

AREA II

AREA II / RCRCA

**May 7, 2020 Board of Directors Meeting
Via Zoom, Marshall, MN**

*Note: No regular board meeting was held in April 2020 due to COVID-19 restrictions.
Board consensus to have voice voting. If the vote is not unanimous, a roll call vote will be done.*

AREA II Members Present: Jeff Veerkamp, Larry Anderson, John Maatz, Gary Crowley, Lori Gunnink, Luke Johnson, and Glen Kack.

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

Others Present: Kerry Netzke – Executive Director, Joy Bruns – RCRCA Office Manager, and Tim Dritz – YMRWD.

The meeting was called to order at 9:10 AM by RCRCA Chairman Johnson and Area II Chairman Maatz. Meeting start was delayed due to a few connection issues with Zoom meeting.

ADOPT AGENDA. Chairman Johnson asked for any additions to the Agenda. Netzke requested two additions to Item #15: (c) MOA with the City of Redwood Falls, and (d) HEI – Lake Redwood Monthly Report. Motion by Meulebroeck, seconded by Gunnink, to approve the Agenda as amended. Motion carried unanimously.

AGENCY AND MEETING REPORTS.

MASWCD AREA 5 – Meulebroeck and Lingbeek reported that the June meeting has been cancelled.

AMC – Commissioner Johnson reported no updates.

WATERSHED DISTRICTS – No report.

MPCA – Netzke reported that with agricultural activities considered essential, sampling for Discovery Farms continued with the proper precautions being taken. MPCA programs were not deemed essential, and sampling was suspended for the month of April. Starting May 6, RCRCA and other local partners received permission to resume sampling with social distancing and sanitization procedures in place.

APPROVE RCRCA MINUTES of March 2020 Board Meeting. Motion by Crowley, seconded by Lingbeek, to approve the March 2020 Minutes as presented. Motion carried unanimously.

APPROVE RCRCA EXECUTIVE BOARD MINUTES of April 10, 2020 Board Meeting. Motion by Meulebroeck, seconded by Crowley, to approve the April 10, 2020 Executive Board Minutes as presented. Motion carried unanimously.

APPROVE AREA II MINUTES of March 2020 Board Meeting. Motion by Johnson, seconded by Anderson, to approve the March 2020 Minutes as presented. Motion carried unanimously.

APPROVE RCRCA TREASURER’S REPORT – March 2020. Netzke reviewed the financials with the Board. Motion by Crowley, seconded by Nielsen, to approve the March 2020 Treasurer’s Report and to authorize payment of the bills. Motion carried unanimously.

APPROVE RCRCA TREASURER’S REPORT – April 2020. Netzke reviewed the financials with the Board. Motion by Posthuma, seconded by Nielsen, to approve the April 2020 Treasurer’s Report and to authorize payment of the bills. Motion carried unanimously.

APPROVE AREA II TREASURER’S REPORT – March 2020. Netzke reviewed the financials with the Board. Revenue Received: \$6,256.50 Contract Services Income, and \$385.02 Interest Income. March had three pay periods. Bills for approval: Bolton & Menk \$5,510.00. Motion by Gunnink, seconded by Anderson, to approve the March 2020 Treasurer’s Report and to authorize payment of the bills. Motion carried unanimously.

Revenue as recorded:

Contract Service Income (RCRCA)	\$ 6,256.50	Projects-Bonding	\$ 0.00
Interest Income	\$ 385.02	County Levy	\$ 0.00
State of MN-Administrative	\$ 0.00	SWCD Tech Assistance	\$ 0.00
Miscellaneous Income	\$ 0.00	PERA Assistance	\$ 0.00

Paid bills are summarized below:

Administration	\$ 21,776.96	Office Supplies	\$ 0.00
Bonding Project Funds	\$ 0.00	Other Insurance	\$ 0.00
Capital Outlay	\$ 0.00	Postage	\$ 0.00
Contract Services - RCRCA	\$ 1,163.88	Professional Services	\$ 2,320.00
Directors’ Expense	\$ 0.00	Project Expenses Paid	\$ 0.00
Directors’ Insurance	\$ 0.00	Project Permit Fees	\$ 300.00
Employee Expense	\$ 80.28	Rent	\$ 837.00
Field Supplies	\$ 324.70	Telephone	\$ 15.86
Investigating & Testing	\$ 16,500.00	Utilities	\$ 0.00
Maintenance & Repair	\$ 1,427.33	Vehicle Expense	\$ 71.52
Miscellaneous Expense	\$ 541.27	Continuing Education	\$ 0.00
Insurance	\$ 0.00		

Bill for approval:

Professional Fees	\$ 5,510.00
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APPROVE AREA II TREASURER’S REPORT – April 2020. Netzke reviewed the financials with the Board. Revenue Received: \$3,579.75 Contract Services Income, \$23,326.90 County Levy and \$2.53 Interest Income. Bills for approval: Bolton & Menk \$8,485.50 (includes \$5,510.00 from March). Motion by Anderson, seconded by Crowley, to approve the April 2020 Treasurer’s Report and to authorize payment of the bills. Motion carried unanimously.

Revenue as recorded:

Contract Service Income (RCRCA)	\$ 3,579.75	Projects-Bonding	\$ 0.00
Interest Income	\$ 2.53	County Levy	\$ 23,326.90
State of MN-Administrative	\$ 0.00	SWCD Tech Assistance	\$ 0.00
Miscellaneous Income	\$ 0.00	PERA Assistance	\$ 0.00

Paid bills are summarized below:

Administration	\$ 15,449.78	Office Supplies	\$ 60.13
Bonding Project Funds	\$ 0.00	Other Insurance	\$ 0.00
Capital Outlay	\$ 0.00	Postage	\$ 0.00
Contract Services - RCRCA	\$ 1,002.23	Professional Services	\$ 0.00
Directors’ Expense	\$ 0.00	Project Expenses Paid	\$ 0.00
Directors’ Insurance	\$ 0.00	Project Permit Fees	\$ 0.00
Employee Expense	\$ 52.90	Rent	\$ 837.00

Field Supplies	\$	0.00	Telephone	\$	18.62
Investigating & Testing	\$	0.00	Utilities	\$	0.00
Maintenance & Repair	\$	118.89	Vehicle Expense	\$	0.00
Miscellaneous Expense	\$	0.00	Continuing Education	\$	0.00
Insurance	\$	0.00			
Bill for approval:					
Professional Fees	\$	8,482.50			

APPROVE AREA II NEW COST SHARE CONTRACT. None presented.

APPROVE AREA II COST SHARE CONTRACT PAYMENT. None presented.

EXECUTIVE DIRECTOR’S REPORT.

Pursuant to the Governor’s Stay At Home order, the Area II and RCRCAs office closed March 30 – April 24. Staff worked remotely as much as possible and utilized the federal emergency sick leave (80 hours) to make up the difference. The office reopened April 27 with a precaution plan of sanitization/social distancing/appointments only with clients. The vehicles have been equipped with gloves, sanitizers and cleaning products as well. Until the gathering size is increased from a maximum of 10 people, virtual meetings will be held utilizing Zoom.

AREA II

- **Bonding Request** – On February 11, both bills were introduced (sf2926 and hf3125) and referred to the respective Capital Investment committees. A House hearing was held March 4 and handled by Rep. Torkelson. Netzke submitted project information to the Senate committee and MMB on March 27. The Senate committee held its first virtual hearing on April 29 and it is unknown if the committee intends to take testimony.
- **Permitting** – Corps of Engineers permits are still being processed for Custer 10, Springdale 19 (Tracy Golf Course), and Holly 2 Dams. Working remotely is not as efficient for all levels of government.
- **Engineer’s Report** – Duane Hansel, PE was not asked to submit a report as his time for the month of April was minimal as he worked remotely from home only on the projects that needed immediate attention.
- **Kurtz Wetland Restoration Meeting** – A teleconference was held April 20 with several parties to explain the proposed project and answer questions/concerns. Neighbors have some reservations as they feel the completed ditch improvements are working well and they don’t want to see that change. Not all the neighboring owners participated in the call. Mr. Kurtz would like to have a better feeling of assurance from the neighbors before proceeding with the BWSR application and public hearing. An onsite gathering is tentatively scheduled for the end of May with all the neighboring owners to explain the Plan highlights and answer questions and concerns.

RCRCA

- **Sampling** – WPLMN sampling was suspended by the State during the Stay At Home order, however with agriculture being deemed “essential”, Discovery Farms sampling could continue. RCRCAs received the Purchase Order from the MN Dept of Ag which authorizes the pesticide samples to be collected starting May 4. The SWAG lake sampling for the Yellow Medicine River Watershed District has been cancelled due to the COVID-19 sampling restrictions and potential budget cuts to sampling programs.
- **Quarterly Invoices** – All grants were invoiced for the Jan-Mar quarter. The existing WPLMN grant is being extended to 12/31/2020 as it was set to expire with unused funds left in the grant.
- **2020 Canoe Trips** – Staff decided to cancel the canoe trips for June 2020 as it would be difficult to maintain the social distancing requirements related to this event.
- **Lake Redwood** – Much of March and April have been spent finalizing the purchase agreement (executive board meeting), closing date/documents, financial arrangements, and exploratory drain tile digging to establish elevations in order for the Plans to be completed. DNR Dam Safety permit is being processed.

AREA II – LQP-YB ONE WATERSHED ONE PLAN INVITATION TO JOIN PLANNING GROUP.

Area II has been invited to join the LQP-YB One Watershed One Plan (1W1P) Plan Work Group. 1W1P has become a competitive process for planning grants. There would be no financial commitment for Area II and this

would allow Netzke to participate in the planning effort. Motion by Crowley, seconded by Johnson, to approve the request to participate in the LQP-YB 1W1P Plan Work Group and to authorize Chairman Maatz to sign the presented resolution. Motion carried unanimously.

AREA II DRAFT FY21 BUDGET - DISCUSSION. Netzke presented the board with a draft budget for FY21 with four options of COLA and merit increases. FY2021 is the second year of the biennium with administrative funds of \$140,000. There is approximately \$427,000 of bonding funds available with \$1,000,000 requested and being considered in the bonding bill. Netzke stated that the budget will need to be approved at the June 2020 meeting for it to be included in the biennial report update for BWSR.

LAKE REDWOOD RECLAMATION PROJECT UPDATE.

Financial Contribution Agreement with City of Redwood Falls. Netzke presented an agreement entitled Financial Contribution and to Convey Land. The City of Redwood Falls has approved and provided their contribution to the CDF land purchase. Motion by Meulebroeck, seconded by Posthuma, to approve the Financial Contribution Agreement with the City of Redwood Falls and to authorize Chairman Johnson’s signature. Motion carried unanimously.

CDF Property Acquisition: Following the action taken by the Executive Board on 4/10/2020, the purchase agreement was amended with Red Del, LLC. and earnest money deposited with Gislason & Hunter, LLP. The closing was completed on May 6, 2020. Final payment will be made by RCRCA to the Estebo Trust Account upon receipt of the bonding funds from the State of MN.

MOU between RCRCA and the City of Redwood Falls. Netzke & Jim Doering drafted an agreement for the Lake Redwood Reclamation Project. This agreement defines the roles and responsibilities of the partners for the three phases of the project (pre-construction, during construction, post-construction). This agreement will be on the City of Redwood Falls’ Council agenda for June 2, 2020. Nielsen would like it clearly defined who is responsible and in charge during the construction phase of the project. Motion by Crowley, seconded by Kack, to amend the agreement to include this clarification and to authorize Netzke to sign the agreement on behalf of RCRCA. Motion carried unanimously.

Engineering: Netzke reviewed Houston Engineering, Inc.’s report for the past month with the board.

NEXT MEETING. Chair Johnson noted that the next regular meeting is scheduled for June 4, the same day as a district AMC meeting. Discussion followed. **RCRCA** - A motion was made by Meulebroeck, seconded by Nielson, to change the June meeting date to June 3 at 9:00 AM via Zoom, due to COVID-19 group restrictions. Motion carried unanimously. **Area II** – Motion made by Johnson, seconded by Gunnink, to change the June meeting date to June 3 at 9:00 AM via Zoom, due to COVID-19 group restrictions. Motion carried unanimously.

ADJOURNMENT. RCRCA Chairman Johnson & Area II Chairman Maatz declared the board meeting adjourned at 10:23 AM.

UPCOMING MEETINGS.

June Board Meeting	Wednesday, June 3, 2020	Via Zoom – 9:00 AM
July Board Meeting	Thursday, July 2, 2020	To Be Determined
August Board Meeting	Thursday, August 6, 2020	To Be Determined

John Maatz, Area II Chairman

Date