



# Yellow Medicine River Watershed District



122 N Jefferson St | P.O. Box 267 | Minneota MN 56264-0267  
[admin@ymrwd.org](mailto:admin@ymrwd.org) | (507) 872-6720 | [www.ymrwd.org](http://www.ymrwd.org)

## Regular Meeting Minutes December 10, 2018

### Call to Order

The meeting was called to order by President Tim Buysse at 8:45 a.m. at the Yellow Medicine River Watershed District (YMRWD) Office at 122 North Jefferson Street in Minneota, MN.

Managers present:	President Tim Buysse Treasurer Tim Dritz Public Relations Elmo Volstad Vice President James Kraus
Others present:	Michelle Overholser, YMRWD Administrator Gary Lalemen Gary Crowley

### Set Agenda

**Dritz moved to approve the agenda as presented. Kraus seconded. Motion passed 3-0.**

**The meeting was closed at 8:46 a.m. for the Administrator’s Performance Review.**

**The meeting was opened at 9:05 a.m.**

### Approval of Past Meeting Minutes (November, 2018)

Minutes were reviewed and approved.

**Dritz moved to approve the minutes. Volstad seconded. Motion passed 3-0.**

### Treasurer’s Report

Overholser presented the following reports:

- |                          |   |
|--------------------------|---|
| • Balance Sheet          | Total Liabilities and Equity = \$51963.68 |
| • Profit and Loss Report | Net Income = \$51963.68                   |
| • Warrants to be Paid    | Total Warrants = \$5032.66                |

Outstanding warrants to be paid include:

- |                       |                         |
|-----------------------|-------------------------|
| • Jim Wambeke         | Rent =\$500.00          |
| • Century Tel         | Phone/Internet=\$128.06 |
| • Bankcard Center     | Credit Card=\$1277.68   |
| • Thompson Excavating | Tree Removal=2500.00    |
| • Minneota Mascot     | Publishing=\$145.08     |
| • BWSR                | Registration=\$135.00   |
| • Advocate Tribune    | Publishing=\$108.75     |
| • Canby News          | Publishing=\$96.30      |
| • US Post Office      | P.O. Box Rent=\$72.00   |
| • Net Point           | Web Hosting=\$8.95      |
| • One Office Solution | Copier & Paper=\$60.85  |

**Kraus moved to pay the warrants and approve the treasurer’s report. Volstad seconded. Motion passed 3-0.**



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## Permits to Approve

Dennis VanVden – Lucas 18: The permit was tabled since it was reported that the applicant had recently passed away.

David Popowski – Royal 13: Mr. Popowski is wanting to tile and one of the downstream landowners is objecting so Overholser brought the matter before the board. It was pointed out that since he is wishing to tile less than 1200' it is the YMRWD's policy to only require one signature. The board did not feel that an action was needed since the matter falls into the scope of responsibility that has already been delegated to the Administrator.

Frank Engels – Limestone 20: Mr. Engels is seeking a permit to allow EDF to use his tile lines to discharge approximately 60 gals/day. It is believed that most of the leaking from the aquifer has been contained. The company is going to continue to try to decrease the leakage.

**Kraus moved to approve the permit. Volstad seconded. Motion carried 3-0.**

## Public Comment, and Reports

Administration and Managers provided reports, Gary Crowley provided a report.

## Old Business – Burton Lake

Overholser put in a formal request for a benchmark to be reestablished. There is no other news or updates at this time. Overholser will keep working on the issue and update the board when she has more information.

## Old Business – Hoffman Update/Action

Overholser sent more information to the attorney, including past meeting minutes. She will be looking for more information that the attorney requested. At this point he is not ready to set up a meeting.

## Old Business – Swede Prairie 7

It was discovered that the YMRWD holds an easement on this property requiring that the wetland structures are maintained and kept in place. Even though the District holds an easement requiring the structures be maintained, the District is not the landowner and doesn't really have any recourse against one landowner trespassing onto another landowner's property.

## Old Business – Ditch Levies

The district will not be asking for a levy towards Lincoln CD 39. It is the belief that although we managed the improvement, the ditch was not formally turned over to the Watershed District.

## New Business – Summary of Administrator Review.

Board of Manager of the Yellow Medicine Watershed District Summary of Conclusions regarding the performance of the District Administrator.

The Managers reviewed the job performance, wages, and benefits for Michelle Overholser, District Administrator. The Manager concluded that the District Administrator met the requirements of her position. She has met or exceeded expectations regarding quality of Job Duties, adherence to company/office policies, and communications. In the next year the Managers would like to see improvement in managing the ditch systems and specifically ditch inspections.



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**Dritz moved to approve a 2.0% COLA raise, a 5.0% performance and a 5.0% Health Benefit raise. Krause seconded. Motion passed 3-0.**

## New Business – Rule Changes

Only BWSR submitted comments on the rule changes. Changes were made to reflect BWSRs comments.  
**Volstad moved to accept the rule changes as presented and have them go into effect on January 1, 2019. Dritz seconded. Motion passed 3-0.**

## New Business – Perch Lake

A landowner is concerned about drainage from Perch Lake. It seems that water is pooling up and she feels she is losing land due to the actions of a downstream landowner. Overholser and Luke conducted a site visit and concluded that there is no visible signs of active diking or damming. Overholser said she would try to get some more information and see if there is some action she could suggest. DNR would probably need to be in on the conversation before any construction like activities could take place.

## New Business – 1W1P Cost-share – Louwagie Vallers 20 Alternative Tile Intake

Overholser informed the Managers that she approved a cost-share contract of \$500.00 for the removal/replacement of an open tile intake.

## New Business – 1W1P Cost-share – Olson Lucas 33 Alternative Tile Intake

Olson is requesting \$500.00 costs-hare for the replacement of an open tile intake with an alternative intake. The Board had no concerns with the project.

**Dritz move to approve the cost-share contract. Volstad seconded. Motion carried 3-0.**

## Other Business – Future Events

Next Meeting	December 10 <sup>th</sup>
Michelle on Vacation??	December 11 <sup>th</sup> – January 7 <sup>nd</sup> ???
Rinke Noonan	February 14 <sup>th</sup> 8:15

## Adjournment

**Dritz moved to adjourn the meeting. Volstad seconded. Motion carried 3-0 and the meeting was adjourned.**

Respectfully Submitted,

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Secretary John Boulton

Date

*Minutes prepared by Michelle Overholser*

**The next regularly scheduled meeting of the Yellow Medicine River Watershed District will be held at 9:00 a.m. on January 14, 2019 at the District Office.**