

Lac qui Parle-Yellow Bank Watershed District

Regular Meeting Minutes #577

March 6, 2018

Call to Order

The meeting was called to order by Chairman Darrel Ellefson at 3:00 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, Secretary David Craigmile, & Treasurer David Ludvigson **Managers absent:** Publicity Officer Joe Ferguson. **Staff present:** Administrator Trudy Hastad & Coordinator Mitch Enderson. Park Manager Ron Fjerkenstad was absent due to weather. **Others present:** none.

Approval of the Agenda

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

Motion: David Craigmile, **Seconded:** John Cornell **Passed:** 4-0

Staff Reports:

PARK: Park Manager, Ron Fjerkenstad was absent due to the weather. His monthly reports and bills will be sent in the mail.

COORDINATOR: Coordinator Mitch Enderson reported on monthly activities.

- The drainage management grant work plan & budget was submitted and entered into e-link. Once approved by BWSR the grant will be executed and we can start work on the grant.
- Met with BWSR to review details that need to be entered into e-link for the DMG workplan and additional reporting requirements for the grant.
- Attended the annual drainage law workshop sponsored by Rinke-Noonan in St. Cloud.
- Attended a PTMAApp training workshop hosted by Houston Engineering in St. Cloud.
- Will be mailing the 2017 SSTS loan program landowners their homeowner's guides and amortization schedules later this week.
- The semi-annual reports for 2017 WRAPS were submitted, approved and added on the Watershed's website.
- The 4th quarter 2017 WRAPS reimbursement was received following approval.
- Working with the Yellow Medicine, Lincoln, Lac qui Parle SWCD's to review what we have developed for 2018/19 plans and the associated task list for WRAPS.

WCA: Coordinator Mitch Enderson

- Assisted LQP SWCD with certification forms for wetland/highly erodible lands in properties that were seized to the State.
- Replied to MNDot on a permit question.
- John Hansel was hired by BWSR as our Regional Wetland Specialist to replace Kane Radel.
- Working with a couple landowners who are curious about a possible bank sites or alternatives.

Treasurers Report: Manager Ludvigson gave the Treasurer's report.

M/S/P to approve the Treasurers report.

Motion by: David Craigmile **Second by:** John Cornell **Passed:** 4-0

The following warrants were presented for approval:

Number	Vendor	Details	2/07/18 to 03/06/18
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General Klein Account:

None

TOTAL \$ -0-

Park Account:

5947	monthly payroll	February payroll	\$2,010.22
5948	PERA	monthly payroll deductions	\$ 379.51
5949	Frontier Communications	park phone, fax, internet	\$ 190.65

5950	Kockelman Construction, Inc.	blading @ park	\$200.00
5951	LQP County Environmental Office	park cell phone reimb	\$46.80
5952	Farmers Coop Association	gas	\$27.71
5953	Lyon-Lincoln Electric Coop	electricity	\$872.50
5954	Olson Sanitation LLC	trash	\$11.70
5955	US Postal Service	annual PO Box #2 rent for park	\$62.00
5956	Lincoln Pipestone Rural Water	water usage @ park	\$70.76
		TOTAL	\$3,871.85

UPB GENERAL ACCT:

3273	VOID	VOID	\$ -0-
3274	Rinke-Noonan Law Firm	drainage conference registration	\$285.00
3275-3276	semi-monthly payroll	Feb 1-15 payroll	\$3,321.34
3277	PERA	semi-monthly deductions	\$632.85
3278-3279	semi-monthly payroll	Feb 16-28 payroll	\$3,321.34
3280	PERA	semi-monthly payroll	\$632.85
3281	Dan Aakre	Garfield, 17 tree snag	\$1,200.00
3282	Minnesota Viewers Assn	2018 Viewers Assn. membership dues	\$200.00
3283	Pehrson Excavating	tree snag – CR #52 by new bridge	\$600.00
3284	Rinke-Noonan Attorney's	monthly retainer	\$200.00
3285	MAWD	2018 Annual Dues	\$7,232.00
3286	Buffalo Ridge Newspaper	3-week ad – drainage manager/inspector	\$168.00
3287	Mitchell Enderson	mileage reimbursement	\$273.03
3288	Trudy Hastad	mileage, laptop, muse, office 365 home, MAWD registrations	\$1,016.01
3289	Lac qui Parle County Auditor/Treasurer	February postage expense	\$26.54
3290	David Craigmile	Dell Desktop computer for office	\$1,526.75
3291	LQP-YB Liability Acct.	Federal withholding	\$2,676.18
3292	LQP County Auditor/Treasurer	Health Insurance	\$3,112.00
3293	Darrel Ellefson	per diem, mileage, expense	\$472.21
3294	Darrel Ellefson	County ditch work & mileage	\$1,095.16
3295	David Ludvigson	per diem, mileage, expense	\$149.43
3296	David Craigmile	per diem, mileage, expense	\$459.28
3297	John Cornell	per diem, mileage, expense	\$408.15
3298	VOID	VOID	\$ -0-
3299	Minnesota Revenue	February sales & use tax	\$120.00
3300-3301	semi-monthly payroll	March 1-15 payroll	\$3,321.35
3302	PERA	semi-monthly deductions	\$632.85
		TOTAL	\$33,082.32

DITCH ACCT:

1355	Larson Tiling, Inc.	WS 81-82 Dennis Boraas repair LQP 17/20	\$497.00
		TOTAL	\$497.00

M/S/P to approve the warrants.

Motion: David Craigmile, Seconded: David Ludvigson Passed: 4-0

Secretary's Report:

Hastad presented meeting minutes #576 and special meeting minutes #576.1 for approval.

M/S/P to approve meeting minutes #576

Motion: John Cornell Seconded: David Ludvigson Passed: 4-0

M/S/P to approve special meeting minutes #576.1

Motion: David Ludvigson Seconded: John Cornell Passed: 4-0

Administrator Report/Old & New Business:

- Hastad informed the Board that Jared Roiland would begin employment on Monday, March 19, 2018. Mitch will be relocating his office to the Environmental vault so we will be in one location. A desk, phone, & computer were ordered for the new employee.
- Discussed a Watershed credit card for expenses or if it was ok to use our personal credit cards for these purchases for the Watershed District with reimbursement. The Board instructed Hastad to discuss with other Watersheds.

- Attended the Drainage Law Conference sponsored by Rinke-Noonan Law Firm in St. Cloud.
- Updated the Board on the CD #54 Improvement project and County Ditch work.
- Attended a meeting with BWSR on the reporting for the DMG grant.
- Will attend the MAWD Legislative Reception, Breakfast & Day at the Capitol March 7-8, 2018.
- Reported that Attorney Steve Torvik was no longer with Nelson, Oyen, Torvik due to health conditions. Discussed what the Board wanted to do regarding Attorney. Hastad was instructed to check out the procedure on this.

PERMITS - The following permit applications were applied for:

12099	Jim Connor	Hamlin, 7	seepage, main tile	03/06/18 DL
12100	Jim Connor	Garfield, 27	main tile, close ditch, pump	03/06/18 DL
12101	Gary Enevoldsen	Camp Release, 14	seepage lines	03/06/18 DE
12102	Josh Johnson	LQP 15, 22	clean ditch	03/06/18 DE
12103	Josh Johnson	LQP, 33	seepage, main tile close ditch	03/06/18 DE
12104	Glen Radermacher	Perry 19 & 20	seepage, main tile	03/06/18 DE
12105	Warren Trygestad	Perry, 1	seepage lines, replace intake	03/06/18 DE

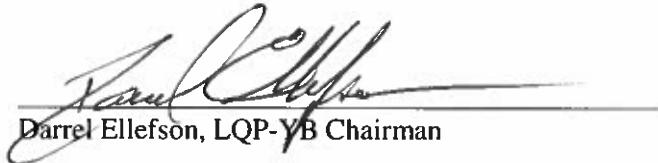
Permits Denied: Derek Kuechenmeister for neighbor signature

M/S/P to approve watershed permits:

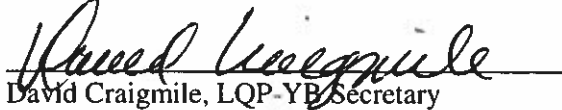
Motion: David Craigmile, **Seconded:** John Cornell **Passed:** 4-0

Adjournment:

The meeting adjourned at 4:30 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 April 3, 2018 at 4:30 p.m. at the Lac qui Parle County Courthouse, Commissioners' Room.

