

Lac qui Parle-Yellow Bank Watershed District

Meeting Minutes #618

August 3, 2021

Call to Order

The meeting was held in the Lac qui Parle Commissioners' Room in the Courthouse, 600 W 6th St, 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. Roll call was taken. **Managers Present:** Chairman Darrel Ellefson, Secretary David Craigmile, Publicity Manager Michael Frank (joined at 4:45 p.m.), Vice-Chairman John Cornell, and Treasurer David Ludvigson. **Managers absent:** none. **Staff present:** Administrator Trudy Hastad, Coordinator Mitch Enderson, Drainage Manager Jared Roiland, and Park Manager Ron Fjerkenstad. **Others present:** Jerome Kallhoff and joining via zoom LQP Commissioner Stacey Tufto.

Approval of the Agenda

Chairman Ellefson asked for additions to the agenda. Administrator Hastad asked to add shop rental & two bills to the agenda. David Craigmile motioned to approve the amended agenda, seconded by David Ludvigson. Upon roll call vote, the motion passed 4-0.

Staff Reports:

DRAINAGE INSPECTOR REPORT: Jared Roiland reported on monthly activities.

- Trudy and I met with the drainage committee to discuss the 2022 ditch assessments.
- Rhyann from SWCD and I met to discuss our buffer presentation for BWSR Academy this fall.
- Jared reported on condition of the buffers on the ditches he had sprayed for trees.
- Discussed ditch spraying and chemicals purchased to treat woody plants, leafy spurge, & bull thistle.
- A Corrective Action Notice was sent to a landowner on WS Ditch #11. They have 11 months to come into compliance.
- Darrel suggested I review the East/West twin lakes file to learn the history of what happened which could maybe help in the future.
- Requested an estimate for replacement for Br 8 of CD #54 as the line is not functioning and is not part of the CD #54 improvement project.
- We have a meeting set up next week to meet with DNR, landowners, & contractor for the cleanout of the CD #79 outlet which is in a public watercourse and requires a DNR permit.
- I picked up the Watershed chainsaws that have been stored at the Demo Landfill and brought to the shop. I have one of the chainsaws working which will help when ditch spraying. There were six chainsaws total. Discussion followed with no action being taken.
- Manager Craigmile discussed the possible need for an air compressor at the shop. No action was taken.

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

- There have been a lot of family reunions held at the park with campsites full most weekends.
- The Canby Fireman are going to hold a Whopper Feed on August 21, 2021 from 5:00 -7:00 p.m. with the donations being donated to the park playground fund. Ron will ignore park passes during the event and the Watershed will advertise in the paper.
- Administrator Hastad reported on the current status of the park playground donations.

COORDINATOR REPORT: Mitch Enderson reported on monthly activities.

- The scope of services contract for consultant work for the 1W1P with Houston Engineering was reviewed by the steering committee with a couple of changes made from the original draft proposal, which was over the grant budget. One was to reduce the number of meetings while adding a contingency that the meetings can be added as needed at the discretion of the partnership. The other change was to not contract an update to PTMapApp

modeling for the watershed since that service is not allowed under the grant. Discussion followed. The Contract would be from September 1, 2021 thru February 2023.

Manager David Craigmile motioned to approve the contract for consultant work for the One Watershed One Plan with Houston Engineering, Inc., seconded by Manager Michael Frank. Roll call vote was taken, motion passed 5-0.

- The Del Clark/Canby Creek grant project is completed and on July 21st we met with BWSR, Area II, & YM SWCD to view the completed projects and discuss the remainder of the grant. There is a small amount of touch up work around project 3 where some erosion occurred around the riser. This will be addressed by the contractor. I will be submitting an amendment request to rearrange the remaining funds. We should have approximately \$60,000 remaining for upstream project construction. I am working with YM SWCD to find projects and develop agreements with landowners. We have two projects in mind. One is a repair of an Area II dam that flows into Canby Creek and the other is a storage project on a tributary into Del Clark Lake.
- I would like permission to pay the engineering bill to Bolton & Menk for the Canby Creek Project for approximately \$16,739 out of grant dollars once approved by Area II. Discussion followed:

Manager David Ludvigson motioned to approve payment for engineering on the Canby Creek Project once bill is received and approved by Area II, seconded by Manager David Craigmile. Upon roll call vote, motion passed 5-0.

- Nine applications have been submitted for the SSTS loan with four systems being paid for. The semi-annual report has been submitted.
- Our new Drainage DB interface is now up and running. We have access now to make edits to it without going through Houston.
- The Florida Creek partners did a call on July 8th for updates. We will not have to perform an EAW which will save a tremendous amount of time and money. USFWS has agreed to the project through properties they own. Our resolution is ready once a couple more hurdles are cleared. Some initial engineering is beginning with the money received from DNR fisheries.
- Will be meeting with DNR, landowners, & contractor on the cleanout proposal of CD #79.

WCA: Mitch Enderson reported on monthly activities.

- I was in contact with a landowner on a violation site. He told me he took the necessary steps to comply with restoration order. I told him we would still need to come out after harvest to confirm.
- Attended WCA training on the 28th. The training was good. There was a lot of discussion about public and private ditch maintenance where the ditches go through wetlands that is relevant for me. Questions I had about Ag impact replacement applications were also answered.

OTHERS: Jerome Kallhoff was just observing the meeting.

TREASURER'S REPORT: The Treasurers report was read by Administrator Hastad.

Manager Michael Frank motioned to accept the Treasurers' report as read, seconded by Manager John Cornell. Upon roll call vote, the motion passed 5-0.

The following warrants were presented for approval:

	Number	Vendor	Details	07/07/2021 to 08/03/2021
<u>General Klein Account:</u>				
6176	A & C Excavating	partial pay request #1	Canby Creek Grant	\$196,438.25
6178	D Heggstad & T Irons/Monnens	SSTS Loan		\$18,100.00
6179	D Heggstad & T Irons/ Greg Thole	SSTS Loan – electric		\$1,884.70
6180	Area II	Canby Creek grant engineering	July 2019-Aug 2021	<u>\$16,738.55</u>
		TOTAL		\$233,161.50

PARK EXPENSE:

1378	LQP County Environmental	2020 & 2021 park cell phone	\$640.70
1379	Aquacide Company	2 – 10lb bags aqua clear pellets	\$233.06
1380	D & K RV Sales	30 amp cord end	\$25.64
1381	Kockelman Construction	concrete sand	\$840.21
1382	Frontier Communications	phone, fax, internet	\$295.08
1383	Runnings Supply	lawn fertilizer, power degreaser	\$105.84
1384	Canby Builders Supply	6 mil clear plastic & lumber	\$269.71
1385	Ag Plus Cooperative	gas	\$173.65
1386	Canby Print Shop	500 daily permits/envelopes & 250 park permits	\$606.11
1387	Doug's Service & Marine	oil filters	\$30.05
1388	Olson Sanitation	July trash	\$878.67
1389	C.A.S. Plumbing & Heating	toilet seat	\$36.89
1390	Lincoln Pipestone Rural Water	July water usage	\$470.32
1391	Sturdevant's Auto Parts	parts	\$42.29
1392	Canby True Value	July supplies/ toilet paper, towels	\$318.69
	LQP-YB General checking	July payroll	<u>\$5,857.64</u>
		TOTAL	\$10,824.55

UPB GENERAL ACCT:

4085	BWSR	WCA training registration	\$40.00
4086	US Geological Survey	streamgaging maintenance & operation	\$3,230.00
4087	Fieldcrest Fertilizer	10 gallons grazon P& D	\$387.12
4088	Rinke Noonan Attorney @ Law	monthly retainer	\$200.00
4089	Valley Office Products, Inc.	envelopes	\$50.06
4090	Houston Engineering, Inc.	CD #42 Imp & Br 3 CD #4 Imp	\$7,176.00
4091	City of Madison	July utilities for shop	\$110.07
4092	LQP-YB Liability Acct	Federal withholding	\$4,909.92
4093	LQP County Auditor/Treasurer	Health Insurance	\$4,679.00
21104-21106	semi-monthly payroll	July 16-31 payroll	\$5,108.52
21107-21111	monthly payroll	July park payroll	\$5,857.64
4094	CliftonLarsonAllen	billing #2 for 2020 audit	\$2,625.00
4095	Ziegler, Inc.	chainsaw oil	\$13.11
4096	LQP County Auditor/Treasurer	July postage	\$39.69
4097	Minnesota Revenue	July sales & use tax	\$982.00
4098	VOID	VOID	\$-0-
4099	LQP-YB Liability	monthly & semi-monthly payroll	\$1,642.11
4100	LQP Coop Oil Company	gas & gas can	<u>\$103.53</u>
		TOTAL	\$37,153.77

DITCH ACCT:

None	\$-0-
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Manager David Craigmile motioned to approve the warrants as presented, seconded by Manager John Cornell. Upon roll call vote, motion passed 5-0.

Secretary's Report: Trudy Hastad reviewed Secretary report # 617 as mailed.

Manager David Craigmile motioned to approve meeting minutes #617 as mailed, seconded by Manager Michael Frank. Upon roll call vote, motion passed 5-0.

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

- We have had inquiries to rent the shop building we are not using. Discussed uses for the extra building. Hastad will check out going rates per square foot and will report back to the board.
- Discussed on-going issues with the County Ditch #42 & County Ditch #54 Improvement projects.
- Reported on the status of the 2020 audit.
- Hastad reviewed the 2022 proposed budget. Reviewed the current 2021 half year budget status and 2020 year end final budget numbers. She reviewed statute and reminded the \$250,000 limit. Discussion followed.

Manager David Craigmile motioned to set the proposed 2022 budget at \$250,000 with an additional \$40,000 for project cost for a total of \$290,000 and set the budget hearing for Tuesday, September 7, 2021 at @5:30 p.m., seconded by Manager Michael Frank. Upon vote, roll call vote was taken and motion passed 5-0.

- A landowner was in the office to inquire if the Board had looked at the ring dike in Augusta Township, sections 2 and 3 that was discussed at a meeting earlier this summer. Discussion followed with Manager Craigmile suggesting we facilitate a meeting between the landowners, as this relates back to landowner disagreements.
- Manager Michael Frank discussed the weed issue in Del Clark Lake. Discussion followed. Hastad will follow up with the park manager.

PERMITS- The following permit applications were applied for:


13449	Hugh Bergland	Baxter, 7	seepage, main with intakes	8/3/21 DE
13450	Mark Bergland	Cerro Gordo, 31	seepage, main with pumps	8/3/21 DE
13451	Mark Bergland	Cerro Gordo, 34	seepage & main tile	8/3/21 DE
13452	Mark Bergland	Lac qui Parle, 7-18	seepage lines	8/3/21 DE
13453	Mark Bergland	Cerro Gordo, 34	seepage lines	8/3/21 DE
13454	Brian Croatt	Arena, 13	seepage lines	8/3/21 DL
13455	Mike Croatt	Madison, 18	main tile	8/3/21 DE
13456	Mark Chase	Yellow Bank, 15	seepage, main tiles, intakes	8/3/21 DE
13457	Steve Eidem	Augusta, 29	seepage, main tile, intakes	8/3/21 DL
13458 Renewal #12460	Chester Grube	Mehurin, 32	cleaning ditch	8/3/21 DE
13459	Hersom Farms, Inc	Riverside, 20	installing culvert	8/3/21 DE
13460	Steve Jensen	Agassiz, 22	seepage, main tile, intakes	8/3/21 DE
13461	Jeff Jessen	Augusta, 11-14	seepage, main tile, intakes	8/3/21 DE
13462	Cameron Jurgenson	Riverside, 32	seepage, main tile	8/3/21 DE
13463	Kleva Limited Partnership	Baxter, 5-6	seepage, main tile	8/3/21 DC
13464	Kleva Limited Partnership	Lac qui Parle, 18-19-20	seepage, main tile	8/3/21 DC
13465	Ryan Ludvigson	Garfield, 11	seepage, main tile	8/3/21 DL
13466	Adam Lund	Providence, 23	cleaning ditch	8/3/21 DC
13467	Gary Lee	Baxter, 9	seepage & main tile	8/3/21 DE
13468	Gary Nelson	Providence, 8	seepage, main tile	8/3/21 DC
13469	Gary Strand	Baxter, 35	seepage, main tile, intakes	8/3/21 DC
13470	Gary Strand	Perry, 29	cleaning ditch	8/3/21 DE
13471	MN DOT	Hansonville, 31-32	replacing culvert	8/3/21 JC

Permits Denied: None

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

Meeting adjourned at 6:20 p.m.


Darrel 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, August 3, 2021 at 4:30 p.m.

