

Lac qui Parle-Yellow Bank Watershed District

Regular Meeting Minutes #581

July 5, 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 6th Street, Madison, MN. **Managers present:** Chairman Darrel Ellefson, Vice-Chairman John Cornell, Secretary David Craigmile, Publicity Officer Joe Ferguson & Treasurer, David Ludvigson **Staff present:** Administrator Trudy Hastad, Coordinator Mitch Enderson, Drainage Manager Jared Roiland and Park Manager Ron Fjerkenstad. **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:** 5-0

Staff Reports:

PARK: Park Manager, Ron Fjerkenstad reported on monthly activities.

- The DNR was out and helped repair and get the main dock in good safe, working condition.
- The new boat landing dock was assembled and will hopefully be put in the water within the next week.
- The campground and overflow are full. With the 4th of July on a Wednesday, both weekends were booked solid.
- The slip-n-slide was set up on the 4th of July and was once again a huge success. Ron praised Cory Stoks for volunteering his time to run this event. The golf cart parade and fireworks are going to be held on July 7th, 2018 and volunteers lined up to help with these events.

COORDINATOR: Coordinator Mitch Enderson reported on monthly activities.

- We have 24 systems edited in the GIS layer for the DRM Grant and about one file cabinet scanned.
- Quarterly expenses are getting compiled and reported for the grant.
- MAWD Summer Tour was an enjoyable and interesting trip.
- THE WFAN event was cancelled due to lack of participation.
- The June 18th canoe trip was successful with 28 people participating. Prior to starting the trip we talked about the unique characteristics of our watershed and how they were about to see the final stages of the LqP River and the excellent opportunities to see the watershed and land interacting. The canoe trip ended with a light noon lunch.
- I will be working on the second quarter reimbursements as well as the first half of 2018 semi-annual report for WRAPS.
- I will be meeting with multiple agencies to collaborate and improve on the grant application for Del Clark and submit it for Clean Water Fund grant again this year.
- Attended a training for the Desktop toolbar which we can utilize in grant applications or potential project locations.
- Installed Arc GIS on the laptop and on Jared's computer along with spatial analyst.
- Following discussion with neighboring counties regarding the SSTS loan dollars, two estimates will be a burden for the installers, and a potential un-reimbursable expense for the landowners. Asking for Board permission to require one estimate in addition to the Watershed accepting or denying specific costs not covered by the loan. Discussion followed.

M/S/P to adopt the guidelines (attached) requiring one estimate for the SSTS (Septic Loan Program) effective immediately.

Motion: Joe Ferguson

Seconded: David Craigmile

Passed: 5-0

WCA – Coordinator Mitch Enderson

- The potential Yellow Bank, 4 violation has been checked on and closed as much as possible with DNR.
- Updated the WCA review sheet attached to tiling permits and reviewed with the Board. The Board approved of the suggested changes.

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

- Attended the public hearing for LQP County Ditch #24 for reestablishment of records. This was approved by the Commissioners.
- LQP Commissioners ordered a redetermination of benefits for County Ditch #33.
- Attended MAWD Summer Tour hosted by the Riley Purgatory Bluff Creek Watershed District & the Carver County Water Management Organization.
- Was out in the field with Ditch Inspector Darrel Ellefson six days following up on County Ditch maintenance & complaints.
- Continue scanning of the Ditch records for the Drainage Management Grant. Making progress as one file cabinet is almost complete.

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

M/S/P to approve the Treasurers report.

Motion by: David Craigmile Second by: Joe Ferguson Passed: 5-0

The following warrants were presented for approval:

Number	Vendor	Details	06/06/18 to 07/05/18
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General Klein Account:

6498	Chad & Tami Tilbury & Wollschlager Exc	SSTS Loan	\$11,250.00
6499	John & Sandi Buer/Jerry Stensrud	SSTS Loan	\$9,642.00
6500	Mitchell Enderson	WRAPS- canoe trip mlg/Exp	\$100.61
6501	Jared Roiland	WRAPS – canoe trip mlg	\$11.45
		TOTAL	\$ 21,004.06

Park Account:

6009-6013	park payroll	June payroll	\$5,304.44
6014	PERA	monthly deductions	\$572.88
6015	Independent Oil & Sports LLC	boat landing dock, bumpers etc	\$4,236.88
6016	Yackley Gravel & Excavating	valve box @ house location	\$250.00
6017	Running’s Supply	wood shims, aluminu 48” screen cloth, lag screws	\$40.36
6018	Lac qui Parle Environmental	park cell phone reimbursement	\$42.27
6019	Kockelman Construction Inc	blade, roller, concrete sand,	\$1,077.39
6020	Running’s Supply	supplies	\$25.25
6021	Canby Builders Supply	lumber	\$134.66
6022	Lund Implement Company	tractor service call	\$293.80
6023	Frontier Communications	park phone, internet, fax	\$198.88
6024	D&K RV Sales	25’ 30 amp extension cord	\$48.52
6025	Farmers Coop Asson	tire repair, lawn mower tubes etc	\$73.84
6026	Olson Sanitation LLC	June trash	\$557.50
6027	Doug’s Service & Marine Inc.	key switches, air cleaner assy	\$150.68
6028	C.A.S. Plumbing & Heating	quarterly softner rent	\$43.28
6029	Lyon-Lincoln Electric Coop	water @ park	\$2,881.81
6030	Running’s Supply	mop handle, drain opener, air freshner	\$48.58
6031	Lincoln Pipestone Rural Water	water usage @ park	\$186.65
6032	Canby Print Shop	no parking/pets laminated signs	\$17.90
6033	Canby True Value	paper towels, toilet paper, paint etc	\$175.10
6034	Lawn Care Plus - site 30	tree removal, grind 20 stumps, cut 4 stumps	\$1,885.54
6035	C.A.S. Plumbing & Heating	roto root sewer beachhouse, replace vavle	\$682.82
		TOTAL	\$18,929.03

UPB GENERAL ACCT:

3377-3379	semi-monthly payroll	June 1-15 payroll	\$4,704.40
3380	PERA	semi-monthly deductions	\$880.76
3381-3383	semi-monthly payroll	June 16-30 payroll	\$4,704.40

3384	Rinke Noonan Attorneys	monthly retainer, CD #54 Imp, easement	\$1,418.00
3385	Widseth Smith Nolting & Assc	GIS consultation	\$72.50
3386	Yellow Medicine County Treasurer	2018 property taxes	\$5,221.18
3387	Valley Office Products Inc	envelopes	\$43.00
3388	Lac qui Parle County Auditor	3-line phone & Aug-Dec phone	\$2,581.05
3389	Trudy Hastad	MAWD summer tour lodging, mlg, meal & website renewal	\$751.92
3390	Jared Roiland	Summer Tour lodging, mileage, meals	\$467.47
3391	Mitchell Enderson	mileage, lodging, meals	\$465.25
3392	Minnesota Counties Insurance Trust	automobile insurance adjustment	\$106.00
3393	Lac qui Parle County Auditor/Treasurer	June postage	\$59.54
3394	LQP-YB Liability Acct	Federal withholding	\$4,524.08
3395	Minnesota Revenue	quarterly State withholding	\$1,743.00
3396	Lac qui Parle County Auditor/Treasurer	Health Insurance	\$4,668.00
3397	Darrel Ellefson	per diem, mileage, expense	\$849.96
3398	Darrel Ellefson	County ditch work, mileage	\$2,109.97
3399	David Craigmile	per diem, mileage	\$96.51
3400	David Ludvigson	per diem, mileage	\$71.99
3401	John Cornell	per diem, mileage	\$555.54
3402	Joe Ferguson	per diem, mileage	\$830.27
3403	MN Revenue	June sales & use tax	<u>\$752.00</u>
		TOTAL	\$37,676.79

DITCH ACCT:

1357	Larson Tiling Inc.	WS 88-1 Providence 4 repair	\$471.45
1358	Wollschlager Excavating	WS #92 Hantho, 32	<u>\$4631.50</u>
		TOTAL	\$5,102.95

M/S/P to approve the warrants.

Motion: David Craigmile Secoded: David Ludvigson Passed: 5-0

Secretary's Report:

Hastad presented meeting minutes #5809 for approval.

M/S/P to approve meeting minutes #580

Motion: John Cornell Secoded: Joe Ferguson Passed: 5-0

Administrator Report/Old & New Business:

- Reported on Summer Tour. Discussed sending letter to MAWD in conjunction with Heron Lake Watershed regarding Barge Tour speakers. The Board voted against sending a letter from our Watershed District.
- Discussed Randy Brown's fencing concern on Lazarus between the Watershed & Fales property. I contacted the fence guy, Marshall Flomm, and he will be out after July 4th to do the fencing. No further action was taken.
- Audit progress report.
- Reported on monthly ditch work.
- Reported on canoe trip.
- Thank-you letter from the Stephen Torvik family.
- July Minnesota Viewers Association meet will be July 19, 2018 @ 10:00 a.m. Morton, MN.

PERMITS - The following permit applications were applied for

12235	Jacob Boehnke	Perry, 32	main line	07/05/18 DL
12236	Hugh Bergeland	Hamlin, 8	seepage, main tile	07/05/18 DL
12237	Thomas Brigs	Wergeland, 7	seepage lines	07/05/18 JF
12238	Thomas Briggs	Norman, 12	seepage lines	07/05/18 JF
12239	Greg Brown	Baxter 25, 26	Repair 8" tile line	07/05/18 DC
12240	Dennis Browning	Hendricks, 8	main tile	07/05/18 JC
12241 Renew #11465	Larry Clark	Arena, 29'	main tile	07/05/18 DE
12242	Brian Croatt	Arena, 13	seepage lines	07/05/18 DL
12243	Dave Driessen	Fortier, 25	seepage, main tile	07/05/18 JF
12244	Ron Enger	Garfield, 22	non-perf main tile	07/05/18 DL
12245	Ken Franzky	Perry, 15	seepage, main tile	07/05/18 DE

12246	Jeff Hanson	Freeland, 3	seepage, main tile	07/05/18 DL
12247	Dave Hentges	Norman, 6	repair drain tile	07/05/18 JF
12248	Wayne Heinrich	Perry, 31	seepage, main tile, pump	07/05/18 DE
12249	Jerry Heinrich	Madison, 6	seepage, main tile	07/05/18 DL
12250	Jerry Heinrich	Lake Shore S, 31	seepage, main tile	07/05/18 DE
12251	Steve Haas	Hamlin, 10	seepage lines	07/05/18 DE
12252	Hegland Farms	Hantho 6 & 31	seepage, main tile	07/05/18 DE
12253 Renew #11884	Dan Jibben	Arena, 18	seepage, main tile	07/05/18 DE
12254 Renew #11885	Dan Jibben	Arena, 14	seepage, main tile	07/05/18 DE
12255	Tom Ludvigson	Perry, 32	main tile	07/05/18 DE
12256	Tom Ludvigson	Garfield, 14	clean ditch	07/05/18 DE
12257	Josh Ludvigson	Perry, 21	seepage, main tile	07/05/18 DE
12258	Jason Lund	Lake Shore S, 1	seepage lines	07/05/18 DE
12259	Jason Lund	Lake Shore, 20	seepage lines	07/05/18 DE
12260	Bonieta Miller Trust	Maxwell, 14	seepage lines	07/05/18 DC
12261	Doug Mangel	Perry, 21	seepage lines	07/05/18 DE
12262	Dwight Mork	Lake Shore S, 30	seepage lines	07/05/18 DE
12263	Gary Nelson	Providence, 8	seepage lines	07/05/18 DE
12264	Dane Prestholdt	Cerro Gordo, 27	seepage, pump	07/05/18 DE
12265 Renew #11748	Jeff Rheingans	Lake Shore N, 34	seepage lines	07/05/18 DE
12266	Glenn Radermacher	Walter, 14, 15	seepage lines	07/05/18 DE
12267	Glenn Radermacher	Walter, 13	seepage, main tile	07/05/18 DE
12268	Clark Rogness	Hendricks, 3	main tile	07/05/18 JC
12269 Renew #10343	Ryan Smith	Hamlin, 8	seepage lines	07/05/18 DL
12270	Charles Stueckrath	Agassiz, 17	clean ditch	07/05/18 DE
12271 Renew #11854	Brett Stratmoen	TML, 10	seepage lines	07/05/18 DC
12272 Renew #11857	Brett Stratmoen	Providence, 28	seepage lines, intake	07/05/18 DC
12273 Renew #11858	Brett Stratmoen	TML, 3	repair 3 intakes	07/05/18 DC
12274 Renew #11672	Joel Schutte	Maxwell, 23	seepage line, clean ditch	07/05/18 DC
12275	Joel Schutte	Maxwell, 23	clean ditch	07/05/18 DC
12276	Andy Strei	Yellow Bank, 8	Seepage, main tile	07/05/18 DE
12277	Andy Strei	Yellow Bank, 16	seepage, pump, holding tank	07/05/18 DE
12278	Don Streich	Mehurin, 26	seepage, main tile	07/05/18 DE
12279	Jim Vaala	Cerro Gordo, 18	seepage lines	07/05/18 DE
12280 Renew #11652	Randy Wittnebel	Perry, 34	seepage lines	07/05/18 DE
12281 Renew #11654	Randy Wittnebel	Perry, 29	seepage, main tile	07/05/18 DE
12282	Warren Wollschlager	Lake Shore S, 36	seepage lines, repair inlet	07/05/18 DL
12283	Steve Schmidt	Augusta, 16	repair seepage lines	07/05/18 DL
12284	Randy Wittnebel	Perry, 32	seepage, clean ditch	07/05/18 DE

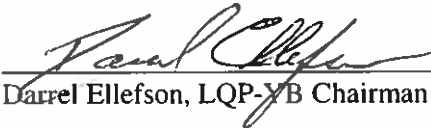
Permits Denied: none

M/S/P to approve watershed permits:

Motion: David Craigmile, **Seconded:** Joe Ferguson **Passed:** 5-0

Adjournment:

The meeting adjourned at 6:05 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 August 7, 2018 at 4:30 p.m. at the Lac qui Parle County Courthouse, Commissioners' Room.



*Lac qui Parle - Yellow
Bank Watershed District*
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July 5, 2018

**Lac qui Parle – Yellow Bank SSTS Loan Program
Lac qui Parle County Certified Septic System Installers & Loan Program Project Applicants**

Subsequent to auditing requests, the Lac qui Parle – Yellow Bank Watershed District will be adhering to the following updated requirements of the SSTS Loan Program Project. Please review the updates and adjust accordingly. These requirements are effective **immediately**.

- Applications for the Loan Program must include a detailed estimate from a state certified installer. The application must be turned into the Watershed office by the applicant with the estimate. Estimates must include a breakdown of expected costs from installers. A simple number on the application is insufficient and may result in denial of the application.
- Expenses to be paid for by loan dollars must be a requirement necessary for the newly installed system to operate. Typical expenses include, but are not necessarily limited to: Parts of the system (includes pipe to get to the house; plumbing work needed inside the house is not included), labor to construct/install the system, and electrical work required for a system's pump to operate. The Lac qui Parle – Yellow Bank Watershed District reserves the right to approve or deny any expenses eligible for payment via loan dollars.
- Invoices following installation of a new system must be turned into the Watershed office by the applicant. Any finance charges or late fees resulting from a delay in submitting the invoice are the responsibility of the **applicant** and cannot be paid by the loan. Payment should be made to the applicant within 30 days. It is then the responsibility of the applicant to make payment to the contractor. Any finance charges resulting from a delay in the applicant forwarding payment to the contractor are the responsibility of the applicant.
- Existing requirements still apply. For the applicant, property taxes must be current and the property must be assessed equal to or greater than \$10,000.00 by the county assessor. The loan must also be used for an existing failing system in need of an upgrade or replacement and cannot be used for new systems. The upgraded system must be maintained as instructed throughout the repayment period of the loan. Failure to complete construction within six months of approval requires reapplication for the loan.

