

# AREA II

## AREA II / RCRC A

**October 5, 2017 Board of Directors Meeting – Redwood County Government Center, Redwood Falls, MN**

**AREA II Members Present:** Dennis Potter, Norman Holmen, John Maatz, Mic VanDevere, Rick Anderson, Lori Gunnink and Luke Johnson.

**RCRCA Members Present:** Dennis Potter, Greg Roiger, Norman Holmen, Clark Lingbeek, Mic VanDevere, Glen Sorensen, Rick Anderson, Mark Meulebroeck, Lori Gunnink, Paul Posthuma, Luke Johnson, Arvin Pater, Ed Carter and Tom Remmele.

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

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

**ADOPT AGENDA.** Area II Chairman Johnson asked for any additions to the Agenda. Netzke requested an addition of YM-1W1P MOA for Implementation. Motion by Gunnink, seconded by Potter, to approve the Agenda as amended. Motion carried unanimously.

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

**MASWCD** – Supervisor Lingbeek reported on buffers. A meeting was held near Dodge Center, MN recently to commemorate a similar meeting held 50 years ago where two presidential candidates and 100,000 people attended. Lingbeek also attended the 3<sup>rd</sup> MASWCD/AMC meeting to discuss granting levy authority to SWCDs.

**MINNESOTA RIVER CONGRESS** – Supervisor Lingbeek reported that the annual meeting will be held November 16 at the SCALE Regional Training Center north of Jordan, MN. A networking fair will be held in the afternoon with 6:00 PM dinner and 7:00 PM meeting to end at 9:00 PM. Board members are being sought to represent various categories and watersheds.

**AMC** – Commissioner Anderson, District 8 AMC Chairman, reported on the 3<sup>rd</sup> meeting for AMC/MASWCD levy authority for SWCDs. He noted that there are more SWCD managers than SWCD supervisors serving on the committee. A fee structure model is being discussed to equalize the potential funding to the SWCDs. One such model is used in the State of Washington with a per parcel fee structure. AMC will likely not approve levy authority. The 4<sup>th</sup> meeting is being planned dependent upon harvest.

**YMRWD** – Manager Boulton reported that many BMPs have been damaged due to all of the rainfall this year. Lift stations/pumps for tile systems are gaining popularity and are needed with the increased tile drainage. At the request of Boulton, Supervisor Sorensen updated the boards on the Red Pine Wind Tower Project in Lincoln County which will add 100 wind towers to the landscape.

**APPROVE RCRC A MINUTES of September 7, 2017 Monthly Board Meeting.** Motion by Lingbeek, seconded by Johnson, to approve the September 2017 Minutes as presented. Motion carried unanimously.

**APPROVE AREA II MINUTES of September 7, 2017 Monthly Board Meeting.** Motion by Maatz, seconded by Gunnink, to approve the September 2017 Minutes as presented. Motion carried unanimously.

**APPROVE RCRC A TREASURER’S REPORT – September 2017.** Netzke reviewed the financials with the Board. Motion by Potter, seconded by Meulebroeck, to approve the September 2017 Treasurer’s Report and the payment of the bills as presented. Motion carried unanimously.

**RCRCA - CD INVESTMENT OPTIONS:** RCRCA has a \$100,000 CD currently at Pershing LLC maturing October 31, 2017. Netzke presented the board with several options for investing the funds at local institutions. Motion by Anderson, seconded by Lingbeek, to invest the entire amount (\$100,000 plus interest earned) with Pershing LLC at an interest rate of 1.45% for a term of 12 months. Motion carried unanimously.

**APPROVE AREA II TREASURER’S REPORT – September 2017.** Netzke reviewed the financials with the Board. Income received: \$146,748.92 Bonding Reimbursement, \$2,154.96 Contract Services Income and \$35.30 Interest Income. Bills for approval include: \$4,366.50 Professional Services and \$11,432.25 1W1P Consultant Services (to be approved by the YM 1W1P Policy Committee). Motion by Gunnink, seconded by Anderson, to approve the September 2017 Treasurer’s Report and for payment of the bills. Motion carried unanimously.

**Revenue as recorded:**

Contract Service Income (RCRCA)	\$ 2,154.96	Projects-Bonding	\$ 146,748.92
Interest Income	\$ 35.30	County Levy	\$ -0-
State of MN-Administrative	\$ -0-	1W1P Grant Funds	\$ -0-
SWCD Tech Assistance	\$ -0-	1W1P-Contract Service	\$ -0-

**Paid bills are summarized below:**

Administration	\$ 14,016.96	Directors’ Expense	\$ -0-
Maintenance & Repair	\$ 257.55	Rent	\$ 837.00
Miscellaneous Expense	\$ 5.96	Office Supplies	\$ 57.50
Professional Services	\$ 4,590.00	Vehicle Expense	\$ 484.79
Contract Services - RCRCA	\$ 1,027.84	Field Supplies	\$ -0-
Bonding Project Funds	\$ 137,230.20	Employee Expense	\$ 51.89
1W1P Grant Expenses (cash basis)	\$ -0-	Investigating & Testing	\$ -0-
Directors’ Insurance	\$ -0-	Telephone	\$ 23.94
Other Insurance	\$ -0-	Utilities	\$ -0-

**Approved bills for payment are summarized below:**

Professional Services	\$ 4,366.50	Project Expense	\$ -0-
YM 1W1P - Consultant	\$ 11,432.25		

**RCRCA - APPROVE NEW COST SHARE APPLICATIONS:** None

**RCRCA CONTRACTS FOR AMENDMENT/CANCELLATION:** None

**RCRCA CONTRACTS FOR PAYMENTS:** None

**AREA II – APPROVE NEW COST SHARE APPLICATIONS:** None

**AREA II CONTRACT AMENDMENT:**

<b>Marvin Sabinske</b>	<b>Lyon – Sodus 36</b>	<b>410 Grade Stabilization Repair</b>
<b>Original Estimate: \$32,000.00</b>		<b>Original Cost Share: \$24,000.00 (75%)</b>
<b>Additional Cost: \$178.46</b>		<b>Additional Cost Share: \$133.85 (75%)</b>
<b>Amended Cost: \$32,178.46</b>		<b>Amended Cost Share: \$24,133.85 (75%)</b>
<i>The bids came in slightly higher than the Engineer’s Estimate.</i>		

**AREA II CONTRACTS FOR PAYMENT:**

<b>Lincoln County</b>	<b>Lincoln – CD 37</b>	<b>657 Pump Station</b>
<b>Original Estimate: \$124,523.00</b>		<b>Original Cost Share: \$93,392.25 (75%)</b>
<b>Partial Payment #1: \$59,336.34</b>		<b>Partial Payment #1 Cost Share: \$44,502.26 (75%)</b>
<b>Partial Payment #2: \$45,614.91</b>		<b>Partial Payment #2 Cost Share: \$34,211.19 (75%)</b>

Motion by Maatz, seconded by Gunnink, to approve the contract amendment for Lyon – Sodus 36 Grade Stabilization Repair and payment for Lincoln – Lincoln CD 37 Pump Station (Partial Payment 2). Motion carried unanimously.

### **EXECUTIVE DIRECTOR’S REPORT.**

- **Vacation** – Netzke will be on vacation October 19, 20, and 23.
- **Legislative Gathering** – Invitations have been mailed out. RSVPs are due October 18. Please remind your fellow board members of the event and of the RSVP date.

### **AREA II**

- **Yellow Medicine One Watershed One Plan (1W1P)** – No comments on the draft Memorandum of Agreement for Implementation were received by the September 30 deadline. The partners were asked to sign the MOA. The Policy Committee will meet October 30 to approve the RESPEC invoices so Area II can issue payment. An update to the anticipated funding for 1W1P will be requested from BWSR. Netzke is seeking a MN Conservation Corps employee for the summer of 2018 to conduct an inventory and assessment of existing small dams within the Yellow Medicine watershed. Area II will only need to provide desk space and a vehicle (when needed). The Board supports this position.
- **Dam Liability Insurance** – Upon request, the League of Minnesota Cities (LMCIT) has re-reviewed the JPA to determine if coverage could be offered. Again, LMCIT does not classify Area II as a “special purpose district” and requires at least one city member to the JPA; therefore Area II is not eligible. After contacting Blue Earth and Dakota Counties regarding their dam liability insurance, names were provided for brokers in the Twin Cities to help locate insurance providers. David Howard from AJ Gallagher, a firm that specializes in public insurance, is seeking carriers on Area II’s behalf as well as visiting with LMCIT about their classification of Area II.
- **New Pickup** – Local dealers were contacted for bids on contractor-grade pickups and box cover options. The cover on the current Ford pickup will not fit newer Ford models. Prices/information will be presented as a separate Agenda item.
- **JPA Renewal** – The current JPA will expire December 31, 2017. No changes to the current JPA language are proposed; just a new expiration date of December 31, 2019. The levy percentages may be updated using MN Dept. of Revenue certified 2016 tax valuations. This will be presented as a separate Agenda item.

### **RCRCA**

- **Phase 1 WRAPS** – The Local Work Group will meet November 7 to determine which lakes to conduct sediment borings upon. With this information, the WRAPS/TMDL budgets for each watershed can be finalized and contracts drafted with RCRCA.
- **Environmental Fair** – Shawn and Joy were presenters for the annual event which was held at the Lyon County Fairgrounds. 306 5<sup>th</sup> and 6<sup>th</sup> graders from 9 schools were in attendance and enjoyed the lesson using RCRCA’s stream table. Photos are on the RCRCA Facebook page and website.
- **Canoe Storage** – Netzke has been in contact with Lyon County to determine if indoor storage space would be available to keep the canoes in Marshall rather than in the Redwood SWCD shed. The kayaks can be stored in the Lyon SWCD Tree Shed. No response has been received as of yet.
- **Groundwater Workshop** – Netzke attended “Groundwater in the Watershed: Planning for a Secure Future” on October 2 in Luverne. The presenters were groundwater experts from around the state.

### **AREA II ENGINEER’S REPORT.**

#### ***Projects Under Construction or Recently Completed.***

- **Holly 1 Grade Stabilization Repair, Murray County.** Thompson Excavating completed work on this project.
- **Nordland 19 Small Dam Repair, Lyon County.** Groundworks finished this project.
- **Charlestown 30 Small Dam (Jeckell), Redwood County.** Ryan West has started work on this dam and has a substantial portion of the embankment and pond excavation completed. Netzke added that with the recent heavy rainfall, the pond filled completely before excavation was complete. Pumping of the pond has begun.

**Redwood Falls 18 Small Dam, Redwood County.** The pre-construction meeting for this project was held recently. Mathiowetz Construction plans to start work next week. The wetland credit withdrawal/purchase has been processed.

**Lincoln CD 37 Pump Station, Lincoln County.** Much of the work on this project has been completed. The pump station structure is in place and the internal plumbing is completed. Remaining work includes the electrical installation and the

connection of the tile lines to the structure. **Morton Dam Repair - Birch Cooley 19, Renville County.** We are working with the DNR to answer questions about potential flooding in the City of Morton should this dam fail. We have supplied the DNR with survey data in several areas for their further analysis. Also, we have received verification from the Corps of Engineers that the dam is not subject to their permitting rules. Renville SWCD's funding for the project is secured until December 2018. **Charlestown 34 Small Dam, Redwood County.** We are in the process of verifying survey elevations for this structure. We are hopeful that permitting can be completed this winter in preparation for 2018 construction. Responses to the Corps' questions have been provided. **Nordland 20 Small Dam, Lyon County.** The plans for this dam are completed and the Joint Permit Application to the Corps, DNR and WCA has been submitted. The dam will impact a small wetland area, so mitigation of the impact in terms of a bypass tile line and wetland credit purchase is anticipated. DNR has issued a dam safety permit for the project. We have received questions from the Corps which we are in the process of answering. **Nordland 6 Road Retention, Lyon County.** The watershed district intends to re-bid project this winter. **North Hero 31 Grade Stabilization Repair, Redwood County.** Ryan West Excavating expects to complete this project this fall. **Sodus 35 Grade Stabilization, Lyon County.** After completing the design and taking bids, the landowner has decided not to proceed with the project. **Lamberton 26 Small Dam Repair, Redwood County.** We have started initial design work on this structure which should be built in 2018. **Swede's Forest 27 Small Dam Repair, Redwood County.** Design work on this repair has also been started. This project will likely be funded by EQIP in 2018. **Hansonville 27 Grade Stabilization Repair, Lincoln County.** The design for this repair project has been completed. The construction will likely be scheduled for 2018. Lincoln SWCD has been contacted regarding potential cost-share funding as Area II's bonding funds may be depleted by the time of construction.

**OFFICE SPACE LEASE EXTENSION.** Netzke contacted the landlord regarding an extension on the lease for one year. At this time there are some changes happening with the mall building (which is owned by a different person) that could potentially impact the office space. For this reason, a longer term lease is not recommended. The landlord was willing to extend the lease for another year at the same rate of \$1674/month (\$837/entity). **Area II** – Motion by Maatz, seconded by Gunnink, to approve the office space lease extension for one year as presented. Motioned carried unanimously. **RCRCA** - Motion by Lingbeek, seconded by Posthuma, to approve the office space lease extension for one year as presented. Motioned carried unanimously.

**AREA II JOINT POWERS AGREEMENT RENEWAL.** Netzke reported that the renewal of the joint powers agreement is due December 31, 2017. A copy of the agreement and history of the county percentages were provided to board members for their review. Last year, when Area II became unincorporated and a new joint powers was signed, the board reviewed the county percentages which determine the levy amounts. No changes to the percentages were made at that time. Netzke explained that the current percentages have been in place since 2001, and using 2016 certified tax capacities for each county, small changes to the percentages would result with Brown and Redwood Counties seeing a small reduction, and the remaining counties seeing small increases. After some discussion, it was determined that there was not a significant change to warrant changing the percentages for this agreement renewal. A few errors were noted in the document that need to be corrected before sending the agreement to the counties for their review and approval. Area II delegates shall obtain authorization to sign the agreement at the November or December meetings. Motion by Anderson, second by Potter, to approve the Joint Powers Agreement renewal as corrected and with no change to the current county percentages. Motion carried unanimously.

**AREA II PICKUP OPTIONS.** Netzke presented the board with options to replace the 2008 Ford pickup with 112,785 miles. Discussion followed addressing the Tonneau cover, surveyors box with freight, chrome/rim package, and trade-in versus private sale of the current pickup. Motion by Holmen, seconded by Potter, to accept the bid from Lockwood Motors for a 2018 1500 Dodge Crew Cab 4X4 short box pickup with soft Tonneau cover and chrome/rim package, at an estimated cost of \$24,225.20 (\$28,637 quote + \$599 chrome/rim package + \$489.60 cover - \$5,500 minimum trade-in) plus tax, title and license with trade-in of the 2008 Ford and purchase of the surveyors box for \$1,595 + \$538.25 freight. Motion carried unanimously. The surveyor box will be shipped to Lockwood Motors for installation. Area II staff may select the color of the vehicle.

**APPROVE AREA II LOCAL MATCH ASSISTANCE TO Redwood Falls 18.** Netzke requested local match assistance for the increased cost of wetland credits purchased. The price of the wetland credits available at the time of permit application was \$32,000/acre; the least expensive credits available 19 months later when the permit arrived were \$60,000/acre. The landowner's 25% match increased by \$2,240 which he is requesting assistance with. Discussion

followed. The Board does not wish to set a precedent as wetland mitigation is a necessary part of construction. The Board is more likely to provide assistance for unanticipated complications that arise during construction which require change orders. All local match requests will continue to be decided upon a case-by-case basis. No motion was made.

**JANUARY 2018 MEETING DATE.** Netzke requested that the board determine the meeting date for January as the first Thursday would fall on January 4 prior to any committee assignments by the counties and SWCD's. Discussion followed with the majority wanting to keep the meeting on January 4.

**LEGISLATIVE GATHERING – Thursday, November 2, 2017.** Netzke requested that the meeting time be moved to 2:15 PM as Area II's auditor cannot attend the December meeting due to peer review commitments, and wishes to present his audit findings in November. **RCRCA** – Motion by Lingbeek, seconded by Roiger, to change the business meeting time to 2:15 PM. Motion carried unanimously. **Area II** – Motion by Anderson, seconded by Gunnink, to change the business meeting time to 2:15 PM. Motion carried unanimously. The Board of Directors business meeting will begin at 2:15 PM, registration for the gathering at 3:00 PM, meeting start at 3:30 PM, and meal at 5:30 PM. Dr. Jeff Stock, SWROC has accepted our invitation to speak at our meeting on "Assessment of Side Inlet Designs".

**AREA II – YELLOW MEDICINE One Watershed, One Plan Memorandum of Agreement.** Netzke reported that the agreement has been reviewed by two attorneys and no changes were suggested from the ten partners. The MOA requires no financial commitment from Area II; only a shared cooperation to help the Plan meet its goal of 1000 acre-feet of new storage in 10 years. Area II will no longer administer the grant as that responsibility will be transferred to YMRWD. Motion by Potter, seconded by Anderson, to authorize the Chairman and Executive Director to sign the MOA. Motion carried unanimously.

**AREA II – PERFORMANCE REVIEW – DeSchepper, Area II Engineering Technician.** Netzke conducted a satisfactory performance review of DeSchepper and recommends a 1% merit increase as budgeted. Motion by Gunnink, seconded by Maatz, to accept the performance review and approve the 1% merit increase as recommended. Motion carried unanimously.

**RCRCA – PERFORMANCE REVIEW – Bruns, RCRCA Office Manager.** Netzke conducted a satisfactory performance review of Bruns and recommends a wage increase of 1% to Grade 4 Step K as budgeted. Motion by Meulebroeck, seconded by Johnson, to accept the performance review and approve the increase as recommended. Motion carried unanimously. The Board commended Bruns for her efforts to the organization.

**ADJOURNMENT.** With no other business to address, Area II Chairman Johnson and RCRCA Chairman Holmen declared the meeting adjourned at 10:59 AM.

---

## **UPCOMING MEETINGS.**

<b>November 2017 Board Meeting</b>	<b>November 2, 2017</b>	<b>Pipestone, MN – Hiawatha Lodge – 2:15 PM</b>
December 2017 Board Meeting	December 7, 2017	Redwood Falls, MN – MN West Conf. Room – 9:00 AM
January 2018 Board Meeting	January 4, 2018	Marshall, MN – BWSR Conference Room, Marshall 9:00 AM