



Yellow Medicine River Watershed District
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February 9, 2015

Regular meeting minutes

The regular meeting of the Yellow Medicine River Watershed District Board of Managers was called to order at 9:20 a.m. by Board Chairman Tim Buysse. Board managers present were Tim Dritz, John Boulton, and Tim Buysse. Also in attendance was Cindy Potz, administrator and Emma Volz, technician.

#1. Approval of Agenda

The agenda was presented to the board for review and approval.

2-01-2015 Motion was made by Dritz, seconded by Boulton to approve the agenda.

All voted aye. Motion carried.

#2. Approval of Previous Minutes

The draft minutes of January 2015 were presented to the board.

2-02-2015 Motion was made by Dritz, seconded by Boulton to approve the minutes of January 9, 2015. All voted aye. Motion carried.

#4. Approval of Treasurer's Report

The treasurer's report was presented to the board by Potz. She presented the monthly budget report and the projects and ditches' financial reports for the past month. She requested a motion from the board to authorize her annual task of conducting a bookkeeping procedure to carry the year end 2014 balances of the restricted ditch maintenance funds over to 2015. This procedure is suggested by the auditor every year upon receiving a motion from the board. Discussion was held.

Questions arose on how Quick Books Pro generates reports on the projects such as WRAPS. Potz will work with Quick Books Pro to create more specific detail of balances on the projects.

After discussion,

02-03-2015 Motion was made by Dritz, seconded by Boulton to approve the treasurers' report.

All voted aye. Motion carried.

02-04-2015 Motion was made by Boulton seconded by Dritz to approve the general journal transaction to transfer 2014 year end balances of the ditch funds to 2015. All voted aye. Motion carried.

#5. Approval of Submitted Warrants

The submitted warrants were presented to the board for approval.

2-05-2015 Motion was made by Boulton, seconded by Dritz, to approve payment on the warrants to be paid. All voted aye. Motion carried.

The approved warrants are as follows:

7682	James Wambeke	rent	\$500.00
7687	Century Tel	telephone	\$130.00
7686	Netpoint	website service	\$8.95
	managers per diem	Dritz	\$0.00
		J Hoffman	\$0.00
		Boulton	\$0.00
		Buysse	\$0.00
		C Hoffman	\$0.00
7678	staff	Potz	\$2,410.89
7979		Volz	\$1,887.22
	eft PERA	employee retirement fund	\$770.97
	eft IRS	payroll taxes	\$1,263.54
7989	Bank of the West	credit card- stamps	\$97.00
7692	MAWD Dues	dues	\$3,500.00
7681	Homeland Security	refund on FEMA overpayment	\$342.00
7680	University of Minnesota	watershed training	\$400.00
7691	Donald Anderson	beaver damage control	\$300.00
7690	Jeff Johnson	beaver damage control	\$840.00
7683	Boulton and Menk Inc	Lincoln County ditch 38 engineerin	\$10,677.00
7685	Adam Thompson	beaver damage control	\$240.00
7684	City of Minneota	rent for community center WRAPS	\$30.00
7688	Davis Typewriter Co.	supplies	\$1,290.20
7693	Esri	arc view maintenance agreement	\$811.00
7694	B and R Tiling	beaver damage control	\$325.00

#6. Approval of Submitted Drainage Applications and Drainage Discussion with John Engels, watershed attorney

No permit applications were submitted.

Attorney John Engels met with the board to discuss the boards decision of intent to raise our fee for unpermitted drainage from \$250.00, changing it to an amount varying from \$250.00 up to \$750.00 depending on the incident and its impact on the watershed. After Potz had visited with representatives from BWSR, it was suggested that a SONAR (Statement of Need and Reasonableness) be submitted to BWSR along with a proposal for the changes.

Discussion was held on the limited progress of the Claeys vs watershed project, and that the board feels that in the future, those who have unpermitted fees being unpaid for various reasons should be charged an additional \$100 per month. Engels stated that the lawyer for Claeys has requested information about our rules and regulations, for proof that the watershed has the authority to oversee drainage permits. He will forward those rules and regulations to Mr. Deter.

Discussion was held on the YM County Ditch 23 decision and their right and authority to change an outlet and abandon a tile line on a county ditch system, which has been determined legal, despite the fact that it does cause additional runoff into the Yellow Medicine River Watershed. It

is perceived as contributing additional flooding potential to the YM Watershed Ditch 5 and Mud Creek. Solutions to resolving those issues will be researched. The fact that some of those individual landowners did not get a permit from the Watershed District is yet to be resolved and a letter to those landowners will be drafted.

02/06/2015 Motion was made by Dritz, seconded by Boulton to ask Engels to send a letter to Tim Miller. All voted aye. Motion carried.

Potz reported that we have received the preliminary engineers report on the Lincoln County Ditch 38 improvement proposal, and that the board should now establish the hearing date to view the engineers report. Engels stated that though he doesn't see a personal conflict of interest in representing the board on this project, he recognizes that others might, since he is shown on the list of the ditch shareholders and affected landowners. Therefore he would like to ask that we replace him with perhaps the services of Mark Gruenes of the Gruenes Law Office in Minneota, with whom both he and Potz have worked with. Upon this suggestion,

02/07/2015 Motion was made by Buysse, seconded by Dritz, to propose the acceptance of this project to Mark Gruenes. All voted aye. Motion carried. Mark will be contacted immediately.

02-08-2015 Motion was made by Boulton, seconded by Dritz, to established the Lincoln County Ditch 38 hearing for March 9, 2015 at 11:00 a.m. at the Yellow Medicine River Watershed District office. The notice of the hearing will be posted in the local newspaper and the paper serving those in the area of the proposed improvement.

#8. Administrator's Report

- A. Discussion was held on the Watershed Restoration and Protection Strategies program, and the upcoming meetings to bring this project together and completed. The Tetra tech Company, contracted to create an HSPF (HYDROLOGIC SIMULATION PROGRAM – FORTRAN) that will help us simulate what effects certain best management practices would have on water quality, if we were to install them.
- B. Potz shared information about the One Watershed One plan project. on Tuesday February 2, 2015, Potz and Volz met with Emily Javens from Respec to discuss our goals for the watershed plan. Boulton had dropped in to the office just before the meeting, and stayed on to participate. Working with all of our project partners, we have established that the kick off meetings are scheduled for Tuesday March 3, and Wednesday March 4, at the Southwest Sportsmans Club east of Minneota on highway 68.
- C. Potz shared an update on the BWSR Lidar Terrain Analysis Grant, having received an email from Rick Moore, GIS specialist at the University of Minnesota, Mankato office. The project has been focusing on Task 1 with the first initial delineations of culverts/burnlines. We are starting to go through each of the catchments from the DNR Catchments layer and running through the NRCS Watershed Delineation Tools. When flow paths are created, we can see where the water would naturally flow across the landscape. If we missed a digital dam in our initial iteration, we can identify these by the flowpath and the movement of that flowpath to the lowest area. This is the largest and time consuming portion of this project. In collaboration with the watershed district, we will be gathering data from the county and watershed district that will assist the WRC in locating culverts, bridges and field approaches.
- D. Potz shared information about a new upgrade option offered by the person who currently does our website management. The option is a more streamlined and less time consuming approach to keeping our website in order. Another option then introduced

by Emma Volz is that she is aware of a program that is free and she is able to operate the program and manage our website. The board suggested that she should give it a try.

- E. Potz reported on the YMRW District fallen tree and beaver dam removal program. Dritz asked her to call a contractor to remove a beaver dam on the outlet of Lake Shaokatan.

#8. Board Managers Reports

John Boulton and Tim Dritz plan to attend the Minnesota Association of Watershed Districts Annual Legislative breakfast at the Embassy Suites in St Paul on March 11 and 12, 2015 and meet with Senator Bill Weber and State Representative Chris Swedzinski.

Boulton, C Hoffman, and Tim Buysse plan to attend the Hawk Creek Watershed Information and Appreciation Meeting on Wednesday February 25, 2015 in Willmar, MN.

#9. Adjourn the meeting

Chairman Tim Buysse asked for a motion to adjourn the meeting.

2-09-15 Motion was made by Boulton, seconded by Dritz to adjourn the meeting.
All voted aye. Motion carried. Meeting adjourned at 11:30 a.m.

Respectfully Submitted,

Corey Hoffman, Secretary of the Yellow Medicine River Watershed District

Minutes prepared by CMP

The next regular meeting of the Watershed District board of managers will be held on March 9, 2015 at 9:00 a.m. at the office of the Yellow Medicine River Watershed District.