

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

**REGULAR MEETING**  
**July 11, 2012**  
**APPROVED MINUTES**

1. The regular meeting of the Wild Rice Watershed District Board of Managers was held on Wednesday, July 11, 2012. Managers in attendance included Greg Holmvik, Duane Erickson, Raymond Hanson, John Austinson, Mike Christensen, Dean Spaeth and Curt Johannsen. Absent: None. In addition the following persons were in attendance: Administrator Kevin Ruud, Loretta Johnson, Engineer Jerry Bents, Attorney Hanson and various other interested taxpayers and landowners.
2. Chairman Holmvik called the meeting to order 8:30 a.m.
3. Agenda Approval. A motion was made by Manager Hanson and seconded by Manager Christensen to approve the agenda with the addition of removing the June 27 minutes, addition of Moccasin Creek, Beaver Control, Clay County Ditch #1 FEMA repair and the request for a special meeting on Thursday July 26, 2012. Carried.
4. Approval of Billings. A motion was made by Manager Austinson and seconded by Manager Hanson to approve the bills as distributed. Carried.
5. Meeting Minutes. A motion was made by Manager Johannsen and seconded by Manager Christensen to approve the Regular Meeting Minutes dated June 13, 2012, with the following changes: paragraph #16, the Managers will review each request; paragraph #32, Manager Erickson opposed. Carried.
6. Draft Financial Report. A draft financial report dated April 30, 2012, was distributed to Board members for review. Financial Reports for Board action will be provided to the Board upon completion of the District's audit, which is expected soon.
7. Beaver Control. Managers discussed various options for beaver control, including paying possible bounty. No decision was made.
8. Chris Ellison-Wild Rice River Sediment Study. Chris Ellison, USGS Hydrologist, gave a report to the board on a sediment study conducted on the Wild Rice River. Engineer Bents commented that the data given may be used in the future if the District does projects to determine the aggradation and future maintenance of a project.

**PERMIT APPLICATIONS**

9. Mark Chisholm, Section 1, Green Meadow Twp. A motion was made by Manager Hanson and seconded by Manager Spaeth to deny #7-11-12-9 to replace a 48" centerline culvert with a Texas crossing or add more culverts due to concerns of downstream impacts. Carried.

## **VIOLATIONS**

10. Jerome Thompson and David Kitchell filed a complaint against Mark Habedank alleging that he lowered a county ditch and blocked the natural waterway with a berm in Section 1/6 of Lake Ida Township. The Board decided to break the complaints into two parts. A motion was made by Manager Austinson and seconded by Manager Hanson to determine that the cleaning is not a violation of District rules. Carried.

A motion was made by Manager Austinson and seconded by Manager Hanson to declare the berm as a violation and determination made that the berm must be restored to its original condition or file for an after the fact permit. Carried. Correspondence will be mailed out to the affected parties.

## **PERMIT APPLICATIONS**

11. A motion was made by Manager Hanson and seconded by Manager Johannsen to table the following permit applications. Carried.

- B & G Farms, Section 18, Marsh Creek Twp. Install subsurface drain tile.
- Bejou Township, Sections 13/24 Bejou Twp. Replace a 24" culvert with a 36" culvert.
- Andrew Borgen, Section 1, Lee Twp. Install subsurface drain tile.
- Dahl Farms, Section 22, Bejou Twp. Install subsurface drain tile.
- Fossum Township, Section 16, Fossum Twp. Replace a bridge with a Texas Crossing.
- City of Gary, Section 22, Strand Twp. Construct a driveway.
- Mattson Bros. Sections 27-34 Atlanta Twp. Install subsurface drain tile.
- Ronald Mickelson, Section 31, McDonaldsville Twp. Construct a farmstead ring dike.
- Doug Nelson, Section 29, Pleasant View Twp. Install subsurface drain tile.
- Brad Olek, Section 33, Felton Twp. Install subsurface drain tile.
- Brad Olek, Section 33, Felton Twp. Install subsurface drain tile.
- Kevin Olson, Section 25, Green Meadow Twp. Improve a drainage ditch.
- Wayne Stevenson, Section 29, Rockwell Twp. Install subsurface drain tile.
- Wild Rice Township, Section 32, Wild Rice Twp. Remove a driveway, install a new field approach, install a new center line culvert, install a depressed culvert.

12. A motion was made by Manager Spaeth and seconded by Manager Hanson to approve the following permit applications with conditions as listed. Carried.

- Chuck Borgen, Section 32, Hegne Twp. Permit #7-11-12-5 to install subsurface drain tile with the following recommendations and conditions: 1. Recommendation that the applicant contact and coordinate with the NRCS/SWCD/FSA offices to ensure approval/clearance regarding any potential wetland issues (and with the USFW 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 into legal ditches not under the WRWD 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 above (however not more than 2-feet above) the elevation of the original design gradeline 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 above ground and will not block vehicle traffic on the ROW of ditch systems. Also all disturbed areas in the ditch ROW's will be restored and reseeded to preexisting conditions.

- Chuck Borgen, Section 33, Hegne Twp. Permit #7-11-12-6 to install subsurface drain tile with the recommendations and conditions listed in 7-11-12-5.
- Chuck Borgen, Section 18, Felton Twp. Permit #7-11-12-7 to install subsurface drain tile with the recommendations and conditions listed in 7-11-12-5.
- Aaron Broden, Section 2, Lockhart Twp. Permit #7-11-12-8 to install a field approach and a 36" pipe.
- John Jossund, Section 32, Lee Twp. Permit #7-11-12-13 to replace an 18" culvert with a longer one, is approved with the condition that the culvert will be installed at the same elevation and location as the existing one.
- Liebl AG LLC, Section 9, McDonaldsville Twp. Permit #7-11-12-14 to install a driveway and an 18" culvert.
- Loretel Systems, Section 13, Pleasant View Twp. Permit #7-11-12-15 to install fiber optic cable under Project #30 with the condition that the cable line is installed a minimum of 30" below any ditch channel bottoms and the applicant is responsible for adequate erosion control measures during construction.
- Gray Schlick, Section 15, Rosedale Twp. Permit #7-11-12-22 to construct water and sediment basins.

13. Chuck Borgen, Section 25, Georgetown Twp. A motion was made by Manager Austinson and seconded by Manager Hanson to approve Permit #7-11-12-4 to install subsurface drain tile with the following conditions and recommendations: 1. Recommendation that the applicant contact and coordinate with the NRCS/SWCD/FSA offices to ensure approval/clearance regarding any potential wetland issues (and with the USFW 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 into legal ditches not under the WRWD 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 above (however not more than 2-feet above) the elevation of the original design gradeline 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 above ground and will not block vehicle traffic on the ROW of ditch systems. Also all disturbed areas in the ditch ROW's will be restored and reseeded to preexisting conditions. Carried.

14. Skaurud Grain Farms, Sections 34, 35 Waukon Twp. A motion was made by Manager Erickson and seconded by Manager Hanson to approve Permit #7-11-12-23 to install subsurface drain tile with the same conditions and recommendations as shown in #7-11-12-4. Carried.

## **VIOLATIONS**

15. John Brandt Violation, Section 21, Green Meadow Twp. A motion was made by Manager Christensen and seconded by Manager Johannsen authorizing staff to notify John Brandt that he must get grass established on the violation prior to October 1, 2012, or the District will hire someone to do it and bill him. Carried.

16. Managers discussed the Bob Brandt complaint against Cory Jacobson in Section 10, McDonaldsville Twp. Administrator Ruud reported that the County Board has this as an agenda item on the 19<sup>th</sup> of July. Ruud also stated that he will contact Nepstad Farms regarding work done in Section 27, Hegne Twp. on Norman County Ditch #36.

17. Gerald Chisholm, Section 12, Green Meadow Twp. A motion was made by Manager Spaeth and seconded by Manager Hanson authorizing staff to notify Chisholm that he must either restore the work done in Section 12 to its original condition or apply for an after the fact permit. Carried.

18. Community Flood Control Projects. A motion was made by Manager Johannsen and seconded by Manager Christensen to authorize Change Order in the amount of \$13,491.91 and Pay Request to Zavoral in the amount of \$2,883.25 for the Perley Project. Carried. A motion was made by Manager Christensen and seconded by Manager Erickson to approve Change Order in the amount of \$17,809.82 for the Hendrum Project. Carried with Manager Hanson opposed.

19. Project #30 FEMA Repair. A motion was made by Manager Spaeth and seconded by Manager Johannsen to approve Change Order in the amount of \$11,160 and Pay Request to Zavoral in the amount of \$185,190 for Project #30. Carried.

20. Manager Hanson left the meeting at 11:00 a.m.

21. Project #1, Norman County Ditch #1 FEMA Repair. A motion was made by Manager Spaeth and seconded by Manager Christensen authorizing Administrator Ruud and Engineer Bents to acquire permanent and temporary ROW along the area for the project. Carried. A motion was made by Manager Christensen and seconded by Manager Johannsen authorizing Engineer Bents to advertise for contractors for the project repair. Carried.

22. Acquisition Leasing. A motion was made by Manager Johannsen and seconded by Manager Austinson to table the request by Wayne Underlee to lease the former John Johnson property in Section 7, Hendrum Twp. until the August meeting. Carried with Manager Erickson opposed. A motion was made by Manager Christensen and seconded by Manager Erickson to table the request by Aaron and Trisha Tank to lease the former Wagner property that the District owns as a result of an acquisition along the Wild Rice River and notify neighboring landowners. Carried.

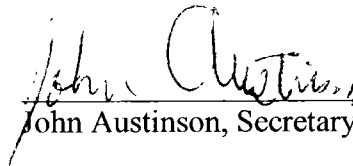
23. 2009 Rural Acquisition Demolition. A motion was made by Manager Johannsen and seconded by Manager Christensen to approve Pay Request in the amount of \$16,551.44 to Feldt for demolition of 2009 Rural Acquisition Projects. Carried.

24. Clay County Ditch #4 FEMA Repair. A motion was made by Manager Christensen and seconded by Manager Johannsen authorizing the pay request of Gordon Construction in the amount of \$43,955.55 to Gordon Construction for repair of Project #4. Carried.

25. Moccasin Creek O & M Plan. Administrator Ruud distributed information for board review regarding the COE's additional information that is necessary prior to a change in the O & M Plan. Ruud stated that to provide this information, there would be costs involved. This will be a topic of discussion at the Project Team meeting scheduled for the 25<sup>th</sup> of July.

26. Special Meeting. Managers were reminded of a special meeting that will be held on July 26, 2012, at the District office to act on permits and discussion with Ron Harnack, Charlie Anderson, Henry VanOffelen and Chuck Fritz regarding the basin assessment of flood control in the District.

27. There being no further business to come before the Board of Managers, a motion was made by Manager Spaeth and seconded by Manager Erickson to adjourn the meeting. Carried. Chairman Holmvik adjourned the meeting at 11:30 a.m.

  
John Austinson, Secretary

Date	Num	Name	Memo	Amount
<b>Jun 14 - Jul 11, 12</b>				
06/26/2012	14433	Curt Sorenson	Easement on Proj #30	585.80
07/10/2012	14431	Northwest Beverage, Inc.	office water	30.50
07/10/2012	14434	Renae Kappes	office cleaning	120.00
07/10/2012	14443	AT&T	cell phone bill	92.70
07/10/2012	14446	James Wagner, Sr	Beaver Control	1,801.40
07/10/2012	14456	Ada City	Utilities	250.31
07/10/2012	14457	AmeriPride	Office Supplies	70.37
07/10/2012	14458	Arvig	Utilities	72.52
07/10/2012	14459	Cardmember Service	Computer Tech	539.66
07/10/2012	14460	Drees, Risky & Vallager, Ltd.	2011 Audit	12,300.00
07/10/2012	14461	Feldt Plumbing	Pay Req #2	16,551.44
07/10/2012	14462	Gordon Construction	Construction CC #4 Outlet	43,955.55
07/10/2012	14463	Grinnell Mutual Payment Center	Insurance	1,847.00
07/10/2012	14464	Loretel Systems	Utilities	271.19
07/10/2012	14465	MARCO, Inc	Lease Agreement	641.70
07/10/2012	14466	Marcussen Accounting	accounting services	630.35
07/10/2012	14467	McCollum Hardware, Inc.	Supplies	29.90
07/10/2012	14468	Minnesota Energy Resources Corporation	Utilities	37.17
07/10/2012	14469	Office Supplies Plus	Office Supplies	144.29
07/10/2012	14470	Ralph's Food Pride	Supplies	32.65
07/10/2012	14471	Red River Coop Power	Community Projects	3,550.32
07/10/2012	14472	Red River Watershed Management Board	1/2 Share	93,060.14
07/10/2012	14473	Tony Sip	Mowing Projects	11,050.00
07/10/2012	14474	Wagner Saw Mill, L.L.C.	Rural Acquisitions	300.00
07/10/2012	14475	Wambach & Hanson	Legal Counsel	1,612.50
07/10/2012	14476	Waypoint Insurance Advisors	Bond Renewal	125.00
07/10/2012	14477	Wesley Carlsrud	Spraying	17,193.17
07/10/2012	14478	Zavoral & Sons	Project Repairs	188,074.09
07/10/2012	14480	Houston Engineering, Inc.	Engineering	39,682.59
07/10/2012	14481	Jon Schauer	Accounting	1,758.33
07/11/2012	14485	Duane L Erickson	Managers per diems & exp	198.75
07/11/2012	14486	Gregory R Holmvik	Managers per diems & exp	205.29
07/11/2012	14483	Curt Johannsen	Managers per diems & exp	168.77
07/11/2012	14487	John D Austinson	Managers per diems & exp	205.91
07/11/2012	14488	Michael K Christensen	Managers per diems & exp	187.65
07/11/2012	14489	Raymond M Hanson	Managers per diems & exp	90.74
07/11/2012	14484	Dean P Spaeth	Managers per diems & exp	233.66
6/14-7/11/12		Payroll/emp ins &	Med exp & Payroll taxes	<u>16,694.23</u>
				<b><u>454,395.64</u></b>