



1303 4<sup>TH</sup> Ave. NE  
Barnesville, MN 56514  
218-789-3100  
www.brrwd.org

## Board Meeting Minutes

Monday May 13, 2024

**Managers Present:** Peter Fjestad; Catherine Affield; John Hanson; Gerald Van Amburg; William Davis.

**Managers Absent:** Troy Larson; Curtis Stubstad.

**Staff Present:** Kristine Altrichter, Administrator; Matthew Schlauderaff, Watershed Specialist.

**Consultants Present:** Bennett Uhler, Engineer, Houston Engineering, Inc. (HEI).

**Others Attending:** Kim Melton, Wilkin Soil and Water Conservation District (SWCD).

President Fjestad called meeting to order at 7:00 PM.

**Agenda:** Motion to approve agenda by Davis, **Seconded** by Affield. **Approved.**

### **Citizens to be Heard:**

**Kim Melton, Wilkin SWCD.** Melton requested \$25,000.00 to offer incentives to landowners for soil health practices. Program gives landowners flexibility to implement soil health practices for 1 year without committing to a 3- or 5-year contract. Melton stated \$25,000.00 will cover implementation expenses for up to 40 contracts. In the past, Wilkin SWCD has offered \$35 per acre for cover crops, this year program will be modified to offer \$33 per acre of cover crops plus an addition \$7 per acre for producers that utilize minimum tillage. Producers will use practices that meet Natural Resources Conservation Service (NRCS) standards. Van Amburg asked about success of landowners continuing to implement practices once contract has expired. Melton stated many producers continue to implement soil health. **Motion** to approve request of \$25,000.00 as presented for the Wilkin SWCD soil health incentive program by Van Amburg, **Seconded** by Davis. **Approved.**

### **Consent Agenda:** Motion to approve consent agenda items:

April 8, 2024 Board Meeting Minutes

April 8, 2024 South Branch Buffalo River Restoration Phase 2 Informational Meeting Minutes

Financial Report

Permit Nos.

24-028, Ellingson Companies, c/o Brad Abel – tiling, SE ¼, Section 17, Orwell Township, Otter Tail County with conditions

24-030, John Ready – surface drainage, NE ¼, Section 19, Alliance Township, Clay County

24-031, Wilkin County Highway Department, c/o Troy Wright – culvert replacement, Foxhome Township and Bradford Township, Wilkin County

24-032, Dennis Schouviller – water and sediment control basin, NE ¼, Section 17, Callaway Township, Becker County with conditions

24-035, Keith Faus – water and sediment control basins, SW ¼, Section 4, Cuba Township, Becker County with conditions

24-036, Steve Mattson – water and sediment control basins, SE ¼, Section 4, Cuba Township, Becker County with conditions

24-037, Todd Andresen – water and sediment control basins, NE ¼, Section 26, Hamden Township, Becker County with conditions

24-038, Arvig, c/o Jeremy Lahr – utility installation, Cromwell Township and Hawley Township, Clay County with conditions

24-039, Nate Jensen – culvert installation, NW ¼, Section 22, Elkton Township, Clay County with conditions

24-040, Codie Suhr – culvert installation, NE ¼, Section 16, Hawley Township, Clay County with conditions

by Affield **Seconded** by Hanson. **Approved.**

**Permits for Discussion:**

**Permit No. 24-041. Stuart Shulstad.** Applicant proposing to install access road and culvert in SE ¼, Section 26, Humboldt Township, Clay County. Uhler recommended approval subject to installation of 49” x 33” arch culvert or equivalent, access road elevation must match existing ground elevation through entire road footprint, approval from Township to work in road right-of-way (ROW), and approval from Clay SWCD on final plan design for potential wetland impacts. **Motion** to approve Permit Nos. 24-041 with conditions as outlined above, by Hanson, **Seconded** by Affield. **Approved.**

**Projects:**

**Project No. 54 – Whisky Creek Tributaries Repair. Approve Contract. Motion** to approve contract with ACM, LLC from Princeton, MN to complete repair of Whisky Creek Tributaries as presented by Affield, **Seconded** by Van Amburg. **Approved.**

**City of Wolverton Flood Mitigation Project. Approve Appraisal Agreement. Motion** to approve agreement with Crown Appraisals, Inc to complete appraisals for the City of Wolverton Flood Mitigation Project for \$80,000.00 as presented, by Van Amburg, **Seconded** by Affield. **Approved.**

**South Branch Buffalo River Restoration/Deerhorn Creek. Storage Discussion.** During landowner meeting on April 8, 2024, Board of Managers heard from landowners that there is a need for storage in South Branch Buffalo River watershed. During landowner meeting, Uhler noted land in Section 31, Atherton Township and Section 6, Manston Township, Wilkin County, could be potential storage site. Staff met with the three landowners and all were willing to consider working with BRRWD on a storage site. HEI will begin modeling to determine site feasibility. Altrichter and Uhler will begin to look for funding opportunities.

**South Branch Buffalo River Restoration/Deerhorn Creek. Water Management District (wmd) Discussion.** During landowner meeting on April 8, 2024, landowner stated they did not think Wilkin County Ditch No. 13 should be included in wmd for South Branch Buffalo River Restoration because water does not enter project area, but only shares an outlet. Uhler presented a modified wmd boundary that removed land that outlets to Wilkin County Ditch No. 13 from South Branch Buffalo River Restoration wmd. **Motion** to approve modified wmd boundary as presented, by Van Amburg, **Seconded** by Davis. **Approved.**

**Ditches:**

**Clay County Ditch No. 22 Redetermination of Benefits. Appoint Viewers. Motion** to approve findings and order to initiate redetermination of benefits and appoint Joseph Jacobs, Landon Ohe, and Michael Dohn as viewers to redetermine benefits and damages for Clay County Ditch No. 22 and appoint Lloyd Nelson as an alternate viewer as presented, by Hanson, **Seconded** by Affield. **Approved.**

**Clay County Ditch No. 23 Redetermination of Benefits. Appoint Viewers. Motion** to approve findings and order to initiate redetermination of benefits appoint Joseph Jacobs, Lloyd Nelson, and Gary Schellack as viewers to redetermine benefits and damages for Clay County Ditch No. 23 and appoint Scott Hanson as an alternate viewer as presented, by Davis, **Seconded** by Van Amburg. **Approved.**

**Clay County Ditch No. 41. Snakey Creek Outlet Repair. Motion** to approve contract with Tunheim Construction, LLC from Fargo, ND to complete repair of Snakey Creek Outlet as presented by Hanson, **Seconded** by Van Amburg. **Approved.**

**Wilkin County Ditch No. 3. Landowner Request.** Staff met with Todd Klein, Tim Christopher (Wilkin County Highway Department), Dan Swedlund, and several landowners that own property near Section 15, Nilsen Township to discuss drainage concerns on Wilkin County Ditch No. 3. Wilkin County Ditch No. 3 runs southwest, parallel to Wilkin County Highway 16. In SW ¼, Section 15, Nilsen Township, ditch intersects with Wilkin County Ditch No. 31. Landowners stated during spring snowmelt and summer rain events, water from Wilkin County Ditch No. 3 will backup water onto Klein’s field east of intersection. Klein stated this occurs once every five years during summer rain events and standing water persists up to 14 days. Klein requested BRRWD complete hydraulic analysis. Uhler determined hydraulic analysis could be completed, however, due to complexity of crossing ditch systems and size of contributing drainage area, analysis would be costly. The practical uses for analysis could be limited due to size of system and complex relationship to other systems. It was recommended Board of Managers consider collecting survey data one mile downstream of Section 15, Nilsen

Township, within Wilkin County Ditch No. 3 and Wilkin County Ditch No. 31, to determine if a ditch clean out could improve drainage. Estimated cost of survey is \$1,500.00. **Motion** to deny request for hydraulic analysis but authorize HEI to conduct survey as recommended, by Hanson, **Seconded** by Affied. **Approved.**

**Drainage Repair Recommendations**

<b>Drainage</b>	<b>Township</b>	<b>Section</b>	<b>Problem/Proposed Work</b>	<b>Estimated Cost</b>
Clay County Ditch No. 32	Elmwood	18	Failing pipe arch. Replace with 42" x 29" x 38' corrugated metal pipe arch (cmpa)	\$5,000 - \$6,000
Clay County Ditch No. 41	Moorhead	12	Spray non-native phragmites.	<\$500
Clay County Ditch No. 49	Kragnes	23	Damaged culvert end. Cut off 3' and remount 24" x 3' corrugated metal pipe (cmp) with flapgate and band.	\$3,500
Wilkin County Ditch No. 1A	Meadows	28	Replace 24" x 40' cmp with flapgate. Approximately 100 cy fill.	\$8,000 - \$10,000
Wilkin County Ditch No. 1A	Meadows	28	Scour hole starting along curve in ditch system. Haul in 30 yards of Class 3 rip rap	\$7,000 - \$9,000
Wilkin County Ditch No. 12	Nilsen	30	Replace damaged 15" x 20' cmp with flapgate.	\$2,000 - \$2,500
Wilkin County Ditch No. 12	Nilsen	30	Add safety aprons to field entrance approach.	\$1,000
Wilkin County Ditch No. 13	Elmwood	18	Damaged 24" cmp. Cut off 8' and install new 8'x24" cmp with band and new flapgate.	\$2,000 - \$2,500
Wilkin County Ditch No. 23	Nordick	23	Install new 24" flapgate.	\$1,500 - \$2,000
Wilkin County Ditch No. 42	Atherton	14	Install new 15" flapgate.	\$1,000
Pj. 79, Wolverton Creek	Wolverton	15	Remove fallen cottonwood trees.	\$3,000 - \$4,000
Pj. 79, Wolverton Creek	Wilkin & Clay Counties		Spray willows.	\$3,000 - \$4,000

**Motion** to approve repairs as presented, by Hanson, **Seconded** by Davis. **Approved.**

**Other:**

**Rock Lake. Landowner Request.** Ritchie Just requested BRRWD install a water elevation control structure on the outlet of Rock Lake on Rock Rice Road. Just stated Rock Lake has had lower than normal water levels for the past several years. Staff investigated concern and found lake levels to be near normal for the lake. Culverts underneath Rock Rice Road were filled roughly halfway and water appeared to be at equilibrium between Rock and Rice Lakes. Lake elevation on Rock was roughly 2' from overtopping road, which is elevation 1,442'. According to Minnesota Department of Natural Resources (MNDNR), Rock Lake's Ordinary High Water Level (OHW) is 1,440'. **Motion** to deny request to install a water control structure on Rock Lake by Hanson, **Seconded** by Davis. **Approved.**

**Employee Benefit Renewal.** Board of Managers must review and approve updated benefits for staff, which will be effective 8/1/2024 to 7/31/2025. Benefits include health, dental, and vision insurance through Blue Cross Blue Shield of Minnesota (BCBSMN); life insurance, accidental death and dismemberment (AD&D) insurance, short term disability (STD), and long term disability (LTD) insurance through Companion Life; Health Savings Account (HSA) through Health Equity; and Premium Only Plan (POP) through BBP Admin. **Motion** to approve benefits as presented, by Van Amburg, **Seconded** by Davis. **Approved.**

**Copier Lease Renewal.** **Motion** to approve lease renewal for \$166.89 per month as presented, by Affield, **Seconded** by Hanson. **Approved.**

**Minnesota Watersheds. Summer Tour.** Minnesota Watersheds is hosting summer tour June 25 through June 26 in St. Paul. Managers Fjestad, Affield, and Hanson plan to attend.

**Bills. Motion** to approve bills totaling \$669,865.74 by Affield, **Seconded** by Hanson. **Approved.**

**Next Regular Meeting.** Monday June 10, 2024, at 7:00 PM in the Barnesville office.

President Fjestad adjourned meeting at 7:53 PM.

/s/ John E. Hanson  
Secretary