



Yellow Medicine River Watershed District

122 North Jefferson Street, P.O. Box 267, Minneota MN 56264-0267
Phone: 507-872-6720 www.ymrwd.org ymrw@centurytel.net



Regular Meeting Minutes August 8, 2016

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
Secretary John Boulton (left at 11:00 a.m.)
Treasurer Tim Dritz
Public Relations and Information Officer James Kraus (arrived at 9:10 a.m.)

Managers absent: Vice President Jeff Hoffman

Others present: Administrator Emily Javens
Board Conservationist Jason Beckler (Board of Water & Soil Resources)

Approval of the Agenda and Past Meeting Minutes

M/S/P to approve the agenda:

Motion by: Tim Dritz
Second by: John Boulton
Passed: 3-0

M/S/P to approve the June 13, 2016 regular meeting minutes:

Motion by: Tim Dritz
Second by: John Boulton
Passed: 3-0

Treasurer's Report

Javens presented the following reports:

- | | |
|---|---|
| • July 31, 2016 Balance Sheet | Total liabilities and equity = \$275,600.14 |
| • July 11 – August 8, 2016 Profit & Loss Report | Net Income = \$25,635.91 (if warrants are paid) |
| • Expenses by Vendor Summary July 12 – August 8 | Total warrants = \$18,951.5 |
| • June 13, 2016 Ditch Balance Report | Total balance = \$50, 647.65 (if warrants are paid) |

Manager Kraus arrived at 9:10 a.m.

M/S/P to approve the treasurer's report and pay the warrants:

Motion by: John Boulton
Second by: James Kraus
Passed: 4-0



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Warrants to be paid:	Aracely Leos	August office cleaning	\$30.00
	Bolton & Menk	Lincoln Ditch 38 engineering	\$996.00
	Bolton & Menk	Lincoln Ditch 39 engineering	\$490.00
	Jim Wambeke	Office rent	\$500.00
	Meulebroeck Taubert	Audit	\$3865.00
	MSU, Mankato	Terrain Analysis Grant Payment	\$8,861.10
	Netpoint	Website	\$8.95
	RESPEC	Organization development grant	\$4200.00
		TOTAL =	\$13,018.25

Old Business

There was no old business.

New Business – Lincoln County Ditch 38 Petition for Reroute

Javens presented a petition by Northern States Power (Xcel Energy) to reroute Lincoln County Ditch 38.

M/S/P to accept the petition and appoint Bill Helget, Bolton & Menk, as the engineer to investigate the effects of the proposed reroute on the current project under improvement proceedings.

Motion by: Tim Dritz

Second by: John Boulton

Passed: 4-0

New Business – 2017 Budget

Javens presented 3 options for consideration of the 2017 budget. Levy options included no increase, 2.7% increase, and the maximum levy allowed. The Board discussed the options and decided to move forward with a 2.7% increase as the recommendation to be presented during the public hearing process.

New Business – Citizen Advisory Committee Meeting

Javens presented a preliminary agenda for the 2016 Advisory Committee meeting to be held on August 18.

New Business – Permit Applications

Javens presented two drainage permit applications. The first request was from Xcel Energy to add 5 acres of new impervious surfaces to accommodate a new electrical substation. Stormwater runoff from the site will be managed by two stormwater ponds that outlet into a proposed 12" outlet pipe. The outlet, however, is part of the Lincoln County 38 Ditch Improvement proceedings and has not been approved for construction. If the ditch project does not get approved, the substation will only have access to an undersized 6" existing tile line to serve as an outlet for the ponds. Since Xcel Energy is not in a position to wait for the 12" outlet to be built, the Board agreed to issue the permit with the conditions that Xcel Energy takes responsibility for



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any and all damages that occur as a result of using an undersized outlet. (They will use the existing 6” tile line as a temporary outlet until the 12” pipe is constructed.) They will also need to submit a new permit application and modify construction plans if the permanent outlet does not get approved and built.

The second application (Darwyn Bach – Omro 29) had potential impacts to downstream neighbors and the board wanted to have the applicant get signatures of the downstream landowners prior to granting approval. Once the signatures are submitted to the YMRWD, the permit will be approved.

M/S/P to approve the drainage permit applications listed below, with the conditions listed (if any):

Motion by: John Boulton
Second by: James Kraus
Passed: 4-0

June 2016 Approved Permits:

<u>Permit #</u>	<u>County</u>	<u>Applicant</u>	<u>Activity</u>	<u>Location</u>	<u>Conditions</u>
2016-08-01	Lincoln	Xcel Energy	Electrical Substation	Limestone 8	Applicant responsible for damages associated with the use of temporary undersized outlet
2016-08-02	Yellow Medicine	Brian Doom	Clean waterway	Omro 20	DNR permit required since waterway is classified as a public water

Public Comment

Jason Beckler gave an update of state activities including a buffer workshop to be held on August 29 for staff and managers. He also mentioned Ed Lenz has taken the southern region manager position.

Administrator’s Report

Javens updated the board on the past month’s activities in a verbal, as well as a written report (available in the board packet). Javens also provided information on an upcoming public hearing for a petition to establish the Lake Shaokatan Improvement District on August 13 at 10 a.m. at the Lincoln County Courthouse Assembly Room in Ivanhoe.

Manager Reports

Boulton reported on the ongoing activities of Area II River Basin Projects meeting he attended.

Dritz mentioned an opportunity for staff and managers to attend the International Drainage Conference that will be held in early September in Minneapolis.



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Work Session: Organizational Development Discussion

Julie Blackburn, RESPEC Consulting, presented findings of her analysis of the District’s operations and summarized the results of a survey conducted earlier this year. She will submit a final report following the meeting. She found the District has generally met the minimum functions of a watershed district and is starting to show progress to becoming a more highly effective organization. The next recommended steps for the organization are to set annual goals and work on updating policies and rules. The District should also continue to build relationships with partners (soil and water conservation districts, counties, townships, and cities.)

Manager Boulton left the meeting at 11:00 a.m.

Training Request

Following the work session, it was determined a motion should be considered to allow staff and managers to attend the training mentioned by Manager Dritz.

M/S/P to approve the attendance of Emily Javens and Tim Dritz at the International Drainage Symposium.

Motion by: James Kraus
Second by: Tim Dritz
Passed: 3-0

Adjournment

M/S/P to adjourn the meeting.

Motion by: Tim Dritz
Second by: James Kraus
Passed: 3-0

The meeting was adjourned by Buysse at 12:30 p.m.

Respectfully Submitted,

John Boulton

Secretary John Boulton

9/12/16

Date

Minutes prepared by Javens

The next regularly scheduled meeting of the Yellow Medicine River Watershed District is September 12, 2016 at 9:00 a.m. at the district office.