

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

**REGULAR MEETING**  
**June 8, 2022**  
**APPROVED MINUTES**

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

1. The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, June 8, 2022. Managers in attendance included: Greg Holmvik, Dean Spaeth, Raymond Hanson, Mark Harless and Mike Christensen. In addition, the following persons were in attendance: Administrator Tara Jensen, Engineer Jerry Bents, Attorney Levi Liebl, Bookkeeper Stacy Purrington, Wayne Stundahl, Travis Jensrud, Rob Sip and Ron Visser. Attending via electronic means were Administrative Assistant Amy Nelson, James Harrison, Stacy Harrison, Susan Schiessl, Rob Baden, Nikki Swenson and Frank Gross. Managers Duane Erickson and Curt Johannsen were 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 with the following additions: Audit Presentation and 2021 Annual Report. Carried.
4. Meeting Minutes. A motion was made by Manager Harless and seconded by Manager Christensen approving the May 11, 2022, Regular Meeting Minutes as presented. Carried.
5. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the payment of billings as presented with the addition of one late bill from Wambach and Hanson Trust account in the amount of \$189,004.75. Carried.
6. Financial Report. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the monthly financial report dated May 31, 2022. Carried.
7. Open Mic. No one spoke.
8. Complaints. Wayne Stundahl was present to discuss his complaint. After discussing the findings of the field review, a motion was made by Manager Hanson and seconded by Manager Christensen to order Clyde & Colby Neset to rebuild the ridge within 60 days of the board action. Carried.
9. Audit Presentation. Susan Schiessl presented findings from the audit via TEAMS indicating that the District was in good financial standing and there was not complications in the audit process. Carried.

**PERMIT APPLICATIONS**

10. Kurt Anderson, Section 25, McDonaldsville Twp. Permit #22-042 to replace an existing field approach culvert. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve. Carried.
11. A motion was made by Manager Hanson and seconded by Manager Harless to continue to table the following permits pending information from the applicants. Carried.

- Barrick Family Farms, Section 25, Lockhart Twp. Permit #22-008 to construct a stormwater pond.
  - Jacob Chisholm, Section 33, Pleasant View Twp. Permit #22-018 to install subsurface drain tile.
12. David Eiyneck, Section 16, Pembina Twp. Permit #22-041 to install a grade stabilization structure. A motion was made by Manager Hanson and seconded by Manager Harless to approve with standard tile conditions. Carried.
13. Marlene Hoeft, Section 11-14, Rosedale Twp. Permit #22-015 to construct a water and sediment control basin. A motion was made by Manager Hanson and seconded by Manager Harless to approve with standard tile conditions. Carried.
14. Riverview, LLLP, Sections 17, 20, 29, Waukon Twp. Permit #22-043 to install a subsurface manure transfer pipeline. A motion was made by Manager Hanson and seconded by Manager Christensen to approve. Carried.
15. Verdell Olson, Section 6, Sundal Twp. Permit #22-030 to install two 10" centerline culverts. Mark Lehmann filed an appeal on the approval of the permit. Mark rents Larry and Nancy Nichols land. The Nichols were represented by their daughter and son in law James & Stacy Harrison via TEAMS. James Harrison and Travis Jensrud, a representative from the Fertile Trap team, spoke regarding this permit. There was a misprint on the permit application. It was clarified that both culverts are 10 inches in diameter as opposed to 10 feet as previously stated on the application.
- Upkeep and maintenance of the culverts was also discussed. James & Stacy Harrison voiced their approval of the project after discussion. The Board reconsidered their action based on the district rules and found no change to previous action was necessary. A motion was made by Manager Hanson and seconded by Manager Harless to uphold the previous board action. Carried.
16. Complaints (continued). An update was given on the remaining two open complaints.
- Orvin Hilde, Section 26, Ulen Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to table to allow the work to be completed. Carried.
  - Darcy Braaten, Section 24, Felton Twp. A motion was made by Manager Spaeth and seconded by Manager Hanson to table pending a field review. Carried.
17. Goose Prairie. Administrator Jensen provided an update on the Goose Prairie WMA project: The JPA was presented for board approval. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the JPA. Carried.

- Kyle Bergren-closing documents should be ready by the end of next week
- Oberg (Travis Amundson)-documents have been sent out, waiting for them to be sent back to us
- Eric Dahl-Houston is working with the bank for a release for the flowage easement
- Todd Kjos-their attorney has just finished reviewing the documents and they should be signed soon

The federal review is in process by the MNDNR. The Red Board increased their funding on the project.

Engineer Bents stated that we are waiting on dam safety & public waters permits which is part of the process. Bids have been received and we have until July 9, 2022, to award the contract. Due to long manufacturing times, Engineering suggests that we get the gate for the project ordered now. There will be an extra cost since we'll have two mobilizations instead of one. A motion was made by Manager Hanson

and seconded by Manager Christensen to approve the contract with Landwehr Construction for Phase I of the project at a cost of \$94,066 to order the gate. Carried.

Rob Baden gave an update on the federal review process.

18. Community Flood Protection.

- Application submitted to FEMA for the Perley Grade Raise. The application is still being reviewed.

19. 2020 FEMA Buyout Properties. Administrator Jensen provided updates on each property:

- Jacobson, Paulsrud, Wegge, Rudell & Welch: Closed. Hazmat inspections were done on these properties the week of May 23.
- Ista: closing later this month
- Vik: closing later Summer/Fall

Engineer Bents provided the steps of the demolition process. First is the inspection for hazardous materials, second is removing those materials and third, the general contractor comes in to clean up. The demolition should be completed later this fall.

20. Ditch and Project Maintenance.

- Upper Reaches: The bid opening was held, and the low bid is \$335,200.50 from Rigid Excavating LLC. A motion was made by Manager Hanson and seconded by Manager Harless to award the contract to Rigid Excavating. Carried.
- During routing ditch inspections, Houston staff has observed landowners storing or abandoning items in our maintenance right-of-way. As we notice these items, we'll be noticing landowners to have them moved from the project or ditch right-of-way areas.

21. Lower Wild Rice. Attorney Liebl provided an update on the project:

- Olson & Wagner: we are close to closing on both; getting right-of-way easements in place and they'll be drafted soon
- Kroshus: amended title opinion going out today

22. Upper Reaches. As a follow up to last month's discussion with two concerned landowners, Engineer Bents provided the history of the project and potential options for the board to consider. After discussion, the Board instructed staff to prepare a letter to the US Corps of Engineers asking them to consider the project under the 1135 program.

23. 2022 Flooding. FEMA was here May 26, 2022, to do an initial damage review. Mike Buerkley with Houston Engineering presented initial damages for the WRWD. We are waiting for official declaration and continue to evaluate damages.

24. Annual Report 2021. The annual report was provided to the Board at last month's meeting. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve the Annual Report 2021. Carried.

25. Audit Presentation. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the audit report. Carried.

26. Manager Per Diems. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve payment of Manager per diems and expenses as distributed. Carried.
27. Issues-Discussion. Administrator Jensen noted that although Manager Erickson is absent from the meeting, he called this morning and wanted it on record that after thinking, he is not in favor of the land swap that occurred at last month's meeting due to the difference in assessed values and the proximity to the Goose Prairie WMA project.
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 10:07 am.

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Curt Johannsen, Secretary

Date	Num	Name	Memo	Credit
<b>May 12 - Jun 8, 22</b>				
05/24/2022		QuickBooks Payroll Service	Created by Payroll Service on 05/23/2022	5,473.24
06/07/2022		QuickBooks Payroll Service	Created by Payroll Service on 06/06/2022	5,372.40
06/08/2022			Funds Transfer	405,000.00
06/03/2022	ACH	Arvig		393.62
05/31/2022	ACH	Minnesota Energy Resources Corporation		77.00
05/16/2022	ACH	PERA		999.94
05/13/2022	ACH	MN Dept of Revenue	5062265	281.00
05/13/2022	ACH	US Treasury-Payroll	41-6145653	1,585.88
06/05/2022	ACH	MARCO, Inc.		601.88
06/06/2022	ACH	Verizon Wireless		46.41
05/18/2022	ACH	Aflac		112.20
05/20/2022	ACH	Postalia		10.00
05/31/2022	ACH	MN Dept of Revenue	5062265	281.00
06/01/2022	ACH	US Treasury-Payroll	41-6145653	1,451.98
06/02/2022	ACH	PERA		929.92
06/08/2022	ACH	The Horton Group	D&O Policy	5,336.44
06/08/2022	18358	Anders Valley Publishing, LLC	Advertising-Citizen's Advisory	128.80
06/08/2022	18359	Cardmember Service	May Statement	2,043.82
06/08/2022	18360	Cintas	Rugs	87.08
06/08/2022	18361	Farmers Independent	Citizens Advisory Ad	28.13
06/08/2022	18362	Gordon Construction, Inc.	Beaver dam removal	1,040.00
06/08/2022	18363	Houston Engineering, Inc.	May statement	48,955.04
06/08/2022	18364	MN PEIP	July Coverage	2,769.18
06/08/2022	18365	Morris Electronics, Inc.		1,263.18
06/08/2022	18366	Office Supplies Plus	Amy-notary stamp	37.99
06/08/2022	18367	Range Printing	Supplies	697.37
06/08/2022	18368	Rinke Noonan		1,519.00

06/08/2022	18369	Sign Pro	Door decals	20.00
06/08/2022	18370	Supermarket Foods	May Statement	73.64
06/08/2022	18371	Tony Sip	Debris removal	4,845.00
06/08/2022	18372	Wambach & Hanson	May statement	4,007.80
06/08/2022	18373	Wambach & Hanson Law Office Trust Account	Closing statement-Ista	189,004.75
06/08/2022	18374	Dean P Spaeth		152.87
06/08/2022	18375	Gregory R Holmvik		115.44
06/08/2022	18376	Mark L Harless		129.47
06/08/2022	18377	Michael K Christensen		136.55
06/08/2022	18378	Raymond M Hanson		364.38
<b>TOTAL</b>				<b>685,372.40</b>

## Appendix A

### List of Acronyms Used:

DNR	Department of Natural Resources
FEMA	Federal Emergency Management Agency
HSEM	Homeland Security and Emergency Management
JD53	Judicial Ditch 53
JPA	Joint Powers Agreement
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