

Lac qui Parle-Yellow Bank Watershed District

Meeting Minutes #633

November 1, 2022

Call to Order

The meeting was held in the Lac qui Parle County Annex, 422 5th Avenue, Madison, MN, with a virtual ZOOM login option. The meeting was officially called to order by Chairman Darrel Ellefson at 4:30 p.m. **Managers Present:** Chairman Darrel Ellefson, Vice Chairman John Cornell, Secretary David Craigmile, Treasurer Andrew Weber and Publicity Michael Frank arrived 15 minutes late. **Managers absent:** none. **Staff present:** Administrator Trudy Hastad, Environmental/Feedlot Specialist Abby Van Kempen, Environmental/HHW Specialist Jennifer Schuelke, Ditch Specialist Cindy Brehmer, Ditch Inspector Jared Roiland, Coordinator Mitch Enderson, and Park Manager Ron Fjerkenstad. **Staff Absent:** none **Others present:** None.

Approval of the Agenda

Chairman Ellefson asked for additions to the agenda. There being no additions to the agenda, Manager David Craigmile motioned to approve the agenda, seconded by Manager Andrew Weber. Upon roll call vote, motion passed 4-0.

Staff Reports:

Environmental/Feedlot Specialist: Abby VanKempen gave her monthly report.

- Marg and I attended the MACPZA (MN Association of County Planning & Zoning Administrators) conference in Grand Rapids.
- Working on updating some sections/wordage in our land use ordinance along with getting a solar ordinance in place, and changing some of our mining & extraction sections wordage. The planning commission will meet and discuss these and get their ideas and input.
- We had a request to amend a conditional use permit and a landowner came in for a variance.
- Been a busy few weeks with septic systems. I have two systems left to observe and then I can submit my paper work and get my official septic inspector certification.
- Feedlots have been pretty quiet lately, except for calling in to report pumping of their manure pits and spreading.
- I will be attending the regional feedlot meeting in Marshall tomorrow.

PARK REPORT: Ron Fjerkenstad

- Park is almost cleaned up for the winter.
- We should consider marketing for hunters to camp as he took in \$500 in October. The hunters stay in the overflow, use the pit bathrooms, & the faucet at the house. He can hold up to 15 campers in that area.
- The docks have come out, but people are still fishing.
- Working on new fees for the 2023 camping season. Thinking the daily & yearly park passes are ok, but the seasonal should be adjusted to keep up with electricity & trash costs.
- The cart has been working very well since it was repaired.

Environmental/HHW Specialist: Jennifer Schuelke

- Submitted the quarterly HHW report. The MPCA Greater MN Planning Coordinator visited our office to go over our recycling programs and get an idea what LQP County does for their program and if she might be of help with future programs and projects.

- We will be starting our Holiday Lights Collection this month and will be contacting local businesses and schools to get the bins in place. We will again be working with the DAC in Canby, who will process the lights for recycling and resale.
- We submitted the quarterly benchmark monitoring report also known as the Industrial Stormwater Report to MPCA.
- The last electronic waste collection was held on October 8th. In order to continue to use the building as a collection site we had to submit a Permit by Rule request to MPCA to re-permit the building for use as a Transfer Station which has been completed and we are waiting for them to inspect the building. It should be a smooth transition.

Ditch Specialist: Cindy Brehmer

- Updated the ditch assessment worksheet to assess cash balances of the ditch systems. Worked on the Group 2 ditch system redetermination of benefits on special assessments to get the ditch balances to be around \$10,000 with exception of smaller ditch balances to be \$3,000-\$5,000.
- Working on sending out letters for the Group 2 ROB except for CD #13 and Laterals A-M. The letters will go out in the mail tomorrow. Also, I will be enclosing a letter stating the easement payment with the W9 all being mailed together. The total assessments for this grouping are \$770,000. Judicial Ditch #21 letters were mailed and on October 27th, I mailed the JD #21 landowners that have easement payments a letter with the W9 and their amounts.

Ditch Inspector: Jared Roiland

- Trudy, Darrel, & I met with Houston Engineer to review the televising data for Br 3 CD #4 Improvement project. There are approximately 20 minor locations that the engineer feels need to be repaired with the rest of the system in very good shape. We expect the repairs to be completed this fall and can hopefully have the closeout hearing this winter.
- Trudy, Cindy, & I attended our drainage committee meeting. Discussed the televising information for Br 3 CD #4. Discussed the status of the CD #42 improvement project. Also discussed who would attend the pre-conference drainage meeting for MAWD with Commissioner Tufto possibly attending along with WS staff.
- Mitch, Rhyan (SWCD), & I took elevation shots along a branch of CD #5 in section 1, Mehurin Township. We took these shots to determine a grade line for the cleanout and how much it would impact a type 3 wetland along the branch.
- Washed the pickup and Roxor and have an appointment to get them serviced and winterized at LQP Coop.
- Met with a landowner and DNR to discuss a proposed project in section 6, Hamlin Township along CD #69. The landowner will put a project plan together and then we would go from there as far as what process we need to complete.
- Talked to the YM County weed inspector about R-6 and Lazarus. He couldn't get the aerial spraying company he originally had in mind lined up and was trying another aerial spraying company from Flandreau, SD. Another thought was trying goats as goats eat the stuff cattle won't touch.
- We moved back down to our office and have everything temporarily set up until the new desks arrive.
- Trudy & I have been going through file cabinets and maps and sorting & organizing so everything is in one spot.

COORDINATOR REPORT: Mitch Enderson gave his monthly report:

- The 1W1P steering team met on the 5th to discuss steps to work on during the public review and before the end of the year so we are ready to bring the plan to BWSR in early 2023. We also set a tentative date of December 15th, 2023 for the public hearing which would be after the review period and discussed how to conduct the meeting.

- The 1W1P sub-steering committee met to work on a draft of cost-share policies and agency agreements. I have incorporated discussion into a draft, and we are close to having that ready. I have also been working with SWCDs on a draft of the By-Laws and will begin with workplan drafting soon.
- We will be updating finances and submitting a request to receive another 40% of our planning grant as we have surpassed the initial 50% received.
- The Del Clark/Canby Creek projects are completed and the grant will expire at the end of the year.
- We have had seven applications for SSTS with six systems being paid. Four of the applications were under our previous loan and three under the new loan.
- Two septic systems loans were paid off this month.
- Working on the final report for the previous SSTS loan and will get it completed once I receive the final disbursement request.
- We have had 13 people submit photos for the photo contest. The pictures will be set up in the Courthouse breakroom tomorrow for voting. Does the Board want us to make calendars for 2023? Discussion followed with Board giving their approval to make the 2023 calendars.
- We submitted the Canby Creek retention project to MAWD for the project awards and was selected to submit a more detailed application as a finalist for project of the year.
- Attended BWSR academy last week. There were some interesting sessions.
- The No child left inside application period is open and I would like to apply for it with the application deadline of December 7th. The grant's goal is to get children outside for recreational/educational experiences. We have been brainstorming and are going to have a meeting with Rhyen at SWCD to figure out more specific details and begin filling out the grant application. Some ideas are: holding a one day event or leaning more towards a 3-4 part series one day a month during the summer with one session on Water, one session on Fishing/Wildlife, and one session on Hiking/Vegetation, Camping/Survival Skills/Astronomy. The grant scores better for ideas that aren't just one-time events. If we are successful in the grant we would get kayaks/fishing poles/tents and could make this an annual event and move around to Lake Hendricks/County Park/State Park, etc.
- We all moved the offices back down to our new space beginning of the month.

WCA REPORT: Mitch Enderson gave the WCA monthly report:

- We need to resurvey a branch of CD #5 and will do this on Thursday morning along with the LQP SWCD.
- Met onsite with a landowner and upon review of the site, we found the work conducted to be acceptable.
- Reviewed a site that we had a complaint on and did not find an issue with the work performed.
- Doug Adelman/Mark Ninneman submitted a joint application for installing an intake in a wetland in the NE ¼, Section 4, Yellow Bank Township to keep it from growing. He applied for a No-Loss to have the TEP make a recommendation in order for the watershed to approve the permit. The TEP met and found a LIDAR contour that almost exactly follow the pool elevation of the wetland and the TEP recommends approval of the No-Loss exemption and that LGU staff verify final elevation of intake when project is finished. (Attached Exhibit A).

Manager Craigmile motioned to approve a no-loss exemption to Doug Adelman/Mark Ninneman for installing an intake in the NE1/4 section 4, Yellow Bank Township, seconded by Manager John Cornell. Upon vote, motion passed 5-0.

OTHERS: None.

TREASURER'S REPORT: The Treasurer's report was read by Manager Andrew Weber.

Manager Andrew Weber motioned to approve a transfer of \$50,000 from the First Security Bank park deposit account to the United Prairie Bank general account and also to approve the secretary report as read, seconded by Manager Michael Frank. Upon vote, motion passed 5-0.

The following warrants were presented for approval:

Number Vendor Details 9/06/2022 to 10/04/2022

General Klein Account:

6218	Mark or Jessica Larson & Monnens Excavating	SSTS Loan	\$4,937.50
6219	Mark & Kami Schoenfeld/Wollschlager Excavating	SSTS Loan	\$16,937.00
6220	Houston Engineering	1W1P Consulting	<u>\$1,851.50</u>
TOTAL			\$23,726.00

Park Expense Account:

1558	Frontier Communications	park office phone, internet, fax	\$301.88
1559	Kockelman Construction	class 2 base ¾" material	\$597.93
1560	LQP County Environmental Office	park cell phone	\$41.19
1561	Canby Builders Supply	lumber	\$295.83
1562	Running's Supply	1 lb staples, antifreeze, chicken wire	\$78.17
1563	Ag Plus Cooperative	135 gallons Fmaster, 241.9 unleaded	\$1,615.88
1564	Canby Print Shop	1000 daily permits, envelopes, 600 '23 park permits	\$1,220.47
1565	Laleman's Septic & Drain Cleaning	pumped pit toilets, flushed dump station	\$350.00
1566	Doug's Service & Marine	chain saw, lawn mower blades, pulley	\$377.63
1567	Olson Sanitation	October trash	\$154.44
1568	Lincoln Pipestone Rural Water	October rural water	\$419.34
1569	Lyon-Lincoln Electric Cooperative	October electricity	<u>\$655.29</u>
TOTAL			\$6,108.05

UPB GENERAL ACCT:

22158-22162	semi-monthly payroll	Sept 1-15 payroll	\$9,452.55
22164	Darrel Ellefson	per diem, mileage	\$437.92
22165	David Craigmile	per diem, mileage	\$437.92
22166	Michael Frank	per diem, mileage	\$280.88
22167	John Cornell	per diem, mileage	\$395.52
4370	LQP-YB Liability	semi-monthly PERA	\$1,861.18
4371	LQP-YB Liability	Federal withholding	\$3,072.82
4372	MPCA	SSTS loan repayments	\$56,418.56
4373	City of Madison	shop electricity, garbage, sewer	\$125.41
4374	Rinke Noonan Attorney @ Law	monthly retainer, CD #42 legal fees	\$11,065.50
4375	LQP Coop Oil Company	pickup fuel	\$160.50
4376	Houston Engineering	construction administration	\$3,221.13
4377	Nelson Oyen Torvik	Stoks confession of judgement final payment	\$935.00
4378	Gary Redepenning	23 nuisance beaver	\$460.00
4379	Mitchell Enderson	stamp for WCA conditions	\$14.94
4380	LQP-YB Liability Acct	State withholding	\$1,118.00
4381	LQP County Auditor/Treasurer	health insurance	\$8,776.19
4382	LQP County Auditor/Treasurer	October postage	\$43.71
22168-22173	semi-monthly payroll	Oct 16-31 payroll	\$9,452.54
22174-22178	monthly payroll	October park payroll	\$5,283.25
4384	LQP-YB Liability Acct	Federal withholding	\$4,266.20
4385	LQP-YB Liability Acct	monthly & semi-monthly PERA	<u>\$2,444.88</u>
TOTAL			\$119,724.60

DITCH ACCT

TOTALS-0-

Manager Andrew Weber motioned to approve the warrants as presented, seconded by John Cornell. Upon roll call vote, motion passed 5-0.

Secretary's Report: Trudy Hastad reviewed Secretary report #632 as mailed.

Manager Michael Frank motioned to approve meeting minutes #632 as mailed, seconded by Manager David Craigmile. Upon roll call vote, motion passed 5-0.

Administrator Report/Old & New Business: Trudy Hastad

- The office remodel is done and we moved into the office the week of October 17, 2022. The desks have not arrived yet, but staff are working on tables. The office flow seems to be going well.

- Discussed the Corey Hoffman pasture/hayland lease. The crops were removed but not sure if the corn stalks were baled and the Board wanted to have them baled. Hastad will contact Corey to see if he planned to bale them, if not, Manager Cornell would talk to neighbor to see if he would bale. Hastad will contact Hoffman and also request what tillage was done, what spray was used so we have a record for the HEI violation and when re-seeding back to grassland in the spring. Discussed what attorney to use to draw up the 2023 leases and what enforcement language needed to be in the lease. Hastad reported Bjornson's did not have their cattle off the Lazarus Creek land by October 15 as was stated in the lease. Discussion followed. The managers also discussed hiring the LQP County SWCD to reseed the land in YM as the YM SWCD does not have a drill.

Manager Michael Frank motioned to hire the LQP SWCD to do the seeding in the spring of 2023 and bill the seeding to Corey Hoffman, seconded by Manager Andrew Weber. Motion passed 5-0

- Paul Tol contacted us to renew lease for a wind tower on the Lazarus Creek land. I sent the new contract to John Kolb for review and Paul will meet with us at the December 6th meeting to review and sign.
- MAWD Annual meeting is scheduled for Dec 1-3rd. Will need to know who plans to attend and then need to appoint two delegates and one alternate. Discussion followed.

Manager Michael Frank motioned to appoint Andrew Weber and David Craigmile as delegates to the MAWD annual meeting with Manager John Cornell as alternate, seconded by Manager David Craigmile. Upon vote, motion passed 5-0.

Managers Craigmile, Weber, & Cornell will attend the annual MAWD meeting along with staff of Hastad, Brehmer, Roiland, & Enderson. Hastad will set up rooms & register for MAWD, except Manager Craigmile will do his own.

- Area II annual meeting will be November 3, 2022 at Currie, MN. Manager Craigmile will attend.
- We need to set an advisory board meeting date. Discussion followed.

Manager Craigmile motioned to set the Advisory Board meeting date of December 7, 2022 at 6:00 p.m. in the LQP County Commissioner Room, seconded by Manager Cornell. Upon vote, motion passed 5-0.

- The MAWA (Minnesota Association of Watershed Administrators) will be meeting on November 4, 2022 at Fergus Falls, MN.

PERMITS- The following permit applications were applied for:

13786	Doug Adelman	Yellow Bank, 4	seepage, main line w/intake	11/01/22 AW
13787	Jim Call	Augusta, 20/21	clean ditch	11/01/22 DE
13788 renew 12900	Doug Haas	Manfred 33/34	seepage, main tile, intakes & terraces	11/01/22 DE
13789	Doug Haas	Freeland, 32	seepage, main tile	11/01/22 DE
13790	Eldon Haas	Manfred, 11	seepage lines, pumps	11/01/22 DE
13791	K & R Farms	Fortier, 23	seepage lines	11/01/22 MF
13792	Mike Knutson	Fortier, 7/8	seepage & main tile	11/01/22 MF
13793	Redgy Matthies	Agassiz, 28	seepage lines	11/01/22 AW
13794	Jon Olson	Madison, 2	seepage, main tile	11/01/22 DE
13795	Gerard Radermacher	Walter, 3	main tile, move approach	11/01/22 AW
13796	Gordon Rangaard	Norman, 1	seepage, main tile	11/01/22 MF
13797	Kade Robertson	Providence, 21	seepage lines	11/01/22 DC
13798	Kade Robertson	Providence, 8	seepage lines	11/01/22 DC
13799	Joe Roggenbuck	Perry, 28	clean ditch	11/01/22 DE
13800	Jerome Schuelke	Baxter, 31	main tile	11/01/22 DC
13801	Jerome Schuelke	Ten Mile Lake, 20	seepage lines	11/01/22 DC
13802	Jerome Schuelke	Baxter, 31	seepage lines, intakes	11/01/22 DC
13803	Jerome Schuelke	Riverside, 36	install ditch	11/01/22 DE
13804 Renew	Milton Schutte & Sons	Riverside, 35	seepage, main tile, intakes	11/01/22 DC
13805	Charles Shellenbarger	Camp Release, 25	seepage lines	11/01/22 DC
13806	Joe Spors	Walter, 4	seepage lines, intakes	11/01/22 AW
13807	Joe Spors	Walter, 3	seepage, main tile, intakes	11/01/22 AW
13808	Mike Unzen	Walter, 25	seepage lines, pump	11/01/22 AW
13809	Jon Wager	Hamlin, 25	clean ditch	11/01/22 DE
13810	Bart Wittnebel	Walter, 26	stock pond	11/01/22 AW

Permits Denied: none.

Manager John Cornell motioned to approve the permits except those denied, seconded by Manager David Craigmile. Upon roll call vote, motion passed 5-0.

Meeting adjourned at 6:45 p.m.

Darrel Ellefson, Chairman

Attest:

David Craigmile, Secretary

Minutes prepared by Hast

The next regularly scheduled meeting of the Lac qui Parle-Yellow Bank Watershed District is Tuesday, December 6, 2022 at 4:30 p.m. in the LQP County Commissioner Room, Courthouse, Madison, MN.