

Meeting #556

The regular meeting of the Lac qui Parle-Yellow Bank Watershed District Board of Managers was held on Tuesday, June 7, 2016 at the Lac qui Parle County Courthouse at 4:30 p.m. The meeting was called to order by Chairman Darrel Ellefson. Managers present were: David Ludvigson, David Craigmile, John Cornel, and Joe Ferguson. Others present were: Trudy Hastad.

Chairman Ellefson asked for additions to the agenda. Manager Craigmile motioned to approve the agenda as presented, seconded by Manager Cornell. Upon vote, all voted in favor.

PARK REPORT: Hastad reported that Ron wasn't able to attend the meeting due to some health issues. He called in to report that things were going well at the park and he would mail in the deposits and some bills. Hastad reviewed the Countryside Public Health inspection recently completed at the park. There were a few minor things that the park crew would take care of, otherwise the park was reported as well maintained. No further action was taken.

CWP REPORT: Hastad reviewed the Clean Water Partnership written report in Homan's absence. Homan fell at her home in May and tore her ACL and MCL in her left knee and had surgery on Friday, May 27. She spent the next week recovering. Homan & Hastad met with Tim Yerigan, YMC Deputy and Emergency Coordinator, along with Nicholas Johnson the City of Canby Administrator, to join forces with them for the Emergency Action Plan for R-1, R-4A, and R-6. They were very willing to work on this and implement into their own plans. YMC got the maps to incorporate into their GIS and are working on the names and addresses of those impacted in outlying areas. We are hoping to get something back from them in the near future. Homan has spent time working on the tile inventory for the Upper MN River Watershed WRAPS for the Yellow Bank watershed and area that flows to the MN River. We attended the LQP Commissioner meeting to request that the septic loan program be extended to the whole County which they approved. Homan attended the Yellow Medicine Watershed Terrain Analysis training workshop. It was good with all computers provided and lots of one on one training. There are three trainings in all this summer. Homan attended the civic Engagement event that was focused on WRAPS and 1 Watershed 1 Plan. Homan discussed approaching the Upper MN Watershed to get the Yellow Bank and the rest of LQP County into our 1 Watershed 1 Plan. This can be done through BWSR and should be considered before we get close to starting that plan.

Homan reported that sampling for the lakes started in May and she will be sampling river sites twice a month through summer. A Conservation Corp worker from Big Stone will be assisting her due to knee surgery. This is also the last year for the Tillage Transect Survey for the watershed which is part of WRAPS. The Yellow Bank Grant was adjusted because we had extra in-kind from septic loan program so were able to use Trudy's time, and more of Mary's time as part of grant expenses. After final report was reviewed by MPCA with changes made, they will be sending us an additional \$139.66 rather than us sending them any money back.

WCA REPORT: We received the full application for the Moen Wetland Bank and a Notice of Application was sent out. The TEP meeting had enough comments from BWSR Central Office that needed to be addressed so it is not ready for approval. Hopefully, it can be approved in July. A letter of correction/review was received from BWSR on the Schmidt permit. Hastad reviewed the correction letter with the Board. Some suggestions for minor changes on future permits was discussed. No further action was taken.

TREASURERS'S REPORT: Manager Ludvigson presented the Treasurer's report. Manager Ferguson motioned to approve the Treasurer's report, seconded by Manager Cornell. Upon vote, all voted in favor.

Manager Ludvigson reported on the audit exit meeting for the year ended December 31, 2015 held with the State Auditor office via phone this morning. There were two comments with one being the lack of segregation of duties, and the second being the calculation for the unearned revenue was not complete which lead to an audit adjustment finding. In oral statements it was noted we need a capitol assets policy and a fund balance policy, also we should have a back-up procedure policy in place for bank reconciliation review. Otherwise the audit went well. No further action was taken.

SECRETARY'S REPORT: Secretary's report #555 was presented for approval. Manager Craigmile motioned to approve report #555, seconded by Manager Ferguson. Upon vote, all voted in favor.

The next meeting date was set for Tuesday, July 5, 2016 at 4:30 p.m.

ADMINISTRATOR'S REPORT: Hastad discussed the Lac qui Parle County pictometry site. The County is discussing doing a new flyover in 2017 and discussed funding for this project. Hastad reported that the pictometry program is used daily by the Watershed in reviewing permits and also for WCA. She discussed using some of the WCA funding to help fund the new flyover. Discussion followed.

Manager Ludvigson motioned to approve up to \$2500 per year for three years for the Lac qui Parle County Pictometry flyover, seconded by Manager Ferguson. Upon vote, all voted in favor.

Hastad shared attorney Kolb's letter on his review of the wind energy contract lease with Global Winds Harvest, Inc. Discussion followed. Hastad will contact Attorney Kolb to further discuss. No action was taken.

Hastad presented a petition for Improvement on Lac qui Parle County Ditch #54. Discussion followed.

Manager Ludvigson motioned to approve the complete petition for Improvement of CD #54, seconded by Manager Craigmile. Upon vote, all voted in favor.

Hastad discussed appointing an Engineer for the project. Discussion followed with Hastad instructed to set up a couple of interviews with Engineering firms and then they would appoint an Engineer for the project. No further action was taken.

Hastad discussed the upcoming MAWD Summer Tour and confirmed who was attending. No further action was taken.

Hastad shared a notice from Lincoln County stating they are amending their Comprehensive Local Water Management Plan and is open for comments. Hastad requested that if they had any comments to submit them to Lincoln County.

Manager Craigmile reported on the Lincoln Pipestone Rural Water Wellhead Protection plan meeting he attended. No action was taken.

The following bills were presented for payment:

GENERAL KLEIN ACCOUNT:

| | | | | |
|------------|------|-------------------------------|---------------------------|----------------|
| 06-07-2016 | 6408 | RMB Environmental Labortories | SWAG lab work – May lakes | <u>\$96.00</u> |
| | | | TOTAL | \$96.00 |

PARK ACCOUNT:

| | | | | |
|------------|------------|-------------------------------|---------------------------------------|--------------------|
| 05-27-2016 | 5609 | VOID | VOID | \$0.00 |
| 05-27-2016 | 5610 | VOID | VOID | \$0.00 |
| 05-27-2016 | 5611- 5615 | monthly payroll | May payroll | \$5,854.17 |
| 06-07-16 | 5616 | GCC Ready Mix | 4000 ALT 1 AE | \$181.69 |
| 06-07-16 | 5617 | Rod VanDeVeire Tree Service | 10 stump grinding & labor | \$275.06 |
| 06-07-16 | 5618 | Sturdevant's Auto Parts | park supplies | \$75.42 |
| 06-07-16 | 5619 | AT&T Mobility | park cell phone | \$42.06 |
| 06-07-16 | 5620 | Canby Builders Supply | lumber | \$74.47 |
| 06-07-16 | 5621 | Running's Supply, Inc. | supplies | \$146.40 |
| 06-07-16 | 5622 | Aquacide Company | 50 lbs. aquacade pellets | \$1,084.29 |
| 06-07-16 | 5623 | Frontier Communications | park phone, internet, fax | \$256.40 |
| 06-07-16 | 5624 | Farmers Cooperative Assn. | unleaded, tires, disposal, valve stem | \$701.32 |
| 06-07-16 | 5625 | Olson Sanitation LLC | trash disposal | \$437.94 |
| 06-07-16 | 5626 | Lyon-Lincoln Electric Coop | electricity @ park | \$1,937.39 |
| 06-07-16 | 5627 | Doug's Service & Marine | pump, fuel filter, lawn mower blades | \$236.68 |
| 06-07-16 | 5628 | Jim's Market | floral seed | \$40.87 |
| 06-07-16 | 5629 | Lincoln Pipestone Rural Water | water meter @ park | \$132.05 |
| 06-07-16 | 5630 | Running's Supply | 5 gallon buckets sale bolts | \$98.77 |
| 06-07-16 | 5631 | C.A.S. Plumbing & Heating | water heater work, 240V SC Element | <u>\$442.34</u> |
| | | | TOTAL | \$12,017.32 |

UNITED PRAIRIE BANK GENERAL ACCOUNT:

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|----------|-------------|--------------------------------|---|--------------------|
| 05-20-16 | 2693 – 2694 | semi-monthly payroll | May 1-15 payroll | \$3,436.86 |
| 05-20-16 | 2695 | PERA | semi-monthly payroll | \$644.95 |
| 05-27-16 | 2696 | PERA | monthly deductions | \$344.16 |
| 06-03-16 | 2697 – 2698 | semi-monthly payroll | May 16-31 payroll | \$3,436.86 |
| 06-03-16 | 2699 | PERA | semi-monthly deductions | \$644.95 |
| 06-07-16 | 2700 | Rinke-Noonan Attorney's @ Law | monthly retainer | \$200.00 |
| 06-07-16 | 2701 | One Office Solution | 4 – 16GB USB Drivers | \$37.76 |
| 06-07-16 | 2702 | Minnesota State Auditor | audit services 1/27/16 to 4/19/16 | \$1,650.50 |
| 06-07-16 | 2703 | LQP Broadcasting Company, Inc. | April 20 th radio program –Earth day | \$17.50 |
| 06-07-16 | 2704 | Frontier Communications | office phone 320-598-3117 | \$38.53 |
| 06-07-16 | 2705 | Valley Office Products, Inc. | 1 set rubber wheels for chair | \$49.97 |
| 06-07-16 | 2706 | Kody Nesvold | May Buffer & LiDar GIS work | \$230.00 |
| 06-07-16 | 2707 | Widseth Smith Nolting & Assn. | GIS Tech help | \$33.75 |
| 06-07-16 | 2708 | Frontier Communications | CWP office phone 598-3319 | \$38.53 |
| 06-07-16 | 2709 | LQP County Auditor/Treasurer | May postage | \$34.93 |
| 06-07-16 | 2710 | LQP Liability Acct. | Federal Withholding | \$4,650.50 |
| 06-08-16 | 2711- 2716 | monthly payroll & ditch work | May manager payroll & ditch work | \$4,039.07 |
| 06-08-16 | 2717 | Minnesota Revenue | May sales & use tax | <u>\$3,496.00</u> |
| | | | TOTAL | \$23,024.82 |

DITCH ACCOUNT:

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|------|--------------|---------------|
| None | TOTAL | \$0.00 |
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Manager Ludvigson motioned to approve the bills, seconded by Manager Ferguson. Upon vote, all voted in favor.

PERMITS: The following permit applications were applied for:

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|--------------------|-----------------|---------------|----------------------------|-------------|
| 11460 Renew #11056 | Roger Bliss | OshKosh, 3 | seepage lines | 06/07/16 JF |
| 11461 Renew #11003 | Roger Bliss | OshKosh, 7 | seepage, repair intakes | 06/07/16 JF |
| 11462 | Greg Bothun | Riverside, 32 | seepage lines around barns | 06/07/16 DE |
| 11463 Renew #11198 | Keith Citrowske | Fortier, 27 | seepage lines | 06/07/16 JF |
| 11464 | Jim Clark | Mehurin, 10 | seepage, main tile | 06/07/16 DE |
| 11465 | Larry Clark | Arena, 29 | close ditch with tile | 06/07/16 DE |

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|--------------------|-------------------------------------|----------------------------|--------------------------------------|-------------|
| 11466 | Dan Croatt | Hamlin, 20 | seepage lines | 06/07/16 DE |
| 11467 | Dan Croatt | Arena, 13 | seepage lines | 06/07/16 DE |
| 11468 | Efington Farms LLP | Florida, 33 | culvert installation | 06/07/16 JF |
| 11469 | Larry Fjoseide | Riverside, 34 & Maxwell, 3 | repair tile/culvert | 06/07/16 DC |
| 11470 | Steve Haas | Madison, 32 | seepage, main, pump, close dith/tile | 06/07/16 DE |
| 11471 | Scott & Mark Halvorson | Augusta, 32 | seepage, main tile | 06/07/16 DE |
| 11472 | Nate Heinrich | Arena, 17 | seepage, close ditch w/tile | 06/07/16 DE |
| 11473 | Nate Heinrich | Arena, 17 | restoration project | 06/07/16 DE |
| 11474 | Galen Hegg | Providence, 29 | repair existing tile | 06/07/16 DL |
| 11475 | Galen Hegg | Providence, 19 | repair existing tile | 06/07/16 DL |
| 11476 | Johnson Farm Baxter Township Partn. | Baxter, 4 | main tile | 06/07/16 DC |
| 11477 Renew #10626 | Derek Kuechenmeister | Madison, 14 | seepage, main tile, intake | 06/07/16 DE |
| 11478 | Tony Ludvigson | Perry, 14 | seepage lines | 06/07/16 DE |
| 11479 | Curtis Melby | Manfred, 32 | cleanout waterway | 06/07/16 DE |
| 11480 | Tom Milbrandt | Manfred, 11 | clean ditch | 06/07/16 DE |
| 11481 Renew #10875 | Stanley Miller | Maxwell, 28 | seepage, main tile | 06/07/16 DC |
| 11482 | Gary Miller | Riverside, 31 | clean ditch | 06/07/16 DE |
| 11483 | Gary Nelson | Riverside, 31 | clean ditch | 06/07/16 DE |
| 11484 Renew #10935 | Steve Norman | Ten Mile Lake, 33 | seepage lines | 06/07/16 DC |
| 11485 | Jerome Schuelke | Agassiz, 20 | clean ditch | 06/07/16 DE |
| 11486 | Edward Shelstad | Perry, 35 | seepage lines | 06/07/16 DE |
| 11487 | Colin Tilbury | Mehurin, 10 | seepage, main tile | 06/07/16 DE |

PERMITS HELD: Kevin Olson, Colin Tilbury, & Ken Perkins for WCA information

Manager Ludvigson motioned to approve the permits, seconded by Manager Craigmile. Upon vote, all voted in favor.

The meeting adjourned at 5:55 p.m.

Attest:

David Craigmile, LQP-YB Secretary

Darrel Ellefson, LQP-YB Chairman