

**LAC QUI PARLE-YELLOW BANK WATERSHED DISTRICT
EMERGENCY MEETING #601.2
MARCH 27, 2020**

The Emergency meeting of the Lac qui Parle-Yellow Bank Watershed District was called to order by Chairman Darrel Ellefson at 10:00 a.m. via telephone conference on Friday, March 27, 2020. **Managers attending via teleconference were:** Chairman Darrel Ellefson, Vice-Chairman John Cornell, Treasurer David Ludvigson, Secretary David Craigmile. **Managers absent:** Publicity Manager Michael Frank. **Staff Present:** Administrator Hastad, Coordinator Mitch Enderson, & Drainage Inspector Jared Roiland joined via teleconference.

Chairman Darrel Ellefson noted that a quorum of the Board of managers were present via telephone, and verified that each manager could hear one another. Manager Ellefson noted the emergency meeting was held via telephone due to the Governors announcement on March 26, 2020 to close everything but essential services due to COVID-19.

Administrator Hastad explained that LQP County recommended that all offices work from home, except essential services. The Watershed was capable of working from home, but needed direction from the Watershed Board of managers. Discussion followed.

M/S/P to have Watershed Employees work from home for the following two weeks or longer as deemed necessary by the Governor and/or recommendations from Lac qui Parle County.

Motion: David Craigmile **Seconded:** David Ludvigson

Chairman Ellefson called for vote: Manager Craigmile – Yea; Manager Ludvigson – Yea; Manager Cornell – Yea, Manager Ellefson – Yea. **Passed:** 4-0

Discussion followed on how to handle office procedures from home. Hastad will have the post office hold mail and will pick up twice a week and deliver to Mitch & Jared as necessary. Permits can be emailed to Hastad or mailed to the Watershed office. Hastad & Enderson will work on getting permits completed. Drainage permits will be handled through Roiland and Hastad via e-mail, & mail. Roiland can keep drainage DB up to date and staff are able to print Ditch maps from that. Enderson will continue to work with grants and WCA. Staff will have access to their computers and server so hopefully can complete most work from home. Staff can access their phone messages from home and will check them multiple times a day. Hastad will mail meeting packets to the managers no later than Thursday, April 2, 2020. Managers will need to mail back signed permits. Discussed using “zoom” for the Watershed meeting scheduled for Tuesday, April 7, 2020. Craigmile and Hastad will work on getting this set up. Hastad will do bills and payroll as usual.


Enderson discussed a WCA permit and discussed a 60 day extension. Manager Ellefson & Enderson will view the site and report back to the Board.

M/S/P to adjourn the meeting at 2:05 p.m.

Motion: David Ludvigson Seconded: David Craigmile


Chairman Ellefson called for vote:

Ludvigson – Yea; Craigmile – Yea; Cornell – Yeah, Ellefson – Yeah. Passed: 4-0



Darrel Ellefson, LQP-YB Chairman

ATTEST:



David Craigmile, LQP-YB Secretary

Minutes prepared by Hastad.