

AREA II

AREA II / RCRCA

November 12, 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, John Maatz, Gary Crowley, Luke Johnson, and Glen Kack.

RCRCA Members Present: Jeff Veerkamp, Jeff Nielsen, Clark Lingbeek, Glen Sorensen, Gary Crowley, Mark Meulebroeck, Paul Posthuma, Luke Johnson, 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 9:01 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 Carter, to approve the Agenda as presented. Motion carried unanimously.

AGENCY AND MEETING REPORTS.

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

AMC – Commissioner Johnson reported that the policy committees are meeting November 16. A virtual Annual Conference is planned for December 7, 2020. The hotel has agreed to not charge for 2020 with reservations made to hold the conference at this venue in 2021.

WATERSHED DISTRICTS – Netzke requested financial assistance of \$3,000 for Stony Run N32 from YMRWD. YMRWD declined the request as the project site is outside their statutory watershed, but within the 1W1P boundary located in an orphan area that drains directly into the Minnesota River. Netzke contacted the LQP –YB Watershed to consider assistance. The LQP-YB agreed to \$1,500 and challenged the YMRWD to match it. Netzke returned to the YMRWD with the challenge and was successful in receiving matching funds of \$1,500. These funds will be provided to the landowner as part of the 25% local match.

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

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

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

APPROVE AREA II TREASURER’S REPORT – October 2020. Financials were reviewed with the Board. Revenue Received: \$5,637.03 Contract Services Income, \$36,352.76, Bonding Reimbursement, \$3,376.97 Miscellaneous Other Revenue (landowner reimbursement), and \$52.43 Interest. Bills for approval: Bolton & Menk \$3,842.50. Motion by Johnson, seconded by Maatz, to approve the October 2020 Treasurer’s Report and to authorize payment of the bills. Motion carried unanimously.

Revenue as recorded:

Contract Service Income (RCRCA)	\$ 5,637.03	Projects-Bonding	\$ 36,352.76
Interest Income	\$ 52.43	County Levy	\$ 0.00
State of MN-Administrative	\$ 0.00	SWCD Tech Assistance	\$ 0.00
Miscellaneous Income	\$ 3,376.97	PERA Assistance	\$ 0.00

Paid bills are summarized below:

Administration	\$ 15,784.19	Office Supplies	\$ 0.00
Bonding Project Funds	\$ 0.00	Other Insurance	\$ 0.00
Capital Outlay	\$ 0.00	Postage	\$ 0.00
Contract Services - RCRCA	\$ 1,231.88	Professional Services	\$ 8,173.00
Directors' Expense	\$ 0.00	Project Expenses Paid	\$ 34,232.14
Directors' Insurance	\$ 0.00	Project Permit Fees	\$ 0.00
Employee Expense	\$ 0.00	Rent	\$ 837.00
Field Supplies	\$ 0.00	Telephone	\$ 25.30
Investigating & Testing	\$ 0.00	Utilities	\$ 0.00
Maintenance & Repair	\$ 410.87	Vehicle Expense	\$ 92.00
Miscellaneous Expense	\$ 100.00	Continuing Education	\$ 0.00
Insurance	\$ 0.00		

Bill for approval:

Professional Fees	\$ 3,842.50
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APPROVE AREA II PAY COMPLETED COST SHARE CONTRACTS.**FY2019 Bonding**

David Doubler	North Hero 27 - Redwood	410 Grade Stabilization Repair
EST Cost: \$22,911.80		EST Cost Share: \$17,183.85 (75%)
ACTUAL Cost: \$22,911.80		ACTUAL Cost Share: \$17,183.85 (75%)

FY2019 Bonding

Keith Regnier	Island Lake 11 - Lyon	410 Grade Stabilization Repair
EST Cost: \$33,195.41		EST Cost Share: \$24,896.55 (75%)
ACTUAL Cost: \$33,195.41		ACTUAL Cost Share: \$24,896.55 (75%)

FY2019 Bonding

Loren Redman	Lamberton 36 - Redwood	410 Grade Stabilization
EST Cost: \$20,560.00		EST Cost Share: \$15,420.00 (75%)
ACTUAL Cost: \$20,560.00		ACTUAL Cost Share: \$15,420.00 (75%)

FY2019 Bonding

David Halverson	Stony Run N 32 - YM	410 Grade Stabilization Repair
EST Cost: \$60,603.90		EST Cost Share: \$45,452.92 (75%)
PARTIAL #1 Cost: \$51,541.70		PARTIAL #1 C/S: \$38,656.28 (75%)

Netzke requested payment on three completed cost share contracts (North Hero 27 – Redwood, Island Lake 11 – Lyon, and Lamberton 36 – Redwood) and one partial payment (Stony Run N 32 – Yellow Medicine). Motion by Crawley, seconded by Veerkamp, to approve the payments as detailed. Motion carried unanimously.

EXECUTIVE DIRECTOR'S REPORT.

- **BWSR Academy** – A virtual academy was conducted this year at no cost. The sessions were very informative.

AREA II

• **Bonding Request** – A \$1.998 Billion Bonding Bill was approved during the 5th Special Session held in October. The good news: Area II was included in the bill. The bad news: We were included under the DNR Flood Hazard Mitigation appropriation of \$17 million. DNR has a master list of projects awaiting funding, and this amount will cover about the top 6 projects on that list. Area II will most likely not receive any funds. Senator Dahms office is already drafting language for Area II in the event a small bonding bill is put together in 2021.

- **Construction** – The unexpected snowfall hampered construction, but all projects are ongoing once again.
- **Audit** – All information/receipts have been submitted to Peterson & Co. for the FY2020 Audit.

RCRCA

- **WPLMN** – It is estimated that the current grant will get us through December due to the dry late Summer/early Fall that we've experienced. The new agreement for 2021-2022 is being drafted, however we plan to allow the current grant to expire on 12/31/2020 and have the new grant automatically start 1/1/2021.
- **WRAPS Change Orders** – The change orders for both watershed grants will direct remaining funds from completed tasks to other tasks that are still ongoing (Subwatershed Analyses and Responses to Comments). Cost savings have been recognized due to Zoom meetings. An amendment to the RCRCA/Wenck Agreement is needed to redirect these funds. 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 (6 months ahead of schedule). The Local Work Group has begun discussing the transition to One Watershed, One Plan and when the partner SWCDs/Counties may be ready to apply for planning funds.
- **Lake Redwood** – The CDF was completed in mid-October, a month early, and before the heavy snows fell. Since a Maintenance Bond (\$400,000) is required to warranty the work through 2022, no retainage on the contract is held. Houston Engineering has processed the Change Order and Final Payment documents for the Board to approve. Even with the additional rock which was needed, other amounts of materials were less, and the project was completed about \$40,000 less than bid. HEI has submitted the remainder of the permit applications. A virtual "Industry Day" is being planned for early December where potential bidders will be able to see the project site via drone video, the Plans, and have the opportunity to ask questions or make suggestions to better the project. Discussions continue with the landowners of the laydown area and of the lake peninsulas regarding financial compensation for the construction easements we desire.
- **Audit Frequency/Reporting** – The Secretary of State's office confirmed the need for RCRCA to have annual audits and annual reporting to their office. There was no request for previous audits; just start with 2019.

AREA II – ENGINEER'S REPORT.

Springdale 19 Dam, Redwood County. The Letter of Permission received from the Corps of Engineers requires 2.998 acres of wetland credits. A meeting with the landowner, township and other parties will be arranged for early December before proceeding. **Custer 10 Small Dam, Lyon County.** The Letter of Permission from the Corps of Engineers has been received which requires 0.286 acres of wetland credits. WCA disputes the boundary and may require a slightly higher amount. We plan to bid this project in late winter. **Del Clark Lake Sediment Ponds, Yellow Medicine County.** We have received permission from the Corps of Engineers for the project. Bidding is anticipated in December or January with concurrence with the watershed district for opening date. **Holly 2 Small Dam, Murray County.** Ryan West Excavating will construct this project next spring. **Springdale 21 Road Retention, Redwood County.** Ryan West Excavating will complete the project yet this fall. **Gales 36 Grade Stabilization, Redwood County.** Thompson Excavating has completed the project. **Lac qui Parle River Flow Restoration, Yellow Medicine County.** We are continuing to work on the flow model for this project. The model is complicated due to the number on flow channels and short-cuts for river flow. Assistance with the model is being sought from the DNR. **Sandnes 10 Riprap Protection, Yellow Medicine County.** We met with the landowner and DNR regarding this project in October. The landowners intend to undertake the riprap stabilization project this fall, weather permitting. **Stony Run N 32 Dam Repair, Yellow Medicine County.** Thompson Excavating has the pipe installed and is working on the earthwork for this project. **North Hero 27 Dam Repair, Redwood County.** Ryan West Excavating has completed this project; a typical pipe replacement project. **North Hero 32 Dam Repair, Redwood County.** We have started design work on this project. This project, like the older SCS dams, is 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 dam in order to reduce flows which then follow the township road ditch down a grade toward the Minnesota River Valley. **Lake Benton Dam Repair, Lincoln County.** After viewing the condition of the dam outlet of Lake Benton, we have determined that the concrete dam is in need of replacement due to significant cracking and frost movement. Survey work is scheduled for when all the leaves have fallen. **Marble 23 Small Dam, Lincoln County.** Design work is underway for this small dam which the landowner's intent is to create a shallow wildlife pond. There appears to be enough storage for flow reduction benefits as well.

RCRCA / WENCK SUBCONTRACTORS AGREEMENT AMENDMENT #2. Cost savings have been recognized in both the Cottonwood River and Redwood River WRAPS/TMDL grants due to not having in-person meetings in 2020. The amendment for each contract will redirect funds from completed tasks to the remaining tasks. The \$200,000 grant for each watershed remains the same; just more funds are put towards Wenck's efforts, particularly for the Subwatershed Analysis Reports. The Cottonwood River amendment adds \$13,426.85 to Wenck's subcontract with RCRCA. The Redwood River amendment adds \$15,179.01 to the subcontractor agreement. Motion by Veerkamp, seconded by Nielsen, to approve the Wenck/RCRCA Subcontractor Amendments as presented and to authorize Netzke to sign both documents. Motion carried unanimously.

RCRCA DRAFT FY2021 BUDGET. Netzke presented a FY2021 Draft Budget to the board. This budget will need to be approved at the December 3 meeting. Discussion followed and revisions will be made.

LAKE REDWOOD RECLAMATION PROJECT UPDATE.

Engineering: Netzke reviewed Houston Engineering, Inc.'s (HEI) report for August 30 - October 17 with the Board.

Construction Update with Drone Video – Dennis McAlpine, PE. Dennis narrated the video and provided additional information regarding the construction and the challenges that Mathiowetz Construction Company (MCC) encountered. Mathiowetz Construction completed the project mid-October, approximately a month ahead of schedule. McAlpine complimented on the quality of the work and staff at MCC.

CDF Final Payment – Partial Payment Request (Final) #3 has been certified in the amount of \$278,954.13. With the Change Order in the amount of (\$41,936.51), the new contract price is \$924,478.08. Original contract price was \$966,414.59. Motion by Posthuma, seconded by Lingbeek, to approve Partial Payment #3 as approved by HEI and to authorize Netzke's signature. Motion carried unanimously.

HEI Request for Change in Services. This item was tabled from the October meeting. HEI has documented \$56,969.25 in additional services provided for CDF Acquisition Support and other services that involved considerably more work than HEI anticipated and estimated. Discussion followed with Dennis McAlpine, PE. Although Phase I costs exceeded estimates, Phase II costs are nearly \$35,000 under budget. It is hoped that costs continue to equalize by the end of the project. The general consensus of the board is to acknowledge the work completed, but not adjust the contract amount until nearer the end of the project by negotiation with HEI. McAlpine was asked to draft a new memorandum stating these conditions to be considered at the December meeting.

OTHER BUSINESS. Johnson inquired as to the current status of the Brawner Lake project. The last update that Netzke had been given from the DNR is that the engineering design was complete and the project would be going out for bids with anticipated construction in 2021. Netzke will be speaking to DNR soon and will ask for an update.

NEXT MEETING. The next meeting on December 3, 2020 will be held via Zoom.

RCRCA Chairman Johnson declared the RCRCA portion of the meeting adjourned at 12:11 PM.

PERFORMANCE REVIEW.

Area II – Joe Deschepper

Netzke conducted a performance review with Deschepper who has been with Area II for 27 years. A favorable review was received with no items noted for improvement. A 1% COLA took effect at the start of the fiscal year on July 1. The recommendation is to grant a 1% merit increase (as budgeted) retroactive to October 14, 2020. Motion by Johnson, seconded by Veerkamp, to approve the recommendation of the Executive Director. Motion carried unanimously.

ADJOURNMENT. Area II Chairman Maatz adjourned the meeting at 12:16 PM.

UPCOMING MEETINGS.

December Board Meeting	Thursday, December 3, 2020	via Zoom
January Board Meeting	Thursday, January 7, 2021	via Zoom
February Board Meeting	Thursday, February 4, 2021	via Zoom

John Maatz, AREA II Chairman

Date