

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

REGULAR MEETING
April 13, 2022
APPROVED MINUTES

A full list of acronyms used is available at the end of this report (Appendix B)

1. The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, April 13, 2022. Managers in attendance included: Greg Holmvik, Duane Erickson, Raymond Hanson, Dean Spaeth, Mark Harless and Mike Christensen. In addition, the following persons were in attendance: Administrator Tara Jensen, Engineer Jerry Bents, Attorney Elroy Hanson, Bookkeeper Stacy Purrington, Keith Berndt, Glen Visser, Rob Sip, Tom Bergren, Charles Pazdernik, Rick & Evie Wenner, Dean & Penny Jallo, Merlynn & Ginger Petermann. Attending via electronic means were Administrative Assistant Amy Nelson, Bob Haverkamp, Christine Spaeth, Nikki Swenson, and Dusty Jasken. Manager and Curt Johannsen was absent from the meeting.
2. Chairman Holmvik called the meeting to order at 8:30 a.m. with recital of the pledge of allegiance.
3. Agenda Approval. A motion was made by Manager Spaeth and seconded by Manager Harless to approve the agenda. Carried.
4. Meeting Minutes. A motion was made by Manager Christensen and seconded by Manager Hanson approving the March 9, 2022, Regular Meeting Minutes as presented. Carried.
5. Special Meeting Minutes. A motion was made by Manager Hanson and seconded by Manager Erickson to approve the April 1, 2022, Special Meeting Minutes as presented. Carried.
6. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Christensen to approve the payment of billings as presented. Carried.
7. Financial Report. A motion was made by Manager Spaeth and seconded by Manager Harless to approve the monthly financial report dated March 31, 2022, and the quarterly transfers between unassessed project and ditches and the Red River Construction Account as presented. Carried.
8. Open Mic. Nobody spoke at this time.

PERMIT APPLICATIONS

9. Bob Haverkamp, Section 13, Lake Grove Twp. Permit #22-011 to install subsurface drain tile. Charles Pazdernik voiced opposition stating that he hays the area. A motion was made by Manager Spaeth and seconded by Manager Hanson to deny the permit application due to adjacent landowner concerns. Manager Erickson opposed. Carried.
10. Jacob Chisholm, Section 33, Pleasant View Twp. Permit #22-018 to install subsurface drain tile. Glen Visser voiced his concerns about the project filling in surface ditches. A motion was made by Manager

Hanson and seconded by Manager Spaeth to table the permit pending approval from the drainage authority-Norman County and to request that the applicant clarify the purpose for the surface inlets and what will happen to the surface ditches. Carried.

11. A motion was made by Manager Harless and seconded by Manager Spaeth to approve the following permit applications with conditions as listed. Carried.
 - Gerald Lien, Section 34, Flom Twp. Permit #21-145 to install subsurface drain tile with Standard Tile Conditions
 - Ed Scherping, Section 35, Pembina Twp. Permit #22-002 to install subsurface drain tile with Standard Tile Conditions
 - Tyler Zimmerman, Section 12, Popple Grove Twp. Permit #22-004 to construct wetland creations and restorations with the condition that the applicant provide written approval from the landowner in the W1/2 SE1/4 of section 12 of Popple Grove Township
 - Jerry Sather, Section 10, Home Lake Twp. Permit #22-005 to install a ditch crossing with a 24" culvert
 - Jerry Sather, Section 10, Home Lake Twp. Permit #22-006 to install a field approach with a 36" or 48"
 - Jerry Sather, Section 10, Home Lake Twp. Permit #22-007 to install a field approach with a 36" or 48"
 - Corey Jacobson, Section 16, McDonaldsville Twp. Permit #22-016 to install subsurface drain tile with Standard Tile Conditions
 - Corey Jacobson, Section 10, McDonaldsville Twp. Permit #22-017 to install subsurface drain tile with Standard Tile Conditions
 - Yuri Johnson, Section 21, McDonaldsville Twp. Permit #22-019 to install a field approach and culvert with the condition that the culvert matches the downstream pipe size-36" diameter round pipe
 - Aaron Borgen, Section 18, Mary Twp. Permit #22-022 to install a field approach with an 18" culvert
12. A motion was made by Manager Hanson and seconded by Manager Harless to continue to table the following permit applications for reasons as listed. Carried.
 - Barrick Family Farms, Section 25, Lockhart Twp. Permit #22-008 to construct a stormwater pond pending project plans for the pond.
 - Johnson Bros Farms, Section 35, Hegne Twp. Permit #21-093 to install a new 18" or 24" centerline culvert pending previously requested information from the applicant.
 - Brian Ramsrud, Section 11, LaPrairie Twp. Permit #21-105 to install a crossing over Mosquito Creek with a 6-foot or 8-foot diameter culvert pending previously requested information from the applicant.
 - Kelly Schultz, Section 23, Goose Prairie Twp. Permit #21-142 to install a new 18" centerline culvert pending previously requested information from the applicant.
 - Robert Spaeth, Section 1, Pembina Twp. Permit #21-123 to replace a bridge with box culverts or raise the bridge pending previously requested information from the applicant.
13. Jay Gunderson, Section 29-30, Heier Twp. Permit #22-020 to install subsurface drain tile. A motion was made by Manager Hanson and seconded by Manager Harless to approve with Standard tile conditions
14. Raymond Hanson, Section 10, Chief Twp. Permit #22-014 to install water and sediment control basins. A motion was made by Manager Spaeth and seconded by Manager Erickson to approve with Standard Tile Conditions. Manager Hanson abstained. Carried.
15. Marlene Hoeft, Section 11-14, Rosedale Twp. Permit #22-015 to construct a water and sediment control basin. A motion was made by Manager Harless and seconded by Manager Christensen to table requesting

that the applicant provide written approval from the landowner in the SE1/4 Section 11, Rosedale Township. Carried.

16. Chuck Johnson, Section 15, Pleasant View Twp. Permit #22-012 to install subsurface drain tile. A motion was made by Manager Erickson and seconded by Manager Hanson to approve with Standard Tile Conditions. Carried.
17. Lynn Johnson, Section 21, Pleasant View Twp. Permit #22-013 to install subsurface drain tile. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve with Standard Tile Conditions. Carried.
18. John Pazdernik, Section 7, Lake Grove Twp. Permit #22-003 to install subsurface drain tile. A motion was made by Manager Erickson and seconded by Manager Spaeth to approve with Standard Tile Conditions. Lengthy discussion was held regarding the size of the tile and the use of open inlets. Manager Spaeth amended his second to add the additional condition to eliminate open inlets from the plan. Manager Erickson amended his motion to add the condition to eliminate open inlets from the plan. Chairman Holmvik opposed. Carried.
19. Complaints. An update was given on the three open complaints. No action is required at this time.
 - Orvin Hilde, Section 26, Ulen Twp. Staff will visit the site during the May permit review to re-evaluate
 - Charles Fuglie, Section 1-2, Goose Prairie Twp. Staff will visit site during the May permit review to inspect the ditch and conduct survey shots if necessary to locate the flow split in the new ditch.
 - Wayne Stundahl, Section 7, Fossum Twp. Mr. Stundahl will contact the District when access to the site is possible.
20. Appraisers. Discussion was held on making sure that our appraisers are meeting our needs by placing a value on all acres. If there is a zero value, there must be an explanation why.
21. Goose Prairie. Administrator Jensen provided an update on acquisitions.
 - Ginger Petermann-Meeting held on April 12, 2022, at Attorney Baer's office. Updated lidar was provided at the meeting to account for possible error in the reading. The current counteroffer from the Petermann party is \$28,000. A motion was made by Manager Hanson and seconded by Manager Erickson to accept the counteroffer of \$28,000. Discussion was held. Manager Erickson requested to amend his second to add attorney fees. Manager Hanson did not amend his motion, so Manager Erickson withdrew his second. Manager Harless seconded Manager Hanson's motion for \$28,000. Manager Erickson opposed. Carried.
 - Eric Dahl-Waiting for a response from the mortgage company
 - Ed Anderson-Attorney Hanson's office is scheduling the closing
 - Kyle Bergren-documents were mailed to Kyle on April 7th for his review
 - Oberg (Travis Amundson)-documents were mailed on April 7th for their review

- Todd Kjos-Attorney Hanson's office is making some changes to Todd's documents. Administrator Jensen is meeting with Todd on April 15th to look at the crossing. She'll take the documents to him at that time.

Advertising for project construction will begin on April 19th. The District will open bids on May 10th and allow for 60 days to award the contract. We are carrying forward with the DNR permitting process since a verbal agreement was reached regarding the easement needs. Our plan is to begin construction on the project in the Summer of 2022.

22. Community Flood Protection. The HSEM Grant Application for the Perley grade raise was submitted to FEMA. We responded to their questions and have had communication with the state regarding funding.

23. 2020 FEMA Buyout Properties. Administrator Jensen provided updates on each property:

- Ista: The Landowners are currently looking for a new place to live
- Vik: The landowners are coming back from Tennessee and will need to put a garage up to store their items before we close.
- Jacobson: waiting for the estate hearing
- Welch: Closing April 13th following the regular board meeting
- Paulsrud: waiting for abstract updates
- Wegge: waiting for abstract updates
- Rudell: Closed on the property on February 28, 2022, awaiting inspection and demolition.

24. Ditch and Project Maintenance

- JD53 Outlet: Two of the three landowners are opposed to the project. A motion was made by Manager Spaeth and seconded by Manager Hanson to postpone the repair project and monitor the ditch for the next few years. Carried
- Upper Reaches:
 - Jacobson-approved the Board's offer of \$2,000 for the easement needs and signed the settlement agreement. The easement documents are being prepared.
 - McNamar-signed easement on April 11, 2022.
 - Strand-documents have been mailed to all parties

An Application for Water Quality Funding was submitted to the Red Board to help with cost shares for the repairs. That application will be reviewed at the Red Board Meeting on April 19, 2022. Advertising for project construction will begin on April 19th, with bids to be opened May 10th and the project to be awarded following the opening.

25. Lower Wild Rice. We are working on closing statements and documents for the Kroshus building site we are acquiring. We are also getting closer on closing some easements along the Lower Wild Rice corridor. We are determining if the appraisals being obtained for the home acquisitions meet the LSOHC grant requirements.

26. Citizens Advisory Committee. Chairman Holmvik attended; Manager Johannsen did not attend due to illness. Minutes from the meeting on April 4th, 2022, were distributed. A motion was made by Manager

Spaeth and seconded by Manager Hanson to remove Steve Kalbaugh from the committee and advertise for a replacement, as Steve has not been able to attend due to moving outside of the District. Carried.

27. Manager Per Diems. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve payment of Manager per diems and expenses as distributed. Carried.
28. There being no further business to come before the Board of Managers, a motion was made by Manager Hanson and seconded by Manager Spaeth to adjourn the meeting. Carried. Chairman Holmvik adjourned the meeting at 10:15 am.

Curt Johannsen, Secretary

Date	Num	Name	Memo	Amount
Mar 10 - Apr 13, 22				
03/15/2022		QuickBooks Payroll Service	Created by Payroll Service on 03/14/2022	8,627.51
03/29/2022		QuickBooks Payroll Service	Created by Payroll Service on 03/28/2022	8,952.86
04/12/2022		QuickBooks Payroll Service	Created by Payroll Service on 04/11/2022	8,684.32
03/10/2022	ACH	Ada City		385.01
03/11/2022	ACH	Arvig		385.55
03/14/2022	ACH	Minnesota Energy Resources Corporation		77.00
03/15/2022	ACH	PERA		70.02
03/14/2022	ACH	US Treasury-Payroll	41-6145653	153.00
03/18/2022	ACH	MN Dept of Revenue	5062265	504.00
03/18/2022	ACH	US Treasury-Payroll	41-6145653	2,576.64
03/21/2022	ACH	PERA		1,421.43
04/05/2022	ACH	MARCO, Inc.		601.88
04/05/2022	ACH	PERA		1,397.37
04/04/2022	ACH	MN Dept of Revenue	5062265	495.00
04/04/2022	ACH	US Treasury-Payroll	41-6145653	2,534.30
04/11/2022	ACH	Ada City		362.01
03/31/2022	ACH	Aflac		112.20
04/07/2022	ACH	MN Dept of Revenue		495.00
04/11/2022	ACH	Frandsen Bank	safe deposit fee	33.00
04/08/2022	ACH	Verizon Wireless		46.44
03/21/2022	18275	Rinke Noonan		3,285.50
03/21/2022	18276	Wambach & Hanson	February Legal	10,450.64
04/04/2022	18277	Department of Natural Resources	Easement application fee	2,000.00
04/06/2022	18278	Wambach & Hanson Law Office Trust Account	Settlement Statement-Leslie & Mary Welch	146,250.00
04/13/2022	18279	MN Board of Water and Soil Resources	Wetland Banking Credits	754.16
04/13/2022	18280	MN Board of Water and Soil Resources	Wetland Banking Credits	1,275.20
04/13/2022	18281	Becker County SWCD	Coordinator Costs	6,453.36
04/13/2022	18282	Border Appraisals Inc		1,125.00
04/13/2022	18283	Cardmember Service	March Statement	719.20
04/13/2022	18284	Cintas	Rugs & sanitizer	122.71
04/13/2022	18285	Clay County Auditor Treasurer		5,133.00
04/13/2022	18286	Docu Shred	Document Shredding	42.16
04/13/2022	18287	FP Mailing Solutions	Postage machine	118.63
04/13/2022	18288	Houston Engineering, Inc.		38,621.44
04/13/2022	18289	KRJB Radio	Advertising	480.00
04/13/2022	18290	Liberty Mutual Insurance	Bond invoice	125.00
04/13/2022	18291	MN PEIP		9,183.30
04/13/2022	18292	Morris Electronics, Inc.		1,796.50
04/13/2022	18293	Norman County Recorder	Recording Fee-McNamar	46.00
04/13/2022	18294	Norman County Treasurer/Auditor		1,534.71
04/13/2022	18295	Red River Valley Coop Power Assn	March Billing-Rudell property	231.57
04/13/2022	18296	Red River Watershed Management Board	Tax share	7,826.98
04/13/2022	18297	Renae Kappes	Office cleaning	180.00

04/13/2022	18298	Rinke Noonan		3,310.00
04/13/2022	18299	Supermarket Foods	March statement	52.59
04/13/2022	18300	Tony Sip	Tree removal	8,245.00
04/13/2022	18301	Visser Trenching	Snow removal	884.50
04/13/2022	18302	Wambach & Hanson	March Legal	8,274.20
04/13/2022	18303	Wambach & Hanson Law Office Trust Account	Correction to settlement statement	2,916.63
04/13/2022	18304	Becker Co. Auditor		4,052.00
04/13/2022	18305	Wambach & Hanson Law Office Trust Account	Settlement Statement-Edmund Anderson	16,566.00
04/13/2022	18306	Becker Co. Auditor	2022 Special Assessments	564.00
04/13/2022	18307	Office Supplies Plus		171.51
04/13/2022	18308	Dean P Spaeth		305.76
04/13/2022	18309	Duane L Erickson		421.38
04/13/2022	18310	Gregory R Holmvik		842.83
04/13/2022	18311	Mark L Harless		258.96
04/13/2022	18312	Michael K Christensen		273.13
04/13/2022	18313	Raymond M Hanson		385.43
04/13/2022	18314	Wambach & Hanson Law Office Trust Account	Settlement statement-Curt & Kathy Jacobson	2,669.50
			TOTAL	<u>325,863.02</u>

Appendix A

Transfers from Red River Construction to Unassessed Projects and Ditches

	3/31/2022		
	3/31/2022	RRC	Survey & Data
PROJECTS			
Unassessed			
#8 Moccasin	19.00	(19.00)	
#35 Sande Detention	634.95	(634.95)	
#36 Northern Improvement Dam	148.64	(148.64)	
#38 Rockwell Dam	148.64	(148.64)	
Project Development - other			
#336 - Community Dikes			
#31 Perley Grade Raise 2021	270.00	(270.00)	
#375 - Property Acq/Demo	7,773.85	(7,773.85)	
Project Development - RRC			
#354 Goose Prairie WMA Storage Ph 001 Project Permitting	22,404.06	(22,404.06)	
	2,063.00	(2,063.00)	
#357 Lower Wild Rice	5,852.03	(5,852.03)	
#371 Becker County Clean Water 2021	24,999.99	(24,999.99)	
#365 South Branch WRR - NRCS WP	48,092.13	(48,092.13)	
#367 Green Meadow - NRCS WP	28,795.19	(28,795.19)	
#12 Permits	9,074.36	(9,074.36)	
	150,275.84	(150,275.84)	-
	150,275.84	-150,275.84	

Appendix B

List of Acronyms Used:

DNR	Department of Natural Resources
FEMA	Federal Emergency Management Agency
HSEM	Homeland Security and Emergency Management
JD53	Judicial Ditch 53
LLLP	Limited Liability Limited Partnership
RCP	Reinforced Concrete Pipe
RRWMB	Red River Watershed Management Board
SWCD	Soil and Water Conservation District
WMA	Wildlife Management Area
WRWD	Wild Rice Watershed District