

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

REGULAR MEETING
May 11, 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, May 11, 2022. Managers in attendance included: Greg Holmvik, Duane Erickson, Dean Spaeth, Mark Harless, Curt Johannsen and Mike Christensen. In addition, the following persons were in attendance: Administrator Tara Jensen, Engineer Jerry Bents, Attorney Elroy Hanson, Bookkeeper Stacy Purrington, Curt Jacobson, Andrew Borgen, Rob Baden, River Watch students, Daryl Moore, Brian Borgen, Ron Visser & Austen Germolus. Attending via electronic means were Administrative Assistant Amy Nelson, Bob Haverkamp, Christine Spaeth, Nikki Swenson, and Frank Gross. Manager Raymond Hanson 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. Manager's Oaths. Manager Christensen and Manager Johannsen were sworn in by Attorney Hanson.
4. Agenda Approval. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve the agenda with the following additions: River Watch, Red Board update, 2022 Flood Updates, Norman County Fair Request, RJ Broadcasting Farm Programs, Clay County Ditch 18, 1W1P, and Mahnommen County SWCD. Carried.
5. Meeting Minutes. A motion was made by Manager Johannsen and seconded by Manager Christensen approving the April 13, 2022, Regular Meeting Minutes as presented. Carried.
6. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve the payment of billings as presented. Carried.
7. Financial Report. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve the monthly financial report dated April 30, 2022. Carried. The Board asked that Administrator Jensen initiate conversation with the bank regarding CD's.
8. Open Mic. Curt Jacobson and Brian Borgen voiced their concerns about erosion and sedimentation on the Upper Reaches project.
9. River Watch. Students from the Norman County East High School River Watch program presented an update of their projects to the Board. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve a \$1,000 donation to River Watch. Carried. The Board thanked the students for the work they do in the District.

PERMIT APPLICATIONS

10. Daryl Moore, Section 22, Walworth Twp. Permit #22-038 to install subsurface drain tile. A motion was made by Manager Erickson and seconded by Manager Spaeth to approve with standard tile conditions. Carried.
11. Riverview LLP, Various Sections, Waukon and Fossum Twps. Permit #22-033 to install subsurface manure pipelines for field application. A motion was made by Manager Christensen and seconded by Manager Erickson to approve with the condition that the pipeline is installed a minimum of 30" below any ditch channel bottoms, the applicant is responsible for adequate erosion control measures during construction and if a Watershed District project or other legal ditch project is hereafter initiated, repaired or improved over permitted utility, the owner of said utility shall be responsible for the cost of moving or deepening the utility if the Watershed District deems it necessary for the construction of the repair improvement or initiation of the project. Carried.
12. Andrew Borgen, Sections 13-18, Winchester Twp. Permit #22-025 to lower a centerline culvert 0.6 feet. A motion was made by Manager Spaeth and seconded by Manager Erickson to approve. Carried.
13. A motion was made by Manager Spaeth and seconded by Manager Erickson to approve the following permits with standard tile conditions. Carried.
 - Andrew Borgen Section 24, Shelly Twp. Permit #22-031 to install subsurface drain tile.
 - Andrew Borgen Section 25, Shelly Twp. Permit #22-032 to install subsurface drain tile.
14. Andrew Borgen notified us that there is a culvert plugged. Administrator Jensen informed him that the culvert is under a county road so he will let the County know.

(Permits continued)

15. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve the following permits with conditions as listed. Carried.
 - James Erbe, Section 25, Green Meadow Twp. Permit #22-037 to replace a crushed 24" centerline culvert. Approved with the condition that the culvert is replaced with the same size culvert.
 - Randal Gorder, Section 16, Waukon Twp. Permit #22-028 to install two field approaches one dry block and one with an 18" culvert.
 - Randal Gorder, Section 16, Waukon Twp. Permit #22-029 to install a field approach with a 24" culvert
 - Rod Hamby, Section 33, Ulen Twp. Permit #22-040 to remove a driveway with an 18" culvert and install a new driveway with an 18" culvert.
 - Terry McCollum, Section 29, Gregory Twp. Permit #22-039 to construct two wetland restorations. Approved with standard tile conditions.
 - Norman County SWCD, Section 9, Wild Rice Twp. Permit #22-026 to install a field approach with two 24" culverts.
16. Barrick Family Farms, Section 25, Lockhart Twp. Permit #22-008 to construct a stormwater pond. A motion was made by Manager Harless and seconded by Manager Johannsen to continue to table pending project plans for the pond. Carried.

17. A motion was made by Manager Johannsen and seconded by Manager Harless to continue to table the following permits pending information from the applicants. Carried.
- Jacob Chisholm, Section 33, Pleasant View Twp. Permit #22-018 to install subsurface drain tile.
 - Marlene Hoeft, Section 11-14, Rosedale Twp. Permit #22-015 to construct a water and sediment control basin.
18. Randal Gorder, Section 15, Waukon Twp. Permit #22-027 to install a field approach with an 18” culvert. A motion was made by Manager Spaeth and seconded by Manager Harless to approve. Carried.
19. A motion was made by Manager Johannsen and seconded by Manager Harless to return the permits listed, as the additional information requested from the applicants has not been received, noting the applicants can reapply if the requested information is obtained. Carried.
- Johnson Bros Farms, Section 35, Hegne Twp. Permit #21-093 to install a new 18” or 24” centerline culvert
 - 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.
 - Kelly Schultz, Section 23, Goose Prairie Twp. Permit #21-142 to install a new 18” centerline culvert.
 - Robert Spaeth, Section 1, Pembina Twp. Permit #21-123 to replace a bridge with box culverts or raise the bridge.
20. Kemper Farms, Section 27, Rosedale, Twp. Permit #22-036 to install water and sediment control basins. A motion was made by Manager Johannsen and seconded by Manager Harless to approve with standard tile conditions. Carried.
21. Kevin Leiser, Section 6, Spring Creek Twp. Permit #22-034 to remove a driveway with a 48’ culvert. A motion was made by Manager Spaeth and seconded by Manager Erickson to approve. Carried.
22. Verdell Olson, Section 6, Sundal Twp. Permit #22-030 to install two 10” centerline culverts. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve. Carried.
23. Shawn Swiers, Sections, 7, 18, 30, Gregory Twp. Permit #22-035 to install water and sediment control basins and grade stabilization structures. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve with standard tile conditions. Carried.
24. Complaints. An update was given on the three open complaints.
- Orvin Hilde, Section 26, Ulen Twp. A motion was made by Manager Christensen and seconded by Manager Spaeth to table. Mr. Hilde is talking to the Township & they are doing the work. Carried.
 - Charles Fuglie, Section 1-2, Goose Prairie Twp. A motion was made by Manager Spaeth and seconded by Manager Johannsen to send a letter dismissing the complaint as no violation was found. Carried.
 - Wayne Stundahl, Section 7, Fossum Twp. A motion was made by Manager Spaeth and seconded by Manager Harless to continue to table the complaint. Mr. Stundahl will contact the District when access to the site is possible. Carried.

25. Lower Wild Rice. Administrator Jensen provided updates on the Lower Wild Rice project. We received the settlement statement for the Kroshus building site. Closing date will be determined. We are working on getting the remainder of the closing documents to get the RIM and Supplemental Easements closed.

Manager Erickson asked Curt Jacobson and Brian Borgen to stay for the Lower Wild Rice discussion. Jacobson and Borgen both voiced their concerns once again with the Upper Reaches project. Lengthy discussion ensued.

26. Goose Prairie. Administrator Jensen provided an update on the Goose Prairie WMA project and the acquisitions.

- Kyle Bergren-documents should be signed today after the meeting
- Ginger Petermann- Purchase Agreement and Easement have been signed. The settle statement is done.
- Todd Kjos-verbally accepted, some minor changes required by Kjos. Administrator Jensen anticipates that he will sign soon.
- Oberg (Travis Amundson)-Purchase Agreement and Easement have been signed. The settlement statement is done.
- Ed Anderson-closed on May 2
- Eric Dahl-working with the bank for a release on the lien for the mortgage company

The JPA is in progress in St. Paul and will stay on the agenda for next month. This will formalize the proposed operation plan. The right of way documents are under review by the MNDNR. Federal clearance is required. Rinke Noonan has halted eminent domain proceedings at our request, to see which Purchase Agreements are signed. RRWMB approved an increase in funding from \$400,000 to \$557,000. Engineer Bents provided an update on the bidding process. We have 60 days of hold available before awarding the contract.

There is a power line that will need to be moved. A motion was made by Manager Johannsen and seconded by Manager Harless to approve the estimated quote of \$22,300.00. Carried.

27. Community Flood Protection.

- Application submitted to FEMA for the Perley Grade Raise. Administrator Jensen will reach out to follow up with Jen Davis, the State Hazard Mitigation Officer, on the Request for Information answers.

28. 2020 FEMA Buyout Properties. Administrator Jensen provided updates on each property:

- Jacobson: waiting for the estate information and settlement statement. Closing in late May.
- Paulsrud & Wegge: Attorney Hanson's office is preparing settlement statements. Closing the Week of May 16th.
- Rudell & Welch: Closed
- Ista & Vik: closing later Summer/Fall

Hazard Materials inspection will be completed the week of May 23, followed by advertising for bids for demolition and award a contract on the first 5 properties.

29. Ditch and Project Maintenance

- Upper Reaches: Right of way is secured and recorded. Moved the bid opening to May 24th due to flooding conditions. The additional RRWMB funding request of \$150,000 should be decided on May 17th.
30. Citizen's Advisory Committee. Four individuals expressed interest in being on the committee. A motion was made by Manager Spaeth and seconded by Manager Johannsen to accept all four individuals after staff verifies that they reside within the district. Manager Harless abstained. Carried.
31. Board Reorganization. A motion was made by Manager Johannsen and seconded by Manager Harless to have existing officers continue in their current positions. Manager Erickson opposed. Carried.
32. Committee Assignments. RCPP was removed from the committee assignments list. Advisory committee representation for November and April meetings was discussed. Manager Spaeth and Manager Erickson will attend in November. Manager Christensen and Manager Harless will attend in April. A full list of committee assignments is included in Appendix A at the end of this document.
33. Leased Property. Tom Carlson submitted a written request to the Board to renew his lease for another 10 years at \$100/year plus property taxes. A motion was made by Manager Spaeth and seconded by Manager Harless to approve the request. Manager Christensen was absent for the vote. Carried.

Steve Jacobson submitted a request to lease the Peck property for 10 years at \$100/year plus property taxes. A motion was made by Manager Harless and seconded by Manager Johannsen to approve the request. Carried.

A request was made to review the lease agreements to make sure they include language regarding the ability for the District to terminate the lease if necessary if the land is needed for future projects.

34. 2022 Flood updates. Rob Sip provided a handout. Engineer Bents provided flood updates from Mike Buerkley's field review of the District. It was noted that only 25% of the District has been able to be examined due to wet conditions.
35. Norman County Fair. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve a donation of \$250.00 to the Norman County Agricultural Society for the Norman County Fair. Carried.
36. RJ Broadcasting Farm Programs. A motion was made by Manager Johannsen and seconded by Manager Harless to approve broadcasting through the Farm Programs on RJ Broadcasting channels at \$495 per quarter. Carried.
37. Clay County Ditch 18. A proposed land trade signed by Andrew Austinson was presented to the Board for consideration. Austinson was requesting to trade 156 acres he owns in the previously identified CD18 storage site for 150.68 acres the District owns in an adjacent section. Discussion regarding the proposed trade was held. Administrator Jensen and Attorney Hanson advised that the difference in assessed values of the property was minimal and the District owned property was purchased with the intent to trade for parcels within a project site. Discussion was held that if the District sought to purchase the property for the purpose of the project, they would likely pay a premium on the land, which would negate and exceed the difference in assessed values of the property. A motion was made by Manager Harless and seconded by Manager Johannsen to approve the trade and authorized Chairman Holmvik signing the document. Carried.

The Board instructed Administrator Jensen to reach out to the other adjacent landowners regarding property for this project.

38. 1W1P. The steering committee met to develop a budget and work plan for the fiscal year 2023 grant submittal. It will be presented for Policy Committee consideration on June 27th.
39. Mahnomen SWCD. A motion was made by Manager Spaeth and seconded by Manager Erickson to approve \$4,310 for the Eiyneck request. Carried.

The previous project that the Board approved funding for will no longer be happening this year. It was also suggested that the Board should consider assigning an annual amount towards SWCD funding requests when they review the budget and project levies at the July Board meeting.

40. Red Board Update. Manager Erickson asked for an update on the cost of the RRWMB request for a district-owned vehicle as well as the cost of having the office. Discussion was held.

Manager Harless brought up the topics of storage, slowing the flow and sediment. Discussion was held.

41. Manager Per Diems. A motion was made by Manager Christensen and seconded by Manager Johannsen to approve payment of Manager per diems and expenses as distributed. Carried.
42. There being no further business to come before the Board of Managers, a motion was made by Manager Spaeth and seconded by Manager Christensen to adjourn the meeting. Carried. Chairman Holmvik adjourned the meeting at 11:01 am.

Curt Johannsen, Secretary

Date	Num	Name	Memo	Credit
Apr 14 - May 11, 22				
04/26/2022		QuickBooks Payroll Service	Created by Payroll Service on 04/25/2022	7,760.05
04/30/2022		Frandsen Bank	Service Charge	64.00
05/10/2022		QuickBooks Payroll Service	Created by Payroll Service on 05/09/2022	5,631.18
05/03/2022	ACH	Arvig		374.36
04/29/2022	ACH	Minnesota Energy Resources Corporation		77.00
05/05/2022	ACH	MARCO, Inc.		601.88
04/18/2022	ACH	PERA		1,538.64
04/15/2022	ACH	MN Dept of Revenue	5062265	519.00
04/20/2022	ACH	US Treasury-Payroll	41-6145653	2,899.94
04/15/2022	ACH	Aflac		168.30
04/29/2022	ACH	MN Dept of Revenue	5062265	408.00
04/29/2022	ACH	US Treasury-Payroll	41-6145653	2,130.78
04/29/2022	ACH	PERA		1,216.58
05/10/2022	ACH	Ada City		373.58
05/06/2022	ACH	Verizon Wireless		46.41
05/11/2022	18315	Cardmember Service	April statement	730.53
05/11/2022	18316	Cintas	rugs & sanitizer	122.71
05/11/2022	18317	Clay County Union	Citizen's advisory committee ad	110.00
05/11/2022	18319	EcoLab	Pest control	109.53
05/11/2022	18320	Farmers Independent	Advertising-Citizen's Advisory	28.13
05/11/2022	18321	Houston Engineering, Inc.		91,811.34
05/11/2022	18322	KRJB Radio	Advertising	574.00
05/11/2022	18323	McCollum Hardware, Inc.		33.63
05/11/2022	18324	MN Board of Water and Soil Resoures	Annual Account maintenance fee	500.00
05/11/2022	18325	MN PEIP	June Coverage	2,769.18
05/11/2022	18326	Morris Electronics, Inc.		790.89
05/11/2022	18327	Norman County Index-Ada		949.00
05/11/2022	18328	Norman County Recorder	Recording fee-Curt Jacobson	46.00
05/11/2022	18329	Norman County Treasurer/Auditor	23-9416000 Heiberg Dam	8.00
05/11/2022	18330	Office Supplies Plus		53.18
05/11/2022	18331	Red River Valley Coop Power Assn	April Billing-Rudell property	43.12
05/11/2022	18332	Renae Kappes	Office cleaning	120.00
05/11/2022	18333	Rinke Noonan		4,921.00
05/11/2022	18334	Supermarket Foods	April Statement	43.43
05/11/2022	18335	The Forum	Citizen's advisory ad	170.00
05/11/2022	18336	The Title Team	Abstract update-Paulsrud & Wegge	581.00
05/11/2022	18337	Wambach & Hanson	April Statement	6,806.14
05/11/2022	18338	Norman County Recorder	Recording fee-Les Welch	46.00
05/11/2022	18339	Norman County Treasurer/Auditor	12-5415000 Rudell	1,023.00

05/11/2022	18340	Norman County Recorder	Recording fee-Curt Jacobson	46.00
05/11/2022	18342	Clay Soil & Water District		1,502.31
05/11/2022	18343	Wambach & Hanson Law Office Trust Account	Wegge Settlement Statement	189,004.75
05/11/2022	18344	Wambach & Hanson Law Office Trust Account	Paulsrud Settlement Statement	153,768.18
05/11/2022	18345	Wambach & Hanson Law Office Trust Account	Kroshus settlement statement	37,625.47
05/11/2022	18346	Wambach & Hanson Law Office Trust Account	Kroshus settlement statement	148,959.07
05/11/2022	18347	Wambach & Hanson Law Office Trust Account	Jacobson settlement statement	104,575.01
05/11/2022	18348	Wambach & Hanson Law Office Trust Account	Petermann settlement statement	28,302.00
05/11/2022	18349	Wambach & Hanson Law Office Trust Account	Oberg settlement statement	29,571.00
05/11/2022	18350	Curt Johannsen		253.23
05/11/2022	18351	Dean P Spaeth		152.88
05/11/2022	18352	Duane L Erickson		142.41
05/11/2022	18353	Gregory R Holmvik		115.44
05/11/2022	18354	Mark L Harless		129.48
05/11/2022	18355	Michael K Christensen		107.31
05/11/2022	18356	Norman County East	River Watch Donation	1,000.00
05/11/2022	18357	Norman County Agriculture Society	Donation	250.00
Total				831,704.05

Appendix A 2022-2023 Committee and Representative Assignments

COMMITTEES:

FINANCE

Greg Holmvik
Dean Spaeth
Mike Christensen

BONDING/LEGISLATIVE

Mike Christensen
Duane Erickson
Curt Johannsen

PERSONNEL

Greg Holmvik – employee liaison
Dean Spaeth
Raymond Hanson

RING DIKE

Curt Johannsen
Raymond Hanson
Dean Spaeth

PROJECT TEAM

Mike Christensen
Duane Erickson
Curt Johannsen

ONE WATERSHED ONE PLAN

Mark Harless
Curt Johannsen

CITIZEN'S ADVISORY MTGS.

November:

Dean Spaeth
Duane Erickson

April:

Mark Harless
Mike Christensen

REPRESENTATIVES

RRWMB

Greg Holmvik
Raymond Hanson (alternate)

BECKER COUNTY SWCD

Duane Erickson

CLAY COUNTY SWCD

Mark Harless

NORMAN COUNTY SWCD

Mike Christensen

MAHNOMEN COUNTY SWCD

Dean Spaeth

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