

Lac qui Parle-Yellow Bank Watershed District

Regular Meeting Minutes #589

March 5, 2019

Call to Order

The meeting was called to order by Secretary David Craigmile at 4:30 p.m. at the Lac qui Parle County Courthouse, Commissioners' Room, Courthouse, 600 6th Street, Madison, MN. **Managers present:** Treasurer David Ludvigson, Secretary David Craigmile, & Manager Michael Frank. **Managers absent:** Chairman Darrel Ellefson, & Vice-Chairman John Cornell. **Staff present:** Administrator Trudy Hastad, Coordinator Mitch Enderson, & Drainage Manager Jared Roiland, & Park Manager Ron Fjerkenstad. **Others present:** Attorney Matt Haugen.

Secretary David Craigmile noted that the Chairman and Vice-Chairman were absent, but a quorum was present.

Approval of the Agenda

Craigmile asked for additions to the agenda. **M/S/P** to approve the agenda:

Motion: David Ludvigson, **Seconded:** Michael Frank **Passed:** 3-0

Staff Reports:

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

- Attended the Public hearing for Petition of Outlet into JD #23, and Redetermination of Benefits for JD #21 held in Granite Falls before the joint drainage authority.
- Attended the bid opening for the Improvement of CD #54 held before the LQP-YB Watershed Board of Managers.
- Attended the Rinke Noonan Drainage Conference in St. Cloud, MN.
- Attended the WRAPS meeting on February 22, 2019 with our Watershed.
- Listened in on the teleconference with Attorney John Kolb & Houston Engineering regarding County Ditch #24.
- Received notification of compliance from LQP SWCD for 17 of the original 31 non-compliant buffer notices sent out on public waters.
- Did some research on County Ditch #5 for possible cleanout of a portion of the ditch.
- Helped lookup tile information for Area DNR Hydrologist Ryan Bjerke for the northern part of our Watershed.
- Drainage DB grant is moving along with all the County & Judicial Ditches scanned and seven of the Watershed Ditches scanned.

PARK: Ron reported on park activities.

- Ron reported needing help with the snow removal at the park. Kockelman Construction has been doing a great job to open up, but he felt it would take either a bulldozer, or a rotary blower to open up the driveway as the drifts are taller than his truck. The Board advised him to check around to see who could do this work.
- Ron said there was one fish house left on the lake. They were supposed to be off by March 1, 2019.
- Discussed possibly replacing playground equipment this year. Manager Frank said he would check with the Canby organization "Cans for Kids" to see if they would have any funds to help with this project.

COORDINATOR: Coordinator Mitch Enderson reported on monthly activities.

- Scanning records for the DRM grant is nearly complete. We will start taking pictures of the ditch profiles next and finish up with the digitizing. The timeline to complete this grant is April 30, 2020.

- MNDOT made a data request for our ditch dataset. We responded that our dataset isn't reliable enough to be comfortable passing on, but we are in the middle of getting to that point and the data will be on GeoSpatial Commons at the completion of the grant.
- Held a WRAPS workshop on February 22nd. The morning was for local partnering agencies and we had an amazing turnout from the partners. The afternoon was for public and we didn't have as good a turnout, but those that showed up participated. Everyone in the morning and afternoon sessions were asked to complete a ranking of implementation strategies for Houston Engineering to use when planning a SAMS modeling workshop and for writing our WRAPS report.
- Maintenance booklets and amortization schedules were sent to the 15 landowners who received SSTS loans in 2018. I also completed the final report for 2018.
- Met with Jason Bekler & Julie Krebs from BWSR along with Trudy to discuss time and expense tracking for grants.
- The Canby Creek Grant work plan was submitted and approved by BWSR. We should receive the executed grant agreement by the end of the week/early next week and can then begin work.
- The YES workshop with students from LQPV and YME was cancelled. We are going to stay in touch and try again during the warmer months when outdoor activities can be included.
- Attended the Rinke Noonan drainage conference in St. Cloud.
- Completed an additional request from Ryan Bjerke, Area DNR Hydrologist on a tile inventory for the Yellow Bank portion of our watershed.

WCA – Coordinator Mitch Anderson

- Signed request for credit release transaction form was returned to Moen bank for approximately 5.5 credits.
- Lynda, our wetland specialist, will be visiting the SWCD office to do a WCA PRAP on March 27th.

Secretary Craigmile reopened the matter of the order of acceptance of bid for the Improvement of County Ditch #54.

The above entitled matter came on for hearing before the Lac qui Parle-Yellow Bank Board of Managers pursuant to Notice to interested parties at 10:00 a. m. on February 13, 2019 in the Commissioners' Room at the Lac qui Parle County Courthouse in Madison, MN. The hearing was for bid opening for the Improvement of County Ditch No. 54 pursuant to Minnesota Statute 103E.505. At 10:00 a.m. the bid period was closed, and only one bid was received. The sole bid was from Ag Tech Drainage, LLC from Sauk Centre, MN for Six Hundred Fifty-seven Thousand Two Hundred Dollars and No/100 (\$657,200.00) without the ten percent (10%) contingency. Ag Tech Drainage, LLC also submitted a list of projects and references. All Managers were present, together with a representative from Ag Tech Drainage, LLC, Attorney Matthew Haugen, Administrator Trudy Hastad, Jacob Rischmiller for ISG, the engineer for the Improvement, together with various interested parties.

The Engineer presented his report and recommended acceptance of the bid. No further comments were received for or against acceptance of the bid. The Board asked that the engineer speak with Ag Tech Drainage, LLC's references and then present it's finding to the Board either in a letter or at the next regular meeting of the Lac qui Parle-Yellow Bank Watershed Board of Managers on March 5, 2019 at 4:30 p.m. A motion was made, seconded, and carried to table accepting the bid until the March 5, 2019 meeting.

On March 5, 2019, the matter of the Petition for the Improvement of County Ditch 54 was reopened. Three of the Five Managers were present, and a quorum was established. The engineer reported its findings by letter dated February 21, 2019. In said letter it stated that the engineer had spoken with the references and still recommended accepting the bid from Ag Tech Drainage, LLC.

Upon consideration of the Engineer's Report and their finding, the Board took the following action.

IT IS ORDERD:

1. The Bid for the Improvement from Ag Tech Drainage, LLC, for Six Hundred Fifty-seven Thousand Two Hundred Dollars and No/100 (\$657,200.00) without the ten percent (10%) contingency is accepted.
2. The Engineer for the Improvement shall draft a written contract more specifically defining the terms of the bid, and first present it to the Board, and then Ag Tech Drainage, LLC, for their approval.

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

M/S/P to approve the Treasurers report.

Motion by: Michael Frank **Second by:** David Ludvigson **Passed:** 3-0

The following warrants were presented for approval:

Number Vendor Details 01/09/19 to 02/05/19

General Klein Account:

None \$-0-

UPB Park Expense Account:

1030	Lyon Lincoln Electric Coop	park electricity	\$807.78
1031	LQP County Environmental	park cell phone reimb	\$43.28
1032	Kockelman Construction	snow plowing @ park	\$508.50
1033	Frontier Communications	park phone, fax, internet	\$280.53
1034	Farmers Coop Assn	gas	\$78.80
1035	Lincoln Pipestone Rural Water	Water @ park	\$31.53
1036	US Postal Service	annual PO Box 2 rent	\$64.00
1037	Lee Motor Company	wiper arm for pickup	\$42.75
1038	City of Canby	sewer	\$17.30
1039	Lyon-Lincoln Electric Coop	park electricity	\$820.88
TOTAL			\$2,695.35

UPB GENERAL ACCT:

3578	LQP-YB Liability Acct.	PERA	\$929.62
3579	Minnesota Revenue	4 th quarter	\$36.59
"37" - "41"	March 5 th payroll	Feb 16-28, 2019	\$7,151.20
3580	Unite Prairie Bank	six month CD	\$200,000.00
3581	LQP-YB Liability Acct	PERA - monthly & semi-monthly	\$1,309.13
3582	Western Guard	3 week bid Impr CD #54, WRAP ad	\$192.00
3583	Valley Office Products, Inc.	for deposit only stamp	\$34.50
3584	Rinke Noonan Attorney's	monthly retainer	\$200.00
3585	I&S Group Inc.	plans, specs, bidding CD #54 Imp	\$3,440.00
3586	Houston Engineering, Inc.	preliminary engineers report CD #42 Imp	\$7,728.84
3587	Mike Anderson	cost-share 3 nuisance beaver dam removal	\$318.75
3588	Houston Engineering Inc.	DRM Gran technical asst.	\$178.00
3589	Trudy Hastad	mileage & meal reimb	\$221.00
3590	Mitchell Enderson	mileage & meeting exp reimb	\$180.34
3591	Canby News, Inc.	2-22-19 WRAPS meeting ad	\$84.00
3592	Jared Roiland	mileage reimb	\$15.08
3593	LQP-YB Liability Acct.	Federal withholding	\$3,444.88
3594	LQP County Auditor/Treas	Health Insurance	\$5,070.00
3595	LQP County Auditor/Treas	February postage	\$21.75
3596	MN Viewers Assn.	2019 Membership dues	\$200.00
TOTAL			\$230,755.68

DITCH ACCT:

None	None	None	\$0.00
TOTAL			\$0.00

M/S/P to approve the warrants.

Motion: David Ludvigson **Seconded:** Michael Frank **Passed:** 3-0

Secretary's Report:

Hastad presented meeting minutes #588 for approval.

M/S/P to approve meeting minutes #588 as mailed.

Motion: David Luvigson Seconded: Michael Frank Passed 3-0

Hastad presented special meeting minutes #588.1 for approval.

M/S/P to approve special meeting minutes #588.1 as mailed.

Motion: David Ludvigson Seconded: Michael Frank Passed: 3-0

Administrator Report/Old & New Business:

- Attended the Rinke Noonan Drainage Conference in St. Cloud and reviewed information.
- Updated the Board on the Legislative Reception and Day @ the Capital attended in St. Paul.
- Reported on grant updates.
- Discussed the Lac qui Parle County Ditch #24 records realignment.
- Reported on a phone call from the Wind company about checking ground water, wells at the possible wind tower site.
- Read the thank-you from Pat Stanley for the heater & lights in the shop at the park.

PERMITS - The following permit applications were applied for

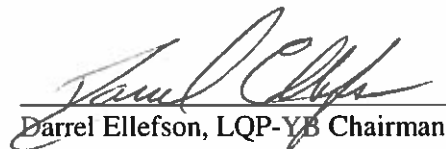
12472	Randy Fjerkenstad	Ten Mile Lake, 16	seepage, main tile	03/05/19 DC
12473	Randy Fjerkenstad	Ten Mile Lake, 16	seepage, main tile	03/05/19 DC
12474	Randy Fjerkenstad	Ten Mile Lake, 21	seepage, main tile	03/05/19 DC
12475	Zach Johnson	Ten Mile Lake, 16	seepage lines	03/05/19 DC
12476	Zach Johnson	Ten Mile Lake, 17	seepage lines	03/05/19 DC
12377	Darin Lund	Lac qui Parle, 20	seepage lines	03/05/19 DC
12478	Don Shelstad	Lake Shore S, 30	seepage lines	03/05/19 DL
12479	Don Shelstad	Arena, 1	seepage lines	03/05/19 DL
12480	Chad Strei	Walter, 2	seepage lines	03/05/19 DL
12481	Renew Warren Trygestad	Perry, 1	seepage, replace intakes	03/05/19 DL
12482	Renew Nathan Ufkin	Freeland, 22	seepage, clean ditch	03/05/19 DL
12483	Gene Winkels	Madison, 31	seepage, pump, intakes	03/05/19 DC
12484	Tyler Zimmerman (Pheasants Forever) Lake Shore S, 20 wetland restoration (ditch plug) 03/05/19 DL			

Permits Denied: Orval Gubrud, Derek Hofman, & Jordan Peterson for manager Frank to review and present for approval at next Board meeting in April.

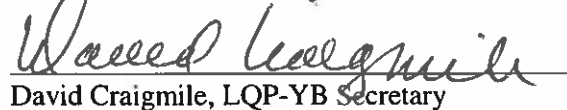
M/S/P to approve watershed permits except those denied:

Motion: David Ludvigson Second: Michael Frank Passed: 3-0

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 Tuesday, April 2, 2019 at 4:30 p.m. at the Lac qui Parle County Courthouse, Commissioners' Room.