



Yellow Medicine River Watershed District  
122 North Jefferson Street P.O. Box 267  
Minneota, Minnesota 56264  
507-872-6720 Fax 507-872-6958  
E-mail:ymrw@centurytel.net

January 12, 2015

Regular meeting minutes

The regular meeting of the Yellow Medicine River Watershed District Board of Managers was called to order at 9:00 a.m. Board managers present were Tim Dritz, Corey Hoffman, John Boulton, and Tim Buysse. Jeff Hoffman arrived at 10:00 a.m. 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.

1-01-2015 Motion was made by Boulton, seconded by C Hoffman to approve the agenda.

All voted aye. Motion carried.

*#2. Appointment of Officers and Services*

The YMRW District Board was asked to appoint officers for the coming year.

01-02-2015 Motion was made by Boulton, seconded by C Hoffman to move for keeping all board managers and their present offices appointed, as is. All voted aye. Motion carried.

01-03-2015 Motion was made by Boulton, seconded by C Hoffman, to appoint Bank of the West in Minneota as the legal financial institution for the District. All voted aye. Motion carried.

01-04-2015 Motion was made by Dritz, seconded by C Hoffman to appoint Engels Law Office as the legal Counsel for the YMRW District. All voted aye. Motion carried.

01-05-2015 Motion was made by C Hoffman, seconded by Boulton to appoint Minneota Mascot as the official newspaper for legal notices for the YMRW District. All voted aye. Motion carried.

*#3. Approval of Previous Minutes*

The draft minutes of December 2014 were presented to the board.

1-06-2015 Motion was made by Boulton, seconded by C Hoffman to approve the minutes of December 8, 2014. 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 also presented the reconciliation report as part of the treasurers' report.

After discussion,

1-07-2015 Motion was made by Boulton, seconded by C Hoffman to approve the treasurers' report. All voted aye. Motion carried.

*#5. Approval of Submitted Warrants*

The submitted warrants were presented to the board for approval.

1-08-2015 Motion was made by C Hoffman, seconded by Buysse, to approve payment on the warrants to be paid. All voted aye. Motion carried.

The approved warrants are as follows:

7676	James Wambeke	rent	\$500.00
7674	Century Tel	telephone	\$130.00
7668	Netpoint	website service	\$8.95
7663	managers per diem	Dritz	\$816.94
7665		J Hoffman	\$394.19
7677		Boulton	\$358.35
7662		Buysse	\$353.86
7664		C Hoffman	\$996.11
7666	staff	Potz	\$2,605.13
7667		Volz	\$1,808.11
	eft PERA	employee retirement fund	\$1,061.87
	eft IRS	payroll taxes	\$1,581.48
7669	Bank of the West	lodging for MAWD	\$1,181.09
7675	John Engels, attorney	legal	\$2,257.50
7673	Randy Kack	repair fencing at LacQuiParle	\$263.46
7672	Lyon County GIS	fee for managing interactive map	\$360.00
7670	Mark Hruby	beaver damage control	\$270.00
7671	YM County Recorder	fees	\$92.00

#### *#6. Approval of Submitted Drainage Applications*

No permit applications were submitted.

#### *#7. Administrator's Report*

- A. Potz shared more information about updating our watershed by-laws. She asked the board to review the proposed by-laws and prepare to make changes to them before agreeing to approval.
- B. Potz reported on changes to our vouchers. According to the IRS, mileage rates are now .575% per mile for business trips. Potz reported that PERA rates have also increased from 6.25% to 6.50% for the employee, and from 7.0% to 7.5% for the employer. Those rates began on the first of January, 2015.
- C. Potz reported that personal health care plan premiums have risen greatly and she proposed a plan in which the watershed would supplement the employee's health care premiums by creating a specific payroll item of possibly \$200-300.00 per month. Our auditor would assist in setting this up in our payroll program. Some of the board suggested that this would be considered more of a raise than it would be a compensation. Other discussion began, with other types of programs being introduced, creating a need to research some of the other suggestions. The request was tabled.

- D. Discussion was held on the Watershed Restoration and Protection Strategies program, and the upcoming meetings to bring this project together and completed. We will be selecting scenarios and submitting them to 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. Potz shared that many options are available, such as buffer strips along the corridors of all streams, nutrient management, and improved manure management.
- E. Potz reported that she received communication pursuant to the notice mailed to Louis Claeys in Hendricks township, section 34, about a complaint for an unpermitted project that has recently been completed by Claeys. A request had been made by the legal counsel for Mr. Claeys, that a meeting scheduled for January 12, 2015, for discussion on this matter would be rescheduled as a special meeting instead of the upcoming regular board meetings as Mr. Deter could not attend our January, February or March regular meetings. The board denied the request for special meetings, and asked Potz to authorize Engels Law Office to proceed with the order for restoration as previously agreed upon.
- F. Potz reported that she has been keeping watch on the progress of the procedure of the petition for the Lincoln County Ditch 38 improvement, and that she has contacted Bolton and Menk engineer Duane Hansel, who did complete the survey and is preparing the engineers report. We should be able to schedule a public hearing and viewing of the engineers report in the near future.
- G. Potz shared information about the One Watershed One plan procedures.

#### *#8. Board Managers Reports and Orders*

The board managers voiced concerns over some the recent unpermitted tiling and drainage projects, and that they feel as though the watershed authority is being overlooked and mishandled. They would like to proceed as quickly as possible with the change of unpermitted drainage fees in the Watershed rules and regulations, which will begin by a petition to the Board of Soil and Water Resources. The Board voted to change the amount of the fee from \$250.00 to \$750.00, with additional amount of \$100.00 per month, for each month of the fee not being paid.

The Board requested that Potz authorize Engels Law Office, to send notices to landowners for the fee of \$250.00 for the cost of expenses concerning unauthorized ditch projects.

01-10-2015 Motion was made by Tim Dritz, seconded by C Hoffman to authorize Engels Law Office to: 1. send a notice to Tim Miller, YM County Resident, to submit a \$250.00 fee for drainage work completed without a permit, and for complete restoration to its original state. 2. Send a notice to Vince Laleman to request the \$250.00 fee not yet recovered for expenses, and 3. Begin proceedings on changing the unpermitted tiling fee from \$250.00 to \$750.00.

#### *#9. Adjourn the meeting*

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

1-11-15 Motion was made by C Hoffman seconded by Boulton 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 February 9, 2015 at 9:00 a.m. at the office of the Yellow Medicine River Watershed District.**