

Lac qui Parle-Yellow Bank Watershed District

Meeting Minutes #617 July 6, 2021

Call to Order

The meeting was held in the Lac qui Parle Commissioners' Room in the Courthouse, 600 W 6th St, 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. Roll call was taken. **Managers Present:** Chairman Darrel Ellefson, Secretary David Craigmile, Publicity Manager Michael Frank, & Vice-Chairman John Cornell. **Managers absent:** Treasurer David Ludvigson. **Staff present:** Administrator Trudy Hastad, Coordinator Mitch Enderson, Drainage Manager Jared Roiland, and Park Manager Ron Fjerkenstad. **Others present:** Lac qui Parle County Commissioner DeRon Brehmer.

Approval of the Agenda

Chairman Ellefson asked for additions to the agenda. John Cornell motioned to approve the agenda seconded by Michael Frank. Upon roll call vote, the motion passed 4-0.

Staff Reports:

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

- The 4th of July was a very busy weekend. Park was full with lots of activities. The campers held a golf cart 4th of July parade around the park. The park held the annual slip-n-slide and fireworks display. Everything was well attended. There were no major plumbing or electrical malfunctions. They had a minor super soaker problem which shot water into a \$70,000 pickup and owner was not happy. Everything was resolved in a friendly manner.
- Discussed dust control at the park. The old water truck at the park is shot. Discussed contacting County in the spring for the soybean oil and also contacting fire departments in the area for any old/retired trucks. No action was taken.
- Reported on the playground fundraiser. Trudy reported receiving a check from the Ivanhoe Fire Department. Sounds like the Lyon-Lincoln Electric company will donate to the project along with Sanford in Canby. Everyone felt the fundraiser was moving along nicely.

COORDINATOR REPORT: Mitch Enderson reported on monthly activities.

- They ended up interviewing one candidate for consultant for the One Watershed One Plan. WSN withdrew from consideration due to lead staff leaving for a different position. The policy committee approved a recommendation to the Watershed Board to hire Houston Engineering as consultation for the 1W1P report. If awarded the contract, Houston Engineering will be involved in the plan kickoff meetings late summer/early fall.

Manager David Craigmile motioned to hire Houston Engineering as consultant for the 1W1P, seconded by Michael Frank. Upon roll-call vote, the motion passed 4-0.

- Construction is complete on the Del Clark/Canby Creek restoration project. The engineers recommend a motion from the Board to approve payment pending certification approval from the engineers once they are able to check the site and construct an as built. We will retain 5% until later this year in case erosion occurs or seeding was missed. Discussion followed.

Manager Michael Frank motioned to approve payment to the contractor pending engineer certification of approval with 5% retainage, seconded by Manager David Craigmile. Upon roll-call vote, the motion passed 4-0.

- Seven applications have been submitted this year for SSTS with three systems being paid out.

- The canoe trip was successful with 34 people attending. We paddled from the new Marsh Lake dam to Highway 119 and back. Chris Domeier, with DNR fisheries, spoke and highlighted the Marsh Lake project.

A light lunch was served when they finished.

- The WRAPS and TMDL is on public notice through tomorrow, July 7, 2021.
- We had a call with HEI on the 25th and got instruction for making edits within Drainage DB and utilizing the in-field Collector application. We are in a trial run right now to get comfortable and determine how we want it configured and will be finalizing setup with HEI soon.
- The Florida Creek group met onsite June 17th. Landowner meetings were anticipated but conflicts prevented any landowners from joining. The group was still able to show the staff responsible for funding and design work the project area and take final measurements that were lacking. The resolution for Watershed support as the sponsor is out for the group to review and will likely come once landowners have been updated by the group.

WCA:

- NOD sent for Paul Strong Ag Bank application. A CUP recommendation was approved by the County Zoning board and today was approved by the County Commissioners with conditions.
- A meeting discussing the violation in section 4, Yellow Bank Township was held. I was out on-site last week to check on restoration compliance. Lynda (BWSR) thinks we should try to have a meeting with the landowner to discuss. Further compliance investigation won't be able to occur until harvest.
- DNR hydrology has notified us of two additional violations in the County that we will have to continue to follow up on.
- BWSR is finally resuming in-field trainings and will be holding an all-day training July 28th near Alexandria.

DRAINAGE INSPECTOR REPORT: Jared Roiland reported on monthly activities.

- June 14, 2021 Trudy, Darrel, & I met with the drainage committee that has been formed to discuss drainage issues across the County.
- June 25th, Trudy, Mitch and I had a virtual Drainage DB training session to go over the updated version of the software as well as get a tutorial on how to use the Collector App on our phones. This app will allow us to make notes and take photos out in the field and it will automatically upload into the program. This will streamline the process of entering in data collected in the field when we return to the office.
- On June 3 I sprayed R6 for leafy spurge. The Yellow Medicine weed inspector stopped and thanked me for treating the leafy spurge. The Grazon Next chemical really seemed to do a good job on the bull thistle and should be much less of a problem going forward.
- Helped with the annual canoe trip on June 4. We had a great attendance and everything went pretty smooth.
- On June 10th we had the Br 3 CD #4 preliminary engineers hearing for the improvement. After the hearing, Darrel, Dave Craigmile, Chris Otterness with Houston Engineering met a concerned landowner on site of the CD #42 improvement project. Engineer, Chris Otterness reassured him that the project has not been closed and that the contractor will have to come back out to fix the issues along the line and make it right to the landowner's expectations.
- June 25th I was out to section 29, Hendricks Township to inspect the buffer on WS #11. There was some buffer lacking in the SE1/4 of the section. I put together a Corrective Action Notice for the landowner but am waiting to talk to Lincoln SWCD to make sure we are all in agreement of the violation.
- We put together a letter to a concerned landowner with estimated costs to the CD 4 Br 3 project and how it would look for his land.
- Our FEMA sites have all been completed. The last thing to do is finish leveling off and reseeding the buffers. The contractor and SWCD will both be working on seeding the ditch banks and the deadline is the end of August to complete all the seedings.
- The landowner that had planted a variety of annual oats sent us a letter back noting that his buffer had been planted and that he felt the matter was resolved. I worked with SWCD and attorney Stulz to draft a response to

him notifying him that his buffer was not considered compliant and that he would have to plant some sort of perennial grass to be deemed compliant.

Jared discussed the watershed buffer ordinance fine section. He informed the Board of a possible violation that fines could start accruing. The ordinance states fines of \$50-200 and he reported that LQP County charges \$50 for the first six months and then \$200 for the following six months if still not compliant. The parcel we are talking about is in the Lincoln County portion of the Watershed. The Board felt the administrative penalty order should be consistent with the County it is located in, so in this case Lincoln County ordinance. No further action was taken.

OTHERS:

- DeRon Brehmer met with the Board to discuss the permit process on private ditch systems, our permitting process, and the Brad Karels ditch crossing/block. The Board discussed the Watershed rules, case law and Statutes 103E and 103 D. The Board will be looking at updating the Watershed rules this fall. Discussion then turned to the Brad Karels crossing. Brad did install a new culvert in the crossing and Commissioner Brehmer requested the Board check to make sure it was installed at the proper elevation. Manager Craigmile reviewed yearly aerial photos of the area from 1936 to present day. The Managers agreed to check the elevation of the current culvert under the crossing on the Karels property. No further action was taken.

TREASURER'S REPORT: The Treasurers report was read by Administrator Hastad.

Manager Michael Frank motioned to accept the Treasurers' report as read, seconded by Manager John Cornell. Upon roll call vote, the motion passed 4-0.

The following warrants were presented for approval:

Number Vendor Details 06/02/2021 to 07/06/2021

General Klein Account:

6174	Josh Wollschlager/Chris Wollschlager	SSTS Loan	\$13,266.00
6175	John Greene/Kidrowski Enterprises	SSTS Loan	<u>\$13,950.00</u>
TOTAL			\$27,216.00

UPB Park Expense Account:

1362	Lyon-Lincoln Electric	Park electricity	\$2,188.93
1363	Canby True Value	toilet paper, screw eyes, bolt, flystrips, hoses, etc	\$323.98
1364	Lyon -Lincoln Electric	park electricity	\$3,432.16
1365	Lincoln Pipestone Rural Water	June water meeting	\$433.28
1366	Ag Plus Cooperative	gas & 190 gallons ethanol	\$621.15
1367	Katie Blegen	July refund for Stonehill Park campsite	\$460.00
1368	Frontier Communications	park phone, fax, internet	\$288.61
1369	Running's Supply Inc	June supplies	\$213.68
1370	Ziegler Inc	lawnmower blades	\$34.71
1371	Sturdevant's Auto Parts	June supplies	\$17.15
1372	Doug's Service & Marine	lawn mower blades	\$216.90
1373	Olson Sanitation Inc	May & June hopper rent, June trash	\$778.05
1374	C.A.S. Plumbing & Heating	quarterly softner rent	\$43.28
1375	Kockelman Construction Inc	gravel, sand	\$619.13
1376	C.A.S. Plumbing & Heating	replace stool in beach house, new stem kit, toilet seat	\$618.78
1377	Olson Signs by Design	carts only sign, license driver sign, no pets sign	<u>\$200.00</u>
TOTAL			\$10,489.79

UPB GENERAL ACCT:

21078-21080	semi-monthly payroll	June 1-15, 2021 payroll	\$5,108.52
21081	Darrel Ellefson	monthly per diem, expense, mileage	\$544.80
21082	Darrel Ellefson	monthly ditch & mileage reimbursement	\$527.10
21083	David Craigmile	monthly per diem, expense, mileage	\$381.54
21084	Michael Frank	monthly per diem, expense, mileage	\$137.84
21085	John Cornell	monthly per diem, expense, mileage	\$457.07
21086	David Ludvigson	monthly per diem, expense, mileage	\$115.44
4057	LQP-YB Liability Acct	5/20/21 semi-monthly PERA	\$1,004.49
4058	LQP-YB Liability Acct	6/18/21 semi-monthly PERA	\$1,004.49
21087-21089	semi-monthly payroll	June 16-30, 2021 payroll	\$5,108.52
21090-21094	monthly payroll	June park payroll	\$5,704.68
4059	LQP-YB Liability Acct	monthly & semi-monthly PERA 7/2/21	\$1,618.94
4060	LQP County Auditor/Treasurer	June postage	\$33.82
4061	Mitchell Enderson	June mileage	\$34.05
4062	LQP County Auditor/Treasurer	2019 & 2020 telephone expense reimb	\$792.00
4063	MCIT	2020 auto audit adjustment	\$175.19
4064	PERA	late fee	\$10.00
4065	Gary Redepenning	115 nuisance beaver	\$2,300.00
4066	Helena	5 gallons 2-4D & 4 gallons Tordon	\$437.07
4067	Rinke Noonan Attorneys @ Law	monthly retainer, CD #42 punchlist	\$330.00
4068	Dawson Sentinel	Br 3 CD #4 preliminary hearing ad	\$37.12
4069	CliftonLarsonAllen LLC	partial billing for 2020 audit	\$3,937.50
4070	Houston Engineering review	DNR advisory letter, Br3CD4,CD42,CD24	\$38,497.59
4071	Valley Office Products	office chair for Mitch	\$614.53
4072	Western Guard	3-week ad Br 3CD4, canoe trip ad	\$136.00
4073	Trudy Hastad	canoe trip expenses, Craftsman lawnmower	\$521.47
4074	Jared Roiland	6-5-21 mowing	\$30.00
4075	City of Madison	water,electric,storm sewer bill for shop	\$100.35
4076	LQP Coop Oil Company	gas for Roxor & pickup	\$66.11
4077	LQP-YB Liability Acct	Federal withholding	\$4,851.30
4078	LQP-YB Liability Acct	quarterly State withholding	\$1,721.00
4079	LQP County Auditor/Treasurer	Health Insurance	\$4,679.00
4080	Lake Hendricks Improvement Assn.	2021 Dues	\$25.00
4081	LQP-YB Liability Acct	State withholding penalty & interest	\$83.60
4082	Minnesota Revenue	June sales & use tax	\$1,674.00
4083	City of Madison	300 gallons treated water for spraying	\$4.50
Debit Card	Domain Hosting	website renewal	\$203.88
Debit Card	Domain Hosting	website renewal	<u>\$20.17</u>
		TOTAL	\$83,028.68

DITCH ACCT:

None \$-0-

Manager John Cornell motioned to approve the warrants as presented, seconded by Manager Michael Frank. Upon roll call vote, motion passed 4-0.

Secretary's Report: Trudy Hastad reviewed Secretary report # 616 as mailed.

Manager Michael Frank motioned to approve meeting minutes #616 as mailed, seconded by Manager David Craigmile. Upon roll call vote, motion passed 4-0.

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

- Hastad discussed the Beaver bounty. The Board budgeted \$5000 for 2021 and they have exceeded the budget. Discussed if the Board wanted to add more to this fund or close it down until 2022. The Board said we would wait until 2022 budget. No further action was taken.
- Otter tail power company sent letter requesting an easement to install a fiber optic line across our land in the S1/2 of Section 9, Fortier Township, Yellow Medicine County with a \$200 easement payment. Discussion followed.

Manager Craigmile motioned to approve the easement with Ottertail Power Company to install a fiber optic line through the WS land in the S1/2 section 9, Fortier Township and have Administrator Hastad sign the document, seconded by Manager John Cornell. Upon roll call vote, motion passed 4-0.

- Hastad reviewed the NRCS Dam safety inspection report for the Canby Creek Dams (R-1, R-4, R-6) and discussed the maintenance items.
- Hastad asked for permission to pay the Lake Hendricks membership dues for 2021 of \$25. Board ok'd payment.
- Manager Cornell discussed a setback from a stock pond on Watershed Ditch #11. The Board agreed the setback should be at least 50'.
- Hastad had a request from Shaun Vanderostyne to hay the 20-acre piece of native prairie on Lazarus Creek. Discussion followed. Manager John Cornell cut this last year to manage the weeds. This piece is not rented and only cut to manage weeds. Hastad will inform Mr. Vanderostyne of Board decision.


PERMITS- The following permit applications were applied for:

13434	Dan Jibben	Augusta, 33	clean ditch	7/6/21 DE
13435	Don Farmer	Mehurin, 21	seepage lines	7/6/21 DE
13436	Don Farmer	Mehurin, 27	seepage & main tile	7/6/21 DE
13437	Mike Croatt	Madison, 18	replace culvert	7/6/21 DE
13438	Scott Wittnebel	Arena, 6	clean ditch	7/6/21 DE
13439	Donn Larson	Arena, 22	seepage, main tile, pump	7/6/21 DE
13440	Gary Citrowski	Lac qui Parle, 34	clean ditch	7/6/21 DE
13441	Aaron Brehmer	Perry, 22	seepage, main tile, pump	7/6/21 DE
13442	Josh Johnson	Lac qui Parle, 27	bank stabilization	7/6/21 DC
13443	Adam Lund	Providence, 23	seepage lines	7/6/21 DC
13444	Bruce Lund	Providence, 23	seepage, main tile, pump	7/6/21 DC
13445	Marvin DeJong	Camp Release, 31	seepage lines	7/6/21 DC
13446	Paul Hacker	Camp Release, 35	seepage lines	7/6/21 DC
13447	Paul Hacker	Camp Release, 24	main tile with culvert	7/6/21 DC
13448 renew #12430	Jerome Schuelke	Baxter, 31	main tile	7/6/21 DC

Permits Denied: None

Manager Michael Frank motioned to approve the permits, seconded by Manager John Cornell. Upon roll call vote, motion passed 4-0.

Meeting adjourned at 7:06 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, August 3, 2021 at 4:30 p.m.