

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

REGULAR MEETING
March 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, March 8, 2023. Managers in attendance included: Greg Holmvik, Dean Spaeth, Raymond Hanson, Duane Erickson, and Curt Johannsen. 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. Managers Harless and Christensen were absent.
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 Johannsen to approve the agenda with the following addition: Leased Buyout Properties. Carried.
4. Meeting Minutes. A motion was made by Manager Johannsen and seconded by Manager Spaeth to approve the February 8, 2023, 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. Carried.
6. Financial Report. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the monthly financial report dated February 28, 2023, as presented. Carried.
7. Open Mic. No one spoke.
8. Petition to outlet into Clay County Ditch 18. Engineer Bents gave the background of the petition and the benefiting area issue. Applicant, Cris Anderson, has requested to pay the outlet fee on part of the acreage but to have the entire parcel added to the assessment area. Landowner Bev Hendrickson voiced her opposition. Discussion was held about whether the outlet fee should be charged for all of the acres involved or only a portion. A motion was made by Manager Erickson and seconded by Manager Hanson to authorize staff to research and provide costs of the different scenarios to the parties involved. Carried.

Engineer Bents explained that there is an additional 40 acres on permit # 22-137 that is not assessed as well. A motion was made by Manager Johannsen and seconded by Manager Hanson to have the applicant petition to include the 40-acre tract also. Carried.

Mr. Anderson will provide updated sketches to the district to show the surface inlets on all 3 of his permits.

PERMIT APPLICATIONS

9. A motion was made by Manager Spaeth and seconded by Manager Hanson 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.
10. A motion was made by Manager Hanson and seconded by Manager Erickson to set the hearing date and time for the Petition to outlet into Clay County Ditch 18 as April 12, 2023 at 10:00 a.m. Carried.
11. Beau Jacobson, Section 36, Goose Prairie Twp. Permit #22-128 to install subsurface drain tile. A motion was made by manager Spaeth and seconded by Manager Hanson to approve with standard tile conditions and the condition that the applicant get SWCD approval for any temporary impacts to wetlands during project construction. Carried.
12. A motion was made by Manager Hanson and seconded by Manager Johannsen to table or continue to table the following permits as listed. Carried.
- Paul Harless, Section 2, Winchester Twp. Permit #23-001 to install subsurface drain tile pending a field review.
 - Blair Hoseth, Section 1, Flom Twp. Permit #23-004 to install a new driveway and culvert pending a field review.
 - Beau Jacobson, Section 13, Goose Prairie Twp. Permit #23-006 to install subsurface drain tile to notice adjacent landowners.
 - Lynn Johnson, Section 25, Anthony Twp. Permit 23-002 to install subsurface drain tile requesting that the applicant provide written approval from the drainage authority-Norman County to drain into Norman County Ditch 25.
 - Avery Sirjord, Section 1, Waukon Twp. Permit #23-005 to install subsurface drain tile pending a field review.
 - 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.
 - Nicholas Zurn, Section 28, Rosedale Twp. Permit #23-003 to install subsurface drain tile pending a field review and information from the applicant.

COMPLAINTS

13. No action was needed on the open complaints listed below, as work cannot be completed at this time. A motion was made by Manager Spaeth and seconded by Manager Erickson to continue to table. Carried.
- Wayne Stundahl, Section 7, Fossum Twp.
 - Nancy Merkens, Section 33, Good Hope Twp.

14. Goose Prairie. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve Change order #1 in the amount of \$1,221.50 and pay request #5 for \$29,507.95. Carried.

Engineer Bents gave an update on the project. Work on the outlet structure continues. Cleanup work and closeout in the Spring or early Summer of 2023 is anticipated. The flood operation will commence in the Spring of 2024.

15. Upper Reaches Project Team and Norman-Polk Project Team. Administrator Jensen reported that there is no new information from either Project Team. The next meeting for each team is March 22, 2023.

16. Community Flood Protection. Administrator Jensen provided an update on Perley. Design and coordination with MNDOT continues. MNDOT is preparing a cost share agreement for the gap on Highway 75.

17. 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 plans to start the main demolition work this week. 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. Application packets are under development.

18. 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.

19. Lower Wild Rice. Administrator Jensen reported that the RIM rates have been updated and increased significantly. Staff is verifying which rates will apply to which applicants.

A motion was made by Manager Johannsen and seconded by Manager Erickson authorizing staff to send a letter to BWSR asking them to update the rates and let the 3 applicants, who have signed, reapply. Carried.

20. Ring Dikes. We have two applicants. Preliminary plans and estimates have been calculated. We are waiting to see if the property owners want to proceed after they are notified of their cost share amount.

21. Lease Buyout Properties. Staff advertised for the Keith Jacobson buyout property and received 2 identical bids of \$250.00 per year plus taxes. Administrator Jensen will reach out to both parties and ask them if they would like to raise their bids.

22. 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.

23. Review CD Investments. Our current CD investments will start expiring April 19, 2023. A motion was made by Manager Hanson and seconded by Manager Erickson to authorize staff to solicit new rates to present to the Board next month. Carried.

24. Meetings/Conferences/Seminars. A flier for the 75th Anniversary of the Becker County SWCD was distributed.

25. 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 9:55 am.

Curt Johannsen, Secretary

Date	Num	Name	Memo	Amount
Feb 9 - Mar 8, 23				
02/14/2023		QuickBooks Payroll Service	Created by Payroll Service on 02/13/2023	5,810.89
02/28/2023		QuickBooks Payroll Service	Created by Payroll Service on 02/27/2023	5,843.13
02/10/2023	ACH	Ada City		369.27
02/25/2023	ACH	MN PEIP		4,364.43
03/03/2023	ACH	Arvig		332.70
02/10/2023	ACH	PERA		70.02
02/10/2023	ACH	US Treasury-Payroll	41-6145653	172.14
03/01/2023	ACH	Minnesota Energy Resources Corporation		87.00
03/05/2023	ACH	MARCO, Inc.		642.79
02/17/2023	ACH	Aflac		112.20
03/06/2023	ACH	Verizon Wireless		49.40
02/10/2023	ACH	Postalia		200.00
03/08/2023	18954	Anders Valley Publishing, LLC		403.04
03/08/2023	18955	Cardmember Service	February statement	201.79
03/08/2023	18956	Cintas	Sanitizer & Rugs	135.61
03/08/2023	18957	Clay Soil & Water District	Coordinator Costs	731.09
03/08/2023	18958	Farmers Independent	Advertising-land lease	25.20
03/08/2023	18959	Houston Engineering, Inc.		99,728.38
03/08/2023	18960	Landwehr Construction, Inc.	Pay request 5	29,507.95
03/08/2023	18961	Mahnomen Soil & Water Cons. District	Coordinator Costs	6,372.00
03/08/2023	18962	McCollum Hardware, Inc.	Supplies	6.43
03/08/2023	18963	Norman County Index-Ada	Advertising-land lease	80.00
03/08/2023	18964	Norman County SWCD	Envirothon Donation	200.00
03/08/2023	18965	Norman County Treasurer/Auditor		11,691.60
03/08/2023	18966	Office Supplies Plus		165.42
03/08/2023	18967	Red River Valley Coop Power Assn		130.83
03/08/2023	18968	Supermarket Foods	Supplies	9.97
03/08/2023	18969	Wambach & Hanson	February Legal	1,901.30
03/08/2023	18970	Mahnomen Soil & Water Cons. District	Envirothon Donation	200.00
03/08/2023	18971	Curt Johannsen		236.24
03/08/2023	18972	Dean P Spaeth		157.36
03/08/2023	18973	Duane L Erickson		320.73
03/08/2023	18974	Gregory R Holmvik		115.44
03/08/2023	18975	Raymond M Hanson		139.02
TOTAL				170,513.37

Appendix A

List of Acronyms Used:

BWSR	Board of Water and Soil Resources
CD	Certificate of Deposit
HSEM	Homeland Security and Emergency Management
MNDOT	Minnesota Department of Transportation
RIM	Reinvest in Minnesota
SWCD	Soil & Water Conservation District