

Lac qui Parle-Yellow Bank Watershed District

Meeting Minutes #652

June 5, 2024

Call to Order

The meeting was held in the Commissioners' room, Courthouse, Madison, MN with a virtual ZOOM login option. The meeting was officially called to order by Chairman Andrew Weber at 9:00 a.m. **Managers Present:** Chairman Andrew Weber, Vice-Chairman John Cornell, Secretary David Craigmile, Treasurer Jon Olson, and Publicity Michael Knutson. **Managers absent:** None. **Staff present:** Administrator Hastad, Park Manager Ethan Kack, Environmental/Feedlot Specialist Abby VanKempen, Environmental /HHW Specialist Jennifer Schuelke, Ditch Specialist Cindy Brehmer, Ditch Inspector Jared Roiland, & Coordinator Eric Stall. **Staff Absent:** none. **Others present:** Mark Streich.

Approval of the Agenda

Chairman Weber asked for additions to the agenda. There were no additions to the agenda. Manager Dave Craigmile motioned to approve the agenda, seconded by Manager Mike Knutson. Upon roll call vote, motion passed 5-0.

Administrator Hastad reported there was one 1W1P contract for approval. The contract was with Keith Olsen in Section 24, Hansonville Township for pasture/hayland for \$11,700.00. Discussion followed. Manager John Cornell motioned to approve the 1W1P contract for Keith Olsen in section 24, Hansonville Township for pasture/hayland in the amount of \$11,700.00. Upon roll call vote, the motion passed 5-0.

Staff Reports:

Park Report: Ethan Kack

- The park was really busy over Memorial Day weekend. Had a food truck at the park by the beach and it was a huge success. The truck will be back on July 6th, 2024.
- Trying to keep the Stonehill Park facebook site current.
- A pipe broke underground and in the shower right before the holiday weekend. They had everything fixed and running by the time most of the campers arrived.
- MVTV were out and updated the internet antenna's in the campground.
- The County finished crack filling on the park road.
- Staff are busy working on cleaning up the grove.
- Venmo is working out well at the pay station.
- Staff are going to put in the dock at the public landing.
- Installed a kids' basketball hoop on the basketball court. The little kids are loving it.
- The new fuel tanks were delivered and installed. They are currently waiting on the electrician and then they still need to install a cover over the tanks.
- Ethan discussed hiring to have five trees removed that are too close to campers. He received a quote from the tree guy for just shy of \$3,000 but he is booked out two months. Discussion followed with the manager's instructing Ethan to have the tree's removed.

Coordinator: Eric Stahl

- We are waiting to receive the MS4front program from HEI. They are close to being done with it and then they will get it billed so we can get it paid out of our planning grant dollars for 1W1P.
- Planning on attending the Hwy 75 tour on July 12 on soil health.
- Did an on-site visit with Quintin Peterson from SWCD, & Chris Domeier with DNR on the Florida Creek restoration site. The project has hit some major snags and two landowners are not willing to work with DNR or SWCD due to putting water on their land that cannot be controlled.
- Assisting landowners with permitting questions.

WCA: Eric Stahl

- Attended a two-day Wetland Restoration training in Hutchinson, MN. We learned the process of restoring wetland acres for banking purposes.
- Attended a three-day course on Wetland Delineation Training in Spicer, MN. Learning the specifics to soils, vegetation, hydrology, landscape, etc. Being able to walk into a wetland and delineate the boundary. This is a strong ability to have when dealing with wetlands, and with the changes to WCA coming soon. It'll be even more of a positive to be able to defend or fight boundaries moving forward.
- 23 permits were reviewed for WCA compliance.
- We are working on a joint application for a clean out on CD #8. Rain events are making retrieving elevations next to impossible.
- Looking into the habitat enhancement landscape program and the Pollinator Plot Program for some possible sites at Del Clark by the hiking trails/and or boy scout camp area.

Drainage Inspector Report: Jared Roiland

- The group 4 redetermination of benefits continuation hearings were held on May 7, 2024. There were edits made to CD #29, CD #34, & Lat B CD #34. These three ditches along with the other 27 group 4 ditches were approved by the LQP County Commissioners.
- I met with some landowners on site in Maxwell Township, section 34. They were not agreeing with some private tiling. We talked about some options and one landowner agreed to pay an outlet fee which seemed to solve some of the issues and they will be able to work together in the future.
- Assisted the survey team from Houston Engineering who took elevation shots of the outlet and intakes along the CD #75 tile system. Houston Engineering is putting together plans and specs for the bid packet to send out to contractors.
- We have received some complaints of water sitting at the end of the CD #42 main tile line. I went out and inspected and found a sink hole on Br 1 that outlets into the main near the end of the main line. I also found an issue on Branch 2. I am working with Houston Engineering and Northern Plains on this.
- The AC compressor on the WS pickup went out, so the part finally came in and got repaired. This was still under warranty so only thing that will be billed is for the Freon that they had to refill.
- Adjusted the height on Eric & Jennifer's desk. We also did some minor rearranging to create a little more storage space for Jenn.
- Working on the 2024 canoe trip tentatively set for June 28th. Fliers and registration sheets can be found on our website.

Ditch Specialist: Cindy Brehmer

- Attended the MCIS virtual meeting on the ditch rewrite for six different counties. We are going to meet in person on June 27th in Elk River as each County is using the system differently so we all need to get on the same page. I am working with Julie from MCIS on how LQP does parcel splits and combo's.
- Balanced bank statements and did two payrolls for the Watershed.
- Assisted with the WS Audit prep.
- I am also helping Tiffany on the County audit prep doing AJE and YE balancing along with monthly balancing for the County.

OTHERS:

Mark Streich attended the meeting to answer any possible questions on his permit application. He just wants to take out the vegetation in the road ditch. The Board reviewed the permit and did not find any issues with it and approved the permit.

Environmental/HHW Specialist: Jennifer Schuelke

- I worked with the Commissioners on some price changes for the Transfer station site. We lowered the price of truck tires to be in line with what the County is charged for disposal and decided to not charge for light bulbs so they are free to drop off.
- On May 10th, CLIMB Theatre presented their environmentally-based plays to the K-2 grades at Stevens and MMN elementary schools. They were a big hit with the kids and the adults enjoyed it too!
- The first special item collection was held on Saturday, May 11th and was very busy. The next collection will be Saturday, June 8th, 2024.
- We held the HHW collection on May 15th with a great turnout despite the cold, rainy weather. There were 72 vehicles, 76 households, and 34 of these were 1st time participants.
- On May 16th ResQZone came and picked up used laptops, desktops, monitors, printers, and several cell phones from the Courthouse and Family Services. He repairs them to then give away to people in need.
- I am continuing to work on the 10-year Solid Waste Plan for the SW region SWA group.

Environmental Feedlot/Planning & Zoning/SSTS Specialist: Abby VanKempen

- Attended the regional feedlot meeting in Marshall in May.
- I will be starting the 2024 feedlot inspections in June.
- Working with Ottertail Power on their transmission line project with local route review. They will be submitting a CUP application and need an environmental review done prior to the CUP hearing.
- I will be attending the spring MACPZA (MN Planning & Zoning Assn) conference Thursday and Friday at Arrowwood in Alex. We will be discussing zoning enforcement, and cannabis ordinance.
- I have been on a lot of septic inspections/soil verifications these past few weeks.
- I will be attending the West Central Research & Outreach Center tour on Monday where we will see an enclosed trailer with solar panels on top to haul out to fields and charge electric tractors, etc., a robot weed cutting machine for organic farming, & nitrogen ammonia plot where they take wind energy to turn hydrogen and nitrogen into ammonia.
- Went on the County Board tour where we stopped at a feedlot and I walked them through and inspection and a residential solar panel farm.

TREASURER'S REPORT: Manager Jon Olson read the Treasurer's report.

Manager Mike Knutson motioned to accept the Treasurers' report as read, seconded by Manager David Craigmile. Upon vote, motion passed 5-0.

The following warrants were presented for approval:

		<u>Number</u>	<u>Vendor</u>	<u>Details 05/02/2024 to 06/05/2024</u>	
<u>General Klein Account:</u>					
6605	J. Abramowski/Bohlman AG		SSTS Loan		\$21,481.93
6606	VOID				
6607	VOID				
6608	LQP County Auditor/Treasurer		FEMA 10% final State share		<u>\$3,235.64</u>
			TOTAL		\$24,717.57
<u>Park Expense Account:</u>					
1798	Running's Supply		May expenses		\$1,220.59
1799	Ag Plus Cooperative		unleaded, tire repair, wintermaster		\$1,348.70
1800	LqP County Auditor/Treasurer		2017 Ford license tabs		\$182.75
1801	LqP County Environmental Office		park cell phone		\$41.22
1802	Midcontinent Communications		park internet		\$60.00

1803	Canby Builders Supply	lumber	\$383.04
1804	Doug's Service & Marine	battery cable, fuel cap, mower blades	\$394.41
1805	Kockelman Construction Inc	class 5 gravel	\$441.40
1806	Olson Sanitation Inc	May trash	\$797.51
1807	Lincoln Pipestone Rural Water	May water	\$231.64
1808	Kesteloot Enterprises Inc	oil filter, fuel filter, grease	\$238.65
1809	Canby Print Shop	waterproof & laminated sign	\$23.21
1810	Ethan Kack	postage & sign reimbursement	\$165.99
1811	Lyon-Lincoln Electric Cooperative	May electric	\$2,116.59
		TOTAL	\$7,645.70

UPB GENERAL ACCT:

4771	Lyle Kruse	CD #42 damage payment	\$5,851.20
4772	LQP County Auditor/Treasurer	April postage	\$74.35
4773	Donovan Wildung	CD #42 damage payment	\$16,705.60
4774	John Kallhoff	CD #42 damage payment	\$169.60
4775	LQP-YB Liability acct	PERA	\$2,038.19
4776	LQP-YB Liability Acct	Federal withholding	\$2,988.92
24082-24086;24092	semi-monthly payroll	May 1-15 payroll	\$9,905.69
24087	David Craigmile	per diem, mileage	\$200.91
24088	Andrew Weber	per diem, mileage	\$260.35
24089	John Cornell	per diem, mileage	\$161.67
24090	Jon Olson	per diem, mileage	\$249.64
24091	Michael Knutson	per diem, mileage	\$307.25
4777	Patzer Properties	CD #42 damage payment	\$3,900.80
4778	Rinke Noonan Attorneys @ Law	monthly retainer, CD #42 improvement	\$5,599.50
4779	Eric Stahl	mileage reimb,	\$622.69
4780	Mike Johnson	8 nuisance beaver	\$200.00
4781	Trudy Hastad	reimb for Fellows binding machine	\$146.59
4782	City of Madison	park utilities	\$116.86
4783	Lee Motor Company	Freon for truck	\$150.00
4784	Lake Hendricks Improvement Assn	2024 dues	\$35.00
4785	LQP County Auditor Treasurer	May postage	\$85.33
4786	LQP-YB Liability	Federal withholding	\$4,557.56
4787	LQP-YB Liability	State withholding	\$1,011.00
4788	LQP County Auditor Treasurer	Health insurance	\$12,510.71
4789	LQP County Auditor/Treasurer	EyeMed, Dental, John Hancock, Life	\$1,527.99
4790	LQP-YB Liability	PERA	\$2,750.59
4791	LQP-YB Liability	May sales & use tax	\$514.36
24093-24098	semi-monthly payroll	May 16-31 payroll	\$9,905.70
24099-24103	monthly payroll	park payroll	\$5,880.05
		TOTAL	\$88,428.10

Debit Card

Instant Ink	ink	\$14.95
Minnesota Waters	MADI summer tour registrations	\$540.92
Intuit	quickbooks payroll	\$693.62
	TOTAL	\$1249.49

DITCH ACCT

None		\$0.00
	TOTAL	\$0.00

Manager Jon Olson motioned to approve the warrants as presented, seconded by Manager David Craigmile. Upon roll call vote, motion passed 5-0.

SECRETARY REPORT: Secretary minutes #651 as mailed.

Manager David Craigmile motioned to approve minutes #651, seconded by Manager Mike Knutson. Upon vote, motion passed 5-0.

Administrator Report/Old & New Business: Trudy Hastad

- Due to staff scheduling conflicts, we changed the annual canoe trip date to Friday, June 28, 2024. This will coincide with Dawson Riverfest. We plan to get out at the Dawson park and hold a light lunch for the paddlers.
- Asked the Board to approve a one day No Child Left Inside event in July. Tentative date would be July 24, 2024 for grades 4-6 and discussed holding this at Stonehill Park/Del Clark Lake again this year due to the higher water on the river and more dangerous for the beginning kayaker's. Hastad explained there would be some cost for advertising, snacks and supper. Discussion followed.

Manager Jon Olson approved holding the one day No Child Left Inside event for grades 4-6, seconded by Manager Mike Knutson. Upon vote, motion passed 5-0.

- Preparation for the upcoming audit has taken up a good amount of time this month. Cindy has been helping me with the audit prep. This is good business practice to have another person who can assist with this.
- Had some meetings with Houston Engineers and the SWCD's to get the final information for Houston to complete the MS4Front program for our 1W1P. We need to get this paid as we are using the 1W1P planning dollars for this project and that grant closes June 30, 2024. They are close to completion and plan to demo before the policy committee meeting in July.
- Tuesday, July 4, 2024 was the LQP County Commissioners' tour to view projects in the County. Jared and I showed them some of our on-going ditch projects, & a FEMA project. Abby showed them a feedlot and reviewed what a feedlot inspection entails, and then we visited the Carmen Fernholz farm to see his private solar panels that were recently installed. This was very interesting. Then Sam Mutaeon, County Hwy engineer showed some current road projects and new Hwy equipment that was purchased.
- Shared a letter from Invenergy regarding possible wind right easements on some Watershed property. Hastad will share with the attorney when we receive the actual easements for signature.
- Reviewed the quote for the shop doors. The Board said to move forward with the project.
- Received a report of needing a fence repair on Lazarus Creek. Hastad will call Sogn Fence company to see if they can fix the fence.
- Hastad reviewed resolutions from Area II for the Florida, 15 grade stabilization project and the Fortier, 8 grade stabilization project. Kerry Netzke needs the resolutions in order to get the funding from the state. Discussion followed.

Manager Jon Olson motioned to approve the Fortier, 8 grade stabilization resolution (attached exhibit A), and the Florida, 15 grade stabilization project (attached exhibit B), seconded by manager David Craigmile. Upon vote, motion passed 5-0

Manager Knutson reported some leafy spurge on R-6. Discussion followed.

Manager Jon Olson motioned to authorize manager Knutson to hire the plane to spray R-6 for leafy spurge, seconded by manager David Craigmile. Upon roll call vote, motion passed 5-0.

Manager David Craigmile discussed the SWCD soil health field day to be held in Porter, MN and the speaker Ray Archuletta. Manager Craigmile felt the UofM field day based on actual research on the 27th of June at Lamberton would be beneficial to attend as geared more to the soil types in our area. No action was taken.

PERMITS:

14109	Shaun Vernlund	Fortier, 30	seepage lines, intake	06/05/24 MK
14110	Shaun Vernlund	Fortier, 19	seepage,intake, terraces	06/05/24 MK
14111	Dennis Steffen	Norman, 22	seepage, culvert,intakes	06/05/24 MK
14112	Daniel Armstrong	Freeland, 3	seepage, intake	06/05/24 MK
14113	Mike Knutson	Fortier, 8	seepage lines	06/05/24 AW
14114	Gary Citrowski	Cerro Gordo, 34	seepage lines	06/05/24 JO
14115	Tom Bornhorst	Madison, 16	seepage lines	06/05/24 JO
14116	Ron Stafne	Mehurin, 23	seepage lines	06/05/24 JO
14117	Jerome Kallhoff	Garfield, 7	seepage lines	06/05/24 JO
14118 Renew#13451	Mark Berglund	Cerro Gordo, 34	seepage lines	06/05/24 JO
14119	Jerome Kallhoff	Mehurin, 24	seepage lines	06/05/24 JO

14120	renew #13410	Jerome Kallhoff	Garfield, 17	seepage lines	06/05/24	JO
14121		ISD 2853	Hantho, 33	seepage, intake, outlet	06/05/24	JO
14122		Steven Schmidt	Mehurin, 29	ditch cleaning	06/05/24	JO
14123	renew #13409	Jerome Kallhoff	Garfield, 8	seepage lines	06/05/24	JO
14124		Tom Ludvigson	Garfield, 14	tree removal	06/05/24	JO
14125		Jeff Thompson	Riverside, 36	new intake	06/05/24	JO
14126		Reid Jurgenson	Providence, 35	crossing construction	06/05/24	JO
14127		Mark Berglund	Lac qui Parle, 7 & 8	seepage lines	06/05/24	JO
14128		Jerome Schuelke	Baxter, 31	seepage lines	06/05/24	JO
14129		Ben Schmidt	Walter, 28	seepage,intake, lift pump	06/05/24	AW
14130		Mark Streich	Augusta, 10	ditch cleanout	06/05/24	AW
14131	renew #13864	Anthony Rodas	Yellow Bank, 20	seepage lines, intake	06/05/24	AW
14132		Scott Wittnebel	Perry, 19	ditch cleaning	06/05/24	AW
14133	renew #13405	Jerome Kallhoff	Arena, 20	seepage, intake	06/05/24	AW

Permits Denied: Gary Enevoldsen for map

Manager Mike Knutson motioned to approve the permits, seconded by Manager David Craigmile. Upon roll call vote, motion passed 5-0.

Meeting adjourned at 10:35 a.m.

Andrew Weber, Chairman

Attest:

David Craigmile, Secretary

The next regularly scheduled meeting of the Lac qui Parle-Yellow Bank Watershed District is Wednesday, July 3, 2024 at 9:00 a.m. in the LQP County Commissioner Room, Courthouse, Madison, MN.

**Resolution No. 2024-4 for Lac qui Parle-Yellow Bank Watershed District
Grant Funding Assistance for
the Florida,15 Grade Stabilization Restoration (Yellow Medicine County)**

BE IT RESOLVED that under the provisions contained in Minnesota Laws of 2023 Regular Session, Chapter 71, Article 1, Section 4, the State of Minnesota has allocated \$1,500,000 to Area II Minnesota River Basin Projects ("Area II") for a grant to complete the proposed project described as the Fortier 8 Grade Stabilization Restoration.

BE IT FURTHER RESOLVED that Area II has the legal authority to apply for financial assistance, and the institutional, administrative, and managerial capability to ensure adequate acquisition, construction, maintenance and protection of the proposed project.

BE IT FURTHER RESOLVED that the Area II hereby pledges to complete the project if it exceeds the total funding provided by the proposed \$43,371.76 grant from the Board of Water and Soil Resources (BWSR).

BE IT FURTHER RESOLVED Lac qui Parle-Yellow Bank Watershed District has the financial capability to provide any required matching funds and that the source of Lac qui Parle-Yellow Bank Watershed District matching funds shall be \$6,551.88 from Lac qui Parle-Yellow Bank Watershed General account and will not include other State funding sources.

BE IT FURTHER RESOLVED that Area II has not incurred any reimbursable expenses prior to the effective date of the agreement.

BE IT FURTHER RESOLVED that Area II has not violated any Federal, State, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the state, Area II may enter into an agreement with the State of Minnesota for the above-referenced project, and that Area II certifies that it will comply with all applicable laws and regulations as stated in the contract agreement.

NOW, THEREFORE BE IT RESOLVED that Andrew Weber, Chairman, Lac qui Parle-Yellow Bank Watershed District is hereby authorized to execute such agreements as are necessary to implement the project on behalf of Lac qui Parle-Yellow Bank Watershed District.

I CERTIFY THAT the above resolution was adopted by the Lac qui Parle-Yellow Bank Watershed District at Madison, MN on June 5, 2024.

SIGNED:

Andrew Weber
(Signature)

Chairman
(Title)

6/5/24
(Date)

WITNESSED:

Andrew Weber
(Signature)

Administrator
(Title)

6-5-24
(Date)

**Resolution No. 2024-3 for Lac qui Parle-Yellow Bank Watershed District
Grant Funding Assistance for
the Fortier 8 Grade Stabilization Restoration (Yellow Medicine County)**

BE IT RESOLVED that under the provisions contained in Minnesota Laws of 2023 Regular Session, Chapter 71, Article 1, Section 4, the State of Minnesota has allocated \$1,500,000 to Area II Minnesota River Basin Projects ("Area II") for a grant to complete the proposed project described as the Fortier 8 Grade Stabilization Restoration.

BE IT FURTHER RESOLVED that Area II has the legal authority to apply for financial assistance, and the institutional, administrative, and managerial capability to ensure adequate acquisition, construction, maintenance and protection of the proposed project.

BE IT FURTHER RESOLVED that the Area II hereby pledges to complete the project if it exceeds the total funding provided by the proposed \$55,436.70 grant from the Board of Water and Soil Resources (BWSR).

BE IT FURTHER RESOLVED Lac qui Parle-Yellow Bank Watershed District has the financial capability to provide any required matching funds and that the source of Lac qui Parle-Yellow Bank Watershed District matching funds shall be \$8,812.70 from Lac qui Parle-Yellow Bank Watershed General account and will not include other State funding sources.

BE IT FURTHER RESOLVED that Area II has not incurred any reimbursable expenses prior to the effective date of the agreement.

BE IT FURTHER RESOLVED that Area II has not violated any Federal, State, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the state, Area II may enter into an agreement with the State of Minnesota for the above-referenced project, and that Area II certifies that it will comply with all applicable laws and regulations as stated in the contract agreement.

NOW, THEREFORE BE IT RESOLVED that Andrew Weber, Chairman, Lac qui Parle-Yellow Bank Watershed District is hereby authorized to execute such agreements as are necessary to implement the project on behalf of Lac qui Parle-Yellow Bank Watershed District.

I CERTIFY THAT the above resolution was adopted by the Lac qui Parle-Yellow Bank Watershed District at Madison, MN on June 5, 2024.

SIGNED:


(Signature)

Chairman
(Title)

6/5/24
(Date)

WITNESSED:


(Signature)

Administrator
(Title)

6-5-24
(Date)

