



Yellow Medicine River Watershed District

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



Regular Meeting Minutes April 10, 2017

Call to Order

The meeting was called to order by President Tim Buysse at 9:00 a.m. at the Yellow Medicine River Watershed District (YMRWD) Office at 122 North Jefferson Street in Minneota, MN.

Managers present: President Tim Buysse
 Vice President James Kraus
 Treasurer Tim Dritz
 Secretary John Boulton
 Public Relations Manager Doug Gregoire

Others present: Emily Javens, YMRWD Administrator
 Gary Crowley, Lyon County Commissioner
 Gary Laleman, Lyon Soil and Water Conservation District (SWCD) Supervisor
 Kerry Netzke, Area 2 MN River Basin Projects Executive Director

Approval of the Agenda

Dritz moved to approve the agenda with no changes. Kraus seconded. Motion passed 5-0.

Approval of Past Meeting Minutes

Dritz moved to approve the minutes. Kraus seconded. Motion passed 5-0.

Treasurer's Report

Javens presented the following reports:

- | | |
|--|---|
| • Balance Sheet (April 11, 2017) | Total liabilities and equity = \$194,194.54 |
| • Profit and Loss Report (March 16-April 11) | Net Income = -\$15,507.28 |
| • Warrants to be Paid | Total warrants = \$3,496.13 |
| • Ditch Balance Report (April 10, 2017) | Total net income = \$19,602.10 |

Outstanding warrants to be paid include:

- | | |
|---------------------------------------|---------------------------------------|
| • Bankcard Center | Credit Card = \$534.83 |
| • Berkley Risk Administrators Company | Work Comp Insurance = \$770.00 |
| • Bolton and Menk | Ditch 38 Engineering = \$392.50 |
| • Centurytel | Phone and Internet = \$116.39 |
| • Finance and Commerce | Ditch 38 Ad for Bids = 180.86 |
| • Jim Wambeke | Rent = \$500.00 |
| • John Engels, Attorney | Legal guidance on permits = \$200.60 |
| • Minneota Mascot | Ditch 38 Ad for Bids = \$148.15 |
| • RCRCA | Educational Event Donation = \$200.00 |
| • VK Services | Website update = \$452.80 |



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Gregoire moved to pay the warrants and file the treasurer's report. Dritz seconded. Motion passed 5-0.

New Business – Lincoln County Ditch 38 Improvement Project Award

Javens presented the findings of the engineer to award the project to the lowest, responsible bidder. The low bid was 13% below the engineer's estimate and was submitted by Loo Con, Inc. of Wilmont, MN for \$425,468.84.

Boulton moved to accept the findings of the engineer and award the Lincoln County Ditch 38 Improvement Project to Loo Con, Inc. Kraus seconded. Motion carried 5-0.

New Business – MN Public Drainage Manual Training

Javens presented a training opportunity to the board for training on the new online MN Public Drainage Manual. There are 3 sessions scheduled for late May. The managers asked to discuss this at the next meeting when it would be closer to the training dates.

New Business – Request for Omro 18 Wetland Restoration

Javens presented a request for a permit from Dean Bach to restore a 2-acre wetland in Omro Township Section 18.

Dritz moved to approve the permit. Kraus seconded. Motion passed 5-0.

New Business – Yellow Medicine SWCD Shared Services

Javens told the board that there was interest from the Yellow Medicine SWCD to share a technician between the two organizations. (0.25 WD and 0.75 SWCD) Javens held off on last month's decision to hire an intern when she learned of this information. She recommended not hiring the intern at this time and moving forward with the new shared position.

Boulton moved to approve the shared services position. Gregoire seconded. Motion carried 5-0.

New Business – Website Demonstration

Javens demonstrated the new features of the updated website.

New Business – Office Copier

Javens presented a quote to purchase a new office copier and a service agreement for monthly maintenance and copies. The service agreement seemed underpriced and the board thought it could have been an error by the vendor.

Dritz moved to approve the purchase of a copier for \$5495 and a service agreement of up to twice the price quoted.



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Public Comment, Reports, and Adjournment

Javens provided a written and verbal update of the past month's activities that were not on the agenda. Netzke gave an update on legislative activity for Area 2 MN River Basin Projects. Bolton and Dritz gave updates of the Legislative Days hosted by the MN Association of Watershed Districts. Buysse gave an update on the Lyon County Parks and Lyon SWCD meetings he attended.

At 10:30 a.m., Dritz moved to adjourn the meeting. Kraus seconded. All were in favor and the meeting was adjourned.

Respectfully Submitted,

John Boulton

5/08/17

Secretary John Boulton

Date

Minutes prepared by Javens

The next regularly scheduled meeting of the Yellow Medicine River Watershed District will be held at 9:00 a.m. on May 8, 2017 at the District Office.