

Lac qui Parle-Yellow Bank Watershed District

Regular Meeting Minutes #588

February 5, 2019

Call to Order

The meeting was called to order by Chairman Darrel Ellefson at 4:30 p.m. at the Lac qui Parle County Courthouse, Commissioners' Room, Courthouse, 600 6th Street, Madison, MN. **Managers present:** Chairman Darrel Ellefson, Vice-Chairman John Cornell, Treasurer David Ludvigson, Secretary David Craigmile, & Manager Michael Frank. **Managers absent:** None. **Staff present:** Administrator Trudy Hastad, Coordinator Mitch Enderson, & Drainage Manager Jared Roiland. **Others present:** Pat Stanley, & Chad Engles with Moore Engineering.

Approval of the Agenda

Ellefson asked for additions to the agenda. **M/S/P** to approve the agenda:

Motion: David Craigmile, **Seconded:** John Cornell **Passed:** 5-0

Staff Reports:

PARK: Park Manager, Ron Fjerkenstad was absent so Pat Stanley gave the report.

- The fishing contest on Del Clark Lake was a huge success with approximately 150 houses on the lake. Everything was cleaned up really well after the event.
- Discussed putting in a forced air heater at the shop along with changing the fluorescent lights with LED lights. Pat brought quotes for these items from Vlamick Electric in Canby.

M/S/P to approve the quote from Vlamick Electric for the purchase of the forced air heat and changing the lights to LED in the park shop building.

Motion: David Craigmile **Seconded:** Michael Frank **Passed:** 5-0

DRAINAGE MANAGER/INSPECTOR

- Participated in a discussion for project ideas for the Canby Creek Grant to protect Del Clark Lake.
- Attended the LQP County Commissioners meeting where they signed a resolution of intent to Consolidate County Ditch #84, Lat A of CD #84, & Lat B of CD #84.
- Attended the Viewers Seminar at Jackpot Junction on January 17, 2019.
- A petition for outlet into CD #86 was brought before the LQP County Board of Commissioners where it was accepted and Viewers were appointed.
- Received notification of compliance from SWCD for 17 of the original 31 non-compliant notices sent out.
- Trudy & I submitted the annual buffer strip reporting for both Lac qui Parle County & the Watershed District.
- Sent a request to DNR to fix the buffer map to extend CD #5 to the Lac qui Parle River in Garfield, 18.
- Continue to scan Lac qui Parle County Ditch records into Drainage DB.

COORDINATOR: Coordinator Mitch Enderson reported on monthly activities.

- End of year progress reports are completed in eLINK for WRAPS, DRM Grant, WCA, & SSTS. Also started the work plan for the Canby Creek Grant.
- Discussed taking photos of the Ditch maps for the DRM grant with Houston Engineering. They thought it would be a feasible solution but noted there may be some minor distortion of scales but didn't feel it would be a big deal as long as we kept the paper maps for reference.
- We are planning on hosting a WRAPS workshop on February 22nd.
- The second 2018 semi-annual report/budget and fourth quarter voucher were submitted and approved for WRAPS.
- Discussed making sure that we have the correct fee owner of the property for SSTS grants, after some concerns on a loan issued in 2017.

- Contacted Area II and they are still committed to providing engineering for the Del Clark/Canby Creek Grant project.
- Agreed to present at a YES (Youth Eco Solutions) water quality workshop on the 27th.
- Asked for Board approval to sign the grant agreement for the Del Clark Lake/Canby Creek Grant.

M/S/P to sign the Del Clark Lake/Canby Creek Grant agreement with BWSR.

Motioned: David Craigmile Seconded: Michael Frank Passed: 5-0

WCA – Coordinator Mitch Anderson

- Annual report was completed and submitted to BWSR. eLINK reporting for the portion of the County NRBG that we receive was also completed.
- The Olson bank site indicated that they wish to request the next credit release, but they have yet to officially submit a request form.
- Received the seeding information and monitoring report back for the Moen bank site. They have not had the site constructed long enough for any interim credit releases yet, but there were a little over 5.5 initial credits left to be released that were dependent on seeding construction. Asking for Board approval to release the 5.5 initial credits on the Moen Bank Site.

M/S/P to approve the Moen final interim 5.5 credit release.

Motioned: David Craigmile Seconded: John Cornell Passed: 5-0

OTHERS:

Chad Engles with Moore Engineering stopped by to visit with the Board. They would appreciate a chance to work with the Watershed District.

Treasurers Report: Manager Ludvigson read the Treasurer’s report.

M/S/P to approve the Treasurers report.

Motion by: John Cornell Second by: David Craigmile Passed: 5-0

Manager Ludvigson & Administrator Hastad discussed investing some General fund money into CD’s for a better interest rate. Discussion followed

M/S/P to authorize Manager Ludvigson & Administrator Hastad to invest \$400,000 and divide it up in a six month and a year CD at United Prairie Bank.

Motioned: David Ludvigson Seconded: John Cornell Passed: 5-0

The following warrants were presented for approval:

Number	Vendor	Details	01/09/19 to 02/05/19
--------	--------	---------	----------------------

General Klein Account:

None			\$-0-
------	--	--	-------

UPB Park Expense Account:

1019	Canby True Value	1 CLR	\$20.37
1020	C.A.S. Plumbing	quarterly softner rent	\$43.28
1021	City of Canby	sewer bill	\$109.85
1022	LQP County Environmental Office	park cell phone	\$43.27
1023	Vlaminck Electric Inc	add photoeye on floodlight @ beach	\$233.18
1024	Frontier Communications	park phone, fax, internet	\$280.53
1025	Lincoln Pipestone Rural Water	rural water @ park	\$31.53
1026	Kockelman Construction	snow removal @ park	\$226.00
1027	Canby Print Shop	2 “No Pass Needed Today” signs	\$102.86
1028	Canby True Value	oscillating heater	\$49.63
1029	Farmers Coop Assn	gas	\$41.96

EFT	transfer to general	2/5/19 park payroll	<u>\$2,119.90</u>
		TOTAL	\$3,302.36

UPB GENERAL ACCT:

"24 -26"	semi-monthly payroll	Jan 16-31, 2019 payroll	\$4,688.15
"27-28"	monthly payroll	January park payroll	\$2,119.90
Debit Card	MAWD	legislative Reception Registration	\$100.00
3565	PERA	monthly & semi monthly payroll	\$1,309.13
3566	Minnesota UI Fund	4 th quarter 2018 unemployment	\$780.42
3567	I & S Group, Inc.	CD #54 professional services	\$4,222.00
3568	Lac qui Parle County Auditor/Treas	December & January postage	\$93.80
3569	Houston Engineering	preliminary engineers report	\$2,410.50
3570	MN Association of WS District	2019 Watershed Dues	\$6,764.00
3571	LQP County Auditor/Treasurer	2018 telephone expense	\$396.00
3572	Trudy Hastad	quickbooks payroll reimbursement	\$694.69
3573	Adam Lund	seven beaver dam removals	\$900.00
3574	Jared Roiland	mileage & registration expense	\$124.76
3575	LQP-YB Liability Acct	Federal withholding	\$3,444.82
3576	LQP County Auditor/Treasurer	Health Insurance	\$5,070.00
3577	Minnesota Revenue	sales & use tax	\$356.00
Debit Card	Rinke-Noonan Attorney's	drainage workshop registrations	\$475.00
		TOTAL	\$33,949.17

DITCH ACCT:

None	None	None	<u>\$0.00</u>
		TOTAL	\$0.00

M/S/P to approve the warrants.

Motion: David Craigmile Secoded: Michael Frank Passed: 5-0

Secretary's Report:

Hastad presented meeting minutes #587 for approval.

M/S/P to approve meeting minutes #587 as corrected.

Motion: David Ludvigson Secoded: John Cornell Passed: 5-0

Administrator Report/Old & New Business:

- Annual report was submitted to BWSR and reviewed with the Board.
- Discussed a well & boring sealing record received on the Lazarus Creek Property.
- Reviewed upcoming meetings for the Watershed.
- Hastad reminded the Board of a special meeting to be held on Wednesday, February 13, 2019 at 10:00 a.m. for the bid opening for the Improvement of County Ditch #54 and made sure there would be a quorum present.
- Briefly discussed the County Ditch #42 Improvement project.
- Discussed Boards view on Drainage DB photo's of maps vs scanning. Board was ok with taking photos.
- Hastad, Roiland, Enderson, & Ellefson were authorized to attend the Rinke Noonan Drainage meeting in St. Cloud on February 14, 2019.
- Hastad was authorized to attend the Legislative Reception & Day at the Capitol in St. Paul, MN on February 20 & 21, 2019.
- Discussed the weed problem on R-6. Will contact the township this spring to show us the problem area.

PERMITS - The following permit applications were applied for

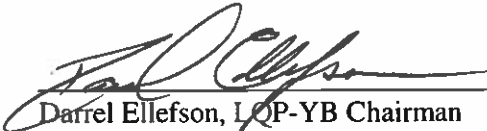
12468	Hersom Farms Inc	Riverside, 29	seepage lines	02/05/19 DE
12469 Renew #12118	Rick Hersom	Riverside, 20	seepage lines	02/05/19 DE
12470	Curtis Hoseck	Fortier, 12	seepage & main tile	02/05/19 MF
12471	Barbara Larson Rev. Trust	Providence, 20	seepage lines	02/05/19 DE

Permits Denied: None

M/S/P to approve watershed permits except those denied:

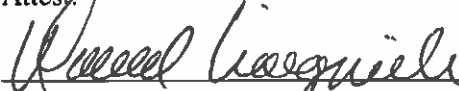
Motion: John Cornell, Seconded: David Ludvigson Passed: 5-0

Meeting adjourned at 6:25 p.m.



Darrel Ellefson, LQP-YB Chairman

Attest:



David Craigmile, LQP-YB Secretary

Minutes prepared by Hastad

The next regularly scheduled meeting of the Lac qui Parle-Yellow Bank Watershed District is Tuesday, March 5, 2019 at 4:30 p.m. at the Lac qui Parle County Courthouse, Commissioners' Room.