

# AREA II

## AREA II / RCRCA

**August 6, 2020 Board of Directors Meeting  
Area II/RCRCA Marshall Office via Zoom**

*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, Joe Drietz, Gary Crowley, Lori Gunnink, Luke Johnson, Dennis Groebner, and Glen Kack.

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

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

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

**ADOPT AGENDA.** Chairman Maatz asked for any additions to the Agenda. Motion by Crowley, seconded by Anderson, to approve the Agenda as presented. Motion carried unanimously.

**RCRCA 2019 AUDIT** – Rebecca Towne with Kinner & Company Ltd. reviewed the audit report which was recently completed. Johnson inquired about PERA’s estimated 7.5% return for the year; Ms. Towne advised him to ask PERA. Due to increased annual revenues (> \$230,000), RCRCA will likely need annual audits with reporting to the State Auditor’s office. Motion by Carter, seconded by Posthuma, to approve the audit as presented. Motion carried unanimously.

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

**MASWCD AREA 5** – Supervisor Lingbeek – The MASWCD December convention has now been cancelled as it had been planned. It will occur as a virtual event.

**MAWD** – Annual convention in December has been cancelled.

**AMC** – Commissioner Johnson – the Fall Policy committee meetings have been cancelled. A virtual convention has been planned, but that may change given the status of other conventions.

**YMRWD** – The annual meeting has been cancelled. Reports and comments will be via email.

**APPROVE RCRCA MINUTES of July 2020 Board Meeting.** Motion by Nielsen, seconded by Carter, to approve the July 2020 Minutes as corrected. Motion carried unanimously.

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

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

**APPROVE AREA II TREASURER’S REPORT – July 2020.** Netzke reviewed the financials with the Board. Revenue Received: \$4,379.12 Contract Services Income, \$4,701.32 Project Bonding, \$435.00 Other Income and

\$34.99 Interest Income. Bills for approval: Bolton & Menk \$4,827.50 and SW/WC Service Cooperative \$525.50. Motion by Crowley, seconded by Gunnink, to approve the July 2020 Treasurer's Report and to authorize payment of the bills. Motion carried unanimously.

**Revenue as recorded:**

Contract Service Income (RCRCA)	\$ 4,379.12	Projects-Bonding	\$ 4,701.32
Interest Income	\$ 34.99	County Levy	\$ 0.00
State of MN-Administrative	\$ 0.00	SWCD Tech Assistance	\$ 0.00
Miscellaneous Income	\$ 435.00	PERA Assistance	\$ 0.00

**Paid bills are summarized below:**

Administration	\$ 15,581.52	Office Supplies	\$ 76.74
Bonding Project Funds	\$ 0.00	Other Insurance	\$ 0.00
Capital Outlay	\$ 0.00	Postage	\$ 90.90
Contract Services - RCRCA	\$ 2,093.37	Professional Services	\$ 4,640.00
Directors' Expense	\$ 0.00	Project Expenses Paid	\$ 1,709.72
Directors' Insurance	\$ 0.00	Project Permit Fees	\$ 0.00
Employee Expense	\$ 79.65	Rent	\$ 837.00
Field Supplies	\$ 16.08	Telephone	\$ 35.72
Investigating & Testing	\$ 0.00	Utilities	\$ 0.00
Maintenance & Repair	\$ 113.40	Vehicle Expense	\$ 137.76
Miscellaneous Expense	\$ 103.97	Continuing Education	\$ 0.00
Insurance	\$ 0.00		

**Bill for approval:**

Professional Fees	\$ 4,827.50	Maintenance & Repairs	\$ 525.50
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**APPROVE AREA II NEW COST SHARE CONTRACT.**

**FY2019 Bonding**

<b>Loren Redman</b>	<b>Lamberton 36 - Redwood</b>	<b>410 Grade Stabilization</b>
<b>EST Cost: \$119,442.56</b>		<b>EST Cost Share: \$87,836.00 (73.5%)</b>
		<b>Area II: \$15,420.00 (12.9%)</b>

*Funding from EQIP \$72,416.00 (60.6%)*

Netzke presented a new cost share contract for Lamberton 36 – Redwood County. Area II is only funding 75% of the grade stabilization which is part of a larger project with several components. Motion by Drietz, seconded by Gunnink, to approve the Lamberton 36 – Redwood cost share contract. Motion carried unanimously.

**APPROVE AREA II COST SHARE CONTRACT AMENDMENTS.**

**FY2019 Bonding**

<b>Donald Hansen</b>	<b>Holly 16 – Murray</b>	<b>410 Grade Stabilization Repair</b>
<b>EST Cost: \$33,318.00</b>		<b>EST Cost Share: \$5,320.95 (16%)</b>
<b>Additional Cost: \$704.60</b>		<b>Additional Cost Share: \$528.00</b>
<b>Amended Cost: \$34,022.60</b>		<b>Amended Cost Share: \$5,848.95 (17.2%)</b>

*Funding from EQIP - \$19,668.00 (60%)*

Netzke presented an amendment to Holly 16 – Murray cost share contract for extra costs. Motion by Drietz, seconded by Gunnink, to approve the Holly 16 – Murray amendment. Motion carried unanimously.

**APPROVE AREA II COST SHARE CONTRACT PAYMENT.**

**FY2019 Bonding**

<b>Marvin Swanson</b>	<b>Royal 36 – Lincoln</b>	<b>410 Grade Stabilization Repair</b>
<b>EST Cost: \$25,827.00</b>		<b>EST Cost Share: \$19,370.25 (75%)</b>
<b>ACT Cost: \$26,407.00</b>		<b>ACT Cost Share: \$19,125.30 (72.4)</b>
<b>Less Partial Payment #1: \$6,268.43</b>		<b>Less Partial Cost Share Payment: \$4,701.32 (75%)</b>
<b>Final Payment: \$20,138.57</b>		<b>REQ Final Cost Share Payment: \$14,423.98 (71.6%)</b>

*Lincoln County Local Match \$4,641.00*

## **FY2019 Bonding**

**Donald Hansen**

**Amended Cost: \$34,022.60**

**ACT Cost: \$34,022.60**

**Holly 16 – Murray**

**410 Grade Stabilization Repair**

**Amended Cost Share: \$5,848.95 (17.2%)**

**REQ Cost Share Payment: \$5,848.95 (17.2%)**

*Funding from EQIP - \$19,668.00 (57.8%) \*This may change contingent on EQIP funding.*

Netzke presented two projects for payment: Royal 36 – Lincoln and Holly 16 – Murray. The Holly 16 – Murray project is awaiting final payment amount for EQIP funding which could change the cost-share amount slightly. Motion by Drietz, seconded by Gunnink, to approve the Royal 36 – Lincoln project for payment, and the Holly 16 – Murray project for payment. Motion carried unanimously.

## **EXECUTIVE DIRECTOR'S REPORT.**

• **Annual Meeting** – The Redwood Area Community Center is available on Thursday, November 5 for the annual meeting. With the social distancing requirement, only 2 people per round table is allowable. This topic will be discussed again to consider a Zoom meeting given the social distancing and current mask mandate.

## **AREA II**

- **Bonding Request** – The Bonding Bill was not acted upon during the 2<sup>nd</sup> Special Session held in July.
- **FY21 Administrative Services Grant** – The grant agreement arrived on July 28, was signed and returned to BWSR for processing.
- **Springdale 21 Road Retention** – We continue to work with DNR Dam Safety on the permit amendment. The Dam Break model is crashing and not producing usable data. Instead, DNR has asked Area II to run 200-year and 500-year storm events. They do feel somewhat reassured knowing that the structure withstood the July 2018 storm (1000-year storm event) and did not fail. ***NOTE: DNR permit amendment was received August 3, 2020.***

## **RCRCA**

- **FY2019 Audit** – Kinner & Co. provided a draft of the audit findings on July 31. We have asked Rebecca Towne to join our meeting at 9:00 AM to present the findings. One question asked by Rebecca was if the Lake Redwood appropriation would trigger annual audits. According to DNR, the bonding contract does not require audits. BWSR answered similarly, however stated that RCRCA should be submitting annual audits to the State Auditor as a joint powers entity. This spurred consultation with EJ Moberg (Lyon County) and the State Auditor's office. From what we have found, joint powers entities fall into the Special District category and need to submit annual audits to the State Auditors if 2019 Revenue surpasses \$230,000, including pass through grant funds. The State Auditor's office is verifying RCRCA's status and will hopefully clarify audit frequency and reporting requirements.
- **WRAPS Change Orders** – To move money around within the budget, change orders will be processed to direct remaining funds from completed tasks to other tasks that are still ongoing. The WRAPS documents for both watersheds are in draft form, and the Local Work Group will work on the restoration/protection strategies starting in August.
- **Canoe/Kayak Rentals** – Rentals of the canoes and kayaks have been busier this summer than previous summers. With the Stay At Home order, folks have been enjoying the outdoors more.
- **Lake Redwood** – A pre-construction meeting with Mathiowetz Construction Company is scheduled for Monday, August 3. The DNR Dam Safety Permit Amendment was received on July 31. The WCA Exemption letter is also being drafted. Construction should begin by mid-August.
- **YM SWAG Lake Sampling** – YMRWD has decided to postpone lake sampling until 2021 (May thru September).

## **AREA II – ENGINEER'S REPORT.**

***Springdale 19 Dam, Redwood County.*** We are waiting further word from the Corps regarding wetland mitigation requirements. The project is currently in a 10-day online comment period for the Letter of Permission. ***Custer 10 Small Dam, Lyon County.*** A Notice of Decision from WCA identified wetlands to be mitigated of 0.73 acres. The Corps Letter of Permission (LOP) is being processed. Stream impacts are being more closely scrutinized after the rule change that took effect July 1. ***Kurtz Wetland Restoration, Lyon County.*** We have communicated several times with Mr. Kurtz regarding this project following a July 15 Zoom meeting with BWSR Wetland Specialists Kane Radel and John Hansel. It appears that given his options further action is unlikely. ***Del Clark Lake Sediment Ponds.***

The Corps of Engineers have issued confusing direction as to their jurisdiction and permitting needs for this project, however, they have now determined that they do have jurisdiction. We will be preparing the final bidding documents as we await permit actions. **Holly 2 Small Dam, Murray County.** After months of communication, the Corps determined that they do not have jurisdiction. The DNR Dam Safety Permit has been issued. As the final step, Murray County WCA is now determining wetland mitigation needs. Partial EQIP funding has been secured and we hope to build this fall. **Springdale 21 Road Retention, Redwood County.** Springdale Township received FEMA funds to raise the grade of this road retention. However, the project has a DNR Dam Safety Permit and an amendment to this permit is needed before proceeding. The DNR is concerned about additional impounding behind this road and the impact a dam failure would have on TH 14 downstream. We have been providing additional information to the DNR to secure the permit amendment. Netzke added that the Amendment was received on August 3. Area II will assist with the preconstruction meeting, construction inspection and provide 'as built' drawings to the DNR as required. **Gales 36 Grade Stabilization, Redwood County.** Some modifications are being made to the plans for this project based on changed watershed limits. EQIP funding has been secured for part of the cost. **Lac qui Parle River Flow Restoration.** More survey data has recently been received from the County. We will be using this data to update the flood study and start the design process. **Sandnes 10 Riprap Protection, Yellow Medicine County.** Survey work has been completed for this site along the Yellow Medicine River. Our intent is to develop a preliminary plan and cost estimate so that the landowner can decide if they want to undertake a stabilization project or to restore the river bank to previous condition. **Redwood Falls 8/9 Small Dam.** Design work has started on this small dam near the Redwood River. The dam would slow down flows from adjacent fields and reduce stream erosion. **Stony Run 32 Dam Repair, Yellow Medicine County.** This dam was built in 1978 and the corrugated metal riser has failed. There is a DNR Dam Safety permit for the project and the DNR recommended the owners contact Area II for assistance. The project has been surveyed and preliminary design has begun. The owners would like to replace the pipe yet this year. **North Hero 27 Dam Repair, Redwood County.** Bids were opened on July 22. Ryan West Excavating was the low bidder at \$22,911.00. Brey Tiling's bid was \$32,503.00 and the engineer's estimate was \$25,404.00. Construction is anticipated in late August.

**AREA II – RCRC A ANNUAL MEETING.** Netzke requested direction from the board due to other organizations cancelling their annual meetings and/or conventions due to the ongoing Covid-19 pandemic. The consensus of the board is to cancel the 2020 Annual Meeting initially scheduled for November 5. A regular board meeting via Zoom will be held. **RCRCA** – Motion by Drietz, seconded by Lingbeek, to cancel the 2020 annual meeting. Motion carried unanimously. **Area II** – Motion by Drietz, seconded by Johnson, to cancel the 2020 annual meeting. Motion carried unanimously. Notifications will be sent by email of the cancellation and an announcement on both websites.

#### **LAKE REDWOOD RECLAMATION PROJECT UPDATE.**

**Engineering:** Netzke reviewed Houston Engineering, Inc.'s (HEI) report for the past month with the Board.

**Pre-Construction Meeting Highlights.** Netzke presented the highlights of the meeting: 1) 8/17/20 start date, mid-November completion, 7 AM – 7 PM work hours 5 days/week; 2) Approximately 25' of soybeans was planted on the west edge of the property by the neighboring farmer before the property boundary had been established. The contractor will avoid the area as long as possible for him to harvest the crop; 3) HEI will contact Delhi Township and Redwood County regarding the project schedule and use of roads; and 4) Mathiowetz Construction Company Contract and Notice to Proceed documents have been reviewed/approved by HEI and are ready for RCRC A signature.

Netzke requested that she be authorized to approve/sign the following for the Lake Redwood Reclamation Project so that special board meetings are not required: 1) sign the Contract with Mathiowetz Construction Company; 2) sign the Notice to Proceed with Mathiowetz Construction Company; and 3) authorization to sign Change Orders (if any) on behalf of the Board with HEI approval of need. Motion by Anderson, seconded by Drietz, to authorize the Executive Director to approve and sign the discussed items. Motion carried unanimously.

**NEXT MEETING.** The next meeting on September 3 will be held via Zoom.

**ADJOURNMENT.** RCRC A Chairman Johnson & Area II Chairman Maatz declared the joint meeting adjourned at 10:02 AM.

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**UPCOMING MEETINGS.**

September Board Meeting	Thursday, September 3, 2020	Via Zoom
October Board Meeting	Thursday, October 1, 2020	Via Zoom
November Board Meeting	Thursday, November 5, 2020	Via Zoom

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John Maatz, AREA II Chairman

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Date