

# RCRCA

## AREA II & RCRCA Executive Boards of Directors Meeting

December 9, 2016 – 1:00 PM – BWSR Office, Marshall, MN

**AREA II Members Present:** Dennis Potter, Norman Holmen, Rodney Stensrud and Luke Johnson.

**RCRCA Members Present:** Dennis Potter, Jack Vogel, Norman Holmen, Rodney Stensrud, Mark Meulebroeck, Paul Posthuma and Luke Johnson.

**Others Present:** Kerry Netzke – Executive Director, Joy Bruns – RCRCA Office Manager, John Boulton – YMRWD, Trudy Hastad – LQP-YB Watershed District, and Don Evers – Lincoln County.

The meeting was called to order at 1:03 PM by Area II Chairman Johnson and RCRCA Chairman Holmen.

**ADOPT AGENDA.** RCRCA Chairman Holmen asked for any additions to the agenda. Netzke requested three additions: 1) Legislative Gathering discussion, 2) Flexible Spending Account Agreements and 3) Area II Soil Borings. Motion made by Potter, seconded by Vogel, to approve the agenda as amended. Motion carried unanimously.

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

**MN RIVER CONGRESS (MRC)** – Netzke reported attendance of the Congress on November 17 in Mankato was down from past years, possibly due to weather. 20 resolutions and 2 amendments were discussed; 12 were adopted, 5 failed, and 5 were held over for further discussion and debate. The evening ended before actions on the held-over resolutions were taken.

**YMRWD** – John Boulton reported that tile installations continue until the weather changes. He spoke of the Lake Stay 3 Grade Stabilization completed this summer and the thrill of the landowners with it.

**LQP-YB WD** – Trudy Hastad reported that Mary Homan will be retiring on December 31<sup>st</sup> after 15 years with the District. Mitch Enderson is her replacement who has been on board for 6 weeks and has extensive GIS knowledge. SWAG monitoring is complete; WRAPS is underway which will eventually lead into One Watershed, One Plan. The Terrain Analysis grant is ending with some ground-truthing left to do. The Level II PRAP was completed in October which resulted in updated personnel policies and new data practices. Drainage permits, beaver activity reports, and requests to level spoil banks in preparation of buffer installation continue. The Emergency Action Plan for the Canby Creek dams was updated as well.

**APPROVE AREA II MINUTES of November 12, 2016 Monthly Board Meeting.** Motion made by Holmen, seconded by Stensrud, to recommend approval of the November 2016 minutes as corrected. Motion carried unanimously.

**APPROVE RCRCA MINUTES of November 12, 2016 Monthly Board Meeting.** Motion made by Johnson, seconded by Potter, to recommend approval of the November 2016 minutes as corrected. Motion carried unanimously.

**APPROVE AREA II TREASURER'S REPORT.** Netzke reviewed the financials for the month of November 2016. There were three pay periods in November, Miscellaneous Expense includes the Annual Meeting expense of \$509.87, with RCRCA paying an equal amount. Motion made by Potter, seconded by Stensrud, to approve the financial report and the bills for payment. Motion carried unanimously.

**APPROVE RCRCA TREASURER'S REPORT.** Financials for the month of November 2016 were reviewed. Income of \$95,226.04 was received from grants, contract service income, annual meeting reimbursement, \$1,730 MCIT dividend, and interest from checking/cash sweep accounts including a \$300 bonus. The remaining bills were routine. Motion made by Stensrud, seconded by Posthuma, to approve the financial report and approve the bills. Motion carried unanimously.

**Revenue from the following sources was recorded:**

Canoe Rental	\$ -0-	Contract Services Income	\$ 1,131.29
Interest-Cash Sweep Acct/CD	\$ 992.69	Interest-Checking Acct	\$ 24.80
Grant Funds	\$ 95,226.04	Miscellaneous Income	\$ 1,839.87
Appropriations	\$ -0-	CD Cashed	\$ -0-

**Paid bills are summarized below:**

Operations/Occupancy	\$ 1,076.06	Travel Expenses	\$ 283.30
Promotion/Education	\$ 490.00	Contract Services-Moldestad	\$ 510.02
Monitoring/Evaluation	\$ 527.10	Personnel	\$ 8,590.58
Project Costs	\$ 27,807.96	Contract Services-Area II	\$ 5,794.64

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

Contract Services – Area II	\$ -0-	Operations/Occupancy	\$ -0-
Monitoring/Evaluation	\$ -0-	Capital Outlay (Grant Related)	\$ -0-
Project Costs	\$ -0-	Office Supplies	\$ -0-
Personnel	\$ -0-	Other Services & Charges	\$ -0-
Contract Services – BM	\$ -0-	Promotional Items-New Grant	\$ -0-

**RCRCA - APPROVE NEW COST SHARE APPLICATIONS/AMENDMENTS/CANCELLATIONS**

**RCRCA CONTRACT CANCELLATION:**

**RW CWP 02-2015**

**Matt Tiffany**  
EST Cost: \$7,683.50

**Redwood – Redwood Falls 13**

**Water & Sediment Control Basin**  
EST Cost Share: \$5,378.45 (70%)

Netzke presented a contract cancellation for Redwood – Redwood Falls 13 Water & Sediment Control Basin project. After contract approval, Moldestad discovered that the project was not located in the Redwood River watershed, but in the Middle Minnesota watershed instead. Motion made by Meulebroeck, seconded by Vogel, to approve the cancellation of the cost share contract. Motion carried unanimously. Netzke added that Redwood SWCD has other cost-share assistance to offer the landowner.

**NEW RCRCA CONTRACTS:** None

**RCRCA CONTRACTS FOR PAYMENT:**

***COTTONWOOD WATERSHED:***

**DWM 01-36**

**Robert Nelson**  
EST Cost: \$800.00  
ACT Cost: \$900.00

**Brown – Prairieville 34**

**Alternative Intakes (2)**  
EST Cost Share: \$600.00 (75%)  
REQ Cost Share Payment: \$600.00 (67%)

**DWM 01-37**

**Gary Nelson**  
EST Cost: \$1,600.00  
ACT Cost: \$1600.00

**Brown – Prairieville 20 & 31**

**Alternative Intakes (4)**  
EST Cost Share: \$1,200.00 (75%)  
REQ Cost Share Payment: \$1,200.00 (75%)

**DWM 01-38**

**Neal Rohlik**  
EST Cost: \$800.00  
ACT Cost: \$750.00

**Redwood – Granite Rock 2**

**Alternative Intakes (2)**  
EST Cost Share: \$600.00 (75%)  
REQ Cost Share Payment: \$562.50 (75%)

**FY2013 CWF-CWA 59-01**

**Eugene Olson**  
**EST Cost: \$33,594.77**  
**ACT Cost: \$33,594.77**

**Lyon – Monroe 31**

**Water & Sediment Control Basin**

**EST Cost Share: \$25,196.08**  
**REQ Cost Share Payment: \$25,196.08**

**DWM 01-04**

**David Haala**  
**EST Cost: \$1,200.00**  
**ACT Cost: \$1,758.00**

**Brown – Home 32**

**Alternative Intakes (3)**

**EST Cost Share: \$900.00 (75%)**  
**REQ Cost Share Payment: \$600.00 (35%)**

*Completed 2 of the 3 remaining Alternative Tile Intakes, canceling the last one due to wet weather conditions.*

Netzke presented five projects for payment: 1) Brown – Prairieville 34 Alternative Tile Intakes, 2) Brown- Prairieville 20 & 31 Alternative Tile Intakes, 3) Redwood – Granite Rock 2 Alternative Tile Intakes, 4) Lyon – Monroe 31 Water & Sediment Control Basin and 5) Brown – Home 32 Alternative Tile Intakes. Motion made by Potter, seconded by Vogel, to approve payment of the completed projects. Motion carried unanimously.

**AREA II – APPROVE NEW COST SHARE APPLICATIONS/AMENDMENTS/CANCELLATIONS: None**

**AREA II CONTRACT AMENDMENT:** None

**AREA II CONTRACTS FOR PAYMENT:** None

**EXECUTIVE DIRECTOR’S REPORT.**

- Attended the Minnesota River Congress on November 17 in New Ulm.
- Completed the lease extension agreements for both organizations.

**AREA II**

- Yellow Medicine **One Watershed One Plan (1W1P)** – presented or will present at the following:
  - MAWD Annual Convention on December 2 in Alexandria, MN
  - BWSR Board meeting on December 14 to approve the Plan in St. Paul
    - Final payment will be made to RESPEC once all electronic files are received from RESPEC. Approximately \$2,600 remains in the grant for printing copies of the approved plan.
    - Participated in an in-depth, hands-on training of the SAM Model by MPCA & RESPEC on Nov. 30 at SMSU.
- Charlestown 30 Soils Issue -- Brey Tiling encountered an unforeseen sand layer upon excavation of the core trench. Soil borings did not predict this sand lens. American Engineering Testing from Marshall was on site to investigate and recommend action to be taken. That recommendation included extending the length of the core trench and installing a clay cap and liner in the permanent pond. Estimated cost of this recommendation is approximately \$45,000 (\$11,250 landowner match). The landowner is willing to contribute the flowage easement payment of \$2,315 plus an additional \$1,685 for a total of \$4,000 towards this match amount. There is \$4,421.92 in Area II county funds for FY2017. Area II is scheduled to receive nearly \$9,000 in Technical Assistance (TA) funds from Redwood County’s Flood Recovery grant. As previously done by Area II, these TA funds may be redirected to assist the landowner with out-of-pocket expenses.

**RCRCA**

- Submitted the Stormwater Assessment Grant (SWAG) for the Cottonwood and Redwood River watersheds, to begin March 2017. The 2-year contract amount is estimated at \$78,348.98. Depending on the budgets for the other SWAG grants statewide, this amount may be negotiated.
- Met with MPCA Project Managers to discuss Phase I WRAPS for the Cottonwood and Redwood watersheds. A Work Plan and \$70,000 budget were developed of which \$47,440 would be income to RCRCA for coordination and reporting of the grant. The public participation process is Phase II which is what Phase I provides planning for as well as establishment of a Local Work Group of the 8 SWCDs and 8 Counties.
- Completed eLINK reporting to date for cost-share funds.

**AREA II ENGINEER'S REPORT.** Netzke reviewed the Engineer's Report with the board.

**AREA II AUTHORIZATION TO ASSIST LANDOWNER WITH COUNTY PROJECT FUNDS.**

Required additional work for the Charlestown 30 Dam is estimated at \$45,000. The landowner can provide \$4,000 of the additional \$11,250 local match. Netzke is requesting to use FY2017 county funds, and forthcoming technical assistance funds to assist the landowner. Motion made by Stensrud, seconded by Potter, to approve \$7,200 to assist the landowner to allow the project to continue. Motion carried unanimously.

**RCRCA BOAT SPECIFICATIONS FOR LAKE SAMPLING – DISCUSSION.** Netzke provided the Board with a list of specifications for a boat required for the SWAG monitoring grant starting in May 2017. Discussion followed. It was felt that this would be a wise investment as the boat could be sold after use, or utilized for other monitoring projects. Motion made by Posthuma, seconded by Meulebroeck, to approve up to \$2,500 for the purchase of a boat/motor/trailer (new/used). Motion carried unanimously.

**RCRCA AUDIT LETTER OF ENGAGEMENT (FY2014-2015-2016).** Netzke presented a proposal from Thomas Stotesbery not to exceed \$4,600 for audit services for FY2016 with review of FY2014 and FY2015. This work would not begin until after the 2017 tax season. Motion made by Johnson, seconded by Meulebroeck, authorizing the Chairman and Netzke to sign the Letter of Engagement with Stotesbery. Motion carried unanimously.

**NOMINATING COMMITTEE – DISCUSSION.** Netzke inquired if a nominating committee for new board members in January would be necessary. After some discussion, it was decided that a list of officers and open offices will be provided to the board members prior to the next board meeting. No nominating committee will be formed.

**ANNUAL LEGISLATIVE GATHERING.** Netzke recommended changing the name of the event to an Annual Meeting due to declining attendance of legislators. She suggests staying away from the Veteran's Day and hunting weekends. The Board recommended planning the Annual Meeting on the regular November meeting date, during the day. This would possibly increase attendance on a weekday versus a weekend. The Executive Board will recommend this proposal to the full boards for decision.

**FLEXIBLE SPENDING AGREEMENTS.** Area II currently has a third party administrator handling the flexible spending account, which charges \$35 per month. SelectAccount (through SW/WC Cooperative) will provide this service for only \$4.50 per month per participant (\$9.00 for Area II, \$4.50 for RCRCA) starting January 1, 2017. RCRCA has been self-administering the flexible spending accounts in-house. Netzke requested authorization to sign the agreements with SelectAccount. **RCRCA** – Motion made by Potter, seconded by Stensrud, to authorize Netzke to sign the agreement. Motion carried unanimously. **Area II** - Motion made by Stensrud, seconded by Potter, to authorize Netzke to sign the agreement. Motion carried unanimously.

**AREA II – SOIL BORINGS.** American Engineering Testing will be available by December 19 to complete the borings at Springdale 19. Additionally, some additional soil testing is needed at Charlestown 34 and at the Shaokatan 32 dams. A full set of borings usually cost \$4,500 per site; a partial set should cost \$2,500-\$3,000 per site. Motion made by Stensrud, seconded by Potter, to approve the solicitation of soil borings. Motion carried unanimously.

**OTHER DISCUSSION.**

Netzke informed the board that RCRCA was not successful with the latest Clean Water Fund grant application. Over \$34 million of applications were received for \$13.5 million in available funding. 35 of 72 applications were funded. A meeting with Mark Hiles, BWSR Clean Water Specialist is being scheduled in December with other unsuccessful CWF applicants to determine what changes are needed to make the applications successful. It appears that the funded applications were all tied closely to an approved WRAPS or TMDL Implementation Plan. The YM 1W1P application was also not funded.

Following the annual conference, Potter stated that AMC and BWSR are taking the position that installation deadlines for the buffer strips is soft; fines will not start until 11 months after the deadline at \$500 per day. SWCDs will determine compliance. March 31, 2017 is the deadline for counties to accept enforcement of the buffers or to relinquish this enforcement to BWSR. Funding will be needed for enforcement activities, however it is unknown whether any funding will be available to the counties.

**ADJOURNMENT.** With no other business to address, RCRC A Chairman Holmen and Area II Chairman Johnson declared the meeting adjourned at 2:43 PM.

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**UPCOMING MEETINGS.**

January 2017 Board Meeting	Thursday, January 5, 2017	Marshall, MN – BWSR Conference Room 9:00 AM
February 2017 Board Meeting	Thursday, February 2, 2017	Redwood Falls, MN–Minn-West Conference Room – 9:00AM
March 2017 Board Meeting	Thursday, March 2, 2017	Marshall, MN – BWSR Conference Room 9:00 AM

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RCRCA Chair Holmen

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Date