

# Lac qui Parle-Yellow Bank Watershed District

## Regular Meeting Minutes #583

### September 4, 2018

#### 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 6<sup>th</sup> Street, Madison, MN. **Managers present:** Chairman Darrel Ellefson, Vice-Chairman John Cornell, Secretary David Craigmile, & Publicity Officer Joe Ferguson. **Manager absent:** David Ludvigson **Staff present:** Administrator Trudy Hastad, Coordinator Mitch Enderson, Drainage Manager Jared Roiland, Park Manager Ron Fjerkenstad. **Others present:** Attorney John Kolb, United Prairie Bank representative Karin Moen, Jan Oellien, Joe Radermacher, Sonja Lien, & John Kallhoff.

#### 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 reported on monthly activities.

- Discussed removal of some pear trees. Board authorized Ron to remove the pear trees.
- Repaired the wood shed and installed a fan and a light.
- A company working in the area called and reserved twelve spots for the month of September.
- The camping season is winding down and requests are coming in for the 2019 season.

#### OTHER:

United Prairie Bank representative, Karin Moen, met with the Board to discuss the ICS (Insured Cash Sweep) program being offered thru the bank and felt it would be a good program for the Watershed District. The bank still carries the FDIC insurance of \$250,000. Through the ICS service the funds are eligible for multi-million-dollar FDIC insurance that's backed by the full faith and credit of the United States government, earn extra interest rate on demand deposit accounts,, helps our public unit comply with investments policy mandates, enjoy unlimited program withdrawals from demand deposit accounts, know that the full amount of funds placed through ICS can stay local to support lending opportunities that build a stronger community. This service would reestablish thresholds for checking & savings above 110% extra collateral. You can access your accounts on-line to see what banks are ensuring your money. This service is examiner & auditor friendly and the WS would still receive monthly statements. The County uses this service and she thought would be beneficial to the Watershed District as well.

**M/S/P** to enter into the ICS (Insured Cash Sweep) program thru United Prairie Bank for the Watershed demand deposit accounts.

**Motioned:** David Craigmile      **Seconded:** John Cornell      **Passed:** 4-0

**COORDINATOR:** Coordinator Mitch Enderson reported on monthly activities.

- 40 ditch systems have been edited for the DRM Grant.
- Drew Kessler submitted an application to present at MAWD on Houston's Altered Hydrology study and how we are using it in various watersheds.
- The AIG grant application was submitted. The grant would include the local partners gathering information for Houston to develop a frame work for picking out ideal BMP's and promoting them to landowners.
- A grant application was submitted for the Canby Creek Watershed/Del Clark Lake Clean Water Fund grant.
- Working on setting up a TEAM meeting for WRAPS to discuss budget and make amendments to the work plan.
- We have started requesting funds from the new zero interest SSTS loan.

- Attended the Drainage Water Management Demonstration Day in Lamberton.
- Working on information for the LQP fair booth which will be set up on 9/6/2018.

**WCA – Coordinator Mitch Enderson**

- Registered for some trainings in October. The 9<sup>th</sup> is a day-long WCA specific training in Mankato. The 16-17<sup>th</sup> is in St Paul titled MN Wetland conferences where the Delineator Certification Program is holding a special session with delineation material. October 29-31 is BWSR Academy near Brainerd. All three trainings will have continuing education credits.
- USWS is planning a restoration adjacent to our bank site in Maxwell, 4. Their plans include rerouting the outlet of the bank site. They were directed to consult with our BWSR wetland specialist to discuss the project

**DRAINAGE MANAGER/INSPECTOR:** Jared Roiland reported on monthly activities.

- Met with SWCD to discuss the topics for the informational buffer meeting to be held on August 23, 2018.
- Attended the Drainage Water Management Demonstration in Lamberton.
- Reviewed County Ditch activities worked on in the month of August.
- Held buffer informational meetings with landowners in Bellingham & Dawson on August, 23, 2018.
- Reported on Ditch site visits for the month.
- Continue to scan in ditch information for the DRM Grant.
- Updated the assessed 40's map on the counter to include the land brought into the systems that have been re-determined.
- Worked on a fair booth demonstration for the LQP County Fair.
- Registered for BWSR Academy to be held the end of October.
- Helped with the ditch paperwork for the various ditch hearings held in August.

**OTHER:** Jan Oellien met with the Board to discuss her concern with water in her grove. She felt tiling in the area has impacted her grove as it has water in it all the time to the point that her trees are starting to fall down. The Board reviewed aerial photos from 1991 to 2017 and Lidar maps of the area in sections 27 & 28 in Hamlin Township. After discussion, it was noted that the problems in her grove seemed to start when the stop logs were placed in Cory Lake. The Board informed Ms. Oellien that they received notice that the DNR was going to draw down Cory Lake this fall to reestablish the vegetation and re-fill in 2020. The Board reviewed tiling projects in the area and noted there hadn't been a permit issued in the questionable area since 2015. The Board suggested she talk to the DNR and also see how the drawdown of Cory Lake impacts her grove.

At 5:28 p.m. Chairman Ellefson tabled the monthly meeting in order to hold the public hearing for the 2019 budget & levy.

At 5:30 p.m. Chairman Ellefson opened the public hearing for the 2019 levy & budget for the LQP-YB Watershed District.

Present at the hearing were: Attorney John Kolb, Jan Oellien, Watershed Drainage Manager/Inspector Jared Roiland, Administrator Trudy Hastad, Managers Darrel Ellefson, David Craigmile, John Cornell, & Joe Ferguson.

Hastad read the notice as was published for two weeks in the Western Guard, Canby News, & Hendricks Pioneer.

Hastad reviewed the proposed 2019 budget and levy request of \$290,000, of this \$250,000 will be levied pursuant to Minnesota Statutes 103D.905 Subd (3); and \$40,000 pursuant to Minnesota Statute 103D.905 Subd 9 (1).

Chairman Ellefson asked for discussion and for any public comments. There being none, Chairman Ellefson called for a motion.



3457	Darrel Ellefson	County ditch work, mileage, exp	\$2,842.79
3458	David Craigmile	per diem, mileage reimb	\$179.17
3459	Joe Ferguson	per diem, mileage reimb	\$120.44
3460	John Cornell	per diem, mileage reimb	\$557.94
3461	Minnesota Revenue	August sales & use tax	\$400.00
3462	Breezy Point Resort	BWSR Academy lodging	\$296.36
3463	VOID	VOID	\$ -0-
3464	MoJo's Boutique	Jared & Mitch WS logo shirt	\$150.00
		<b>TOTAL</b>	<b>\$28,597.62</b>

**DITCH ACCT:**

**TOTAL** \$-0-  
**TOTAL** \$-0-

**M/S/P** to approve the warrants.

**Motion:** Joe Ferguson    **Seconded:** John Cornell    **Passed:** 4-0

**Secretary's Report:**

Hastad presented amended meeting minutes #582 for approval.

**M/S/P** to approve amended meeting minutes #582

**Motion:** John Cornell    **Seconded:** Joe Ferguson    **Passed:** 4-0

**Administrator Report/Old & New Business:**

- Reviewed the BWSR meeting updates that were sent out.
- Discussed switching to direct deposit payroll being paid on the 5<sup>th</sup> & 20<sup>th</sup> of the month, and moving the park checking account from Klein Bank to UPB to make this payroll transition smoother.

**M/S/P** to approve direct deposit for payroll with United Prairie Bank and moving the park expense checking account from Klein Bank to United Prairie Bank for efficiency.

**Motion:** David Craigmile    **Seconded:** Joe Ferguson    **Passed:** 4-0

- Reported that the 2017 audit exit meeting with CliftonAllenLarson will be held on Thursday, September 6, 2018 at 8:30 a.m. in the LQP County Commissioners Room. Managers Ludvigson & Ellefson agreed to attend.
- Held Buffer meetings on August 23, 2018 at Bellingham, MN & Dawson, MN to verify if landowners were on schedule with their buffers and answer any questions they had.
- Updated the Board on Lac qui Parle County ditch activities for the month.

**PERMITS - The following permit applications were applied for**

12320	Dan Aakre	Garfield, 17	seepage lines	09/04/18 DE
12321 Renew	Greg Bothun	Providence, 33	seepage, main tile & pump	09/04/18 DE
12322	DeRon Brehmer	Perry, 28	clean ditch	09/04/18 DE
12324	Harvey Hastad	Hantho, 8	seepage, main tile	09/04/18 DE
12325	Eldon Haas	Mehurin, 35	seepage, main tile	09/04/18 DE
12326	Pete Haugen	Freeland, 15	seepage tile, pump	09/04/18 DE
12327	Rick Hersom	Riverside, 19 & 20	seepage lines	09/04/18 DE
12328	Jamie Karels	Yellow Bank, 20	clean ditch, install culert	09/04/18 DE
12329	Michael Kirchberg	Perry, 7	seepage lines	09/04/18 DE
12330	Adam Lund	Providence, 23	seepage lines	09/04/18 DE
12331	Adam Lund	Providence, 17	seepage lines	09/04/18 DE
12332	Lon Moen	Baxter, 35	seepage lines	09/04/18 DE
12333	Roy Marihart	Hantho, 16	seepage lines	09/04/18 DE
12334	Russ Pearson	Hantho, 19	seepage lines	09/04/18 DE
12335	Michael Prokop	Florida, 25	seepage & main tile	09/04/18 JF
12336	Glen Radermacher	Perry, 20	clean ditch	09/04/18 DE
12337	James Ross	Hendricks, 11	seepage lines	09/04/18 JC
12338	James Ross	Hendricks, 11	clean ditch	09/04/18 JC
12339 Renew	Gary Robertson	Providence, 14	seepage, replace culvert	09/04/18 DE

12340 Renew	Gary Robertson	Maxwell, 15	seepage lines	09/04/18 DE
12341 Renew	Gary Robertson	Providence, 34	seepage line	09/04/18 DE
12342 Renew	Gary Robertson	Providence, 26	seepage lines	09/04/18 DC
12343	James Robertson	Maxwell, 15	seepage lines	09/04/18 DC
12344	Harvey Swenson	Oshkosh, 12	seepage, main tile	09/04/18 JF
12345	Harvey Swenson	Oshkosh, 1	seepage, main tile	09/04/18 JF
12346	Harvey Swenson	Omro, 5	seepage, main tile	09/04/18 JF
12347	Brett Stratmoen	Ten Mile Lake, 3	seepage lines	09/04/18 DC
12348	Paul Strand	Ten Mile Lake, 2	seepage lines	09/04/18 DC
12349	Gerald Streich	Mehurin, 11	seepage lines	09/04/18 DE
12350	Ryan Smith	Perry, 35	seepage, main tile	09/04/18 DE
12351 Renew	Don Stolpman/YB Twp	Yellow Bank, 33	approach with culvert	09/04/18 DE
12352	Byron Verhelst	Norman, 28	main tile	09/04/18 JC
12353	Scott Wittnebel	Walter, 33	seepage lines	09/04/18 DE
12354	Curtis Wildung	Mehurin, 4	seepage, main tile	09/04/18 DE
12355	Ryan Westphal	Wergeland, 6	seepage, main tile	09/04/18 JF
12356	Stephen Pridal	Norman, 31	seepage, main tile	09/04/18 JF
12357	Kremer Farms	Hansonville, 15	main tile	09/04/18 JC
12358	Don Stolpman	Yellow Bank,	seepage lines	09/04/18 DE

**Permits Denied: Kremer Farms approved pending 1026**

M/S/P to approve watershed permits:

Motion: Joe Ferguson, Seconded: John Cornell Passed: 4-0

Chairman Ellefson tabled the monthly meeting in order to hold the Continuation hearing for the Improvement of County Ditch #54.


At 6:15 p.m. Chairman Ellefson reconvened the Continuation hearing for the Improvement of County Ditch #54 in the Lac qui Parle County Commissioner Room, Courthouse, 600 6<sup>th</sup> Street, Madison, MN.

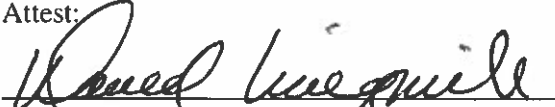
Present at the hearing: Watershed Managers Darrel Ellefson, David Craigmile, John Cornell, & Joe Ferguson. Attorney John Kolb, Administrator Trudy Hastad, Ditch Manager/Inspector Jared Roiland, Viewer Brad Nesvold, John Kallhoff, Sonja Lien & Joe Radermacher.

Attorney Kolb presented findings as directed by the LQP-YB Board of Managers consistent with the proceedings on the Improvement of County Ditch #54 with the recommended ISG Engineers Option 2, confirming the redetermination of benefits, improvement, & amended improvement viewer reports, & denying partial abandonment of Br. 13.

Attorney Kolb noted that Manager Ludvigson was absent but was present at the official hearing and Manager Ferguson was absent at the official hearing. John Kolb noted the proceedings were being recorded.

Attorney Kolb read the attached findings (Exhibit 1) into the official record for the hearing on the Improvement of County Ditch #54.

  
 Darrel Ellefson, LQP-YB Chairman

Attest:  
  
 David Craigmile, LQP-YB Secretary

**The next regularly scheduled meeting of the Lac qui Parle-Yellow Bank Watershed District is Tuesday, October 2, 2018 at 4:30 p.m. at the Lac qui Parle County Courthouse, Commissioners' Room.**

# 2019 PROPOSED BUDGET

## GENERAL FUND

## PARK FUND

## DITCH FUND

<b>REVENUES:</b>	GENERAL FUND	PARK FUND	DITCH FUND
Buffer Income	\$ 2,974.00		
Global Winds Harvest	\$ 3,008.00		
Park Income		\$ 99,000.00	
Interest from checking	\$ 425.00	\$ 80.00	\$ 16.55
Interest from CD	\$ 700.00		
Land Rent		\$ 55,500.00	
Miscellaneous Income	\$ 400.00		
County Ditch work reimb.	\$ 42,500.00		
County Buffer work reimb.	\$ 44,000.00		
PERA rate Increase Aid	\$ 132.00		
PILT Income	\$ 5,000.00		
Ditch Income: (WS #11)			\$ 7,500.00
<b>TOTALS:</b>	<b>\$ 99,139.00</b>	<b>\$ 154,580.00</b>	<b>\$ 7,516.55</b>
<b>GRANTS:</b>			
WRAPS (9/15- 6/19 State MPCA grant)	\$155,060.00		
WCA (NRBG Block Grant 60/40)	\$5,733.60		
Drainage Records Grant (3/18 to 3/20)	42,000.00		( BWSR State Grant)
<b>LOANS:</b>			
SSTS (State Loan Program)	500,000.00		
<b>EXPENDITURES:</b>			
<i>Fiscal Management &amp; Admn:</i>			
Employee/Manager Wages	\$ 190,000.00	\$ 55,893.24	
Medicare Company (1.45 % + .9% = 2.35%)	\$ 4,465.00	\$ 1,313.50	
Social Security Company (6.2%)	\$ 11,780.00	\$ 3,465.38	
Health Insurance	\$ 48,204.00	\$ -	
HSA/VEBA Company	\$ 7,200.00	\$ -	
PERA Match (7.5%)	\$ 11,607.26	\$ 3,250.72	
Advertising Expense	\$ 800.00	\$ 50.00	
Real Estate/Sales & Use Tax	\$ 12,500.00		
Dues (MAWD \$7232)	\$ 7,500.00		
Insurance Expense	\$ 6,639.00		
Lodging & meal expense	\$ 3,200.00		
Mileage Expense	\$ 10,000.00		
Registration Expense	\$ 3,000.00		
Legal Services	\$ 6,500.00		\$ 1,500.00
Auditing services:	\$ 6,500.00		
<b>OFFICE &amp; PARK EXPENSE'S:</b>			
Office supplies	\$ 2,000.00		
Computer/Program Expense	\$ 3,000.00	\$ 1,000.00	
Telephone Expense	\$ 750.00	\$ 2,904.00	
Lodging expense	\$ 2,500.00		

Park trash expense	\$ -	\$ 3,000.00		
Park Expense	\$ -	\$ 60,000.00		
Park utilities	\$ -	\$ 20,500.00		
Ditch repair expense			\$ 6,000.00	
<b>TOTALS:</b>	<b>\$ 338,145.26</b>	<b>\$ 151,376.84</b>	<b>\$ 7,500.00</b>	
<b>PROJECT/REPAIR EXPENSE:</b>				
Dam Repair/Project expense	\$ 18,766.40	\$ -		
Beaver Expense	\$ 5,000.00	\$ -		
Tree Snagging Expense	\$ 5,000.00	\$ -		
WCA Expense	\$ 5,733.60	\$ -		
USGS Stream Guage Expense:	\$ 3,000.00	\$ -		
Pictometry Expense:	\$ 2,500.00	\$ -		
<b>TOTALS:</b>	<b>\$ 40,000.00</b>			
<i>Revenue Total:</i>	\$ 99,139.00	\$ 154,580.00	\$ 7,516.55	
<i>Expense Total:</i>	\$ 338,145.26	\$ 151,376.84	\$ 7,500.00	
<i>Project Total:</i>	\$ 40,000.00	\$ -		
<b>TOTALS:</b>	<b>\$ (279,006.26)</b>	<b>\$ 3,203.16</b>	<b>\$ 16.55</b>	
<b>PROPOSED 2019 LEVY</b>	<b>\$290,000.00</b>			
	\$ (279,006.26)			
	\$ 10,993.74			
Lac qui Parle Share 72.7163%	\$210,877.27			
Yellow Medicine 19.3887%	\$56,227.23			
Lincoln 7.8950%	\$22,895.50			
<b>TOTALS:</b>	<b>\$290,000.00</b>			