

Lac qui Parle-Yellow Bank Watershed District
Regular Meeting Minutes #603
May 5, 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: 808 1769 8382
Password: 467921

Call to Order

The meeting was officially called to order by Chairman, Darrel Ellefson at 4:30 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

Staff Reports:

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

- Ron suggested opening the park on May 23rd to only seasonal campers due to the COVID-19 pandemic. He suggested not opening the bathrooms, beach, playground, or picnic shelter. Signs would be posted and the docks would be marked for social distancing. Discussed bringing in two porta potties for the beach for fishermen as easier to keep clean. The lake will be open for fishing on fishing opener and docks will be in by then. Discussion followed regarding CDC guidelines, Countryside Public Health guidance, and area County parks.

M/S/P to open the park on May 18th, 2020 to seasonal campers only by following CDC recommendations, the bathrooms, beach, playground, & picnic shelter will remain closed and two porta potties will be rented for those fishing. The Board will review each month as new guidance continues to come out.

Motion: Michael Frank

Seconded: John Cornell

Passed: 5-0

- We were donated a dock from Larry Stoks that is in great shape.
- Discussed reducing seasonal camper rates \$50 due to beach and bathroom closure.
- Seasonal employees started in April to get the park ready for the season. They will be working approximately ½ time to keep up with the mowing etc.

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

- Buffer Law corrective action notices seem to be working. We have approximately four landowners with six parcels still out of compliance for the ditch buffer law. These landowners have until February 23, 2021 to install their buffer without accruing monthly penalties.
- I am continuing to study the pesticide applicator guides needed to take the test, when that opens back up.
- Worked with Mitch to complete the ditch centerlines for the Drainage Modernization Grant and Houston Engineering updated the data to the Minnesota Geospatial Commons.
- Continue working with FEMA to finalize the paperwork to submit for reimbursement of our ditch repairs.
- Helped move the Environmental office to the Commissioners' Room to allow us to meet the six-foot social distancing protocols. We also rearranged the Watershed Office to meet the social distancing requirements.

COORDINATOR: Coordinator Mitch Enderson reported on monthly activities.

- The Drainage Records Modernization grant came to an end in April. HEI developed a drainage area layer and published the centerlines to the GeoSpatial Commons. We need to get a final bill from HEI and submit along with a final request for the Watershed and finish adding into eLink.
- Working on interpretive signs for WRAPS. I have been in contact with the cities of Dawson & Hendricks as well as the County park and received initial support.
- The first quarter 2020 voucher for WRAPS was submitted and approved.
- We have received three applications for SSTS with one paid out so far in 2020.
- We are still waiting on a response from the CORPS regarding the status of the Del Clark/Canby Creek Grant. The Yellow Medicine SWCD figure they already have approximately \$36,507 in potential match dollars.
- Received an update from DNR that some sort of easement will be needed on private lands for the Florida Creek restoration. Once more of the project scope and easement questions are figured out, funding can be sought for a master engineering plan and phase I construction costs. DNR thought with an easement and project scope determined we could have a chance at funding this time next year.
- A shared Google drive has been setup for comments and editing on the RFP draft for a planning grant and progress is being made for 1W1P. We have asked Area II to get involved and asked to sign a resolution to support a planning grant.

WCA – Coordinator Mitch Enderson:

- Received a joint application for a wetland delineation for a highway bridge replacement in section 16/17 Mehurin Township. I am asking for approval pending the site visit on Thursday. Discussion followed:

M/S/P to approve the notice of decision for wetland delineation concurrence for the highway bridge replacement in section 16/17 of Mehurin Township pending site visit approval.

Motion: John Cornell

Seconded: David Craigmile

Passed: 5-0

- Conducted a site visit with Ken Lee, Dale Von Eschen, & Arvin Mueller in section 33, Yellow Bank N to review the cleanout and project that was discussed at last month's meeting. The group agreed upon a plan that I mailed to the landowners. They will contact me when the project is complete to verify the route went around the wetland as agreed upon.
- The TEP findings for the No Loss exemption application for an equalizer culvert in section 28/29 Yellow Bank Township were mailed to the Board on May 6, 2020. Manager Craigmile found everything in order and noted the TEP thought a 15" culvert would be sufficient. The applicant requested an 18" culvert. Discussion followed. Manager Ludvigson discussed the elevation study from the outlet to the South and the elevation of the road and agreed a 15" culvert was sufficient and would need to be set at a level recommended in the report to not impact the wetland. Discussion followed. Anthony Rodas, a concerned landowner asked how they came up with the elevations. Enderson reported the TEP used LiDar and the group reviewed the LiDar elevations. It was noted the road was 1085.24 with the highest point to the South at 1086.02. Anthony Rodas said he had lived their all his life and claimed the water has never went over the Road. Yellow Bank Township Officer Jim Barthel disagreed and said the Township had to put granite fines in the road ditch to keep water from going over in 2019. Further discussion followed.

M/S/P to approve the No loss exemption application from Yellow Bank Township for two culverts in Section 28/29 with conditions that they should not exceed 15" culvert and a TEP must be present upon installation to ensure elevation recommendations are met to not disturb the wetland.

Motion: Michael Frank

Seconded: John Cornell

Passed: 5-0

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

M/S/P to approve the Treasurers report.

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

M/S/P to transfer \$10,000 from the Canby Deposit account to the Park Expense Account.

Motion by: David Ludvigson Seconded: Michael Frank Passed: 5-0

The following warrants were presented for approval:

Number	Vendor	Details	03/05/2020 to 04/07/2020
<u>General Klein Account:</u>			
6135	Lisa Bungarden/Chris Wollschlager	SSTS Loan	\$12,986.00
		TOTAL	\$12,986.00
<u>UPB Park Expense Account:</u>			
1204	Doug's Service & Marine	two chain saw chains	\$37.62
1205	Lincoln Pipestone Rural Water	water @ park	\$36.08
1206	Canby True Value	Toilet paper, bleach	\$45.03
1207	Doug's Service & Marine	Toro Zmaster 52" mower, airfilter, carb kit	\$5,753.10
1208	Frontier Communications	park, fax, phone, internet	\$285.41
1209	Yackley Gravel & Excavating	work on RR ties on South landing	\$225.00
1210	Sogn Valley Fence LLC	fencing on Lazarus Creek & R-6	\$6,872.84
1211	Running's Supply	bolts, chain 1/4 proof coil, fence post,	\$86.54
1212	Olson Sanitation	park trash	\$72.83
1213	Running's Supply, Inc.	sno-guard fence, caution tape	\$63.57
1214	Lyon-Lincoln Electric Coop	park electricity	\$621.50
1215	Ag Plus Cooperative	110 gallons #2, & E-85 gas	\$389.81
Transfer	to General account	April park payroll	\$3,686.89
		TOTAL	\$18,176.22
<u>UPB GENERAL ACCT:</u>			
20044-20046	semi-monthly payroll	April 1-15 payroll	\$4,921.07
20047	David Ludvigson	per diem	\$346.31
20048	Darrel Ellefson	per diem & mileage	\$731.12
20049	David Craigmile	per diem & expenses	\$1,900.65
20050	John Cornell	per diem & mileage	\$519.26
20051	Michael Frank	per diem	\$115.44
3808	LQP-YB Liability	20 th PERA – semi-monthly	\$952.19
20052-20054	semi-monthly payroll	April 16-30 th payroll	\$4,921.05
20055-20059	monthly payroll	April park payroll	\$3,686.89
3809	Minnesota Pollution Control	SSTS Loan repayment	\$56,418.54
3810	LQP County Auditor/Treasurer	April postage	\$28.35
3811	Nelson Oyen Torvik	Attorney fee's	\$1,422.50
3812	Trudy Hastad	postage reimbursement	\$75.45
3813	Minnesota UI Fund	quarter 1 unemployment	\$6,911.49
3814	ESRI	ArcGIS license fee via conservation grant	\$400.00
3815	Western Guard	3 week ad for final hearing	\$94.50
3816	Yellow Medicine County	2020 property taxes	\$5,451.18
3817	LQP-YB Liability Acct	Federal withholding	\$3,825.28
3818	LQP County Auditor/Treasurer	Health Insurance	\$4,335.00
3819	VOID	VOID	\$-0-
3820	LQP-YB Liability Acct	monthly & semi-monthly PERA	\$1,430.46
3821	Minnesota Revenue	sales & use tax	\$38.00
		TOTALS:	\$98,524.73

Debit Card

DITCH ACCT:

None

TOTAL:

\$-0-

TOTAL

\$0.00

M/S/P to approve the warrants.

Motion: John Cornell

Seconded: David Craigmile

Passed: 5-0

Secretary's Report:

Manager Craigmile reviewed meeting minutes #602 as mailed.

M/S/P to approve meeting minutes #602.

Motion: David Craigmile

Seconded: John Cornell

Passed: 5-0

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

- COVID-19 pandemic updates. We have the office rearranged to meet social distancing guidelines, screens are in place at the counter, mounted the TV on the wall to use for mapping with the public. Staff would like to start back in the office on Monday, May 11th, 2020 with caution.
- Fencing was completed on Lazarus Creek & R-6. Sogn Valley did a great job.
- Renter Bob Bjornson had a problem accessing the 19.6 tillable land on Lazarus with the 20' gate. Darrel met him on sight and gave permission to open the fence/gate to get equipment through the gate with understanding he must fix when done planting. Board discussed changing the 20' gates to 24' gates to allow access to equipment. All agreed. Hastad will contact Sogn Valley to change gates when he is in the area.
- Presented a change order request for an extension to complete the Improvement of County Ditch #54 from ISG on behalf of Ag Tech Drainage. They ran a camera up the pipe that was installed last fall and they encountered sand in the pipe. Discussion followed. The Board requested that Darrel, David Ludvigson, Trudy, & John Kolb do an electronic meeting with the Engineer prior to signing the extension request. Hastad will get this set up ASAP.
- Hastad updated the Board on the status of the Watershed Ditch #11 project.
- Updated the Board on the status of the pasture lease contracts.

PERMITS - The following permit applications were applied for

13049	Yellow Bank Township	Yellow Bank, 28-29	install culvert	05/05/20 DE
13050 Renew #12783	Dan Aarke	Garfield, 17	seepage lines	05/05/20 DE
13051 Renew#12453	Jerry Abramowski	Perry, 32	clean ditch	05/05/20 DE
13052	Jordan Connor	Providence, 6	seepage lines	05/05/20 DE
13053	Dave DeJong	Riverside, 1	seepage lines	05/05/20 DE
13054	Gary Larson/Ron Enger	Providence, 5	seepage lines	05/05/20 DE
13055	Ron Enger	Hamlin, 30	seepage lines	05/05/20 DL
13056	Steve Haas	Perry, 36	seepage lines	05/05/20 DE
13057	Robert Kuhlman	Ten Mile Lake, 7/8	seepage lines	05/05/20 DC
13058 Renew #12601	Jon Kleven	Hantho, 20	seepage lines	05/05/20 DE
13059 Renew #12370	Roger & Gary Larson	Freeland, 24	seepage lines	05/05/20 DL
13060 Renew #12411	Roger & Gary Larson	Freeland, 24	seepage lines	05/05/20 DE
13061	Roy Marihart	Lake Shore, 28	seepage lines	05/05/20 DE
13062	John & Mike Peterson	Hamlin, 12	seepage lines	05/05/20 DL
13063	Gary Robertson	Maxwell, 34	seepage lines	05/05/20 DC
13064	Glenn Rheingans	Lake Shore, 28	seepage lines	05/05/20 DE
13065	Tom Schuelke	Augusta, 17	seepage, main tile	05/05/20 DE
13066 Renew #12769	Joel Schutte	Maxwell, 23	replace culvert	05/05/20 DC
13067	Chad Strei	Walter, 2	seepage, main tile	05/05/20 DE
13068	West Ridge LLC	Yellow Bank, 27	drag line	05/05/20 DE
13069	Roger Bliss	OshKosh, 7	seepage lines	05/05/20 MF
13070	James Ferguson	Hammer, 10	seepage lines	05/05/20 MF
13071	John Harrington	OshKosh, 16	seepage, main tile	05/05/20 MF
13072	Justin Koenig	Hammer, 4	seepage lines	05/05/20 MF
13073	Justin Koenig	Hammer, 30	seepage, main tile	05/05/20 MF
13074	James Theisen	Florida, 5	seepage, main tile	05/05/20 MF
13075	Nathan Ufkin	Freeland, 22	seepage lines, clean ditch	05/05/20 MF

Permits Denied: Jacob Boehnke renewal for signature, Gary Robertson for signature, Hugh Bergland for signature.

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 6:30 p.m.**

Motion: John Cornell Seconded: Michael Frank 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, June 2, 2020 at 4:30 p.m.**