

Lac qui Parle-Yellow Bank District

January 4, 2022 Meeting Minutes #623

Call to Order

The meeting was held in the Lac qui Parle Annex, 422 5th Avenue, Madison, MN 56256, with a virtual ZOOM login option. The meeting was officially called to order by Chairman Darrel Ellefson at 4:30 p.m. **Managers Present:** Chairman Darrel Ellefson, Secretary David Craigmile, Publicity Manager Michael Frank, and Vice-Chairman John Cornell. Manager Andrew Weber joined via zoom. **Managers absent:** none. **Staff present:** Administrator Trudy Hastad, Coordinator Mitch Enderson, and Environmental/Feedlot Specialist Abby VanKempen. **Staff absent:** Jared Roiland and Ron Fjerkenstad. **Others present:** LQP Commissioner Stacey Tufto and Lincoln County Commissioner Joe Drietz both via zoom.

Approval of the Agenda

Chairman Ellefson asked for additions to the agenda. Administrator Hastad requested one bill be added to the agenda. Manager David Craigmile motioned to approve the amended agenda, seconded by John Cornell. Upon roll call vote, the motion passed 5-0.

Staff Reports:

PARK: Administrator Hastad gave a very brief update.

- Ron is on vacation and Pat Stanley is overseeing the park in his absence.
- The heater went out in the shop. Vlamick Electric was called to fix it.
- The City of Canby is hosting the 3rd annual ice fishing tournament on Del Clark the end of January.

ENVIRONMENTAL/FEEDLOT: Abby VanKempen reported on monthly activities.

- Finishing up with the four-year feedlot registrations for LQP County.
- Passed the passport training and am now a passport acceptance agent.
- Contacting the SSTS installers and preparing year-end report to the State.
- Been doing a lot of webinar trainings through DNR and BWSR.
- Signed up for the SSTS trainings so if things go well I should be done with classes the end of June.

DRAINAGE REPORT: Administrator Hastad reviewed the report in Jared's absence.

- December 14 & 15th, Trudy and I took part in a meeting with LQP County Commissioners Patzer and Bothun and the DNR Commissioner and staff along with Engineer Chris Otterness. The main topic discussed was the land purchases in the County and drainage issues. This is hopefully a start to a better working relationship between the County and the DNR.
- Assisted Marg and Abby with a report of a manure spill in section 30, Ten Mile Lake Township. The spill was relatively small and seemed to be contained nicely.
- Assisted Mitch and the sign company on the sign installation at Del Clark on December 17, 2021.
- Reviewing non-compliant buffer parcels. We still have not heard back from the parcel in section 29, Hendricks Township. They have a couple months yet to get the parcel in compliance.
- Started working on the LQP County and Watershed annual buffer reports.
- Working with a landowner on dispute between him and his neighbor. Discussed options he would have.

- We have been discussing different office layouts when the wall is removed.
- Helped Kenny move the Land Records office to the Commissioner Room for their office renovation.

COORDINATOR REPORT: Mitch Enderson reported on monthly activities.

- Completed the annual reporting for 1W1P.
- The steering and policy committees met on the 22nd.
- We were granted an additional year extension on the Canby Creek Grant. That will allow us to complete the Kamrath dam repair. We made a couple minor tweaks on the contract after talking with BWSR.
- We put the sign up for the Canby Creek Grant on December 17th. We will probably need a basic sign at the beginning of the trail installed in the spring. Area II asked to have us hold the retainer on the structures until this spring to properly verify vegetation was established and all items on the punch list were adequately addressed.
- Semi-annual reporting for the second half of 2021 has been completed and approved by the State for the SSTS grant program. We were able to upgrade eight septic systems this year. The loan goes through August 20th, 2022 and then we will need to reapply for a new loan. This program has been very successful.
- The 2022 calendars were completed and mailed out.
- The grant that I was hoping to pursue for acquiring kayaks and a youth event was in very high demand. The website said the funding was gone within the first few minutes it opened up. This was the third annual phase of the grant and they are hopeful to continue having additional annual phases so I will be sure to be prompt with an application next year. Manager Frank thought we should look at purchasing two kayaks for public to use at Del Clark Lake. Discussion followed. Hastad will discuss with park manager Fjerkenstad.
- Held a meeting with the GIS committee for LQP County to discuss handling Pictometry and billing, budgets, and GeoMoose updates going forward.

WCA: Mitch Enderson reported on monthly activities.

- I am roughly halfway through annual reporting.
- There was an application approved for the mitigation of a 2.2 acre FW in Section 13, Cerro Gordo Township for David Dahl.
- The court date has been set for January 18th, 2022 for the Yellow Bank violation site.

TREASURER'S REPORT: The Treasurer's report was read by Manager Weber.

David Craigmile motioned to approve the Treasurers report, seconded by John Cornell. Upon roll call vote, the motion passed 5-0.

Michael Frank motioned to renew CD #1 at the Dawson Coop Credit Union, seconded by David Craigmile. Upon roll call vote, motion passed 5-0.

The following warrants were presented for approval:

Number Vendor Details 12/08/2021 to 01/04/2022

General Klein Account:

6195	Gordon Schueller/Wollschlager	SSTS Loan	\$12,566.00
6196	Gordon Schueller/Schuelke Electric	SSTS Loan	\$886.23
6197	Houston Engineering, Inc	December 1W1P consulting	\$6,064.00
6198	Affordable Signs	final payment for sign	<u>\$2,881.25</u>
		TOTAL	\$22,397.48

Park Expense Account:

Transfer	to General	1/5/22 park payroll	\$2,181.59
1438	LQP Environmental Office	park cell phone	\$41.25
1439	Nobush Plumbing & Heating	service furnace	\$105.00
1440	Canby Print Shop	600 park stickers, no snowmobiling, desk calendar	\$650.35
1441	Running's Supply	heater, milkhouse	\$26.71
1442	Frontier Communications	park phone, fax, internet	\$292.43
1443	Ag Plus Cooperative	'21 December gas	\$44.52
1444	Olson Sanitation	December '21 trash	\$40.95
1445	Canby True Value	torch kit ' 21	\$33.90
1446	Lincoln Pipestone Rural Water	December rural water	\$37.43
1447	Lyon-Lincoln Electric Coop	December park electricity	\$636.50
TOTAL			\$4,090.63

UPB GENERAL ACCT:

21173 – 21176	semi- monthly payroll	12-20-21 payroll	\$6,390.33
21177	Darrel Ellefson	per diem, expense, mileage	\$684.48
21178	John Cornell	per diem, mileage	\$332.23
21179	David Craigmile	per diem, mileage, expense	\$876.92
21180	Michael Frank	per diem, mileage	\$275.67
21181	Andrew Weber	per diem, mileage	\$501.03
4175	LQP-YB Liability Acct	semi-monthly PERA	\$1,252.40
Debit card	Quill	ink, paper for calendars	\$358.65
21182-21185	semi-monthly payroll	1-5-22 payroll	\$6,409.32
21186	monthly payroll	December park payroll	\$2,181.59
4176	Dawson Sentinel	one-week Br 3 CD #4 final hearing ad	\$60.75
4177	MN Department of Ag	2022 pesticide applicator license renewal	\$10.00
4178	Rinke Noonan Attorney's @ Law	monthly retainer, CD #42 & Br 3 CD #4	\$6,469.00
4179	Houston Engineering	CD #42 improvement	\$1,137.58
4180	Western Guard	Br 3 CD #4 final hearing ad two weeks	\$189.00
4181	Valley Office Products	W2's, 1099's, nameplates	\$105.59
4182	City of Madison	monthly electricity, garbage, sewer – shop	\$100.60
4183	LQP-Liability Acct	Federal withholding	\$4,596.56
4184	LQP-YB Liability	State withholding	\$1,869.00
4185	LQP County Auditor/Treasurer	Health insurance	\$5,888.46
4186	LQP County Auditor/Treasurer	December '21 postage	\$48.04
4187	Mitch Enderson	'21 calendar postage reimbursement	\$44.60
4188	LQP-YB Liability	monthly & semi-monthly PERA	\$1,662.79
4189	LQP-YB Liability	2021 withholding penalty & interest	\$100.38
4190	Minnesota Revenue	December '21 sales & use tax	\$31.00
TOTAL			\$41,575.97

DITCH ACCT**TOTAL\$0.00**

Michael Frank motioned to approve the warrants as presented, seconded by Andrew Weber. Upon roll call vote, motion passed 5-0.

Secretary's Report: Trudy Hastad reviewed Secretary report #622 as mailed.

Manager Michael Frank motioned to approve meeting minutes #622 as mailed, seconded by Manager Andrew Weber. Upon roll call vote, motion passed 5-0.

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

- Hastad reviewed the following 2022 rates and committee appointments:

2022 Rates:

Mileage:	Follow federal mileage rate which is currently \$.58.5 for 2022
Manager Compensation:	\$125 meeting/day with \$20/hour for business other than meetings not to exceed \$125/day
Meals:	not to exceed \$42/day
Copies:	follow LQP County policy

Nuisance beaver bounty: \$20/beaver and 75% cost-share for dam removal not to exceed \$250/dam with a maximum 2022 budget of \$5000.

Official papers: Western Guard, Dawson Sentinel, Canby News, & Hendricks Pioneer.

Official Radio: KLQP FM 92.1

Planning & Zoning fees: Follow LQP County fee schedule

HHW/Recycling: Follow LQP County fee schedule

Passports: set by State

- Discussed the status of the office combination.
- I completed the passport training and took the tests so am now a passport acceptance agent.
- Working on year-end reports.
- Updated the Board on the DNR meeting attended with LQP County.
- The annual Ice Fishing derby sponsored by the Lake Hendricks Improvement Assn is scheduled for Feb 5, 2022.
- Reminded the managers that the MN Campaign Finance Board annual recertification must be filed no later than 1-31-2022.
- Shared a letter from the MN Division of IzaakWalton League of America with their request to be notified of any improvement projects.

PERMITS- The following permit applications were applied for:

13567	Jordan Peterson	Hammer, 24	seepage, main tile, inlets	12/7/21 DE
13568	Gary Larson	Providence, 17	seepage lines	01/04/22 DC
13569	Gary Larson	Freeland, 25	seepage lines	01/04/22 DE
13570	Steven Schmidt	Mehurin, 29	seepage, main tile	01/04/22 DE
13571	Steven Schmidt	Augusta, 16	seepage, intakes	01/04/22 DE
13572	Scott Wittnebel	Augusta, 16	cleaning ditch	01/04/22 DE
13573	David Dahl	Cerro Gordo, 13	seepage, main tile, intakes	01/04/22 DE
13574 Renew #12974	Rick Hersom	Riverside, 20	seepage, main tile	01/04/22 DE
13575 Renew #13325	Gary Robertson	Providence, 34	seepage, intakes	01/04/22 DC
13576 Renew #13326	Gary Robertson	Providence, 34	seepage, intakes	01/04/22 DC
13577 Renew 13324	Gary Robertson	Providence, 25	seepage lines	01/04/22 DC
13578 Renew #13323	Gary Robertson	Providence, 14	seepage, main tile	01/04/22 DC
13579	Paul Volkenant	Yellow Bank, 11	cleaning ditch	01/04/22 AW
13580	Agassiz Township	Agassiz, 30	replacing 54" culvert to next size	01/04/22 AW

Permits Denied: none

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

Meeting adjourned at 5:35 p.m.

Darrel Ellefson, Chairman

Attest:

David Craigmile, Secretary

Minutes prepared by Hastad

The next regularly scheduled meeting of the Lac qui Parle-Yellow Bank Watershed District is Tuesday, February 1, 2022 at 4:30 p.m.