

Lac qui Parle-Yellow Bank Watershed District

Regular Meeting Minutes #612

February 2, 2021

Call to Order

The meeting was held virtually via “ZOOM”. The meeting was officially called to order by Vice-Chairman, John Cornell at 4:30 p.m. Roll call was taken. **Managers present via ZOOM:** Chairman Darrel Ellefson (joined at 5:00 p.m.) Vice-Chairman John Cornell, Secretary David Craigmile, Treasurer David Ludvigson, & Publicity Manager Michael Frank (joined at 4:45 p.m.) **Managers absent:** none. **Staff present via ZOOM:** Administrator Trudy Hastad, Coordinator Mitch Enderson, Drainage Manager Jared Roiland and Park Manager Ron Fjerkenstad. **Others present via zoom:** Kerry Netzke, Area II and John Kolb, Rinke Noonan, LQP County Commissioner Stacy Tufto.

Approval of the Agenda

Chairman Ellefson asked for additions to the agenda. There were no additions to the agenda. David Craigmile motioned to approve the agenda, seconded by David Ludvigson. Upon vote, the motion passed 3-0.

Kerry Netzke with Area II met with the Board to review the bids received for the Del Clark Lake Sediment Basins and asked the Board to award the bid. Bid opening was held on January 27, 2021 at 11:00 a.m. There were nineteen packets that went out with eleven bidders. Bids ranged from \$206,777.10 to \$620,097.00 with the engineer estimate at \$221,953.88. The deadline to get the project complete is July 15, 2021. Low bidder was A&C Excavating LLC from Marshall, MN with a bid of \$206,777.10. Kerry said references, performance & payment bonds were in order so they would recommend awarding the bid to A&C Excavating LLC from Marshall, MN.

David Craigmile made a motion to award the Del Clark Lake Sediment Basins bid of \$206,777.10 to A&C Excavating LLC from Marshall, MN, seconded by David Ludvigson. Upon vote, the motion passed 4-0.

John Kolb met with the Board to answer some concerns of the Board regarding the County Ditch #54 Improvement Project. Camera footage of the project shows some defects in the construction, but the contract has not been closed out, so the contractor will have to repair before the project will be accepted. Discussion followed on who was responsible for additional cost to repair. Attorney Kolb answered the Board’s questions and replied the project is still under contract and will have to utilize what the contract gives us. No action was taken.

Staff Reports:

PARK: Park manager, Ron Fjerkenstad reported on monthly activities.

- Ron reported the forty acre parcel west of the park was installing a huge pond to catch water for cattle. This should help with some runoff to the lake.
- The City of Canby Fishing Contest was postponed in January due to nice weather, and is rescheduled for this coming weekend Feb 5th & 6th, 2021. It is expected to be really cold so should be good ice. They are expecting a large crowd.
- They are still having problems getting parts for the side-by-side cart which is in Hendricks getting repaired.

DRAINAGE MANAGER/INSPECTOR: Jared Roiland reported on monthly activities:

- January 6, 2020 Houston Engineering hosted a ZOOM meeting to discuss the start of the CD 42 Improvement Project. The contractor and engineer discussed what their plans were and asked some preliminary questions.
- I took the ROXOR to Dave Ludvigson’s so we could unpack the sprayer and get measurements on the box to see how the sprayer will fit in the box. We’ll need to take about 1.25 inches of the frame on each side and then the sprayer should slide down between the wheel wells. It should then be ready for spring work.
- On January 20, 2021 I went to the CD #42 construction site. They had installed 2,935’ of 24” perforated tile. They were averaging about 360’ per day.
- As of the first of the year we are down to one non-compliant public ditch parcel according to SWCD. Rhyen still had some site checks to conduct so that number could change slightly depending on what she finds.

- Darrel & I have been reviewing the CD #54 improvement footage. The engineer sent us their notes on the footage, and we matched up with a lot of the concerns and problem locations. They noted the missing branch locations that we had found as well.
- We completed the yearly Watershed buffer report and sent it to BWSR.
- Mitch and I got the land class maps that H2Overviewers created for the redetermined ditches uploaded onto our Arcmap so that we have access to this and can use it going forward.
- Houston has been providing us daily progress reports for the CD #42 Improvement Project. These reports are very thorough and include a timeline of work each day, the amount of tile laid that day and pictures of work that is being done.
- The contractor for the CD #42 improvement project installed 4,695' of tile for the month of January. (3, 395' of 24" perforated tile and 1,300' of 24" nonperforated tile). They have installed the risers for the Hickenbottom intakes on both sides of County Road 53 and on the Patzer/Streich property line, they have connected one branch line and are in the process of connecting the second branch.

COORDINATOR: Mitch Enderson reported on monthly activities:

- The first policy committee meeting for the 1W1P will be February 24th. Bylaws will be reviewed and approved at this meeting.
- Multiple requests for the LQP County GIS have been handled. Tax information from the Assessor's office has been forwarded to Mark Volz (Lyon County).
- The SSTS reporting for 2020 has been completed.
- Discussed how to clean up the SSTS loan process. The installer and electrician bills are being turned in at different times leading to two checks etc. Sometimes this is a couple months apart so we are working on having the landowner get both receipts to turn in at same time prior to submittal to the State. Discussion followed. Board agreed we can request they get turned in at same time.
- The Canby Creek grant reporting is completed. Bids were let in January with eleven bids received for the sediment ponds.
- I heard from DNR on the Florida Creek restoration and they are deciding if we want to submit an application this year. We have a five year window and are deciding if we should get on the list or wait to combine some of the 1W1P money and do some additional modeling to take it to the next step. I may be doing some water monitoring this summer. No action was taken.

WCA: Mitch Enderson

- It was a quiet month for permits.
- A restoration order has been sent and delivered via certified mail to a landowner with a violation in section 4, Yellow Bank Township. I have not heard from the landowner to this point.
- The annual reporting was completed and submitted to BWSR.
- I assisted a landowner with replacement info (buying credits to drain wetlands).
- Proposed dikes - a joint application was approved at previous meetings and the watershed permits were held pending no appeal. Technically appeals can be submitted until February 6, so it will be up to the Board if you wish to hold the permits further or not.

TREASURERS' REPORT: Manager Ludvigson read and reviewed the Treasurer report.

John Cornell motioned to accept the Treasurers' report as read, seconded by Michael Frank. Upon vote, the motion passed 5-0.

The following warrants were presented for approval:

Number	Vendor	Details	01/06/2120 to 02/02/2021
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General Klein Account:

None		None		\$ -0-
			TOTAL	\$ -0-
<u>UPB Park Expense Account:</u>				
1309	Lyon-Lincoln Electric Coop	December park electricity		\$799.50
1310	Cleveland Chevrolet Inc.	oil change, filter		\$51.42
1311	C.A.S. Plumbing & Heating	quarterly softner rent		\$43.28
1312	Ag Plus Cooperative	gas		\$58.75
1313	Frontier Communications	phone, fax, internet		\$297.13
1314	Lincoln Pipestone Rural Water	water meter @ park		\$39.60
1315	Lyon-Lincoln Electric Coop	park electricity		\$792.50
1316	Olson Sanitation	January park trash		<u>\$65.29</u>
			TOTAL	\$2,147.47

<u>UPB GENERAL ACCT:</u>				
210007-21009	semi-monthly payroll	Jan 1-15, 2021 payroll		\$5,106.52
21010	John Cornell	per diem & mileage		\$338.68
21011	Michael Frank	per diem & mileage		\$137.36
21012	David Craigmile	per diem		\$346.31
21013	David Ludvigson	per diem & mileage		\$602.26
21014	Darrel Ellfson	per diem, mileage		\$416.67
21015	Darrel Ellefson	County ditch work & mileage		\$612.70
3965	LQP-YB Liability	semi-monthly PERA		\$1004.49
3966	Rinke-Noonan Attorney's	monthly retainer & CD #42 Improvement		\$725.00
3967	Houston Engineering	CD #42 improvement		\$8,157.75
3968	Eldon Haas	16 nuisance beaver		\$320.00
3969	Curtis Mortenson	28 nuisance beaver		\$560.00
3970	Brent Mortenson	29 nuisance beaver		\$580.00
3971	MAWD	2021 Dues		\$7,251.00
3972	Buffalo Ridge Newspaper	Del Clark Sediment pond 3 week bid ad		\$186.90
3973	Patrick Johnson	11 nuisance beaver		\$220.00
3974	Canby News, Inc.	Del Clark Sediment pond 3 week bid ad		\$252.00
3975	Dirt Proz, LLC	partial pay request #1 CD #42 Improvement		\$206,188.00
3976	LQP County Auditor/Treasurer	January postage		\$41.73
3977	Dawson Sentinel	Del Clark Sediment pond 3 week bid ad		\$212.61
3978	LQP-YB Liability	Federal withholding		\$4,029.06
3979	LQP County Auditor/Treasurer	Health Insurance		\$4,679.00
3980	Minnesota Revenue	sales & use tax		\$68.00
21016-21018	semi-monthly payroll	January 16-31 payroll		\$5,108.52
21019	monthly payroll	January park payroll		\$2,176.58
3981	MCIT	2021 WC & PC insurance		\$8,170.00
3982	Western Guard	Del Clark Sediment pond 3 week bid ad		\$141.75
3983	LQP-YB Liability Acct	monthly & semi-monthly PERA		<u>\$1,414.88</u>
			TOTAL	\$259,047.77

Debit Card

Quickbooks payroll	Yearly subscription fee		<u>\$694.69</u>
		TOTAL	\$694.69

DITCH ACCT:

None	None		<u>\$-0-</u>
		TOTAL	\$0.00

David Ludvigson motioned to approve the warrants as presented, seconded by John Cornell. Upon vote, motion passed 5-0.

Secretary's Report:

Meeting #611 minutes were mailed.

Michael Frank motioned to approve secretary minutes #611 as mailed, seconded by David Ludvigson. Upon vote, motion passed 5-0.

Administrator Report/Old & New Business: Trudy Hastad gave the Administrator report.

- COVID-19 Pandemic update: Staff are back working in the office and seems to be going well. We can resume meeting in person with maximum of 10 people, masks, & social distancing. Public still can only get in the east entrance to the Courthouse and must wear masks. The Commissioner room in the LQP County Courthouse was relocated to the third floor and is available for meetings. The IT portion isn't hooked up but they are working on getting it set up to be used by middle of March.
- Discussed purchasing a manual hydraulic fork stack to assist in lifting the sprayer in and out of the ROXOR. The manual forklift has a foot pedal to pump it up and a valve to turn on top run by a hydraulic cylinder. It can lift 880 lbs with lift height of 47" for a price of \$602.00 with \$119 shipping. Discussion followed.

David Craigmile made a motion to purchase the manual hydraulic fork stacker, seconded by David Ludvigson. Upon vote, motion passed 5-0.

- The new pickup is in and will be delivered once the mudflaps and floor mats are installed. This led to discussion on storage for the ROXOR, pickup, sprayer, lift etc. The County does not have garage room. They discussed options such as renting a building spot at the fairgrounds, renting a storage unit (but wouldn't really work), purchasing a lot and building a garage, or buying an existing building. Hastad reported that John Buer was selling his shop buildings located along HWY 75 and reviewed the assessor information and asking price. This area is only about 3-4 blocks from the Courthouse. Discussion followed. There are two buildings that he wants to sell together. The Board thought maybe we could rent one if they were purchased. Hastad was instructed to set up a meeting time for the Board to inspect the buildings.
- Reviewed the letter sent to Karels regarding the installation of a crossing and culverts in section 27, Yellow Bank Township without a Watershed permit. Mr. Karels has until the 5th of February to set up a meeting with the Watershed Board. Hastad was instructed to contact the lawyer to send letter if we haven't heard from him by the deadline date.
- Hastad reported that year-end reports were completed along with the pay equity report that has to be filled out every three years.
- Briefly reviewed the County Ditch #54 Improvement project and County Ditch #42 Improvement Projects. No action was taken.

Manager Craigmile thanked newly appointed Lac qui Parle County Commissioner Stacy Tufto for attending the Watershed meeting and learning about our organization and welcomed him to County Commissioner. Commissioner Tufto thanked the Board and said it is interesting to learn what we are doing.

PERMITS- The following permit applications were applied for:

13333	Tom Nelson	Agassiz, 16	seepage lines	02/02/21 DE
13334	Scott Wittnebel	Perry, 19	seepage lines	02/02/21 DE
13335	Scott Wittnebel	Walter, 34	seepage lines	02/02/21 DE
13336	Ben Schmidt	Garfield, 33	seepage lines & pump	02/02/21 DL
13337 Renew #12466	David Swenson	OshKosh 14	seepage lines	02/02/21 DC
13338	Jeffrey Thompson	Maxwell, 1	dike	02/02/21 DC
13339	Jeffrey Thompson	Maxwell, 1	dike	02/02/21 DC

Permits Denied: Ben Schmidt Freeland, 8 for signature; Brian Croatt for review of project; Scott Wittnebel Arena, 6 for review of project.

Manager David Craigmile motioned to approve the permits except those denied, seconded by Manager David Ludvigson. Upon vote, motion passed 5-0.

Meeting adjourned at 6:40 p.m.

Darrel Ellefson, LQP-YB Chairman

Attest:

David Craigmile, LQP-YB Secretary

Minutes prepared by Hastad

The next regularly scheduled meeting of the Lac qui Parle-Yellow Bank Watershed District is Tuesday, March 2, 2021 at 4:30 p.m.

