

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

**REGULAR MEETING**  
**February 8, 2023**  
**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, February 8, 2023. Managers in attendance included: Greg Holmvik, Dean Spaeth, Raymond Hanson, Mark Harless, Duane Erickson, Curt Johannsen, and Mike Christensen. In addition, the following persons were in attendance: Administrator Tara Jensen, Engineer Jerry Bents, and Attorney Elroy Hanson. Various other interested taxpayers and landowners attended in person or via electronic means.
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 Harless and seconded by Manager Hanson to approve the agenda with the following addition: Norman-Polk Project Team. Carried.
4. Meeting Minutes. A motion was made by Manager Johannsen and seconded by Manager Harless to approve the January 11, 2023, Regular Meeting Minutes as presented. Carried.
5. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve the payment of billings as presented. Carried.
6. Financial Report. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the monthly financial report dated January 31, 2023, as presented. Carried.
7. Open Mic. No one spoke.

**PERMIT APPLICATIONS**

8. A motion was made by Manager Hanson and seconded by Manager Johannsen to continue to table the following permits as listed. Carried.
  - Christian Anderson, Section 34, Goose Prairie Twp. Permit #22-137 to install subsurface drain tile with surface inlets and fill in existing ditches pending information from the applicant.
  - Christian Anderson, Section 34, Goose Prairie Twp. Permit #22-138 to install subsurface drain tile with surface inlets - replace old drain tile pending information from the applicant.
  - Christian Anderson, Section 35, Goose Prairie Twp. Permit #22-139 to install subsurface drain tile with surface inlets - replace old drain tile pending information from the applicant.
  - Paul Harless, Section 2, Winchester Twp. Permit #23-001 to install subsurface drain tile pending a field review.
  - Beau Jacobson, Section 36, Goose Prairie Twp. Permit #22-128 to install drain tile pending information from the applicant.

- Mark Sirjord, Section 29, Bear Park Twp. Permit #22-122 to install a water and sediment basin project pending information from the applicant.
- Skaurud Grain Farms, Section 28, Bear Park Twp. Permit #22-111 to install a water and sediment basin project pending information from the applicant.
- Eric Stock, Sections 27-34, Bear Park Twp. Permit #22-141 to lower an 18” culvert by 8 inches pending the applicant provide approval from the Norman County SWCD regarding potential wetland impacts.

## **COMPLAINTS**

9. No action was needed on the open complaints listed below, as work cannot be completed at this time. A motion was made by Manager Johannsen and seconded by Manager Spaeth to continue to table. Carried.
- Wayne Stundahl, Section 7, Fossum Twp.
  - Nancy Merkens, Section 33, Good Hope Twp.
10. Petition to Outlet into Clay County Ditch 18. A motion was made by Manager Johannsen and seconded by Manager Erickson to set the hearing date for March 8, 2023, at 9:00 a.m. at the next Board Meeting. Carried.
11. Goose Prairie. Engineer Bents gave an update on the project. Construction crews recently completed the installation of the outlet pipe through the road which will be the outlet pipe for the new control structure. They plan to start the concrete work this week. Flood operation will commence in the Spring of 2024.

Discussion was held on researching the cost for a redetermination of benefits in regard to the previously discussed Clay County Ditch 18 petition.

12. Upper Reaches Project Team. Administrator Jensen reported that the Project Team met on January 25, 2023 and focused on USACE Regulatory Requirements and Preliminary Problem Identification. The February meeting is cancelled due to the RRWMB/FDRWG joint conference. The next meeting will be held March 22, 2023. The team will learn about similar MNDNR projects across the state as well as finalize a Problem Identification Statement. They plan to review USGS sediment evaluations and begin discussing alternative developments at the April 26, 2023 meeting.
13. Norman-Polk Project Team. Administrator Jensen reported that the initial meeting was held on January 25, 2023. Chairman Holmvik and Manager Spaeth will be the Board Representatives. Initially, one landowner at each end of the project and one Township representative are being asked to participate on the team. The kickoff meeting will be held on March 22, 2023.
14. Community Flood Protection. Administrator Jensen provided an update. We are currently waiting for FEMA to sign the grant for funding in Perley. The design is 30% underway.

The work is done on the Halstad project and the Operations & Maintenance Manual will be updated.

15. Acquisition Properties. Administrator Jensen provided an update on the project. Phase 1 is substantially complete except for punch list items that will be done in the Spring. On Phase 2, the Ista property, the contractor will start the main demolition work when the weather warms up. Phase 3 is the Vik property which remains on hold as they are out of the area. Phase 4 is for 4 new applicants. Those applications are pending funding approval from HSEM.

16. Ditch and Project Maintenance. Engineer Bents provided an update on the Upper Reaches project. The contractor is waiting for vegetation to come up in the Spring. We will do a final closeout at that time.
17. Lower Wild Rice. Administrator Jensen stated that we are ready to schedule closings on 3 of the 7 easements. The others are pending some ingress/egress issues and abstracts being updated or reviewed.
18. Manager Per Diems. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve payment of Manager per diems as distributed. Carried.
19. There being no further business to come before the Board of Managers, a motion was made by Manager Hanson and seconded by Manager Johannsen to adjourn the meeting. Carried. Chairman Holmvik adjourned the meeting at 9:21 am.

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Curt Johannsen, Secretary

Date	Num	Name	Memo	Amount
<b>Jan 12 - Feb 8, 23</b>				
01/17/2023		QuickBooks Payroll Service	Created by Payroll Service on 01/13/2023	5,805.39
01/31/2023		QuickBooks Payroll Service	Created by Payroll Service on 01/30/2023	5,909.15
01/13/2023	ACH	MN Dept of Revenue	5062265	20.00
01/13/2023	ACH	US Treasury-Payroll	41-6145653	370.26
01/17/2023	ACH	PERA		227.51
02/01/2023	ACH	Minnesota Energy Resources Corporation		87.00
02/03/2023	ACH	Arvig		314.53
02/07/2023	ACH	Verizon Wireless		49.40
01/20/2023	ACH	PERA		1,111.57
02/05/2023	ACH	MARCO, Inc.		642.79
01/19/2023	ACH	MN Dept of Revenue	5062265	302.00
01/19/2023	ACH	US Treasury-Payroll	41-6145653	1,736.46
01/19/2023	ACH	Aflac		112.20
02/06/2023	ACH	PERA		1,111.57
02/03/2023	ACH	MN Dept of Revenue	5062265	312.00
02/03/2023	ACH	US Treasury-Payroll	41-6145653	1,773.96
02/08/2023	18927	Cardmember Service	January Statement	1,796.72
02/08/2023	18928	Cintas	Rugs & sanitizer	135.61
02/08/2023	18929	Docu Shred	Document shredding	82.04
02/08/2023	18930	EcoLab	Pest control	123.32
02/08/2023	18931	Eric Zurn	Water & Sediment Control Basin	25,000.00
02/08/2023	18932	Farmers Independent	Advertising-land	84.00
02/08/2023	18933	Houston Engineering, Inc.		40,660.27
02/08/2023	18934	Hutman Inc.	Website hosting	270.00
02/08/2023	18935	MARCO, Inc. Mpls	M-files contract	4,294.72
02/08/2023	18936	MN DNR Ecological and Water Resources	Natural Heritage Review	90.00
02/08/2023	18937	Morris Electronics, Inc.		250.00
02/08/2023	18938	Office Supplies Plus		118.59
02/08/2023	18939	Red River Watershed Management Board	Tax share	27,909.57
02/08/2023	18940	Renae Kappes	Office cleaning	140.00
02/08/2023	18941	Supermarket Foods	Supplies	31.33
02/08/2023	18942	The Forum	Advertising-Jacobson land	57.07
02/08/2023	18943	Visser Trenching	Snow removal	455.00
02/08/2023	18944	Wambach & Hanson	January Legal	1,113.40
02/08/2023	18945	West Polk SWCD	Coordinator costs	280.75
02/08/2023	18946	Western National Insurance Group	Commercial Insurance Policy	14,712.00
02/08/2023	18947	Curt Johannsen		257.86
02/08/2023	18948	Dean P Spaeth		157.35
02/08/2023	18949	Duane L Erickson		146.61
02/08/2023	18950	Gregory R Holmwik		230.88
02/08/2023	18951	Mark L Harless		131.15
02/08/2023	18952	Michael K Christensen		140.06
02/08/2023	18953	Raymond M Hanson		115.43
			<b>TOTAL</b>	<b>138,669.52</b>

## Appendix A

### List of Acronyms Used:

FEMA	Federal Emergency Management Agency
FDRWG	Flood Damage Reduction Work Group
HSEM	Homeland Security and Emergency Management
MNDNR	Minnesota Department of Natural Resources
RRWMB	Red River Watershed Management Board
SWCD	Soil & Water Conservation District
USACE	United States Army Corps of Engineers
USGS	United States Geological Survey