

# AREA II

## AREA II & RCRC Board of Directors Meeting

**October 7, 2016 – 9:00 AM – MN-West Conference Room, Redwood Falls, MN**

**AREA II Members Present:** Dennis Potter, Norman Holmen, Roy Marihart, Joe Drietz, Rodney Stensrud, Bob Moline, Luke Johnson and Louis Sherlin.

**RCRCA Members Present:** Dennis Potter, Greg Roiger, Norman Holmen, Clark Lingbeek, Roy Marihart, Joe Drietz, Glen Sorensen, Rodney Stensrud, Mark Meulebroeck, Bob Moline, Paul Posthuma, Ed Carter, Luke Johnson, Louis Sherlin and Burton Kuehn.

**Others Present:** Kerry Netzke – Executive Director, Joy Bruns – RCRCA Office Manager, John Boulton – YMRWD, and Kaitlin Culver – SMBSC Environmental Department.

The meeting was called to order at 9:00 AM by Area II Chairman Johnson and RCRCA Chairman Holmen.

**ADOPT AGENDA.** RCRCA Chairman Holmen asked for any additions to the agenda. Netzke noted two changes: move Other Business before the performance reviews and one addition under Item #15 Other Business: Office Lease. Motion by Sherlin, seconded by Drietz, to approve the agenda as amended. Motion carried unanimously.

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

**MASWCD** – Supervisor Lingbeek reported that our area (Area V) will host the annual convention in December.

**AMC** – Commissioner Moline reported that the AMC Board meeting is next Friday (October 14). The Governance Committee recommends no increase to the \$60/day per diem. District meetings will be held in November. The Annual Conference will be the first week of December in Minneapolis.

**MN RIVER CONGRESS (MRC)** – Supervisor Lingbeek reported that a meeting will be held October 17 in Henderson. The organization intends to move the meeting places around the basin. The Congress is scheduled for November 17, 2016 at the Kato Ballroom in Mankato, starting at 4:30 pm.

**YMRWD** – Boulton reported that tile permits are increasing with the crops coming off. The District is implementing more analysis of the permit applications and notifying adjacent neighbors of the tiling projects. A meeting with the townships/landowners of the Nordland 6 Road Retention project will be held this winter. Permit decision on the Nordland 20 SE Grade Stabilization in Lyon County is pending.

**BWSR** – Netzke reported that Douglas Goodrich, former RCRCA Executive Director and Brown SWCD Manager, is the new board conservationist officed in Marshall. He starts his new position October 11, 2016.

**SOUTHERN MINNESOTA BEET SUGAR COOPERATIVE (SMBSC)** – Kaitlin Culver reported that the sugar beet harvest is continuing, but has been slowed due to the recent storms and rainfall. The Redwood Falls pile opened on Saturday and closed 3 days later due to rain. The number of acres lost to flooding has not been made available.

**MURRAY COUNTY** – Netzke noted that Commissioner Bob Moline will be retiring this year. The *Murray County Wheel Herald* recently published an article showcasing his service on the Murray County Fair Board and as a commissioner of Murray County.

**APPROVE AREA II MINUTES of September 1, 2016 Monthly Board Meeting.** Motion by Moline, seconded by Potter, to approve the September 2016 minutes as corrected. Motion carried unanimously.

**APPROVE RCRCA MINUTES of September 1, 2016 Monthly Board Meeting.** Motion by Johnson, seconded by Meulebroeck, to approve the September 2016 minutes as corrected. Motion carried unanimously.

**APPROVE AREA II TREASURER’S REPORT.** Netzke reviewed the financials with the Board for the month of September 2016. Netzke signed the BWSR grant agreement for the administrative funds of \$140,000; the funds will be arriving soon. Refunds of \$20.30 (Amazon.com) and \$32.00 (Western National Insurance) were received. Expenses were routine. The Lake Benton 25 project was paid upon completion; bonding reimbursement has been requested. Motion by Sherlin, seconded by Potter, to approve the financial report and the bills for payment. Motion carried unanimously.

**Revenue as recorded:**

Contract Service Income (RCRCA)	\$ 3,339.77	Projects-Bonding	\$ -0-
Interest Income	\$ 27.30	Misc. Income	\$ 52.30
1W1P Grant Income	\$ 36.46	County Levy	\$ -0-
County Funds-Redwood SWCD	\$ -0-	1W1P Grant Funds	\$ -0-

**Paid bills are summarized below:**

Administration	\$ 13,473.34	Director Expense	\$ -0-
Maintenance & Repair	\$ 181.32	Rent & Utilities	\$ 897.00
Miscellaneous Expense	\$ 99.30	Office Supplies	\$ 85.78
Professional Services	\$ 5,289.63	Vehicle Expense	\$ 406.29
Contract Services - RCRCA	\$ 1,180.96	Field Supplies	\$ 17.94
Bonding Project Funds	\$ -0-	Employee Expense	\$ 21.95
Postage	\$ 47.00	Project Expense	\$ 50,462.50
1W1P Grant Expenses	\$ 49.41	Investigating & Testing	\$ -0-
Directors’ Insurance	\$ -0-	Telephone	\$ 18.20
Other Insurance	\$ -0-		

**Approved bills for payment summarized below:**

Contract Services - RCRCA	\$ -0-	Professional Services	\$ 5,270.00
Consulting Services - 1W1P	\$ -0-	Project Expenses	\$ -0-
Contract Services - 1W1P	\$ 36.46	Maintenance/Repairs	\$ -0-

**APPROVE RCRCA TREASURER’S REPORT.** Netzke reviewed the financials with the Board for the month of September 2016. Motion by Lingbeek, seconded by Carter, to approve the financial report and approve the bills. Motion carried unanimously.

**RCRCA – CD MATURING AT PERSHING LLC (October 13, 2016).** Bruns obtained current interest rates from local institutions to reinvest these funds for a period of up to 12 months. The highest rate is at Pershing LLC for 12 months at 0.85% interest. Motion by Sherlin, seconded by Posthuma, to authorize the reinvestment of the \$100,000 maturing CD with Pershing LLC at 0.85% for 12 months. Motion carried unanimously.

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

**NEW CONTRACTS:**

**COTTONWOOD COST SHARE:**

Netzke presented one cost share contract for approval: Redwood – Lamberton 15 for two Alternative Tile Intakes. With this contract, all grant funds will be encumbered. If additional funds become available from another contract completed under estimate, this cost share amount could increase to a maximum of \$600.00. Motion by Potter, seconded by Lingbeek, to approve the cost share contract as presented contingent on the encumbered funds available when the project is completed, maximum of \$600. Motion carried unanimously.

**CONTRACT AMENDMENT:**

**REDWOOD WATERSHED:**

Netzke presented an amendment for Lyon – Lyons 19. The completed project went over estimate by \$1,090.00. The additional cost share amount is \$763.00 for a total cost share of \$10,063.00. Motion by Sherlin, seconded by Stensrud, to approve the amendment. Motion carried unanimously.

**CONTRACTS FOR PAYMENT:**

**REDWOOD WATERSHED:**

One cost share contract was presented for payment: Lyon – Lyons 19 Streambank Protection project. Motion by Moline, seconded by Kuehn, to approve the payment. Motion carried unanimously.

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

**FY2016 Bonding**

**NEW CONTRACTS:**

<b>SanMarBo Farms</b>	<b>Lyon – Monroe 16</b>	<b>Grade Stabilization Repair</b>
<b>EST Cost: \$91,017.03</b>		<b>EST Cost Share: \$68,262.78 (75%)</b>

One new cost share application was presented for approval: Lyon – Monroe 16 Grade Stabilization Repair. Upon approval, this project will go out for bids this fall with completion before the year end. The cost of soil borings has been included in the estimated cost. Motion by Sherlin, seconded by Holmen, to approve the cost share contract as presented pending landowner signature. Motion carried unanimously.

**CONTRACTS FOR PAYMENT:**

<b>Casey Hultquist</b>	<b>Redwood – Upper Delhi 30_I</b>	<b>Grade Stabilization Repair</b>
<b>Original Cost: \$38,295.20</b>		<b>EST Cost Share: \$19,443.40 (50.77%)</b>
<b>ACT Cost: \$36,295.20</b>		<b>ACT Cost Share: \$17,945.94 (49.44%) Paid Previously</b>
<b>Additional Cost: \$1,591.00</b>		<b>REQ Cost Share: \$1,193.25 (75%)</b>
<b>Total Cost: \$37,886.20</b>		<b>Total ACT Cost Share: \$19,139.19 (50.52%)</b>

*Other Funds: \$9,275.46 EQIP  
Additional cost: fencing materials and installation done by landowner.*

One contract was presented for payment: Redwood – Upper Delhi 30\_1 Grade Stabilization Repair. Motion by Sherlin, seconded by Holmen, to approve payment of \$1,193.25 for the fencing materials and labor. Motion carried unanimously.

**EXECUTIVE DIRECTOR’S REPORT.**

• *Year of Clean Water Action* -- Throughout the next year, Governor Dayton and his Administration will raise awareness of the many issues affecting water quality and highlight ways that Minnesotans can take action to preserve and protect it. Each month will focus on a different facet and the important role water plays in our state’s health, economy and overall way of life. The monthly topics were reviewed.

**AREA II**

- Yellow Medicine **One Watershed One Plan (1W1P)** was submitted to BWSR and the Plan Review Authorities on September 19 for approval. Due to scheduling constraints, the BWSR Southern Region Water Plan Committee could not achieve a quorum in October; a November 4 presentation and meeting is scheduled. The BWSR Board meeting on December 14 will be to approve the Plan. Additionally, a presentation and a discussion with the BWSR Board on October 27 is scheduled to explain the Plan contents and discuss the 1W1P process. Netzke and Javens presented at the MN Association of County Planning & Zoning Administrators at Granite Falls on October 6 and will present at the MAWD Convention with RESPEC on December 2. Netzke was asked to attend the Pomme de Terre 1W1P kick-off meeting on October 17 to help answer questions raised by the group as they begin the 1W1P process. Netzke will also attend the Missouri Basin 1W1P meeting on November 1 in Luverne.
- The final Terrain Analysis workshop for the Yellow Medicine watershed was held September 27. By the end of the year, the majority of potential BMP sites within the priority subwatersheds will be located using this technology. A CWF grant was submitted for 1W1P; award status will be known in December.
- Hauschild-Thange Reservoir – On September 8, staff met with Dave Anderson of Forterra, manufacturer of the outlet pipe, at the project site. The outer layer of concrete is coming off the outlet pipe due to cracking/freeze-thaw cycles. Anderson inspected the outlet and determined that the pipe and structure are sound, however the concrete will continue to deteriorate and fall off due to moisture getting under the concrete. It will look ugly, but remain completely functional.

Anderson recommends no repair action. Due to the moisture already under the outer concrete layer, it would be impossible to patch the pipe and expect the patch to stay in place.

## **RCRCA**

- Netzke and Wohnoutka accompanied MPCA on September 15 to visit the 16 water quality monitoring sites in the Cottonwood River watershed proposed for the Storm Water Assessment Grant (SWAG) scheduled to begin March 2017. This monitoring for years 2017 and 2018 will start the Watershed Restoration and Protection Strategies (WRAPS) process. The SWAG grant will be a direct contract with RCRCA without the competitive bidding process. Final sampling sites and grant documents will be provided by October 10. The tentative submittal date for the SWAG grant budget will be November 10. Information from the LQP-MN Headwaters SWAG project was shared to help in developing the Work Plan and Budget for RCRCA's upcoming work.
- Netzke spoke with MN Dept. of Ag and the MN Ag Water Resource Center (MAWRC) concerning the sampling proposal for the new Discovery Farms location 4 miles north of Wabasso. Wohnoutka visited an existing sampling site to observe the sampling procedure. A sample contract was provided to be discussed as a separate Agenda item.
- Due to the SWAG and MAWRC contracts, the FY2017 RCRCA Budget will not be prepared until November.
- Wohnoutka and Bruns presented at the 2016 Environmental Fair in Slayton on September 28 and 29. Approximately 5,800 students attended the 2016 Environmental Fair; 274 students enjoyed the RCRCA Stream Table presentation. Drawings were held to distribute insulated water glasses to three students per class. Pictures are posted on the RCRCA website ([www.rcrca.com](http://www.rcrca.com)) and Facebook (<https://www.facebook.com/redwoodcottonwooddriverscontrolarea>).

## **AREA II ENGINEER'S REPORT.**

### **Projects Under Construction:**

**Sherman 22 Streambank Restoration** – Blomeke Construction completed work on this project. **Lake Benton 25 Dam Repair**. Thompson Excavating completed work on this project. **Ann 4 Small Dam Repair** – Ryan West Excavating was the low bidder at \$28,833.08, with construction scheduled in the next few weeks. The second low bidder was Thompson Excavating at \$29,307.50.

### **Projects Being Worked On:**

**Charlestown 30 Small Dam, Redwood County.** Favorable bids for this project were received on September 21. The low bidder was Brey Tiling with a bid of \$97,018.00. This bid was about 28% below the engineer's estimate. The second low bidder was Thompson Excavating at \$104,012.20. Brey expects to start construction as soon as the beans on the adjacent field are harvested. **Redwood Falls 18 Small Dam, Redwood County.** The permit applications for wetland impacts have been submitted to the Corps and WCA and we are still awaiting comments. **Lynd 33 Dam Repair, Lyon County.** The design work for this repair was completed a number of years ago. The design was reviewed and the cost estimate updated in order to determine if the landowner is interested in completing the work. **Lincoln CD 37 Pump System, Lincoln County.** Lincoln County has scheduled the ditch hearing for this project on October 17. Assuming the petition is approved, the contract for the work could not be awarded until the middle of November. With this late start, the County suggested that the bidding be delayed until December/January with construction occurring next year. **Birch Cooley 19 (Morton Dam), Renville County.** At the request of the Renville SWCD, we have proceeded with the design of this dam repair as it can be funded 100% using Flood Recovery Funds. The plans are nearing completion, however questions need to be addressed regarding temporary ponding on an adjacent landowner's property, and new emergency spillway and the realignment of a tile line on the neighboring property. The SWCD is working to resolve these questions. **Monroe 16 Small Dam Repair, Lyon County.** Design work for this repair is progressing with the hope that construction can be completed yet this fall. The dam is on a relatively major stream with a drainage area of almost 4 square miles, so restoration of the structure will have a positive impact to the stream.

**DISCOVERY FARMS MINNESOTA.** Netzke distributed the draft contract provided for the Board to review. After some discussion, it was recommended that a few changes be made: 1) hourly reimbursement rate be negotiable annually, or suggest an annual inflation factor, or establish a higher set rate to cover billable rate increases for the next 7 years, 2) Section 2.1, insert "samples" after "...the collection of relevant water quality...", and 3) Section 3.4, change "severe" to "sever". The contract will reimburse time at an hourly rate, mileage, MVTL testing fees, and other necessary expenses. Wohnoutka will be the primary sampler with Netzke as backup sampler. This project would begin January 1, 2017 with up to 7 years commitment for the site. Netzke requested authorization to sign the contract with the discussed changes. Motion by Moline, seconded by Stensrud, to approve the agreement with the MN Ag Water Resource Center (MAWRC) with the suggested revisions and to authorize Netzke to sign the agreement. Motion carried unanimously.

**OFFICE LEASE FOR 2017.** Lyon County purchased the vacated hockey arena at the fairgrounds and originally had thoughts of moving several offices to that location. Lyon SWCD, Area II and RCRCA were invited to view the building and determined adequacy of the office space. It was determined that the Lyon County Highway Department and a mattress and car seat recycling center will be located in the building. Area II & RCRCA maintain a one-year lease with Carr Properties for their current location which will require renewal in December. The current location and facility has been working well. Discussion followed including length of time and possible options in the future. Carr Properties has offered a renewed one-year lease at the current rental rate through December 2017.

***RCRCA***- Motion was made by Stensrud, seconded by Lingbeek, to authorize Netzke's signature on the lease extension for one year with Carr Properties. Motion carried unanimously. ***Area II*** – Motion by Stensrud, seconded by Drietz, to authorize Netzke's signature on the lease extension for one year with Carr Properties. Motion carried unanimously.

Those attendees who were not Board members of RCRCA were asked to step out of the room in order to address personnel matters at 10:32 AM.

**PERFORMANCE REVIEW OF RCRCA WATER QUALITY TECHNICIAN.** Netzke conducted a satisfactory performance review for Wohnoutka who started his 13<sup>th</sup> year with RCRCA in September. Motion by Johnson, seconded by Sherlin, to approve the increase to Grade 5 Step N, retroactive to September 3, 2016. Motion carried unanimously.

**PERFORMANCE REVIEW OF RCRCA OFFICE MANAGER.** Netzke conducted a satisfactory performance review for Bruns who started her 6<sup>th</sup> year with RCRCA last week. Motion by Drietz, seconded by Sherlin, to approve the increase to Grade 3 Step J, beginning October 3, 2016. Motion carried unanimously.

**ADJOURNMENT.** With no other business to address, RCRCA Chairman Holmen and Area II Chairman Johnson declared the meeting adjourned at 10:48 AM.

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**UPCOMING MEETINGS.**

November Board Meeting      SATURDAY, Nov. 12, 2016      Wabasso Community Center, Wabasso, MN – 8:30 AM

*December Board Meeting      Friday, December 9, 2016      Marshall, MN–1:00 PM Exec Board, unless notified otherwise*

January 2017 Board Meeting      Thursday, January 5, 2017      Marshall, MN – BWSR Conference Room 9:00 AM