



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

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Madison, MN 56256

LQP County Annex Building
July 1, 2026
Meeting #677

1. CALL TO ORDER

Chairman Andrew Weber called the meeting to order at 8:30 a.m. A quorum was present.

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

Board members absent: None

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

Staff Absent: none.

Others Present: none.

General Business

Agenda

Manager Daniel Buseth moved to approve the amended agenda, seconded by Manager Mike Knutson. Motion passed 5-0.

Secretary's Report

Manager Mike Knutson moved to approve minutes #676 as emailed, seconded by Manager Jon Olson. Motion passed 5-0.

Treasurer's Report

Manager Jon Olson reviewed the Treasurer's report. Manager Dan Buseth moved to approve the Treasurer's report, seconded by Manager Brent Larson. Motion passed 5-0.

Manager Jon Olson motioned to renew CD's at State Bank of Bellingham, seconded by Manager Brent Larson. Motion passed 5-0.

Bills

Details 06/05/2026 – 07/01/2026

General Klein Account

6702	Sue Berge/Bohlman Ag Service	SSTS loan	\$12,294.62
6703	Robert Goerger	1W1P no till/strip till cost share	\$25,160.20
6704	Peter Haugen	1W1P no till/strip till cost share	\$26,640.00
6705	Area II	Florida Creek engineering	\$287.50
6706	Grant Goerger	1W1P no till cost share	\$18,200.00
6707	Sitter Excavating LLC	Florida Creek payment	\$84,321.88
6708	Scott Jacobs/Bonnema Excavating	SSTS Loan	\$14,520.00
6709	VOID	VOID	\$0.00
6710	Alex Kiminski/Tubbs of Soft Water	SSTS Loan	\$18,106.85
6711	Davod Lee/Bohlman Ag Service LLC	SSTS Loan	\$24,534.79
TOTAL			\$224,065.84

Park Expense Account

2101	Running's Supply, Inc.	vanish,Lysol,chainsaw, spray paint, soap, ratchet,etc.	\$631.37
2102	Farmward Cooperative	bearings, seal, washer, synthetic oil, labor	\$1,171.42
2103	LQP County Environmental	park cell phone	\$38.40
2104	Midcontinent Communications	park internet	\$60.00
2105	Kockelman Construction	770 John Deer Blade	\$296.00
2106	Farmward Cooperative	pramitol, 224 gallons unleaded, blades, oil guard	\$1,280.11
2107	Hendricks Farmers Lumber	Cedar	\$404.25
2108	Canby Print Shop	500 daily permits, copy paper	\$289.08
2109	Rugged Tree Service	tree removal after storm	\$1,425.00
2110	Ethan Kack	stamps	\$390.00
2111	M-R Sign Company	rest room signs	\$97.70
2112	Canby True Value	cleaner, chlorox, box fan, electrical wiring,fabric,bolts	\$294.60
2113	Lincoln Pipestone Rural Water	June water	\$330.94
2114	Doug's Service & Marine	6 lawn mower blades, 4 carb fuel lines, oil filter	\$203.86
2115	Olson Sanitation nc.	June trash	\$891.61
2116	Auto Value Canby	June supplies	<u>\$58.29</u>

TOTAL **\$7,862.63**

UPB General Account

5285	LQP-YB Ditch Account	transfer LQP settlement money	\$5,528.98
5286	LQP-YB Liability Acct	PERA	\$2,095.58
5287	LQP-YB Liability Acct	Federal withholding	\$3,093.08
5288	LQLP-YB Liability Acct	MSRS-Voya	\$200.00
26102-26107	semi-monthly payroll	June 1-15 payroll	\$10,328.52
26108	Andrew Weber	per diem, mileage	\$131.01
26109	Brent Larson	per diem, mileage	\$224.39
26110	Michael Knutson	per diem, mileage	\$184.48
26111	Daniel Buseth	per diem, mileage	\$180.32
26112	Jon Olson	per diem, mileage	\$125.22
5289	U.S. Geological Survey	USGS Streamgage/Yellow Bank River	\$3,500.00
5290	Houston Engineering	CD#57 & CD #44 improvement	\$34,423.65
5291	Trudy Hastad	canoe trip supplies	\$249.21
5292	Rinke Noonan Attorney @ Law	viewers oaths, monthly retainer	\$261.00
5293	Lac qui Parle County Auditor/Treasurer	June postage	\$101.92
26113-26118	semi-monthly payroll	June 16-30 payroll	\$10,328.48
26119-26123	park payroll	June park payroll	\$4,137.39
5294	LQP-YB Liability Acct	PERA	\$2822.96
5295	LQP-YB Liability Acct	Federal withholding	\$4,080.22
5296	LQP-YB Liability Acct	State withholding	\$1,086.00
5297	LQP-YB Liability Acct	June sales & use tax	\$664.00
5298	LQP-YB Liability Acct	MSRS/VOYA	\$1,033.00
5299	CliftonLarsonAllen LLC	1 st payment 2025 audit	\$7,560.00
5300	City of Madison	shop utilities	\$80.93
5301	LQP-YB Liability Acct	2 nd quarter PFML	<u>\$594.31</u>

TOTAL **\$93,014.65**

Debit Card

DC	Instant Ink	park ink	\$17.09
DC	Domain Hosting	computer expense	<u>\$32.07</u>
		TOTAL	\$49.16

DITCH ACT

None	TOTAL	\$0.00
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Manager Daniel Buseth motioned to approve the bills, seconded by manager Mike Knutson. Motion passed 5-0.

1W1P (One Watershed One Plan)**C23-006 Implementation Grant 2023-2025**

Contract approvals:

None

Contract payments:

- Peter Haugen – #C23-2024-010 – sections 10 & 16, Freeland Twp – no till practice for \$26,640.00

C25-0264 Implementation Grant 2025-2026

Contract approvals:

- Jerome Kallhoff - #C25-2026-10 – section 8, Garfield Twp – water & sediment control basin for \$27,889.02.
- Greg Olson - #C25-2026-11 – section 35, Hansonville Twp – WASCOB for \$26,429.76.

Contract payments:

- Grant Goerger - #C25-2025-02 – section 18, Hamlin Twp – no till practice for \$18,200.00.
- Robert Goerger - #C25-2025-04 – sections 17 & 18, Hamlin Twp – no till practice for \$25,160.20.

CRP Incentive Grant Contracts:

Payment: None

Manager Mike Knutson motioned to approve contract payments from C23-006 Implement grant to Peter Haugen for no till practice in section 10 & 16, Freeland Township for \$26,640.00 and also to approve the contract payments from C25-0264 Implementation funds to Grant Goerger for no till practice in section 18, Hamlin Township for \$18,200.00 and to Robert Goerger for no till practice in sections 17 & 18, Hamlin Township for \$25,160.20 as noted above, seconded by Manager Andrew Weber. Motion passed 5-0.

Manager Andrew Weber motioned to approve contract approvals from the C25-064 Implementation Grant to Jerome Kallhoff, section 8, Garfield Township for a water & sediment control basin in the amount of \$27,889.02 and for Greg Olson, section 35, Hansonville Township for a WASCOB in the amount of \$26,429.76, seconded by Manager Mike Knutson. Upon vote, motion passed 5-0.

2. OTHERS: None.**3. STAFF REPORTS*****Ethan Kack – Park Manager***

- DNR will be out next week to help install the pier dock.
- July 4th weekend is booked. People started coming out last weekend and making it a two-week holiday.
- Wind came through and knocked down some big trees. They hired a tree company to remove the large trees that had fallen as they didn't have equipment to do them.
- The wind also flipped over the AIS dock that was put in last year. Trudy will submit to insurance to see if they can help with cost of replacement which is around \$10,000.

- I have been using my personal skid loader for use at the park. Would like Watershed to pay for the fuel. Discussion followed.

Manager Mike Knutson motioned to pay \$30/hour plus fuel to rent Ethan Kack skid steer/loader and attachments, seconded by Manager Jon Olson. Motion passed 5-0.

Jennifer Schuelke – Environmental, Solid Waste, HHW Specialist

- The 2nd special item collection was held on June 13th, with 26 participants.
- MN Dept of Ag's summer Pesticide Container Collection was done the week of June 15th.
- The next SWAA meeting will be held in Renville County on July 17th.
- The 10-year Solid Waste Plan for LQP has been completed and ready for public hearing. I will present to the LQP County Board on August 4th.
- Completed the C&D Management planning grant and submitted it to MPCA for review.

Abby VanKempen – Planning & Zoning, Feedlot, SSTS Coordinator – Administrator Hastad read in her absence.

- Held an after-the fact CUP hearing yesterday for mining and extraction on land outside of Dawson City limits.
- Will be holding a variance hearing for a company to construct a solar array within the road setback.
- The Hunting camp/event center appeal is still in process.
- Notified that the 2nd annual Prairie Grass Festival is scheduled for September 19th, working with the applicant for temporary event permit.
- Attended the District D meeting last week – discussed data center ordinance or moratorium, & cannabis.
- Notified yesterday that a landowner received EQUIP funding to expand his lagoon on his dairy operation.
- Been a busy month with soil verifications and new system inspections for SSTS.

Makenna Halvorson – Ditch Finance Specialist

- Working on month end balancing for the Auditor/Treasurer office.
- Working with Trudy on payroll, payroll liability reporting, and bill paying for Watershed.
- Learning how to navigate the QuickBooks program.
- Balanced bank statements for the Watershed accounts.
- Working with Jared on County ditch splits.
- Sent letters to landowners on CD #97 for W-9 so they can receive their damage payments.

Eric Stahl – Coordinator/WCA

- Reviewed permits for WCA compliance.
- Reviewed a reported WCA violation at the Hunting camp. The review determined that the area is an incidental wetland that is not regulated by WCA; only regulation THAT could come into effect is if it was wetland prior (it was not) would be creating a deep-water habitat by digging it deeper than 8.5 feet.
- A potential violation was reported as filling in a wetland, reviewing site, no till was seen. Any excavation that had happened on site was used on a permitted project with the township and permitted by the zoning board.
- Reports have been sent to BWSR/DNR/TEP.
- Finished semi annual reporting on the 1W1P C23-0006 Fund, the C25-0264 Funding, and the P25-0459 CRP funding grants.
- We will be applying for the next WBIF (1W1P Funding) in July. I am working with Rhyen from SWCD on a date to review the process and the request.
- Working with MPCA on the process for the next round of funds related to our SSTS loan program.

- Had a successful Canoe/Kayak event on June 12th. We had 34 people paddling down the south branch of the Lac qui Parle River and served a light lunch at the end of the paddle.

Jared Roiland – Ditch Inspector

- On June 8th, Eric and I tested the proposed canoe route from the highway bridge south of Dawson to the railroad bridge southeast of town. This was the route we ended up using.
- June 12 was the annual canoeing event. We paddled roughly six river miles. Appreciate the help we get from Greg Wyum allowing us to use his canoes for the trip each year.
- Received the draft engineers' reports for CD #57 and CD #63 improvement projects. Trudy and I reviewed them and made a few minor adjustments. WE also noted a couple minor watershed boundary changes that Houston will need to review before their final rendition of the report and review with H2O to make sure all the correct acres are reflected in both reports.
- June 25th Trudy and I did a TEAMS call with Houston regarding the CD#57/63 reports. The major discussion was centered around the outlet pond for the two systems. Discussed making the outlet pond a watershed project and have both CD #57 & CD #63 pay outlet fees for maintenance on the pond. We could potentially use 1W1P dollars to fund a portion of the pond as it would be a great Watershed project and would protect the public water from sediment and would slow the flow entering the public water.
- Received numerous complaints centered around the Adelman/Strei tiling project in section 35, Yellow Bank Township. After many calls, trips to the site, I think the landowners have finally come to terms and the tiling will be installed within the next week.
- Inquired if the manager's wanted to take on a watershed project of the pond for the CD #57 and CD #63 improvement projects. The pond would be located on the Jim Connor property in section 36, Garfield Township. Discussion followed.

Manager Jon Olson motioned to apply for 1W1P dollars for the pond in section 36, Garfield Township and make the pond a Watershed project, seconded by Manager Mike Knutson. Motion passed 5-0.

4. OLD BUSINESS

- Received a draft final engineer report on CD #57 and CD #63 improvement projects.
- Engineer's informed us they are close to having the preliminary engineer report completed for the CD #44 improvement project.

5. NEW BUSINESS

- Hastad asked Board for approval of the personnel policy that was emailed to them. Hastad reviewed the changes made in the personnel policy which also aligns closely with the LQP County policy. Discussion followed.

Manager Brent Larson had to leave the meeting.

Manager Daniel Buseth motioned to approve the Personnel policy, seconded by Manager Mike Knutson with effective date August 1, 2026. Motion passed 4-0

- Hastad reviewed the Procedural handbook. Discussion followed.

Manager Mike Knutson motioned to approve the procedural handbook, seconded by Manager Daniel Buseth. Motion passed 4-0.

- Hastad reviewed the Accounting Policy. Discussion followed.

Manager Jon Olson motioned to approve the accounting policy, seconded by Manager Mike Knutson. Motion passed 4-0.

6. PERMIT APPROVALS

14615	Kremer Farms	Hansonville, 14	seepage tiles	7/1/2026 DB
14616	John Dessonville	Cerro Gordo, 11	seepage tiles	7/1/2026 JO
14617	Scott Halvorson	Augusta, 33 & 32	ditch cleaning	7/1/2026 AW
14618	Edward Shelstad	Arena, 2	ditch cleaning	7/1/2026 AW
14619	Dwight Mork	Perry, 35	seepage lines	7/1/2026 AW
14620	Josh Peterson	Hammer, 33	seepage lines	7/1/2026 MK
14621	Jason Carstens	OshKosh, 8	seepage, main tile	7/1/2026 MK
14622 renew #14285	Mark Verhelst	Norman, 7	seepage tiles	7/1/2026 MK
14623	Jim Thorpe	Freeland, 30	ditch cleaning	7/1/2026 BL
14624	Brett Stratmoen	Ten Mile Lake, 10	seepage, main tile, outlets	7/1/2026 BL
14625	Preston Stratmoen	Baxter, 19	seepage tile, main tile, intakes	7/1/2026 BL
14626	Lee Johnson	Baxter, 22	seepage, main tile	7/1/2026 BL
14627	Corey Nelson	Maxwell, 30	main tiles	7/1/2026 BL
14628 renew # 14348	Jacob Dove	Cerro Gordo, 10	main tile, seepage, pump	7/1/2026 JO
14629	Brad Nesvold	Hamlin, 2/11	seepage tiles	7/1/2026 JO
14630	Kaleb Steele	Manfred, 17	seepage tiles	7/1/2026 JO

Permits Held: Mike Knutson held one for signature; Brent will sign after review for Corey Nelson, Justin Koenig, & Jeff Thompson.

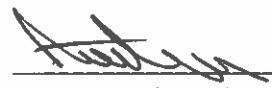
Manager Jon Olson motioned to approve the permits, seconded by Manager Daniel Buseth. Motion passed 4-0.

7. NEXT MEETING DATE

The next meeting will be held on Wednesday, August 5, 2026 at 8:30 a.m. at the Courthouse Commissioners Room.

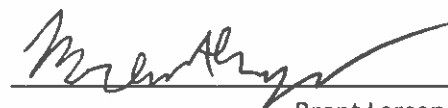
8. ADJOURN

Manager Andrew Weber adjourned the meeting at 10:23 a.m



Andrew Weber, Chairman

ATTEST:



Brent Larson, Secretary

