

Wild Rice Watershed District

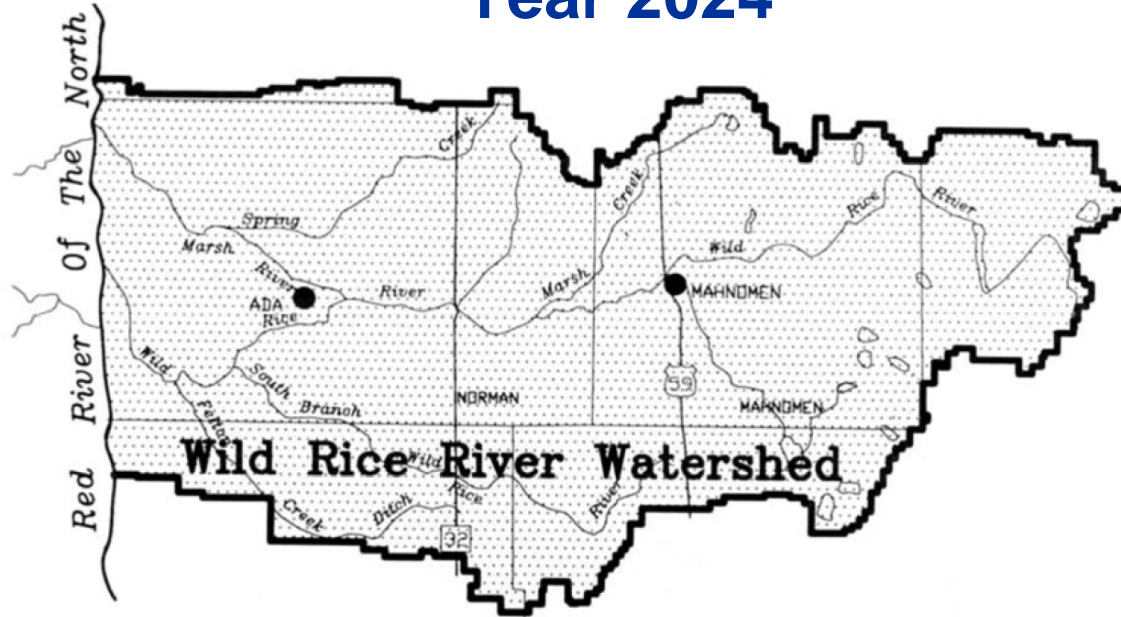


2024 Annual Report

Wild Rice Watershed District

55th Annual Report

Year 2024



The Wild Rice Watershed District is located in the central part of the Minnesota portion of the Red River of the North basin. The Watershed District is bordered by the Sand Hill River and the Red Lake River basins to the north and the Buffalo River basin to the south.

The Wild Rice Watershed District occupies a land area of approximately 2,085 square miles. The territory of the District is in parts of Norman, Clay, Mahnomen, Becker, Clearwater, and Polk counties, which include the watershed of the Wild Rice River and the Marsh River.

The photos on the cover are from the Olson Agassiz Wildlife Management Area outlet structure, located in Section 21 of Spring Creek Township, Norman County, Minnesota.

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Wild Rice Watershed District

11 East 5th Avenue

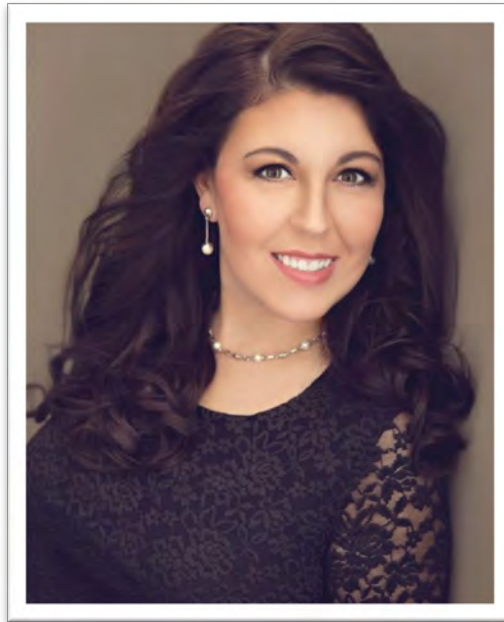
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I. Executive Summary

Pursuant to Minnesota Statutes Section Chapter 103D of the Minnesota Watershed Act, the Board of Managers hereby submits the 54th Annual Report of the Wild Rice Watershed District (WRWD), which covers the period of January 1 to December 31 of 2024. The report includes the District's members, technical and citizen advisors, summaries of the plans, goals, water management projects, and communication programs of the District as well as a summary of the District's financial condition.

The District distributes its Annual Activity Report to the Minnesota Department of Natural Resources and the Board of Soil and Water Resources as provided by law. Copies of the report or audit may be obtained from the District Office or through www.wildricewatershed.org.

The Annual Report reflects the Board of Managers' commitment toward serving the residents of the watershed in its mission to provide efficient management of our water resources for the future. The Wild Rice Watershed District is focused on providing the leadership and resources needed to fulfill its water management goals and objectives.

The Wild Rice Watershed District has developed a comprehensive implementation program to accomplish its goals and objectives. Authority for implementation is provided by the legislature under Section 103D of the Minnesota Statutes.

This legislation gives watershed districts the authority to establish rules, require permits, construct and finance improvement projects and perform other activities which contribute to the purpose for which the District is organized. The Watershed District will use this authority granted by the legislature to implement its long-term goals and objectives.

Within the Annual Report you will find evidence of these commitments. The report also reflects the Board of Managers' recent accomplishments while mapping out plans for the upcoming year. The Managers invite comments and suggestions concerning this report.

**Respectfully submitted by
Wild Rice Watershed District
Board of Managers
Greg Holmvik
2024-2025 Chairman**

II. From the Desk of the Administrator

In 2024, the District completed projects, began new ones, and continued to work forward with developed project teams. Working with landowners and residents in the District continues to be one of the highlights of the position. We are fortunate to have a good working relationship with our landowners and appreciate them contacting us when maintenance needs to be performed or when they have questions regarding the District.

We saw a new Manager appointment to the Board in 2024. Matt Borgen joined the Board in April, filling the seat previously held by Mark Harless. We appreciated working with Mark throughout his multiple term appointments. Matt is a good addition to the Board, keeping pretty equal representation throughout the various regions of the District. We also saw several new County Commissioners elected to serve counties within the District and have enjoyed working with our County partners, new and returning.

Park Construction work on road raises through the City of Perley began in 2024. The contractor was faced with weather and material delays but were able to fully complete phase 1 of the project before the October 1st deadline. Phases 2 and 3 will be completed during the 2025 construction season. We are looking forward to fully protecting the City from future flood events once the project is complete and are grateful for all of the funding and project partners working together to accomplish this goal.

The District worked towards obtaining funding and designing a grade stabilization project within the South Branch channel. Construction of this pilot stabilization project is expected to occur in 2025.

We continue to work forward with applicants in the Lower Wild Rice Corridor project. Updated RIM rates were once again published in 2024 which helped the project gain forward momentum again. The District was awarded additional Lessard Sams Outdoor Heritage Funding to continue easement placements for the project and began accepting applications again in July.

The District completed the voluntary acquisition of three additional flood buyout properties during 2024, removing those residents from vulnerability during flooding conditions. The properties will be demolished in 2025. We have two other properties eligible for acquisition through the open funding award.

Two project teams met to review issues in the District. One to review erosion and sedimentation problems within the straightened Wild Rice River corridor and another to address drainage and flooding issues in the upper Norman Polk Subwatershed. Both project teams met frequently to develop potential alternatives and review information. A landowner meeting was held to discuss alternatives within the Norman Polk subwatershed prior to project team meetings ending for this work.

Construction of the Goose Prairie Wildlife Management Area was finished in 2023 and 2024 was a year for vegetation to be established ahead of the project being operational in 2025. This project team was formed shortly after I began working at the District. It was a good feeling to see how the process can work from start to finish.

The Board approved transferring a District owned acquisition property to the Ada Borup West School District at the request of school administrators to be used as a school forest and outdoor learning area. We look forward to finalizing the transfer and assisting in providing an additional outdoor learning environment for youth within our District.

A total of 148 permit applications were received for various projects throughout the district, which is substantially higher than the previous year. I appreciate the work of staff to efficiently address all permit applications and communicate with landowners looking to do work within the District. We are also grateful for landowners who submit their applications in a timely manner.

Tara Jensen, Administrator

III. Appointments Board of Managers



Standing, L to R: Duane Erickson, Mike Christensen, Mark Harless, Greg Holmvik
Seated, L to R: Dean Spaeth, Curt Johannsen, Raymond Hanson



Standing, L to R: Mike Christensen, Duane Erickson, Matt Borgen, Dean Spaeth
Seated, L to R: Raymond Hanson, Curt Johannsen, Greg Holmvik

The Wild Rice Watershed District is governed by a Board of Managers whose job is to preside over the business of the Watershed District as it pursues the conservation of natural resources and flood damage reduction through regulation and use of sound scientific principles.

The Board of Managers is composed of seven managers appointed by County Commissioners for a three-year term. Three managers are appointed by Norman County, two managers are appointed by Mahnomen County, and two managers are appointed by Clay County.

The Board of Managers meets regularly on the second Wednesday of each month at 8:30 a.m. at the District office in Ada, Minnesota.

Name and Office	Appointing County	Year Appointed	Contact Information for Current Managers	Date of Term Expiration
Duane Erickson	Clay	2009	11849 390th St Ulen, MN 56585 duane.erickson46@gmail.com	04/25/27
Mark Harless	Clay	2017	PO Box 37 Borup, MN 56519 mlharlessz4@gmail.com	04/25/24
Dean Spaeth	Mahnomen	2009	1526 210th St Mahnomen, MN 56557 deanandjoann@hotmail.com	04/25/27
Mike Christensen	Norman	2006	4539 Co Hwy 29 Twin Valley, MN 56584 sunnybrookfarms@gmail.com	04/25/25
Raymond Hanson	Mahnomen	2010	4333 Co Hwy 29 Twin Valley, MN 56584 twinvalleyhansons@icloud.com	04/25/25
Curt Johannsen	Norman	2010	PO Box 111 Hendrum, MN 56550 chj74@outlook.com	04/25/25
Greg Holmvik	Norman	2009	401 7th Ave W Ada, MN 56510 gholmvik@loretel.net	04/25/26
Matt Borgen	Clay	2024	4450 190th Avenue N Georgetown, MN 56546 maborgen12@gmail.com	04/25/27

Consultants

The WRWD Board of Managers retains independent contractor consultants who provide all the necessary engineering, auditing, legal and other services and serve at the pleasure of the Board. The District's independent consultants effectively fulfill its obligations, goals and objectives within the approved finances and budget. The following consultants served the District in 2024:

Name	Service Provided	Company Name	Contact Information
Elroy Hanson	Legal Services	Hanson & Liebl Law Office, P.C.	P.O. Box 340 Mahnomen, MN 56557 Phone: (218) 935-2266
Jerry Bents	Engineer	Houston Engineering, Inc.	1401 21st Ave N Fargo, ND 58102 Phone: (701) 237-5065
Brian Opsahl	Auditor	Brady Martz & Associates, P.C.	401 Demers Avenue Grand Forks, ND 58201 Phone: (701) 795-7458



Jerry Bents,
Civil Engineer
Vice President
Houston Engineering Inc.



Elroy Hanson,
Attorney,
Hanson & Liebl Law Office



Brian Opsahl
Certified Public Accountant
Brady Martz & Associates, P.C.

Citizens Advisory Committee

To ensure public input, the managers have appointed a Citizens Advisory Committee to provide recommendations on matters affecting the Watershed District, including all contemplated projects and improvements. The Wild Rice Watershed District holds annual planning meetings with the Citizens Advisory Committee, as required under Minnesota Statute. Meetings are scheduled for the first Monday in April and the last Monday in November at 10:00 am at the District Office, unless otherwise noted.

Committee Members Contact Information			
Brandon Borgen	1429 180th Street Perley, MN 56574	Cynthia Julin	318 E Main St Ada, MN 56510
Robert Braseth	25415 190th Ave N Ulen, MN 56584	Paul Harless	PO Box 37 Borup, MN 56519
Terry Guttormson	1141 175th Ave Hendrum, MN 56550	Jerome (Joe) Slette	1141 237th St Mahnomen, MN 56557
Corey Hanson	2758 330th St Gary, MN 56545	Matt Speer	2435 140th Ave Mahnomen, MN 56557
Steve Jacobson	1437 County Hwy 4 Hendrum, MN 56550	Kim Syverson	PO Box 216 Ulen, MN 56584
Susan Sunderland	25671 State 92 Bagley, MN 56621	Bridget Guiza	30003 County Hwy 21 Callaway, MN 57521
JoDan Rousu	30003 County Hwy 21 Callaway, MN 57521	White Earth Natural Resources	102 3 rd St NE Mahnomen, MN 56557
Norman Co SWCD	100 Main Ave E Twin Valley, MN 56584	Mahnomen Co SWCD	PO Box 381 Mahnomen, MN 56557
Clay Co SWCD	1615 30 th Ave S Moorhead, MN 56560	Becker Co SWCD	809 8 th St SE Detroit Lakes, MN 56501

March 18, 2024 — The spring advisory committee is scheduled for Monday, April 8th beginning at 8:00 am. Managers Christensen and Harless were previously appointed by the Board to attend the meeting. Manager Harless asked for alternate board representation due to his term expiring in April. Chairman Holmvik indicated that he would be able to attend the meeting.

April 10, 2024 — Administrator Jensen reported that the April 8th meeting was cancelled due to lack of quorum. Discussion was held regarding past attendance of committee members. The Board voted to reduce the committee member list by 2 due to lack of attendance. The Board asked Administrator Jensen to reach out to entities or special interest groups to explore other potential members.

October 9, 2024 — The next meeting will be held on December 2, 2024 at 10:00 a.m. at the District office. Manager Erickson and Manager Spaeth are appointed to represent the Board.

November 6, 2024 — The next meeting will be held on December 2, 2024 at 10:00 a.m. at the District office. Manager Erickson and Manager Spaeth are appointed to represent the Board.

December 11, 2024 — Administrator Jensen reported that the Committee met on December 2, 2024. She reviewed the minutes from the meeting. The minutes will be emailed to the Board. The Board voted to remove Susan Sunderland from the committee at her request.

Flood Damage Reduction (FDR) Project Team

The FDR Project Team in the Wild Rice Watershed District was established in 1999, as a result of the mediation process which began in 1997, in an attempt to resolve issues surrounding the development of flood damage reduction projects between water management agencies and stake-holder groups. A framework was organized to seek solutions to flooding problems, review new flood protection projects, and coordinate efforts early in the planning process. The mediation process allows federal, state, and local agencies, as well as the public and private sectors, to provide input regarding flood damage reduction and environmental impacts. On January 27, 2010, consensus of the WRWD Board was to schedule Project Team Meetings the fourth Wednesday of every month.

Red River Watershed Management Board (RRWMB)

The Wild Rice Watershed District is a member of the Red River Watershed Management Board (RRWMB). The RRWMB's jurisdiction and authority encompasses the area managed by the individual watershed districts that have membership on the Board. Seven watershed districts within the Red River Valley form the RRWMB including the Bois de Sioux, Joe River, Middle-Snake-Tamarac Rivers, Red Lake, Roseau River, Two Rivers, and Wild Rice. The RRWMB was created by an act of the Minnesota legislature in 1976 to provide an organization with a basin-wide perspective concerning flooding. Funding is by ad valorem tax levies, as provided by Chapter 163 of the Minnesota Session Laws. Managers participate in the annual RRWMB conference each spring, which focuses on a basin-wide approach to water management and flood damage reduction. Manager Greg Holmvik is the delegate to the board with Manager Raymond Hanson as the alternate.

Minnesota Watersheds (Formerly MAWD)

Minnesota Watersheds (Formerly MAWD) provides educational opportunities, information and training for watershed districts, managers and staff through yearly tours, meetings, and newsletters. MN Watersheds also represents state-wide watershed district interests at the legislature, before the executive branch, agencies, and other policy makers at the local government level.

IV. Plan Performance

Community Levee Improvements Phase 2 - Perley Grade Raises

(Cooperative Project between City of Perley, Norman County, RRWMB, MNDOT and the Wild Rice Watershed District)

Proposers

Wild Rice Watershed District and City of Perley MN

Description/Location:

The city of Perley has been threatened by Red River flooding on numerous occasions over the years. To prevent these damages, the city, along with support from US Army Corps of Engineers, National Guard, and hundreds of volunteers, have previously raised the existing flood control levees using combinations of sandbags and clay.

Under Phase 1, the MNDNR FDR Grant Assistance Program provided funding to construct an earthen levee around the city of Perley. However, Phase 1 did not include any adjustment to the roadway elevations that pass through the city. As a result, the city is still susceptible to flooding (for events less than the 100- year) through these openings thereby requiring emergency closures in these locations. The closures have been required numerous times since 1997. The installation of these emergency closures results in added costs for flood fighting, extended transportation closures, costly damage to the existing roadways, and public safety concerns for the traveling public.

Phase 2 is a cooperative project between the city of Perley, US Department of Homeland Security's Federal Emergency Management Agency – Hazard Mitigation Grant Program, Minnesota Flood Hazard Mitigation Program, Norman County, MNDOT, Red River Watershed Management Board and the WRWD to provide grades raise and eliminate the emergency closure needs.

The Federal Emergency Management Agency (FEMA) recently re-issued the floodplain maps for Norman County. These new maps place the entire city of Perley in the 100-yr floodplain. As a result, all properties are now subject to flood insurance premium requirements. Perley is one the few communities in the Red River Valley that do not have 100-yr flood protection projects in place.

Flood Control Benefits (Phase 2)

- Complete Flood Protection Efforts for the Community
- Elimination of future roadway damages and public safety concerns
- Elimination of the need for mandatory flood insurance premiums

Status: • **Phase 1 Levee Construction Completed** - Previously completed

- **Phase 2 - R/W Acquisition, Final Design, and Construction Grade Raises** – actively working towards



January 12, 2024 – Engineer Bents reported that we are waiting on comments from MNDOT on the 100% submission from earlier this week. Final MNDOT payment eligibility is expected later this week. A conditional letter of map revision (CLOMR) submittal is pending. The City of Perley is looking to hold a public meeting in February. Administrator Jensen reported that Right-of-Way negotiations are moving forward.

February 14, 2024 — Engineer Bents reported that we are still waiting for comments from MNDOT on the 100% submission. Additional funding from MNDOT was approved. A Conditional Letter of Map Revision (CLOMR) was submitted. A public meeting was held in Perley on February 12, 2024 to provide information to landowners in the affected area. The meeting was well attended. Construction is scheduled to begin this year. Engineer Bents provided an update on Right-of-Way negotiations.

March 4, 2024 — A Special Meeting was held regarding negotiations for the Perley project. The Board authorized payment and negotiating terms on the 2 parcels discussed.

March 18, 2024 — Administrator Jensen reported that tentative bid opening is scheduled for April 2024, pending receipt of the Cemensky Right of Way documents. We still anticipate construction occurring in the summer of 2024.

April 10, 2024 — Administrator Jensen reported that the bid opening is scheduled for April 22, 2024 at 10:30 a.m. We anticipate construction occurring in the Summer of 2024. Right of Way negotiations are complete.

May 1, 2024 — Administrator Jensen presented the State of MN DOT and WRWD Cooperative Construction Agreement. Administrator Jensen read the Resolution accompanying the agreement. The Resolution was adopted by the Board.

Engineer Bents presented the bids received and reported that the low bid was from Park Construction Company. The Board voted to award the contract to Park Construction Company and authorize Chairman Holmvik to sign the contract after the contingencies are met.

May 8, 2024 — Administrator Jensen presented a material testing contract from Braun Intertec. The Board approved the contract. Administrator Jensen reported there are no new updates on the MNDOT agreement. Norman County approved their contribution to the project at the previous meeting. Staff is working through the CLOMR for the levy. Since the CLOMR will require a signature from Noble Township, staff will attend the CCJWD/Noble Township meeting on Thursday, May 9, 2024. A pre-construction meeting will also be held on Thursday.

June 12, 2024 — Administrator Jensen reported that the contractor is working in the area of Highway 75 and County Road 39. The concrete has been removed and they expect to remove pipes next week. Traffic control has improved, and a new guide sign is expected to be put up on Wednesday. The County is considering adding chloride to some roads for dust control. The Board approved Pay Request #1 from Park Construction. Administrator Jensen also reported that, this week, we received approximately \$2,000,000 in funding from MNDOT.

July 10, 2024 — Engineer Bents reported that the following work has been completed to date as part of Phase 1: pavement removal, removal and installation of pipes, removal of the Northeast levee segment, construction of the bypass channel and building up the roadway embankment. Over the next month, the contractor will work to construct the gate well structure and inspection trench, install water service lines, and build levee road segments. Depending on conditions, the West side of the road raise may need to be done in the Spring of 2025. The road will re-open no later than September 27, 2024 as per the contract. Pay Request #2 was approved as well as a change order from Park Construction.

August 14, 2024 — Engineer Bents gave a construction update and presented drone photos of the project. The contractor has submitted a request to move Phase 2 to the Spring of 2025, along with Phase 3. The Board approved amending the contract to allow Phase 2 to be constructed in the Spring of 2025. Discussion was held regarding the slope and width of the driveways into the Perley Co-op and into the Perley Elevator. Engineer Bents will verify the degree of the slope and report back to the Board. The Board approved Change order #2 and Pay Request #3 from Park Construction. Engineer Bents reported that the slopes are designed at a 6% grade. MNDOT maximum grade is 8%. Cure time for the concrete is 7 days or a pressure test result of 3,000 psi, whichever happens first.

September 11, 2024 — Administrator Jensen gave an update on the project. Phase 1 is expected to be complete by September 27, 2024. Phases 2 and 3 will start next year. Engineer Bents explained the reason for the delays due to the weather and the type of material used for the project. The Board approved Pay Request #4 from Park Construction Company.

October 9, 2024 — Administrator Jensen gave an update on the project. TH75 and CR39 were reopened prior to the September 29, 2024 deadline. Crews are working to remove signs. Phases 2 and 3 will start next year. The Board approved Pay Request #5 from Park Construction Company. Drone pictures of the finished portion were presented to the Board. Discussion was held about safety concerns relating to the speed limit in the area and visibility coming out of the elevator due to the road raise. Engineer Bents will address the concerns with MNDOT and report back.

November 6, 2024 — Administrator Jensen gave an update stating that the project is on temporary suspension for the Winter and will resume in the Spring. The Board approved Change Order #4 and Pay Request #6 from Park Construction Company. As follow up from last month's meeting regarding the speed limit in the area, staff reviewed the sight distance calculations and verified that calculations met the established design guidance requirements. Due to additional comments, staff will ask MNDOT to do a speed study post project to discuss reduction in the speed limit. Staff will verify setback rules regarding placement of a sign that is obstructing the view of eastbound traffic at the intersection of TH75 and CR39.

December 11, 2024 — Engineer Bents gave an update stating that Park Construction is working on the gates within the gate well this week. The remainder of the project is on temporary suspension for the Winter and will resume in the Spring. Staff verified setback rules regarding placement of a sign at the intersection of TH75 and CR39 and found no issues. Bents reported that the contractor will develop a change proposal for the waterline size in the area due to the upcoming rural water project.

Lower Wild Rice Corridor Restoration and Setback Levees – Phase 1

Proposers

Wild Rice Watershed District

Description/Location: The overall proposed corridor restoration project extends along the Wild Rice River from just SE of Hendrum, MN to about six miles east of Ada, MN. The overall restoration corridor length is approximately 23 miles long. Within this reach of river, the adjacent existing levees would be set back to encompass the river's historic meander belt (about ½ mile wide). Oxbows that were cut off by the 1950s Corps' channelization project would be reconnected to the river channel. Flows above an approximate Two-year event would exceed bank full capacity and inundate the leveed floodway/riparian corridor similar to natural riverine behavior. This feature would restore form and function to the floodplain, increase natural habitat, and restore connectivity to segmented floodplain forest. Due to the overall size of the initiative, the project will be conducted in multiple phases over the next 10 – 15 years. Phase 1 of this project will include an approximately 5-mile reach of this corridor.



Project Benefits:

Flood Control The setback levees will be constructed to provide a minimum 10-year level of protection for adjacent property.

Water Quality The Wild Rice River is currently listed as impaired water for turbidity. In addition, to reducing bank erosion, the proposed project will improve water quality by allowing suspended sediment to continue through the system and reduce turbidity in the river.

Wildlife and Habitat: The establishment of the permanent vegetation corridor & restored river channel along 23 miles will improve wildlife habitat and provide enhanced connectivity along the river.

Steps: **Step 1 – Design Land Acquisition** – Locally Funded along with LSOHC and existing land programs
Step 2 – Corridor Vegetation and Setback Levee Construction – Future 2021-2024 Requests
Step 3 – Channel Rehabilitation – Future Funding from LSOHC and Other Sources

Status Phase 1: **Acquisition is underway utilizing LSOHC funding and other applicable programs at an estimated \$10.7M in anticipated costs.**

May 8, 2024 – Administrator Jensen reported that we applied for 1135 funding in the past. Recently, federal legislators were asking for a list of projects in their areas. Staff submitted a letter naming the LWRR project and asking for 1135 funding. The RRWMB is working on a potential RCPP application that could be used for more land acquisition funds for getting easements along the Lower Wild Rice.

July 10, 2024 — Administrator Jensen provided an update on the project. Staff received an updated application from Michael Olson. Jensen expects to see another application in August and continues to communicate with previous applicants. We are awaiting the grant agreement from BWSR which is expected in the next few weeks. Rob Sip was in attendance and provided an update on the RRWMB RCPP application.

August 14, 2024 — Administrator Jensen provided an update on the project. Staff ordered a survey on the Michael Olson property. Jensen expects to see another application in August and continues to communicate with previous applicants. The requested funding was approved. The results are pending on the RRWMB application for additional program funding that was submitted July 2nd.

September 11, 2024 — Administrator Jensen provided an update on the project. Staff ordered a survey on the Michael Olson property. An additional application was received. The results are pending on the RRWMB application for additional program funding that was submitted July 2nd.

October 9, 2024 — Administrator Jensen provided an update on the project stating there are a total of 3 applications being processed at this time. The results are pending on the RRWMB application for additional program funding that was submitted July 2nd. Staff will send another mailer out to eligible landowners in December.

November 6, 2024 — Administrator Jensen provided an update on the project stating there are a total of 3 applications being processed at this time. The results are pending on the RRWMB application for additional program funding that was submitted July 2nd. Staff will send another mailer to eligible landowners in December.

December 11, 2024 — Administrator Jensen provided an update on the project stating there are a total of 3 applications being processed at this time. Staff sent out a landowner solicitation letter and has received additional interest in the project.

Goose Prairie

January 10, 2024 – Administrator Jensen reported that the contractor is still working on punch list items.

March 18, 2024 — Administrator Jensen reported that due to lack of snowpack and new grass seed, we do not plan to operate the structure this spring. Flood operation will commence in the spring of 2025, unless severe flood conditions are forecasted this spring.

June 12, 2024 — A final pay application is expected next month.

July 10, 2024 — Engineer Bents reported that very small areas of deficient grass cover remain. The contractor will address the issue and we expect to close out the project at the August meeting.

August 14, 2024 — Engineer Bents reported that very small areas of deficient grass cover remain. The contractor is working on getting the subcontractor on site to finish it.

September 11, 2024 — Engineer Bents reported that work has finished on Goose Prairie. The Board approved Change Order 3 and Pay Request 10 (final) from Landwehr Construction.

Upper Reaches

January 12, 2024 — Administrator Jensen reported that the last meeting was held on December 18, 2023. Updated LiDar is now available and will be used to review the cross-sections once they can be obtained. The Cross-section work is currently on hold pending ice conditions. It is expected that another request will be sent to the USACE this Spring for Section 1135 Cost share.

February 14, 2024 — Engineer Bents reported that the updated LiDar is now available and will be used to review the cross-sections once they can be obtained. The cross-section work is approximately 80% complete, but currently on hold, pending ice conditions. Engineer Bents gave an update on the Upper Reaches repair stating that additional work has been completed.

March 18, 2024 — Engineer Bents reported that the updated LiDar is now available and will be used to review the cross-sections once they can be obtained. The cross-section work is approximately 80% complete, but currently on hold, pending ice conditions. The work will be completed following spring runoff.

June 12, 2024 — The Board approved a change order and final pay request from Rigid Excavating to close out the Upper Reaches repair project.

Administrator Jensen presented a letter to the Board from Attorney Hanson in response to Brian Borgen's request to the Board regarding the Upper Reaches project. Attorney Hanson explained his findings and stated that unless Mr. Borgen wishes to file a maintenance request, no action is needed from the District. There was a Maintenance Policy for the Upper Reaches project adopted on June 10, 2009, but staff is unable to locate the signed policy. Attorney Hanson suggested the Board ratify that policy and authorize the Board Chair to formally sign it. The Board agreed to ratify the policy stating that it was effective June 10, 2009.

July 10, 2024 — Administrator Jensen reported that there is a Project Team meeting scheduled for July 29, 2024. The Team plans to review the channel survey and cross-section information to determine the next steps forward.

August 14, 2024 — Administrator Jensen reported that the Upper Reaches Project Team meeting was held on July 29, 2024. The Team reviewed the channel survey and cross-section information. Funding options were discussed. The next step is to apply for Section 1135 funding. Staff is currently working on obtaining letters of support for the project from outside agencies to submit with the application for funding.

September 11, 2024 — Administrator Jensen reported that staff is waiting for additional letters of support for the project. Once received, the Section 1135 funding request can be submitted.

October 9, 2024 — Administrator Jensen reported that the request for Section 1135 funding was submitted.

November 6, 2024 — Administrator Jensen reported that the request for Section 1135 funding was submitted, and we are awaiting a response.

December 11, 2024 — Administrator Jensen reported that the request for Section 1135 funding was submitted, and we are awaiting a response. Engineer Bents suggested reaching out to check the status. Jensen will follow up.

Project 5 Norman Polk

January 12, 2024 – Administrator Jensen reported that the last Norman Polk Project Team meeting was held on December 18, 2023. Staff is working to set up a meeting with landowners in the area who may be impacted by the project.

February 14, 2024 — Engineer Bents reported that there is a landowner meeting scheduled for 1:00 P.M. today for the landowners who may be impacted by the alternatives considered by the Project Team

March 18, 2024 — Administrator Jensen provided an update following the landowner meeting held in February. Engineer Bents summarized the landowner presentation that was given. Board discussion ensued regarding alternatives. The Board voted to table the Norman Polk Project team study until landowners support carrying forward an alternative.

September 11, 2024 — Engineer Bents reported that there is a small cleanout happening on the Project.

October 9, 2024 — Cleanout on Norman Polk Project 5 was recently completed. Crews will work to level the spoil as conditions allow.

November 6, 2024 — Engineer Bents reported that crews completed spoil leveling from the cleanout on Norman Polk Project 5.

Project 9 South Branch

July 10, 2024 — Administrator Jensen gave an update on the South Branch Channel Stabilization Project. Staff will apply for CWL funding again this year. We are coordinating with MNDNR and developing the EAW which will be published in the Fall of 2024. Initial contact with the landowners near the lower site is underway. Staff will develop a handout for other landowners in the area.

August 14, 2024 — Engineer Bents gave an update on the South Branch Channel Stabilization Project. The EAW draft will go to MNDNR for their review. The EAW could be finalized in March of 2025. While the EAW draft is being reviewed, staff will work to get preliminary plans done so that after harvest, we can meet with landowners to present the plans. If the necessary right-of-way documents are secured by the time the EAW is done in the Spring, the permitting process could start shortly after. We anticipate work could begin in the Fall 2025. Staff applied for CWL funding again this year.

September 11, 2024 — Engineer Bents gave an update on the South Branch Channel Stabilization Project. The EAW draft was sent to MNDNR last week for their review. Staff plans to meet with landowners in November of 2024 to present the plans.

October 9, 2024 — Engineer Bents gave an update on the South Branch Channel Stabilization Project. The next step is to hold a landowner meeting in November of 2024 to present the plans.

November 6, 2024 — Engineer Bents gave an update on the South Branch Channel Stabilization Project stating we are still waiting on the flood insurance model from the DNR. We are still on track for construction in the Fall of 2025.

December 11, 2024 — Engineer Bents gave an update on the South Branch Channel Stabilization Project stating that the MNDNR is responding to the second round of comments on the EAW. We are still on track for construction in the Fall of 2025. BWSR CWL Funding was approved.

Clay County Ditch 18

September 11, 2024 — Engineer Bents reported that the cleanout on Clay County Ditch 18 will likely start later this month.

October 9, 2024 — As discussed during permits, the cleanout on Clay County Ditch 18 will begin after beaver dams have been removed.

November 6, 2024 — Engineer Bents reminded the Board that the recent cleanout of Clay County Ditch 18 was discussed during permits.

December 11, 2024 — Engineer Bents reported that survey work was done on Clay County Ditch 18 regarding landowner concerns brought forth at the November 6, 2024 meeting. Permitting is underway and cleanout is likely to begin in the Spring of 2025.

Judicial Ditch 53 Lateral 1

January 12, 2024 — Engineer Bents gave the background on the request for a bridge replacement on JD 53 Lat 1. He presented the inventory report of the bridges along the system. Discussion was held. Attorney Hanson reiterated that the District has the option but is not required to replace a bridge that is structurally sound. Some options that were discussed included: The cost is the requesting landowner's responsibility, the cost is taken out of the ditch fund, a cost share option with the requesting landowner, remove any crossings that are not needed, or do nothing until the bridge is structurally deficient. Staff will notify all landowners in the benefitting area that we will have an informational meeting on February 14, 2024 at the next Board meeting.

February 14, 2024 — Engineer Bents gave a background and presented slides showing the assessment area of the ditch. He explained how the benefitting area is determined and how

maintenance of the ditch is paid for. Bents presented the inventory taken by Houston Engineering of the public and private crossings along this system. Discussion was held between the Board and landowners present. The request for bridge replacement was denied.

March 18, 2024 — Board discussion regarding offering a payment for removal of non-critical crossings on JD53Lat 1 was held. The Board voted to offer landowners with non-critical crossings \$1,000 to sign a recordable document agreeing to the District removing the crossing. Discussion was held regarding the timing of removing crossings.

Hazard Mitigation Rural Acquisition Program

January 12, 2024 — Administrator Jensen reported that work is complete on Phase 1. Submittals remain as we are waiting on paperwork from the contractor. Work is complete on Phase 2 and the contract is closed. Regarding Phase 3, the Vik property, demolition work is beginning. The contractor expects to be done by the end of January. On Phase 4, applications for the 5 new applicants have been submitted for federal and state funding. Public notices were posted the last week in December 2023. We are awaiting the next steps.

February 14, 2024 — Engineer Bents reported that work is complete on Phase 1. Submittals remain as we are waiting on paperwork from the contractor. Work is complete on Phase 2 and the contract is closed. Regarding Phase 3, demolition work has begun. On Phase 4, applications for the 5 new applicants have been submitted for federal and state funding. We are awaiting FEMA response.

March 18, 2024 — Administrator Jensen reported that work is completed in Phase 1 and 2. We are still waiting for documents to be submitted to close out Phase 1. The Board approved a pay request from Lyle Wilkens, Inc. Communication with FEMA indicated that an award of funding for Phase 4 of the Acquisitions could be received as soon as the end of March.

April 10, 2024 — Administrator Jensen reported that work is completed in Phase 1, and we received the submittal closeout documents. The final pay application for Feldt Plumbing and Excavating was approved. Phase 2 is complete. Punchlist work is underway on Phase 3. We are awaiting further communication with FEMA on funding for Phase 4 of the acquisitions.

May 8, 2024 — Administrator Jensen reported that work is completed in Phases 1 and 2. Punchlist work is underway on Phase 3. FEMA funding was approved for Phase 4 and acquisition steps are underway.

June 12, 2024 — Administrator Jensen reported that work is completed in Phases 1 and 2. The Board approved the final pay application from Lyle Wilkens for Phase 3. FEMA funding was approved for Phase 4 and acquisition steps are underway. Three applicants have signed purchase agreements, and we should close on the first property in July 2024.

July 10, 2024 — Administrator Jensen reported that she was notified that FEMA requires a Resolution Accepting Award when funding is received. The Resolution was read and passed by the Board. Administrator Jensen gave an update on the 5 new acquisition properties. Closing on the Nelson property recently took place, and staff is proceeding with the next steps. Purchase

agreements have been signed on the 2 Richard's properties and they are looking into relocation options. Staff is waiting for the abstract on the Jessica Green property and the purchase agreement is ready for signature. The Myers are looking into relocation options.

August 14, 2024 — Administrator Jensen gave an update on the 5 new acquisition properties. The Nelson property is closed. One of the two Richard's properties will close in October. The landowners are exploring relocation options while proceeding forward with the buyout on the second property. Staff is waiting for the abstract on the Jessica Green property and the purchase agreement is ready for signature. The Myers are looking into relocation options while proceeding forward with the buyout process.

September 11, 2024 — Administrator Jensen reported that acquisition work continues on the 5 new buyout properties and there are no updates at this time.

Ada-Borup-West school district inquired about purchasing one of our flood buyout properties to develop a school forest program. The Board responded favorably to the inquiry and tabled the request to authorize staff to gather more information before a decision is made.

Administrator Jensen reported that Polk County recently approved their Hazard Mitigation Plan. As a result of that, they require a Resolution of the Wild Rice Watershed District Adoption of the Polk County All-Hazard Mitigation Plan. The Board approved the Resolution.

October 9, 2024 — Administrator Jensen reported that acquisition work continues on 5 new buyout properties. The Nelson property was closed on in July. We recently closed on one of the two Richards properties. The landowners are exploring relocation options while proceeding forward with the buyout on the second property. A Purchase Agreement was recently signed on the Green property and our legal team is doing abstract research. The Myers are looking into relocation options while proceeding forward with the buyout. Staff will start hazardous materials inspections on the Nelson and Richards properties.

. Ada-Borup-West school district passed a resolution for establishment and maintenance of the Ada Borup West School Forest at their meeting on Tuesday. They have reviewed District-owned properties and decided that the previously discussed property near Hendrum is the desired location for their program. The Board will revisit the topic at the November meeting after the legal team has time to research the next steps

November 6, 2024 — Administrator Jensen reported that acquisition work continues on 5 new buyout properties. She presented the Resolution Authorizing Execution of Sub-Grant Agreement required by FEMA. The Board voted in favor of the Resolution.

December 11, 2024 — Administrator Jensen reported that acquisition work continues on 5 new buyout properties. Hazardous Materials Inspections are in progress on the 3 properties that are closed. The other 2 are pending landowner relocation plans.

One Watershed One Plan

April 10, 2024 — Administrator Jensen reported that the next meeting is April 29, 2024. Manager Harless is a delegate for this committee. Since his term ends, a new delegate needs to be appointed. Manager Johannsen volunteered. The Board voted to appoint Manager Johannsen.

May 8, 2024 — Administrator Jensen reported that the Policy Committee met recently, and supplemental funding was approved. The funding includes money for the South Branch grade stabilization pilot project. The Board authorized Houston to start the preliminary planning process for the project.

November 6, 2024 — The Policy Committee meets on November 25, 2024, at 10:00 a.m. Manager Johannsen is the Board representative for the upcoming meeting.

FEMA

May 8, 2024 — Administrator Jensen reported that FEMA denied part of the District's reimbursement request for the 2023 flood disaster. Staff filed an appeal and is waiting for a response.

Permit Applications

For all permit application for **subsurface drain tile installations**, the watershed adopted the following standard conditions and recommendations:

- 1) Recommendation that the applicant contact and coordinate with the NRCS/SWCD offices to ensure approval/clearance regarding any potential wetland issues (and with the USFWS for installation of tile on any parcel that is under easement from the USFWS).
 - 2) Recommendation that the applicant obtain approval from the necessary road authorities (township, county, state...) for any work in the road R/W and the drainage authorities (county) for outlets to legal ditches not under WRWD Watershed jurisdiction.
 - 3) Approved with the condition that the applicant is responsible for adequate erosion control measures at the outlet of the tile system. This should include the installation of riprap or other protection measures at pump outlets. It will remain the responsibility of the applicant to maintain this protection as long as the tile is in place and operating.
 - 4) Approved with the condition that all gravity outlets be installed about (however not more than 2 feet above) the elevation of the original design grade line of the receiving ditch or channel.
 - 5) Pumped Outlets Only – Approved with the condition that the pump(s) not be operated during freezing conditions and during times of downstream flooding, and that pumps and associated pipes will not be installed about ground and will block vehicle traffic on the R/W of ditch systems. Also, all disturbed areas in ditch R/W's will be restored and reseeded to preexisting conditions.
 - 6) Pump stations or other tile control structures, shall not be placed within the R/W of existing legal ditch systems or within a distance determined as follows (6 times the depth of the ditch, measured from top of spoil bank elevation to bottom of ditch from the field side bottom of the ditch), whichever is greater, unless otherwise approved in writing by the WRWD. For example, if the vertical depth measured from top of spoil bank elevation to the bottom of the ditch is 8 ft., the pump station shall not be located within 48 ft. from the field side bottom of the ditch, or within the existing R/W, whichever is greater.
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January 2024

Tabled

- David Arends, Section 21, Mary Twp. Permit #23-103 to add a field approach with an 18" culvert, widen an existing field approach, extend the culvert 20 feet, and clean out the roadway ditch pending a field review.
 - Charles Borgen, Section 3, Georgetown Twp. Permit #24-001 to install drain tile pending a field review.
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February 2024

Approved

- Charles Borgen, Section 3, Georgetown Twp. Permit #24-001 to install drain tile with standard tile conditions.
- Ryan Gilbertson, Section 25, McDonaldsville Twp. Permit #24-003 to install drain tile with standard tile conditions.
- Mark Harless, Section 3, Felton Twp. Permit #24-005 to move an existing ditch and install a culvert for access to a new grain bin

- Ramstad Brothers, Section 35, McDonaldsville Twp. Permit #24-004 to install two new field crossings
- Bill Stalboerger, Section 26, Popple Grove Twp. Permit #24-002 to install drain tile with standard tile conditions

Tabled

- David Arends, Section 21, Mary Twp. Permit #23-103 to add a field approach with an 18" culvert, widen an existing field approach, extend the culvert 20 feet, and clean out the roadway ditch pending a field review.
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March 2024

Approved

- Thomas Toner, Section 8, Rockwell Twp. Permit #24-008 to extend a driveway culvert by up to 10 feet in length.
- Arvig Enterprises, Many Sections, Many Twps. Permit #24-007 to install telecommunications fiber cable. with the condition that the utility line 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. Also the condition that the applicant should provide documented approval of Section 408 from the United States Army Corps of Engineers to the WRWD office before any utilities are installed that would cross over, through or beneath any community flood protection levees within the Wild Rice Watershed District (i.e. Perley, Hendrum, Halstad,...), for any levee systems regulated by the USACE. For any non-federally regulated levees all crossings shall be designed consistent with USACE EM1110-2-1913 and EM 1110-1-1807.
- Dave Arends, Section 21, Mary Twp. Permit #23-103 to add a new field approach with an 18" culvert, widen an existing field approach and extend the culvert 20 feet, and to clean a roadway ditch.
- Duane Pavlish, Section 23, Bejou Twp. Permit #24-010 to install water and sediment control basin with standard tile conditions and the condition that the applicant get approval from the drainage authority for installing outlets into Ditch 91-91A.
- Lynn Johnson, Section 29, Pleasant View Twp. Permit #24-006 to install subsurface drain tile with standard tile conditions.
- Dale Noll, Section 1, Lake Grove Twp. Permit #24-009 to install water and sediment control basins with standard tile conditions

Tabled

- Hadedank Farms, Section 21 and 28, Waukon Twp. Permit #24-012 to install surface inlets in a subsurface tile system to notice adjacent landowners.
- Bob Haverkamp & Lloyd Jirava, Sections 4 & 9, Spring Creek Twp., Becker County. Permit #24-013 to install subsurface drain tile to notice adjacent landowners.
- Barent Thronson, Section 15, Sundal Twp. Permit #24-011 to install subsurface drain tile to adjacent landowners.

April 2024

Approved

- Duane Erickson, Section 29, Flom Twp. Permit #24-014 to install water and sediment control basins with standard tile conditions and with the condition that the applicant provides written approval from the landowner in the S1/2 SE 1/4 of section 29 of Flom Township.
- Habedank Farms, Section 21 and 28, Waukon Twp. Permit #24-012 to install surface inlets in a subsurface tile system with the condition that the applicant get written approval from landowners in the SW 1/4 of section 27, the W 1/2 of section 34 of Waukon Township, Waukon Township, the NW 1/4 of section 3 of Fossum Township, and the road authority-Norman County Highway Department.
- John Habedank, Section 9, Fossum Twp. Permit #24-015 to install a water and sediment control basin with standard tile conditions.
- Bob Haverkamp & Lloyd Jirava, Sections 4 & 9, Spring Creek Twp., Becker County. Permit #24-013 to install subsurface drain tile with standard tile conditions
- John Pazdernik, Section 6, Lake Grove Twp. Permit #24-017 to install subsurface drain tile with standard tile conditions.
- Daniel Steffl, Section 30, Lake Grove Twp. Permit #24-018 to install subsurface drain tile with standard tile conditions.

Tabled

- Cris Anderson, Section 34, Goose Prairie Twp. Permit #24-021 to install subsurface drain tile and install water and sediment control basins to notice adjacent landowners. The applicant will also need to make payment to the WRWD per the prior petition for inclusion into the CD 18 benefitting area, as previously approved, before completing the work.
 - Cris Anderson, Section 34, Goose Prairie Twp. Permit #24-020 to install a water and sediment control basin to notice adjacent landowners and request the applicant provide project approval from the Clay County SWCD regarding potential wetland impacts.
 - John Habedank, Section 28, Fossum Twp. Permit #24-016 to install subsurface drain tile requesting that the applicant provide a revised tile plan that corresponds with the current surface water flow split between the north and south sides of the parcel and that the applicant should consider options that might address the concerns expressed along the north outlet.
 - Jeff Opsahl, Section 32, Wild Rice Twp. Permit #24-019 to construct a berm, install an 18" approach culvert and conduct grading work in the roadway ditch to notice adjacent landowners.
 - Barent Thronson, Section 15, Sundal Twp. Permit #24-011 to install subsurface drain tile to allow time for Norman County to verify if additional approvals are required to outlet into the County Ditch system downstream.
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May 2024

Approved

- Charles Borgen, Jr. Section 15, Georgetown Twp. Permit #24-027 to install subsurface drain tile amended permit to include constructing a berm to force the water into Clay County Ditch 14, where the land is assessed and with standard tile conditions.
- CMGB Land, Section 5, Green Meadow Twp. Permit #24-022 to install a driveway with a 30" culvert

- Cris Anderson, Section 34, Goose Prairie Twp. Permit #24-021 to install subsurface drain tile and install water and sediment control basins with standard tile conditions.
- Cris Anderson, Section 34, Goose Prairie Twp. Permit #24-020 to install a water and sediment control basin with standard tile conditions.
- Dave Arends, Section 22, Mary Twp. Permit #24-030 to widen a driveway by 10 feet to extend an 18" culvert with the condition that there is no change to the culvert size and elevation.
- Steve Hlubek, Section 2, Fossum Twp. Permit #24-028 to install three grade stabilization structures with standard tile conditions.
- Darin Erickson, Section 17, Walworth Twp. Permit #24-029 to install subsurface drain tile with standard tile conditions and the conditions based on signatures from downstream landowners and the road authority.
- Don Miller, Section 26, Mary Twp. Permit #24-024 to install a driveway with a 24" culvert.
- Jeff Opsahl, Section 32, Wild Rice Twp. Permit #24-019 to construct a berm, install an 18" approach culvert and conduct grading work in the roadway ditch with the condition that applicant gets written approval from the adjacent landowner to the South in Section 5.
- Spielman Farms, Section 18, Popple Grove Twp. Permit #24-205 to install a longer culvert in a driveway.

Tabled

- Mark Lehmann, Section 3, Spring Creek Twp. Permit #24-023 to install a water and sediment control basin to investigate landowner concerns.
- John Habedank, Section 28, Fossum Twp. Permit #24-031 to install subsurface drain tile and install a culvert to notice adjacent landowners.
- John Habedank, Section 9, Fossum Twp. Permit #24-032 to install a grade stabilization structure pending a field review.
- MNDOT, Various Sections, Hendrum and Flom Twps. Permit #24-026 to install culvert linings to notice adjacent landowners.
- Barent Thronson, Section 15, Sundal Twp. Permit #24-011 to install subsurface drain tile pending receipt of documentation from the applicant of permission for out-letting to the Norman County Ditch System.

Returned

- John Habedank, Section 28, Fossum Twp. Permit #24-016 to install subsurface drain tile at the applicant's request.

June 2024

Approved

- John Habedank, Section 9, Fossum Twp. Permit #24-032 to install a grade stabilization structure with standard tile conditions.
- Paul Harless, Section 10, Felton Twp. Permit #24-037 to add two field approaches with 24" culverts.
- Mike Kramer, Section 30, Chief Twp. Permit #24-035 to install a water and sediment control basin with standard tile conditions.
- Novel Olek Solar, Section 9, Flowing Twp. Permit #24-041 to construct a stormwater pond and install a driveway and culvert with the condition that the culvert is a 36" culvert and the applicant gets written approval from MNDOT.
- Arvig Enterprises, Various Sections, Various Townships. Permit #24-033 to install fiberoptic cable with the condition that the utility line 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 the 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.

- John Habedank, Section 28, Fossum Twp. Permit #24-031 to install subsurface drain tile with standard tile conditions.
- Paul Harless, Section 10, Felton Twp. Permit #24-038 to install subsurface drain tile with standard tile conditions.
- MNDOT, Various Sections, Hendrum and Flom Twps. Permit #24-026 to install culvert linings
- Nathan Sweep, Section 10, Beaulieu Twp. Permit #24-034 to install water and sediment control basins with standard tile conditions and the condition that the applicant get written approval from the adjacent landowner in the SE1/4 of Section 10 Beaulieu Township.
- Aaron Vipond, Section 8, Ulen Twp. Permit #24-036 to install a well and two center point irrigators with the condition that the applicant get a water appropriation permit from the MNDNR.

Tabled

- Wayne Brandt, Sections 7 & 8, Lake Ida Twp. Permit #24-043 to install subsurface drain tile with a surface inlet pending notification of adjacent landowners.
- Mark Lehmann, Section 3, Spring Creek Twp. Permit #24-023 to install a water and sediment control basin pending revised project plans from the applicant.
- Mattson Brothers, Section 32, Atlanta Twp. Permit #24-040 to install subsurface drain tile to request that the applicant coordinate with the MNDNR to ensure that no proposed tile is on property owned by the MNDNR and to discuss potential effects of adjacent wetlands. The applicant should review the downstream drainage concerns of Melanie Grabill and consider amending the permit to address drainage obstructions or the outlet location.
- Barent Thronson, Section 15, Sundal Twp. Permit #24-011 to install subsurface drain tile pending receipt of documentation from the applicant of permission for out-letting to the Norman County Ditch System.

Denied

- Mark Chisholm, Section 6, Strand Twp. Permit #24-039 to replace a 48" centerline culvert with a 72" centerline culvert due to opposition from the Green Meadow Township and Norman County Road Authorities and downstream hydraulic impacts.
- Johnson Brothers Farms, Section 35, Hegne Twp. Permit #24-042 to install a new centerline culvert due to concerns of downstream hydraulic impacts during times of Wild Rice River Flooding.

July 2024

Approved

- Austin Broden, Section 16, Sundal Twp. Permit #24-050 to install subsurface drain tile with standard tile conditions.
- David Visser, Section 14, Strand Twp. Permit #24-045 to add a field approach with an 18" culvert.
- David Visser, Section 14, Strand Twp. Permit #24-046 to replace a 15" culvert with a 15" culvert.

- David Visser, Section 14, Strand Twp. Permit #24-047 to move a field approach to the North, straighten out the existing ditch or extend the existing culvert to the N, add an additional 18" culvert running East-West that connects to the existing North-South pipe.
- Barent Thronson, Section 15, Sundal Twp. Permit #24-011 to install subsurface drain tile with standard tile conditions
- Doug Kramer, Section 3, March Creek Twp. Permit #24-051 to install subsurface drain tile with standard tile conditions and the condition that the applicant provide documentation of approval from MNDNR for any work completed in MNDNR protected waters.
- Daryl Chisholm, Section 32, Spring Creek Twp. Permit #24-057 to widen a field approach and install a longer culvert.
- Steve Hlubek, Section 10, Fossum Twp. Permit #24-053 to install a grade stabilization with standard tile conditions.
- Keith Kirsch, Section 33, Chief Twp. Permit #24-056 to install a water and sediment control basin with standard tile conditions.
- Dollar General, Section 21, Wild Rice Twp. Permit #24-054 to install a driveway with a 15" culvert with the condition that the culvert size is an 18" round pipe unless the applicant provides documentation that a 15" pipe is acceptable to the road authority.
- Wayne Brandt, Sections 7 & 8, Lake Ida Twp. Permit #24-043 to install subsurface drain tile with a surface inlet with standard tile conditions.
- Jerred Jirava, Sections 17-18, White Earth Twp. Permit #24-052 to install water and sediment control basins and subsurface drain tile with standard tile conditions.
- Yuri Johnson, Section 25, McDonaldsville Twp. Permit #24-055 to install subsurface drain tile with standard tile conditions.
- Doug Kramer, Section 32, Chief Twp. Permit #24-044 to install water and sediment control basins with standard tile conditions

Tabled

- Mattson Brothers, Section 32, Atlanta Twp. Permit #24-040 to install subsurface drain tile pending an amended tile plan or documentation that MNDNR approves the proposed plan.
- Mark Lehmann, Section 3, Spring Creek Twp. Permit #24-023 to install a water and sediment control basin pending revised project plans from the applicant.

Denied

- Melanie Grabill, Section 29, Atlanta Twp. Permit #24-049 to replace two 48" culverts with 72" culverts due to concerns on the effect of downstream landowners. Staff has started a maintenance request and a beaver trapping request.

August 2024

Approved

- Corey Jacobson, Section 15, McDonaldsville Twp. Permit #24-084 to install subsurface drain tile with standard tile conditions and the condition that the applicant get approval from MNDOT for drainage work in the road right-of-way.
- Mattson Brothers, Section 32, Atlanta Twp. Permit #24-040 to install subsurface drain tile with standard tile conditions and with the condition that the applicant acquire approval from the MNDNR for the revised tile plan or the condition that the drain tile is not installed within 200 feet of the property line
- Charles Borgen, Section 21, Viding Twp. Permit #24-063 to install subsurface drain tile with standard tile conditions.

- Charles Borgen, Section 18, Felton Twp. Permit #24-064 to install subsurface drain tile with standard tile conditions
- Kevin Anderson, Section 34, McDonaldsville Twp. Permit #24-078 to install a new field approach with a 30" pipe.
- Black Bell Farms, Section 8, Lockhart Twp. Permit #24-081 to install subsurface drain tile with standard tile conditions.
- Blaine Borgen, Section 12, Georgetown Twp. Permit #24-059 to construct a wider driveway with a longer 24" culvert.
- Matthew Borgen, Section 10, Winchester Twp. Permit #24-068 to install a new field approach and culvert.
- Matthew Borgen, Section 2, Winchester Twp. Permit #24-069 to construct a wider field approach adding 20' to an existing 18" culvert.
- Matthew Borgen, Section 27, Hegne Twp. Permit #24-070 to add six surface inlets to an existing subsurface tile system.
- Kristen Briard, Section 2, Chief Twp. Permit #24-072 to construct two water and sediment control basins with standard tile conditions.
- Richard Buschette, Section 29, Pembina Twp. Permit #24-086 to construct subsurface tile and grade stabilization structures with standard tile conditions.
- Rob Myers, Section 16, Winchester Twp. Permit #24-060 to replace a 24" culvert and flap gate with a new 24" culvert and flap gate.
- Verdell Olson, Section 7, Sundal Twp. Permit #24-075 to install berms, a rip-rap spillway and two side inlet pipes.
- Skaurud Grain Farms, Section 22, Hegne Twp. Permit #24-065 to install subsurface drain tile with standard tile conditions.
- Mike Vilmo, Sections 23 & 24, Pleasant View Twp. Permit #24-062 to install subsurface drain tile with standard tile conditions.
- Waukon Township, Sections 8 & 17, Waukon Twp. Permit #24-087 to replace a 5' culvert with a new 5' culvert with an additional 10' in length.
- Richard Balstad, Section 11, Gregory Twp. Permit #24-085 to install subsurface drain tile with standard tile conditions.
- Black Bell Farms, Section 1, Winchester Twp. Permit #24-082 to install subsurface drain tile with standard tile conditions.
- Black Bell Farms, Section 4, Pleasant View Twp. Permit #24-083 to install subsurface drain tile with standard tile conditions.
- Blain Borgen, Section 11, Georgetown Twp. Permit #24-058 to install subsurface drain tile with standard tile conditions.
- Ryan Zimmerman, Section 11, Georgetown Twp. Permit #24-071 to install subsurface drain tile with standard tile conditions.
- Brandon Borgen, Section 16, Hendrum Twp. Permit #24-073 to remove a field approach and culvert.
- Brandon Borgen, Section 21, Hendrum Twp. Permit #24-074 to remove a field approach and culvert.
- William Chisholm, Section 1, McDonaldsville Twp. Permit #24-080 to install a new field approach with a 16" pipe with the condition that the culvert is an 18" culvert to match the adjacent pipes.
- Skaurud Grain Farms, Section 1, Fossum Twp. Permit #24-066 to install subsurface drain tile with standard tile conditions and the condition that the applicant get approval from adjacent landowners for any work done on adjacent property.

- Skaurud Grain Farms, Section 33, Hegne Twp. Permit #24-067 to install subsurface drain tile with standard tile conditions and with the condition that the pump outlet is installed on the South side of the roadway.
- Skaurud Grain Farms, Sections 25 & 36, Waukon Twp. Permit #24-077 to install subsurface drain tile with standard tile conditions.
- Adam Stalboerger, Section 17, Pembina Twp. Permit #24-061 to install subsurface drain tile with standard tile conditions.
- Sue Steinmetz, Section 9, Beaulieu Twp. Permit #24-076 to install a water and sediment control basin with standard tile conditions.
- Sundal Township, Sections 23 & 26, Sundal Twp. Permit #24-079 to replace a 36" and a 48" centerline culvert with a 60" culvert

Tabled

- Mark Lehmann, Section 3, Spring Creek Twp. Permit #24-023 to install a water and sediment control basin pending revised project plans from the applicant.
- Riverview Dairy, Sections 33 & 28, Waukon Twp. Permit #24-088 to install an 18" centerline culvert with a flap gate for manure application equipment to notice adjacent landowners.
- Riverview Dairy, Sections 3, Fossum Twp. Permit #24-089 to install an 18" centerline culvert with a flap gate for manure application equipment to notice adjacent landowners.
- Riverview Dairy, Sections 27 & 34, Waukon Twp. Permit #24-090 to install a 24" centerline culvert with a flap gate for manure application equipment to notice adjacent landowners.
- Riverview Dairy, Sections 26 & 35, Waukon Twp. Permit #24-091 to install a 24" centerline culvert with a flap gate for manure application equipment to notice adjacent landowners.

September 2024

Approved

- Riverview Dairy, Sections 33 & 28, Waukon Twp. Permit #24-088 to install an 18" centerline culvert with a flap gate for manure application equipment with the condition that the flap gates are to remain closed unless manure operations are active, and culverts are being used for pumping.
- Riverview Dairy, Sections 3, Fossum Twp. Permit #24-089 to install an 18" centerline culvert with a flap gate for manure application equipment with the condition that the flap gates are to remain closed unless manure operations are active, and culverts are being used for pumping.
- Riverview Dairy, Sections 27 & 34, Waukon Twp. Permit #24-090 to install a 24" centerline culvert with a flap gate for manure application equipment with the condition that the flap gates are to remain closed unless manure operations are active, and culverts are being used for pumping.
- Riverview Dairy, Sections 26 & 35, Waukon Twp. Permit #24-091 to install a 24" centerline culvert with a flap gate for manure application equipment with the condition that the flap gates are to remain closed unless manure operations are active, and culverts are being used for pumping.
- Lockhart Township, Section 30, Lockhart Twp. Permit #24-095 to replace a 60" CMP and a 112"x75" CMPA with a 12'x6' box culvert with the condition that the WRWD staff provide the elevation of the new box culvert to be consistent with the flowline of JD 53. The applicant should contact the WRWD office a minimum of 1 week prior to removing the existing pipes to allow for this staking to occur. The permit, as approved, allows for installation of either a new 12x6 RCBC or 141x91 CMPA.

- Paul Amundson, Section 8, Ulen Township. Permit #24-098 to install subsurface drain tile with Standard Tile Conditions.
- Black Bell Farms, Section 6 Rockwell and Section 1 Winchester Twp. Permit #24-104 to install subsurface drain tile with Standard Tile Conditions.
- Habedank Farms, Section 8, Fossum Twp. Permit 24-093 to install subsurface drain tile with Standard Tile Conditions.
- Habedank Farms, Section 7, Wild Rice Twp. Permit #24-094 to install a new field approach with an 18" pipe.
- Alan Pinske, Section 21, Fossum Twp. Permit #24-106 to install subsurface drain tile with Standard Tile Conditions.
- Joel Sather, Section 3, Waukon Twp. Permit #24-101 to remove a field approach with a 24" CMP.
- Mike Christensen, Section 23, Fossum Twp. Permit #24-092 to install subsurface drain tile with standard tile conditions and with the condition that the applicant get written approval from the Norman County SWCD regarding compliance with the Wetland Conservation Act.
- Jarrett Olek, Section 25, Mary Twp. Permit #24-100 to install a new field approach with a 24" pipe

Tabled

- Christian Anderson, Section 34, Goose Prairie Twp. Permit #24-097 to install subsurface drain tile to request that the applicant provide additional project details including the surface inlet design.
- Bobby Brandt, Section 20, Lake Ida Twp. Permit #24-107 to install subsurface drain tile to notice adjacent landowners.
- Chris Erickson, Section 14, Walworth Twp. Permit #24-102 to deepen a roadway ditch and lower a centerline culvert to notice adjacent landowners.
- Chris Erickson, Section 14, Walworth Twp. Permit #24-103 to install subsurface drain tile pending the approval of the permit conditions for the downstream tile system: WRWD Permit #23-038
- K&L Farms, Section 7, Spring Creek Twp. Permit #24-105 to install subsurface drain tile to notice adjacent landowners.
- Mark Lehmann, Section 3, Spring Creek Twp. Permit #24-023 to install a water and sediment control basin pending revised project plans from the applicant
- John Pazdernik, Section 6, Lake Grove Twp. Permit #24-096 to install subsurface drain tile to request that the applicant petition the drainage authority to outlet into WRWD Project 27.

Denied

- Eric Arends, Section 22, Shelly Twp. Permit #24-099 to add a new centerline culvert due to concerns about downstream hydraulic impacts.

October 2024

Approved

- Ole Gunderson, Section 35, Sundal Twp. Permit #24-125 to install a field crossing adjacent to Norman County Ditch 42 with the condition that no flap gates are installed.
- Ole Gunderson, Section 35, Sundal Twp. Permit #24-126 to install a field crossing adjacent to Norman County Ditch 42 with the condition that no flap gates are installed.

- Ole Gunderson, Section 35, Sundal Twp. Permit #24-127 to install a field crossing adjacent to Norman County Ditch 42 with the condition that no flap gates are installed.
- Daniel Krogstad, Section 1, Lee Twp. Permit #24-109 to install subsurface drain tile with standard tile conditions and the condition that the applicant get written approval from the owner of the tile system that the project will connect to.
- Skaurud Grain Farms, Section 22, Hegne Twp. Permit #24-108 to remove a field approach and install a new field approach with the same size pipe.
- Greg Zillmer, Section 11, Hagen Twp. Permit #24-119 to install subsurface drain tile with standard tile conditions.
- Raymond Bjerke, Section 10, Hagen Twp. Permit #24-130 to install subsurface drain tile with standard tile conditions.
- Matt Borgen, Section 3, Winchester Twp. Permit #24-116 to widen a field approach and install a longer pipe.
- Bobby Brandt, Section 20, Lake Ida Twp. Permit #24-107 to install subsurface drain tile with standard tile conditions.
- Michael Christensen, Section 21, Fossum Twp. Permit #24-113 to install subsurface drain tile with standard tile conditions and the condition that the applicant provide documentation of the mitigation plan for wetland impacts.
- Duane Erickson, Section 29, Flom Twp. Permit #24-110 to install subsurface drain tile and a water and sediment control basin project with standard tile conditions.
- Austen Germolus, Section 19, Winchester Twp. Permit #24-123 to widen a field approach and install a longer pipe.
- Austen Germolus, Section 24, Mary Twp. Permit #24-124 to widen a field approach and install a longer pipe.
- Roger Hennen, Section 21, Shelly Twp. Permit #24-128 to deepen a roadway ditch and lower an inlet pipe with a flap gate approximately 3' lower on the north end with the condition that the outlet is installed above (however not more than 2-ft above) the elevation of the original design grade line of the receiving ditch and the condition that the ditch banks and/or levees are restored to the pre-project geometry and the condition that the applicant is responsible for adequate erosion control measures at the outlet. This could include the installation of riprap or other protection measures as necessary.
- David Johnstad, Section 12, Good Hope Twp. Permit #24-114 to install a field approach with a 6' culvert.
- Mark Jossund, Section 23, Hendrum Twp. Permit #24-120 to install a field approach with an 18" culvert.
- Mark Jossund, Section 17, Georgetown Twp. Permit #24-121 to install a field approach with an 18" culvert.
- Carson Jossund, Section 16, Georgetown Twp. Permit #24-122 to install a field approach with an 18" culvert.
- K&L Farms, Section 7, Spring Creek Twp. Permit #24-105 to install subsurface drain tile with standard tile conditions.
- Seth Merkens, Section 19, Lockhart Twp. Permit #24-129 to remove two field approaches and install one new approach
- Tim Safar, Section 24, Pembina Twp. Permit #24-111 to install a subsurface tile line to drain surface water with the condition that the applicant get approval from Mahanomen SWCD for work in the wetlands.
- Joel Stola, Section 1, Shelly Twp. Permit #24-117 to add a field approach with a 24" culvert.
- Viking Gas, Section 29, Pleasant View Twp. Permit #24-115 to add a driveway with a 30" culvert.

- Greg Zillmer, Section 13, Hagen Twp. Permit #24-118 to install subsurface drain tile with standard tile conditions.

Tabled

- Christian Anderson, Section 34, Goose Prairie Twp. Permit #24-097 to install subsurface drain tile due to concerns related to downstream drainage issues. Cleanout of the downstream channel is expected to happen in the next month. Once the cleanout is complete, the situation can be reassessed.
- Chris Erickson, Section 14, Walworth Twp. Permit #24-102 to deepen a roadway ditch and lower a centerline culvert pending documentation from the applicant from Walworth Township or other suitable documentation that no approval from Walworth Township is required.
- Chris Erickson, Section 14, Walworth Twp. Permit #24-103 to install subsurface drain tile pending the approval of the permit conditions for the downstream tile system: WRWD Permit #23-038.
- Darin Erickson, Section 8, Walworth Twp. Permit #24-131 to install subsurface drain tile to notice adjacent landowners.
- Darin Erickson, Section 24, Home Lake Twp. Permit #24-132 to install subsurface drain tile to notice adjacent landowners.
- Darin Erickson, Section 19, Flom Twp. Permit #24-133 to install subsurface drain tile to notice adjacent landowners.
- Andrew Johnstad, Section 14, Good Hope Twp. Permit #24-112 to install a field approach with a 6' culvert to request that the applicant get written approval from the road authority (Norman County), or, that the applicant provide a hydraulic analysis by a licensed professional engineer.
- Mark Lehmann, Section 3, Spring Creek Twp. Permit #24-023 to install a water and sediment control basin pending revised project plans from the applicant.
- John Pazdernik, Section 6, Lake Grove Twp. Permit #24-096 to install subsurface drain tile to request that the applicant petition the drainage authority to outlet into WRWD Project 27.

November 2024

Approved

- Christian Anderson, Section 34, Goose Prairie Twp. Permit #24-097 to install subsurface drain tile with standard tile conditions and the condition that the construction of the project does not drain the wetland basin located approximately 300 feet West of the driveway. The Board also voted to have staff to investigate, and act on, as soon as possible, cleaning of the ditch further to the North.
- David Arends, Section 4, Mary Twp. Permit #24-140 to remove a field approach and an 18" culvert and install two field approaches with 18" culverts.
- Austen Germolus, Section 19, Winchester Twp. Permit #24-141 to replace a field approach with a 15" culvert with a wider field approach and an 18" culvert.
- Matt Borgen, Section 27, Hegne Twp. Permit #24-139 to remove a field approach and an 18" culvert and install two field approaches-one with an 18" culvert and the other with a 24" culvert.
- Esther Austinson, Section 13, Hegne Twp. Permit #24-135 to install a field approach and culvert with the condition that the culvert is an 18" diameter pipe or larger.
- Darin Erickson, Section 8, Walworth Twp. Permit #24-131 to install subsurface drain tile with standard tile conditions.
- Darin Erickson, Section 24, Home Lake Twp. Permit #24-132 to install subsurface drain tile with standard tile conditions.

- Darin Erickson, Section 19, Flom Twp. Permit #24-133 to install subsurface drain tile with standard tile conditions.
- Andrew Johnstad, Section 14, Good Hope Twp. Permit #24-112 to install a field approach with a 6' culvert with the condition that the top of field approach elevation is lower than the roadway to the north and that the applicant get written approval from the landowner in the West ½ of Section 13 Good Hope Twp.
- Lakes Community Cooperative, Section 29, Pleasant View Twp. Permit #24-137 to install a new driveway with a 30" culvert.
- Sorenson Drainage, Section 9, Pembina Twp. Permit #24-136 to install a water and sediment control basin with standard tile conditions.

Tabled

- Adam McCollum, Section 33, Gregory Twp. Permit #24-134 to install water and sediment control basins to allow the applicant to consider amendments to the application to address erosion concerns downstream of the outlet, expressed by the downstream property owner.
- Jerry Matter, Section 8, Riceville Twp. Permit #24-138 to install subsurface drain tile to request that the applicant provide an alternative plan that is acceptable to the adjacent landowner (MNDNR) and written approval from the owner in the SE1/4 of Section 8 Riceville where the outlet tile will be installed, and that the applicant consider amendments to the application to address concerns expressed by downstream property owners in Section 17.
- Chris Erickson, Section 14, Walworth Twp. Permit #24-102 to deepen a roadway ditch and lower a centerline culvert pending documentation from the applicant from Walworth Township or other suitable documentation that no approval from Walworth Township is required.
- Chris Erickson, Section 14, Walworth Twp. Permit #24-103 to install subsurface drain tile pending the approval of the permit conditions for the downstream tile system: WRWD Permit #23-038.
- John Pazdernik, Section 6, Lake Grove Twp. Permit #24-096 to install subsurface drain tile requesting that the applicant petition the drainage authority to outlet into WRWD Project 27.

Return

- Mark Lehmann, Section 3, Spring Creek Twp. Permit #24-023 to install a water and sediment control basin and inform the applicant that they can reapply if they provide the requested information.

December 2024

Approved

- Silverstreak Dairies, Section 22, Rockwell Twp. Permit #24-144 to remove a driveway with an 18" culvert and install a new driveway with an 18" culvert.
- Ellingson CSG, Section 21, Winchester Twp. Permit #24-142 to construct a wider driveway and install an 18" culvert.
- Randal Gorder, Section 13, Waukon Twp. Permit #24-146 to construct a field approach.
- Randal Gorder, Section 12, Waukon Twp. Permit #24-145 to construct a wider driveway and install an 18" culvert.

Tabled

- Andrew Borgen, Section 25, Shelly (west) Twp. Permit #24-143 to lower 2 culverts. The permit was later revised to remove the field approach instead of lowering the culverts. The permit was tabled to re-notice landowners showing the removal of the approach.

- Chris Erickson, Section 14, Walworth Twp. Permit #24-102 to deepen a roadway ditch and lower a centerline culvert pending documentation from the applicant from Walworth Township, or other suitable documentation, that no approval from Walworth Township is required.
- Chris Erickson, Section 14, Walworth Twp. Permit #24-103 to install subsurface drain tile pending the approval of the permit conditions for the downstream tile system: WRWD Permit #23-038.
- Jerry Matter, Section 8, Riceville Twp. Permit #24-138 to install subsurface drain tile to request that the applicant provide an alternative plan that is acceptable to the adjacent landowner (MNDNR) and written approval from the owner in the SE1/4 of Section 8 Riceville where the outlet tile will be installed, and that the applicant consider amendments to the application to address concerns expressed by downstream property owners in Section 17.
- Adam McCollum, Section 33, Gregory Twp. Permit #24-134 to install water and sediment control basins to allow the applicant to consider amendments to the application to address erosion concerns downstream of the outlet, expressed by the downstream property owner.
- John Pazdernik, Section 6, Lake Grove Twp. Permit #24-096 to install subsurface drain tile requesting that the applicant petition the drainage authority to outlet into WRWD Project 27.

V. 2024 Meeting Minutes in Review

All meeting minutes from 2024 have been reviewed and approved by the Watershed Managers. Within this report, the items pertaining to certain projects or programs have been moved to the section titled **IV. Plan Performance** of this report. All other items have been included and somewhat abbreviated under the monthly headings shown below. Approved, unedited monthly meeting minutes are available in their entirety on the district website www.wildricewatershed.org or at the District office.

January 2024

The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, January 10, 2024. Managers in attendance included: Greg Holmvik, Duane Erickson, Curt Johannsen, Mark Harless, Dean Spaeth, Raymond Hanson and Mike Christensen. In addition, the following people 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.

Chairman Holmvik called the meeting to order 8:30 a.m. with the pledge of allegiance. The agenda was approved with the following additions: Remove Citizen's Advisory Meeting. Add Safe/Sick Time, Leased Properties and 2022 Audit report (9:00 a.m.) December 13, 2023, Regular Meeting Minutes were approved as presented. Payment of billings was approved with the addition of the following late bills: Office Supplies for \$79.78 and Renae Kappes for \$280.00. The year end 2023 financial reports, and year-end transfers from unassessed projects and ditches, permits and violations to the Red River Construction Account were also approved as presented.

An update was given on open complaints.

Miranda Wendlandt presented the findings from the 2023 audit via TEAMS indicating that the District was in good financial standing and that there were no complications in the audit process. Staff will work with Attorney Hanson's office to update our personnel manual to include an out-of-state travel policy.

The list of Auto Pay vendors was approved. Administrator Transfer Authority was given to Administrator Jensen to transfer between Money Market and Checking Accounts, with a daily limit of \$1,000,000 at Frandsen Bank and Trust. Administrator Jensen must notify finance committee members of account transfers once they occur. Administrator Jensen was also given Internal Transfer Authority to internally transfer funds between unassessed projects and ditches and the Red River Construction account, bringing transfers for board notification and approval at regular Board Meetings. The list of official newspapers was approved. If the SWCD applies, \$200 was approved for the Envirothon Request Policy.

Administrator Jensen provided a copy of the recent policy from the State of Minnesota entitled "Earned sick and safe time employee notice-Board Managers" to each Manager. She noted that the Personnel Policy is being updated to reflect the change and provided a time sheet if anyone wishes to track their hours.

Eric Dyrdaahl sold his property adjacent to the Klevgaard land that he is currently leasing from the District. The Board granted his request to terminate the lease.

Payment of Managers per diems and expenses were approved as distributed. Board and staff were authorized to attend the RRWMB & FDRWG Conference March 19-20, 2024. There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 10:08 a.m.

February 2024

The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, February 14, 2024. Managers in attendance included: Greg Holmvik, Duane Erickson, Curt Johannsen, Mark Harless, Dean Spaeth, Raymond Hanson and Mike Christensen. In addition, the following people were in attendance: Administrator Tara Jensen (via electronic means), Engineer Jerry Bents, and Attorney Elroy Hanson. Various other interested taxpayers and landowners attended in person or via electronic means.

Chairman Holmvik called the meeting to order 8:30 a.m. with the pledge of allegiance. The agenda, minutes and financial report were approved as presented. Billings were approved with the addition of the following late bills: Norman County SWCD for \$16,730.27 and Kenneth Kesselberg for \$250.00. An update was given on open complaints. The Board approved a lease request from David Arends.

The *Resolution of the Board of Managers Adopting Out-of-State Travel Policy* was adopted by the Board of Managers.

Payment of Managers per diems and expenses were approved as distributed.

Administrator Jensen reported that the Finance Committee met last week and discussed Money Market accounts and the CDs that we hold at Red River State Bank. Since the rate at Bremer Bank remains substantially lower than the rate at Frandsen Bank, the Board voted to close the account at Bremer and move the funds to the Money Market account at Frandsen Bank. Our current CDs at Red River State Bank expire tomorrow, February 15, 2024. Due to the upcoming Perley project and the need to have funds available, the Board voted to reinvest the money at the same rate for an additional 3 months.

Administrator Jensen reported that Fransen Bank is offering an ICS account which offers a rate that is higher than a traditional money market account. The Board voted to replace our traditional money market account with the ICS account. The *Resolution of the Wild Rice Watershed District Board of Managers RE: Authorizing Signors on Frandsen Bank & Trust Account* was read and adopted. There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 10:55 am.

March 2024

A special meeting of the Wild Rice Watershed District Board of Managers was held on Monday, March 4, 2024. Managers in attendance included: Greg Holmvik, Duane Erickson, Curt Johannsen, and Raymond Hanson. In addition, the following people were in attendance: Administrator Tara Jensen, Engineer Jerry Bents (via electronic means), Steve Jacobson and Attorney Elroy Hanson. Managers Mark Harless, Dean Spaeth and Mike Christensen were absent. Agenda items were as follows: Perley Negotiations, March Meeting Date, and Monthly Bills.

Chairman Holmvik called the meeting to order 10:00 a.m. with recital of the pledge of allegiance. The agenda was approved as presented. Discussion was held regarding attendance at the upcoming Regular March meeting. The Board voted to hold the meeting on March 18, 2024. There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 10:19 am.

The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, March 18, 2024. Managers in attendance included: Greg Holmvik, Duane Erickson, Curt Johannsen, Mark Harless, Dean Spaeth, Raymond Hanson and Mike Christensen. In addition, the following people 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.

Chairman Holmvik called the meeting to order 8:30 a.m. with recital of the pledge of allegiance. The agenda was approved as presented. The February 14, 2024 and March 4, 2024 meeting minutes were approved as presented. The monthly financial report dated February 29, 2024, was approved as presented. Billings were approved as presented. An update was given on open complaints.

Administrator Jensen reported that Wes Magnell responded to the certified letter and indicated that he wants to lease the property. He agreed that he would have the documents to the office on or before March 12th. As of this morning, we have not received a signed lease agreement. The Board approved a request from Michael and Matthew Babler to lease the Vik buyout property. Discussion was held regarding a request to lease the Klevgaard acquisition presented by Justin Grinde. Administrator Jensen will reach out to Grinde and get more details regarding the offer.

Administrator Jensen introduced Matt Borgen to the Board. Mr. Borgen was appointed to the Board by the Clay County Commissioners last week. Mr. Borgen's term will begin on April 26th, with Manager Harless' term ending on April 25th. Administrator Jensen also informed the Board of Manager Spaeth and Manager Erickson's reappointments to the Board.

Administrator Jensen informed the Board that a draft MOU between BWSR and RRWMB was forwarded to the District for review. Staff is reviewing the document to ensure that it works for the LWRR restoration efforts. No Board action is anticipated.

Payment of Managers per diems and expenses were approved as distributed. There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 9:32 am.

April 2024

The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, April 10, 2024. Managers in attendance included: Greg Holmvik, Duane Erickson, Curt Johannsen, Mark Harless, Dean Spaeth, Raymond Hanson and Mike Christensen. In addition, the following people 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.

Chairman Holmvik called the meeting to order 8:30 a.m. with the pledge of allegiance. The meeting agenda was approved with the addition of: Norman County Sherriff request. The March 18, 2024,

Regular Meeting Minutes were approved as presented. Monthly billings were approved as presented. Manager Spaeth reported that 2 bills will be paid online instead of by check. Clarification was requested regarding the credit card late fee, details on the billings report and the KRJB radio invoice. Discussion was held. The financial report dated March 31, 2024 and the quarterly transfers between unassessed projects and ditches and the Red River Construction Account were approved as presented.

Students from the Norman County East High School River Watch program presented an update of their projects to the Board. The Board approved a \$2,000 donation to River Watch.

An update was given on open complaints. Administrator Jensen reported that we received the signed documents back from Wesley Magnell.

Tammy Baden with the MNDNR presented a potential project near Church Lake to see if the WRWD has interest in participating. The Board authorized staff to research the project with the DNR and bring findings back to the Board.

Norman County Sheriff. A request for donation from the Norman County Sheriff's Office was presented to the Board. Payment of Managers per diems and expenses were approved as distributed. Administrator Jensen reported that our CDs will expire in May. The Board authorized staff to obtain quotes for reinvestment. There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 9:58 am.

May 2024

A special meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, May 1, 2024. Managers in attendance included: Greg Holmvik, Duane Erickson, Curt Johannsen, Dean Spaeth, Matt Borgen, Mike Christensen and Raymond Hanson. In addition, the following people were in attendance: Administrator Tara Jensen, Engineer Jerry Bents (via electronic means), and Attorney Elroy Hanson. Agenda items were as follows: Manager Oaths and Perley Flood Control Levee Improvement Phase 2 Grade Raises. Chairman Holmvik called the meeting to order at 9:30 a.m. with recital of the pledge of allegiance. Manager Spaeth, Manager Borgen and Manager Erickson were sworn in by Attorney Hanson. Chairman Holmvik adjourned the meeting at 9:47 a.m.

The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, May 8, 2024. Managers in attendance included: Greg Holmvik, Duane Erickson, Curt Johannsen, Matt Borgen, Dean Spaeth, Raymond Hanson and Mike Christensen. In addition, the following people 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.

Chairman Holmvik called the meeting to order at 8:30 a.m. with recital of the pledge of allegiance. The meeting agenda was approved with the addition of: Lower Wild Rice Restoration, Norman County Fair Donation Request, Unpermitted Works, Parking Lot, MN Watersheds Summer Tour, White Earth Water Summit, Rental Properties, Church Lake, and Open Meeting Laws.

The April 10, 2024 Regular Meeting Minutes and the May 1, 2024 Special Meeting Minutes were approved as presented. The payment of billings and the monthly financial report dated April 30, 2024 were approved as presented.

Brian Borgen spoke during open mic regarding work done on the Upper Reaches levy. He questioned the legality of the work done and would like the levy torn down. He questioned the purchase of the Vik land. Administrator Jensen reported that the land is in RIM and that it was purchased by a private party. Mr. Borgen stated that he wanted to let the Board know his concerns and the steps he plans to take to resolve them. The Board thanked Mr. Borgen for his time.

An update was given on open complaints. Administrator Jensen provided an email response from the Riverwatch Advisor regarding the Board's questions at the last meeting about available testing options. Engineer Bents suggested checking with the MPCA to find out their current testing locations to avoid duplicate testing.

Administrator Jensen reported that we received a request from Justin Grinde to lease the Klevgaard buyout property which was previously leased by Eric Dyrdaahl. The Board approved the request. The Board approved a lease request from Kasey Hegreberg on November 11, 2023. Multiple attempts have been made to get the lease agreement signed. The Board authorized staff to send a follow up letter.

Manager Erickson presented a draft agenda for the White Earth Water Summit meeting to the Board and asked if the Board would like to send representatives to the meeting. The Board authorized board members and staff to attend for educational purposes only.

As a reminder, Manager Johannsen wanted to caution the other Managers about sending texts or emails as it can violation open meeting laws. Attorney Hanson added that if recipients start responding to those messages and having a conversation, it can be a violation of open meeting laws.

Manager Erickson asked for an update on the Church Lake project. Administrator Jensen reported that a meeting is scheduled for Friday, May 10, 2024 to discuss the project.

Board reorganization and Committee Assignments were discussed. Chairman Holmvik, Treasurer Spaeth and Secretary Johannsen were reelected to their current positions. Manager Hanson was elected Vice-Chairman. Committee assignments were made.

Administrator Jensen was asked to discuss unpermitted works. The current procedure is to have the reporting party submit a formal complaint and then staff reviews. Discussion was held that if the reporting party wishes to remain anonymous, staff can suggest they contact the Manager in their area. The Manager can then notify the office so that the report can be discussed at the next meeting. Ultimately, the Board decided to leave the policy as is at this time.

Manager Hanson suggested getting quotes to fix the office parking lot. The Board authorized staff to obtain quotes.

Payment of Managers per diems and expenses were approved as distributed.

The current CDs term expires on May 16, 2024. Staff obtained updated rates from area banks. Administrator Jensen presented the current rates received. The Board voted to reinvest the funds for 6 months at Red River State Bank.

The Board approved a donation request to the Norman County Fair. The Board authorized board and staff attendance at the MN Watersheds Summer Tour. There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 10:29 am.

A special meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, May 22, 2024. Managers in attendance included: Greg Holmvik, Duane Erickson, Curt Johannsen, Dean Spaeth, Matt Borgen, and Raymond Hanson. In addition, the following people were in attendance: Administrator Tara Jensen, Engineer Jerry Bents and David Vipond. Attorney John Kolb and Attorney Levi Liebl were present via electronic means. Manager Mike Christensen was absent. Agenda items were as follows: Wild Rice River Study Request. Chairman Holmvik called the meeting to order at 10:00 a.m. with recital of the pledge of allegiance.

Administrator Jensen reported that a Special Meeting was requested by Manager Hanson and Manager Spaeth to discuss a written request from David Vipond that the District request Houston Engineering to conduct a study verifying the MNDNR Findings of Fact dated August 11, 2023, which were presented to the Board.

Attorney Liebl has a conflict of interest as he is representing Mr. Vipond. Attorney John Kolb with Rinke Noonan was asked to attend remotely to provide legal advice to the Board. Manager Hanson stated that Mr. Vipond is unable to get the study that he is requesting, and that the information would also be useful for the District to have. Engineer Bents described the information provided by the MNDNR (Q90) which is reflected in the handout presented to the Board. He stated that a simple analysis of the flow of water would cost approximately \$5,000.00. To further analyze the effect on aquatic plants and species or to obtain hydrologic models could cost closer to \$50,000.00. Attorney Kolb questioned how this information would be helpful to the WRWD. Engineer Bents stated that it could be helpful for future water appropriation permit applications. A lengthy discussion was held.

The Board voted to authorize Houston Engineering to do a report, not to exceed \$5,000.00, on how the Q90 protocol affects and is applicable to the Wild Rice River and our region. There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 11:11 am.

June 2024

The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, June 12, 2024. Managers in attendance included: Greg Holmvik, Duane Erickson, Matt Borgen, Dean Spaeth, Raymond Hanson and Mike Christensen. In addition, the following people 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. Manager Curt Johannsen was absent.

Chairman Holmvik called the meeting to order at 8:30 a.m. with the pledge of allegiance. The meeting agenda was approved with the following addition: Bank Signature Cards. The monthly meeting minutes dated May 8, 2024 and special meeting minutes dated May 22, 2024, were approved as presented. The payment of billings was approved as presented. The monthly financial report dated May 31, 2024, was approved as presented. An update was provided on the open complaints.

Brian Opsahl, with Brady Martz & Associates, P.C., presented the findings from the audit via TEAMS indicating that the District was in good financial standing and that there were no complications in the audit process. The Board approved the 2023 Audit Report as presented.

The Board asked staff to obtain a revise quote for the office parking lot. The Board revoked their approval of Kasey Hegreberg's lease request as he has not signed the agreement. The July Board meeting will be held on July 10, 2024 and will not be changed due to the July 4th Holiday.

The 2023 Annual Report was presented. Payment of Managers per diems and expenses were approved as distributed. The Board removed Manager Harless to add Manager Hanson to the bank signature cards. There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 10:07 am.

July 2024

The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, July 10, 2024. Managers in attendance included: Greg Holmvik, Duane Erickson, Matt Borgen, Dean Spaeth, Raymond Hanson, Curt Johannsen and Mike Christensen. In addition, the following people 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.

Chairman Holmvik called the meeting to order at 8:30 a.m. with the pledge of allegiance. The meeting agenda was approved as presented. The monthly meeting minutes dated June 12, 2024, were approved as presented. The payment of billings was approved with the following addition: Pay Request 2 from Park Construction Company in the amount of \$493,045.30.

The monthly financial reports dated June 30, 2024, and the quarterly transfers between unassessed projects and ditches and the Red River Construction Account, were approved as presented.

Landowner Mike Haman of Island Lake Township joined the meeting via TEAMS. Mr. Haman asked the Board for assistance in helping landowners on Island Lake who are experiencing flooding presumably due to a blocked outlet. The Board asked staff to connect with Mr. Haman after the meeting to collect additional information for follow up.

Administrator Jensen noted that each Manager was given a copy of the memo that was prepared by Houston Engineering in reference to irrigation permitting. The memo has been reviewed by staff. The Board approved a quote from Visser Trenching for the parking lot project.

Administrator Jensen presented maps showing monitoring locations as follow up from the conversation earlier this Spring. The Board would like staff to do some additional checking with MPCA to ensure we are not duplicating our efforts.

The 2023 Annual Report was handed out at the June meeting for the Managers to review. The Board voted to approve the Annual Report as presented.

Manager Erickson had questions about the RRWMB levy. Rob Sip reported that their Board meets next week, and that the recommendation is to leave the levy at 75%.

Brett Arne was in attendance and gave a brief overview of the recent Legislative updates. He also reported that Clean Water Funding is open. Administrator Jensen reminded the Board that the deadline to submit Resolutions for Minnesota Watersheds Annual Conference is September 1, 2024. Payment of Managers per diems and expenses were approved as distributed.

The Board approved scheduling the Budget and Levy Hearing for 9:30 a.m. during the August Board meeting. The 2025 draft budget and levy were presented to the Board. Administrator Jensen presented a data request submitted by Manager Erickson. In his request, he asked that the information be provided to the Board. She reported that the Finance Committee is proposing a 5% increase to the General Budget due to inflation. Engineer Bents presented the project levies. There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 10:04 am.

August 2024

The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, August 14, 2024. Managers in attendance included: Greg Holmvik, Duane Erickson, Dean Spaeth, Raymond Hanson, Curt Johannsen and Mike Christensen. In addition, the following people 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. Manager Matt Borgen was absent.

Chairman Holmvik called the meeting to order at 8:30 a.m. The agenda was approved as presented. The monthly meeting minutes dated July 10, 2024, was approved as presented. The payment of billings was approved as presented. The monthly financial report dated July 31, 2024, was also approved.

Clay County Commissioner Paul Krabbenhoft re-introduced himself to the Board and stated that he is attending in place of Commissioner Frank Gross. Commissioner Gross is absent for medical reasons.

Chairman Holmvik called the Budget and Levy Hearing to order at 9:00 am. The General Administrative Levy Budget, project levees, and survey and data levy were adopted as published and presented. The Red River Watershed Management Board Levy was approved as presented. Chairman Holmvik closed the Budget and Levy Hearing at 9:05 a.m.

Administrator Jensen provided follow-up on questions from last month's meeting. She stated that Riverwatch Program Data is shared and published by MPCA on their website as well as on a separate Riverwatch website. No additional sites are needed based on recent coverage maps from the MPCA and Riverwatch.

Administrator Jensen presented two resolution requests received: LGU Property Sale of Buyouts and BCA analysis on all properties. Attorney Hanson reviewed and researched both requests and presented his findings. The Board authorized Attorney Hanson to draft a suggestion to MAWD regarding LGU Property Sale of Buyouts.

Regarding a BCA analysis on all properties, Attorney Hanson reported that Section 103D provides the protections mentioned and does not need amending.

Following up from last month's meeting, Administrator Jensen presented her findings regarding Island Lake to the Board including documentation of past WRWD involvement as well as recent work and information provided by the MNDNR. Jensen asked the landowner involved to provide a specific request to the Board. To date, she has not received a specific request.

Our Data Practices Policy should be reviewed annually along with the adoption of a Resolution Appointing A Responsible Authority And Assigning Duties. Administrator Jensen read the Resolution and it was adopted by the Board.

Payment of Managers per diems and expenses were approved as distributed. The Board approved staff and Board attendance at several upcoming conferences. There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 9:52 am.

September 2024

The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, September 11, 2024. Managers in attendance included: Greg Holmvik, Duane Erickson, Matt Borgen, Raymond Hanson, Curt Johannsen and Mike Christensen. In addition, the following people 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. Manager Dean Spaeth was absent.

Chairman Holmvik called the meeting to order at 8:30 a.m. with the pledge of allegiance. The agenda was approved as presented. The August 14, 2024, Regular Meeting Minutes and the monthly financial report dated August 31, 2024, were also approved as presented. The bills were approved with the addition of the following late bills: Renae Kappes and Landwehr Construction.

Administrator Jensen presented one proposed Resolution to send to MAWD. The Board voted in favor of the Resolution.

The November Board meeting date was moved to November 6, 2026. Payment of Managers per diems and expenses were approved as distributed. The Board approved staff and Board attending the FDRWG Conference March 18-29, 2025. There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 9:40 am.

October 2024

The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, October 9, 2024. Managers in attendance included: Greg Holmvik, Matt Borgen, Raymond Hanson, Dean Spaeth and Mike Christensen. In addition, the following people 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. Manager Erickson and Manager Johannsen were absent.

Chairman Holmvik called the meeting to order at 8:30 a.m. with the pledge of allegiance. The agenda was approved as presented. The Regular Meeting Minutes from September 11, 2024, were approved with a correction to item #30. The monthly billings were approved as presented. The

monthly financial reports dated September 30, 2024, and the quarterly transfers between unassessed projects and ditches and the Red River Construction Account were approved as presented.

Curt Jacobson was in attendance and notified the Board that the Environment and Natural Resources Trust Fund is up for renewal and on the current ballot. He encouraged the Board to make a statement regarding the topic to educate the public about what they are voting on. The Board thanked Mr. Jacobson for his time.

Administrator Jensen reported that the MN Watersheds Resolutions Committee approved our proposed Resolution, and it will move forward to the Business Meeting on December 6, 2024.

The topic of delegate appointments for the MN Watersheds Annual Conference will be discussed at the November 6, 2024 meeting since not all Managers were in attendance today.

Administrator Jensen reported that Good Hope Township has requested assistance with the FEMA Grant Management process to install a culvert in Good Hope Township Section 4. The District previously approved payment in the amount of \$5,000.00 towards the project. The Board authorized spending up to the previously committed \$5,000 including any administrative costs and enter into a funding agreement if the Township desires our assistance with the application process. The Board also recommended that the Township reach out to Norman County Emergency Management for assistance on the application.

The Finance Committee met last month and recommended investing \$4 million in a 6-month CD. Staff obtained updated rates from area banks. Administrator Jensen presented the rates received. The Board voted to invest \$4 million for 6 months at Red River State Bank.

Payment of Managers per diems and expenses were approved as distributed. Rural Water Mailing. Administrator Jensen reported that the District has received a few calls about the mailing from Clay County Court Administration regarding Rural Water. Staff is directing citizens to the West Central Regional Water District website for more information. There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 10:05 am.

November 2024

The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, November 6, 2024. Managers in attendance included: Greg Holmvik, Matt Borgen, Raymond Hanson, Dean Spaeth, Mike Christensen, Curt Johannsen and Duane Erickson. In addition, the following people 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.

Chairman Holmvik called the meeting to order at 8:30 a.m. with the pledge of allegiance. The agenda was approved as presented with the following additions: Clay County Resolution for Psychiatric Treatment Facility for Youth, Online Permit Application Database, 1W1P and Becker Dam. The October 19, 2024, Regular Meeting Minutes were approved as presented. The payment of billings was approved with late bills from the following: Beaver LLC and Morris Electronics. The monthly financial report dated October 31, 2024, was approved as presented. An update was given on open complaints.

Joel Groten presented USGS findings from data collected from 2021-2023. He recommended the District consider paying for samples by event in the future, instead of an entire study, as it may be more beneficial. Mr. Groten will provide a proposal for additional studies and an estimate to upgrade the Ada collection site, which is currently not being actively worked.

Administrator Jensen sent email correspondence to Elizabeth Lee expressing the Board's decision at last month's meeting, regarding Good Hope Township's request, but has not received a response.

Manager Erickson requested a discussion regarding Cost Benefit Analysis and would like the Board to reconsider submitting a Resolution at the 2025 Minnesota Watersheds Annual Conference. Discussion was held. The Board would like to revisit the topic in August 2025 when Resolutions are typically discussed.

Regarding the Ada Borup West School Forest, Administrator Jensen presented the Resolution to Convey Flood Buyout Parcel of Real Property to Ada-Borup-West School District #2910. The Board passed the Resolution. Attorney Hanson stated that the Board's approval is contingent on approval being issued for the transfer from the FEMA Regional Administrator through the State of Minnesota. Attorney Hanson's office has initiated the request.

Chairman Holmvik, Manager Erickson and Manager Johannsen were nominated as the 2024 Delegate Appointments for the MN Watersheds Annual Conference.

Staff received a request to hunt in the Sande Detention parcel. The Board voted to open the area to hunting, restricting motor vehicle use on the property and stating that hunters must follow guidelines for hunting on DNR land. Discussion was held regarding walk-in access. Administrator Jensen will research the topic. The Board respectfully declined to pass Clay County's Resolution for Psychiatric Treatment Facility for Youth stating it is not an applicable Watershed District initiative.

Administrator Jensen reported that staff has received multiple requests for an online permit application. After reaching out to other districts, she found that they have already implemented the process and received positive feedback about their decision. The Board was provided a proposal for creating the program. Discussion was held expressing the importance of keeping our current paper permit option and that an online version at some point is inevitable. The Board voted to implement online permit applications.

Manager Erickson asked for follow-up on beaver dam removal requests near the Becker Dams. Engineer Bents reported there is a dam 1 mile South of the Upper Becker Dam that will be trapped and removed.

Staff obtained current rates from area banks for the \$2 million in CDs that are set to mature next week. Administrator Jensen presented the rates. The Board voted to invest \$2 million for 6 months at United Valley Bank, authorize the Board of Officers to open the account and sign any necessary documents.

Payment of Managers Per Diems and expenses were paid as distributed. There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 11:06 am.

December 2024

The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, December 11, 2024. Managers in attendance included: Greg Holmvik, Matt Borgen, Raymond Hanson, Dean Spaeth, Mike Christensen, Curt Johannsen and Duane Erickson. In addition, the following people 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

Chairman Holmvik called the meeting to order at 8:30 a.m. The agenda was approved with the following addition: MN Watersheds Meeting/Resolution update and RRWMB Legislative Open House. The Regular Meeting Minutes dated November 6, 2024, were approved as presented. The billings were approved as presented. The monthly financial report dated November 30, 2024, was approved as presented. An update was given on open complaints.

Administrator Jensen reported that FEMA is drafting a Re-Use Request for the Ada Borup West School Forest request. The Board voted for staff to terminate the current lease on the property. Discussion was held regarding the timeline of FEMA's request. Attorney Hanson is uncertain when FEMA will respond. It was noted that the lease could be terminated now but the tenant could always re-lease until the FEMA response is received.

The district received a request from Mandi Peterson to lease the WRWD land in Lockhart Section 22. The Board approved the request.

Administrator Jensen reported that the Resolution to Allow Resale of Acquisition Properties request passed at the Minnesota Watersheds meeting last week. Manager Erickson suggested sending the Resolution request to Senator Steve Green and Representative Jim Joy.

Jensen shared positive feedback from the MN Watersheds sessions. The Business meeting on Friday also went well. She discussed other Resolution requests that had passed. A lengthy discussion was held regarding the Fargo Moorhead diversion and the potential effects on our district. The Board authorized Board and staff attendance at the RRWMB Legislative Open House.

Manager Per Diems and expenses were paid as distributed. There being no further business to come before the Board of Managers, Chairman Holmvik adjourned the meeting at 9:30 am.

VI. Financial and Audit Reports

This section summarizes the District's financial activity for the period from January 1 through December 31, 2024.

By law, the Wild Rice Watershed District is allowed to establish a number of funds for the purpose of carrying out their duties. To finance these funds, the District levies an "ad valorem" tax, meaning in "proportion to the value," over the entire District and is based on the property value, rather than benefits. The following is a brief summary of types of funds established and the ways they assist in carrying out the goals of the District. A detailed report of all activity within the respective fund accounts is available for review at the District office.

The **Administrative Fund** is the general operating fund of the District. The fund is set up for the purpose of providing for the general administrative expenses and for the construction and maintenance of projects of common benefit to the District. The levy to fund the Administrative Fund may not exceed 0.02418 percent of the tax capacity or \$250,000, whichever is less.

The **Survey and Data Acquisition Fund** is established and used only if other funds are not available to the District to pay for surveying and/or obtaining additional data. The levy against the taxable market value of property in the District may not exceed 0.02418 percent. The balance of the fund is not to exceed \$50,000. When a project is proposed and there is surveying done prior to establishing the project, the newly established project shall repay the survey and data acquisition fund for such costs.

The **Works of Common Benefit Fund** is established to cover costs attributable to the basic management features of projects initiated by the District. This Works of Common Benefit Fund receives its support from the Administrative Fund.

The **Red River Watershed Management Board Construction Fund** is established and used for the development of programs and projects of benefit to the District. The levy to fund the Red River Watershed Management Construction Fund may not exceed 0.0486 percent of the taxable market value of the property in the District. One-half of the levied funds received are sent to the Red River Watershed Management Board for programs and projects that have common benefit in the Red River Basin.

Special Levies are collected on certain flood control and drainage projects that have an established benefiting area under Minnesota law. Each project is its own entity unto itself, managed by the District. Special levies are used to fund repair and maintenance of individual projects. Each project maintains its own account, with surplus fund invested in interest bearing deposits. An annual review is conducted in August to determine annual levies for the upcoming year based on projected maintenance and maintenance history.

Other income sources that are received by the District include funds from grants and aid, as well as reimbursement from other government agencies.

**WILD RICE WATERSHED DISTRICT
ADA, MINNESOTA**

AUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2024

WILD RICE WATERSHED DISTRICT
OFFICIALS DIRECTORY (UNAUDITED)
DECEMBER 31, 2024

BOARD OF MANAGERS

<u>Member</u>	<u>Position</u>	<u>Term Expires</u>
Greg Holmvik	Chairman	04-25-26
Raymond Hanson	Vice Chairman	04-25-25
Dean Spaeth	Treasurer	04-25-27
Curt Johannsen	Secretary	04-25-25
Mike Christensen	Manager	04-25-25
Duane Erickson	Manager	04-25-27
Matt Borgen	Manager	04-25-27

STAFF

Tara Jensen	Administrator
Stacy Purrington	Bookkeeper
Hanson and Liebl Law Office, PC	Attorney

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Wild Rice Watershed District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Wild Rice Watershed District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Other Matters

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole that collectively comprise the District's basic financial statements. The budgetary comparison schedule – cash basis and schedule of fund balances by project – cash basis, as presented in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is also not a required part of the basic financial statements.

WILD RICE WATERSHED DISTRICT
STATEMENT OF NET POSITION – CASH BASIS
DECEMBER 31, 2024

	<u>Governmental Activities</u>
ASSETS	
Cash and cash equivalents	\$ 9,097,773
TOTAL ASSETS	<u>\$ 9,097,773</u>
NET CASH POSITION	
Restricted for capital projects	\$ 8,010,344
Unrestricted	<u>1,087,429</u>
TOTAL NET CASH POSITION	<u><u>\$ 9,097,773</u></u>

See Notes to the Basic Financial Statements

WILD RICE WATERSHED DISTRICT
STATEMENT OF ASSETS AND FUND BALANCES – CASH BASIS
GOVERNMENTAL FUNDS
DECEMBER 31, 2024

	General	One Watershed One Plan Fund	Red River Construction Fund	Project Fund	Total Governmental Funds
ASSETS					
Cash and investments	\$ -	\$ 1,507,212	\$ 5,171,391	\$ 2,419,170	\$ 9,097,773
Due from other funds	-	-	42,755	-	42,755
TOTAL ASSETS	-	1,507,212	5,214,146	2,419,170	9,140,528
LIABILITIES					
Due to other Fund	42,755	-	-	-	42,755
CASH FUND BALANCE					
Restricted	-	377,028	5,214,146	2,419,170	8,010,344
Unassigned	(42,755)	1,130,184	-	-	1,087,429
TOTAL CASH FUND BALANCE	\$ (42,755)	\$ 1,507,212	\$ 5,214,146	\$ 2,419,170	\$ 9,097,773

See Notes to the Basic Financial Statements

WILD RICE WATERSHED DISTRICT
STATEMENT OF ASSETS AND LIABILITIES
FIDUCIARY FUNDS
DECEMBER 31, 2024

<u>ASSETS</u>	<u>Custodial Fund</u>
Cash	\$ 9,668
Total Assets	<u>\$ 9,668</u>
 <u>LIABILITIES AND FUND BALANCES</u>	
Due To Red River Watershed Management Board	\$ 9,668
Total Liabilities	<u>\$ 9,668</u>

See Notes to the Basic Financial Statements

WILD RICE WATERSHED DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2024

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

These financial statements are presented on a cash basis of accounting. This basis of accounting differs from accounting principles generally accepted in the United States of America (GAAP). Generally accepted accounting principles include all relevant Governmental Accounting Standards Board (GASB) pronouncements.

Reporting Entity

The financial statements of the District include all organizations, funds and account groups over which the District's Board exercises significant influence over and/or is financially accountable or organizations for which the nature and significance of their relationship with the District is such that exclusion would cause the Wild Rice Watershed District's financial statements to be misleading.

The Governmental Accounting Standards Board has set forth criteria to be considered in determining financial accountability. This criteria includes appointing a voting majority of an organization's governing body and (1) the ability of the District to impose its will on that organization or (2) the potential for the organization to provide specific financial benefits to, or impose specific financial burdens on the District.

Currently, the District does not have any component units.

Basis of Presentation

Government-Wide Financial Statements

The Statement of Net Position – Cash Basis and Statement of Activities - Cash Basis display information about the reporting government taken as a whole. They include all funds of the reporting entity except any fiduciary funds. The statements would distinguish between governmental and business-type activities (if any). The District displays all operations as governmental activities because governmental activities are generally financed through taxes, intergovernmental revenues, and other non-exchange revenues.

Fund Financial Statements

Fund financial statements of the District are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts that constitute its assets, liabilities, fund equity, revenues, and expenditures. Funds are typically organized into three major categories: governmental, fiduciary, and proprietary. The District currently has no proprietary funds.

WILD RICE WATERSHED DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS - CONTINUED
DECEMBER 31, 2024

Measurement Focus and Basis of Accounting

Measurement focus is a term used to describe the recognition of revenues and expenditures within the various financial statements. Basis of accounting refers to “when” transactions are recorded regardless of the measurement focus applied.

Measurement Focus

In the government-wide Statement of Net Position – Cash Basis and Statement of Activities - Cash Basis, governmental activities are presented using the economic resources measurement focus, within the limitations of the cash basis of accounting, as defined below.

In the fund financial statements, the “current financial resources” measurement focus or the “economic resources” measurement focus, as applied to the cash basis of accounting is used as appropriate.

All governmental funds utilize a “current financial resources” measurement focus. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.

Basis of Accounting

In the government-wide Statement of Net Position – Cash Basis and Statement of Activities - Cash Basis governmental activities are presented using the cash basis of accounting. This basis recognizes assets, liabilities, net position, revenues, and expenditures when they result from cash transactions. This basis is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

As a result of the use of the cash basis of accounting, certain assets and their related revenues (such as accounts receivable and revenue for billed or unbilled services provided in current year) and certain liabilities and their related expense (such as accounts payables, unpaid goods or services received in the current year, and accrued expenses) are not recorded in these financial statements.

If the District utilized the basis of accounting recognized as generally accepted, the fund financial statements for governmental funds would use the modified accrual basis of accounting and the government-wide financials would be presented on the accrual basis of accounting.

Budgets

Annually, the District Board adopts an estimated receipts and disbursements budget for the General Fund and adopts property tax levies which are submitted to the various counties. The annual adopted budget for the General Fund is legally binding on the District. It is limited by state statute to \$250,000 and set by the Board for 2024 at \$250,000. The District has not prepared a budget for its major special revenue and capital projects funds.

WILD RICE WATERSHED DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS - CONTINUED
DECEMBER 31, 2024

Restricted fund balance represents a portion of fund balance that reflects constraints placed on the use of resources (other than nonspendable items) that are either: (a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

Committed fund balance includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority which is the Board of Managers through an ordinance or resolution.

Assigned fund balance represents amounts constrained by the government's intent to be used for specific purposes, but neither restricted nor committed.

Unassigned fund balance represents residual classification for the general fund. This classification represents fund balance not assigned to other funds and not restricted, committed, or assigned to specific purposes within the general fund. The general fund should be the only fund that reports a positive unassigned fund balance amount. In other governmental funds, if expenditures incurred for specific purposes exceed the amounts restricted, committed, or assigned to those purposes, it would be necessary to report a negative unassigned fund balance.

When both restricted and unrestricted resources are available for use, it is the District's policy to first use restricted resources, and then use unrestricted resources as they are needed. When committed, assigned or unassigned resources are available for use, it is the District's policy to use resources in the following order: 1) committed, 2) assigned and 3) unassigned.

Interfund Balances

In the process of aggregating the fund information for the government-wide Statement of Net Position – Cash Basis and Statement of Activities - Cash Basis, some amounts reported as interfund activity and balances in the fund financial statements have been eliminated or reclassified.

NOTE 2 CASH AND INVESTMENTS

Minnesota Statutes require that all deposits with financial institutions be collateralized in an amount equal to 110% of deposits in excess of FDIC (100% if secured by a letter of credit). At December 31, 2024, the District's deposits were covered by Federal Depository Insurance and pledged collateral.

Interest Rate Risk

The District does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

WILD RICE WATERSHED DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS - CONTINUED
DECEMBER 31, 2024

NOTE 3 DEFICIT PROJECT BALANCES

Fund	Project	Balance
General Fund	GENERAL FUND	\$ (42,755)
Projects Fund	FEMA 2023 - Other	(4,406)
Projects Fund	Site 4 - 316805 Green Meadow	(150,594)
Projects Fund	Site 5 JD 51 UR	(2,012)
Projects Fund	Site 7d Hegne 36	(870)
Projects Fund	Site 1 - Project 5 NPP	(837)
Projects Fund	Site 2a CD18	(664)
Projects Fund	Site 2b CD18	(664)
Projects Fund	Site 3 CD11	(396)
Projects Fund	Site 4 Green Meadow	(2,394)
Projects Fund	Site 6 UR	(32,344)
Projects Fund	Site 7 McD Sec30	(971)
Projects Fund	Site 7A McD Sec25	(6,207)
Projects Fund	Site 7B Hegne Sec36	(1,405)
Projects Fund	Site 7C McD Sec30	(1,224)
Projects Fund	Site 7E Mary 3	(2,194)
Projects Fund	Site 7F Mary 3	(693)
Projects Fund	Site 8 Project 1 NCD 1	(1,422)
Projects Fund	Site 9 NCD 37	(1,159)
Projects Fund	Site 10 JD53 Lat 1	(1,045)
Projects Fund	Site 11 - Project 9 SBFD	(53,362)
Projects Fund	Site 12 McD 13-14	(10,848)
Projects Fund	J.D. 53 - Main - Lockhart Flood	(111,236)
Projects Fund	#12 WR Twp. Ditch	(53,621)
Projects Fund	N.C. #11	(7,596)
Projects Fund	Clay Co. #4 #269	(110,087)
Projects Fund	Clay Co. #6	(5,541)
Projects Fund	Clay Co. #44	(20)

These deficits will be eliminated primarily through future receipts and transfers from other projects.

NOTE 4 DEFINED BENEFIT PENSION PLANS

A. Plan Description

All full-time and certain part-time employees of the Wild Rice Watershed District are covered by defined benefit plans administered by the Public Employees Retirement Association of Minnesota (PERA). PERA administers the General Employees Retirement Plan (accounted for in the General Employees Fund), which is a cost-sharing, multiple-employer retirement plan. This plan is established and administered in accordance with Minnesota Statutes, Chapters 353 and 356.

General Employees Plan members belong to either the Coordinated Plan or the Basic Plan. Coordinated Plan members are covered by Social Security and Basic Plan members are not. All new members must participate in the Coordinated Plan.

WILD RICE WATERSHED DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS - CONTINUED
DECEMBER 31, 2024

NOTE 5 RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District carries commercial insurance coverage on its commercial property and for liability, personal and advertising injury, non-owned auto and a miscellaneous floater. Insurance coverage has not been reduced from the prior year, and settlements have not exceeded insurance coverage in any of the past three years.

NOTE 6 CONTINGENCIES

Grants

The District participates in state and federal grant programs, which are governed by various rules and regulations of the grantor agencies. Costs charged to the respective grant programs are subject to audit and adjustment by the grantor agencies; therefore, to the extent that the District has not complied with the rules and regulations governing the grants, refunds of money received may be required and the collectability of any related receivable at December 31, 2024, may be impaired. The District is not aware of any significant contingent liabilities relating to compliance with the rules and regulations governing the respective grants.

Claims and Litigation

The District may be subject to legal actions relating to projects undertaken or attempted to be undertaken. Although the outcomes cannot be determined, the District consults with legal counsel and carries various insurance coverage to minimize the impact of such litigation.

NOTE 7 COMMITMENTS

As of December 31, 2024, the District has commitments totaling approximately \$2,206,125 for one construction project. This project is scheduled to be completed in 2025.

NOTE 8 INTERFUND TRANSFERS

<u>Transfer In</u>	<u>Transfer Out</u>	<u>Amount</u>
Red River Construction Fund	Projects Fund	\$ 2,671

The purpose of the transfer is to move revenue and expenses into correct project classes.

NOTE 9 INTERFUND BALANCES

	<u>Receivable</u>	<u>Payable</u>
General Fund	\$ -	\$ 42,755
Capital Projects Fund	42,755	-
	<u>\$ 42,755</u>	<u>\$ 42,755</u>

Interfund balances consist of expenditures paid on behalf of other funds as of December 31, 2024.

SUPPLEMENTARY INFORMATION

WILD RICE WATERSHED DISTRICT
SCHEDULE OF FUND BALANCES BY PROJECT – CASH BASIS
DECEMBER 31, 2024

	Receipts	Disbursements	Receipts Over (Under) Disbursements	Net Transfers	Fund Balance 1/1/2024	Fund Balance 12/31/2024
PROJECTS FUND:						
J.D. 53 Lat #1	\$ 16,532	\$ 13,973	\$ 2,559	\$ -	\$ 104,484	\$ 107,043
J.D. 53 Lat #2	50,023	14,547	35,476	-	29,806	65,282
J.D. 53 Lat #56	16,982	8,752	8,230	-	153,154	161,384
J.D. #56, Lat #1	11,572	3,926	7,646	-	64,400	72,046
#358 Clearwater Co. #3	15,638	7,578	8,060	-	74,576	82,636
FEMA 2023 - Other	-	1,183	(1,183)	-	(3,223)	(4,406)
Site 4 - 316805 Green Meadow	-	-	-	-	(150,594)	(150,594)
FEMA 2019 - Other	747	-	747	748	-	1,495
Site 5 JD 51 UR	-	-	-	-	(2,012)	(2,012)
Site 7d Hegne 36	9,475	9,475	-	-	(870)	(870)
Site 1 - Project 5 NPP	6,394	-	6,394	-	(7,231)	(837)
Site 2a CD18	6,560	-	6,560	-	(7,224)	(664)
Site 2b CD18	8,192	-	8,192	-	(8,856)	(664)
Site 3 NCD 11	-	(331)	331	-	(331)	-
Site 3 CD11	6,140	331	5,809	-	(6,205)	(396)
Site 4 Green Meadow	910	-	910	-	(3,304)	(2,394)
Site 6 UR	-	-	-	-	(32,344)	(32,344)
Site 7 McD Sec30	1,530	(9,475)	11,005	-	(11,976)	(971)
Site 7A McD Sec25	31,428	-	31,428	-	(37,635)	(6,207)
Site 7B Hegne Sec36	5,375	-	5,375	-	(6,780)	(1,405)
Site 7C McD Sec30	2,757	-	2,757	-	(3,981)	(1,224)
Site 7E Mary 3	9,425	-	9,425	-	(11,619)	(2,194)
Site 7F Mary 3	1,375	-	1,375	-	(2,068)	(693)
Site 8 Project 1 NCD 1	-	-	-	-	(1,422)	(1,422)
Site 9 NCD 37	3,900	-	3,900	-	(5,059)	(1,159)
Site 10 JD53 Lat 1	-	-	-	-	(1,045)	(1,045)
Site 11 - Project 9 SBFD	-	-	-	-	(53,362)	(53,362)
Site 11 - 316809 Upper Reaches	-	-	-	4,901	4,901	9,802
Site 12 McD 13-14	210,374	-	210,374	(210,374)	(10,848)	(10,848)
FEMA 2022- Other	-	449	(449)	449	-	-
NC #22	30	-	30	(1,668)	1,668	30
Clay Co #7	32	-	32	(1,758)	1,758	32
#23 NC D#34, Lat #1	1,132	1,517	(385)	-	26,492	26,107
#2 Heiberg Dam	6,586	14	6,572	-	74,921	81,493
#4 Becker Dams	15,375	9,118	6,257	-	191,673	197,930
#13 Olson Agassiz	11,919	2,609	9,310	-	22,174	31,484
#43 Perley	7,443	-	7,443	-	28,501	35,944
#44 Hendrum	13,070	8,951	4,119	-	22,818	26,937
J.D. 53 - Main - Lockhart Flood	29,431	17,096	12,335	-	(123,571)	(111,236)

WILD RICE WATERSHED DISTRICT
SCHEDULE OF ACCOUNTS PAYABLE (UNAUDITED)
DECEMBER 31, 2024

<u>Fund</u>	<u>Name</u>	<u>Item or purpose</u>	<u>Amount</u>
General	Pitney Bowes		\$ 200
Capital	Arvig		336
RRC	Minnesota Energy Resources Corporation		55
General	MARCO, Inc.		744
RRC	Verizon Wireless		75
General	Elan Financial Services	November statement	2,530
Capital	Cintas	Rugs	94
Capital	Hanson & Liebl Law Office, P.C.	December statement	656
General	Houston Engineering, Inc.		34,307
Capital	KRJB Radio	Advertising-Farm Programs	495
General	McCollum Hardware, Inc.	Supplies	41
RRC	Morris Electronics, Inc.		375
RRC	National Watershed Coalition	Annual Dues	75
RRC	Norman County SWCD		124,720
General	Office Supplies Plus		1,213
RRC	Park Construction Company	Pay Request 7	147,568
Capital	Red River Watershed Management Board	Tax share	10,692
1W1P	Supermarket Foods	Supplies	12
General	Visser Trenching	Beaver dam removal, install trash rack	940
RRWMB	Western National Insurance Group	Commercial Insurance Policy	15,036
Capital	Ada City		274
General	Aflac		366
Capital	MN PEIP		3,542
		Total	<u>\$ 344,346</u>

WILD RICE WATERSHED DISTRICT
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED DECEMBER 31, 2024

<u>Federal Grantor / Pass-through Grantor / Program Title</u>	<u>Assistance Listing Number</u>	<u>Federal Expenditures</u>
Hazard Mitigation Grant Program (HMGP)		
HMGP-DR4442	97.039	\$ 101,664
HMGP-DR4531	97.039	3,027,415
HMGP-DR4659	97.039	<u>839,684</u>
Total Hazard Mitigation Grant		<u>3,968,763</u>
Total Expenditures of Federal Awards		<u><u>\$ 3,968,763</u></u>

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the accompanying schedule of expenditures of federal awards (Schedule) are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

NOTE 2 INDIRECT COST RATE

The District has not elected to use the 10% de minimis cost rate.

NOTE 3 BASIS OF PRESENTATION

The Schedule includes the federal award activity of the Wild Rice Watershed District under programs of the federal government for the year ended December 31, 2024. The information in this Schedule is presented in accordance with the requirements of *Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*. Because the Schedule presents only selected portions of the operations of the District, it is not intended to and does not present the financial position, changes in net position, or cash flows of the District.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, non-compliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

The District's Responses to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the District's responses to the findings identified in our audit and described in the accompanying schedule of findings and questioned costs. The District's responses were not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the responses.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



BRADY, MARTZ & ASSOCIATES, P.C.
GRAND FORKS, NORTH DAKOTA

June 26, 2025

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to Wild Rice Watershed District's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on Wild Rice Watershed District's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about Wild Rice Watershed District's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding Wild Rice Watershed District's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of Wild Rice Watershed District's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of Wild Rice Watershed District's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

WILD RICE WATERSHED DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED DECEMBER 31, 2024

Section I – Summary of Auditor's Results

Financial Statements

Type of auditor's report issued:

Unmodified

Internal control over financial reporting:

Material weakness(es) identified?

 x Yes No

Significant deficiency(ies) identified that are
not considered to be material weaknesses?

 Yes x None reported

Non-compliance material to financial
statements noted?

 Yes x No

Federal Awards

Internal control over major programs:

Material weakness(es) identified?

 Yes x No

Significant deficiency(ies) identified that are
not considered to be material weaknesses?

 Yes x None reported

Type of auditor's report issued on compliance
for major programs:

Unmodified

Any audit findings disclosed that are
required to be reported in accordance
with 2 CFR 200.516(a)?

 Yes x No

Identification of major programs:

AL Number(s)

Name of Federal Program

97.039

Hazard Mitigation Grant Program (HMGP)

Dollar threshold used to distinguish
between Type A and Type B programs:

\$750,000

Auditee qualified as low-risk auditee?

 Yes x No

WILD RICE WATERSHED DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS - CONTINUED
FOR THE YEAR ENDED DECEMBER 31, 2024

2024-002 Segregation of Duties – Material Weakness

Criteria – A proper system of internal control has the proper segregation of duties between authorization, custody, record keeping and reconciliation.

Condition – The District does not have a system in place for accounting duties to be properly segregated between authorization, custody, record keeping and reconciliation.

Cause – The District is subject to size and budget constraints limiting the number of personnel within the accounting department.

Effect – The design of internal control over financial reporting could adversely affect the ability to record, process, summarize and report financial data consistent with the assertions of management in the financial statements.

Repeat Finding – See 2023-002.

Recommendation – We recommend the organization review their internal controls over the accounting functions to determine if additional procedures can be implemented that are cost effective. The board should constantly be aware of this condition. Compensating controls that mitigate the related risks could be (or are) provided through appropriate oversight of the performance of these functions and review of the financial reports by individuals with knowledge of current operations and accounting principles.

Views of Responsible Officials and Planned Corrective Actions – The District will continue to keep its staff at the current level. The District will try to involve the Board of Managers more actively in the review and supervision of disbursements and transactions.

Section III - Federal Award Findings and Questioned Costs

There are no findings which are required to be reported under this section.

INDEPENDENT AUDITOR'S REPORT ON MINNESOTA LEGAL COMPLIANCE

Board of Managers
Wild Rice Watershed District
Ada, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America, the financial statements of the governmental activities and each major fund of Wild Rice Watershed District, as of and for the year ended December 31, 2024, and the related notes to the financial statements which collectively comprise the District's basic financial statements, and have issued our report thereon dated June 26, 2025. Wild Rice Watershed District prepares its financial statements on the cash basis, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

Legal Compliance

In connection with our audit, nothing came to our attention that caused us to believe that Wild Rice Watershed District failed to comply with the provisions of the contracting and bidding, deposits and investments, conflicts of interest, claims and disbursements and miscellaneous provisions sections of the *Minnesota Legal Compliance Audit Guide for Other Political Subdivisions*, promulgated by the State Auditor pursuant to Minn. Stat. § 6.65, insofar as they relate to accounting matters. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding the Wild Rice Watershed District Board's noncompliance with the above referenced provisions, insofar as they relate to accounting matters.

Purpose of the Report

This report is intended solely for the information and use of those charged with governance and management of Wild Rice Watershed District and the State Auditor and is not intended to be, and should not be, used by anyone other than these specified parties.



BRADY, MARTZ & ASSOCIATES, P.C.
GRAND FORKS, NORTH DAKOTA

June 26, 2025