

# Lac qui Parle-Yellow Bank Watershed District

## Meeting Minutes #655

### September 4, 2024

#### 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, Vice-Chairman John Cornel (arrived late), Secretary David Craigmile, Publicity Michael Knutson. **Managers absent:** Treasurer Jon Olson. **Staff present:** Administrator Trudy Hastad, Park Manager Ethan Kack, Environmental/Feedlot Specialist Abby VanKempen, Environmental/HHW Specialist Jennifer Schuelke, Ditch Inspector Jared Roiland, & Coordinator Eric Stahl. **Staff Absent:** Ditch Specialist Cindy Brehmer. **Others present:** Ben Wollschlager & Tim Scherer.

#### Approval of the Agenda

Chairman Weber asked for additions to the agenda. Hastad asked to add payment for the Thorpe dam and Manager Knutson asked to add spraying weeds on Lazarus, & R-6. Manager David Craigmile motioned to approve the amended agenda, seconded by Manager Mike Knutson. Upon roll call vote, motion passed 3-0.

Administrator Hastad reported there were three 1W1P contracts for approval. Rhyen Schicker from LQP SWCD presented the three 1W1P contracts for approval. These were approved for recommendation by the policy committee as follows:

- 1.) Bryan Clark for a three-year cover crop for 219.4 acres in section 22, Madison Township for \$39,492.00.
- 2.) Corey Ransom for a three-year cover crop/strip till in section 21 & 22, August Township for \$30,492.00.
- 3.) Peter Haugen for a three-year cover crop/strip till in sections 10 & 16, Freeland Township for \$59,940.00

Discussion followed.

Manager David Craigmile motioned to approve the 1W1P contracts for Bryan Clark, Corey Ransom, & Peter Haugen as listed above, seconded by Manager Mike Knutson. Upon vote, motion passed 3-0.

#### **Staff Reports:**

##### Park Report: Ethan Kack

- Labor- day weekend was super busy. A drunk driver rolled his pickup, with no one injured, but driver is currently sitting in jail. Discussed maybe putting up some new signage for the road with speed limit, and curve signs.

Manager David Craigmile motioned to put up some new signage along park road, seconded by Manager Mike Knutson. Upon vote, motion passed 3-0.

- The shop door got installed and looks great.
- Park is slowing down now that labor-day is over and kids are back in school.
- The seal coating is finished and road looks nice. Ethan shared some pictures of the new seal coat with the Board.
- Lyon-Lincoln Electric was out and put in a bigger transformer which helped with the low voltage problems the campers were experiencing. This seems to have taken care of the problem.
- Discussed purchase of new 80-gallon garbage cans.

Manager David Craigmile motioned to purchase six 80-gallon garbage cans, seconded by Manager Mike Knutson. Motion passed 3-0.

Manager John Cornell arrived to the meeting.

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

- Completed five feedlot inspections last month.
- The mid-year feedlot review will be coming up with the County feedlot program lead.
- The County Board approved the CUP for a landowner to construct an earthen manure basin for his swine site.
- We held the CUP hearing for the Ottertail Power Company with the Planning Commissioner with recommendation for approval to the County Board.
- Two variance permit requests came in last week. One was for building a bin within the road setbacks, and the other to build a temporary dwelling for elderly care.
- Attended the MCIT Land Use training last week with David Craigmile & DeRon Brehmer. Discussed the cannabis session and how it relates to local government controls.
- The office had their passport audit last week. I reviewed the materials with the passport agent.

### **Environmental/HHW Specialist: Jennifer Schuelke**

- The fourth special item collection was held on August 10<sup>th</sup>. We took in 255 items (18 appliances, 133 bulbs, 88 electronics, and 16 tires).
- I'm working on the final details for our Fair booth. I have two new banners that we'll display to promote the upcoming HHW collection and the Special Item collections. We'll be giving away a compost bin and two recycling bins as well.
- Robert Regnier is still working on making new metal A-frame stands for new Exit and Enter signs as well as four that will be advertising the collection.
- The fall HHW collection will be held on Wednesday, April 11, 2024 from 3:00 – 6:00 p.m. at the Dawson Hwy garage site.
- Working on the 10-year Solid Waste plan for the SW region with our next meeting to be held on September 13, 2024.
- I will be attending the SWAA Annual Conference in Duluth from the 18-20<sup>th</sup> and the Annual landfill advisory Board meeting on the 30<sup>th</sup>.

### **Coordinator: Eric Stahl**

- Moved some funds around within the 1W1P implementation funds as approved by the policy committee.
- Working with Ryhan Schicker SWCD and Trudy to start applying for the next round of 1W1P funding.
- We have approved seven SSTS permits this year.

### **WCA: Eric Stahl**

- Approximately 54 permits were reviewed for WCA this month.
- Working on contacting a landowner with a possible WCA violation in section 11, Yellow Bank Township.
- We will be holding a TEP for the Paul Strong Ag Bank next week.
- We will be making some updates to our WCA checklist for permits to closer align with the new WCA rules that went into effect August 1, 2024.
- Attended a regional BWSR WCA training on August 27 & 28<sup>th</sup> in Redwood Falls.

The Board discussed the Ben Wollschlager proposed permit for tile. Ben Wollschlager had questions on why his permit was being held. Eric informed him he would need to get a certified wetland determination prior to Board approval. Discussion followed. Eric reviewed the new WCA rules that went into effect August 1, 2024. Once we get the certified wetland determination, the Board can make a decision on approval. No further action was taken.

Chairman Andrew Weber recessed the regular Board meeting at 9:59 a.m.

Chairman Weber called the annual Watershed Budget & Levy hearing to order at 10:00 a.m.

Present at the hearing were: Chairman Andrew Weber, Vice-Chairman John Cornell, Secretary David Craigmile, & Publicity Michael Knutson. Absent: Treasurer Jon Olson. Staff present: Trudy Hastad. Others present: none.

Administrator Hastad reported the notice of the public hearing was advertised for two weeks in the Western Guard, Dawson Sentinel, Canby News, & Hendricks Pioneer Press along with being posted on the Watershed notice Board.

Administrator Hastad reviewed the proposed budget & levy request of \$380,000 pursuant to Minnesota Statutes 103D.904 Subd (3) Chairman Weber asked for any comments or questions. There were no questions or comments.

Manager David Craigmile motioned to close the public hearing at 10:15 a.m., seconded by Manager Mike Knutson. Upon vote, motion passed 4-0.

Manager David Craigmile motioned to approve the proposed 2025 levy and budget in the amount of \$380,000.00 with LQP Share 70.0377% for \$266,143.26; Lincoln County share at 8.8792% for \$33,740.96; and Yellow Medicine County share 21.0831% for \$80,115.78, seconded by Manager Mike Knutson.

Hastad reviewed Watershed ditch balances and requested that a \$5,000 one year no interest assessment be placed on Watershed Ditch Lat A CD #85. Discussion followed.

Manager Mike Knutson motioned to put a one year no interest special assessment of \$5,000 to Lat A CD #85 landowners, seconded by Manager David Craigmile. Motion passed 4-0.

Chairman Weber closed the public hearing.

Chairman Weber reopened the regular board meeting at 10:18 a.m.

**Drainage Inspector Report:** Jared Roiland

- August 1, 2024 Commissioner Patzer, Trudy & myself met with Ethan Jenzen, District Manager of the Division of Ecological and Water Resources, and Curt Vacek, Area Wildlife manager on site to discuss the CD#97 proposed outlet cleanout. DNR is going to do some studies on the upstream wetland basin to make sure there will be no impacts and we will re-meet once they have more data.
- I attended the drainage inspector meeting in St. Cloud on August 8<sup>th</sup>.
- Manager Weber and I met with some landowners on site in section 8 of Augusta Township on a tile dispute. Landowners are upset that a landowner closed a private ditch without outlet to them. Discussion followed. It was noted that the landowner did not have WS permit to do the closing of the ditch.

Manager David Craigmile motioned to send notice to the landowner (Brandenburgers) for an after-the-fact permit with fine/fee of \$1000, seconded by Manager John Cornell. Upon vote, motion passed 4-0. Hastad will send the letter.

- Managers Jon Olson & Mike Knutson met with me on site in section 22, Freeland Township to help resolve an issue with a pump into a private ditch system. The separate parties and the tiler gave their knowledge and background of the system and the parties agreed that the first thing to do was to replace a collapsed crossing that had an undersized culvert and complete a private ditch cleanout and the parties involved thought that should solve a large amount of the problem.
- I completed a full ditch inspection of WS Ditch #92. The system seems to be functioning properly with only a little water at the outlet end which is flowing.
- I worked on submission of an application for our canoe trip for project of the year for the MAWD annual conference.

**Ditch Specialist:** Cindy Brehmer (Hastad read the report in Cindy's absence.)

- Jared, Eric, & I attended a field day on alternative practices on August 22 which was very interesting.
- I have been working on the 2025 assessment worksheet for the drainage committee meeting.
- July 30, I attended the drainage committee meeting and reviewed the ditch assessment worksheet. We went over the 2025 proposed assessments for the county ditches and I will bring the recommendation to the full county board on September 17, 2024.
- Completed the Watershed bank statements and also completed the month end balancing for the County.
- The Audit on the County side is wrapping up so I am now doing audit adjusting entry for Tiffany so that the State report can be uploaded.
- We received the test upload spreadsheet from H2O for the county tax system. Once we know we can upload without errors, they will fix the rest of the spreadsheets and get those to me so I can finish uploading into the tax system.
- I got the damage letters ready for the Group 4 redetermined ditches. These are put with the assessment bill that I will mail out in October.

**OTHERS:** none

Ben Wollschlager and Tim Scherer left after review of their permit earlier in the meeting.

**TREASURER'S REPORT:** Manager Andrew Weber read the Treasurer's report.

Manager David Craigmile motioned to accept the Treasurers' report as read, seconded by Manager John Cornell. Upon vote, motion passed 4-0.

Manager Mike Knutson motioned to transfer \$25,000 from the park deposit account into the park expense account, seconded by manager John Cornell. Upon vote, motion passed 4-0.

The following warrants were presented for approval:

<b><u>General Klein Account:</u></b>		<u>Number</u>	<u>Vendor</u>	<u>Details 08/08/2024 to 09/05/2024</u>		
6616	Lac qui Parle SWCD			1 WIP 2 <sup>nd</sup> quarter Admin & technical hours	\$8,235.90	
6617	Colton Mortenson/Wollschlager Excavating			SSTS loan	<u>\$16,673.00</u>	
					<b>TOTAL</b>	<b>\$24,908.90</b>
<b><u>Park Expense Account:</u></b>						
1847	Lyon-Lincoln Electric Coop			July park electricity	\$4,087.30	
1848	Lipinski Small Engine & Hardware			tire/wheel assy; wheel hub/ 199 nut/ lug	\$537.27	
1849	C.A.S. Plumbing & Heating			dig up water line & six, hide shower unit	\$1,698.29	
1850	Lac qui Parle County Environmental			park cell phone	\$41.23	
1851	Midcontinent Communications			park internet	\$60.00	
1852	Canby Builders Supply			lumber & sackrete	\$958.49	
1853	Ag Plus Cooperative			lawn mower blade sets, fuel	\$1,104.98	
1854	Running's Supply, Inc.			paint brushes, hack saw, blades,screws	\$527.53	
1855	Dakota Door Service			shop door & install	\$5,800.00	
1856	Coteau Company			Del Clark park maps	\$106.74	
1857	Doug's Service & Marine			lawn mower blades	\$117.64	
1858	Lincoln Pipestone Rural Water			August water usage	\$402.34	
1859	Olson Sanitation Inc			August trash	\$716.80	
1860	Void			Void	\$-0-	
1861	Lyon-Lincoln Electric Cooperative			August park electricity	\$3,497.06	
Tran	to UPB General			August park payroll	<u>\$5,066.42</u>	
					<b>TOTAL</b>	<b>\$24,722.09</b>

**UPB GENERAL ACCT:**

24148-24153	semi-monthly payroll	August 1-15 payroll	\$9,905.67
24154	Andrew Weber	per diem, mileage	\$130.17
24155	David Craigmile	per diem, mileage	\$204.35
24156	Jon Olson	per diem, mileage	\$124.82
24157	Michael Knutson	per diem, mileage	\$151.61
4828	LQP-YB Liability	PERA	\$2,038.19
4829	LQP-YB Liability Acct	Federal withholding	\$2,918.60
4830	City of Madison	shop utilities	\$141.43
4831	Jared Roiland	meal reimbursement	\$14.23
4832	Canby News, Inc.	budget ad	\$93.50
4833	Eric Stahl	mileage reimbursement	\$138.02
4834	Rinke Noonan Attorney @ Law	monthly retainer	\$200.00
4835	Buffalo Ridge Newspapers, LLC	two week budget ad	\$68.80
4836	Dawson Sentinel	two week budget ad	\$60.00
4837	LQP County Auditor/Treasurer	health insurance	\$12,510.67
4838	Lac qui Parle County Auditor/Treasurer	eyemed, dental, John Hancock, life	\$1,527.99
4839	LQP-YB Liability	Federal withholding	\$4,321.24
4840	LQP-YB Liability	State withholding	\$1,204.00
4841	Canby News, Inc.	one week budget hearing ad	\$46.75
4842	LQP County Auditor/Treasurer	August postage	\$135.07
4843	LQP-YB Liability Acct	PERA	\$2,736.14
4844	LQP-YB Liability Acct	August sales & use tax	\$321.00
24158-24163	semi-monthly payroll	August 16-31 payroll	\$9,905.70
24164-24168	monthly payroll	August park payroll	\$5,066.42
4845	LQP Coop Oil Company	fuel	\$183.76
4846	Nathan Thorpe	cost-share Florida 15 dam repair	<u>\$6,551.88</u>
		<b>TOTAL</b>	<b>\$60,700.01</b>

**Debit Card**

Instant Ink	park ink	\$14.95
	<b>TOTAL</b>	<b>\$14.95</b>

**DITCH ACCT**

None	<b>TOTAL</b>	<b>\$0.00</b>
		<b>\$0.00</b>

Manager David Craigmile motioned to approve the warrants as presented, seconded by Manager Mike Knutson. Upon roll call vote, motion passed 4-0.

**SECRETARY REPORT:** Secretary minutes #654 as e-mailed.

Manager David Craigmile motioned to approve minutes #654, seconded by Manager John Cornell. Upon vote, motion passed 4-0.

**Administrator Report/Old & New Business: Trudy Hastad**

- MS4Front is up and running and the SWCD's and us are learning how to input data.
- The 2023 audit exit meeting will be held on Wednesday, Sept 11, 2024 at 9:00 a.m. Manager Weber volunteered to attend.
- The Madison shop doors are delivered but have not been installed yet.
- Have not heard anything from the wind tower company for our WS land in YM.
- Discussed the shop lease. Dean Broin holds the current 3year lease which expires on October 15, 2024. He has indicated interest in continuing the lease. Discussion followed.

Manager Mike Knutson motioned to offer the current leasee (Dean Broin) the option to lease for another three year contract for \$3,000/year, seconded by Manager David Craigmile. Upon vote, motion passed 4-0.

- Discussed the need for a rule update. Discussion followed. Managers will hold a special meeting on Wednesday, September 18, 2024 to work on rule revision.

- Hastad presented the Nathan Thorpe voucher and invoice for the grade stabilization structure in section 15, Florida Township, Yellow Medicine County. The Watershed agreed to cost-share of \$6,551.88. Hastad requested approval for payment.

Manager Mike Knutson authorized payment for cost-share of \$6,551.88 on the Nathan Thorpe grade stabilization structure in section 15, Florida Township, Yellow Medicine County, seconded by Manager David Craigmile. Upon vote, motion passed 4-0.

Manager Mike Knutson discussed spraying for noxious weeds on R-6 and Lazarus Creek. Tony Abramson and Sons have a drone that can spray for weeds for \$10.5/acre. Discussion followed.

Manager David Craigmile motioned to hire Tony Abrahamson & sons to use drone to spray for weeds on R-6 and Lazarus Creek, seconded by Manager Mike Knutson. Upon vote, motion passed 4-0.


**PERMITS:**

14184	Jason Wollschlager	Perry, 27	seepage, main tile	08/13/2024 AW
14185	Larry Panning	Manfred, 36	cleaning road ditch	09/04/2024 MK
14186 renewal	Myron Deslauriers	Hammer, 2	main tile, seepage, intakes	09/04/2024 MK
14187	Josh Peterson	OshKosh, 20	seepage lines	09/04/2024 MK
14188	Ben Denekamp	Florida, 2	waterway cleaning	09/04/2024 MK
14189	Kaleb Steele	Manfred, 17	seepage, main tile	09/04/2024 MK
14190	Gerald Streich	Mehurin, 2	seepage tile, intakes	09/04/2024 AW
14191	Dan Jibben	Arena, 14	seepage, main tile, pump, culvert, intake	09/04/2024 AW
14192	Matt Bormann	Arena, 26	closing private ditch	09/04/2024 AW
14193	Glen Radermacher	Perry, 20	seepage lines, intakes	09/04/2024 AW
14194	Craig Kanstrup	Arena, 29	seepage lines, intakes	09/04/2024 AW
14195	Ryan Streich	Mehurin, 11	seepage, main tile, intakes, lift pump	09/04/2024 JO
14196	Jerry Schuelke	Baxter, 32	seepage lines	09/04/2024 DC
14197	Keith Erickson	Camp Release, 74	main tile, intakes	09/04/2024 DC
14198	Dale Miller	Maxwell, 20	seepage lines, intakes	09/04/2024 DC
14199	Brian Fernholz	Madison, 3	cleaning private ditch	09/04/2024 JO
14200	Ryan Gronholz	Hantho, 18 & 19	seepage lines, intakes	09/04/2024 JO
14201	Brian Croatt	Madison, 33	seepage lines	09/04/2024 JO
14202	Eric Call	Hamlin, 4	seepage, main tile, intakes	09/04/2024 JO
14203	Jamie Borstad	Madison, 27/28	main tile, intakes, culvert	09/04/2024 JO
14204	Brian Croatt	Hamlin, 4	seepage, main tile	09/04/2024 JO
14205	Mehurin Township	Mehurin, 23	culvert replacement	09/04/2024 JO
14206 renewal	Ryan Streich	Mehurin, 3	seepage, main tile, pump, intake	09/04/2024 JO
14207	John Olson	Hansonville, 33	main tile, closing ditch	09/04/2024 JC
14208	David Tweet	Hendricks, 27	main tile, seepage	09/04/2024 JC
14209	John Olson	Hendricks, 3	seepage tile	09/04/2024 JC
14210	John Olson	Hansonville, 26	seepage tile	09/04/2024 JC
14211	John Olson	Hansonville, 33	seepage tile	09/04/2024 JC
14212	John Olson	Hansonville, 26	ditch cleanout	09/04/2024 JC
14213	John Olson	Hansonville, 26	seepage tile	09/04/2024 JC
14214	John Olson	Hansonville, 34	ditch cleanout	09/04/2024 JC
14215	John Olson	Hendricks, 3	ditch cleanout	09/04/2024 JC

Permits Denied: one held for a highway signature, one held for landowner signature.

Manager Mike Knutson motioned to approve the permits except those held, seconded by Manager David Craigmile. Upon roll call vote, motion passed 4-0.

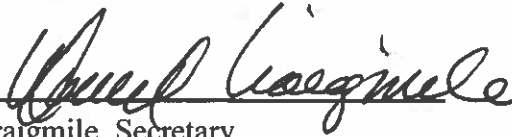
Meeting adjourned at 11:20 a.m.



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Andrew Weber, Chairman

Attest:



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David Craigmile, Secretary

The next regularly scheduled meeting of the Lac qui Parle-Yellow Bank Watershed District is Wednesday, October 2, 2024 at 9:00 a.m. in the LQP County Commissioner Room, Courthouse, Madison, MN.

