

**Lac qui Parle-Yellow Bank Watershed District**  
**Regular Meeting Minutes #575**  
**January 2, 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 6<sup>th</sup> Street, Madison, MN. **Managers present:** Chairman Darrel Ellefson, Vice-Chairman John Cornell, Secretary David Craigmile, and Publicity Officer Joe Ferguson. **Managers absent:** Treasurer David Ludvigson. **Staff present:** Administrator Trudy Hastad, Coordinator Mitch Enderson, & Park Manager Ron Fjerkenstad. **Others present:** Lincoln County Commissioner Joe Drietz, Randy Fales, & Jesse Wittnebel.

**Approval of the Agenda**

Ellefson asked for a motion to approve the agenda. **M/S/P** to approve the agenda:

**Motion:** David Craigmile, **Seconded:** Joe Ferguson **Passed:** 4-0

**Staff Reports:**

**PARK:** Park Manager, Ron Fjerkenstad met with the Board.

- Ron reported the sewer system was inspected, and one pump lost a seal on the lift station motor. This will be fixed and up and running by spring season.
- The ice fishing season is just starting to get under way with the colder temps.
- Discussed the possible Yellow Medicine AIS funds for landing/dock improvement and getting quotes in early spring.

**COORDINATOR:** Coordinator Mitch Enderson reported on monthly activities.

- The drainage record modernization grant application was approved for partial funding. The fiscal agent and grant administrator will be LQP County.
- The Del Clark application for control structures and additional Canby Creek watershed practices was not funded.
- Approved 22 applications for SSTS loan program with 19 paid. Discussed applying for additional funds for this program as only have enough money to carry us thru to spring/early summer. The Board unanimously gave Mitch permission to seek more funds for the SSTS program.
- The Houston Engineering's WRAPS workshop was well attended and considered successful.
- I will begin working on the quarter 4 reimbursement and annual report for WRAPS.
- The 2018 calendars were finished and distributed. Jason rank won first prize, Bonnie Moberg 2<sup>nd</sup> prize, and Kelly Maatz 3<sup>rd</sup> prize for the picture contest.

**WCA:** Coordinator Mitch Enderson

- Mitch reported he received his delineator in training certificate and wallet card.
- Working on the Moen banking site for additional credit release.

**OTHERS:**

- Randy Fales met with the Board to discuss easement for our property in section 9, Fortier Township, Yellow Medicine County. They also discussed possibility of wind tower going up on the watershed property.

**Treasurers Report:** Administrator Hastad gave the Treasurer's report.

**M/S/P** to approve the Treasurers report.

**Motion by:** David Craigmile **Second by:** Joe Ferguson **Passed:** 4-0

The following warrants were presented for approval:

Number Vendor Details 12/06/17 to 01/02/18

**General Klein Account:**

6492	Darin Ries & Monnens Excavation	SSTS Loan	\$24,000.00
6493	Tony Polzine & Monnens Excavation	SSTS Loan	<u>\$15,429.00</u>
		<b>TOTAL</b>	<b>\$39,429.00</b>

**Park Account:**

5926-5927	park payroll	December payroll	\$2,025.81
5928	AT&T Mobility	park cell phone	\$46.71
5929	C.A.S. Plumbing & Heating	quarterly softner rent	\$43.28
5930	Frontier Communications	park phone, fax, internet	\$199.01
5931	Minnesota Pump Works	service agreement, pump work	\$529.50
5932	LQP County Auditor/Treasurer	1963 GMC pickup tabs	\$16.00
5933	Lincoln Pipestone Rural Water	water meter @ park	\$76.02
5934	Canby Print Shop	2018 park permit stickers, daily permits	\$988.16
5935	Olson Sanitation	December trash @ park	\$11.70
5936	Farmers Coop Association	gas	\$26.10
5937	Lyon-Lincoln Electric Cooperative	park electricity	<u>\$741.75</u>
		<b>TOTAL</b>	<b>\$4,704.04</b>

**United Prairie Bank General Account:**

3224-3225	semi-monthly payroll	December 1-15, 2017 payroll	\$3,159.09
3226	PERA	semi-monthly deductions	\$611.46
3227	David Ludvigson	per diem, mileage, expense	\$604.13
3228	PERA	monthly deductions	\$366.67
3229	LQP County Recorder	2018 pictometry subscription	\$300.00
3230	Rinke-Noonan Attorney's	monthly retainer	\$200.00
3231	Office Depot	toner	\$368.02
3232	Mike Johnson	5 nuisance beaver	\$62.50
3233	MCIT	2018 Insurance	\$6,857.00
3234	Trudy Hastad	reimb for 1099 & W-2 forms	\$73.72
3235	Arrowwood Conference Center	Annual Meeting MAWD lodging 2017	\$1,522.56
3236	LQP-YB Liability Acct	Federal withholding	\$3,248.96
3237	LQP-YB Liability Acct	Minnesota withholding	\$1,380.00
3238	Darrel Ellefson	per diem, mileage	\$403.93
3239	Darrel Ellefson	LQP ditch work & mileage	\$1,537.59
3240	David Craigmile	per diem, mileage	\$287.58
3241	Joe Ferguson	per diem, mileage	\$96.51
3242	John Cornell	per diem, mileage	\$197.06
3243	LQP-YB Liability	2017 state withholding penalty & interest	\$75.45
3244-3245	semi-monthly payroll	December 16-31, 2017 payroll	\$3,161.09
3246	PERA	semi-monthly deductions	\$611.46
3247	LQP County Auditor/Treasurer	December postage	\$43.74
3248	LQP County Auditor/Treasurer	Health insurance	<u>\$3,112.00</u>
		<b>TOTAL</b>	<b>\$28,280.52</b>

**DITCH ACCT.**

1354	Larson Tiling, Inc.	WS #1 Riverside, 8 repair	<u>\$3,911.68</u>
		<b>TOTAL</b>	<b>\$3,911.68</b>

M/S/P to approve the warrants.

Motion: Joe Ferguson, Seconded: John Cornell Passed: 4-0

**Secretary's Report:**

Hastad presented meeting minutes #574 for approval.

M/S/P to approve meeting minutes #574

Motion: Joe Ferguson Seconded: John Cornell Passed: 4-0

**OTHERS:**

- Jesse Wittnebel with Dragonfly Imagery, met with the Board to discuss the drone services & maps his business can provide for the Watershed. The Board will keep him in mind for any future projects.

**Administrator Report/Old & New Business:**

- Attended the WRAPS meeting sponsored by the Soybean Growers & Houston Engineering.
- Updated the Board on the status of the CD #54 Improvement project and County Ditch work.
- Discussed the Drainage Management Grant and hiring for a Watershed Position that would be funded by LQP County Buffer money and Ditch fund money. The new position title would be "Watershed Public Drainage Manager/Inspector". We reviewed a draft job description. The Board authorized Hastad to advertise for this position.
- Hastad reported that the new Auditor's from CliftonLarsonAllen, were on-site the last week of December.
- The year-end reports are all due the end of January.
- The Board set the rates for 2018 as follows:
  - Mileage – federal rate effective January 1, 2018 is \$.545
  - Meals - same as LQP County not to exceed \$40/day
  - Beaver Bounty - \$15 per nuisance beaver and 75% cost-share up to \$250 for Beaver dam removal not to exceed \$5,000/year for combined beaver/dam removal.
  - Legal Newspapers – Dawson Sentinel, Canby News, & Hendricks Pioneer aka (Buffalo Ridge)
  - Copies & other office fee's would follow LQP County rates.

M/S/P to approve the above 2018 rates.

Motion: Joe Ferguson      Seconded: John Cornell      Passed: 4-0

Manager Ellefson reported on the LQP County Ditch #70 sinkhole problem.

**PERMITS - The following permit applications were applied for:**

12071	Mike Croatt	Madison, 18	seepage lines	01/02/18 DE
12072	Larry Danielson	Camp Release, 36	seepage lines	01/02/18 DE
12073	Gary Gritmacher	Providence, 7	seepage lines	01/02/18 DE
12074	Sidney Johnson	Baxter, 2	adding fill to edge field line	01/02/18 DE
12075	Sidney Johnson	Hantho, 21	seepage, adding fill	01/02/18 DE
12076	Tony Ludvigson	Perry, 14	seepage lines	01/02/18 DE
12077	Gary Nagel	Ten Mile Lake, 10	seepage lines	01/02/18 DC
12078	Gary Nagel	Ten Mile Lake, 14	seepage lines	01/02/18 DC
12079	Gary Robertson	Providence, 34	seepage lines	01/02/18 DE
12080	Steve Haas	Hamlin, 9 & 10	seepage, main, pump	01/02/17 DE

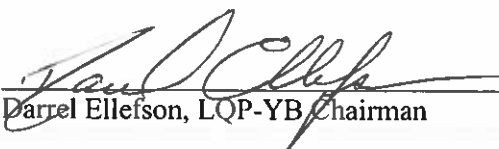
**Permits Denied: none**

M/S/P to approve watershed permits:

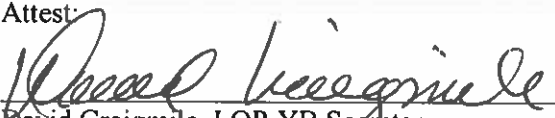
Motion: David Craigmile,      Seconded: John Cornell      Passed: 4-0

**Adjournment:**

The meeting adjourned at 6:10 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 February 6, 2018 at 4:30 p.m. at the Lac qui Parle County Courthouse, Commissioners' Room.**