

AREA II

AREA II & RCRCA Boards of Directors Meeting

May 5, 2016 – 9:00 AM – Lyon Street Service Center – Marshall, MN

AREA II Members Present: Norman Holmen, Roy Marihart, Joe Drietz, Rodney Stensrud, Bob Moline, Luke Johnson, Lon Walling and Louis Sherlin.

RCRCA Members Present: Greg Roiger, Norman Holmen, Clark Lingbeek, Joe Drietz, Glen Sorensen, Rodney Stensrud, Bob Moline, Paul Posthuma, Luke Johnson, Lon Walling, Ed Carter and Louis Sherlin.

Others Present: Kerry Netzke – Executive Director, Joy Bruns – RCRCA Office Manager, John Boulton – YMRWD, Trudy Hastad and Darrel Ellefson –LQP-YB Watershed District, and Ken Bickner – Murray SWCD.

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

ADOPT AGENDA. RCRCA Chairman Holmen asked for any additions to the agenda. Walling requested an addition to the agenda regarding buffer enforcement. Motion by Moline, seconded by Walling, to approve the agenda as amended. Motion carried unanimously.

AGENCY AND MEETING REPORTS:

AMC – Commissioner Moline reported on the District VIII conference call meeting Monday afternoon. AMC has strategic planning scheduled for August 18-19. District meetings will be held on June 1, 2 and 3. Working with the Legislature has been challenging this year with long hours in committee and no noticeable progress on issues.

MN River Congress – Supervisor Lingbeek reported that the next meeting will be May 16, 2016.

YMRWD – John Boulton reported that tile permits have slowed down; more permits involve pattern tiling. Two ditches are in redetermination; both are over 100 years old with no repairs left to them. Largest beaver caught so far this year weighed 54 pounds.

LQP-YB – Trudy Hastad reported that they are starting the second year of WRAPS monitoring. They are working on the Emergency Action Plan for Canby Creek with Yellow Medicine County and the City of Canby. The plan is to be reviewed and updated annually. HDR Engineering was hired by NRCS to assess the Canby Creek System. The Dam Breach Analysis is a valuable tool for the emergency plan. A wetland bank site has been approved in the watershed with seeding to be completed in 2016. Another wetland bank site will be seeking approval soon. Two county ditches are in redetermination in LQP County. The annual audit is being completed.

MURRAY SWCD – Ken Bickner, the new administrator for the District, was introduced to Area II and RCRCA. He is originally from Heron Lake. His most previous employment was with the DNR Dam Safety Unit in St. Paul and has an extensive background working with water and wastewater.

APPROVE AREA II MINUTES of April 7, 2016 Monthly Board Meeting. Motion by Sherlin, seconded by Holmen, to approve the April 2016 minutes as corrected. Motion carried unanimously.

APPROVE RCRCA MINUTES of April 7, 2016 Monthly Board Meeting. Motion by Johnson, seconded by Stensrud, to approve the April 2016 minutes as corrected. Motion carried unanimously.

APPROVE JOINT AREA II/RCRCA POLICY COMMITTEE Meeting Minutes – April 25, 2016. Motion by Johnson, seconded by Stensrud, to approve the Joint Policy Committee meeting minutes as presented. Motion carried unanimously.

APPROVE AREA II TREASURER’S REPORT. Netzke reviewed the financials with the Board for month ending April 30. The Wells Fargo account will be closed after confirming that all ACH deposits have been directed to the HomeTown Bank account. Professional Services were higher than normal due to the Bassford Remele’s work on the corporate dissolution and additional engineering to meet the EQIP funding deadline. Motion by Walling, seconded by Moline, to approve the financial report and the bills for payment. A voice vote was taken. Motion carried unanimously.

Revenue as recorded:

Contract Service Income (RCRCA)	\$ 2,215.35	Projects-Bonding	\$ -0-
Interest Income	\$ 20.51	Misc. Income	\$ -0-
1W1P Grant Income	\$ 16.17**	County Levy	\$ -0-
County Funds-Redwood SWCD	\$ -0-	1W1P Grant Funds	\$ -0-

Paid bills are summarized below:

Administration	\$ 13,076.98	Director Expense	\$ -0-
Maintenance & Repair	\$ 94.39	Rent & Utilities	\$ 837.00
Miscellaneous Expense	\$ 26.94	Office Supplies	\$ 128.95
Professional Services	\$ 6,111.50	Vehicle Expense	\$ 120.97
Contract Services - RCRCA	\$ 2,684.00	Field Supplies	\$ -0-
Bonding Project Funds	\$ -0-	Employee Expense	\$ 155.85
Postage	\$ 94.00	Project Expense	\$ 15,202.50
1W1P Grant Expenses	\$ 31.80	Investigating & Testing	\$ 8,800.00
Directors’ Insurance	\$ -0-	Telephone	\$ 20.34
Continuing Education	\$ -0-		

Approved bills for payment summarized below:

Contract Services - RCRCA	\$ -0-	Professional Services	\$ 5,037.50
Consulting Services - 1W1P	\$ -0-	Investigation/Testing	\$ -0-
Contract Services - 1W1P	\$ 16.17**	Maintenance/Repairs	\$ -0-

**** To be approved by 1W1P Policy Committee**

APPROVE RCRCA TREASURER’S REPORT. Netzke reviewed the financials with the Board for the month ending April 30. Motion by Posthuma, seconded by Drietz, to approve the financial report and for payment of the bills. Motion carried unanimously.

RCRCA - APPROVE NEW COST SHARE APPLICATIONS/AMENDMENTS/CANCELLATIONS

NEW COST SHARE CONTRACTS:

COTTONWOOD WATERSHED:

Netzke presented one cost share application for approval, Redwood-Lamberton 1 for a grade stabilization project. Motion by Sherlin, second by Walling, to approve the cost share application. Motion carried unanimously.

CONTRACT AMENDMENT: None

CONTRACTS FOR PAYMENT:

COTTONWOOD WATERSHED:

Netzke presented two payment requests: alternative intakes for Brown-Prairieville 14 and Redwood-Willow Lake 24/25. The Redwood-Willow Lake 24/25 payment amount was adjusted for being less than estimated cost. Payment is pending the landowner’s signature. Motion made by Stensrud, seconded by Lingbeek, to approve both payment requests, with Redwood-Willow Lake 24/25 pending the landowner’s signature. Motion carried unanimously.

AREA II – APPROVE COST SHARE APPLICATIONS/AMENDMENTS/CANCELLATIONS

FY2016 Bonding

Casey Hultquist

EST Cost: **\$38,295.20**

Funding from EQIP \$9,278,000 – Area II funding of \$19,443.40 to reach maximum of 75% - \$28,721.40

Redwood – Upper Delhi 30

Grade Stabilization Repair

EST Cost Share: **\$19,443.40** (51%)

Netzke presented the Redwood-Upper Delhi 30 dam repair for approval. The project is partially funded by EQIP. Motion by Walling, seconded by Moline, to approve the cost share contract. Motion carried unanimously.

EXECUTIVE DIRECTOR’S REPORT:

- Lyon SWCD has hired Devin Ryan as their new conservation technician who will be housed in the Area II/RCRCA office. May 9 is his start date. In lieu of rent, the new employee will offer in-kind services to RCRCA and Area II.
- Adopt-A-Highway cleanup date was May 4 by the St. Matthew Lutheran Youth Group (Wabasso). Thank you notes from the youth group were shared with the Boards.

AREA II

- Yellow Medicine **One Watershed, One Plan** Planning Work Group and agency representatives met April 19 to review the 2nd Draft of the Plan document and April 26 for the Targeted Implementation Plan review. The Draft Plan document is available on the Area II website.
The Plan will begin its formal 60-day comment period on May 16 as set by the Policy Committee who will meet May 11. The Advisory Committee met on May 4 to review the draft Plan and make recommendations to the Policy Committee.
- Julie Krebs, BWSR Verification Specialist, and Jason Beckler, BWSR Conservationist visited April 11 to follow up on the recommendations from the verification/audit in 2015. All recommendations have been put in place.
- FY2016 billings to the member counties will be mailed May 2. Murray County has already submitted payment.

RCRCA

- The WPLMN Final Report and Final Invoice were approved. Payment should arrive soon.
- Quarterly invoices for the new WPLMN grant as well as the Cottonwood 319 grant were submitted for reimbursement. A Change Order was executed for the Cottonwood 319 grant to move extra technical service funds to project cost-share funds. Netzke and Moldestad have been working to ensure that cooperators intend to use the funding as planned so that all project funds are expended before the grant deadline of August 31. The same cooperator contact has been made for the Drainage Water Management and Clean Water Funds that will expire December 31.
- Advertising for the canoe trips will begin May 9 as the canoes have been reserved. Eight RSVPs have already been received for the Cottonwood trip – returning adventurers from Texas. Brochures have been printed professionally to provide the canoers/kayakers with information/educational material about RCRCA. New identification stickers for the RCRCA canoes and kayaks have been installed with the new phone number.
- The Biennial Budget Request (BBR) was submitted on April 29 as an extension was granted by BWSR until this date. Financial grant needs for the 2017-2018 biennium were identified for project cost-share, full-time water quality technician for Redwood/Cottonwood WRAPS (starting 2017); part-time professional engineer for design of streambanks and JAA sign-off for SWCDs, and project cost-share funding.

LEGISLATIVE UPDATE.

Netzke reported that both bills of interest (sf34/hf58 – LQP-YB WD and sf1421/hf1473 – Lake Redwood) are currently in the Capital Investment Committee. Funding targets are being negotiated so conferees have not been appointed.

RCRCA and AREA II POLICY COMMITTEE – RECOMMENDATIONS. Netzke and Johnson met earlier this morning to discuss a few changes, based on prior discussions and proofreading as follows: 1) Area II page 1, add board policy regarding teleconferences, 2) Area II page 7, Project Policies B & C are not used and may be removed, 3) Probationary Period – insert “following a satisfactory performance evaluation” in the second paragraph, and Executive Director shall recommend approval to the Board to end probationary period, 4) Work Policies – Attendance and Leave – insert “or as soon as practical” at the end of the statement, 5) Voluntary Leave Without Pay – delete paragraph allowing use of LWOP with existing balance of vacation or other leave, 6) change AFDC to MFIP, 7) page 40 – Cause of Dismissal – add position elimination statement to Area II’s policy as in RCRCA policy, 8) RCRCA page 9 - remove Redwood and Cottonwood Rivers Project employees as future employees would be under RCRCA, 9) RCRCA page 15 – Office closure – strike second paragraph, 10) Page 16 – strike sentence beginning “One year total vacation...”, 11) RCRCA page 18 – Sick Leave – discontinue deferred sick leave account, and 12) RCRCA page 34 – delete last sentence on the page as it is included in the bulleted list above. After some discussion, it was decided to bring both policies back for approval next month after completing the revisions.

AREA II FY2017 BUDGET OPTIONS. Netzke presented a comparison of FY2016 with proposed FY2017 with two budget options: 2% COLA increase, and 2% COLA + 1% merit increase. There are a few items that need to be revised such as health insurance and estimated income from RCRCA Contract Services. The board recommended adding \$5,000 into the budget each year for capital expenditures, such as vehicle replacement. In the past, vehicles and larger expenditures have been taken from reserves as needed. The Board requested vehicle information for Area II and RCRCA. Holmen suggested that upon Area II buying a new pickup, Area II could sell its old pickup to RCRCA to replace the older RCRCA pickup. Netzke will make the revisions and bring the budget back to the Board for approval in June.

AREA II ENGINEER’S REPORT:

Sherman 22 Streambank Stabilization, Redwood County. The Corps of Engineers has issued their permit for this project. Blomeke Construction is scheduled to perform the work after the June 15 restriction in the DNR permit. ***Lake Stay 3 Small Dam, Lincoln County.*** Design work is completed on this project and is scheduled for 2016 construction. No wetlands or other permitting issues have been identified for this project. YMRWD has committed \$2,500 in financial assistance to the landowner. We are awaiting the landowner’s permission to start the bid process shortly. ***Charlestown 30 Small Dam, Redwood County.*** Design work on this project is completed. We have sent information to the DNR for a dam safety permit and to the Corps of Engineers for their review. ***Monroe 31 Grade Stabilization, Lyon County.*** This project includes a series of small dikes in an agricultural waterway as a means to reduce erosion and control flow. A tile outlet system would convey flows to an established outlet. Bids were recently received and Ryan West Excavating was the low bidder at \$33,594.77, about half of the Engineer’s Estimate of \$62,400.25. The project is scheduled for fall construction with 75% cost-share provided by Lyon SWCD. ***Redwood Falls 18 Small Dam, Redwood County.*** Design work has been started on this project which is near another dam on the property which was constructed in 2014. The site is adjacent to the Redwood River. Some wetland mitigation is anticipated to be needed for this project. A wetland delineation is needed before progressing further. ***Lamberton 26 and 27 Streambank Stabilization, Redwood County.*** We have completed the design for these two streambank stabilization projects. Corps of Engineers and DNR permit applications for both projects have been submitted and are currently in review. The two projects will likely be bid together as they are a mile apart from one another. RCRCA’s 319 funds for the Cottonwood River which expire in August will be utilized for 75% cost-share. ***Upper Delhi 30 Small Dam Repairs, Redwood County.*** These two dam repair projects are ready for construction. One project has been let and bids are pending for the second. Troy Thompson Excavating was the successful bidder at \$38,295.20. The Engineer’s Estimate was \$51,001.10. Bonding will be used to cover 75% of the costs. ***Gales 15 Small Dam, Redwood County.*** Bids were received and Schmidt Construction was the low bidder at \$51,929.00, about half of the engineer’s estimate of \$99,246.40. Wetland credits have been purchased (0.60 acres for \$18,000.00) so that the project can be built before the specified completion date of June 30th. Bonding will be used to cover 75% of the costs less EQIP funding. ***Lamberton 1 Grade Stabilization, Redwood County.*** Bids were received for this project and Ryan West Excavating was the low bidder at \$43,469.80, under the Engineer’s Estimate of \$56,387.65. The project will be built this fall using EQIP and RCRCA Clean Water Funds. ***Honner 32 Reconstruction, Redwood County.*** Plans for this reconstruction project are complete and we have met with the landowner to gain concurrence with the design and the

project schedule. Estimated costs for restoration/redesign are \$30,817.60. We anticipate the construction to begin in May with completion in June. Since this is a warranty project as it failed less than a year following completion, material costs will be covered by Area II and Ryan West Excavating. Bolton & Menk will donate engineering services. ***Island Lake 2 Dam Repair, Lyon County.*** Design work on this repair project has been completed. We are scheduling a meeting with the landowner to review the plans. ***Lake Benton 5 Dam Repair, Lincoln County.*** Design for this project is progressing and should be completed in the coming week. We will then meet with the landowner to review the plans.

HONOR 32 RECONSTRUCTION, REDWOOD COUNTY. Netzke requested Board approval for Area II's portion in the repair of the project. Hansel has prepared an Engineer's Estimate of \$30,817.60 if the project was being bid. After meeting with the landowner and contractor, an agreement was made for Area II to pay for materials, Ryan West Excavating will supply the labor and some materials, and Bolton & Menk will provide engineering services. The estimate could change depending on the availability of clay and topsoil which will need to be brought onto the project site. Motion was made by Moline, seconded by Stensrud to approve up to \$20,500 for the repair from county project funds. Motion carried unanimously.

DISSOLUTION OF AREA II'S CORPORATE STATUS – AREA II RESOLUTION FOR APPROVAL. Netzke reported that the Notice to the Attorney General has been sent. MCIT staff have reviewed the revised Joint Powers Agreement and have approved with a few minor revisions. Motion made by Moline, seconded by Stensrud to strike subdivision 11 regarding litigation costs as recommended by MCIT and Bassford Remele. Motion carried unanimously. Motion was made by Sherlin, seconded by Holmen to approve the revised Joint Powers Agreement for signature. Motion carried unanimously. Eight of the nine counties were present for signature. Netzke will secure Potter's signature next week and distribute the executed document to all interested parties.

RESCHEDULE OCTOBER 6TH BOARD MEETING. Netzke reported that she and Emily Javens, YMRWD Administrator, have been asked to be presenters on October 6th at Prairies Edge at the MN Association of County Planning and Zoning Administrators annual conference. A presentation concerning One Watershed One Plan is planned with a panel discussion to follow. Because of this conflict, Netzke requested to hold the October meeting on October 7th. Motion made by Moline, seconded by Sherlin to reschedule the October meeting for Friday, October 7, 2016 in Redwood Falls at 9:00 AM. Motion carried unanimously.

OTHER BUSINESS/ANNOUNCEMENTS.

Buffer Strip Enforcement Local or BWSR and Other Waters – The DNR and counties are working on finalizing the buffer maps. Walling asked the board members if their counties are planning to enforce the buffer strips or if those activities will be redirected to BWSR. Walling would like consistency in the area. Johnson asked if the SWCDs plan to expand the "other waters" for enforcement, such as private ditches. Lingbeek would like to see private ditches addressed at the same time as public ditches. Lincoln and Murray Counties have not discussed this issue yet. Lyon, Pipestone and Redwood are planning local enforcement at this time. Clarification is needed on the fines to be assessed for non-compliance. A method of posting compliance should be established at the county level.

Lake Yankton – Beaver dams downstream of Lake Yankton are currently causing the lake level to rise. Nine acres of land on the Lyon County side of the lake have been flooded and residents are unhappy about the lake level.

ADJOURNMENT. Chairman Holmen and Chairman Johnson adjourned the meeting at 10:47 AM.

UPCOMING MEETINGS:

June Board Meeting	Thursday, June 9, 2016	Redwood Government Center, Redwood Falls, MN – 9:00 AM
July Board Meeting	Thursday, July 7, 2016	BWSR Conference Room – Marshall, MN – 9:00 AM
August Board Meeting	Thursday, August 4, 2016	Redwood Government Center, Redwood Falls, MN – 9:00 AM