

AREA II

AREA II / RCRCA

October 1, 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 taken.

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

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

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

ADOPT AGENDA. Chairman Johnson asked for any additions to the Agenda. With no additions, a motion was made by Nielsen, seconded by Gunnink, to approve the Agenda as presented. Motion carried unanimously.

AGENCY AND MEETING REPORTS.

DNR – Netzke was contacted by Tim Gieseke, new DNR Assistant Regional Manager - Southern Region Eco & Water Resources who began his duties December 2019. They will be having a teleconference on 10/5/2020 to familiarize Gieseke with Area II and RCRCA and identify areas where we can work cooperatively.

MASWCD – Supervisor Lingbeek reported that a virtual convention is being planned and they are working out the logistics of voting and resolutions.

AMC – Commissioner Johnson reported that the Environment Committee set priorities as: 1) tax forfeited lands, 2) solid waste tax, and 3) additions to the public waters inventory. A virtual conference is planned for 12/7/2020.

MAWD – A virtual pre-conference drainage workshop will be held on 12/1/2020, followed by the virtual Annual Conference.

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

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

APPROVE RCRCA TREASURER’S REPORT – September 2020. Financials were reviewed with the Board. Motion by Veerkamp, seconded by Kack, to approve the September 2020 Treasurer’s Report and to authorize payment of the bills. Motion carried unanimously.

APPROVE AREA II TREASURER'S REPORT – September 2020. Financials were reviewed with the Board. Revenue Received: \$7,222.28 Contract Services Income, \$652.50 Miscellaneous Other Revenue, and \$40.16 Interest. Netzke noted a transfer of funds from the MAGIC Account to receive a better interest rate in the HomeTown Bank Cash Sweep Account. Bills for approval: Bolton & Menk \$8,173.00. Motion by Veerkamp, seconded by Kack, to approve the September 2020 Treasurer's Report and to authorize payment of the bills. Motion carried unanimously.

Revenue as recorded:

| | | | |
|---------------------------------|-------------|----------------------|---------|
| Contract Service Income (RCRCA) | \$ 7,222.28 | Projects-Bonding | \$ 0.00 |
| Interest Income | \$ 40.16 | County Levy | \$ 0.00 |
| State of MN-Administrative | \$ 0.00 | SWCD Tech Assistance | \$ 0.00 |
| Miscellaneous Income | \$ 652.50 | PERA Assistance | \$ 0.00 |

Paid bills are summarized below:

| | | | |
|---------------------------|--------------|-----------------------|-------------|
| Administration | \$ 21,972.55 | Office Supplies | \$ 0.00 |
| Bonding Project Funds | \$ 0.00 | Other Insurance | \$ 0.00 |
| Capital Outlay | \$ 0.00 | Postage | \$ 21.10 |
| Contract Services - RCRCA | \$ 1,050.73 | Professional Services | \$ 5,852.50 |
| Directors' Expense | \$ 0.00 | Project Expenses Paid | \$ 1,709.53 |
| Directors' Insurance | \$ 0.00 | Project Permit Fees | \$ 0.00 |
| Employee Expense | \$ 110.40 | Rent | \$ 837.00 |
| Field Supplies | \$ 37.75 | Telephone | \$ 76.77 |
| Investigating & Testing | \$ 0.00 | Utilities | \$ 0.00 |
| Maintenance & Repair | \$ 101.53 | Vehicle Expense | \$ 45.00 |
| Miscellaneous Expense | \$ 305.03 | Continuing Education | \$ 0.00 |
| Insurance | \$ 0.00 | | |

Bill for approval:

| | |
|-------------------|-------------|
| Professional Fees | \$ 8,173.00 |
|-------------------|-------------|

APPROVE AREA II NEW COST SHARE CONTRACT.

FY2019 Bonding

| | | |
|--|-------------------------|--|
| Tony Quade | Holly 2 - Murray | 410 Grade Stabilization Repair |
| EST Cost: \$127,962.98 | | EST Cost Share: \$95,972.24 (75%) |
| | | Area II: \$78,108.24 (61%) |
| <i>Funding from EQIP \$17,864.00 (14%)</i> | | |

FY2019 Bonding

| | | |
|---|---|--|
| David Halverson & Mary Olson | Stony Run N 32 – Yellow Medicine | 410 Grade Stabilization Repair |
| EST Cost: \$60,603.90 | | EST Cost Share: \$45,452.92 (75%) |

Netzke presented two new grade stabilization repair cost share contracts for Holly 2 – Murray and Stony Run N 32 – Yellow Medicine. The Holly 2 project has received EQIP funding. Motion by Veerkamp, seconded by Gunnink, to approve the Holly 2 – Murray and Stony Run N 32 – Yellow Medicine cost share contracts. Motion carried unanimously.

AREA II PAY COMPLETED COST SHARE CONTRACTS.

FY2019 Bonding

| | | |
|--|-----------------------|--|
| Wes Buesing | Sodus 2 – Lyon | 410 Grade Stabilization Repair |
| EST Cost: \$52,852.13 | | EST Cost Share: \$39,639.10 (75%) |
| ACT Cost: \$51,352.13 | | ACT Cost Share: \$38,514.10 |
| Wetland Credits #1: \$13,507.88 | | Less Partial #1 CS Payment: \$10,130.91 (75%) |
| Final Payment: \$37,844.25 | | REQ Final CS Payment: \$28,383.19 (75%) |

Netzke requested final payment for completed cost share contract for Sodus 2 – Lyon County. Area II will be billing the landowner for his 25% share of the wetland credits that were paid by Area II earlier. Motion by Crowley, seconded by Johnson, to approve the Sodus 2 – Lyon final payment. Motion carried unanimously.

EXECUTIVE DIRECTOR'S REPORT.

AREA II

- **Bonding Request** – The Bonding Bill was not taken up during the 4th Special Session held in September. It is safe to guess that no action will be taken until the 2021 Legislative Session.
- **Sodus 2 Dam Construction** – This project was omitted from the Engineer's Report. R&G Construction began the project Sept. 15 and wrapped up construction on Sept. 23. Weather conditions were perfect.
- **Low Water Levels** – With the dry late Summer/early Fall conditions, the office has received calls about lake outlets (Lake Benton) and eroding streambanks that are visible to the eye. Site visits are being made, however immediate repairs are rarely possible when permitting authorities need to be notified and involved.
- **Del Clark Small Dams** – The USACE permit was received on September 22, 2020 as a Nationwide Permit 43 for Stormwater Management Facilities.
- **Custer 10 Small Dam (Lyon)** – The USACE permit was received on September 23, 2020 with wetland mitigation of 0.286 acres required.
- **Website** – Netzke will be preparing a summarized Annual Report for the website to highlight the activities completed in 2020 (which will take the place of the report from the annual meeting.)

RCRCA

- **WPLMN** – The new agreement for 2021-2022 will be drafted in October. It is estimated that the current grant will get us through November due to the lack of precipitation that we've experienced. Contracts have been taking about 5 weeks to process.
- **WRAPS Change Orders** – To make the pending change orders easier, invoices for the July & August months were processed. The change orders will direct remaining funds from completed tasks to other tasks that are still ongoing. With the TMDLs ready to submit to EPA, and the draft WRAPS reports approximately 90% complete, it is estimated that we'll complete the grants by mid-Summer 2021.
- **Performance Evaluations** – Both employees were evaluated for their performance. Wage adjustments will be covered as a separate item in the Agenda.
- **Lake Redwood** – Weekly construction meetings are held on Wednesday afternoons, rain or shine. The project is progressing really well, and may be completed in October if the current weather pattern continues. The Arvig phone line has yet to be relocated and we continue to work with Arvig for timely relocation as the line is becoming a hindrance to dike construction. A Change Order is being facilitated with the next payment request as rock was needed to be placed in portions of the 30" diameter tile trench due to mucky soils. Houston Engineering will be submitting the remainder of the permit applications by month end to start that process. Discussions continue with the landowners of the laydown area and of the lake peninsulas regarding financial compensation for the construction easements.
- **Audit Frequency/Reporting** – Contact with the Secretary of State's office has been made to inquire on the frequency of audits needed for RCRCA and reporting to their office. No determination has been made.
- **Website** – Netzke will be preparing a summarized Annual Report for the website to highlight the activities completed in 2020 (which will take the place of the report from the annual meeting).

AREA II – ENGINEER'S REPORT.

Springdale 19 Dam, Redwood County. We are still awaiting the Letter of Permission from the Corps of Engineers.

Custer 10 Small Dam, Lyon County. The Letter of Permission from the Corps of Engineers is being drafted and should arrive shortly. *Netzke added that the permit has been received.* ***Kurtz Wetland Restoration, Lyon County.*** Mr. Kurtz has sold the property and will no longer pursue the wetland restoration.

Del Clark Lake Sediment Ponds, Yellow Medicine County. We continue to await the Corps of Engineers approval so that we can bid this project. We have prepared the final bidding documents. CWF money expires 12/31/2021, so 2021 construction is anticipated. *Netzke added that the permit has been received. Advertising is planned for December with bids to be opened in January.*

Holly 2 Small Dam, Murray County. Bids were received on September 16. The low bidder was Ryan West Excavating at \$127,962.98 with the only other bid from Mathiowetz Construction at \$199,894.10. The engineer's estimate was \$146,272.75. 2021 construction is expected.

Springdale 21 Road Retention, Redwood County. With the DNR Dam Safety permit amendment in hand, quotes were obtained. The low bidder was Ryan West Excavating at \$41,000.00 with the second bid from L & S Construction at \$44,496.00. The engineer's estimate was \$42,852.00. The township accepted the low bid with hopes of 2020 completion of the project as the FEMA funds expire 6/9/2021.

Gales 36 Grade Stabilization, Redwood County. Thompson Excavating has submitted shop

drawings and anticipates starting this project shortly. **Lac qui Parle River Flow Restoration, Yellow Medicine County.** Cross sections for the river study have been extracted from field survey and Lidar data. We are starting to develop a flow model in order to assess possible restoration designs. **Sandnes 10 Riprap Protection, Yellow Medicine County.** A preliminary plan and cost estimate have been developed for this project and provided to the DNR for comment before sharing with the landowner. We intend to jointly meet with the landowner and DNR soon. Netzke added that the meeting is October 14. **Redwood Falls 8/9 Small Dam Redwood County.** We recently met with this landowner and he would like to proceed with the project. Funding is being pursued, with the intent of constructing this project next year. **Stony Run N 32 Dam Repair, Yellow Medicine County.** Bids were received on September 16 for this project. The low bidder was Thompson Excavating at \$60,603.90 with the second bid from Ground Works at \$76,470.75. The engineer's estimate was \$62,846.00. Fall 2020 construction is planned. **North Hero 27 Dam Repair, Redwood County.** Ryan West Excavating will be starting work on this project soon. **North Hero 32 Dam Repair, Redwood County.** We have started design work on this project. The project is, like most older SCS dams, in need of pipe replacement and minor grading work. **Delhi 30 Dam Repair, Redwood County.** This project is somewhat unique in that it involves a small dam which protects a nearby township road. The project would restore the old dam in order to reduce flows which then follow the township road ditch down a grade towards the Minnesota River Valley. **Lake Benton Dam Repair, Lincoln County.** We met recently with representatives of Lincoln County to review the condition of the dam at the outlet of Lake Benton. The concrete dam is in need of replacement as it has significant cracking and frost movement. We will be undertaking design work over the winter.

LAKE REDWOOD RECLAMATION PROJECT UPDATE.

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

Construction Meeting Highlights. From the most recent weekly meeting (September 30), much progress has been made with the perfect weather conditions. The majority of the clay embankment is in place with final density and compaction tests scheduled before placement of the topsoil can begin. The contractor continues to "farm" the soils to reduce the moisture in order to place the material and meet compaction requirements. All drain tiles have been discovered, rerouted and mapped including some tiles that were not known about before construction. The Arvig telephone line has not been relocated yet and we continue to work with their schedule as relocation is needed. A 4-minute drone video provided by HEI from September 30 was shared with the Board. After consultation with HEI and Jim Doering (City of Redwood Falls), the drone videos may be posted on the RCRCA website for the public.

Mathiowetz Construction Company – Partial Payment Request #2 has been certified in the amount of \$495,092.12 (\$679,498.90 less 5% retainage of \$33,974.94 and previous payment of \$150,431.83). Motion by Veerkamp, seconded by Lingbeek, to approve Partial Payment #2 as recommended by HEI. Motion carried unanimously.

HEI Request for Change in Services. This item was tabled at the August meeting. HEI has documented \$56,969.25 in additional services provided for CDF Acquisition Support and other services that involved considerable more work than HEI anticipated and estimated. Discussion followed. Motion by Nielsen, seconded by Drietz, to table this until the November meeting and ask Houston Engineering to participate in the Zoom call.

Time Lapse Camera

Bruns suggested acquiring a time lapse camera to capture the progress of the dredging on the lake. The camera could be mounted at Perks Park in Redwood Falls with the City's approval. Wohnoutka utilized his contacts and has obtained a camera from the Department of Ag for this use. HEI and Doering thought this was an excellent idea. In addition, HEI will continue to provide drone surveillance of the CDF during dredge operations and can also create a time lapse video archive.

COUNTY'S CORONAVIRUS POLICY REGARDING EXPOSURE/QUARANTINE – DISCUSSION.

Netzke inquired as to policies put in place by the counties regarding exposures and quarantines, especially if repetitive exposures occur. Guidance from Lyon County was obtained explaining the Expanded Family Leave Medical Act (FLMA) which may provide 12 weeks of paid leave at 2/3 pay rate after the first 10 days unpaid. The employee may use personal time to cover the first 10 days. Teleworking from home during the quarantine is allowed if productive work can be done. The leave covers time off for the employee for quarantine or illness, care for family

members who are ill, or if teleworking is not available. After some discussion, consensus of the Board was to check with HR from a few counties to verify understanding of the Expanded FLMA.

PERFORMANCE REVIEWS.

Area II – Kerry Netzke

The Area II Executive Board met before the regular meeting to review the results from the Survey Monkey poll for Netzke’s job performance. Netzke has been with Area II for 28 years and received a favorable review. A 1% COLA took effect at the start of the fiscal year on July 1. The recommendation of the Executive Board is to grant a 1% increase (as budgeted) retroactive to 8/23/2020. Motion by Gunnink, seconded by Drietz, to approve the recommendation of the Executive Board. Motion carried unanimously.

Area II Chairman Maatz declared the Area II portion of the meeting adjourned at 10:15 AM and signed off.

RCRCA – Shawn Wohnoutka

Netzke conducted a performance review with Wohnoutka who has been with RCRCA for 17 years. She has heard many good reports from MPCA and MDA on his sampling dedication and knowledge of the programs that he works with, and a favorable review was received. A 2% COLA took effect at the start of the fiscal year on January 1. It is her recommendation that Wohnoutka receive a 1% increase (Grade 5T to Grade 5V) retroactive to 9/2/2020. Motion by Anderson, seconded by Posthuma, to approve the recommendation for Wohnoutka to receive a 1% increase retroactive to 9/2/2020. Motion carried unanimously.

RCRCA – Joy Bruns

Netzke conducted a performance review with Bruns who has been with RCRCA for 10 years. She received a favorable review. A 2% COLA took effect at the start of the fiscal year on January 1. Netzke’s recommendation is that Bruns receive a 1% increase (Grade 4P to Grade 4R) effective 10/4/2020. Motion by Crowley, seconded by Sorensen, to approve the recommendation for Bruns to receive a 1% increase, effective 10/4/2020. Motion carried unanimously.

NEXT MEETING. The next meeting on November 5, 2020 will be held via Zoom.

ADJOURNMENT. RCRCA Chairman Johnson adjourned the meeting at 10:22 AM.

UPCOMING MEETINGS.

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|------------------------|----------------------------|----------|
| November Board Meeting | Thursday, November 5, 2020 | via Zoom |
| December Board Meeting | Thursday, December 3, 2020 | via Zoom |
| January Board Meeting | Thursday, January 7, 2021 | via Zoom |

John Maatz, AREA II Chairman

Date