

RCRCA

AREA II / RCRCA

August 1, 2019 Board of Directors Meeting
Redwood County Learning Center, Redwood Falls, MN

AREA II Members Present: Jeff Veerkamp, Larry Anderson, John Maatz, Joe Drietz, Luke Johnson, Lon Walling and Glen Kack.

RCRCA Members Present: Jeff Veerkamp, Jeff Nielson, Joe Drietz, Glen Sorensen, Mark Meulebroeck, Paul Posthuma, Luke Johnson, Lon Walling, Ed Carter and Glen Kack.

Others Present: Kerry Netzke – Executive Director, Joy Bruns – RCRCA Office Manager, John Boulton – YMRWD.

The meeting was called to order at 9:00 AM by Area II Chairman Maatz and RCRCA Chairman Johnson.

ADOPT AGENDA. Chairman Maatz asked for any additions to the Agenda. Netzke requested an addition for Area II Audit Quotes and Area II Delhi 5 Funding Request. Motion by Meulebroeck, seconded by Posthuma, to approve the Agenda as amended. Motion carried unanimously.

AGENCY AND MEETING REPORTS.

YMRWD – Boulton reported that tiling permits have doubled from last year; 118 permit applications to date this year. They are awaiting surveying/engineering on some retention projects as it fits into Area II's schedule.

APPROVE RCRCA MINUTES of July 11, 2019, 2019 Board Meeting. Motion by Nielson, seconded by Carter, to approve the July 2019 Minutes as amended. Motion carried unanimously.

APPROVE AREA II MINUTES of July 11, 2019 Board Meeting. Motion by Johnson, seconded by Kack, to approve the July 2019 Minutes as amended. Motion carried unanimously.

APPROVE RCRCA TREASURER'S REPORT – July 2019. Netzke reviewed the financials with the board. Revenue received: \$1,203.73 Contract Services Income, \$2,600.00 Monitoring Income, \$81.62 Interest Income, \$692.18 Contract Services-Moldestad and \$186.50 PERA Assistance. RCRCA transferred \$71,000 from the Cash Sweep Account into the checking account and then to the MAGIC Account. Bills for the month were routine except for Vehicle Expense (4 new tires on the Ford Pickup). Bills for approval include: Wenck Associates \$14,154.45 for WRAPS consultant work and Houston Engineering \$2,841.45 for Lake Redwood Reclamation project. Motion by Nielsen, seconded by Drietz, to approve the July 2019 Treasurer's Report and authorize payment of the bills. Motion carried unanimously.

Revenue from the following sources was recorded:

Canoe/Kayak Rental	\$ 0.00	Contract Services Income	\$ 1,203.73
Interest-Cash Sweep/CD	\$ 0.00	Interest-Checking Acct	\$ 10.01
Grant Funds	\$ 2,600.00	Miscellaneous Income	\$ 878.68
Appropriations	\$ 0.00	Investment/MAGIC Interest	\$ 71.61

Paid bills are summarized below:

Operations/Occupancy	\$ 1,653.59	Travel Expenses	\$ 837.12
Promotion/Education	\$ 0.00	Contract Services-Moldestad	\$ 0.00
Monitoring/Evaluation	\$ 1,170.02	Personnel	\$ 9,766.06
Project Costs	\$ 0.00	Contract Services-Area II	\$ 3,606.96
Capital Outlay (Grant Related)	\$ 0.00	Other Services & Charges	\$ 14,247.49

Bills for approval:

Professional Fees (Consultant)	\$ 16,995.96
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APPROVE AREA II TREASURER'S REPORT – July 2019. Netzke reviewed the financials with the Board. Motion by Drietz, seconded by Veerkamp, to approve the July 2019 Treasurer's Report and authorize payment of the bills. Motion carried unanimously.

APPROVE AREA II COST SHARE CONTRACT PAYMENT. Netzke presented partial payment #2 for the Redwood – Charlestown 34 Grade Stabilization project in the amount of \$46,243.83 (46% of total project cost due to other funding sources). Frustrated discussion followed regarding the cost of wetland credits which had been previously paid by partial payment #1. Motion by Walling, seconded by Anderson, to approve the partial payment. Motion carried unanimously.

EXECUTIVE DIRECTOR'S REPORT.

- **MPCA Commissioner Visit** – The new commissioner, Laura Bishop, will be visiting the Marshall regional office on August 6. Netzke was asked to meet with her to inform her of Area II's and RCRCA's missions and history.
- **SW/WC Insurance Meeting** – The annual meeting for small groups will be on Wednesday, August 7 to discuss renewals and premium increases.
- **Vacation** – Netzke will be taking vacation August 21-23 and August 30 to attend the MN State Fair.
- **Performance Review** – Netzke's annual review is due next month. It was decided that Netzke would email a performance questionnaire to Chair Maatz who would email a Survey Monkey link to the Area II board members. The Area II Executive Board will meet with Netzke 20 minutes before the September regular meeting to reach a recommendation to bring to the full board.

AREA II

- **FY20 & FY21 Biennial Plan** – The BWSR Southern Region Water Plan Committee will meet via teleconference on August 2. The BWSR Board will review/approve the Committee's recommendation at their August meeting.
- **Dead Coon Lake Outlet** – On July 11 in Marshall, Duane Hansel, PE explained several options with the appointed representatives from Lincoln, Redwood and Lyon Counties. Options included armoring the outlet (private driveway), adding an additional box culvert, adding a 'Texas Crossing' consisting of a series of smaller diameter culverts, and constructing an emergency driveway. Also discussed was a buy-out of the property. Commissioner VanDevere agreed to speak to the property owner for thoughts on the options.
- **FY19 Audit** – A RFP was mailed to six accounting/auditing firms with bids to be submitted by July 26. Bids received will be discussed at the Board meeting.
- **County Ditch 37 Pump Station Tour** – MDA and ISG consultants arranged for a tour on July 10 where this site was visited. Lincoln County opened the instrumentation panel and the lift station cover as several engineers were on the tour. ISG has some projects in the local area where this methodology may work, so they plan to contact Area II for opportunities to work together. Lingbeek requested having a drone video to present and/or post on the website.
- **Yellow Medicine 1W1P Biennial Summit** – The summit is scheduled for Monday, August 12 at the Minneota Sportsmen's Club. The Advisory Committee will meet at 4:00, dinner at 5:00, and summit at 6:00. The discussion will include the accomplishments in the 2 years since the Plan was adopted, progress made towards the goals, and redirection of efforts (if necessary).

RCRCA

- **Fountain Lake (Albert Lea) Dredging Project Visit** – Houston Engineering, Inc. (HEI) has been working with Vic Buhr, VP of JF Brennan Company, Inc. from La Crosse, WI who is the dredging contractor currently working on Fountain Lake at Albert Lea and also in Zumbrota. He has been extremely helpful in answering questions regarding dredging of small lakes. He has invited HEI, Netzke and Jim Doering from the City of Redwood to come to Fountain Lake for an up close and personal tour of the project. This is planned for Monday, August 5.
- **Quarterly Invoices/Semi-Annual Reports** – Quarterly invoices for the Cottonwood WRAPS, Redwood WRAPS, Cottonwood-Redwood preWRAPS, WPLMN, MDA pesticide grant, and Discovery Farms were submitted. Semi-Annual reports for the Cottonwood WRAPS, Redwood WRAPS, Cottonwood-Redwood preWRAPS were also completed by the August 1 deadline.
- **CFW Applications** – Netzke will compile grant applications for Upper Three Mile Creek (Redwood) and Plum Creek (Cottonwood) as recommended by the WRAPS Local Work Groups. Application deadline is September 9.
- **Brawner Lake Update** – Stanley Consultants are anticipated to submit preliminary plans by August 12. The lake had a major failure in Summer 2017 that caused the lake to drain.

2019 ANNUAL MEETING FOR AREA II/RCRCA – Date & Location. Netzke has researched meetings scheduled on November 7, 2019 and contacted Tom Giles to speak at our meeting. Mr. Giles will be available mid-to-late afternoon on November 7. Netzke recommended Grandview Winery near Belview, MN for the meeting location. The tentative schedule would be a regular board meeting at 2:00 pm, Annual Meeting Registration 3:00, meeting to start at 3:30 pm, with buffet-style meal planned for 5:30 pm. Consensus of the board is to check the availability of Grandview Winery for the Annual Meeting and to book if available.

RCRCA – LAKE REDWOOD DREDGING UPDATE. Netzke, Jim Doering and Houston Engineering will be traveling to meet with the JF Brennan Company to visit an in-progress dredging project at Fountain Lake at Albert Lea on August 5. The company has provided invaluable insights in what to expect, what to prepare for and how to work through those challenges in the upcoming Lake Redwood Reclamation project. They have found that consultants routinely undersize the confined disposal area (CDF) and fail to seek out advise from contractors as dredging projects are complex. The City of Redwood Falls will contact the lawyer that they have used for the airport land acquisition to assist with the CDF land acquisition. Tentative schedule is: 2019 – Land acquisition, acquire permits, and RFP for CDF contractor; 2020 – Construct CDF, RFP for dredge contractor, prepare laydown area and disposal pipeline; and 2021-2022 Active dredging operations.

AREA II – FY19 AUDIT. Netzke sent out RFPs to six firms, receiving bids from Richard Holmberg, CPA (\$3,950) and Peterson Company, Ltd (\$2,500). Bruns has worked with the Peterson Company, Ltd on the Redwood SWCD audit and feels they are qualified to do the audit. After some discussion, motion was made by Johnson, seconded by Drietz, to hire Peterson Company Ltd. to perform the FY19 annual audit. The Board authorized Chairman Maatz and Netzke to sign the engagement letter. Motion carried unanimously.

DEAD COON LAKE OUTLET EROSION (Lincoln/Lyon/Redwood Counties). Netzke updated the Boards on the options and costs as presented by Duane Hansel, PE and Bill Moldestad, PE. The committee inquired about buy-out of the property as that would be the least expensive alternative. Commissioner Vandevere agreed to speak to the landowner regarding her preferred option. Drietz reported on behalf of Vandevere that the landowner was not open to buyout, and did not expect any significant alteration to the outlet/driveway as she realizes that climate is the controlling factor right now. Consensus was for the committee to meet once again, possibly in September, to further discuss the project and agreement.

AREA II ENGINEER’S REPORT (July). Netzke reviewed the Engineer’s Report with the Board.

AREA II - DELHI 5 East Grade Stabilization Funding Request. An unexplained error occurred in the design whereby an existing tile line was 2 feet lower than the manhole structure and would not provide drainage. It is not known if the error occurred while collecting additional survey information after the initial topographic survey, or if it was a transposition of numbers. The cost of rerouting the tile line was \$11,000. Redwood SWCD has found no other funding sources to cover this cost, so Area II county funds are being requested to assist the landowner who is already providing 25% local match. After some discussion, motion was made by Walling, seconded by Johnson, to approve funding of \$11,000 from Area II’s county trust fund for the additional work to re-lay the tile around the grade stabilization pond and connect it to the new tile. Motion carried with some reservations, Walling voted against.

ADJOURNMENT. Area II Chairman Maatz and RCRCA Chairman Johnson declared the Joint Area II/RCRCA meeting adjourned at 10:18 AM.

UPCOMING MEETINGS.

September Board Meeting	Thursday, September 5, 2019	Marshall, MN – BWSR Conference Room – 9 AM
October Board Meeting	Thursday, October 3, 2019	Redwood Falls – Redwood County Learning Center – 9 AM
November Board Meeting	Thursday, November 7, 2019	Belview, MN – Grandview Winery – 2 PM
Annual Board Meeting	Thursday, November 7, 2019	Belview, MN – Grandview Winery – Invitations to be mailed

Luke Johnson, RCRCA Chairman

Date