

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

REGULAR MEETING
October 8, 2025
APPROVED MINUTES

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

1. The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, October 8, 2025. Managers in attendance included: Greg Holmvik, Mike Christensen, Raymond Hanson, Dean Spaeth, 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. Manager Matt Borgen was absent.
2. Chairman Holmvik called the meeting to order at 8:30 a.m. with recital of the pledge of allegiance.
3. Agenda Approval. A motion was made by Manager Johannsen and seconded by Manager Spaeth to approve the agenda with the following addition from Manager Erickson: Question for the Board. Carried.
4. Meeting Minutes. A motion was made by Manager Johannsen and seconded by Manager Christensen to approve the September 10, 2025, Regular Meeting Minutes as presented. Carried.
5. Approval of Billings. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the payment of billings with the addition of the following late bill: Renae Kappes \$280.00. Carried.
6. Financial Report. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the monthly financial report dated September 30, 2025 and the quarterly transfers between unassessed projects and ditches and the Red River Construction Account, as detailed in Appendix A at the end of this report. Carried.
7. Open Mic. No one spoke.

Appointments

8. Clearwater County SWCD. Chester Powell, with Clearwater County SWCD, presented a request to the Board to update the county-wide aerial imagery. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve the request for \$7,839.00 which is 10% of the project quote. Carried.

Permits

9. Keith Berndt, Norman County Highway Department, Section 20, Fossum Twp. Permit #25-077 for a grade stabilization project. Adjacent landowner Jerald Minnie was in attendance and voiced concerns about a damaged culvert not being replaced near his land. Keith Berndt was in attendance and stated that the County will replace the damaged culvert. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the permit. Carried.

10. Twin Valley Riders Club, Section 27, Wild Rice Twp. Permit #25-074 to construct a berm. A motion was made by Manager Hanson and seconded by Manager Erickson to approve the permit with the condition that the applicant get approval from the Norman County Floodplain Administrator. Carried.
11. Brian Borge, Section 27, Lockhart Twp. Permit #25-081 to install a new field approach with an 18" culvert. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the permit. Carried.
12. Eric Dyrdaahl, Section 26, Lee Twp. Permit #25-082 to install a new field approach with a 24" culvert and install a longer 24" culvert on an existing field approach. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve the permit. Carried.
13. Ryan Groth, Section 17, Spring Creek Twp. (Becker). Permit #25-066 to install subsurface drain tile. A motion was made by Manager Hanson and seconded by Manager Christensen to table the permit at the request of the applicant pending the necessary permit approvals and to address downstream landowner concerns. Carried.
14. Matt Reid, Section 34, Felton Twp. Permit #25-080 to install a driveway with an 18" culvert and construct a stormwater pond. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve the permit with the condition that the applicant get approval from MNDOT for any work in the MNDOT right-of-way. Carried.
15. David Roesch, Section 1, Hegne Twp. Permit #25-088 to install subsurface drain tile. A motion was made by Manager Johannsen and seconded by Manager Spaeth to approve the permit with standard tile conditions. Carried.
16. Peter Scheff, Section 15, Beaulieu Twp. Permit #25-083 to install water and sediment control basins. A motion was made by Manager Hanson and seconded by Manager Spaeth to approve the permit with standard tile conditions. Carried.
17. Skaurud Grain Farms, Section 4, Waukon Twp. Permit #25-085 to install subsurface drain tile. A motion was made by Manager Hanson and seconded by Manager Christensen to approve the permit with standard tile conditions and the condition that the applicant get MNDNR approval for any work within protected waters. Carried.
18. Skaurud Grain Farms, Section 13, Waukon Twp. Permit #25-086 to install subsurface drain tile. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the permit with standard tile conditions and the condition that the applicant get written approval from the landowner in the SW1/4 of Section 13 of Waukon Township. Carried.
19. Skaurud Grain Farms, Section 3, Fossum Twp. Permit #25-087 to install subsurface drain tile. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve the permit with standard tile conditions. Carried.
20. Bill Stalboerger, Section 26, Popple Grove Twp. Permit #25-075 to install subsurface drain tile. A motion was made by Manager Johannsen and seconded by Manager Spaeth to approve the permit with standard tile conditions and with the condition that the tile is placed outside of the Popple Grove Township road right-of-way and with the condition that the applicant get written approval from MNDOT for any work in their ROW and with the condition that the applicant get Wetland Conservation Act approval from the Mahnomen SWCD. Carried.

21. Bill Stalboerger, Section 26, Popple Grove Twp. Permit #25-084 to clean and grade the Highway 113 road ditch. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve with the condition that the construction does not exceed the originally established ditch grade and with the condition that the applicant get Wetland Conservation Act approval from the Mahanomen SWCD, and that the ditch work does not extend into the ditch channel of Project 34. Carried.

Appointments (ctd.)

22. Public Waters Inventory Update. Wes Saunders-Pearce with the MNDNR presented information regarding the project. Mr. Saunders-Pearce will send the presentation to Administrator Jensen, and she will pass it along to the Managers. Attorney Hanson suggested having the list of current public waters on hand for future use.

Complaints

23. Rick Berg, Section 30, Island Lake Twp. Complaint #25-001C-outlet was plugged and is causing flooding. A motion was made by Manager Spaeth and seconded by Manager Johannsen to dismiss the complaint as there is not sufficient evidence to determine a violation of the WRWD rules and authorize staff to hire Gordon Construction to remove the beaver dam and rocks from the pipe at the District's expense. Carried.
24. An update was given on the complaints listed below. After review of survey information, the Norman County Highway Department has indicated they are willing to provide fill material and restore the site to the elevation shown on the lidar data. A motion was made by Manager Hanson and seconded by Manager Johannsen to table the complaints and contact the parties to determine if the offer by the Highway Department is an acceptable resolution and to verify the Highway Department will have permission to access the property for restoration work. Carried.
- Jane and Jeff Ward, Section 13, Green Meadow Twp. Complaint #25-002C-culvert replaced with smaller culvert and dry block was removed causing issues.
 - Jill Chisholm-Bennett and Jerry Bennett, Section 13, Green Meadow Twp. Complaint #25-003C-culvert replaced with smaller culvert and dry block was removed causing issues. The complaint was revised to remove the culvert size issue but continue to request that the field approach is restored.
25. Bill Stalboerger, Section 27, Popple Grove Twp. Complaint #25-004C-wetland restorations negatively affecting adjacent land. A motion was made by Manager Hanson and seconded by Manager Johannsen to dismiss the complaint based on actions that were approved in permit #25-075 eliminating any remaining concerns. Carried.
26. A motion was made by Manager Hanson and seconded by Manager Johannsen to dismiss the complaints below at the request of the complaining parties. Carried.
- David Arends / Mary Township, Section 34-35, Mary Twp. Complaint #25-005C-ditch cleaned too low will cause water not to flow.
 - Grant Arends, Section 34-35, Mary Twp. Complaint #25-006C-ditch cleaned too low will cause water not to flow.
27. Steven Grieve, Section 24, Green Meadow Twp. Complaint #25-007C-ditching project causing flooding. A field review was completed, and the sites were verified. Calls were made to landowner Allan Chisholm, but staff was unable to reach him. A motion was made by Manager Hanson and seconded by Manager

Christensen authorizing staff to send a letter to Mr. Chisholm informing him of the complaint and violation. Carried.

28. Duane Erickson, Section 7, Spring Creek Twp (Becker). Complaint #25-008C-culvert replaced and installed too high. A field review was completed, and the culvert height was verified. Spring Creek Township was contacted, and they confirmed that they replaced the culvert. A motion was made by Manager Hanson and seconded by Manager Spaeth to table the complaint to allow Spring Creek Township to review the installation. Manager Erickson abstained. Carried.

Unfinished Business

29. Perley Flood Control Levee Improvement Project-Phase 2-Grade Raises. Engineer Bents gave an update. As previously discussed, repairs will be needed on TH75. MNDOT has asked for replacement of the pavement at the contractor's expense. The contractor is working on a schedule for those repairs. At this time, staff has applied 3 days of liquidated damages for the late opening. The final assessment of liquidated damages will be determined at a later date.
30. Acquisition Properties. Administrator Jensen reminded the Board that an appeal letter was sent to FEMA regarding the 2019 Acquisition project. HSEM provided a letter in support of that appeal. FEMA responded questioning the eligibility of the buildings that were relocated. Staff is in contact with an appraiser to determine the value of the buildings that were moved.
31. Ditch and Project Maintenance. Engineer Bents presented preliminary concepts and estimates for the repairs at the outlet on JD53 Lateral 1 and the outlet on Norman County Ditch 1. Due to the high costs for repairs, Bents recommended looking for outside funding sources. The Board agreed with the recommendation.
32. White Earth Regional Water Taskforce. Administrator Jensen reported that a meeting was held on September 11, 2025, at 1:00 p.m. She will share the minutes once they are received. Discussion continued regarding 1W1P and committees. The Taskforce gave updates and summaries on other projects they are involved in. The next meeting will be held on November 13, 2025. Renee Keezer attended via TEAMS and provided input.
33. South Branch Rock Riffle Project. Engineer Bents stated that the permits were submitted to MNDNR, USACE and Clay County. Discussion was held.

New Business

34. Gust Land Lease request. A request was received from Evan Gust to lease the Wagner buyout property. A motion was made by Manager Johannsen and seconded by Manager Spaeth to approve the lease request of \$100.00 per year plus taxes for 5 years. Carried.
35. November Board meeting date. The Board was reminded that the next meeting is November 5, 2025.
36. Advertise for bids. A motion was made by Manager Johannsen and seconded by Manager Hanson to approve advertising for bids for ag land. Manager Erickson opposed. Carried.
37. Question for the Board. Manager Erickson suggested holding either the December or January Board meeting without the Engineering and Legal teams present. The Board disagreed with the suggestion.

Financial

38. CD Rates. The District has \$6 million in CD accounts maturing in October 2025 and November 2025. Administrator Jensen presented current CD rates obtained from financial institutions within the district. A motion was made by Manager Spaeth and seconded by Manager Hanson to invest \$6 million with United Valley Bank. Carried.
39. Manager Per Diems. A motion was made by Manager Hanson and seconded by Manager Johannsen to approve payment of Manager per diems as distributed. Carried.

Meetings/Conferences/Seminars. No action needed.

Issues-Discussions

40. Comments from Managers. No comments made.
41. There being no further business to come before the Board of Managers, a motion was made by Manager Hanson and seconded by Manager Johannsen to adjourn the meeting. Carried. Chairman Holmvik adjourned the meeting at 10:34 a.m.

Curt Johannsen, Secretary

Date	Num	Name	Memo	Amount
Sep 11 - Oct 8, 25				
09/23/2025		QuickBooks Payroll Service	Created by Payroll Service on 09/22/2025	6,861.56
10/07/2025		QuickBooks Payroll Service	Created by Payroll Service on 10/06/2025	7,046.35
09/15/2025	ACH	Aflac		388.18
09/12/2025	ACH	PERA		1,339.05
09/25/2025	ACH	MN PEIP		3,541.54
09/11/2025	ACH	MN Dept of Revenue	5062265	387.00
09/11/2025	ACH	US Treasury-Payroll	41-6145653	2,290.10
10/03/2025	ACH	Arvig		357.29
10/05/2025	ACH	MARCO, Inc.		362.77
10/01/2025	ACH	Minnesota Energy Resources Corporation		71.00
09/26/2025	ACH	PERA		1,269.05
09/25/2025	ACH	MN Dept of Revenue	5062265	387.00
09/25/2025	ACH	US Treasury-Payroll	41-6145653	2,117.98
10/01/2025	ACH	Pitney Bow es		200.00
10/08/2025	1	Elan Financial Services	September Statement	523.29
10/08/2025	19858	Anders Valley Publishing, LLC	Advertising-projects and ditches	54.00
10/08/2025	19859	Becker Co. Auditor		1,441.00
10/08/2025	19860	Buchholz Blasting	Dam removal	1,650.00
10/08/2025	19861	Cintas	Rugs	117.10
10/08/2025	19862	Clay County Auditor Treasurer		9,706.00
10/08/2025	19863	Clay Soil & Water District		134,795.32
10/08/2025	19864	Column Softw are PBC		146.46
10/08/2025	19868	EcoLab	Pest control	138.64
10/08/2025	19869	Farmers Independent		397.04
10/08/2025	19870	Hanson & Liebl Law Office, P.C.	September Legal	7,285.75
10/08/2025	19871	Houston Engineering, Inc.		63,260.15
10/08/2025	19872	KRJB Radio	Advertising-Farm Programs	495.00
10/08/2025	19873	Mahnomen Soil & Water Cons. District		6,831.00
10/08/2025	19874	Minnesota Labor Law Poster Service	Posters	109.50
10/08/2025	19875	Morris Electronics, Inc.		250.00
10/08/2025	19876	Norman County Index-Ada	Ad-projects and ditches	85.50
10/08/2025	19877	Norman County Recorder	Peppel recording fee	46.00
10/08/2025	19878	Norman County Treasurer/Auditor		1,067.00
10/08/2025	19879	Northern States Excavating		13,707.50
10/08/2025	19880	Office Supplies Plus		294.19
10/08/2025	19881	Red River Watershed Management Board	Tax share	3,920.89
10/08/2025	19882	Tammy Erickson	Mow ing and trimming	245.00
10/08/2025	19883	Tony Sip	Mow ing	13,775.00
10/08/2025	19884	Norman County SWCD		54,186.35
10/08/2025	19885	Renae Kappes	Office cleaning	280.00
10/08/2025	19886	Curt Johannsen		130.41
10/08/2025	19887	Dean P Spaeth		160.23
10/08/2025	19888	Duane L Erickson		149.31
10/08/2025	19889	Gregory R Holm vik		115.43
10/08/2025	19890	Michael K Christensen		284.62
10/08/2025	19891	Raymond M Hanson		256.07
		GRAND TOTAL		<u>342,522.62</u>

Appendix A

Transfers from Unassessed Projects and Ditches to the Red River Construction General Account					9/30/2025	RRC	Survey & Data
PROJECTS							
Unassessed							
			#8 Moccassin Creek		(693.75)	693.75	
			#35 Sande Detention		(510.47)	510.47	
			#36 Marsh Creek 3		(344.00)	344.00	
			#36 Northern Improvement Dam		(1,589.75)	1,589.75	
			#38 Rockwell Dam		(1,385.00)	1,385.00	
			#39 Mashaug Dam		(335.00)	335.00	
			#45 Goose Prairie WMA		(4,193.50)	4,193.50	
Red River Construction						-	
			RRC-Levy Admin Work		(554.16)	554.16	
Project Development-Other						-	
			#375 2019 Property Acquisitions			-	
			Ph 001 Welch Property		(264.25)	264.25	
			Ph 002 Wegge Property		(376.25)	376.25	
			Ph 003 Paulsrud Propertry		(376.25)	376.25	
			Ph 004 Rudell Property		(152.25)	152.25	
			#375 2019 Property Acq Other		(1,688.25)	1,688.25	
Project Development - RRC						-	
			#380 SBWRR Beach Ridge		221,473.18	(221,473.18)	
			#354 Goose Prairie WMA Storage		28,619.50	(28,619.50)	
			#357 Lower Wild Rice			-	
			Ph 003 2020-Kroshus		(746.10)	746.10	
			Ph 004 2020-Kroshus Peters		(755.10)	755.10	
			Ph 005 2020-Robert Wagner		(2,122.50)	2,122.50	
			Ph 006 2020 D&W Kroshus		(2,011.70)	2,011.70	
			Ph 013 2020 Patrick Kovash		(1,258.90)	1,258.90	
			Ph 014 Kirk/Vicki Strand		(1,830.10)	1,830.10	
			Ph 015 2020 Debra Ruebke		(1,828.00)	1,828.00	
			Ph 019 2020 Michael Olson D		(427.70)	427.70	
			Ph 020 2020 Michael Olson E		(424.70)	424.70	
			#357 Lower Wild Rice Other		(52,752.92)	52,752.92	
			#12 Permits		(47,290.96)	47,290.96	
			#18 Violations		(3,122.02)	3,122.02	
					123,059.10	(123,059.10)	-
					123,059.10	-123,059.10	

Appendix B

List of Acronyms Used:

1W1P	One Watershed One Plan
CD	Certificate of Deposit
FEMA	Federal Emergency Management Agency
HSEM	Homeland Security and Emergency Management
JD	Judicial Ditch
MNDNR	Minnesota Department of Natural Resources
MNDOT	Minnesota Department of Transportation
ROW	Right-of-way
SWCD	Soil and Water Conservation District
TH	Trunk Highway
USACE	United States Army Corps of Engineers
WRWD	Wild Rice Watershed District