

Lac qui Parle-Yellow Bank Watershed District

Meeting Minutes #659

January 9, 2025

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, Secretary David Craigmile, Publicity Michael Knutson, & Treasurer Jon Olson. **Managers absent:** Vice-chairman (waiting to be filled by Lincoln County). **Staff present:** Administrator Trudy Hastad, Park Manager Ethan Kack, Environmental/HHW Specialist Jennifer Schuelke, Ditch Inspector Jared Roiland, & Coordinator Eric Stahl. **Staff Absent:** Ditch Specialist Cindy Brehmer, & Environmental/Feedlot Specialist Abby VanKempen. **Others present:** none.

Approval of the Agenda

Chairman Weber noted a quorum was present and asked for additions to the agenda. Manager Jon Olson motioned to approve the agenda as presented, seconded by Manager David Craigmile. Upon roll call vote, motion passed 4-0.

SECRETARY REPORT: Secretary minutes #658.

Manager Mike Knutson motioned to approve minutes #658 as emailed, seconded by Manager Jon Olson. Upon vote, motion passed 4-0.

TREASURER REPORT: Manager Olson read the Treasurers report.

Manager David Craigmile motioned to approve the Treasurers' report as read, seconded by Manager Mike Knutson. Upon vote, motioned passed 4-0.

Hastad reviewed CD's purchased in December & January.

Number Vendor Details 12/10/24 to 01/09/25

GENERAL KLEIN ACCOUNT:

6634	Richard Bratsch/Kirwin Excavating	SSTS Loan	\$18,892.00
6635	Marlene Goetsch/Wollschlager Excavating	SSTS Loan	\$4,984.75
6636	Matt Kibbon/Bohlman Ag Service	SSTS Loan	\$31,113.29
6338	Loran Haas	1W1P cost-share for structural practice	\$11,981.70
6639	Doug Haas	1W1P partial cost share structural	<u>\$85,219.52</u>
TOTAL			\$152,191.26

PARK EXPENSE ACCOUNT:

1902	Lyon-Lincoln Electric Cooperative, Inc.	park electricity	\$865.83
1903	Running's Supply, Inc.	hooks ceiling zinc; canvas tarp	\$53.77
1904	EMK Properties LLC	December snow removal	\$250.00
1906	Lac qui Parle County Environmental Office	park cell phone	\$41.39
1907	Midcontinent Communications	park internet	\$60.00
1908	Olson Sanitation	park trash	\$19.89
1909	Lincoln Pipestone Rural Water	park water	\$54.89
1910	Lyon-Lincoln Electric Coop	park electricity	<u>\$1,153.95</u>
TOTAL			\$2499.72

UPB GENERAL ACCOUNT:

4904	United Prairie Bank	purchase 6- month CD	\$100,000.00
4905	United Prairie Bank	purchase 12- month CD	\$200,000.00
24228-24232; 24237	semi-monthly payroll	December 1-15 payroll	\$10,226.73
24233	David Craigmile	per diem, mileage	\$863.38
24234	Andrew Weber	per diem, mileage	\$824.15

24235	Michael Knutson	per diem, mileage	\$768.61
24236	Jon Olson	per diem, mileage	\$606.46
4906	LQP-YB Liability Account	PERA	\$2,038.19
4907	LQP-YB Liability Account	Federal withholding	\$3,299.70
4908	State Bank of Bellingham	purchase 6 & 9- month CDs	\$400,000.00
4909	LQP-YB Liability Account	PERA	\$2,504.86
4910	LQP-YB Liability Acct	Federal withholding	\$3,671.92
4911	LQP-YB Liability Account	State withholding	\$1,190.00
24238-24243	semi-monthly payroll	Dec 16-31 payroll	\$10,246.73
24244	monthly payroll	park payroll	\$1,621.53
4912	LQP-YB Liability Acct	December sales & use tax	\$41.00
4913	Harvey Swenson	mileage reimbursement – Advisory	\$29.48
4914	Darwyn Bach	mileage reimbursement – Advisory	\$18.09
4915	Houston Engineering, Inc.	CD #63 improvement	\$20,609.52
4916	Jesse J Redepenning	69 nuisance beaver	\$1,725.00
4917	Mike Johnson	2 nuisance beaver	\$50.00
4918	Eric Stahl	mileage reimbursement	\$165.49
4919	Rinke Noonan Attorneys at Law	monthly retainer	\$200.00
4920	Minnesota Counties Insurance Trust	Property/Casualty & Workers Comp	\$13,177.00
4921	City of Madison	shop utilities	\$129.45
4922	Lac qui Parle County Auditor/Treasurer	December postage	\$143.65
4923	Lac qui Parle Coop Oil Company	gas	\$76.71
4924	Patrick A. Johnson	12 nuisance beaver	\$300.00
4925	Lac qui Parle County Auditor/Treasurer	2024 telephone expense	\$815.00
4926	Minnesota Viewers Association	2025 Dues	\$125.00
4927	Lac qui Parle County Auditor/Treasurer	Health insurance	\$11,476.33
4928	Lac qui Parle County Auditor/Treasurer	Aflac, Dental, EyeMed,LTD, Life	<u>\$804.02</u>
		TOTAL:	\$787,748.00

DEBIT CARD:

DC	Instant Ink	monthly subscription	<u>\$14.95</u>
		TOTAL:	\$14.95

DITCH ACCOUNT:

1384	LQP County Auditor/Treasurer	Lat A CD #85 outlet fee	<u>\$5,333.39</u>
		TOTAL:	\$5,333.39

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

C23-006 Implementation Grant 2023-2025

Requesting payment for the following 1W1P contracts:

Contract #C23-2024-002 for Loran Haas in section 08, Florida Township, Yellow Medicine County for structural practice, (terrace project) in the amount of \$11,981.70.

Contract #C23-2023-001 for Doug Haas in sections 33 & 34, Manfred Township, Lac qui Parle County for water & sediment control basins for partial payment in the amount of \$85,219.52.

Manager Jon Olson motioned to approve 1W1P contracts C23-2024-002 & C23-2023-001 for payments, seconded by Manager David Craigmile. Upon vote, motion passed 4-0.

Hastad reported that after the above payments we will be able to request the 2nd half funding for the C23-006 grant. These funds have been encumbered but not all projects have been completed for payment.

2024 completed projects: 5 WASCB contracts, 1 grassed waterway/WASCB contract; 2 cover crop contracts; 2 strip-till contracts; 2 cover crop with strip-till contracts; & 5 cover crop with no-till contracts. This resulted in 8048 lbs/year of nitrogen reduced; 401 lbs/year phosphorus reduced; 1799 tons year of sediment (179 dump truck loads); and 658 acres treated.

Hastad reported receiving the 1st half funding for the FY 2025 WBIF grant.

Staff Reports:

Park Report: Ethan Kack

- There is about 12-14 inches of ice on the lake and a few ice houses, but has been fairly slow.
- Sent out seasonal letters for 2025 camping season and reminder when payments will be due.
- The Canby Fireman and Sportsman Clubs are organizing the 6th annual ice fishing tournament the weekend of January 24th-25th and will give a \$500 donation back to the park. Discussion followed with the Board ok with them donating it back to the lumber yard for park use.
- Researching different grant opportunities for the park and preparing for the 2025 camping season.

Coordinator: Eric Stahl

- The work plan for the 2025-2027 1W1P funding was approved and 1st half payment received in December.
- 10 SSTS systems were upgraded in 2024 using the MPCA loan program and year end reporting completed in e-link.

WCA: Eric Stahl

- Completed WCA trainings in 2024 and will only be attending the regional WCA trainings in 2025.
- Reviewed the LQP monthly permits for WCA.
- CD #5 cleanout project is completed so will need to schedule a survey of the finished project with initial review looking positive for compliance.
- CD#8 cleanout project is finished and looks compliant with WCA but will need to also schedule a survey of finished project.
- 2024 WCA reporting has been drafted and waiting on guidance from Devin Ryan as wetland specialist with BWSR before final submission on e-link.

Environmental Feedlot/Planning & Zoning/SSTS Specialist: Abby VanKempen read by Trudy Hastad.

- The Cannabis ordinance was adopted by the LQP County Board of Commissioners in December.
- We will have an open spot on the P&Z Board and Board of Adjustment so LQP County will be looking for a replacement for 2025.
- We have had no zoning permits issued yet in 2025 and there are no upcoming CUP or variance hearings yet in 2025.
- Submitted the SSTS tank total and annual septic system report to MPCA and entered into e-link.
- I will be attending continuing ed septic classes in Mankato at the end of January.
- 2025 is a re-registration year for all feedlots (4-year cycle) and we have 173 registered feedlots in LQP County.
- I submitted the annual feedlot report to MPCA.
- Chippewa County is no longer offering passport services so we have seen an increase in passport traffic in the office.
- Trudy, Cindy, Jennifer and I completed the annual passport training in December and are all certified passport agents.

Environmental/HHW Specialist: Jennifer Schuelke

- Attended the SW region SWA meeting in Pipestone which started with a tour of the HHW and recycling facility. We also went over the 10-year solid waste plan and items that are still needed. The final draft should be ready for the SW Commission Board meeting on the 27th of January and will get submitted to MPCA after their review.
- Working on gathering numbers for the annual SCORE report.
- Working on the annual HHW, Electronics, Landfill, and Transfer Station year-end reports as well.
- Sent final ads for the Holiday Lights collection.
- I have finalized the date of April 26th for the Paper Shredding Event and am waiting for confirmation of the dates requested for the HHW collections for 2025.

Drainage Inspector Report: Jared Roiland

- Worked with SWCD to review our buffer tracking map and reviewed parcels and compared inspection notes as well as 2024 imagery. There ended up being four county ditch parcels that SWCD will follow up with landowners.
- Trudy & I met with the Baxter Township board to discuss some culvert issues they are having on County ditch systems. We provided them with original specs of the crossings and some potential funding opportunities.
- Trudy and I met with DNR, SWCD, & Area II to discuss the next steps on the Florida Creek revised restoration.
- Eric and I went out and took pictures of the CD #5, CD #8 cleanouts and also the JD#4 tree removal/cleanout.
- Spent time this month reviewing the 2024 spring imagery to determine compliance on buffer parcels.

Ditch Specialist: Cindy Brehmer (Trudy gave a quick review as Cindy had a family emergency).

- Been busy with the payments for the Group 4 Redetermination of Benefits and also compiling the easement payments and balancing the special assessments so can be put on the 2025 taxes.
- Helping the County with the 2024 audit requirements and closing out of 2024 books.
- Worked on ditch splits for the County.

OTHERS: None

OLD BUSINESS: Trudy Hastad

- Nothing new to report on rules update. Still waiting on the attorney to review our suggestions.
- Area II and DNR met at the Florida site and did some further surveying.
- We are still waiting for Attorney Kolb to review the wind tower contracts. Consensus from Board was to have him review prior to signing the contracts. Hastad will reach out to him after the meeting.
- The work plan was submitted for the CRP incentive grant and we are working with the SWCD's for implementation.

NEW BUSINESS: Trudy Hastad

- Discussed 2025 rates, along with designation of public notification as follows:
 - Follow federal mileage rate for 2025 - currently \$.70/mile
 - Official newspapers are the Western Guard, Dawson Sentinel, Canby News, & Hendrick Pioneer.
 - Public notices will also be put on the Watershed website.
 - Nuisance beaver bounty is set at \$25/per beaver with required paperwork
 - Meals are \$45/day when out of town on Watershed Business
 - All other fee's will follow the approved Lac qui Parle County fee schedule

Manager Jon Olson motioned to approve the above fee's & publication notices, seconded by Manager Mike Knutson. Upon vote, motion passed 4-0.

- Discussed the 2025 meeting schedule. The schedule will be the 1st Wednesday of the month starting at 9:00 a.m. in the Lac qui Parle County Commissioners Room. Due to a drainage conference conflict the February 2025 meeting will be held on Tuesday, February 4, 2024 at 9:00 a.m. at the Lac qui Parle County Annex.

Manager Jon Olson motioned to approve the 2025 meeting schedule with the February date change as listed above, seconded by Manager David Craigmile. Upon vote, motion passed 4-0.


PERMITS:

14318	Scott Wints	Ten Mile Lake, 34	seepage lines, intakes	01/09/2025 DC
14319	DNR	Garfield, 33 & 32	fish passage, culvert, stream restoration	01/09/2025 JO

Permits Denied: none


Manager David Craigmile motioned to approve the permits, seconded by Manager Jon Olson. Upon roll call vote, motion passed 4-0.

Meeting adjourned at 10:40 a.m.



Andrew Weber, Chairman

Attest:



David Craigmile, Secretary

The next regularly scheduled meeting of the Lac qui Parle-Yellow Bank Watershed District is Tuesday,, February 4, 2025 at 9:00 a.m. in the LQP County Annex, Madison, MN. (Date change due to staff attending drainage conference on February 5).

