



*Lac qui Parle - Yellow
Bank Watershed District*
lqpybwatershed.org

Phone: 320-598-3117
320-598-3319
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600 6th St #7
Madison, MN 56256

LQP County Commissioner's Room
November 5, 2025
Meeting #669

1. CALL TO ORDER

Chairman Andrew Weber called the meeting to order at 8:00 a.m. A quorum was present.

Board members present: Andrew Weber, Jon Olson, Daniel Buseth, and Mike Knutson.

Board members absent: Brent Larson

Staff Present: Trudy Hastad, Ethan Kack, Jared Roiland, Abby VanKempen, Jennifer Schuelke, Eric Stahl, & Cindy Brehmer.

Staff Absent: None.

Others Present: Jace Jackman.

2. General Business

Agenda

Manager Knutson asked to add a permit for Roger Bliss.

Manager Mike Knutson moved to approve the amended agenda, seconded by Manager Jon Olson. Motion passed 4-0.

Secretary's Report

Manager Daniel Buseth moved to approve minutes #668 as emailed, seconded by Manager Mike Knutson. Motion passed 4-0.

Treasurer's Report

Manager Jon Olson reviewed the Treasurer's report as was emailed to the managers. Manager Daniel Buseth moved to approve the Treasurer's report, seconded by Manager Mike Knutson. Motion passed 4-0.

Manager Mike Knutson motioned to transfer \$10,000 from the park deposit acct to the park expense acct, seconded by Manager Daniel Buseth. Motion passed 4-0.

Bills

Details 10/02/2025 – 11/05/2025

General Klein Account

6668	Cottonwood SWCD	1W1P – Russel Hedrick Speaker fee	\$2,564.85
6669	Wayne Hansen/C.A.S. Plumbing & Heating	SSTS loan	\$6,171.63
6670	Leonard Tosel/ Jay's Digging Service	SSTS Loan	\$13,045.70
6671	Lac qui Parle SWCD	1W1P – Education event advertising	<u>\$1,364.88</u>
		Total	\$23,147.06

Park Expense Account

2020	Canby True Value	Sept charges	\$158.67
2021	VOID	VOID	VOID
2022	Lac qui Parle County Environmental	park cell phone	\$38.40
2023	Midcontinent Communications	park internet	\$60.00

2024	Vlaminck Electric	camper outlet repair	\$445.97
2025	Running's Supply	threaded steel rod, diesel fuel supplement, antifreeze, switch, gang box, connector	\$316.86
2026	Canby Print Shop	2026 park permit stickers	\$581.75
2027	Canby True Value	October charges	\$123.25
2028	Ag Plus Cooperative	fuels	\$119.49
2029	City of Canby	monthly sewer charge	\$539.21
2030	Doug's Service & Marine	supply	<u>\$47.78</u>
		TOTAL	\$2,431.38

UPB General Account

5102	LQP-YB Liability Acct	PERA	\$2,119.69
5103	LQP-YB Liability Acct	Federal withholding	\$3,220.66
5104	LQP-YB Liability Acct	MSRS	\$200.00
25179 – 25184	semi-monthly payroll	10-1-25 to 10-15-25 payroll	\$10,458.66
25185	Andrew Weber	per diem, mileage	\$220.12
25186	Michael Knutson	per diem, mileage	\$202.78
25187	Jon Olson	per diem, mileage	\$125.24
25188	Daniel Buseth	per diem, mileage	\$178.44
25189	Brent Larson	per diem, mileage	\$143.44
5105	LQP-YB Liability Acct	MSRS for Ethan Kack	\$7,497.00
5106	LQP-YB Liability	MSRS for Ethan Kack	\$833.00
5107	LQP-YB Liability	interest for Ethan Kack MSRS	
5108	Lac qui Parle County Auditor/Treas	October postage	\$100.20
5109	Lac qui Parle Coop Oil	fuel	\$135.26
5110	Madison Tire & Repair	Roxor oil change	\$68.36
5111	Houston Engineering	CD #63 & CD #57 improvements	\$13,791.75
5112	Rinke Noonan Attorneys	monthly retainer, CD #44 improvement	\$701.50
5113	Eric Stahl	mileage & meal reimbursement	\$315.80
5114	Jon Paul Pringle	6 nuisance beaver	\$150.00
5115	MPCA	SRF0250, SRF0302, SRF0315 SSTS loan repayment	\$82,550.34
5116	Lac qui Parle County Auditor/Treas	Health insurance	\$11,476.33
5117	Lac qui Parle County Auditor/Treasurer	EyeMed, Dental, Life, LTD	\$804.02
5118	LQP-YB Liability Acct	Federal withholding	\$4,148.30
5119	LQP-YB Liability Acct	State withholding	\$1,202.00
5120	City of Madison	shop utilities	\$146.20
5121	Quill Corporation	annual renewal	\$69.99
5122	LQP-YB Liability Acct	PERA	\$2,781.98
5123	LQP-YB Liability Acct	sales & use tax	\$101.00
5124	Lac qui Parle Coop Oil	fuel	\$30.27
25190-25195	semi-monthly payroll	Oct 16-31 payroll	\$10,458.66
25196-25199	monthly payroll	October park payroll	<u>\$3,392.30</u>
		TOTAL	\$

Debit Card

DC	Grand View Lodge	rooms for Annual meeting	\$934.16
DC	Grand View Lodge	rooms for Annual meeting	\$1,987.52
DC	Instant Ink	ink for park	\$17.09
DC	MN paid leave	MN paid leave fee for private insurance	\$253.13
DC	Intuit	Quickbooks Enterprise Gold/Payroll	<u>\$3,234.96</u>
		TOTAL	\$6,426.86



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Ditch Account

1391	LQP SWCD	WS #1 & WS #32 – drone inspections	<u>\$180.55</u>
None		TOTAL	\$180.55

Manager Mike Knutson motioned to approve the bills, seconded by manager Daniel Buseth. Motion passed 5-0.

1W1P (One Watershed One Plan)

C23-006 Implementation Grant 2023-2025

Contract approvals:

None

Contract payments:

C25-0264 Implementation Grant 2025-2026

Contract approvals:

None

Contract payments:

None

CRP Incentive Grant Contracts:

None

3. STAFF REPORTS

Ethan Kack – Park Manager

- Park closed on October 1 for the season and everything is winterized.
- Applied with Yellow Medicine SWCD for a \$40,000 clean water grant. Could be used for cover for garbage cans by the beach, and some other small improvements.
- Hunters have been renting spots in the overflow with understanding there is no water or sewer.
- Coyote's are becoming a problem. They have set some traps. Discussed putting up signage and closing trails where they are trapping for safety of public.
- DNR dock arrived, but is not in the water yet.
- The park passes for the 2026 season are printed and ready to go.

Cindy Brehmer – Ditch Financial Specialist

- Reconciled the bank statements and processed payroll for the Watershed.
- Sent out letters to the CD #75 landowners regarding the assessment for the tile replacement of the main tile.
- Compared all 86 County ditch systems with the ditch upload and the final viewers reports from the ROB to double check everything is accurate.
- Processed three payrolls and balanced cash, sent out quarterly reports to all of the department heads for Quarter 3 review for LQP County.
- Continue to work on audit prep for the next years audit (2025) for LQP County.

Abby VanKempen – Planning & Zoning, Feedlot, SSTS Coordinator

- Variance hearings tomorrow for three Christensen Farm swine sites.
- Assessor's Office turned in an unpermitted gravel pit in Providence Township, so I will be sending the property owner a letter informing them of CUP requirements.
- Complaint of garbage blowing around on RIM property.
- BWSR is going to do a review on our grant requirements for low-income septic grant and shoreland/septic program money.
- Septic system installs are starting to slow down for the season. We are going to register Eric for the rest of his septic classes soon.



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- Will be doing two more feedlot inspections in the morning. Should have these done before the middle of the month.
- Working on gathering remaining feedlot registrations before year end.
- The Southwest regional feedlot meeting is coming up next week.
- We finally received the updated passport forms.
- Completed six new passport applications last month (slowest month this year).

Eric Stahl – Coordinator/WCA – read by Administrator Hastad

- Attended SSTS training and received certification for apprentice for intro to septic systems and install for septic systems.
- Attended BWSR Academy and attended WCA classes and received credits for my WCA delineator in training.
- Waiting for the schedule for WCA classes for my Continuing education classes for 2026.
- Working with SWCD's in regards to requesting an extension on the 1W1P grant due to certification dates of the remaining contracts.
- Reporting on all grants will be starting shortly (1W1P grants, SSTS, WCA).
- Reviewed the Watershed permits for WCA compliance.
- Working with a landowner in Yellow Bank Township for possible purchase of ag wetland credits.

Jared Roiland – Ditch Inspector

- Received report of two sinkholes on WS #32 in the NW1/4 of section 6, Baxter. We are getting an estimate for possible replacement of the whole branch which is roughly 1,500' of 8" tile.
- Had the Roxor serviced at Madison Tire & Service and stored away for winter.
- Went with Eric on a reported WCA violation in Yellow Bank Township. We found the area in question and everything to date was in compliance.
- The CD #75 assessment letters were mailed to the landowner so we are starting to get phone calls regarding the project.
- We ran the annual fall tillage buffer ad on KLQP for the month of October. We have gotten a lot of feedback from this so will continue this in the fall and spring as is a good reminder to landowners that this law is still in effect.

Jennifer Schuelke – Environmental, Solid Waste, HHW Specialist

- I sent in 3 boxes of toner cartridges for recycling. We also had a new one that I sent to Cartridge Forest for reuse, and they, in turn, planted 2 trees for me.
- In talking to Call2Recycle, we decided to stop collecting primary (non-rechargeable) batteries. They can be thrown away with regular household waste, and they are very time-consuming. I have created new ads and flyers with this information which I will be running soon.
- The Holiday Lights Collection will be starting up on November 10, so I have created new ads as well as signs for the collection bins.
- The last special item collection of 2025 was on October 11th. We had 52 participants.
- I completed the 3rd quarter HHW Education points report and sent it in.
- Dropped some items off at ResQZone in Marshall after the SWAA meeting on Oct 3rd.
- Attended the annual Landfill Advisory Board meeting in Marshall. We were given some legislative updates and discussed the problem with C&D waste disposal.
- We collected 2.64 tons of Hazardous waste at our fall HHW collection.



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OTHERS: Jace Jackman

Jace Jackman attended the Board meeting to introduce himself. Jace is the new Area Hydrologist with DNR working out of the Ortonville Office. Everyone introduced themselves and are excited to work with him.

4. OLD BUSINESS

- Waiting for the final engineer report for the CD #63 improvement.
- Engineers are working on modeling for the preliminary engineer report for CD #57.

5. NEW BUSINESS

- Discussed the beaver bounty. The 2025 budget for nuisance beaver is \$5000. We have already spent that and we are getting many calls regarding beaver activity in regards to backed up water. Hastad asked to amend the 2025 beaver budget to \$10,000. Discussion followed.

Manager Jon Olson motioned to increase the 2025 beaver bounty to \$10,000, seconded by Manager Mike Knutson. Motion passed 4-0.

- Hastad asked the Board to appoint delegates for the annual MAWA meeting in December.

Manager Andrew Weber motioned to appoint Jon Olson and Andrew Weber as delegates for the annual meeting, seconded by Mike Knutson. Motion passed 4-0.

- Hastad asked the Board to set a date for the annual advisory board meeting.

Manager Mike Knutson motioned to set the annual advisory board meeting for December 10, 2025 at 11:00 a.m., seconded by Manager Daniel Buseth. Motion passed 4-0.

- Hastad presented the contract and price to have CliftonLarsonAllen complete the 2025 audit. Price increased about \$1200 from the 2024 audit. Discussion followed.

Manager Jon Olson motioned to enter into a contract to have CliftonLarsonAllen do the 2025 audit for the Watershed District, seconded by Manager Mike Knutson. Motion passed 4-0.

- Hastad reported receiving a petition for improvement for County Ditch #44 along with a \$70,000 bond. Attorney Kolb reviewed for accuracy and put together findings and order (attached Exhibit A) to accept the petition for improvement and appoint Houston Engineering as the Engineer for the project.

Manager Jon Olson motioned to accept the findings and order (Exhibit A) to approve the petition for improvement for County Ditch #44 and appoint Houston Engineering as the Engineer for the project, seconded by Manager Daniel Buseth. Motion passed 4-0

- Hastad informed the Board that DNR dam safety were out and inspected the Canby Creek Dams. She reviewed the findings with the Board. There is some concern on R-6 and she will contact them to see if they can assist with running a camera up the pipe to ensure everything is as it should be. The dams showed signs of lots of water going through them this year and still holding back a significant amount of water for fall. This is due to such wet conditions in 2025.
- Hastad reviewed a WCA decision from MN Dept of Transportation for the culvert repairs and resurfacing of TH 40.



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- Hastad said Attorney Kolb reviewed the good neighbor agreement for the wind tower project in YM and said it was ok to sign.
- Hastad shared a letter received from the City of Canby requesting a donation for playground equipment for the Canby City Park. Discussion followed with the request denied.

6. PERMIT APPROVALS

14470	Gary Robertson	Maxwell, 34	seepage tile	11/05/25 BL
14471	Adam Lund	Providence, 27	seepage tile	11/05/25 BL
14472	Corey Nelson	Maxwell, 30	seepage, main tile	11/05/25 BL
14473	Skip Blohosky	Lake Shore, 32	seepage, intakes, outlet	11/05/25 JO
14474	Skip Blohosky	Lake Shore, 32	seepage, lift pump, outlet	11/05/25 JO
14475	Tanner Radermacher	Walter, 11	ditch cleanout	11/05/25 AW
14476	Bruce Vaala	Cerro Gordo, 16	seepage, main tile, intakes, pump	11/05/25 JO
14477	Donn Peterson	OshKosh, 20	seepage, main tile, intakes	11/05/25 MK
14478	Renew Justin steele	Fortier, 29	seepage tile, intakes	11/05/25 MK
14479	Renew Kemen Farms	Hamlin, 14	seepage tile	11/05/25 JO
14480	Renew Kemen Farms	Hamlin, 14	seepage, main tile	11/05/25 JO
14481	Renew Kemen Farms	Hamlin, 35	seepage tile	11/05/25 JO
14482	Jordan Connor	Garfield, 21	seepage tile, intakes	11/05/25 JO
14483	Lake Shore Township	Lake Shore, 5	culvert replacement	11/05/25 JO
14484	Bruce Vaala	Madison, 7	seepage, main tile, intake	11/05/25 JO
14485	Ryan Ludvigson	Madison, 36	seepage, main tile	11/05/25 JO
14486	Todd Stensrud	Lake Shore 10 & 11	seepage tile	11/05/25 JO
14487	Lee Verhelst	Norman, 11	seepage, main tile, intakes	11/05/25 MK
14488	Josh Peterson	Oshkosh, 20	seepage, main tile	11/05/25 MK
14489	Dan SToick	Augusta, 4	seepage, main tile	11/05/25 AW
14490	Tanner Radermacher	Walter, 1/ Parry,6	seepage, main tile,intakes	11/05/05 AW
14491	John Adelman	Perry, 6	seepage, main tile	11/05/25 AW
14492	Jon Olson	Lake Shore, 23	seepage, main tile	11/05/25 AW
14493	Nate Heinrich	Arena, 3	seepage, main tile	11/05/25 AW
14494	Tanner Radermacher	Walter, 11	seepage, main tile	11/05/25 AW

Permits Held: Jim Connor for certified wetland determination.

Manager Jon Olson motioned to approve the permits except those held, seconded by Manager Daniel Buseth. Motion passed 4-0.

7. NEXT MEETING DATE

The next meeting will be held on Wednesday, December 10, 2025 at 9:00 a.m.

8. ADJOURN

Manager Mike Knutson motioned to adjourn the meeting at 10:40 a.m., seconded by Manager Dan Buseth. Motion passed 4-0

Andrew Weber, Chairman

ATTEST:

Brent Larson, Secretary