

Lac qui Parle-Yellow Bank Watershed District

Meeting Minutes #661

March 5, 2025

*Call to Order*

The meeting was held in the Lac qui Parle County Commissioners' Room, Lac qui Parle County 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, and new manager Daniel Buseth. **Managers absent:** None. **Staff present:** Administrator Trudy Hastad, Park Manager Ethan Kack, Environmental/HHW Specialist Jennifer Schuelke, Ditch Inspector Jared Roiland, Coordinator Eric Stahl, & Environmental/Feedlot Officer Abby VanKempen. **Staff Absent:** Ditch Specialist Cindy Brehmer. **Others present:** None.

Introductions were held to introduce new Lincoln County Watershed Manager Daniel Buseth who is filling the unexpired term of John Cornell.

*Approval of the Agenda*

Chairman Weber noted a quorum was present and asked for additions to the agenda. Administrator Hastad asked to add new plat books to the agenda. Manager Jon Olson motioned to approve the amended agenda as presented, seconded by Manager David Craigmile. Upon roll call vote, motion passed 5-0.

SECRETARY REPORT: Secretary minutes #660 as emailed.

Manager Mike Knutson motioned to approve minutes #660 as emailed, seconded by Manager David Craigmile. Upon vote, motion passed 5-0.

TREASURER REPORT: Manager Olson read the Treasurers report.

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

Number Vendor Details 02/06/25 to 03/05/25

**GENERAL KLEIN ACCOUNT:**

|      |  |              |              |
|------|--|--------------|--------------|
| None |  | <b>TOTAL</b> | <b>\$-0-</b> |
|------|--|--------------|--------------|

**PARK EXPENSE ACCOUNT:**

|          |   |                      |                   |
|----------|---|----------------------|-------------------|
| 1918     | Lyon-Lincoln Electric Cooperative         | park electricity     | \$1,176.08        |
| 1919     | Midcontinent Communications               | park internet        | \$60.00           |
| 1920     | Lac qui Parle County Environmental Office | park cell phone      | \$41.39           |
| 1921     | Ag Plus Cooperative                       | fuel                 | \$59.70           |
| 1922     | US Postal Service                         | Annual PO Box rent   | \$84.00           |
| 1923     | Lincoln Pipestone Rural Water             | February water usage | \$61.39           |
| 1924     | Olson Sanitation                          | February trash       | \$19.89           |
| Transfer | February payroll                          | February payroll     | <u>\$1,718.01</u> |
|          |   | <b>TOTAL</b>         | <b>\$3,220.46</b> |

**UPB GENERAL ACCOUNT:**

|             |                                |                                |             |
|-------------|--------------------------------|--------------------------------|-------------|
| 4945        | Void                           | Void                           | \$-0-       |
| 4946        | Greater Community Credit Union | purchase additional CD         | \$29,746.55 |
| 4947        | LQP-YB Liability Acct          | PERA                           | \$2,119.69  |
| 4948        | LQP-YB Liability Acct          | Federal withholding            | \$3,183.26  |
| 25018-25023 | semi-monthly payroll           | Feb 1-15 payroll               | \$10,658.65 |
| 25024       | David Craigmile                | per diem, mileage              | \$150.43    |
| 25025       | Andrew Weber                   | per diem, mileage              | \$130.83    |
| 25026       | Jon Olson                      | per diem, mileage              | \$125.23    |
| 25027       | Michael Knutson                | per diem, mileage              | \$153.24    |
| 4949        | Houston Engineering            | CD #63 improvement engineering | \$28,045.25 |
| 4950        | City of Madison                | shop utilities                 | \$129.45    |

|               |  |                                       |                     |
|---------------|--|---------------------------------------|---------------------|
| 4951          | Rinke Noonan Attorneys at Law          | monthly retainer, CD #63, FEMA        | \$1,717.50          |
| 4952          | Valley Office Products, Inc.           | folders                               | \$28.29             |
| 4953          | Lac qui Parle County Auditor/Treasurer | February postage                      | \$194.26            |
| 4954          | Association of Minnesota Counties      | 2025 AMC Drainage Conf. registrations | \$1,475.00          |
| 4955          | LQP-YB Liability Acct                  | Federal withholding                   | \$3,856.44          |
| 4956          | LQP-YB Liability Acct                  | State withholding                     | \$1,181.00          |
| 4957          | Lac qui Parle County Auditor/Treasurer | Health insurance                      | \$11,476.33         |
| 4958          | Lac qui Parle County Auditor/Treasurer | Aflac,Dental,EyeMed,Life              | \$804.02            |
| 25028-25033   | semi-monthly payroll                   | Feb 16-28 payroll                     | \$10,658.66         |
| 25034         | park payroll                           | February payroll                      | \$1,718.01          |
| 4959          | LQP-YB Liability Account               | PERA                                  | \$2,605.02          |
| 4960          | LQP-YB Liability Acct                  | February sales & use tax              | <u>\$2,084.00</u>   |
| <b>TOTAL:</b> |  |                                       | <b>\$112,241.11</b> |

**DEBIT CARD:**

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

**DITCH ACCOUNT:**

|               |            |                           |                 |
|---------------|------------|---------------------------|-----------------|
| 1385          | T&M Tiling | WS #92 – resloped washout | <u>\$540.00</u> |
| <b>TOTAL:</b> |            |                           | <b>\$540.00</b> |

Manager Jon Olson motioned to approve the bills, seconded by Manager David Craigmile. Motion passed 5-0.

**C23-006 Implementation Grant 2023-2025**

Nothing

**C25-0264 Implementation Grant 2025-2027**

Nothing

**CRP Incentive Grant**

Nothing

*Staff Reports:*

**Park Report:** Ethan Kack

- The 2025 seasonal camp fee’s have started coming in along with reservations for weekend spots. We have a waiting list of approximately 40 people for seasonal spots.
- Discussed the fishing pier with DNR. We will be put on the DNR priority waiting list for a new pier/dock as we have a cooperative agreement with them on the old dock. We may get this new dock pretty reasonable.
- Discussed the need for graveling the park road and possibly treatment for dust control which the Highway Dept can apply.

Manager Jon Olson motioned to approve gravel and dust control for the park road, seconded by Manager David Craigmile. Upon vote, motion passed 5-0.

- Discussed doing an Easter Egg Hunt at the park. We had approximately 500 people attend last years’ event. Ethan was going to go around to area businesses for donations.

Manager Jon Olson motioned to allocate \$500 for the Easter Egg Hunt, seconded by Manager Mike Knutson. Upon vote, motion passed 5-0.

**Environmental/HHW Specialist:** Jennifer Schuelke

- The recycling contract for Lac qui Parle County was completed with Olson Sanitation and approved by the LQP County Commissioners. After signatures, we had to make an amendment and that was approved by the County Board on March 4, 2025.
- Continue to work on the SCORE report.
- Working with a few Counties on a C&D Management Plan grant application with a March 8<sup>th</sup> deadline.
- Kris Shelstad asked for a letter of support for a Waste Reduction and Reuse Grant. LQP County will send the letter of support.
- I attended the SWRSWC meeting last week in Slayton, MN. We met with the Commissioners of the various Counties to discuss C&D landfills and the future disposal options.

**Environmental Feedlot/Planning & Zoning/SSTS Officer:** Abby VanKempen

- LQP County Commissioners appointed Brent Strand to the variance board to fill the vacancy left by David Craigmile.
- A landowner has requested a variance to build a shed within road setbacks. We will hold this hearing the middle of March.
- A landowner applied for a CUP renewal for mining and extraction. We will hold the hearing the end of March.
- Hoping to start on the registration work for feedlots in March. This has to be done every four years.
- Attended the District D meeting in February (regional county zoning administrator group). We discussed the Office of Cannabis Management is accepting license applications, but rules are not adopted yet and they have 18 pending lawsuits against them. We also discussed battery storage for wind and solar energy systems which are becoming more popular.
- I will be attending the Feedlot conference in Detroit Lakes, MN. We will be touring Riverview Dairy by Gary, MN.
- I am sending general reminder letters to installers about our permitting/inspection procedures.
- We sent in 20 passport applications last month with a total of 45 for this year. This is up from past years.

**Coordinator:** Eric Stahl

- BWSR came and did the 1W1P reconciliation with Trudy & I. It went pretty well, just a few things we need to watch for on the contracts.
- I sent out postcards to the landowner who applied for Watershed permits in 2023, asking if the project was completed and turn in their maps, and if not to remind them those permits would be expired and needing renewal if they still intended to do the project.

**WCA:** Eric Stahl

- Reviewed the Watershed permits for WCA compliance.
- I will be attending WCA 201 class on 02/19/25.
- I spoke on the new WCA rules at the LQP contractor meeting held on February 12, 2025.

**Drainage Inspector Report:** Jared Roiland

- Trudy, Cindy, & I along with multiple LQP County Commissioners and Watershed Board members. This was a good conference and very informative.
- On February 12, 2025 we hosted a contractor meeting with 8 contractors attending. We discussed Watershed permit requirements, the new WCA regulations, 1W1P and funding options, and our County Ditch maintenance and how to get small repairs completed. This was a good meeting with good discussion held.

- On February 19, 2025 we hosted a landowner owner meeting for landowners of County Ditch #44 to discuss some failures in the tile and main stem and to see what the landowners were seeing on their properties. We shared some camera footage of the tile. We discussed repairing as built, what an improvement would look like and how that would need to be petitioned. After much discussion, it was advised to have an engineer do a feasibility study of the system, then have another landowner meeting to discuss how to proceed.
- Working with a landowner on petition for improvement for CD #52. He is working on getting the appropriate signatures.
- Filled out the BWSR questionnaire for the Watershed and the County for Riparian Aid Funding for the Buffer program.

**Ditch Specialist:** Cindy Brehmer (read by Trudy Hastad in Cindy’s absence).

- I have been working on getting the ditch assessments pushed over into the tax system. I had a couple of issues with the new ditch system pushing over special assessments that had been paid in full showing them as zero but still listing it on the tax statement. I worked with MCIS to fix this error and had to delete the special assessments and recreate them again.
- Attended the AMC Drainage Conference in Alexandria, MN>
- Balanced the bank statements and did payroll for the Watershed.
- Did the month end cash balancing for the County and now I have started the Audit prep process and am working on Fixed Assets for Tiffany.

**OTHERS:** None

**OLD BUSINESS:** Trudy Hastad

- Nothing new to report on rules update. Still waiting on the attorney to review our suggestions.
- Hannah with Attorney Kolb’s office is reviewing the wind tower contracts. Discussion followed.

Manager Mike Knutson motioned to have Manager Weber sign the wind tower contracts when approved by Attorney Kolb’s office, seconded by Manager Jon Olson. Upon vote, motion passed 5-0.

**NEW BUSINESS:** Trudy Hastad

- Contractor meeting went well on the 19<sup>th</sup>.
- BWSR reconciliation meeting went pretty well. Just some contractual things we need to be aware of.
- Land rent is due in March. Two landowners have sent their payments as of today.
- We visited with Streamline (website service) with new rules and regulations to stay ADA compliant. I forwarded in an email to the managers. The price is going up, but they will cover any ADA complaints.
- Discussed taking a tour of the Watershed next month as we will have a new LQP manager to fill Dave Craigmile’s spot as he is retiring from the Watershed District. Discussion followed. The Board authorized Hastad to check out renting a van/bus from either the City of Madison or the school and we will tour the Watershed after a shortened Board meeting next month.

**PERMITS:**

|       |                   |                   |  |             |
|-------|-------------------|-------------------|--|-------------|
| 14326 | Aaron Olson       | Arena, 34         | seepage, main tile, intakes, lift pump | 03/05/25 AW |
| 14327 | Mark Berglund     | Cerro Gordo, 34   | seepage tile                           | 03/05/25 JO |
| 14328 | Bryan Clark       | Lake Shore, 15    | seepage tile                           | 03/05/25 JO |
| 14329 | Eric Olson        | Madison, 36       | seepage, main tile, intakes            | 03/05/25 JO |
| 14330 | Nate Ludvigson    | Manfred, 25       | seepage, main tile, intakes, lift pump | 03/05/25 MK |
| 14331 | Nate Ludvigson    | Manfred, 25       | seepage, main tile, intakes            | 03/05/25 MK |
| 14332 | Ben Schmidt       | Walter, 29        | seepage, main tile, intakes            | 03/05/25 AW |
| 14333 | John Adelman      | Perry, 6          | seepage tile, intakes                  | 03/05/25 AW |
| 14334 | Paul Engels       | Hansonville, 13   | seepage tile, intakes                  | 03/05/25 DB |
| 14335 | Michael Hermanson | Ten Mile Lake, 23 | seepage tile, intakes                  | 03/05/25 DC |

|       |               |                   |                       |             |
|-------|---------------|-------------------|-----------------------|-------------|
| 14336 | Mark Berglund | Lac qui Parle, 18 | seepage tile          | 03/05/25 DC |
| 14337 | Doug DeJong   | Baxter, 33        | seepage tile, intakes | 03/05/25 DC |

Permits Denied: Kyle Mangel to review wetland setbacks.

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

Meeting adjourned at 11:10 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, April 2, 2025 at 8:30 a.m. in the Commissioners' Room, Lac qui Parle County Courthouse, Madison, MN 56256 followed by a tour of the Watershed for the Board of Managers.