

# Lac qui Parle-Yellow Bank Watershed District

March 1, 2022

## Meeting Minutes #625

### Call to Order

The meeting was held in the Lac qui Parle Annex, 422 5<sup>th</sup> Avenue, Madison, MN 56256, with a virtual ZOOM login option. The meeting was officially called to order by Chairman Darrel Ellefson at 4:30 p.m. **Managers Present:** Chairman Darrel Ellefson, Secretary David Craigmile, Publicity Manager Michael Frank, Vice-Chairman John Cornell, and Treasurer Andrew Weber. **Managers absent:** none. **Staff present:** Administrator Trudy Hastad, Coordinator Mitch Enderson, Park Manager Ron Fjerkenstad, Ditch Inspector Jared Roiland, and Environmental Feedlot Specialist Abby VanKampen. **Staff absent:** none **Others present:** Lincoln County Commissioner Joe Drietz.

### Approval of the Agenda

Chairman Ellefson asked for additions to the agenda. There being none, Manager David Craigmile motioned to approve the agenda, seconded by Manager Andrew Weber. Upon roll call vote, motion passed 5-0.

### Staff Reports:

**PARK:** Ron Fjerkenstad gave his monthly report.

- Discussed water coming off the hill by driveway. The retention ponds are working out well and the ponds are holding back water.
- Holidays are booked for 2022 with people on a waiting list hoping for cancellations.
- The driveway up to the office needs gravel as it is getting pretty greasy. Board said to call Kockelman's for a couple loads of gravel.
- Fish houses are off the lake. The game warden was out and checked, but everyone was off by the deadline.
- Discussed seasonal work crew. We will discuss wages at April meeting.
- Playground equipment and swings will be ordered by Canby 4 Kids from Playworld. Board approved check for \$29,617.00. Volunteers will install once the playground equipment arrives.

**Environmental/Feedlot Specialist:** Abby gave her monthly report.

- Abby took her first of two septic system tests. She will get the results back in a couple of weeks. Felt she did pretty good. She has to take three more classes and the tests to pass.
- Had a complaint of manure runoff into a creek. Went to the site, talked to landowner, took pictures. Talked to MPCA and DNR and sent landowner letter.
- Will be attending the Feedlot Conference in Alexandria, MN on March 24-26, 2022.
- Presented the Feedlot annual report to the County Commissioners for approval.
- Planning & Zoning worked with a landowner on set back for trees.
- Will hold a CUP hearing on April 11, 2022 regarding Lincoln Pipestone Rural Water.
- Finished the HHW cost & revenue report.
- Scheduled the HHW collections for 2022 – May 26, 2022 in Madison and September 14 in Dawson.
- Scheduled a paper shredding event for April 23, 2022 in conjunction with Earth Day.

**DRAINAGE REPORT:** Jared Roiland reported on monthly Ditch activities.

- Attended the monthly County drainage committee via zoom. Discussed the status of the three improvement projects.
- Went with Marg and Abby to a site for a feedlot complaint in Section 22, Mehurin. Marg & Abby will follow up with the landowner and MPCA.
- We have been sorting through files and cleaning in the vault in spare time to get ready for the remodel.
- Discussed some leakage in the shed due to some snow melt. Staff will keep an eye on it.

- Worked with Mitch on the joint application for wetland for the CD #24 proposed repair project.
- Trudy & I registered for the Annual MADI meeting to be held March 9-10.

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

- Trudy & I attended the all-day Advisory meeting held in Canby on February 23. The group prioritized subwatershed planning regions for all priority issues deemed either high priority or medium-high priority. The next advisory committee meeting will be held on March 23, 2022 in Canby. This meeting will be to prioritize practices (actions) to be performed within subwatershed planning regions.
- Kerry Netzke, Joe Deschepper, Brayden Anderson and myself met with Randy Kamrath at his home on February 16<sup>th</sup>. We reviewed the final plan specs, bid packet, cost estimate, pollution reduction estimates, and list of contractors with Randy. Bid packets will be sent out with construction to hopefully occur within a July/August timeframe.
- The GIS committee met and Pro West presented about a unified GIS platform for LQP County, which they have prepared for multiple surrounding counties. The enterprise system would bring the County up to date, greatly increasing efficiency and capability, and avoid issues when ArcMap desktop support ceases in 2024.
- The Eagleview representative (Pictometry) will be here Thursday morning to meet with GIS committee members and determine if the County wishes to perform a flyover in 2023.
- The Florida Creek restoration group met and has developed drafts of a project schedule, management plan, responsibility matrix, and concept plans. These are in draft stage, but they will go a long way towards being able to apply for funding in April.
- The Highway department has been working with Chris Domeier & the Florida Creek group for culvert placement along County Highway 12. It is important that the culvert placement is determined to avoid ripping the road up again a year or two after the road is redone.

Trudy discussed the need to update PTMapp as the Lac qui Parle portion was done with grant from the Corn/Soybean growers and not as much detail and the Yellow Bank portion was done with the Upper Minnesota WRAPS. BWSR has about \$18,000 for this and the Watershed Board could allocate \$7,000-\$8,000 of contingency funds or the update. Discussion followed.

Manager David Craigmile motioned to allocate up to \$8000 from the contingency fund of the 1W1P planning grant budget to hire Houston Engineering to update the PTMapp data, seconded by Manager Michael Frank. Upon roll call vote, the motion passed unanimously.

Manager David Craigmile reported on the policy committee for the 1W1P. They will be deciding if they should form a memorandum of understanding, Joint powers, fiscal agent, etc in the next couple of meetings. No action was taken.

**WCA:** Mitch Enderson reported on monthly activities.

- The Yellow Bank, 4 violation site court date has been rescheduled to April 13<sup>th</sup>.
- The County Ditch #24 repair joint application has been completed and was submitted this morning to DNR as they are the LGU for this cleanout.
- Held a TEP meeting to discuss a portion of the Florida Creek restoration that needs to be addressed prior to the full restoration in accordance with County culvert replacements scheduled this year on County Highway 12.
- Attended WCA training virtually on the mornings of the 15<sup>th</sup> & 16<sup>th</sup>.
- Assisted a landowner with questions regarding a pond creation.
- Contacted Kane Radel (BWSR) for a site assessment on behalf of a landowner interested in the Technical Assistance Program, under which BWSR provides engineering and design work for the landowner.

**OTHERS:** None

**TREASURER'S REPORT:** The Treasurer's report was read by Manager Andrew Weber.

Manager Michael Frank motioned to transfer \$40,000 from the park deposit account into the park expense account, seconded by manager John Cornell. Upon roll call vote, the motion passed 5-0.

Manager Michael Frank motioned to transfer money from the Dawson Savings account into the general UPB account if needed prior to the next Board meeting, seconded by Manager David Craigmile. Upon vote, motion passed 5-0.

David Craigmile motioned to approve the Treasurers report, seconded by Andrew Weber. Upon roll call vote, the motion passed 5-0.

The following warrants were presented for approval:

		Number	Vendor	Details	02/02/2022 to 03/01/2022
<b><u>General Klein Account:</u></b>					
6200	Houston Engineering, Inc		1W1P consultant work		\$3,877.75
6201	LQP County Auditor/Treasurer		Final FEMA LQP Ditch money		\$106,027.92
			<b>TOTAL</b>		<b>\$109,905.67</b>
<b><u>Park Expense Account:</u></b>					
1460	Kockelman Construction		snow removal @ park		\$117.00
1461	Canby True Value		seafoam, starter fluid, thrust fluid		\$16.92
1462	LQP County Environmental		park cell phone		\$41.22
1463	Canby 4 Kids		playground equipment		\$29,617.00
1464	Frontier Communications		park phone, fax, internet		\$289.01
1465	Olson Sanitation		February trash		\$40.95
1466	Canby True Value		ice melt, drain opener, garbage bags,		\$25.92
1467	Ag Plus Cooperative		gas for pickup		\$49.91
1468	Lyon-Lincoln Electric Cooperative		park electricity		\$662.50
1469	Kockelman Construction		snow removal @ park		\$87.75
1470	Lincoln Pipestone Rural Water		water usage @ park		\$34.64
			<b>TOTAL</b>		<b>\$30,982.82</b>
<b><u>UPB GENERAL ACCT:</u></b>					
4212	LQP-YB Liability		Federal withholding penalty		\$884.05
22016-22019	semi-monthly payroll		Feb 1-15 payroll		\$6,831.41
22020	Darrel Ellefson		per diem, mileage		\$130.65
22021	Darrel Ellefson		per diem, mileage – ditch work		\$584.52
22022	David Craigmile		per diem, mileage		\$144.68
22023	John Cornell		per diem, mileage		\$155.80
22024	Michael Frank		per diem, mileage		\$138.83
22025	Andrew Weber		per diem, mileage		\$128.30
4213	LQP-YB Liability		semi-monthly PERA 2-18-22		\$1,337.23
4214	LQP-YB Liability		Federal withholding		\$2,250.66
4215	Steven Haas		petition money reimbursement		\$35,000.00
4216	Rinke Noonan Attorney's @ Law	monthly	retainer, CD #42, Br 3 CD 4		\$3,594.00
4217	Houston Engineering, Inc		Br 3 CD #4 bid work		\$1,656.00
4218	City of Madison		shop electricity, garbage, sewer		\$114.09
4219	LQP-YB Liability		Federal withholding		\$904.75
4220	Curtis Mortenson		20 nuisance beaver		\$400.00
4221	LQP Coop Oil Company		fuel for pickup		\$38.66
4222	VOID		VOID		\$-0-
4223	LQP-YB Liability		State withholding		\$759.00
4224	LQP County Auditor Treasurer		Health insurance		\$5,888.46
4225	MN Association of Drainage Inspectors		MADI registration – Trudy		\$40.00
22026-22029	semi-monthly payroll		Feb 16-31 payroll		\$6,831.43
22030	park payroll		February payroll		\$2,264.24
4226	LQP County Auditor Treasurer		February postage		\$22.73
4227	LQP-YB Liability		monthly & semi-monthly PERA		\$1,764.04
4228	LQP-YB Liability		Federal withholding		\$2,767.62
			<b>TOTAL</b>		<b>\$74,631.15</b>

David Craigmile motioned to approve the warrants as presented, seconded by Andrew Weber. Upon roll call vote, motion passed 5-0.

**Secretary's Report:** Trudy Hastad reviewed Secretary report #624 as mailed.

Manager Andrew Weber motioned to approve meeting minutes #624 as mailed, seconded by Manager John Cornell. Upon roll call vote, motion passed 5-0.

**Administrator Report/Old & New Business:** Trudy Hastad gave the Administrator report.

- Discussed tree quotes from Ludvigson Tiling and Heinrich Excavating to remove a large cottonwood tree in section 20, Riverside Township that fell into the river. Manager Frank motioned to accept the quote from Ludvigson Tiling to remove the tree. Discussion followed and Michael Frank rescinded his motion.

Manager Andrew Weber motioned to contact Rick Hersom to try and cut up the tree first and see what happens, seconded by Michael Frank. Upon roll call vote, the motion passed 5-0.

- Updated the Board on the remodeling plans/progress for the office.
- Reported on approval of extra collateral at First Security Bank.
- Discussed County bonding on ditch projects. No action was taken.
- Manager David Craigmile's term was renewed for three years at the LQP County Commissioner meeting.
- Discussed the Legislative MAWD event scheduled for March 16 & 17, 2022 and registrations. No action was taken.

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

13583	Stephen Enger	Garfield, 25	seepage lines w/intakes	03/01/22 DE
13584	Wayne Enger	Garfield, 25	seepage, main tile, intakes	03/01/22 DE
13585 Renew #13454	Brian Croatt	Arena, 13	seepage, main tile	03/01/22 DE
13586 Renew #13211	Brian Croatt	Baxter, 3	seepage, main tile	03/01/22 DE
13587	Warren Wollschlager	Hamlin, 5	seepage, main tile, pump	03/01/22 DE
13588 Renew #13422	Jerry Abramowski	Perry, 32	install culvert for private ditch crossing	03/01/22 DE
13589	Jeff Jessen	Augusta, 2	clean ditch & lengthen culvert	03/01/22 DE
13590	Jeff Jessen	Augusta, 3	seepage, main tile, intakes, pump	03/01/22 DE

Permits Denied: Ryan Streich for DNR permit and Bryan Clark for signature.

Manager John Cornell motioned to approve the permits, seconded by Manager David Craigmile. Upon roll call vote, motion passed 5-0.

Meeting adjourned at 6:35 p.m.

  
Daniel Ellefson, Chairman

Attest:

  
David Craigmile, Secretary

Minutes prepared by Hastad

The next regularly scheduled meeting of the Lac qui Parle-Yellow Bank Watershed District is Tuesday, April 5, 2022 at 4:30 p.m.