

Lac qui Parle-Yellow Bank Watershed District  
Board Minutes #614  
April 6, 2021

Call to Order

The meeting was held in the Lac qui Parle Commissioners' Room in the Courthouse, 600 W 6<sup>th</sup> St, Madison, MN 56256, with a virtual ZOOM login option. The meeting was officially called to order by Chairman Darrel Ellefson at 4:30 p.m. Roll call was taken. **Managers Present:** Chairman Darrel Ellefson, Vice-Chairman John Cornell, Secretary David Craigmile, and Publicity Manager Michael Frank. **Managers present via ZOOM:** Treasurer David Ludvigson. **Managers absent:** none. **Staff present:** Administrator Trudy Hastad, Coordinator Mitch Enderson, Drainage Manager Jared Roiland, and Park Manager Ron Fjerkenstad. **Others present via zoom:** John Kolb, Rinke Noonan, LQP County Commissioner Stacy Tufto, Houston Engineer Joe Lewis, & Curt & Mary Melby. In person: Jon Theisen, Francis Brandenburger.

Approval of the Agenda

Chairman Ellefson asked for additions to the agenda. There were six permits added to the agenda since meeting packets were mailed. David Craigmile motioned to approve the agenda with added permits, seconded by John Cornell. Upon vote, the motion passed 5-0.

John Kolb met with the Board to review preliminary findings and order for the unpermitted obstruction of an artificial/constructed drainage way in section 27, Yellow Bank Township, Lac qui Parle County, Minnesota. The time frame to remove the obstruction or install a twenty-four inch diameter culvert in the crossing was 90 days. Discussion followed with the managers wanting a shorter time frame. It was decided to give the landowner until May 21, 2021 to get the structure removed or install a twenty-four inch diameter culvert in the unpermitted crossing. (See attached findings and order (Exhibit A). Manager Craigmile motioned to approve the preliminary findings and order, seconded by Michael Frank. Upon vote, motion passed 5-0.

Staff Reports:

**PARK:** Park manager, Ron Fjerkenstad reported on monthly activities.

- Discussed storm shelter needs at the park. The park has 69 trailer campsites and four primitive campsites with approximately 3 ½ people per site so the current storm shelter would be very crowded. Ron has been researching a possible modular storm shelter, like a Connex in a side hill with vents. No action was taken.
- Crew will be starting seasonal work mid-April to get things ready for the park opener on May 1, 2021.

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

- The 1W1P workplan was entered into eLink and approved. The grant has been executed so allowable expenses can be charged to the grant. A consultant request for qualifications was sent out on March 24<sup>th</sup> with a deadline of May 7<sup>th</sup>, 2021 for consultants to respond.
- Responded to multiple data requests for the LQP County GIS. We received more corner survey points from our surveyor so I worked with Mark Volz to get status update maps of the monument project.
- Waiting for contractor to start construction on the Del Clark/Canby Creek grant.
- The DNR comment period and review process has started for the CD 79/83 outlet cleanouts.
- Submitted a outlet application for some spot cleaning to DNR for the CD #4 outlet.
- The Florida Creek restoration project has been split into two phases and the group was hopeful to apply in May, but we have made a case to do both phases at the same time, so the North section doesn't get forgotten/left behind. Applying will likely occur next year to get the entire project applied for. SWCD and myself will likely do some water monitoring over the next couple months and there are likely some other measurements still to be taken.
- Houston held a short webinar highlighting changes to Drainage DB. Customers will have the ability to update the GIS layers in Drainage DB without sending them to Houston. This would require us to get an ArcOnline subscription. Houston is going to be reaching out to customers individually to discuss more in depth how this can work. Mitch is checking on cost of ArcOnline.

- I would like to do a coloring contest for Earth day in April. We can post on our website, do a radio announcement, and send out to grocery stores and would like to give either a DQ gift certificate or Subway gift certificate. Discussion followed.

Manager Craigmile motioned to approve the Earth Day Coloring contest with gift certificates as a prize, seconded by Manager Ellefson. Upon vote, motion passed 5-0.

**WCA:** Mitch Enderson reported on monthly activities.

- I met with a landowner regarding a restoration order. The landowner is in disagreement over the size of the wetland. Onsite landowner could not provide evidence of existing tile in the wetland, just said it must have been there since there was tile in separate areas of the field. I will discuss with the TEP this week regarding wetland size. Currently the restoration order remains as is.
- A wetland bank plan application was submitted March 3<sup>rd</sup> for a site in section 15, Yellow Bank Township. The application was noticed March 8<sup>th</sup> and I emailed the application to the board March 23<sup>rd</sup>. The comment period ended March 31<sup>st</sup> and the only comments received were from the TEP panel and BWSR. The comments are being compiled by the TEP and will be returned to the sponsor. A conditional use permit will need to be obtained so the sponsor is aware that a decision might not be made today, in which case I will issue a 60 day extension. Discussion followed, with the Board waiting to make a decision until the conditional use permit is obtained.
- I replied to a DNR inquiry about CUP on Mark Sand & Gravel property.

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

- Darrel and I met with the contractor and engineer on site of the CD #42 Improvement project. WE discussed current conditions and timelines for the remainder of the project. The contractor hoped to have the main and all the connections made by the end of the month.
- The spring MADI meeting was held virtually. Many of the Counties across the state are experiencing the same difficulties with deteriorating ditch systems and difficulties working in ditch systems and involve public waters.
- Trudy and I had a virtual meeting with the engineer for the Br 3 CD #4 Improvement project. They were sending a surveyor out to get ground level, tile intake, and ditch cross section elevation shots along the system to create a more accurate model to put in the preliminary engineer's report.
- Darrel & I met with the surveyor and landowners along the Br 3 CD #4 Improvement site to get elevations along the tile system and along the open ditch outlet.
- Mitch & I took the pickup to Tofte's to get the drop-in bed liner put in. We got a quote for a drop-in and a spray-on bed liner and talked to Ryan about both options and the drop-in liner fit our needs the best.
- Checked on the progress of the CD #42 improvement project and the contractor had finished installing the main line and had to make the lateral connections and finish leveling the excavated material over the line to grade.
- Mitch & I have been working on a public water permit application to restore the proper outlet for the CD #4 ditch system
- Darrel & I met on site with a landowner regarding a neighbor's tile project. Potential solutions were discussed to resolve the issue.
- Reported on buffer compliance in LQP County.
- Created a spraying log to document the conditions and locations for each day when we are out spot spraying.
- Discussed a possible need for a mobile hotspot to use with the surface computer to have internet access when in the field. Manager Craigmile thought there may be a hotspot in the pickup that can be used. Discussion followed.

**OTHER:**

Francis Brandenburger met with the Board to discuss a concern with the culvert in the road between sections 2/3 Augusta Township. This is not a new issue as this was done 5-10 years ago, as the Township raised the road, and then Jesson basically put a dike in his field around the culvert which can cause the water to back up 2 quarters of Francis's land in the spring. He didn't feel this was right and wanted the Watershed Board to try and do something about this. Pictures of this were passed around for the Board to look at. Francis explained that during a flood event the water will go over Hwy 24 into Nassau before it goes over the Township road. Discussion followed. Manager Craigmile said the Township has the jurisdiction on the road and right-of-way but felt the dike was an obvious watershed issue and felt we should seek legal council for advice. No further action was taken.

**TREASURER'S REPORT:** Dave Ludvigson presented the Treasurers report.

Manager Dave Craigmile motioned to transfer \$10,000 from the park deposit account to the park expense account, seconded by Manager Michael Frank. Roll call vote was taken and motion passed 5-0.

Manager Michael Frank motioned to accept the Treasurers' report as read, seconded by Manager John Cornell. Upon vote, the motion passed 5-0.

The following warrants were presented for approval:

Number Vendor Details 03 /03/2021 to 4/06/2021

General Klein Account:

None TOTAL \$-0-

UPB Park Expense Account:

Transfer	March payroll	4/5/2020 payroll	\$2,176.58
1326	Advocate Tribune	cleanup from April Ad	\$35.20
1327	Ag Plus Cooperative	gas	\$797.66
1328	Running's Supply	fence post	\$76.91
1329	Frontier Communications	park phone, fax, internet	\$297.13
1330	Kockelman Construction	snow removal	\$87.75
1331	Lincoln Pipestone Rural Water	March water	\$47.79
1332	Olson Sanitation LLC	March trash	\$15.21
1333	C. A.S. Pumbing & Heating	quarterly softner rent	\$43.28
1334	Lyon-Lincoln Electric Coop	park electricity	<u>\$727.50</u>
		TOTAL	\$4,305.01

UPB GENERAL ACCT:

21033-21035	semi monthly payroll	March 19 payroll	\$5,108.53
21036	David Ludvigson	March per diem	\$115.43
21037	David Craigmile	March per diem & mileage	\$505.99
21038	Michael Frank	March per diem & mileage	\$137.84
21039	John Cornell	March per diem & mileage	\$463.78
21040	Darrel Ellefson	March per diem & mileage	\$255.38
21041	Darrel Ellefson	March ditch work & mileage	\$414.19
4001	LQP-YB Liability	semi-monthly PERA	\$1,004.49
4002	John & Sandi Buer	purchase buildings on Lots 13, 14 & N 30' of 15 Block 5 Kjosness Add	\$63,777.61
21042-21045	semi monthly payroll	April 5 payroll	\$7,285.09
4003	VOID	VOID	\$-0-
4004	LQP-YB Liability	monthly & semi-monthly PERA	\$1,414.88
4005	Rinke-Noonan Attorney	monthly retainer, CD#42, Karels letter	\$2,416.00
4006	Yellow Medicine County	2021 property taxes	\$5,436.18
4007	Houston Engineering	CD #42 & Br 3 CD #4 improvements	\$49,835.27
4008	I & S Group, Inc.	CD #54 improvement engeinerer	\$12,874.62
4009	Lac qui Parle Coop Oil	gas for pickup	\$39.63
4010	Tofte Auto & Sales	install & purchase bed liner for pickup	\$288.99
4011	Lac qui Parle Auditor/Treasurer	March postage	\$20.17
4012	Lac qui Parle County Auditor	April Health Insurance	\$4,679.00
4013	LQP-YB Liability Acct	Federal withholding	\$3,992.72
4014	LQP-YB Liability Acct	quarterly state withholding	\$1,567.00
4015	Dirt Proz, LLC	pay request # 3 CD #42 improvement	\$156,918.00
4016	LQP-YB Liability Acct	state withholding penalty & interest	\$80.47
4017	MN Revenue	March sales & use tax	<u>\$291.00</u>
		TOTAL	\$318,922.26

Debit Card

MAWD	Legislative registration	\$99.00
	<b>TOTAL</b>	<b>\$99.00</b>

**DITCH ACCT:**

None	None	<del>\$-0-</del>
	<b>TOTAL</b>	<b>\$0.00</b>

Manager David Craigmile motioned to approve the warrants as presented, seconded by Manager John Cornell. Upon vote, motion passed 5-0.

**Secretary's Report:**

Manager Michael Frank motioned to approve meeting minutes #613 as mailed, seconded by Manager David Craigmile. Upon vote, motion passed 5-0.

**OTHER:** Jon Theisen (in person) & Curt & Mary Melby (via ZOOM) concern.

Administrator Hastad reviewed a permit for John Theisen in section 5, Florida Township that was approved. The permit was for three 638's structures, and a couple tile lines that outlet in the Hwy road ditch on the property line between James Theisen and Curt & Mary Melby. The Highway Engineer signed the permit for a 8" outlet. Our office received a call from Melby's concerned with the amount of tile being put in and outletting into the road ditch. They were not notified and concerned it would flood their property. Manager Ellefson and Drainage Inspector Jared Roiland went to the site and asked the contractor to halt the project until we received a map showing the designed project. The Theisen's did not get funding for the 638 structures and instead did some pattern tiling with a 12" outlet into the road ditch by the Melby property. The project did not look like what was applied for. Discussion followed. The Board asked that Theisen's fill out a new permit with updated map of the project, get the YM Highway engineer signature, and work with the Melby's to find a solution to reroute some of the water that would work for both parties. JonTheisen said that the surveyor was out the day before to survey to see if some of the water could go behind the grove. Mary Melby confirmed that he was out trying to find a different route to the west to the North culvert. After much discussion, the landowners will review the surveyor findings and try to find a compromise. Manager Michael Frank will hold the permit until the landowners work out a solution and the YM Highway has a chance to review the changes. No further action was taken.

**OTHER:** Dirt Proz, LLC – Jason (in person) and Joe Lewis, Engineer with Houston Engineering (via ZOOM):

Jason with Dirt Proz, LLC met with the Board to discuss the punchlist for the Improvement of the CD #42 project. He was frustrated with the compaction test that was being required as they felt they were doing a good job on the project. Discussion followed. Joe Lewis with Houston Engineering reviewed some concerns they wanted addressed before Dirt Proz left the site. Discussed televising the project now instead of in a year after a freeze thaw. Engineer Lewis said they are not rejecting the pipe, they just want verification of compaction. He also discussed the possibility of a warranty bond fro Dirt Proz for issues that may come up in the future. Joe said a performance bond was not a problem and they will fix something if it's their fault. He reviewed the timeline of what was left to do on the project. No further action was taken.

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

- Discussed a landowner concern with permit #13238. Hastad showed the area of concern and the Board discussed. Manager Ellefson will look at with Jared.
- The Br 3 CD #4 improvement project is moving forward. Hastad called the petitioner and requested additional funds so the project could continue.
- We signed the final documents for the purchase of the Buer building. The buildings were cleaned out, and the city sewer line was inspected and passed. We will need new locks, maybe some paint, and Hastad will get insurance on the buildings. Discussed if we wanted insurance on the contents. Board decided we would look at that at a later time.
- Discussed the joint powers agreement with LQP County for WCA. The documents have not been updated for years. Hastad will contact Attorney Kolb for his opinion.
- Presented a proposed new tiling permit application. At this time we are just looking at comments and feedback from the Board. Staff are finding a need for more information on the current permit application. They felt this was still farmer friendly, but would help to make better water/drainage decisions. The Board had some suggestions and Hastad will make some changes and bring back to the Board at the next meeting.

- Hastad reported that 2021 is the Watershed District's 50<sup>th</sup> Anniversary. Discussed if we should plan something for later in the summer and see how things are looking with the pandemic. No action was taken.
- Hastad reported receiving the Draft wellhead protection plan Part II for the City of Dawson which is open for comments.
- We received a thank-you from Julie Wollschlager for the sympathy card sent for Jeff Wollschlager.
- Hastad reported receiving the 2022 Yellow Medicine County Valuation notices.
- Hastad reported that spraying season is soon upon us and we would probably still need a few things. Discussion followed. Manager Craigmile & Ludvigson will work with staff to get a tank for water, and other things for spraying.

PERMITS- The following permit applications were applied for:

13361 renew #12598	Tim Milbeck	Lac qui Parle 29-32	seepage lines	4/6/21 DE
13362 renew #13000	Cori Bothun	Riverside, 29	seepage, main tile	4/6/21 DE
13363 renew #12992	Cori Bothun	Riverside, 12	seepage lines	4/6/21 DE
13364 renew #12486	Cori Bothun	Providence, 32	seepage lines	4/6/21 DE
13365	Donn Larson	Arena, 16	main tile & pump	4/6/21 DE
13366	Donn Larson	Arena, 22	seepage, main tile	4/6/21 DE
13367 renew #12999	Greg Bothun	Providence, 33	seepage, main tile w/pump	4/6/21 DE
13368 renew #11957	Gary Peterson	Hammer, 33	main tile	4/6/21 MF
13369	Mark & Nancy Gorder LP	Hammer, 3	seepage, main tile	4/6/21 MF
13370	John Theisen	Florida, 2	fix plug in existing tile	4/6/21 MF
13371	Jordan Anhalt	Freeland, 23	seepage, repair existing tile line	4/6/21 DE
13372 renew #12810	Lester Haugen	Freeland, 3	seepage lines	4/6/21 DE
13373	Jordan Brehmer	Yellow Bank, 34	seepage, main tile w/pump	4/6/21 DE
13374	John Dove	Cerro Gordo, 11	fill in private ditch & replace w/tile	4/6/21 DE
13375	Call Family Farms	Cerro Gordo, 22	seepage lines	4/6/21 DE
13376	Brian Croatt	Baxter, 3	seepage, main line & close ditch	4/6/21 DE
13377	John Kostad	Riverside, 22	seepage, main tile	4/6/21 DE
13378	Dane Prestholdt	Madison, 26	seepage, main tile	4/6/21 DE
13379	Dane Prestholdt	Cerro Gordo, 24	seepage, main tile	4/6/21 DE
13380	Dane Prestholdt	Cerro Gordo, 10	seepage lines	4/6/21 DE
13381	Steve Haas	Madison, 22	replace intakes w/seepage tile	4/6/21 DE
13382	Steve Haas	Madison, 15	seepage lines	4/6/21 DE
13383	Steve Haas	Madison, 15	seepage lines	4/6/21 DE
13384	Gary Lee	Lac qui Parle, 31-32	seepage, main tile	4/6/21 DC
13385	Gary Lee	Cerro Gordo, 36/Riverside, 1	seepage, main tile	4/6/21 DE
13386	Jeff Johnson	Lac qui Parle, 35	clean ditch	4/6/21 DE
13387	John Roisen	Baxter, 30-31	seepage lines	4/6/21 DE
13388	John Roisen	Lac qui Parle, 20, 29	seepage lines	4/6/21 DC
13389 renew #12443	Tad Merritt	Manfred, 35	seepage, main tile	4/6/21 DL
13390	Roger Schuelke	Augusta, 17	seepage, main tile	4/6/21 DL
13391	Tom Schuelke	Augusta, 17	seepage, main tile	4/6/21 DL
13392	Mark & Daren Schmidt	Augusta, 17	seepage lines	4/6/21 DL
13393	Anthony Ludvigson	Hamlin, 29	seepage lines	4/6/21 DL
13394	Keith Olson	Arena, 31	seepage, main tile	4/6/21 DL
13395 renew #12697	Rick Weber	Hamlin, 20-21	seepage lines	4/6/21 DL
13396	Call Family Farms	Arena, 10-15	seepage lines	4/6/21 DL
13397	Dan Jibben	Perry, 36	seepage, main tile	4/6/21 DL
13398	Steve Haas	Perry, 36	seepage lines	4/6/21 DL
13399	Myron Halvorson	Arena, 29	seepage, main tile	4/6/21 DL
13400	Aaron Tasto	Arena, 23	seepage, main tile	4/6/21 DL
13401	Steve Eidem	Augusta, 29	seepage, main tile, pump	4/56/21 DL

Permits Denied: Aaron Brehmer for Goerke signature, Jon Theisen for YM Highway Engineer signature.

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

Meeting adjourned at 7:40 p.m.

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Darrel Ellefson, LQP-YB Chairman

Attest:

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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, May 4, 2021 at 4:30 p.m.