

Lac qui Parle-Yellow Bank Watershed District

Regular Meeting Minutes

January 3, 2017

Meeting #563

Call to Order

The meeting was called to order by Chairman Darrel Ellefson at 4:35 p.m. at the Lac qui Parle County Courthouse, Commissioners' Room, Courthouse, 600 6th Street, Madison, MN. **Managers present:** Chairman Darrel Ellefson, Vice-Chairman John Cornell, Secretary David Craigmile, Treasurer David Ludvigson, & Publicity Officer Joe Ferguson. **Staff present:** Administrator Trudy Hastad, Coordinator Mitch Enderson, & Park Manager Ron Fjerkenstad. **Others present:** Lincoln Commissioner Joe Drietz, Randy Fales, Jim Clark, Stephen Brehmer, Scott Halvorson, & Myron Halvorson.

Approval of the Agenda

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

Motion by: David Craigmile

Second by: John Cornell

Passed: 5-0

Staff Reports:

PARK: Park manager Ron Fjerkenstad reported on park activities.

- Reviewed quote for AIS dock and will get to Kurt Johnson, Yellow Medicine SWCD.
- Seasonal park reservation written requests for 2017 are confirmed.
- Printed new park warning tickets and reviewed with the Board.
- Reported approximately 10 ice-houses on the lake.

COORDINATOR: Coordinator Mitch Enderson reported on monthly activities.

- Worked with data & storage issues with Arc GIS and they are resolved.
- Worked on maps and draft of Emergency Action Plan.
- Completed & submitted the semi-annual report to MPCA on SSTS Loan program.
- Submitted semi-annual report & reimbursement requests for WRAPS.
- Updated SWAG grant interim & final reports to website along with water quality graphs.
- Planning a rain barrel project with SWCD & the YES team from LQP Valley High School.
- Ground truthing for potential WASCObS continues as subwatersheds are completed by SWCD.
- Continue with the tile inventory for the Upper Minnesota Watershed. One township is left to inventory.
- Found flowing water by the Bellingham Dam, so we loaded up the sampling gear and Mary taught me how to perform water samples prior to her leaving.

WCA: Coordinator Mitch Enderson

- CORPS requested a delineation report for impacted wetlands on a bridge replacement on the north edge of Providence Township section 36. Michell (SWCD, & Mary Homan compiled the report while I created the maps. Report was given to BWSR for feedback and then forwarded to highway department to give to the Corps.

Public Comment:

Randy Fales met with the Board to inquire about the pasture/hayland lease that will be up for bid in section 9, Fortier Township, Yellow Medicine County. He was concerned with fencing. The Board agreed to pay half the fencing between the two properties and Fales will get the quote and forward to the Watershed District Office.

Jim Clark, Stephen Brehmer, Scott Halvorson, & Myron Halvorson met with the Board regarding a tiling project in the SW1/4 of section 10, Mehurin Township. DNR stopped the project due to concern with setback to protected waterway. Discussion followed with Hastad instructed to set up a phone conference with Attorney Kolb with Rinke-Noonan Law Firm to get his opinion.

Treasurers Report:

M/S/P to approve the Treasurers report and renew \$60,000 CD at State Bank of Bellingham.

Motion by: David Craigmile

Second by: John Cornell

Passed: 5-0

The following warrants were presented for approval:

Number	Vendor	Details	12/7/16 to 01/03/17
<i>General Klein Account:</i>			
None			\$ 0.00
		TOTAL	\$ 0.00
<i>Park Account:</i>			
5740	monthly payroll	December payroll	\$1,788.47
5741	AT&T Mobility	park cell 507-829-0394	\$46.56
5742	Canby True Value	park supplies	\$49.44
5743	Frontier Communications	park phone, fax, internet	\$184.78
5744	Kockelman Construction	December snow removal	\$302.50
5745	C.A.S. Plumbing & Heating, Inc.	quarterly softner rent	\$43.28
5746	Lincoln Pipestone Rural Water	rural water @ park	\$32.35
5747	Shaun VanDerostyne	dock repair	\$300.00
5748	Lyon-Lincoln Eletic Coop	park electricity	\$785.82
5749	Canby Print Shop	weekly & Area B reservation sheets, receipt book	\$51.05
		TOTAL	\$3,584.25
<i>United Prairie Bank General Account:</i>			
2882	LQP-YB Ditch Acct	transfer LQP Nov/Dec settlement to ditch	\$11,803.57
2883-2885	semi-monthly payroll	Dec 1-15 payroll	\$4,812.12
2886	PERA	monthly deductions	\$344.16
2887	PERA	semi-monthly deductions	\$920.99
2888	PERA	monthly deductions	\$344.16
2889	Rural Solutions LLC	adapter	\$14.99
2890	Dorsey & Whitney LLP	SSTS loan contract legal review	\$1,750.00
2891	Rinke Noonan Attorney's	monthly retainer	\$200.00
2892	Quill Corporation	inkjet toner, staples	\$122.46
2893	LQP County Recorder	2017 annual pictometry	\$300.00
2894	Lyle Breberg	75% cost-share beaver dam removal	\$250.00
2895	Mike Westby	75% cost-share beaver dam removal	\$187.50
2896	Frontier Communications	coordinator phone 320-598-3319	\$38.52
2897	Frontier Communications	office phone 320-598-3117	\$38.52
2898	Trudy Hastad	2017 quickbooks payroll subscription	\$565.00
2899	MCIT	PC renewal & workers comp insurance	\$7,004.00
2900	PERA	delinquent fee	\$10.00
2901	MCIT	workers comp – 2015 audit	\$265.00
2902	LQP-YB Liability Acct.	Federal withholding	\$3,971.77
2903	Minnesota Revenue	state withholding	\$1,636.00
2904	Darrel Ellefson	December per diem, mileage	\$266.52
2905	Darrel Ellefson	December County Ditch work & mileage	\$836.57
2906	David Ludvigson	December per diem, mileage	\$393.64
2907	David Craigmile	December per diem, mileage	\$96.01
2908	John Cornell	December per diem, mileage	\$106.18
2909	Joe Ferguson	Nov/December per diem, mileage, exp	\$501.66
2910	VOID	VOID	\$0.00
2911, 2913-14	monthly payroll	December 16-31 payroll	\$4,817.13
2912	M. Homan	severance	\$3,343.23
2915	IRS	2016 4 th quarter Federal tax adjustment	\$6.03
2916	PERA	semi-monthly deductions	\$920.99
2918	LQP County Auditor/Treasurer	monthly health insurance	\$3,112.00

2919 LQP County Auditor/Treasurer

December 2016 payroll

\$41.95

TOTAL

\$49,020.67

Ditch Account:

None

TOTAL

\$0.00

\$0.00

M/S/P to approve the warrants.

Motion: David Craigmile

Seconded: David Ludvigson

Passed: 5-0

Secretary's Report:

Hastad presented meeting minutes #562 for approval.

M/S/P to approve minutes #562.

Motion: David Ludvigson

Seconded: David Craigmile

Passed: 5-0

Administrator Report:

- Hastad reported on the monthly ditch activities for the Watershed & LQP County.
- Hastad reported on progress of the Emergency Action Plan.
- Hastad reviewed the FSA maps regarding the hayland/pasture land coming up for bid. The Board reviewed for amount of acres for bid on each parcel. The Board reviewed the current lease for hayland/pasture. Hastad was instructed to have Attorney Torvik draw up new contract for the hayland/pasture land lease with concerns discussed added into the lease.

Old Business:

- Hastad discussed the VanHuevelan illegal drainage in section 22, Florida Township. Landowner was working with neighbor to resolve and applied for tiling permit to bring into compliance.

New Business:

- Chairman Ellefson signed the 2016 engagement letter with the Office of the State Auditor. Hastad will also sign and send back for confirmation for the 2016 audit.
- Treasurer Ludvigson signed the Report of Outstanding Indebtedness for Lac qui Parle County, Yellow Medicine County, & Lincoln County. Hastad will send to appropriate Counties.

PERMITS - The following permit applications were applied for:

11679	Hoffman Brothers	Perry, 3	seepage lines	01/03/17 DE
11680	Steve Maas	OshKosh, 6	seepage lines	01/03/17 JF
11681	Dwight Mork	Perry, 23/24	seepage lines	01/03/17 DE
11682	Aaron Olson	Garfield, 10	clean ditch	01/03/17 DL
11683	Stan Streich	Perry, 18	seepage lines	01/03/17 DE

Permits Denied: Bill Croatt

M/S/P to approve watershed permits.

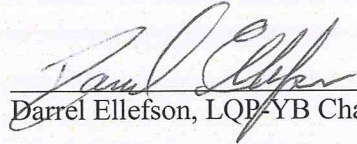
Motion: David Craigmile

Seconded: John Cornell

Passed: 5-0

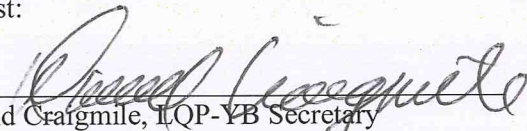
Adjournment:

The meeting adjourned at 6:55 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 7, 2016 at 4:30 p.m. at the Lac qui Parle County Courthouse, Commissioners' Room.**