

AREA II

AREA II / RCRCA

**February 6, 2020 Board of Directors Meeting
Redwood County Learning Center, Redwood Falls, MN**

AREA II Members Present: Larry Anderson, Jeff Veerkamp, Joe Drietz, Gary Crowley, Lori Gunnink, Luke Johnson, Lon Walling and Glen Kack.

RCRCA Members Present: Larry Anderson, Jeff Nielsen, Jeff Veerkamp, Clark Lingbeek, Joe Drietz, Glen Sorensen, Gary Crowley, Mark Meulebroeck, Lori Gunnink, Paul Posthuma, Luke Johnson, Larry Fenicle, Lon Walling, Ed Carter, and Glen Kack.

Others Present: Kerry Netzke – Executive Director, Joy Bruns – RCRCA Office Manager, and Tom Werner – Delhi Township.

The meeting was called to order at 9:02 AM by RCRCA Chairman Johnson and Area II Vice Chairman Kack. Introductions were made. Netzke noted that Gary Crowley is the newly appointed delegate member from Lyon County; Rick Anderson is the alternate member.

ADOPT AGENDA. Chairman Johnson asked for any additions to the Agenda. Netzke requested a RCRCA closed session to discuss negotiations for land acquisition for Lake Redwood project dewatering pond. Motion by Gunnink, seconded by Carter, to approve the Agenda as amended. Motion carried unanimously.

AGENCY AND MEETING REPORTS.

MASWCD – Supervisor Lingbeek reported that the Board retreat in St. Cloud was held last week. Topics discussed were: data sharing, billable rate calculations, and SWCD funding using lottery proceeds. The next Area V Meeting is February 20 at the Slayton Pizza Ranch. Walling asked if SWCD highway signs are required, when they were first installed, and what funding was used. Nielsen explained that in the late 1970s/early 1980s, there was a NACD campaign encouraging districts to display signage to self-promote the organizations. The state association (MASWCD) encouraged SWCDs to install voluntary signage/promotion on major highways utilizing local funding. Some SWCDs continue this practice while others do not as it is not a requirement.

AMC – Commissioner Johnson reported that the Legislative Conference is February 25-27. The January meeting was canceled due to the weather and has been rescheduled for February 21.

RCRCA OFFICER ELECTIONS. According to policy, the RCRCA executive board must consist of 3 commissioners and 3 SWCD supervisors, to serve a 1-year term with no term limitation. Netzke called for nominations for RCRCA Chairman. Motion by Lingbeek, second by Carter, to nominate Johnson for chairman. Nominations were called 3 times. Motion by Fenicle, second by Meulebroeck, to cease nominations and cast a unanimous ballot for Johnson. Motion carried unanimously. Netzke turned the elections over to Chairman Johnson. Motion by Veerkamp, second by Sorensen, to nominate Lingbeek for vice chairman. Nominations were called 3 times. Motion by Gunnink, second by Sorensen, to cease nominations and cast a unanimous ballot for Lingbeek. Motion carried unanimously. Motion by Sorensen, second by Gunnink, to nominate Posthuma for secretary. Nominations were called 3 times. Motion by Gunnink, second by Anderson, to cease nominations and cast a unanimous ballot for Posthuma. Motion carried unanimously. Motion by Walling, second by Crowley to nominate Meulebroeck for treasurer. Nominations were called 3 times. Motion by Sorensen, second by Posthuma, to cease nominations and cast a unanimous ballot for Meulebroeck. Motion carried unanimously. Motion by Meulebroeck, second by Veerkamp, to nominate Crowley for PR&I. Nominations were called 3 times. Motion by Drietz, second by Gunnink, to cease nominations and cast a unanimous ballot for Crowley.

Motion carried unanimously. Motion by Posthuma, second by Walling, to nominate Drietz for Member-At-Large. Nominations were called 3 times. Motion by Carter, second by Gunnink, to cease nominations and cast a unanimous ballot for Drietz. Motion carried unanimously.

New RCRCA Executive Board: Chairman Luke Johnson, Vice Chairman Clark Lingbeek, Secretary Paul Posthuma, Treasurer Mark Meulebroeck, PR&I Gary Crowley, and Member-At-Large Joe Drietz.

AREA II ELECTION OF OFFICERS. Netzke noted that the Area II officers may serve two 2-year terms consecutively in any one office. Elections were held in 2019, however due to Rick Anderson being appointed as an alternate member, a new secretary/treasurer is needed for Area II. Vice Chair Kack called for nominations for Area II Secretary/Treasurer. Motion by Walling, seconded by Johnson, to nominate Crowley for secretary/treasurer. Nominations were called 3 times. Motion by Drietz, seconded by Anderson, to cease nominations and cast a unanimous ballot for Crowley. Motion carried unanimously.

Area II Executive Board: Chairman John Maatz, Vice Chairman Glen Kack, and Secretary/Treasurer Gary Crowley.

APPROVE RCRCA MINUTES of January 2020 Board Meeting. Motion by Veerkamp, seconded by Walling, to approve the January 2020 Minutes as presented. Motion carried unanimously.

APPROVE AREA II MINUTES of January 2020 Board Meeting. Motion by Johnson, seconded by Gunnink, to approve the January 2020 Minutes as corrected. Motion carried unanimously.

APPROVE RCRCA TREASURER’S REPORT – January 2020. Netzke reviewed the financials with the Board for the new fiscal year. Carter asked that the professional services be separate line items in the future reports to track expenses more easily. Motion by Nielsen, seconded by Clark, to approve the January 2020 Treasurer’s Report and to authorize payment of the bills. Motion carried unanimously.

APPROVE AREA II TREASURER’S REPORT – January 2020, Netzke reviewed the financials with the Board. \$3,773.25 Contract Services Income, \$41,975.60 Levy FY2020, \$115.69 Further refund (DeSchepper), \$2,900.00 Misc. Income (Engineering Services), and \$235.78 Interest Income. Monthly expenses were routine. Bills for approval: Bolton & Menk \$4,060.00 and Peterson Company Ltd. \$2,500.00 for Professional Fees (audit). Motion by Anderson, seconded by Drietz, to approve the January 2020 Treasurer’s Report and to authorize payment of the bills. Motion carried unanimously.

Revenue as recorded:

Contract Service Income (RCRCA)	\$ 3,773.25	Projects-Bonding	\$ 0.00
Interest Income	\$ 235.78	County Levy	\$ 41,975.60
State of MN-Administrative	\$ 0.00	SWCD Tech Assistance	\$ 0.00
Miscellaneous Income	\$ 3,015.69	PERA Assistance	\$ 0.00

Paid bills are summarized below:

Administration	\$ 15,449.80	Office Supplies	\$ 0.00
Bonding Project Funds	\$ 0.00	Other Insurance	\$ 0.00
Capital Outlay	\$ 0.00	Postage	\$ 0.00
Contract Services - RCRCA	\$ 2,101.45	Professional Services	\$ 5,663.25
Directors’ Expense	\$ 0.00	Project Expenses Paid	\$ 0.00
Directors’ Insurance	\$ 0.00	Project Permit Fees	\$ 0.00
Employee Expense	\$ 28.17	Rent	\$ 837.00
Field Supplies	\$ 0.00	Telephone	\$ 14.82
Investigating & Testing	\$ 0.00	Utilities	\$ 60.00
Maintenance & Repair	\$ 117.22	Vehicle Expense	\$ 19.25
Miscellaneous Expense	\$ 145.67	Continuing Education	\$ 0.00
Insurance	\$ 4,395.00		

Bill for approval:

Professional Fees	\$ 6,560.00
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APPROVE AREA II NEW COST SHARE CONTRACT. None presented.

APPROVE AREA II COST SHARE CONTRACT PAYMENT. None presented.

EXECUTIVE DIRECTOR'S REPORT.

AREA II

- **Soil Borings** – AET will start soil borings the week of February 3. They have had a bad couple of weeks with frigid temperatures, excessive snow, semi-trailer breakdown and a family funeral for the 2-man drilling crew. Local contractors have been lined up for snow removal/pulling out if problems are encountered.
- **Bonding Request** – Netzke confirmed with Senator Dahm's office that Area II's request for \$1 million is ready. A hearing request will be made once the bill is introduced.
- **City of Pipestone Flooding** – Netzke was invited to attend the meeting called by Kurt Deter of Rinke-Noonan on February 24 at 10:00 AM.

RCRCA

- **New/Old Pickup** – Delivery of the new pickup is anticipated in February; order was placed 12/10/2019. The Ford pickup was sold to a mechanic from Windom who provided his own transport.
- **Grant Year End Reporting** – All semi-annual reports have been submitted which were due 2/1/2020. Pre-WRAPS and WPLMN grants will end 6/30/2020. On January 21, we had a "check in" meeting with MPCA for the WPLMN grant and discussed the new contract that will start 7/1/2020.
- **Lake Redwood Dredging Project Update** – On 1/30/2020, the following meetings were held:
 - 10:00 AM** – Jeanne Palmer, parcel owner of the peninsula within the lake to be dredged. Discussion was to involve dredging of the peninsula via construction easement vs purchase of a split parcel. Jim Doering and Keith Muetzel –City of Redwood Falls, Dennis McAlpine, PE – Houston Engineering, and Kathy Hillmer –Redwood County Assessor attended. Hillmer presented the original deed which does not clearly identify Palmer as the owner of peninsula. A legal opinion of ownership was requested. Netzke met with attorney Frank Munshower that afternoon to request that opinion. The parcel was surveyed and recorded in 2009 when it was purchased by Palmer.
 - 11:00 AM** – Craig Kramer, owner of property and a private ditch downstream of the dewatering pond. Kramer has concerns for his ditch with the dewatering pond outflows and has retained representation from Rinke-Noonan. Houston Engineering prepared a technical memo with the modeled hydraulics and impacts to the receiving stream, which none are projected. This meeting was to provide this information, answer questions, and offer aerial surveillance of his private ditch via a drone before, during and after the dredging operations to ensure its structural integrity. Mr. Kramer invited several neighboring property owners to the meeting. Discussion involved several topics pertaining to the project. Many misconceptions of the project exist.
- **Land Acquisition** – Based on the recent land appraisals, a purchase agreement was provided to Red Del LLC. Red Del LLC is considering selling only the land necessary for the dewatering pond (140.03 acres) rather than both parcels entirely. Netzke asked to discuss land acquisition in closed session as a counter offer is anticipated. Tom Werner, Delhi Township Supervisor, had attended the meeting with Mr. Kramer and contacted commissioner Walling, who invited him to the meeting today. Werner had been contacted by his constituents and was asked to look into the concerns raised. Werner presented the concerns to the board regarding the Lake Redwood Reclamation Project and the dewatering pond that is planned to be constructed in Delhi Township.
- **Yellow Medicine SWAG Grant** – Netzke provided costs for RCRCA staff to collect the monthly lake samples (May-September) for 2020 and 2021. The lakes include Lake Stay, Perch Lake, Cottonwood Lake and Wood Lake.
- **BWSR Clean Water Fund Grant Applications** – The grant applications for the Upper Three Mile Creek (Redwood) and Plum Creek (Cottonwood) subwatersheds were not approved for funding.

INVESTMENT POLICY FOR AREA II & RCRCA – Custodial Credit Risk – Approval. Netzke presented the new policy recommended by Area II's recent audit which complies with GASB 40. **RCRCA** – Motion by Lingbeek, seconded by Veerkamp, to adopt the new policy as presented. Motion carried unanimously. **Area II** – Motion by Anderson, seconded by Gunnink, to adopt the new policy as presented. Motion carried unanimously. This policy will be incorporated into the existing operating policies for both organizations.

AREA II ENGINEER'S REPORT (January). Netzke reviewed the Engineer's Report with the Board.

Projects Being Designed: *Springdale 19 Dams, Redwood County.* We met with the Tracy Golf Course Board about the pending project, and they were very supportive. The DNR has asked for a signed operation and maintenance agreement before issuing their permit. The Corps of Engineers disputes the “no wetland” determination made by the Redwood SWCD, so we are working to resolve this to proceed with permitting. ***Custer 10 Small Dam, Lyon County.*** The DNR has issued the Dam Safety Permit for this project. A Notice of Decision from WCA has been received which identifies additional wetlands to be mitigated for the potential impact area of 0.73 acres. An archeological survey has been completed and did not find any artifacts. The Corps permit application (joint notification) has recently been submitted, and we await comments. ***Kurtz Wetland Restoration, Lyon County.*** The project plans are complete, and we have responded to BWSR preliminary review comments. We are now awaiting a response from BWSR which will determine the next steps. ***Del Clark Lake Sediment Ponds, Yellow Medicine County.*** The plans for these three structures are nearly complete. A WCA No-Loss Exemption 8420.0514 Subpart D for the purpose of fish and wildlife habitat restoration has been approved by the TEP. Soil borings are scheduled for the first week of February. The LQP-YB Watershed District is submitting the Joint Notification to the permitting agencies. ***Holly 2 Small Dam, Murray County.*** A wetland delineation has recently been completed for this project. The delineation identified some small areas of wetlands, primarily in the eroded creek channel, which need to be evaluated for impacts of the project. We are making minor changes to the plans due to the wetland. We have received the delineation report and will work on permit applications for the project. ***Nordland 18 Water and Sediment Control Basins, Lyon County.*** The tile work has been completed on this project, but the dirt work will be completed in the spring. ***North Hero 27 Grade Stabilization Repair, Redwood County.*** Plans for this small dike and outlet pipe have been completed and are being submitted to the NRCS for potential EQIP funding. The project will likely be constructed in 2020. ***County Ditch 15A Detention, Yellow Medicine County.*** We met in December with landowners on this ditch system. They own a parcel of property which at one time was lakebed. Because of their inability to farm the land successfully, they are considering some type of wetland restoration or storage project. Although they were initially interested in a wetland bank option, the up-front costs and time frame do not meet their objectives. We are now considering a detention project, using Area II funding and other sources as an option. We await information on the CRP options and if that program can be combined with ours and/or funding through the ditch system. ***Gales 36 Grade Stabilization, Redwood County.*** Plans have been prepared for this small grade stabilization project just above Lone Tree Creek. Since the project may be partially paid with EQIP funds, the plans have been submitted to the NRCS for their review. ***Holly 4 Small Dam, Murray County.*** Preliminary design for this project is just beginning. The proposed dam would be relatively large and would control flows on a substantial watershed. ***Willow Lake 7 Grade Stabilization, Redwood County.*** Preliminary design has also been started on this small structure adjacent to a county ditch. The project would create a wildlife wetland and control erosion into the open ditch.

RCRCA (FY17-FY18-FY19) AUDIT RFP. Netzke informed the board that RCRCA has an audit every three years and that the previous auditor, Tom Stotesbery, has now retired. The board was provided with a list of auditors to send a RFP to perform the audit. Motion by Lingbeek, seconded by Veerkamp, to send out the RFP to the auditor list provided. Motion carried unanimously.

Adjourn. Area II Vice Chairman Kack adjourned the Area II portion of the meeting at 10:30 AM. Those members that were not RCRCA board members left the meeting room.

UPCOMING MEETINGS.

March Board Meeting	Thursday, March 5, 2020	Marshall – BWSR Conference Room – 9 AM
April Board Meeting	Thursday, April 2, 2020	Redwood Falls – Redwood County Learning Center – 9 AM
May Board Meeting	Thursday, May 7, 2020	Marshall – BWSR Conference Room – 9 AM