

# Lac qui Parle-Yellow Bank Watershed District

## Meeting Minutes #658

### December 9, 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, Secretary David Craigmile, Publicity Michael Knutson, & Treasurer Jon Olson. **Managers absent:** Vice-chairman (waiting to be filled by Lincoln County). **Staff present:** Administrator Trudy Hastad, Park Manager Ethan Kack, Environmental/HHW Specialist Jennifer Schuelke, Ditch Inspector Jared Roiland, Ditch Specialist Cindy Brehmer, & Environmental/Feedlot Specialist Abby VanKempen. **Staff Absent:** Coordinator, Eric Stahl. **Others present:** none.

**Approval of the Agenda**

Chairman Weber noted a quorum was present and asked for additions to the agenda. Manager David Craigmile motioned to approve the agenda as presented, seconded by Manager Mike Knutson. Upon roll call vote, motion passed 4-0.

**SECRETARY REPORT:** Secretary minutes #657.

Manager Jon Olson motioned to approve minutes #657, seconded by Manager David Craigmile. Upon vote, motion passed 4-0.

**TREASURER REPORT:** Manager Olson read the Treasurers report.

Manager Mike Knutson motioned to approve the Treasurers' report, seconded by Manager David Craigmile. Upon vote, motioned passed 4-0.

Discussed investing some money from the general fund. Manager Weber had rates from State Bank of Bellingham, Manager Craigmile from Dawson Coop Credit Union, and Hastad from UPB. Hastad was instructed to invest where she felt was best for the WS.

Manager Craigmile motioned to approve bills, seconded by Manager Jon Olson. Upon vote, motion passed 4-0.

Number Vendor Details 11/07/24 to 12/09/24

**GENERAL KLEIN ACCOUNT:**

6629	Mike Nicholson/Schuelke Electric	SSTS Loan	\$920.19
6630	Tom Ludvigson/Schuelke Electric	SSTS Loan	\$775.39
6631	Marlene Goetsch/Schuelke Electric	SSTS Loan	\$224.79
6632	Keith Olson	C23-0006 1W1P Cover Crop/No till	\$3,831.00
6633	Tad Merritt	C23-0006 1W1P Wascob	<u>\$59,877.36</u>
		<b>TOTAL</b>	<b>\$65,628.73</b>

**PARK EXPENSE ACCOUNT:**

1894	Midcontinent Communications	park internet	\$60.00
1895	Countryside Public Health	2025 park license	\$431.50
1896	Canby True Value	wood filler, two tarps	\$39.97
1897	Olson Sanitation, Inc.	November trash	\$141.52
1898	Lincoln Pipestone Rural Water	November water	\$64.64
1899	Ag Plus Cooperative	landscape turf mix, fuel	\$148.56
1900	Lac qui Parle County Environmental Office	park cell phone	\$41.39
1901	Running's Supply	poly tarp, lectra-pmotive electric CLNR	<u>\$32.98</u>
		<b>TOTAL</b>	<b>\$960.56</b>

**UPB GENERAL ACCOUNT:**

4881	LQP-YB Liability Acct #210000010516	PERA	\$2,038.19
4882	LQP-YB Liability Acct #210000010516	Federal withholding	\$3,065.72
24210-24215	semi-monthly payroll	Nov 1-15 payroll	\$10,219.34
24216	Andrew Weber	per diem, mileage	\$181.85
24217	Jon Olson	per diem, mileage	\$124.81
24218	David Craigmile	per diem, mileage	\$148.94
24219	Mike Knutson	per diem, mileage	\$238.90
24220-24225	semi-monthly payroll	Nov 16-30 payroll	\$10,831.19
24226-24227	monthly payroll	November park payroll	\$1,867.77
4883	LQP-YB Liability Acct	PERA	\$2,546.17
4884	LQP-YB Liability Acct	Federal withholding	\$3,967.12
4885	Rinke Noonan Attorney's @ Law	monthly retainer, CD #63, CD #42	\$2,290.00
4886	Ronald Cram	1 <sup>st</sup> place photo contest	\$50.00
4887	Ethan Kack	2 <sup>nd</sup> place photo contest	\$30.00
4888	Julie Stahl	3 <sup>rd</sup> place photo contest	\$20.00
4889	Eric Stahl	mileage reimbursement	\$258.00
4890	MN Counties Intergovernmental Trust	WC Audit 2023	\$68.00
4891	Streamline	yearly website dues	\$1,440.00
4892	City of Madison	November shop utilities	\$116.86
4893	LQP County Auditor/Treasurer	November postage	\$139.70
4894	LQP Coop Oil Company	fuel	\$43.68
4895	Minnesota Watersheds	2025 annual dues	\$5,000.00
4896	Trudy Hastad	annual conference mileage reimb	\$245.22
4897	BWSR	registration for Stahl BWSR academy	\$225.00
4898	Quill Corporation	calendar paper	\$54.17
4899	LQP-YB Liability Acct	State withholding	\$1,103.00
4900	LQP County Auditor/Treasurer	Health insurance	\$9,777.38
4901	LQP County Auditor/Treasurer	Dental, EyeMed, Life, Aflac	\$815.28
4902	MN Dept of Agriculture	Jared pesticide license	\$15.00
4903	LQP-YB Liability Acct	November sales & use tax	\$69.00
		<b>TOTAL:</b>	<b>\$56,990.29</b>

**DEBIT CARD:**

DC	Instant Ink	monthly subscription	\$14.95
		<b>TOTAL:</b>	<b>\$14.95</b>

**DITCH ACCOUNT:**

None		<b>TOTAL:</b>	<b>\$-0-</b>
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Manager David Craigmile motioned to approve the bills, seconded by Manager Jon Olson. Motion passed 4-0.

**C23-006 Implementation Grant 2023-2025**

Requesting payment for the following 1W1P contracts:

Contract #C23-2024-003 for Keith Olson in section 23, Hansonville Township, Yellow Medicine County for cover crops & no till in the amount of \$3,831.00

Contract #C23-2024-001 for Tad Merritt in section 10, Florida Township, Yellow Medicine County for WasCob's in the amount of \$59,877.36

Manager Jon Olson motioned to approve 1W1P contracts C23-2024-003 & C23-2024-001 for payment, seconded by Manager Mike Knutson. Upon vote, motion passed 4-0.

## **Staff Reports:**

### **Park Report:** Ethan Kack

- Things have quieted down at the park. They had a good number of hunter's camp at the park during hunting season. They were good campers with no issues.
- Yellow Medicine County is almost done with the CR #30 project and have reseeded grass in the ditches.
- Yellow Medicine is going to use some AIS funds to help purchase a large Adirondack plastic chair for the park along with some possible funding for some garbage cans, and a possible AIS boat washout station.
- The annual Sportsman and Fireman's group asked to use Del Clark Lake to host their annual fishing contest in January. Ethan asked them to consider a donation back to the park as we don't charge fee's during that weekend. They were agreeable to the idea.
- Discussed a \$.25 raise to seasonal park staff for the 2025 camping season. Discussion followed.

Manager Jon Olson motioned to a \$.25 raise to seasonal park staff for the 2025 camping season, seconded by Manager Mike Knutson. Upon vote, motion passed 4-0.

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

- Working on the LQP Cannabis Ordinance. We will hold the public hearing on December 17, 2024 with the Commissioners.
- I will be attending the District D meeting on Friday in Redwood Falls, MN.
- We have issued 60 zoning permits this year, 35 septic permits, 5 conditional use permits, & 2 variance requests with all being approved.
- Finished all the feedlot inspections last month. Only one was non-compliant due to not keeping up with his manure hauling.
- Attended the regional feedlot meeting in Marshall.
- One more septic system was put in the ground around Thanksgiving. It was an emergency situation where the tanks had collapsed.
- I will be attending septic class Jan 30/31 in Mankato.
- December 1<sup>st</sup> was my 3-year work anniversary.

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

- We started advertising and put out the bins for the Holiday Lights collection a few weeks ago and have already collected 6 large garbage bags.
- Working on year end reports.
- The special item collection events took in 5.21 tons of electronics, 1,314 bulbs, 20 lbs. of ballasts, 648 tires, & 114 appliances.
- I just sent in the 4<sup>th</sup> box of rechargeable batteries, 3<sup>rd</sup> box of non-rechargeable batteries, and my first DDR kit of damaged batteries to Call2Recycle, with a total of 2,225 batteries for the year.
- ResQZone collected 4 laptops, 3 desktops, 10 monitors, 4 printers, 41 cell phones, 2 tablets, 1 Blackberry, 4 mobile hotspot jetpacks, and 25 lbs of misc. adapters and cables for reuse.
- Continue to work with the SW region SWAA group on the regional Solid Waste 10-year plan. We should have the rough draft finished by mid-January.
- I sent letters to the local businesses requesting their recycling and reuse information for the year.

### **Drainage Inspector Report:** Jared Roiland

- Trudy & I participated in the early coordination virtual meeting for the CD #63 improvement project with Houston Engineering & DNR.

- Eric & I viewed the CD #8 ditch cleanout site to make sure there were no WCA impacts. He was happy with the progress.
- Received a complaint of a landowner burning and working up a public waters buffer in section 11, Mehurin Township. Upon review, the landowner had just bought the property and was taking down the dead trees along the waterway and was burning and working up the buffer as he had a poor buffer stand and wanted to work with SWCD about reseeding the buffer.
- Houston Engineering survey crew was out on the CD #63 site taking elevation and location shots on November 13, 2024.
- We have spent a good deal of time this month answering Group 4 ROB assessment and easement payment questions.
- Milbrandt's received notification from the CD #42 insurance company that they will be paying on their claim.
- We finally got the beaver trapped and four dams removed at the outlet of CD #97 in section 6, Arena Township.
- The CD #5 cleanout west of Madison was started this week and have trapped the beavers out of this stretch of ditch as well.

**Coordinator: Administrator Hastad read the report in Eric's absence.**

- The work plan for the 2025-2027 funding for 1W1P was approved.
- Approved an emergency SSTS failing system loan application.

**WCA: Eric Stahl:**

- Reviewed the permits for WCA compliance.
- The WCA violations mentioned last month have either corrected the violation, or the impact has not occurred upon review.
- CD #5 cleanout has started and we will schedule a survey of the finished project.
- CD #8 cleanout was completed.
- A landowner purchased wetland credits from the Strong Wetland bank.
- Attending as many trainings as I can for WCA. I found out I passed my wetland delineator test so I am now a wetland delineator in training.

**Ditch Specialist: Cindy Brehmer**

- The BETA testing for the new ditch system has been completed. The group of the ditch rewrite committee had a training meeting and at that point I went live with my data.
- The posting of the ditch system payments is a huge improvement saving me weeks of time.
- I worked the election day for the County.
- I balanced statements for the Watershed and balanced cash and month end process for the County.
- The County had three payrolls that I ran last month.
- Helping the County with the audit prep for 2024.
- The office has been busy with ditch assessment payments and also about ¾ done with sending out easement payments.
- We have collected approximately 52% on the ditch assessments for the group 4 ROB.

**OTHERS: Nathan Morgan with Invenergy LLC.**

Nate Morgan met with the Board to discuss their proposed wind project in Yellow Medicine County. They would like to contract for a neighbor agreement, Transmission easement agreement, & a wind easement agreement on R-1, R-4, & R-6. They brought contracts and a map of where each easement would be. Discussion followed along with prices of the various contracts. Construction is planned for 2027/2028. The

managers thought these easements would be ok but wanted to forward to Attorney Kolb for review prior to making any final decisions. Administrator Hastad will forward the easement contracts to Attorney Kolb for review. No further action was taken.

**OLD BUSINESS:** Trudy Hastad

- I talked to John Kolb about our rules update at the Annual Watershed Conference. He is interested in helping to update, but hadn't been able to review the Boards suggested changes.
- The LQP River kickoff meeting with MPCA was held on November 7, 2024. We will start the next round of monitoring in 2026 so starting the early coordination effort.
- Discussed the 2024 Annual Watershed Conference held at Grand View Lodge in Nisswa. The classes were well attended and interesting. Consensus that networking was harder, but adjusting to new place and need to work out some bugs.

**NEW BUSINESS:** Trudy Hastad

- Discussed the down sized Florida Creek restoration and reviewed the estimate for engineering from Area II. A meeting will be held with DNR on December 18, 2024 for further discussion.
- I contacted Lincoln County about the vacancy on the WS Board with the unexpected passing of Manager Cornell.
- Presented the 2024 audit with Clifton/Larson/Allen and asked for signature. Discussion followed.

Manager Jon Olson motioned to contract with Clifton/Larson/Allen for the 2024 audit, seconded by Manager Mike Knutson. Upon vote, motion passed 4-0.

- The Board of Managers discussed wages for 2025. Hastad presented the current wages and reported the LQP County non-union staff would be getting a 3% raise along with another 1 to 1 ½ step increase. Discussion followed.

Manager Jon Olson motioned to approve a 4% wage increase for district staff and park manager for 2025, seconded by Manager Mike Knutson. Upon vote, motion passed 4-0.

**PERMITS:**

14298	Joe Karels	Walter, 8	seepage lines, main line, ditch cleaning	12/09/2024 AW
14299	Paul Volkenant	Yellow Bank, 14	seepage lines	12/09/2024 AW
14300	Augusta Township	Augusta 14 & 11	culvert replacement	12/09/2024 AW
14301	Steve Haas	Arena, 1	seepage lines	12/09/2024 AW
14302	Bryan Clark	Arena, 13 & 24	seepage lines, main lines, intakes	12/09/2024 AW
14303	Bruce Strand	Baxter, 35	seepage lines, main lines, intakes	12/09/2024 DC
14304	Kaleb Steele	Fortier, 17	seepage lines	12/09/2024 MK
14305	Troy Bach	Omro, 3	seepage lines, intakes	12/09/2024 MK
14306	Gary Robertson	Providence, 25	seepage lines	12/09/2024 DC
14307	John Kostad	Riverside, 3	seepage lines	12/09/2024 DC
14308	Larry Bendix	Ten Mile Lake, 19	seepage lines	12/09/2024 DC
14309 Renew	Brett Stratmoen	Baxter, 30	seepage, main tile, intakes	12/09/2024 DC
14310	John Kostad	Riverside, 9 & 16	seepage lines	12/09/2024 DC
14311	Brian Lee	Baxter, 23	seepage lines	12/09/2024 DC
14312	Brian Lee	Baxter, 24	seepage lines	12/09/2024 DC
14313	Brian Lee	Baxter, 21	seepage lines	12/09/2024 DC
14314 Renew	Brett Stratmoen	Baxter, 30	seepage, main tile, intakes	12/09/2024 DC
14315 Renew	Brian Moen	Lake Shore, 36	main tile, close ditch	12/09/2024 JO
14316	Bruce Vaala	Cerro Gordo, 9	clean ditch	12/09/2024 JO
14317	Randall Letrud	Lake Shore N, 28	seepage, main tile, intakes	12/09/2024 JO

Permits Denied: Scott Wintz for wetland determination

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

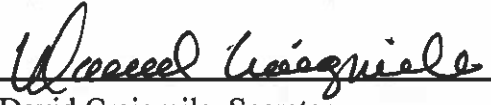
Meeting adjourned at 11:2a.m.



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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 Thursday, January 9, 2024 at 9:00 a.m. in the LQP County Commissioner Room, Courthouse, Madison, MN. (Date change due to 1<sup>st</sup> Wednesday being New Years Day).