

Lac qui Parle-Yellow Bank Watershed District

Meeting Minutes #642

August 1, 2023

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 4:30 p.m. **Managers Present:** Vice-Chairman John Cornell, Secretary David Craigmile, Treasurer Jon Olson and Michael Knutson. **Managers absent:** None. **Staff present:** Park Manager Ethan Kack, Environmental/Feedlot Specialist Abby VanKempen, Environmental/HHW Specialist Jennifer Schuelke, Ditch Inspector Jared Roiland & Ditch Specialist Cindy Brehmer. **Staff Absent:** Administrator, Trudy Hastad. **Others present:** District Manager LqP SWCD, Rhyan Schicker, & District Technical Manager LqP SWCD, Quintin Peterson.

Approval of the Agenda

Chairman Weber asked for additions to the agenda. There were two additions to the agenda of Scott Verhelst Hammer Township, section 28 and Mike Knutson, Norman Township, section 5. Manager David Craigmile motioned to approve the agenda with the noted additions, seconded by Manager Michael Knutson. Upon roll call vote, motion passed 5-0.

Staff Reports:

Park Report: Ethan Kack

- Septic system backed up and had to be pumped. Hoping to dig it up after the park slows down.
- A new electrical transformer will be installed on August 2nd at the park.
- Gutters are finished on the house and bill was presented.
- Bulk toilet paper will be purchased through Jim's Food Pride in Canby by the pallet at a significant cost savings.
- Ethan got quotes on two different mowers. Manager David Craigmile motioned to approve the purchase of the Ferris mower from Ag Plus for \$12,075 with trade in of old mower, seconded by Manager Jon Olson. Upon roll call vote, motion passed 5-0.
- Took down some trees that were not close to campers and cleaned up.
- Got a quote to remove trees that are close to campers that are problem trees. The quote was \$3,850.00. Manager Jon Olson motioned to approve the remove of trees for \$3,850.00, seconded by Manager Michael Knutson. Upon roll call vote, motion passed 5-0.

Drainage Inspector Report: Jared Roiland

- Attended a meeting with Jason Beckler from BWSR. Most of the topics discussed were SWCD programs. Discussed solutions on how to get more producers interested and trying some alternative practices.
- Made multiply trips to CD 42 to check on the progress of the contractor. Work is completed and contractor televised the project on July 25th. Once the footage is reviewed by engineers, they will give their ok to make final payment.
- Kolb has the documents needed to send to the bonding company. He doesn't expect much push back.
- July 12th was the 2nd No Child Left Inside Grant day at Del Clark Lake. Chris Domeier from DNR Fisheries came out and used nets to catch some fish to show the kids up close. The final part will be August 9th where they will be able to explore the park and we will camp overnight.

- Continue to review watershed permits for WCA.
- Working on the bonding amount for the CD 4 Br 3/crossing project.
- Eric Soupier from NRCS sent us the Canby Creek Structures Inspection Report that needed to be signed and returned. The main concern from the inspection was repairing/replacing the slide gate and pedestal.

Environmental/HHW Specialist: Jennifer Schuelke

- We have our next collection on August 12th, so far we've made \$2,908 on our collections compared to \$2,341 total last year. We have 3 more collections to go yet this year.
- Counted up the batteries in the Call2Recycle box and I have 59 rechargeable batteries, 187 primary batteries, 33 cell phones, 3 power banks, 2 e-cigarettes, 1 tablet and 1 iPod so far. We plan to run the program for 6 months and see if there is a need for recycling the non-rechargeable batteries.
- Working with Blain on updating the Recycling, HHW and Special Items websites.
- Pesticide Jug Recycling event sponsored by the MN Department of Ag has finished its first collection and there was 5,000 lbs of jugs collected. We will be doing a second collection at the end of the summer.
- We are thinking of doing a tire collection on Wednesday, August 30th from 3-6.
- Waiting on the final closure paperwork from the MPCA.
- The MPCA is working on the new rules for C&D landfills.
- MPCA sponsored a webinar on PFAS on July 26th. I missed the webinar but am working my way through the file they posted.

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

- Went on my sixth feedlot inspection (3 last week and 3 today) all were swine sites.
- Filled the vacancy on our Planning and Zoning Board – Aaron Olson
- Upcoming CUP for John Deere's new shop on August 15th at 8 a.m. and then bring it to the county board that same day around noon for final approval.
- Ottertail Power transmission project-running a new line down to Marietta. Were going to do a local review on the transmission route but because it crosses state lines has to be reviewed by the public utilities commission. They will need 2 conditional use permits from us, 1 for line and 1 for breaker station.
- A landowner has conditional use permit application to build ring dike around his farmstead in the floodplain, but hasn't gotten the engineering work done yet, so we aren't scheduling it yet.
- Cannabis ordinance-will need to adopt one into our land use ordinance eventually. MACPZA and AMC are working on model ordinance and we will probably base ours on that
- Had first septic loan application since Mitch left, so I figured out how to get that approved, but need Trudy to figure out how to get it paid. Person was also a septic grant recipient and now we are out of 2023 funds. 2024 funds will come through in September or October.

District Manager LqP SWCD, Rhyann Schicker, & District Technical Manager LqP SWCD, Quintin Peterson presented the projects for 1W1P to the board for approval. There were three projects in LqP County that are all in the priority areas so will be cost shared at 90%. They also presented a project in Yellow Medicine County for Clarksean Family LLC in Florida Township, Section 17 for \$21,150.00. The contractors are ready to start the projects upon approval of the board. Craigmile motioned to approve the 1W1P projects as presented for Doug Haas Manfred Township Section 33 and 34 for \$95,872.32, Jerome Kallhoff, Garfield Township Section 8 for \$27,889.92, David Meyer, Manfred Township Section 28 for \$39,158.10, seconded by Manager Jon Olson. Upon roll call vote, motion passed 5-0. The total of all four projects for the 90% cost share for 1W1P is \$184,070.03. There has been lots of interest in the program so they are excited to be getting projects done.

Ditch Specialist: Cindy Brehmer

- I attended the Ditch Committee meeting last week. For that meeting I updated the cash balance spreadsheet to get ready to discuss putting on the 2024 special assessments.
- Talked with the Ditch Committee about how to proceed with the bonding on Br 3 CD 4 and CD 4 bonding. I have been working on updating the spreadsheet to reflect outlet fees. At our next meeting we will be setting the assessment amounts, and going to county board the first meeting in September.
- The audit is coming to a close just having to answer a few follow-up questions.
- Today the commissioner approved the combination of Cd 27 and Br 11 of CD 27. I will now upload that spreadsheet and work on combining the financials for the 2 ditch systems.
- I balanced the WS bank statements for July, did payroll and checks. Finished the agenda that Trudy started before she left.

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

- Manager David Craigmile motioned to approve the Treasurers report as read, seconded by Manager Mike Knutson. Upon vote, motion passed 5-0.
- The following warrants were presented for approval:

Number Vendor Details 07/12/2023 to 08/01/2023

General Klein Account:

TOTAL \$-0-

Park Expense Account:

1665	Carpets & More	Flooring park house	\$19,137.03
1666	LQP County	Cell phone	\$41.11
1667	Midco	Internet	\$59.00
1668	Ag Plus	Gas, hardware	\$299.63
1669	Runnings	Oil, angle steel, Lysol	\$44.26
1670	Canby Builders	Casing, trim, doors, baseboards, plastic	\$9,943.17
1671	Sturdevants	Carb cleaner, filter	\$59.82
1672	Ag Plus	LP tank rental	\$53.44

TOTAL \$29,637.46

UPB GENERAL ACCT:

4565	LQP-YB Liability Acct	PERA semi-monthly	\$1,648.75
4566	LQP-YB Liability Acct	Federal Withholding	\$2,524.26
23119-23123	semi-monthly payroll	July 16-31 payroll	\$8,143.27
23124	David Craigmile	per diem, mileage	\$586.24
23125	John Cornell	per diem, mileage	\$298.84
23126	Jon Olson	per diem, mileage	\$124.60
23127	Michael Knutson	per diem, mileage	\$194.29
23128	Andrew Weber	per diem, mileage	\$175.96
Debit Card	Cabela's	5 tents	\$1,068.70
Debit Card	Sherwood Tractor	Roxor air filter	\$30.59
4567	Ag Tech Drainage	CD 42 Impro	\$242,502.00
4568	CliftonLarsonAllen	3 rd payment 22 audit	\$1,312.50
4569	LQP-YB Liability Acct	July Sales & Use tax	\$1,638.00
4570	Jared Roiland	Mileage	\$18.99
4572	LQP-YB Liability Acct	Federal Tax	\$3,522.06
4574	LQP County	Postage	\$40.11

TOTAL \$263,829.16

DITCH ACCT

TOTALS-0-

Manager John Cornell motioned to approve the warrants as presented, seconded by Manager Michael Knutson. Upon roll call vote, motion passed 5-0.

OTHERS: None

Secretary's Report: Cindy Brehmer reviewed Secretary report #641.

Manager David Craigmile motioned to approve meeting minutes #641 seconded by Manager Michael Knutson. Upon roll call vote, motion passed 5-0.

Administrator Report/Old & New Business: Cindy Brehmer

- Brehmer reviewed the draft budget that Trudy Hastad prepared. The board discussed the costs are increasing and increased Miscellaneous Expense to \$15,000, Tree Snagging Expense to \$10,000 and Dam repairs to \$25,000.

Manager Jon Olson motioned to set the Levy amount to \$340,000.00 and set the 2024 budget hearing for September 5, 2023 at 6:00 p.m., seconded by David Craigmile. Upon vote, motioned passed 5-0.

- Discussed capping tree snagging to \$1,000 per person. Will address this when working on the Watershed rules.
- CD #42 payment of \$242,502 was made.
- The county paid the Watershed for the Br 3 CD 4 improvement project for \$723,703.40. Money was deposited into United Prairie General account. At the next meeting we will move the money back to accounts where it was borrowed from.
- The 3rd activity for the No Child Left Inside Grant is scheduled for Wednesday, August 9, 2023 from 3:00 p.m. to 9:00 a.m. the day at Stonehill Park
- Manager David Craigmile stated he signed the Canby Creek Structures Inspection Report. Eric Soupir from NRCS needed it signed and returned to him. The main concern was with R-6.
- Manager Michael Knutson talked with Wild Air Service about spraying Lazarus Creek and R-6. He wanted Jared to email him a map so he could take it to them.
- Coordinator position ad was sent to the papers and will run for the next two weeks. The deadline is August 14, 2023.

PERMITS:

13936	DeRon Brehmer (renew 13505)	Perry, 27	Repair approaches	8/1/23 AW
13937	Jim Call	Augusta, 21	Clean Ditch	8/1/23 AW
13938	Zach Johnson	LQP, 27	Seepage, outlet	8/1/23 DC
13939	Mark Berglund	LQP 7, 18	Seepage	8/1/23 DC
13940	Brian Lee	Baxter, 21	Seepage, intake	8/1/23 DC
13941	Gary Robertson	Maxwell, 34	Seepage	8/1/23 DC
13942	Ben Johnson	LQP, 27	Seepage, intake, outlet	8/1/23 DC
13943	Ron Djonne	Baxter, 18	Seepage, intake, outlet	8/1/23 DC
13944	Jason Webber	Madison, 9	Seepage, intake, outlet	8/1/23 JO

13945	Steve Schmidt (renew 13777)	Mehurin, 29	Clean ditch	8/1/23 JO
13946	Lee Schmidt (renew 13635)	Manfred, 5	Seepage, intake	8/1/23 MK
13947	Scott Verhelst	Hammer, 28	Seepage, lift pump, outlet	8/1/23 MK
13948	Mike Knutson	Norman, 5	Seepage	8/1/23 AW

Permits Denied: Jeff Johnson, LQP Section 34 to check on WCA concerns.

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

Meeting adjourned at 5:50 p.m.

Andrew Weber, Chairman

Attest:

David Craigmile, Secretary

The next regularly scheduled meeting of the Lac qui Parle-Yellow Bank Watershed District is Tuesday, September 5, 2023 at 4:30 p.m. in the LQP County Commissioner Room, Courthouse, Madison, MN.