

Lac qui Parle-Yellow Bank Watershed District
Regular Meeting Minutes #602
April 7, 2020

Board President Darrel Ellefson and Administrator Trudy Hastad have determined that an in-person meeting is not practical or prudent because of the COVID-19 health pandemic.

Pursuant to Minnesota Statute 13D.021, this meeting was held by telephone and electronic means, and;

- All members of the body participating in the meeting, wherever their physical location, can hear one another and can hear all discussion and testimony;
- Members of the public present at the regular meeting location of the body can hear all discussion and testimony and all votes of the members of the body, unless attendance at the regular meeting location is not feasible due to the health pandemic or emergency declaration
- At least one member of the body, chief legal counsel, or chief administrative office is physically present at the regular meeting location, unless unfeasible due to the health pandemic or emergency declaration; and
- All votes are conducted by roll call, so each member's vote on each issue can be identified and recorded.

Pursuant to Minnesota Statute 13D.021 Pursuant to 13D.021 Subd. 3, any person may monitor the meeting electronically from a remote location, at their own cost.

ZOOM MEETING

Dial-In Info: 1-312-626-6799
Meeting ID: 936 235 543
Password: 808361

Call to Order

The meeting participants joined the "ZOOM" electronic meeting at 4:30 p.m. It took a few minutes to get everyone connected. The meeting was officially called to order by Chairman, Darrel Ellefson at 4:50 p.m. via a "ZOOM" electronic meeting. Roll call was taken. **Managers present:** Chairman Darrel Ellefson, Vice-Chairman John Cornell, Secretary David Craigmile, Treasurer David Ludvigson, & Publicity Manager Michael Frank. **Managers absent:** none **Staff present:** Administrator Trudy Hastad, Coordinator Mitch Enderson, Drainage Manager Jared Roiland, and Park Manager Ron Fjerkenstad. **Others present:** Yellow Bank Township Jim Barthel, and Anthony Rodas.

Approval of the Agenda

Chairman Ellefson asked for additions to the agenda. There were none. **M/S/P** to approve the agenda:

Motion: David Craigmile **Seconded:** Michael Frank **Passed:** 5-0

Chairman Ellefson asked for the yearly reorganization of the Watershed Board. Discussion followed.

M/S/P to keep the officers the same as 2019, with Darrel Ellefson as Chairman, John Cornell as Vice-Chairman, Treasurer David Ludvigson, Secretary David Craigmile, & Publicity Michael Frank.

Chairman Ellefson asked for other nominations, there were none, Chairman Ellefson asked for a 2nd time for other nominations, there were none, Chairman Ellefson asked for final time for other nominations, there were none.

Motion: David Craigmile **Seconded:** David Ludvigson After call for vote, motion **Passed:** 5-0

Staff Reports:

PARK: Park manager, Ron Fjerkenstad gave his monthly report.

- Ron reviewed a second quote received from Doug's Marine for \$5,188.24 for a TORO mower. This is cheaper than the Coop bid and felt we should go with this mower, but possibly not a good time to buy a mower with the COVID-19 pandemic. Discussion followed.

M/S/P to accept the low bid from Doug's Marine for a TORO ZMaster Easyride model with 57" deck. Chairman Ellefson asked for discussion. There being none, he called for vote;

Motion: David Ludvigson **Second:** David Craigmile **Passed:** 5-0

- Due to the COVID-19 pandemic, Ron discussed whether they should open the park on May 1, 2020. The Governor has issued a stay-at-home order until May 4, 2020. Discussion followed. Ron felt the crew could begin work of pruning, lawn mowing, shingling by following safe distancing, and re-evaluate opening of the park at the June meeting based on Governor recommendations.

M/S/P to not open the park on May 1, 2020 due to the COVID-19 pandemic and Governor Waltz stay-at-home order in effect until May 4, 2020 and re-evaluate at the June meeting.

Motion: David Craigmile **Second:** John Cornell **Passed:** 5-0

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

- Darrel & I met with the contractor and landowner on a JD4 tile line repair.
- Attended the WRAPS meeting on March 13, 2020.
- Sent out the Buffer Law Corrective Action Notices to 10 landowners with 15 parcels non-compliant for the ditch buffer.
- Worked with a landowner and her neighbor on a private ditch cleanout.
- Continue to review the pesticide applicator study guides needed to take the tests.
- Continue updating Drainage DB.
- We worked with the County IT person to get us up and running from home. It has been a bit of an adjustment, but going ok.
- We are working with another new FEMA representative with our application for ditch bank repairs from the 2019 flood.

COORDINATOR: Coordinator Mitch Enderson reported on monthly activities.

- Reapplied for the conservation grant program and got accepted for another year of license for \$400 for ESRI/ArcMap.
- We plan to be finished with the centerlines for the Drainage Records Modernization grant this week and will work with Houston Engineering to finish data uploading and the drainage area layer.
- We met with Houston Engineering and the local partners on March 13th to hear the overview of the draft WRAPS documents prepared by Houston Engineering. Questions and comments were addressed and taken. County Commissioners and SWCD board members were invited to attend and be updated. Drafts should soon be available for public comment.
- Completed a change order in the work plan for WRAPS as we won't be able to hold the bus tour due to the COVID-19 pandemic. We edited the work plan to allow for a virtual tour of some sort, potentially in the form of a story map.
- We have had two landowners contact us regarding the SSTS work plan and another landowner inquired with some potential emergency replacement work being done soon.
- We are waiting for approval from the CORPS regarding the Del Clark/Canby Creek grant.
- DNR staff may come out in July/August to do some additional surveying work for the Florida Creek restoration. A simple application was submitted this year with the purpose of getting on the scoring team's radar.
- We have received the resolutions from our partners within the LQP-YB Watershed boundary for the 1W1P boundary change (agreeing to keep the Yellow Bank portion within the LQP-YB Watershed boundary). We still need the resolutions from the Upper Minnesota partners.
- The RFP for the planning grant for 1W1P has been released and discussion has already begun on what is needed and what will have to be addressed, as well as defining roles. June 12 is the deadline for application.

WCA – Coordinator Mitch Enderson:

- I have been working with a landowner on replacement for draining wetlands. I met with the landowner and have had numerous conversations with his consultant. After a second certified wetland determination from NRCS was completed the remaining FWs will be mitigated and everything else qualifies for a WCA exemption.

- Received notice from Kane Radel about a likely Ag wetland bank site coming in LQP County. The site would be administered and cared for by BWSR through the road replacement program and could generate around 27 credits for the program.
- Discussed a bridge replacement application that needs a 60 day extension so it can be viewed for WCA on site. Due to the COVID-19 pandemic they had not been able to meet on site. Discussion followed.

M/S/P to approve a 60 day extension for the Lac qui Parle County Highway application from Widseth Smith Nolting for bridge replacement in order to view the site.

Motion: David Craigmile **Seconded:** David Ludvigson **Passed:** 5-0

OTHERS: Jim Barthel, representing Yellow Bank Township and Anthony Rodas, concerned landowner joined the conversation regarding the WCA application of Yellow Bank Township request to put in an equalizer culvert in section 28/29, Yellow Bank Township. Mitch Enderson said the Board would need to make a decision on the WCA application or approve a 60day extension. There is a wetland on the one side of the road. The LGU needs to decide if the culvert will drain the wetland beyond normal conditions. Mitch and Rhyan with SWCD took survey elevations at the bottom of the ditch and the road. They suggested if an equalizer culvert is allowed it must be set six inches above the Township road to preserve the wetland. Discussion followed. Darrel and Mitch had also viewed the site. Darrel's concern was that the culvert had to be placed so that it wouldn't affect the wetland. Jim Barthel and Anthony Rodas addressed their concerns. Discussion followed. The managers asked if the TEP had met and made a recommendation. Mitch said they had not. The managers felt the TEP should review the site and make a recommendation to the Board.

M/S/P to approve a 60day extension for the Yellow Bank application for WCA and have the TEP review and give a recommendation to the Board.

Motion: David Craigmile **Seconded:** David Ludvigson **Passed:** 5-0

Treasurers Report: Manager Ludvigson read the Treasurer's report.

M/S/P to approve the Treasurers report.

Motion by: John Cornell **Seconded by:** Michael Frank **Passed:** 5-0

M/S/P to transfer \$10,000 from the Canby Deposit account to the Park Expense Account. Hastad asked to have the motion amended to \$15,000 to pay for the lawn mower. Motion was amended to \$15,000.

Motion and amended motion: David Ludvigson **Seconded:** John Cornell **Passed:** 5-0

The following warrants were presented for approval:

Number Vendor Details 03/05/2020 to 04/07/2020

General Klein Account:

| | | | |
|------|----------------------|---------------------------------|-----------------|
| 6133 | Mitchell Enderson | WRAPS 3-12-20 meeting supplies | \$37.01 |
| 6134 | Yellow Medicine SWCD | WRAPS 3-12-20 meeting & mileage | <u>\$359.56</u> |
| | | TOTAL | \$396.57 |

UPB Park Expense Account:

| | | | |
|------|-----------------------------------|---|-------------------|
| 1194 | VOID | VOID | \$-0- |
| 1195 | VOID | VOID | \$-0- |
| 1196 | VOID | VOID | \$-0- |
| 1197 | C.A.S. Plumbing & Heating | quarterly softner rent | \$43.28 |
| 1198 | Lincoln Pipestone Rural Water | March water | \$36.08 |
| 1199 | Frontier Communications | park phone, fax, internet | \$291.00 |
| 1200 | Olson Sanitation | March trash | \$15.21 |
| 1201 | Ag Plus Cooperative | gas- E85 | \$62.18 |
| 1202 | Lyon-Lincoln Electric Cooperative | March park electricity | \$743.50 |
| 1203 | Canby True Value | paper towels, toilet paper, lock, battery | <u>\$107.77</u> |
| | | TOTAL | \$1,299.02 |

UPB GENERAL ACCT:

| | | | |
|-------------|----------------------|----------------------------|------------|
| 20032-20034 | semi-monthly payroll | March 1-15 payroll | \$4,921.07 |
| 20035 | Darrel Ellefson | per diem, mileage, expense | \$298.81 |
| 20036 | David Ludvigson | per diem, mileage, expense | \$121.19 |
| 20037 | Michael Frank | per diem, mileage, expense | \$138.44 |

| | | | |
|-------------|------------------------------|---|-------------------|
| 20038 | David Craigmile | per diem, mileage, expense | \$144.19 |
| 20039 | John Cornell | per diem, mileage, expense | \$222.03 |
| 3791 | LQP-YB Liability | PERA | \$952.20 |
| 20040-20042 | semi-monthly payroll | March 16-31 payroll | \$4,921.05 |
| 20043 | park payroll | March payroll | \$2,068.41 |
| 3792 | VOID | VOID | \$-0- |
| 3793 | LQP-YB Liability Account | monthly & semi-monthly PERA | \$1,341.20 |
| 3794 | Dawson Sentinel | 3 week ad CD #42 final hearing | \$668.73 |
| 3795 | Mitchell Enderson | WCA mileage reimbursement | \$57.51 |
| 3796 | Jared Roiland | Ditch mileage reimbursement | \$27.60 |
| 3797 | Trudy Hastad | Buffer notice postage/ copier reimb | \$310.68 |
| 3798 | I & S Engineering | CD #54 as built construction plans | \$11,137.72 |
| 3799 | Quill Corporation | legal pads | \$25.08 |
| 3800 | Nelson Oyen Torvik | pasture leases, yellow bank culvert, etc | \$6,361.50 |
| 3801 | Rinke Noonan Attorney's | 2 months retainer, WS#11, CD 42 | \$1,627.50 |
| 3802 | LQP-YB Liability Acct | Federal withholding | \$3,600.56 |
| 3803 | Void | Void | \$-0- |
| 3804 | LQP County Auditor/Treasurer | Health insurance | \$4,335.00 |
| 3805 | LQP County Auditor/Treasurer | March postage | \$39.70 |
| 3806 | LQP-YB Liability Account | 1 st quarter MN withholding | \$1,440.00 |
| 3807 | LQP-YB Liability Account | 4 th quarter MN withholding penalty & interest | \$76.01 |
| | | TOTALS: | \$44836.18 |

Debit Card

| | | | |
|---------------------------|--|---------------|---------------|
| | | TOTAL: | \$-0- |
| <u>DITCH ACCT:</u> | | TOTAL | \$0.00 |
| None | | | |

M/S/P to approve the warrants.

Motion: John Cornell

Secoded: Michael Frank

Passed: 5-0

Secretary's Report:

Manager Craigmile reviewed meeting minutes #601 as mailed.

M/S/P to approve meeting minutes #601.

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

M/S/P to approve emergency meeting #601.1 as mailed.

Motion: David Ludvigson Secoded: John Cornell Passed: 5-0

M/S/P to approve emergency meeting #601.2 as mailed.

Motion: John Cornell Secoded: David Craigmile Passed: 5-0

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

- COVID-19 pandemic updates and reported how it is going for staff working from home and how public is responding. Discussed how to move forward in the future.
- Discussed how to proceed with final hearing for the Improvement of County Ditch #42. Hastad will contact Attorney Kolb for advice.
- Updated the Board on the status of the pasture leases.
- Reported papers were served to the landowner who had not paid 2019 pasture lease. Discussion followed.
- Discussed area's to be fenced on R-6 and Lazarus Creek, Sogn Valley Fence will be out next week to fence. Manager's Ellefson & Cornell will meet with him on site.

PERMITS - The following permit applications were applied for

| | | | |
|--------------------|---------------------------|---|-------------|
| 12987 | Adelman Dairy Farms, Inc. | Yellow Bank, 23-24 seepage lines | 04/07/20 DE |
| 12988 | Adelman Dairy Farms, Inc. | Yellow Bank, 36 seepage lines | 04/07/20 DE |
| 12989 | Lyle Breberg | Maxwell, 33 seepage lines | 04/07/20 DC |
| 12990 | Darin & Dan Brandenburger | August, 8 seepage, main tile | 04/07/20 DE |
| 12991 Renew #12321 | Greg Bothun | Providence, 33 seepage, main, pump, clean ditch | 04/07/20 DE |
| 12992 Renew #12582 | Cori Bothun | Riverside, 12 seepage lines | 04/07/20 DE |
| 12993 Renew #12584 | Cori Bothun | Providence, 28 seepage lines | 04/07/20 DE |

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|--------------------|---------------------------|--------------------------|----------------------------------|-------------|
| 12994 Renew #12581 | Cori Bothun | Hamlin, 11 | seepage lines | 04/07/20 DE |
| 12995 Renew #12621 | Cori Bothun | Riverside, 32 | seepage lines | 04/07/20 DE |
| 12996 | Greg Bothun | Providence, 27 | seepage lines | 04/07/20 DE |
| 12997 | Joe Bothun | Hamlin, 12 | seepage lines | 04/07/20 DE |
| 12998 | Joe Bothun | Riverside, 32 | seepage lines | 04/07/20 DE |
| 12999 | Greg Bothun | Providence, 33 | seepage, main tile, pump | 04/07/20 DE |
| 13000 | Greg Bothun | Riverside, 29 | seepage, main tile | 04/07/20 DC |
| 13001 | Brian Croatt | Arena, 14 | clean ditch | 04/07/20 DL |
| 13002 Renew #12529 | Bryan Clark | Arena, 29 | clean ditch | 04/07/20 DL |
| 13003 | Bryan Clark | Garfield, 5 | clean ditch | 04/07/20 DL |
| 13004 | Bryan Clark | Lake Shore, 32 | clean ditch | 04/07/20 DE |
| 13005 | Dennis Clark | Baxter, 2 | seepage lines | 04/07/20 DC |
| 13006 | Wayne Dahl | Cerro Gordo, 16 | seepage, main tile | 04/07/20 DE |
| 13007 | Stephen Enger | Garfield, 25 | seepage, main tile | 04/07/20 DL |
| 13008 | Eldon Haas | Manfred, 31 | seepage, main tile | 04/07/20 DL |
| 13009 | Eldon Haas | Manfred, 3 | seepage lines | 04/07/20 DL |
| 13010 | Eldon Haas | Manfred, 32 | seepage lines | 04/07/20 DL |
| 13011 | Eldon Haas | Mehurin, 35 | seepage, main tile | 04/07/20 DL |
| 13012 | Myron Halvorson | Arena, 29 | clean ditch | 04/07/20 DL |
| 13013 | Paul Kemen | Hamlin, 21 & 28 | seepage, main tile | 04/07/20 DL |
| 13014 | Paul Kemen | Hamlin, 29 | seepage lines | 04/07/20 DL |
| 13015 | Craig Kanstrup | Arena, 29 | cleanout waterway | 04/07/20 DL |
| 13016 | Mark Kopitzke | Ten Mile Lake, 1 | seepage, main tile | 04/07/20 DC |
| 13017 | Mark Kopitzke | Maxwell, 33 | seepage, main tile | 04/07/20 DC |
| 13018 | Mark Kopitzke | Maxwell, 34 | seepage, main tile | 04/07/20 DC |
| 13019 | Mike Kirchberg | Walter, 2 & Yellow Bank, | 35 clean ditch | 04/07/20 DE |
| 13020 | Lee Johnson | Baxter, 2 | seepage lines | 04/07/20 DC |
| 13021 | Brad Lundy | Maxwell, 24 | seepage lines | 04/07/20 DC |
| 13022 | Jon & Adam Lund Farms | Maxwell, 30 | seepage, main tile | 04/07/20 DE |
| 13023 | Gary Larson | Providence, 17 | seepage lines | 04/07/20 DE |
| 13024 | Barbara Larson Rev. Trust | Providence, 20 | seepage lines | 04/07/20 DE |
| 13025 | Paul Olson | Lac qui Parle, 25 | seepage, main tile | 04/07/20 DC |
| 13026 Renew #12560 | Paul Olson | Lac qui Parle, 25 | seepage, main tile | 04/07/20 DC |
| 13027 Renew #12504 | Paul Olson | Baxter, 2 | main tile | 04/07/20 DC |
| 13028 | Paul Olson | Lac qui Parle, 36 | seepage, main tile | 04/07/20 DC |
| 13029 | Tanner Radermacher | Walter, 11 | seepage, main tile, clean ditch | 04/07/20 DE |
| 13030 Renew #11929 | Tanner Radermacher | Walter, 1 | main tile | 04/07/20 DE |
| 13031 | Glenn Radermacher | Walter, 14-15 | seepage lines | 04/07/20 DE |
| 13032 | Glen Radermacher | Walter, 12 | seepage, main tile, clean ditch | 04/07/20 DE |
| 13033 | Rosie Steffen | Agassiz, 31 | seepage, main tile | 04/07/20 DE |
| 13034 | Kim Sundlee | Lac qui Parle, 36 | seepage, main tile | 04/07/20 DC |
| 13035 | Kim Sundlee | Camp Release, 17 | seepage, main tile | 04/07/20 DC |
| 13036 | Kim Sundlee | Baxter, 14 | seepage, main tile | 04/07/20 DC |
| 13037 | Delton Sorenson | Perry, 11 | clean ditch | 04/07/20 DE |
| 13038 | Mike Unzen | Walter, 25 | seepage, main tile | 04/07/20 DE |
| 13039 | Dale & Dean VonEschen | Yellow Bank N, 33 | cleanout waterway | 04/07/20 DE |
| 13040 | Dean VonEschen | Yellow Bank, 28 | cleanout waterway | 04/07/20 DE |
| 13041 | Dale & Dean VonEschen | Yellow Bank N, 33 | cleanout waterway | 04/07/20 DE |
| 13042 | Arvin Mueller | Yellow Bank, 5-28-33 | cleanout waterway | 04/07/20 DE |
| 13043 | Doug Adelman | Yellow Bank, 5 | seepage lines | 04/07/20 DE |
| 13044 | Kevin Doom | Norman, 18 | seepage, main, cleanout waterway | 04/07/20 MF |
| 13045 | Eric Dybsetter | OshKosh, 28 | seepage lines | 04/07/20 MF |
| 13046 | Jarett Pridal | Florida, 1 | seepage, main tile, clean ditch | 04/07/20 MF |
| 13047 | Prairie Lane Farms | Hammer, 6 | seepage lines | 04/07/20 MF |
| 13048 | David Vogt | Hammer, 13 | seepage lines | 04/07/20 MF |

Permits Denied: Edward Shelstad for site visit, & Adelman Dairy Farm for site visit

M/S/P to approve watershed permits except those denied:

Motion: John Cornell

Seconded: David Craigmile

Motion: 5-0

M/S/P to adjourn meeting at 6:50 p.m.

Motion: John Cornell


Seconded: David Craigmile

Passed: 5-0



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 [Tuesday, May 5, 2020 at 4:30 p.m.](#) at the Lac qui Parle County Courthouse, Commissioners' Room.