

Lac qui Parle-Yellow Bank Watershed District

Meeting Minutes #637

March 7, 2023

Call to Order

The meeting was held in the Lac qui Parle County Commissioners' Room, Courthouse, Madison, MN 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, Vice Chairman John Cornell, Secretary David Craigmile, Treasurer Andrew Weber, & Publicity Michael Frank. **Managers absent:** None. **Staff present:** Administrator Trudy Hastad, Park Manager Ron Fjerkenstad, Environmental/Feedlot Specialist Abby VanKempen, Environmental/HHW Specialist Jennifer Schuelke, Ditch Specialist Cindy Brehmer, & Ditch Inspector Jared Roiland. **Staff Absent:** Coordinator Mitch Enderson. **Others present:** Lincoln County Commissioner Joe Drietz, Yellow Medicine Commissioner Glen Kack.

Approval of the Agenda

Chairman Ellefson asked for additions to the agenda. There being no additions to the agenda, Manager David Craigmile motioned to approve the agenda, seconded by Manager Andrew Weber. Upon roll call vote, motion passed 5-0.

Staff Reports:

Park Report: Ron Fjerkenstad

- Ron plans to make the transition for the new park manager a smooth one. He found a house in Canby and is planning to end employment on June 1, 2023.
- Snow has been a deterrent for ice fishing the past few weeks on the lake, and the ice houses had to be off the lakes in March.
- Dustin Sroka moved to the cities and will not be available for summer help this year.

Ditch Specialist: Cindy Brehmer

- On March 8th & 9th Trudy, Jared, & I attended the Drainage Conference in Alexandria, MN. It was interesting to hear how H2Oviewers gathered their information and calculated the benefits for Redetermination of Benefits.
- I continue to work on audit prep.
- I am learning how to balance the Watershed bank statements, along with payroll, and paying of Federal, State withholdings, PERA, & sales & use taxes.
- I am doing final proofing of the assessments before LQP County tax statement go to the printer.
- Working with MCIS (tax program for the County) to generate a one-year letter for assessments for landowners.
- Working with Jared and Trudy on the Group 3 redetermination questions from landowners.

Environmental/HHW Specialist: Jennifer Schuelke

- We finalized the recycling contract with Olson Sanitation and getting final signatures.
- Trudy & I met with Kenny Fernholz and Commissioner John Maatz to discuss the MN Landfill Coalitions' proposed third-party study on PFAS. The pros and cons were discussed, and we decided LQP County would not benefit by participating in the study.
- We finalized the details for the HHW five-year contract with Kandiyohi County and are waiting for the final draft for signature before the LQP County Board of Commissioners.
- I attended a meeting via WebEx on the 21st for DOT Initial Training.

- I will be going to the HHW facility in Willmar on March 8 to share plans for education for the year and to have a tour of the facility.
- We are working on a Paper Shredding Event in LQP County set for April 15, 2023 in Madison.
- Planning a coloring contest with the SWCD for an Earth Day event.
- Completed the Annual Demolition Landfill report and submitted to MPCA.
- Attended meetings for the CUP & Variance requests, along with ordinance changes including the Solar Ordinance.
- Completed the SCORE report for LQP County and am relieved to have that done.

Drainage Inspector Report: Jared Roiland

- Attended Drainage Conference in Alexandria, MN with Trudy & Cindy. I thought was a good conference.
- H2Overviewers met with the landowners for the Group 3 ditches being Redetermined. This was held on February 14th and we had a decent attendance.
- Trudy & I had a conference call with Houston Engineering and Ag Tech Drainage to discuss the next steps for the CD #42 Improvement project. As soon as conditions allow, televising will be completed on the upper portion that we were not able to televise initially and then we will know how to proceed with repairs and timelines.
- I attended the Drainage Inspectors Conference in St. Cloud. Tom Giles from BWSR presented on the proposed legislation for the drainage portal, which I found interesting. The language in the bill has changed a lot and seems to read a lot better.
- I visited the CD #42 improvement site to monitor how the dewatering is working. Not much had changed from the week before, the ice was down below the intake level and there was water flowing at the intake.
- March 3rd, I went back out to the CD #42 site to monitor the dewatering. Snow had blown into the trench but wasn't causing any issues with the intake. There was still water flowing into the pipe but it had lessened since the last site visit, which hopefully means we are getting closer to draining the basin.
- We have been working with Houston Engineering and Ag Tech to try to finalize the paperwork to set up a closeout hearing for the Br 3 CD #4 Improvement project. We are hoping to hold the final hearing the middle of April and close out the project.
- Cindy and I put together the notices for the paper and also sent the landowners notice for the final hearing for the redetermination of benefits for Group 3 ditches scheduled for March 21st.
- I will be attending pesticide training on March 21st, 2023.

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

- Had my annual feedlot review with MPCA. I made sure we met the minimum program requirements and MPCA awards performance credits for work above and beyond that. We get bonus money for performance credits.
Minimum performance credits: Last year we met 10/11 for 91% and this year we got 16.5/17 for 97%.
Performance credits: Last year we got 3.5 for a bonus amount of \$649.48 and this year we got 12.5 performance credits. We haven't heard the amount yet.
- I will attend the feedlot conference on March 21-23 in Winona. We get to tour Niagara Cave in Harmony, MN, a dairy farm, and a creamery, and hear lots of different speakers.
- We had our first conditional use permit hearing for 2023 for Duininc's Inc. They operate a gravel pit and crushing plant in Camp Release Township and was approved by the planning commission and the County Board.
- We have two more CUP's coming up the end of March.

- Attended the District D meeting in the middle of February to meet with area zoning administrators and talk about what's going on in the planning and zoning world.
- Continue working on a solar ordinance for LQP County. The Commissioners approved a sub committee to discuss and we met and will probably meet one more time prior to final hearing & County Board approval.
- We will be having a septic meeting sometime soon with Chippewa County and local SSTS people to review expectations and go over any new requirements for the upcoming installation season.
- We sent in 9 passports in February and assisted with 5 renewals.
- I got to be a witness for a wedding held in the Judges chamber in the Courthouse on Friday. Might have to add this service to my job duties!

Coordinator Report: Trudy Hastad gave a summary report.

- We were notified that the Watershed was awarded the No Child Left Inside Grant Program from DNR. The contract needs to be signed by all parties by May 9, 2023.
- 1W1P BWSR Southern meeting was postponed due to weather. The new date for them to review the plan is set for Monday, March 13, 2023 in person and via TEAMS.
- We will hold a 1W1P partner meeting on Friday, March 31, 2023 in Canby and hopefully the plan will go to the legislature in April for approval/funding.

WCA: Trudy Hastad in Mitch's absence.

- Reviewed 8 permit applications for WCA.

OTHERS: None Commissioners didn't have any concerns.

TREASURER'S REPORT: Manager Andrew Weber read the Treasurers' report.

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

The following warrants were presented for approval:

| | | Number | Vendor | Details | 02/08/2023 to 03/07/2023 |
|--------------------------------------|---------------------------------------|--------|--|---------|--------------------------|
| <u>General Klein Account:</u> | | | | | |
| 0000 | | | | | <u>\$0.00</u> |
| | | | TOTAL | | \$0.00 |
| <u>Park Expense Account:</u> | | | | | |
| 1604 | Ag Plus Cooperative | | gas | | \$30.11 |
| 1605 | LQP County Environmental Office | | park cell phone | | \$41.14 |
| 1606 | Olson Sanitation Inc. | | February park trash | | \$19.89 |
| 1607 | Lincoln Pipestone Rural Water | | February rural water | | \$34.89 |
| 1608 | Frontier Communications | | park office phone, fax, internet | | \$352.14 |
| 1609 | US Postal Service | | PO Box 2 yearly rent | | \$78.00 |
| Transfer | To General acct | | February park payroll | | <u>\$2,359.59</u> |
| | | | TOTAL | | \$2,915.76 |
| <u>UPB GENERAL ACCT:</u> | | | | | |
| 23026-23031 | semi-monthly payroll | | Feb 1-15 payroll | | \$9,661.71 |
| 23032 | Andrew Weber | | per diem, mileage | | \$157.55 |
| 23033 | Michael Frank | | per diem, mileage | | \$141.63 |
| 23034 | John Cornell | | per diem, mileage | | \$160.63 |
| 23035 | Darrel Ellefson | | per diem, mileage | | \$186.43 |
| 23036 | David Craigmile | | per diem, mileage | | \$148.18 |
| 4453 | LQP-YB Liability Acct | | semi-monthly PERA | | \$1953.00 |
| 4454 | LQP-YB Liability Acct | | Federal withholding | | \$3,006.94 |
| 4455 | MN Association of Drainage Inspectors | | Annual MADI Dues, Conference Registrat | | \$100.00 |

| | | | |
|-------------|-----------------------------------|--|--------------------|
| ACH | MCIT | PC renewal \$5,525; WC renewal \$5001 | \$10,526.00 |
| 23038-23041 | semi-monthly payroll | Feb 16-28 payroll | \$8,064.89 |
| 23042 | monthly payroll | February park payroll | \$2,359.59 |
| 4456 | LQP-YB Liability | Federal withholding | \$3,075.96 |
| 4457 | LQP-YB Liability | monthly & semi-monthly PERA | \$2,076.36 |
| 4458 | Houston Engineering | Br 3 CD #4 Improvement | \$11,663.93 |
| 4459 | Western Guard | two week pasture ad, 1W1P hearing ad | \$132.26 |
| 4460 | Association of Minnesota Counties | Hastad, Roiland, Brehmer Drainage Conf | \$585.00 |
| 4461 | Rinke-Noonan Attorney's @ Law | monthly retainer, pasture/hayland lease | \$2,609.50 |
| 4462 | Dawson Sentinel | two week pasture/hayland ad | \$157.50 |
| 4463 | Ag Tech Drainage LLC | CD #42 improvement – dewatering | \$8,450.00 |
| 4464 | City of Madison | February electric, garbage, sewer, water | \$113.32 |
| 4465 | One Office Solution | final desk install | \$148.22 |
| 4466 | LQP Cnty Auditor/Treasurer | February postage | \$21.48 |
| 4467 | Canby News, Inc. | one week help wanted ad for park manager | \$83.00 |
| 4468 | Quill Corporation | envelopes | \$57.05 |
| 4469 | Jared Roiland | mileage & meal reimbursement | \$213.15 |
| 4470 | LQP Coop Oil Company | gas for pickup | \$59.84 |
| 4471 | LQP-YB Liability | State withholding | \$1,032.00 |
| 4472 | LQP County Auditor/Treasurer | Health insurance | \$9,167.27 |
| 4473 | LQP County Auditor/Treasurer | Aflac,Dental ,EyeMed ,Life, LTD | \$689.69 |
| | | TOTAL | \$76,802.08 |

DITCH ACCT

TOTALS-0-

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

Secretary's Report: Trudy Hastad reviewed Secretary report #636.

Manager Andrew Weber motioned to approve meeting minutes #665, seconded by Manager David Craigmile. Upon roll call vote, motion passed 5-0.

Administrator Report/Old & New Business: Trudy Hastad

- Pasture leases were executed and signed and 1st year payments were made except one person. I will call with reminder notice.
- We will probably need to hold a special meeting for the final hearing on Br 3 CD #4 in April. Can set date at the April meeting.
- Discussed payment for CD #42 improvement work and how that is going with the Bond. Frustrating process. Received another outstanding bill for the project from Stolpman Sand and Gravel. They will need to submit to the insurance, but no guarantee's it will get paid.
- Reminded Andrew Weber that his term will be up and to talk to the County Administrator about renewal of term.
- Discussed the park office and the need to update/purchase a computer, printer/scanner for the park office.
- Hastad completed the annual and six- month staff reviews and will report on in closed session.
- Staff were wondering if they could order a shirt or jacket with the Watershed logo as would be nice to have when attending meetings representing the Watershed. Discussion followed.

Manager David Craigmile reported he had visited with Lucas Bjornson and Corey Hoffman regarding what type of seed mix they like to plant for pasture/hayland. The Watershed will need to seed the crop acres on Lazarus Creek and the Boy Scout Camp this spring and wanted the renter's opinion. Dave then discussed cost of a grazing mix and haying mix with Milbourne Seeds a supplier out of Brookings, SD and also with seed dealer Pat Henning from the Minneota/Ghent area. The dealer was about \$10 higher than Milbourne. He visited with the LQP County SWCD and found out they get their seed mixes from Milbourne Seeds. The grazing mix runs \$105/acre; haying mix \$100/acre; and oat \$11.25/acre.

Dave talked with Pat Henning for his cost to custom seed with cost approximately \$30/acre or he rents his drill for \$18/acre. David contacted the Yellow Medicine SWCD and they thought we should talk to the LQP SWCD as they had a newer drill. Dave contacted the LQP SWCD and they could seed the acres for \$30/acre with \$100 mobilization fee. Discussion followed.

Manager Andrew Weber motioned to purchase the seed directly from Milbourne Seeds for a grazing mix and a haying mix and to contract with the LQP SWCD at \$30/acre with \$100 mobilization fee for the seeding, for the 19 acre cropland area at Lazarus Creek, and the Boy Scout camp acres, seconded by Michael Frank. Upon vote, motioned passed 5-0

PERMITS:

| | | | | |
|--------------------|---------------------------|----------------------|-----------------------------------|-------------|
| 13826 | Jeffrey & Robert Thielges | Norman, 19, 22,29,30 | seepage lines | 03/07/23 MF |
| 13827 | Braxton Thompson | Riverside, 24 | seepage & mainline with intakes | 03/07/23 DE |
| 13828 renew #13562 | Josh Peterson | Hammer, 13 | seepage, main tile, intakes | 03/07/23 MF |
| 13829 renew #13615 | Joseph Spors | Walter, 4 | seepage, main tile,intakes, pumps | 03/07/23 AW |
| 13830 | Brian Croatt | Lac qui Parle, 30 | seepage lines | 03/07/23 DC |
| 13831 | Roger Strom | Cerro Gordo, 32 | seepage lines | 03/07/23 DE |
| 13832 renew #13554 | Karen Jackson | Lake Shore, 28 | seepage, main tile | 03/07/23 DE |
| 13833 renew #13546 | Warren Trygestad | Perry, 1 | seepage lines | 03/07/23 DE |
| 13834 | Kevin Olson | Garfield, 4 | seepage, main tile, intakes, pump | 03/07/23 DE |

Permits Denied: Josh Peterson – for neighbor signature

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

Chairman Ellefson called for closed session at 6:25 p.m. to review and score applications for interview for the park manager position and hear the report on staff annual and six-month reviews.

Hastad reported on the staff reviews. No action was taken.

Ten applications were received for the park manager position. Managers reviewed and scored the applications and decided to interview the top 5 scorers. Managers set the date of Wednesday, March 15, 2023 for interviews in the Commissioners’ Room, Lac qui Parle County Courthouse. Hastad will notify the candidates.

Meeting adjourned at 8:05 p.m.

Darrel Ellefson, Chairman

Attest:

David Craigmile, Secretary

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