

# **Lac qui Parle-Yellow Bank Watershed District**

## **Regular Meeting Minutes #571**

### **September 5, 2017**

#### **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, & Publicity Officer Joe Ferguson. Absent was: Treasurer David Ludvigson. **Staff present:** Administrator Trudy Hastad, Coordinator Mitch Enderson, & Park Manager Ron Fjerkenstad. **Others present:** 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.

- Discussed the need for new playground equipment for 2018 or 2019 camping season.
- The Canby sale will be held on Sept. 16, 2017 and will try and sell old pickup.
- Park was full with eight campers in the overflow this past weekend.
- Ron reported R-6 worked well during the heavy rainfall, but lock was busted again. Discussed setting up the camera to monitor activity at the dam.

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

- He collected 5 of the 20 samples needed for our attempt at delisting the DO impairment. The samples have to be collected during low flow, and with recent rainfall it has been too high to collect since mid-August. If he collects new samples, it would have to be within five years.
- Drew with Houston Engineering was able to run the PTMAPP for the Canby Creek Watershed to include in the Del Clarke grant application in order to seek additional practices upstream from Del Clark to help protect the lake from sediment loading and help towards restoring the Canby Creek aquatic life impairment.
- Submitted a grant application for the control structures to protect Del Clark Lake as well as pursue additional practices upstream in the contributing watershed.
- Received fifteen SSTS applications thus far in 2017 with payment being made to nine.
- Two rounds of SID sampling along with 1 of 2 secchi surveys was done in August. There are two samples along with the second secchi survey and morning dissolved oxygen surveys to be done in September.
- We will have a booth at the County Fair with the WRAPS banners and information on a fold out board on the status of WRAPS, SID work, PJG, staff changes, buffer information and will include information for the MN Ag Water Quality certification program.
- The environmental fair will be held September 19-20 in Marshall and will help present a station with SWCD.
- Board authorized to advertise for the yearly photo contest.

**WCA:** Coordinator Mitch Enderson

- Discussed the County Ditch 5 basic wetland application. Suggested doing a 60 day extension of the wetland application. Discussion followed.

**M/S/P** to approve a 60 day extension for the County Ditch #5 basic wetland application.

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



**Treasurers Report:**

M/S/P to approve the Treasurers report.

Motion by: David Craigmile Second by: John Cornell Passed: 4-0

M/S/P to transfer \$10,000 from the Canby deposit account to the Klein Park expense account.

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

The following warrants were presented for approval:

| Number | Vendor | Details | 08/13/17 to 09/5/17 |
|--------|--------|---------|---------------------|
|--------|--------|---------|---------------------|

**General Klein Account:**

|      |                                    |                                |                    |
|------|------------------------------------|--------------------------------|--------------------|
| 6469 | Emily Schliemann & Tubbs           | SSTS Loan                      | \$3,073.33         |
| 6470 | Darin Tilbury & Monnens Excavating | SSTS Loan & electric           | \$14,012.20        |
| 6471 | Beau Peterson & Jerry Stensrud     | SSTS Loan                      | \$7,548.00         |
| 6472 | LQP Broadcasting                   | WRAPS 7/12/17 radio show       | \$17.50            |
| 6473 | Mitchell Enderson                  | WRAPS – mileage, ice, shipping | \$182.70           |
|      |                                    | <b>TOTAL</b>                   | <b>\$24,833.73</b> |

**Park Account:**

|             |                                   |  |                    |
|-------------|-----------------------------------|--|--------------------|
| 5859 – 5862 | monthly payroll                   | August payroll                         | \$5,048.95         |
| 5863        | Farmers Coop Association          | gas, lawn fertilizer                   | \$140.57           |
| 5864        | AT&T Mobility                     | park cell phone                        | \$46.55            |
| 5865        | Canby True Value                  | park supplies                          | \$463.32           |
| 5866        | Running's Supply, Inc.            | park supplies                          | \$74.78            |
| 5867        | Sturdevant's Auto Parts           | oil filter                             | \$24.57            |
| 5868        | Canby Builders Supply             | lumber                                 | \$289.78           |
| 5869        | Frontier Communications           | park phone, fax, internet 507-223-7586 | \$188.52           |
| 5870        | Kockelman Construction Inc.       | sand for Del Clark                     | \$475.77           |
| 5871        | Olson Sanitation LLC              | August trash                           | \$475.59           |
| 5872        | Lincoln Pipestone Rural Water     | August/July water meter                | \$819.11           |
| 5873        | Canby True Value                  | park supplies                          | \$388.65           |
| 5874        | Lyon-Lincoln Electric Cooperative | park electricity                       | \$2,672.77         |
|             |                                   | <b>TOTAL</b>                           | <b>\$11,108.93</b> |

**United Prairie Bank General Account:**

|           |                              |                                  |                    |
|-----------|------------------------------|----------------------------------|--------------------|
| 3118-3119 | semi-monthly payroll         | August 1-15 payroll              | \$3,159.10         |
| 3120      | PERA                         | semi-monthly deductions          | \$611.46           |
| 3121      | PERA                         | monthly deductions               | \$366.67           |
| 3122-3123 | semi-monthly payroll         | August 16-31 payroll             | \$3,159.09         |
| 3124      | Rinke Noonan Attorney at Law | monthly retainer                 | \$200.00           |
| 3125      | Quill Corporation            | cyan toner                       | \$44.99            |
| 3126      | Missy Borman                 | website conversion --            | \$720.00           |
| 3127      | Canby News                   | 2 week budget hearing ad         | \$62.10            |
| 3128      | Western Guard                | 2 week budget hearing ad         | \$63.18            |
| 3129      | Buffalo Ridge Newspapers     | 2 week budget hearing ad         | \$77.40            |
| 3130      | LQP County Auditor/Treasurer | August postage                   | \$50.78            |
| 3131      | LQP-YB Liability Account     | Federal Withholding              | \$3,710.36         |
| 3132      | LQP County Auditor/Treasurer | October Health Insurance         | \$3,112.00         |
| 3133      | John Cornell                 | per diem, mileage                | \$511.77           |
| 3134      | Joe Ferguson                 | per diem, mileage                | \$143.65           |
| 3135      | David Craigmile              | per diem, mileage                | \$159.71           |
| 3136      | Darrel Ellefson              | per diem, mileage                | \$443.92           |
| 3137      | Darrel Ellefson              | Monthly ditch work, mileage, exp | \$2,111.71         |
| 3138      | PERA                         | semi-monthly deductions          | \$611.46           |
| 3139      | Minnesota Revenue            | August sales & use tax           | \$534.00           |
|           |                              | <b>TOTAL</b>                     | <b>\$19,853.35</b> |

**DITCH ACCT.**

|      |              |               |
|------|--------------|---------------|
| none | <b>TOTAL</b> | <b>\$0.00</b> |
|------|--------------|---------------|

M/S/P to approve the warrants.

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



**Secretary's Report:**

Hastad presented meeting minutes #570 and special meeting #570.1 for approval.

M/S/P to approve meeting minutes #570

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

M/S/P to approve special meeting minutes #570.1

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

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

- The draft buffer rule was sent to BWSR for comment. Hastad will send a copy to the managers.
- Hastad reviewed the 2018 property schedule for the 2018 MCIT Insurance.
- Asked for ideas for resolutions for the MAWD annual meeting.
- Discussed the ditch modernization grant opportunity. Houston Engineer will be doing a presentation on this at the LQP County Board meeting on September 29, 2017.
- Reminded Board of the AREA II Annual Legislative Gathering to be held, Thursday, November 2, 2017 in Pipestone, MN at 3:00 p.m.

At 5:25 Chairman Ellefson tabled the monthly meeting in order to hold the public hearing for the 2018 Budget hearing.

At 5:30 p.m. Chairman Ellefson opened the public hearing for the 2018 Watershed budget. It was noted that there was no one present at the hearing except the Watershed Board of Managers and Administrator Hastad.

Hastad read the public notice as was published for two weeks in the Western Guard, Canby News, & Lincoln Buffalo Ridge newspapers. The proposed budget of \$290,000 was reviewed. This is proposed to be levied on real property in Lac qui Parle, Yellow Medicine, & Lincoln Counties within District boundaries. This is proposed to be collected in 2018 of which \$250,000 will be levied pursuant to Minnesota Statutes Section 103D.905, Subd 3 and \$40,000 to be levied pursuant to Minnesota Statutes 103B.241, Subd 1 to pay for projects identified in the District's approved and adopted plan necessary to implement the purposes of the District.

Chairman Ellefson asked if there were any questions. There were none.

M/S/P to close the budget hearing 5:45 p.m.

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

M/S/P to approve the 2018 budget of \$290,000.00

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

Chairman Ellefson reopened the regular watershed meeting at 5:46 p.m.

Hastad reviewed the current Watershed Ditch account balances for possible 2018 assessments. The only ditch needing a one year assessment is Lincoln County WS Ditch #11 for \$10,000. This will complete the amount for the cleanout done in the fall of 2015.

M/S/P to assess a one-year \$10,000 assessment to Lincoln County WS Ditch #11.

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

**BE IT RESOLVED**, by the Lac qui Parle-Yellow Bank Watershed Board of Managers, acting as the Watershed Ditch Authority, Counties of Lac qui Parle, a portion of Yellow Medicine County & a portion of Lincoln Counties, State of Minnesota, that the following assessments are herewith adopted; and



**BE IT FURTHER RESOLVED**, that the following one-year assessments are adopted to maintain an appropriate balance in each of the following Ditch Repair Funds:

Lincoln County Watershed Ditch Project:  
LQP-YB Lincoln Ditch #11 \$10,000

**BE IT FURTHER RESOLVED**, that the aforementioned assessments are due and payable to the Lac qui Parle-Yellow Bank Ditch Repair Funds in 2018.

**WHEREUPON**, the above resolution is adopted at the regular meeting of the Lac qui Parle-Yellow Bank Watershed Board of Managers this 5<sup>th</sup> day of September, 2017.

Jesse Wittnebel with Dragonfly View Drone Service met with the Board to give a presentation on the Drone services his company has to offer. He shared copies of photographs taken from the Drone, his license status, and discussed ways the Watershed could use this type of service. The Board thought this could be useful, especially with ditch inspections and will keep this service in mind. No further action was taken.

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

|                    |  |                      |                            |             |
|--------------------|--|----------------------|----------------------------|-------------|
| 11937              | Adelman Dairy Farms, Inc.              | Yellow Bank, 26      | seepage lines              | 09/05/17 DE |
| 11938              | Steven Eidem                           | Augusta, 28          | seepage, main tile         | 09/05/17 DE |
| 11939              | Tom Fernholz                           | Madison, 2           | seepage lines              | 09/05/17 DE |
| 11940              | Steve Haas                             | Hamlin, 9            | seepage, main tile         | 09/05/17 DE |
| 11941              | Lloyd Hanson                           | Lake shore S, 18     | seepage lines              | 09/05/17 DE |
| 11942              | John Harington % Northwestern Farm Mgt | Hendricks, 5         | seepage, main              | 09/05/17 JC |
| 11943              | Mark Jordahl                           | Providence, 9        | seepage around hog barn    | 09/05/17 DE |
| 11944              | George Kleven                          | Hantho, 6            | seepage, main, pump        | 09/05/17 DE |
| 11945              | Kleven Farms, Inc.                     | Cerro Gordo, 1       | seepage, main              | 09/05/17 DE |
| 11946              | Anthony Ludvigson                      | Perry, 14            | seepage lines              | 09/05/17 DE |
| 11947              | Anthony Ludvigson                      | Lake Shore S, 18     | seepage, main              | 09/05/17 DE |
| 11948              | Anthony Ludvigson                      | Lake Shore S, 19     | seepage, main              | 09/05/17 DE |
| 11949              | Robert Ludvigson                       | Garfield, 11         | seepage, main              | 09/05/17 DE |
| 11950              | Doug Mangel                            | Perry, 17            | main tile                  | 09/05/17 DE |
| 11951              | Chris Mork, Matt Mork                  | Maxwell, 5           | seepage around manure pit  | 09/05/17 DC |
| 11952 Renew #11067 | Brad Nesvold                           | Madison, 8           | grassed waterway/ditch     | 09/05/17 DE |
| 11953              | Janet Noby & Carol Heck                | Perry, 24            | seepage, close ditch       | 09/05/17 DE |
| 11954              | Paul Olson                             | Lac qui Parle, 25    | seepage lines              | 09/05/17 DE |
| 11955              | Ricky Olson                            | Hansonville, 23 & 24 | seepage, main              | 09/05/17 JC |
| 11956              | Robert Pehrson                         | Maxwell, 27          | seepage, main tile         | 09/05/17 DC |
| 11957              | Gary Peterson                          | Hammer, 33           | main tile                  | 09/05/17 JF |
| 11958              | Perry Township                         | Perry, 19            | clean ditch                | 09/05/17 DE |
| 11959              | Perry Township                         | Perry, 30            | clean ditch                | 09/05/17 DE |
| 11960              | Perry Township                         | Perry, 23            | clean ditch                | 09/05/17 DE |
| 11961              | Michael Prokop                         | Hammer, 19           | seepage, main tile         | 09/05/17 JF |
| 11962 Renew #11595 | Gary Robertson                         | Providence, 14       | seepage, main, pump        | 09/05/17 DE |
| 11963              | Lloyd Schrunck                         | OshKosh, 30          | seepage, main tile         | 09/05/17 JF |
| 11964              | Delton Sorenson                        | Perry, 24            | seepage, main, close ditch | 09/05/17 DE |
| 11965              | Ruth Stoick                            | Walter, 25           | Clean ditch                | 09/05/17 DE |
| 11966              | Don Stolpman                           | Yellow Bank, 33      | seepage lines              | 09/05/17 DE |
| 11967              | David Twedt                            | Hendricks, 27        | Berm                       | 09/05/17 JC |
| 11968              | MN DOT                                 | Oshkosh, 3 & 10      | bridge replacement         | 09/05/17 JF |


**Permits Denied:** Steve Stamp for cropping history; Gerald Streich as need DNR for protected waters; & Hugh Bergland for downstream landowner signature.

**M/S/P** to approve watershed permits accept those denied:

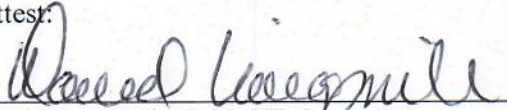
Motion: David Craigmile, Seconded: John Cornell Passed: 4-0

Adjournment:

The meeting adjourned at 6:25 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  
October 3, 2017 at 4:30 p.m. at the Lac qui Parle County Courthouse, Commissioners' Room.**



Lac qui Parle-Yellow Bank  
Watershed District  
Proposed 2018 Budget

**EXPENDITURES:**

**Fiscal Management & Administration:**

|                                |              |
|--------------------------------|--------------|
| Salary & Expenses:             | \$140,000.00 |
| PERA:                          | \$ 11,000.00 |
| Social Security:               | \$ 11,000.00 |
| Medicare:                      | \$ 3,000.00  |
| Health Insurance:              | \$ 31,900.00 |
| HAS Company:                   | \$ 5,600.00  |
| Legal Services:                | \$ 7,500.00  |
| Mileage:                       | \$ 4,500.00  |
| Dues, Registrations, Lodging:  | \$ 9,000.00  |
| Auditing Services:             | \$ 3,300.00  |
| Real Estate & Sales & Use Tax: | \$ 11,000.00 |
| Advertising Expense:           | \$ 500.00    |
| Miscellaneous Expense:         | \$ 3,000.00  |

**OFFICE EXPENSE:**

|                             |                    |
|-----------------------------|--------------------|
| Supplies:                   | \$ 1,500.00        |
| Postage:                    | \$ 1,200.00        |
| Telephone:                  | \$ 3,000.00        |
| Computer (tech,program exp) | \$ 2,000.00        |
| Office equipment:           | \$ <u>1,000.00</u> |

Sub-Total: \$250,000.00

**PROJECT/REPAIR EXPENSE:**

|                             |                    |
|-----------------------------|--------------------|
| Beaver Expense:             | \$ 5,000.00        |
| Tree Snagging:              | \$ 5,000.00        |
| Dam Repair/Project expense: | \$ 19,200.00       |
| WCA Expense:                | \$ 5,300.00        |
| USGS Stream GaugeExpense:   | \$ 3,000.00        |
| Pictometry:                 | \$ <u>2,500.00</u> |

Sub-Total: \$ 40,000.00

**TOTAL PROPOSED 2018 BUDGET      \$290,000.00**

**GRANTS:**

|   |              |
|---|--------------|
| SSTS Program (Funded thru State & Loan Program) August 2016 – 2019      | \$500,000.00 |
| NRBG Block Grant – (WCA) – (60/40 SWCD)                                 | \$ 5,733.60  |
| WRAPS GRANT – (funded thru State MPCA grant) September 2015 – June 2019 | \$155,060.00 |

PROJECTED REVENUES:

|                                     |   |
|-------------------------------------|---|
| Global Winds Harvest:               | \$ 1,503.96   |
| CD Interest:                        | \$ 1,462.00   |
| Land Rent:                          | \$ 55,896.50 (deposited into park expense acct)     |
| Park Income:                        | \$102,000.00 (used for park salary & expenses)      |
| Reimbursement Income                | \$ 3,500.00 (Upper MN WRAPS reimb, spouse's fee's,) |
| PERA Rate Increase Aid              | \$ 132.00   |
| PILT Income:                        | \$ 1,400.00   |
| Buffer Income:                      | \$ 6,718.00 (from LQP & Lincoln County)             |
| Dawson Savings Interest:            | \$ 1,800.00   |
| LQP County Ditch work, mileage, exp | <u>\$ 36,600.00</u>                                 |
| TOTAL:                              | \$211,012.46  |