

## AREA II

### AREA II & RCRCRCA Executive Boards of Directors Meeting

December 9, 2016 – 1:00 PM – BWSR Office, Marshall, MN

**AREA II Members Present:** Dennis Potter, Norman Holmen, Rodney Stensrud and Luke Johnson.

**RCRCRCA Members Present:** Dennis Potter, Jack Vogel, Norman Holmen, Rodney Stensrud, Mark Meulebroeck, Paul Posthuma and Luke Johnson.

**Others Present:** Kerry Netzke – Executive Director, Joy Bruns – RCRCRCA Office Manager, John Boulton – YMRWD, Trudy Hastad – LQP-YB Watershed District, and Don Evers – Lincoln County.

The meeting was called to order at 1:03 PM by Area II Chairman Johnson and RCRCRCA Chairman Holmen.

**ADOPT AGENDA.** RCRCRCA Chairman Holmen asked for any additions to the agenda. Netzke requested three additions: 1) Legislative Gathering discussion, 2) Flexible Spending Account Agreements and 3) Area II Soil Borings. Motion made by Potter, seconded by Vogel, to approve the agenda as amended. Motion carried unanimously.

#### **AGENCY AND MEETING REPORTS.**

**MN RIVER CONGRESS (MRC)** – Netzke reported attendance of the Congress on November 17 in Mankato was down from past years, possibly due to weather. 20 resolutions and 2 amendments were discussed; 12 were adopted, 5 failed, and 5 were held over for further discussion and debate. The evening ended before actions on the held-over resolutions were taken.

**YMRWD** – John Boulton reported that tile installations continue until the weather changes. He spoke of the Lake Stay 3 Grade Stabilization completed this summer and the thrill of the landowners with it.

**LQP-YB WD** – Trudy Hastad reported that Mary Homan will be retiring on December 31<sup>st</sup> after 15 years with the District. Mitch Enderson is her replacement who has been on board for 6 weeks and has extensive GIS knowledge. SWAG monitoring is complete; WRAPS is underway which will eventually lead into One Watershed, One Plan. The Terrain Analysis grant is ending with some ground-truthing left to do. The Level II PRAP was completed in October which resulted in updated personnel policies and new data practices. Drainage permits, beaver activity reports, and requests to level spoil banks in preparation of buffer installation continue. The Emergency Action Plan for the Canby Creek dams was updated as well.

**APPROVE AREA II MINUTES of November 12, 2016 Monthly Board Meeting.** Motion made by Holmen, seconded by Stensrud, to recommend approval of the November 2016 minutes as corrected. Motion carried unanimously.

**APPROVE RCRCRCA MINUTES of November 12, 2016 Monthly Board Meeting.** Motion made by Johnson, seconded by Potter, to recommend approval of the November 2016 minutes as corrected. Motion carried unanimously.

**APPROVE AREA II TREASURER'S REPORT.** Netzke reviewed the financials for the month of November 2016. There were three pay periods in November, Miscellaneous Expense includes the Annual Meeting expense of \$509.87, with RCRCRCA paying an equal amount. Motion made by Potter, seconded by Stensrud, to approve the financial report and the bills for payment. Motion carried unanimously.

**Revenue as recorded:**

Contract Service Income (RCRCA)	\$ 5,794.64	Projects-Bonding	\$ -0-
Interest Income	\$ 48.60	Misc. Income	\$ -0-
1W1P Grant Income	\$ -0-	County Levy	\$ -0-
State of MN-Administrative	\$ -0-	1W1P Grant Funds	\$ -0-

**Paid bills are summarized below:**

Administration	\$ 20,203.21	Directors' Expense	\$ -0-
Maintenance & Repair	\$ 94.39	Rent	\$ 837.00
Miscellaneous Expense	\$ 745.87	Office Supplies	\$ -0-
Professional Services	\$ 4,185.00	Vehicle Expense	\$ 188.32
Contract Services - RCRCA	\$ 1,131.29	Field Supplies	\$ -0-
Bonding Project Funds	\$ -0-	Employee Expense	\$ 343.41
Postage	\$ -0-	Project Expense	\$ 24,342.89
1W1P Grant Expenses	\$ -0-	Investigating & Testing	\$ -0-
Directors' Insurance	\$ -0-	Telephone	\$ 14.30
Other Insurance	\$ -0-		

**Approved bills for payment are summarized below:**

Contract Services - RCRCA	\$ -0-	Professional Services	\$ 7,595.00
Consulting Services - 1W1P	\$ -0-	Project Expenses	\$ -0-
Contract Services - 1W1P	\$ -0-	Investigation/Testing	\$ 504.50

**APPROVE RCRCA TREASURER'S REPORT.** Financials for the month of November 2016 were reviewed. Motion made by Stensrud, seconded by Posthuma, to approve the financial report and approve the bills. Motion carried unanimously.

**RCRCA - APPROVE NEW COST SHARE APPLICATIONS/AMENDMENTS/CANCELLATIONS**

**RCRCA CONTRACT CANCELLATION:**

Netzke presented a contract cancellation for Redwood – Redwood Falls 13 Water & Sediment Control Basin project. After contract approval, Moldestad discovered that the project was not located in the Redwood River watershed, but in the Middle Minnesota watershed instead. Motion made by Meulebroeck, seconded by Vogel, to approve the cancellation of the cost share contract. Motion carried unanimously. Netzke added that Redwood SWCD has other cost-share assistance to offer the landowner.

**NEW RCRCA CONTRACTS:** None

**RCRCA CONTRACTS FOR PAYMENT:**

Netzke presented five projects for payment: 1) Brown – Prairieville 34 Alternative Tile Intakes, 2) Brown- Prairieville 20 & 31 Alternative Tile Intakes, 3) Redwood – Granite Rock 2 Alternative Tile Intakes, 4) Lyon – Monroe 31 Water & Sediment Control Basin and 5) Brown – Home 32 Alternative Tile Intakes. Motion made by Potter, second by Vogel, to approve payment of the completed projects. Motion carried unanimously.

**AREA II – APPROVE NEW COST SHARE APPLICATIONS/AMENDMENTS/CANCELLATIONS**

**AREA II CONTRACT AMENDMENT:** None

**AREA II CONTRACTS FOR PAYMENT:** None

**EXECUTIVE DIRECTOR'S REPORT.**

- Attended the Minnesota River Congress on November 17 in New Ulm.
- Completed the lease extension agreements for both organizations.

## AREA II

- Yellow Medicine **One Watershed One Plan (1W1P)** – presented or will present at the following:
  - MAWD Annual Convention on December 2 in Alexandria, MN
  - BWSR Board meeting on December 14 to approve the Plan in St. Paul
    - Final payment will be made to RESPEC once all electronic files are received from RESPEC. Approximately \$2,600 remains in the grant for printing copies of the approved plan.
    - Participated in an in-depth, hands-on training of the SAM Model by MPCA & RESPEC was held on Nov. 30 at SMSU.
- Charlestown 30 Soils Issue -- Brey Tiling encountered an unforeseen sand layer upon excavation of the core trench. Soil borings did not predict this sand lens. American Engineering Testing from Marshall was on site to investigate and recommend action to be taken. That recommendation included extending the length of the core trench and installing a clay cap and liner in the permanent pond. Estimated cost of this recommendation is approximately \$45,000 (\$11,250 landowner match). The landowner is willing to contribute the flowage easement payment of \$2,315 plus an additional \$1,685 for a total of \$4,000 towards this match amount. There is \$4,421.92 in Area II county funds for FY2017. Area II is scheduled to receive nearly \$9,000 in Technical Assistance (TA) funds from Redwood County's Flood Recovery grant. As previously done by Area II, these TA funds may be redirected to assist the landowner with out-of-pocket expenses.

## RCRCA

- Submitted the Stormwater Assessment Grant (SWAG) for the Cottonwood and Redwood River watersheds, to begin March 2017. The 2-year contract amount is estimated at \$78,348.98. Depending on the budgets for the other SWAG grants statewide, this amount may be negotiated.
- Met with MPCA Project Managers to discuss Phase I WRAPS for the Cottonwood and Redwood watersheds. A Work Plan and \$70,000 budget were developed of which \$47,440 would be income to RCRCA for coordination and reporting of the grant. The public participation process is Phase II which is what Phase I provides planning for as well as establishment of a Local Work Group of the 8 SWCDs and 8 Counties.
- Completed eLINK reporting to date for cost-share funds.

## AREA II ENGINEER'S REPORT.

### Projects Under Construction:

**Ann 4 Small Dam Repair** – Ryan West Excavating has completed work on this project.

**Monroe 16 Grade Stabilization** – Ryan West recently completed this project.

### Projects Being Worked On:

**Charlestown 30 Small Dam, Redwood County.** During the initial construction on this project, a substantial layer of sand was discovered under the clay soils where the dam embankment is situated. Although the soil borings showed sand at only one location, it now appears from test holes that the sand layer covers nearly the entire project site. To reduce the risk of seepage, American Engineering Testing has recommended that the core trench under the dam be extended further in length and that the pond area be lined with 2 feet of compacted clay. The cost of the additional work is estimated at \$40,000 to \$50,000. The contractor has agreed to conduct the additional work at the original bid price per unit. These added costs have been discussed with the landowner. Bonding funds will cover the 75% cost-share. If additional local match can be secured, beyond the additional \$4,000 that the landowner can provide, the project will proceed. Due to the forecast of colder weather beginning next week, the project will likely be suspended until the Spring of 2017 for completion. **Redwood Falls 18 Small Dam, Redwood County.** Due to numerous questions with the first permit application, the revised permit application for wetland impacts was resubmitted to the Corps and WCA on November 30, 2016. We will await their review and comments. **Lincoln CD 37 Pump Station, Lincoln County.** Lincoln County has held the necessary hearings for this ditch project. After approving the project, the wetland restoration portion of the work was completed this Fall. Bids for the pump station are planned to be received in February. The County has asked for advertisement language and bid documents to be approved by the Board of Commissioners next week. **Morton Dam Repair – Birch Cooley 19, Renville County.** The Renville County SWCD is working with the landowners to resolve issues regarding ponding and the acquisition of property for the emergency spillway. We have heard that the adjacent landowner is willing to sell 0.50 acres to the pond owner for the creation of a new emergency spillway. The project is planned to be constructed in the Spring using Flood Recovery Funds. **Delhi 5 Small Dam Repair, Redwood County.** The survey work for this project has been completed and design work has been started. **Sherman 6 Streambank Stabilization, Redwood County.** In conjunction with the Lower Sioux Indian Community, the Redwood SWCD is proposing to stabilize a substantial reach along the Minnesota River where erosion is occurring. Because the area is about ¼ mile in length, the

cost of the project is in the area of \$200,000. Due to this cost, it may be necessary to phase the project or limit the scope of work. A meeting with the Lower Sioux will be scheduled to further explore the alternatives for this project.

***Charlestown 34 Small Dam, Redwood County.*** This small dam was planned several years ago at this location, but sand was discovered in the borings. A new site, further upstream of the previous location has now been investigated. These borings show that this site is promising; further investigation and design is underway. ***Verdi Small Dam Repair, Lincoln County.*** This project lies outside of the Area II watershed boundary, draining into the Big Sioux watershed, so no cost-sharing can be offered, however design of the repair was provided by Area II. Funding from South Dakota sources was sought, but was not successful. Lincoln County SWCD has approved 75% cost-share funding. Bids will be accepted in January with construction scheduled for Spring 2017. ***Gales 26 Grade Stabilization, Redwood County.*** Design work has been started for this project, which will include a small dam and tile down a steep ravine.

#### **AREA II AUTHORIZATION TO ASSIST LANDOWNER WITH COUNTY PROJECT FUNDS.**

Required additional work for the Charlestown 30 Dam is estimated at \$45,000. The landowner can provide \$4,000 of the additional \$11,250 local match. Netzke is requesting to use FY2017 county funds, and forthcoming technical assistance funds to assist the landowner. Motion made by Stensrud, seconded by Potter, to approve \$7,200 to assist the landowner to allow the project to continue. Motion carried unanimously.

**RCRCA BOAT SPECIFICATIONS FOR LAKE SAMPLING – DISCUSSION.** Netzke provided the Board with a list of specifications for a boat required for the SWAG monitoring grant starting in May 2017. Discussion followed. It was felt that this would be a wise investment as the boat could be sold after use, or utilized for other monitoring projects. Motion made by Posthuma, seconded by Meulebroeck, to approve up to \$2,500 for the purchase of a boat/motor/trailer (new/used). Motion carried unanimously.

**RCRCA AUDIT LETTER OF ENGAGEMENT (FY2014-2015-2016).** Netzke presented a proposal from Thomas Stotesbery not to exceed \$4,600 for audit services for FY2016 with review of FY2014 and FY2015. This work would not begin until after the 2017 tax season. Motion made by Johnson, seconded by Meulebroeck, authorizing the Chairman and Netzke to sign the Letter of Engagement with Stotesbery. Motion carried unanimously.

**NOMINATING COMMITTEE – DISCUSSION.** Netzke inquired if a nominating committee for new board members in January would be necessary. After some discussion, it was decided that a list of officers and open offices will be provided to the board members prior to the next board meeting. No nominating committee will be formed.

**ANNUAL LEGISLATIVE GATHERING.** Netzke recommended changing the name of the event to an Annual Meeting due to declining attendance of legislators. She suggests staying away from the Veteran's Day and hunting weekends. The Board recommended planning the Annual Meeting on the regular November meeting date, during the day. This would possibly increase attendance on a weekday versus a weekend. The Executive Board will recommend this proposal to the full boards for decision.

**FLEXIBLE SPENDING AGREEMENTS.** Area II currently has a third party administrator handling the flexible spending account, which charges \$35 per month. SelectAccount (through SW/WC Cooperative) will provide this service for only \$4.50 per month per participant (\$9.00 for Area II, \$4.50 for RCRCA) starting January 1, 2017. RCRCA has been self-administering the flexible spending accounts in-house. Netzke requested authorization to sign the agreements with SelectAccount. ***RCRCA*** – Motion made by Potter, seconded by Stensrud, to authorize Netzke to sign the agreement. Motion carried unanimously. ***Area II*** - Motion made by Stensrud, seconded by Potter, to authorize Netzke to sign the agreement. Motion carried unanimously.

**AREA II – SOIL BORINGS.** American Engineering Testing will be available by December 19 to complete the borings at Springdale 19. Additionally, some additional soil testing is needed at Charlestown 34 and at the Shaokatan 32 dams. A full set of borings usually cost \$4,500 per site; a partial set should cost \$2,500-\$3,000 per site. Motion made by Stensrud, seconded by Potter, to approve the solicitation of soil borings. Motion carried unanimously.

#### **OTHER DISCUSSION.**

Netzke informed the board that RCRCA was not successful with the latest Clean Water Fund grant application. Over \$34 million of applications were received for \$13.5 million in available funding. 35 of 72 applications were funded. A meeting

with Mark Hiles, BWSR Clean Water Specialist is being scheduled in December with other unsuccessful CWF applicants to determine what changes are needed to make the applications successful. It appears that the funded applications were all tied closely to an approved WRAPS or TMDL Implementation Plan. The YM 1W1P application was also not funded.

Following the annual conference, Potter stated that AMC and BWSR are taking the position that installation deadlines for the buffer strips is soft; fines will not start until 11 months after the deadline at \$500 per day. SWCDs will determine compliance. March 31, 2017 is the deadline for counties to accept enforcement of the buffers or to relinquish this enforcement to BWSR. Funding will be needed for enforcement activities, however it is unknown whether any funding will be available to the counties.

**ADJOURNMENT.** With no other business to address, RCRCRA Chairman Holmen and Area II Chairman Johnson declared the meeting adjourned at 2:43 PM.

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**UPCOMING MEETINGS.**

January 2017 Board Meeting	Thursday, January 5, 2017	Marshall, MN – BWSR Conference Room 9:00 AM
February 2017 Board Meeting	Thursday, February 2, 2017	Redwood Falls, MN–Minn-West Conference Room – 9:00AM
March 2017 Board Meeting	Thursday, March 2, 2017	Marshall, MN – BWSR Conference Room 9:00 AM