$ 4,431,331</u>

**NOTE 4 OTHER NOTES**

**A. Defined Benefit Pension Plan - Statewide**

**Plan Description**

All full-time and certain part-time employees of the District are covered by defined benefit plans administered by the Public Employees Retirement Association of Minnesota (PERA). PERA administers the General Employees Retirement Plan (accounted for in the General Employees Fund), which is a cost-sharing, multiple-employer retirement plan. This plan is established and administered in accordance with Minnesota Statutes, Chapters 353 and 356.

General Employees Plan members belong to either the Coordinated Plan or the Basic Plan. Coordinated Plan members are covered by Social Security and Basic Plan members are not. All new members must participate in the Coordinated Plan.

PERA provides retirement benefits as well as disability benefits to members and survivor benefits upon death of eligible members. Benefits are established by state statute. Benefits for members of the General Employees Plan vest after five years of credited service. The defined benefit retirement plan benefits are based on a member's highest average salary for any 5 years of allowable service, age, and years of credit at termination of service.



**WILD RICE WATERSHED DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2020**

**NOTE 4      OTHER NOTES (CONTINUED)**

A. Defined Benefit Pension Plan – Statewide (Continued)

**Plan Description (Continued)**

Two methods are used to compute benefits for PERA's Coordinated Plan members. Members hired prior to July 1, 1989, receive the higher of Method 1 or Method 2 formulas. Only Method 2 is used for members hired after June 30, 1989. Under Method 1, the accrual rate for Coordinated members is 1.2% for each of the first 10 years of service and 1.7% for each additional year. The rates are 2.2% and 2.7%, respectively, for Basic members. Under Method 2, the accrual rate for Coordinated members is 1.7% for all years of service, and 2.7% for Basic members. For members hired prior to July 1, 1989, a full annuity is available when age plus years of service equal 90 and normal retirement age is 65. For members hired on or after July 1, 1989 normal retirement age is the age for unreduced Social Security benefits capped at 66.

For all General Employee Plan members hired prior to July 1, 1989 whose annuity is calculated using Method 1, a full annuity is available when age plus years of service equal 90. Method 2 provides for unreduced retirement benefits at age 65 for members first hired prior to July 1, 1989 or age 66 (the age for unreduced Social Security benefits), for those first hired on or after that date. Early retirement may begin at age 55 with an actuarial reduction (about six percent per year) for members retiring prior to full retirement age.

Normal retirement age is 65 for Basic and Coordinated members hired prior to July 1, 1989. Normal retirement age is the age for unreduced Social Security benefits capped at 66 for Coordinated members hired on or after July 1, 1989. A reduced retirement annuity is also available to eligible members seeking early retirement with an actuarial reduction in the member's benefits.

There are different types of annuities available to members upon retirement. A single-life annuity is a lifetime annuity that ceases upon the death of the retiree--no survivor annuity is payable. There are also various types of joint and survivor annuity options available which will be payable over joint lives. Members may also leave their contributions in the fund upon termination of public service in order to qualify for a deferred annuity at retirement age. Refunds of contributions are available at any time to members who leave public service, but before retirement benefits begin.

The benefit provisions stated in the previous paragraphs of this section are current provisions and apply to active plan participants.



**WILD RICE WATERSHED DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2020**

**NOTE 4 OTHER NOTES (CONTINUED)**

A. Defined Benefit Pension Plan – Statewide (Continued)

**Plan Description (Continued)**

PERA issues a publicly available financial report that includes financial statements and required supplementary information for the General Employees Plan. That report may be obtained on PERA's website at [www.mnpera.org/about/financial](http://www.mnpera.org/about/financial).

**Funding Policy**

*Minnesota Statutes* Chapter 353 sets the rates for employer and employee contributions. These statutes are established and amended by the state legislature. The District makes annual contributions to the pension plans equal to the amount required by state statutes. General Employees Basic Plan members and Coordinated Plan members were required to contribute 9.1% and 6.5%, respectively, of their annual covered salary in 2020. In 2020, the District was required to contribute the following percentages of annual covered payroll: 11.78% for Basic Plan members and 7.5% for Coordinated Plan members. The District's contributions to the General Employees

Fund for the years ending December 31, 2020, 2019 and 2018 were \$14,023, \$13,624, and \$13,115, respectively.

B. Risk Management

The District is exposed to various risks of loss related to torts, theft of, damage to, or destruction of assets; errors or omissions; injuries to employees; or natural disasters. In order to protect against these risks of loss, the District purchases commercial insurance. During the year ended December 31, 2020, there were no significant reductions in insurance coverage from the prior year. Settled claims have not exceeded the District's commercial coverage in any of the past three years.

C. Joint Powers Agreement

The District is one of seven members who established a joint powers agreement creating the Red River Watershed Management Board to collectively allow for more orderly and efficient water management and flood control policies.



**WILD RICE WATERSHED DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2020**

**NOTE 4      OTHER NOTES (CONTINUED)**

D. Contingencies

The District participates in state and federal grant programs that are governed by various rules and regulations of the grantor agencies. Costs charged to the respective grant programs are subject to audit and adjustment by the grantor agencies; therefore, to the extent that the District has not complied with the rules and regulations governing the grants, refunds of grant funds received may be required. The District is not aware of any significant contingent liabilities relating to compliance with the rules and regulations governing the respective grants. An estimate of possible loss or range of loss cannot be made.

E. Subsequent Events

Subsequent events have been evaluated through June 7, 2021, the date the financial statements were available to be issued.

The ongoing impact to the organization's operation and financial performance due to COVID-19 will depend on the future developments including the duration and spread of the outbreak, continuing pandemic impact, governmental or other regulatory actions.



**SUPPLEMENTARY INFORMATION SECTION**



**WILD RICE WATERSHED DISTRICT  
BUDGETARY COMPARISON SCHEDULE - CASH BASIS  
GENERAL FUND  
YEAR ENDED DECEMBER 31, 2020**

	BUDGETED AMOUNTS		ACTUAL AMOUNTS	VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)
	ORIGINAL	FINAL		
Beginning Cash Fund Balance - January 1	\$ 117,341	\$ 117,341	\$ 117,341	\$ -
<b>RECEIPTS</b>				
Taxes/Special Assessments				
Property Taxes and Special Assessments	250,000	250,000	244,195	(5,805)
Total Taxes/Special Assessments	250,000	250,000	244,195	(5,805)
Intergovernmental				
Market Value	-	-	6,389	6,389
Other	-	-	150	150
Total Intergovernmental	-	-	6,539	6,539
Miscellaneous				
Interest Earnings	-	-	1,230	1,230
Total Miscellaneous	-	-	1,230	1,230
Total Receipts	250,000	250,000	251,964	1,964
Amounts Available for Appropriation	367,341	367,341	369,305	1,964
<b>DISBURSEMENTS</b>				
General Government				
Administrative	103,000	103,000	109,921	(6,921)
Advisory Board	2,000	2,000	218	1,782
Annual Report/Audit	7,000	7,000	10,374	(3,374)
Capital Outlay	12,500	12,500	2,225	10,275
Education Programs	4,000	4,000	(2,712)	6,712
Engineering	13,000	13,000	11,951	1,049
Insurance and Bonds	11,000	11,000	16,747	(5,747)
Legal Fees	11,000	11,000	8,865	2,135
Managers Expenses	40,500	40,500	34,898	5,602
Mediation Project Team	1,500	1,500	-	1,500
Office Equipment and Maintenance	16,000	16,000	10,894	5,106
Organization Dues	5,000	5,000	(3,862)	8,862
Overall Plan	1,500	1,500	-	1,500
Projects	-	-	774	(774)
Reimbursements and Other	-	-	1,740	(1,740)
Supplies, Publications, and Postage	7,000	7,000	2,173	4,827
Technical Equipment and Support	10,000	10,000	(2,717)	12,717
Utilities	5,000	5,000	5,144	(144)
Total General Government/Disbursements (Charges to Appropriations)	250,000	250,000	206,633	43,367
CASH FUND BALANCE - DECEMBER 31	\$ 117,341	\$ 117,341	\$ 162,672	\$ 45,331

**WILD RICE WATERSHED DISTRICT  
 COMBINING STATEMENT OF CASH RECEIPTS, DISBURSEMENTS, AND  
 CHANGES IN CASH FUND BALANCES - CASH BASIS  
 NONMAJOR GOVERNMENTAL FUNDS  
 CAPITAL PROJECTS FUNDS  
 YEAR ENDED DECEMBER 31, 2020**

	RECEIPTS	DISBURSEMENTS	RECEIPTS OVER (UNDER) DISBURSEMENTS	NET TRANSFERS IN (OUT)
	\$	\$	\$	\$
Survey and Data	633	-	633	-
Ph 11 2019 Bank Repair (Upper Reaches)	-	6,569	(6,569)	6,569
Upper Reaches- Other (Upper Reaches)	43,170	98,317	(55,147)	(7,230)
#1 Norman Co. D #1 (Assessed Projects)	20,436	59,970	(39,534)	-
#2 Heiberg Dam (Assessed Projects)	3,030	2,062	968	-
#3 Ditch #20, Mary Twp (Assessed Projects)	1,139	5,186	(4,047)	-
#4 Becker Dams (Assessed Projects)	7,486	3,887	3,599	-
#5 Norman Polk (Assessed Projects)	33,171	59,599	(26,428)	-
#6 Lake Ida (Assessed Projects)	7,833	4,488	3,345	-
# 9 South Branch (Assessed Projects)	47,585	32,955	14,630	-
#12 WR Twp. Ditch (Assessed Projects)	13,115	2,333	10,782	-
#13 Olson Agassiz (Assessed Projects)	7,925	2,073	5,852	-
#14 N.C. Ditch #45 (Assessed Projects)	19,145	5,478	13,667	-
#16 Anthony Twp. (Assessed Projects)	3,534	467	3,067	-
#17 Lockhart Twp. (Assessed Projects)	2,462	4,858	(2,396)	-
#18 N.C. Ditch #64 (Assessed Projects)	6,579	2,515	4,064	-
#19 Ditches 35, 10 & 16 (Assessed Projects)	31,238	17,940	13,298	-
#20 Clay J.D. #45, Lat. 1 & 2 (Assessed Projects)	19,312	77,065	(57,753)	(1,110)
#23 NC D#34, Lat #1 (Assessed Projects)	350	133	217	-
#25 NC Ditch #38 (Assessed Projects)	5,971	5,517	454	-
#27 Lat. A Mahn Co #3 (Assessed Projects)	1,684	985	699	-
#29 Atlanta Twp. (Assessed Projects)	1,317	3,183	(1,866)	-
#30 Anth. Pl. V, Gr. Medo (Assessed Projects)	87,011	13,170	73,841	-
#31 Hegne Twp. Ditch (Assessed Projects)	10,830	11,990	(1,160)	-
#32 Hegne Anthony Cutoff (Assessed Projects)	2,856	552	2,304	-
#34 Lat. B Mahn # 3 (Assessed Projects)	1,179	1,064	115	-
#40 Dalen Coulee (Assessed Projects)	21,953	10,116	11,837	-
#43 Perley (Assessed Projects)	6,667	3,840	2,827	-
#44 Hendrum (Assessed Projects)	7,450	9,688	(2,238)	-
N.C. #11 (Ditches)	2,122	1,690	432	-
N.C. #12 - Proj #24 (Ditches)	1,773	7,128	(5,355)	-
N.C. #15 (Ditches)	2,729	170	2,559	-
N.C. #18 (Ditches)	14,191	24,148	(9,957)	(1,488)
N.C. #18, Lat. #1 (Ditches)	905	165	740	-
N.C. #21 (Ditches)	1,774	174	1,600	-
N.C. #22 (Ditches)	16	-	16	-
N.C. #37 (Ditches)	2,484	940	1,544	-
Clay Co. #4 #269 (Ditches)	-	12,465	(12,465)	(193)
Clay Co. #6 (Ditches)	13,170	88,472	(75,302)	-
Clay Co. #7 (Ditches)	17	-	17	-
Clay Co. #8 (Ditches)	23,976	5,132	18,844	-
Clay Co. #14 (Ditches)	9,556	828	8,728	-
Clay Co. #18 (Ditches)	18,153	12,344	5,809	-
Clay Co. #42 (Ditches)	4,615	7,269	(2,654)	-
Clay Co. #44 ( Ditches)	2,341	7,039	(4,698)	-
Clay Co. #52 (Ditches)	2,462	19,813	(17,351)	-
J.D. 53-Main-Lockhart Flood (Ditches)	13,503	4,640	8,863	-
J.D. 53 Lat #1 (Ditches)	30,891	1,699	29,192	-
J.D. 53 Lat #2 (Ditches)	19,474	4,112	15,362	-
J.D. 56 (Ditches)	10,638	11,721	(1,083)	-
J.D. 56 Lat #1 (Ditches)	9,231	8,102	1,129	-
#358 Clearwater Co. #3 (Ditches)	13,062	1,580	11,482	-

NET CHANGE IN CASH FUND BALANCES	CASH FUND BALANCES (DEFICIT) - BEGINNING	CASH FUND BALANCES (DEFICIT) - ENDING
\$ 633	\$ 50,983	\$ 51,616
-	-	-
(62,377)	243,354	180,977
(39,534)	142,754	103,220
968	65,952	66,920
(4,047)	12,359	8,312
3,599	172,485	176,084
(26,428)	102,827	76,399
3,345	45,535	48,880
14,630	28,299	42,929
10,782	(106,924)	(96,142)
5,852	47,381	53,233
13,667	42,004	55,671
3,067	11,653	14,720
(2,396)	(1,749)	(4,145)
4,064	88,017	92,081
13,298	37,959	51,257
(58,863)	223,257	164,394
217	36,173	36,390
454	42,065	42,519
699	11,881	12,580
(1,866)	27,941	26,075
73,841	148,632	222,473
(1,160)	68,691	67,531
2,304	17,445	19,749
115	3,258	3,373
11,837	62,069	73,906
2,827	6,602	9,429
(2,238)	(3,635)	(5,873)
432	700	1,132
(5,355)	49,214	43,859
2,559	26,927	29,486
(11,445)	82,683	71,238
740	6,852	7,592
1,600	15,625	17,225
16	1,634	1,650
1,544	30,891	32,435
(12,658)	(81,377)	(94,035)
(75,302)	40,361	(34,941)
17	1,722	1,739
18,844	105,674	124,518
8,728	96,772	105,500
5,809	83,424	89,233
(2,654)	29,396	26,742
(4,698)	19,960	15,262
(17,351)	13,660	(3,691)
8,863	91,536	100,399
29,192	61,145	90,337
15,362	(59,566)	(44,204)
(1,083)	137,939	136,856
1,129	63,107	64,236
11,482	30,430	41,912

**WILD RICE WATERSHED DISTRICT**  
**COMBINING STATEMENT OF CASH RECEIPTS, DISBURSEMENTS, AND**  
**CHANGES IN CASH FUND BALANCES - CASH BASIS**  
**NONMAJOR GOVERNMENTAL FUNDS**  
**CAPITAL PROJECTS FUNDS (CONTINUED)**  
**YEAR ENDED DECEMBER 31, 2020**

	RECEIPTS	DISBURSEMENTS	RECEIPTS OVER (UNDER) DISBURSEMENTS	NET TRANSFERS IN (OUT)
#8 Moccasin Creek (Unassessed)	-	670	(670)	670
#35 Sande Detention (Unassessed)	-	1,391	(1,391)	1,391
#36 Marsh Creek 3 (Unassessed)	-	1,098	(1,098)	1,098
#36 Northern Improvement Dam (Unassessed)	-	2,246	(2,246)	2,246
#38 Rockwell Dam (Unassessed)	-	460	(460)	460
#39 Mashaug Dam (Unassessed)	-	263	(263)	263
#45 Goose Prairie WMA (Unassessed)	-	310	(310)	310
RRC - Levy Admin Work (Red River Construction)	-	1,425	(1,425)	1,425
District Owned Acquisitions (Red River Construction General)	2,919	3,597	(678)	678
Leased AG Property (Red River Construction General)	83,667	14,781	68,886	(68,886)
#13 Halstad (#336 #II Community Dikes)	115,917	352,719	(236,802)	-
#11 Perley Road Raise (#336 #III Community Dikes)	-	620	(620)	620
#12 Hendrum Road Raise (#336 #III Community Dikes)	15,625	120,970	(105,345)	105,345
#362 Wild Rice River MPCA WRAP (Project Dev - Other)	1,787	2,206	(419)	708
#363 Marsh River MPCA WRAP (Project Dev - Other)	2,056	2,453	(397)	725
#364 Property Acquisition/Demo (Project Dev - Other)	-	525	(525)	525
#370 2018 DRM Grant (Project Dev - Other)	12,500	67,550	(55,050)	61,405
#375 2019 Property Acquisition (Project Dev - Other)	-	73,290	(73,290)	73,290
#354 Goose Prairie WMA Storage (Project Dev - RRC)	21,786	180,048	(158,262)	158,262
#365 S Branch WRR - NRCS WP (Project Dev - RRC)	132,173	161,462	(29,289)	25,372
#366 Moccasin Creek - NRCS WP (Project Dev - RRC)	90,526	95,389	(4,863)	23,324
#367 Green Meadow - NRCS WP (Project Dev - RRC)	128,155	140,523	(12,368)	25,927
#006 Todd (#368 - 2016 Rural Ring Dike)	-	2,197	(2,197)	-
#008 Hewson (#368 - 2016 Rural Ring Dike)	37,122	41,557	(4,435)	4,754
#009 Gunder Hanson (#368 - 2016 Rural Ring Dike)	93,570	98,192	(4,622)	11,582
#368 - 2016 Rural Ring Dike - Other (Project Dev - RRC)	-	5,432	(5,432)	5,432
Ph 000 - LGU Coordination (#369 One Watershed One Plan)	-	12,270	(12,270)	13,086
Ph 001 - Pre-Planning (#369 One Watershed One Plan)	-	-	-	17,218
Ph 002 - Planning (#369 One Watershed One Plan)	-	68,639	(68,639)	44,755
Ph 003 - Plan Review (#369 One Watershed One Plan)	-	16,270	(16,270)	1,891
Ph 004 - Meetings and Expenses (#369 One Watershed One Pla	-	30,437	(30,437)	37,701
#369 One Watershed One Plan (Project Dev - RRC)	-	2,169	(2,169)	(101,460)
#91 Corey Hanson Complaint 2018 (#18 Violations)	-	272	(272)	272
#96 Bill Chisholm Complaint (#18 Violations)	-	3,776	(3,776)	3,776
#97 Kevin Chisholm 2019 Complaint (#18 Violations)	-	83	(83)	83
#98 Walworth Twp 22 (#18 Violations)	-	430	(430)	430
#99 Walworth Twp 23 (#18 Violations)	-	852	(852)	852
#102 Hendricks 2019 (#18 Violations)	-	331	(331)	331
#103 Pete Domogalla 2020 (#18 Violations)	-	720	(720)	720
#104 Hendrickson-Steichen 2020 (#18 Violations)	-	679	(679)	679
#105 Chuck Borgen Complaint - 2 (#18 Violations)	-	761	(761)	761
#106 Harlan Wentz 2020 (#18 Violations)	-	706	(706)	706
#107 Doug Fabre 2020 (#18 Violations)	-	290	(290)	290



**WILD RICE WATERSHED DISTRICT  
 COMBINING STATEMENT OF CASH RECEIPTS, DISBURSEMENTS, AND  
 CHANGES IN CASH FUND BALANCES - CASH BASIS  
 NONMAJOR GOVERNMENTAL FUNDS  
 CAPITAL PROJECTS FUNDS (CONTINUED)  
 YEAR ENDED DECEMBER 31, 2020**

	RECEIPTS	DISBURSEMENTS	RECEIPTS OVER (UNDER) DISBURSEMENTS	NET TRANSFERS IN (OUT)
#108 Trevor Peterson Complaint (#18 Violations)	-	1,795	(1,795)	1,795
#109 Jake Bitker Complaint (#18 Violations)	-	249	(249)	249
#18 Violations - Other (#18 Violations)	-	17,256	(17,256)	17,256
#12 Permits - Other (#12 Permits)	-	91,125	(91,125)	91,125
Site 1 - 316790 Proj 9 South Br (FEMA 2019)	8,934	-	8,934	-
Site 2 - 316795 Upper Reaches M (FEMA 2019)	1,731	-	1,731	330
Site 3 - 316802 Upper Reaches M (FEMA 2019)	13,146	-	13,146	330
Site 4 - 316805 Green Meadow Da (FEMA 2019)	16,141	-	16,141	(9,835)
Site 5 - 316808 Moccasin Dam (FEMA 2019)	579	-	579	1,696
Site 6 - 316787 JD 56 L1 Section (FEMA 2019)	2,474	-	2,474	-
Site 7 - 316788 JD 56 L 1 Section (FEMA 2019)	2,474	-	2,474	-
Site 8 - 316789 Proj 9, Felton (FEMA 2019)	2,469	-	2,469	-
Site 9 - 316792 NCD 37 (FEMA 2019)	6,407	-	6,407	-
Site 10 - 316807 CCD 4 (FEMA 2019)	-	-	-	97
Site 11 - 316809 Upper Reaches (FEMA 2019)	67,568	38,812	28,756	-
Site 12 - 316766 CCD 3 (FEMA 2019)	-	-	-	97
Site 13 - 316768 CCD 20 (FEMA 2019)	-	-	-	1,110
Site 14 - 316794 Northern Improv. (FEMA 2019)	12,549	-	12,549	-
Site 15 - 316806 Sande Detention (FEMA 2019)	28,282	-	28,282	-
Site 16 - 346450 NCD 18 (FEMA 2019)	7,432	8,568	(1,136)	1,488
FEMA 2019 - Other (FEMA 2019)	-	2,700	(2,700)	2,700
Total	<u>\$ 1,520,133</u>	<u>\$ 2,336,195</u>	<u>\$ (816,062)</u>	<u>\$ 564,003</u>

<u>NET CHANGE IN CASH FUND BALANCES</u>	<u>CASH FUND BALANCES (DEFICIT) - BEGINNING</u>	<u>CASH FUND BALANCES (DEFICIT) - ENDING</u>
-	-	-
-	-	-
-	-	-
-	-	-
8,934	(8,934)	-
2,061	(2,061)	-
13,476	(13,476)	-
6,306	(6,306)	-
2,275	(2,275)	-
2,474	(2,474)	-
2,474	(2,474)	-
2,469	(2,469)	-
6,407	(6,407)	-
97	(97)	-
28,756	(22,103)	6,653
97	(97)	-
1,110	(1,110)	-
12,549	(12,549)	-
28,282	(28,282)	-
352	(352)	-
-	-	-
<u>\$ (252,059)</u>	<u>\$ 2,224,794</u>	<u>\$ 1,972,735</u>

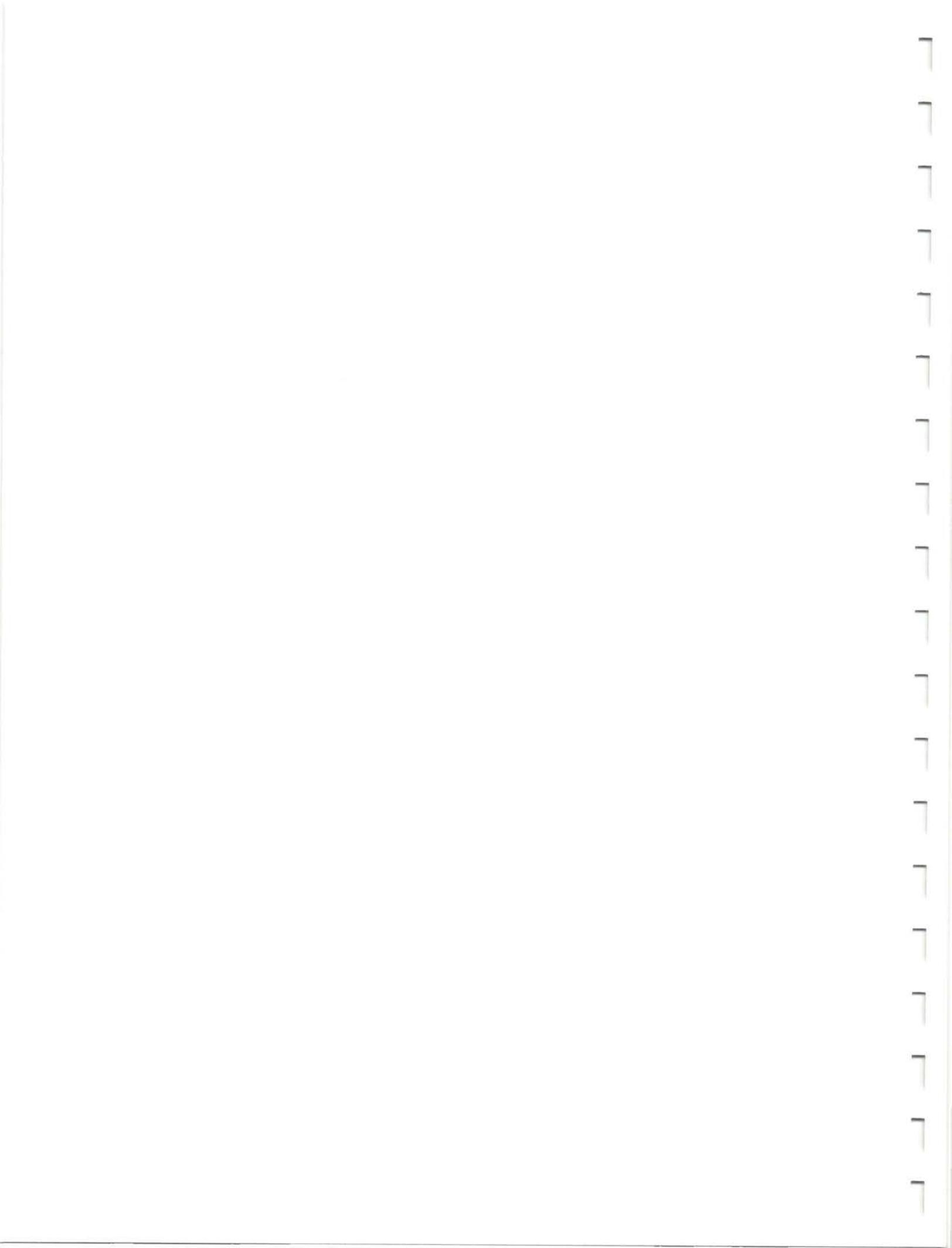


**WILD RICE WATERSHED DISTRICT  
SCHEDULE OF ACCOUNTS RECEIVABLE  
YEAR ENDED DECEMBER 31, 2020**

FUND	SOURCE OF REVENUE AND PURPOSE		AMOUNT
Capital Projects	Becker County	Property Taxes and Special Assessments	\$ 4,039
Capital Projects	Clearwater County	Property Taxes and Special Assessments	356
Capital Projects	Norman County	Property Taxes and Special Assessments	127,067
Capital Projects	NRCS	Grants Income	67,582
Capital Projects	Polk County	Property Taxes and Special Assessments	760
Capital Projects	Red River Management Board	Reimbursements	95,460
Capital Projects	State of Minnesota	Grants Income	225,316
General	Becker County	Property Taxes and Special Assessments	1,554
General	Clay County	Property Taxes and Special Assessments	6,217
General	Clearwater County	Property Taxes and Special Assessments	120
General	Hanson Law Office	Reimbursement	2,355
General	Norman County	Property Taxes and Special Assessments	3,339
General	Polk County	Property Taxes and Special Assessments	133
General	Red River Management Board	Reimbursements	5,045
Special Revenue	Becker County	Property Taxes and Special Assessments	4,014
Special Revenue	Clearwater County	Property Taxes and Special Assessments	322
Special Revenue	Norman County	Property Taxes and Special Assessments	9,025
Special Revenue	Polk County	Property Taxes and Special Assessments	353
			<u>\$ 553,057</u>

**SCHEDULE OF ACCOUNTS PAYABLE  
YEAR ENDED DECEMBER 31, 2020**

FUND	VENDOR NAME	ITEM AND PURPOSE	CHECK NUMBER	AMOUNT
Capital Projects	Bucholz Blasting	Dam Removal	17827	\$ 770
Capital Projects	Gladden Construction	Outlet Repairs	17833	9,641
Capital Projects	Gordon Construction	Dam Removal & Clean Out	Multiple	5,771
Capital Projects	Hanson Law Office	Legal	17826	517
Capital Projects	Houston Engineering	Multiple Engineering Services	17807	98,721
Capital Projects	Norman County Abstract	Abstract Update	17812	276
Capital Projects	Northern States Excavating	Ditch Cleanout	17842	7,866
Capital Projects	Rinke Noonan	Consulting	17817	188
Capital Projects	Tony Sip	Brush Clearing/Tree Removal	17818	12,665
Capital Projects	Visser Trenching	Brush Cleanup	17819	660
General	Ada City	Utilities	ACH	642
General	Cardmember Service	Supplies/Postage/Subscription	17804/828	300
General	Hanson Law Office	Legal	17826	700
General	Kenneth Aaron Kesselberg	Snow Removal	17808	235
General	KRJB	Advertising	17809	450
General	Marco	Copier Lease	ACH	566
General	Northwest Beverage	Water	17813	19
General	Office Supplies Plus	Supplies	17814	64
General	Renae Kappes	Cleaning	17816	120
General	Verizon Wireless	Cell Service and Upgrade	ACH	1,151
Special Revenue	Red River Watershed Mgmt. Board	1/2 Cost Reimbursement	17815	8,397
				<u>\$ 149,719</u>



**OTHER REPORT SECTION**





**Clasen & Schiessl CPAs, Ltd.**  
*Consultants & Accountants*

PO Box 90, Pequot Lakes, MN 56472

(218) 568-5242 Fax (218) 568-8680

Visit us at [lakesareacpas.com](http://lakesareacpas.com)

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**INDEPENDENT AUDITOR'S  
REPORT ON MINNESOTA LEGAL COMPLIANCE**

To the Board of Managers  
Wild Rice Watershed District  
Ada, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America, the financial statements of the Wild Rice Watershed District, Ada, Minnesota, as of and for the year ended December 31, 2020, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated June 7, 2021.

In connection with our audit, nothing came to our attention that caused us to believe that the District failed to comply with the provisions of the contracting and bidding, deposits and investments, conflicts of interest, claims and disbursements, and miscellaneous provisions of the *Minnesota Legal Compliance Audit Guide for Other Political Subdivisions*, promulgated by the State Auditor pursuant to Minn. Stat. § 6.65, insofar as they relate to accounting matters. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding the District's noncompliance with the above referenced provisions, insofar as they relate to accounting matters.

This report is intended solely for the information and use of those charged with governance and management of the District and the State Auditor and is not intended to be, and should not be, used by anyone other than these specified parties.

*Clasen & Schiessl CPAs, Ltd.*

Clasen & Schiessl CPAs, Ltd.  
Consultants & Accountants

Pequot Lakes, Minnesota  
June 7, 2021

