

# AREA II

## AREA II / RCRCA

October 3, 2024 - Board of Directors Meeting  
Redwood Government Center – Redwood Falls, MN (hybrid meeting)  
Roll Call Votes on all Motions

**AREA II Members Present:** Larry Anderson, John Maatz\*, Joe Drietz, Gary Crowley, Lori Gunnink\*, Luke Johnson, Rick Wakefield, and Glen Kack.

**RCRCA Members Present:** Bill Eckstein, Larry Anderson, Clark Lingbeek, Joe Drietz, Gary Crowley, Mark Meulebroeck\*, Lori Gunnink\*, Paul Posthuma\*, Luke Johnson, Rick Wakefield, Ed Carter\*, and Glen Kack.

**Others Present:** Kerry Netzke – Executive Director, and Joy Bruns – RCRCA Office Manager.

*\*Members joined the meeting virtually*

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

**ADOPT AGENDA.** Netzke requested an addition for a discussion of Swedes Forest 18 (Redwood County) Local Match funds. **RCRCA** - Motion by Gunnink, seconded by Drietz, to approve the agenda as amended. Motion carried unanimously. **Area II** - Motion by Wakefield, seconded by Crowley, to approve the agenda as amended. Motion carried unanimously.

### **PLEDGE OF ALLEGIANCE.**

### **AGENCY AND MEETING REPORTS.**

**DNR** – Chairman Johnson and Netzke attended a virtual meeting on the Public Waters Inventory update. This inventory will be updated over the next 8 years with \$1 million per year being appropriated. Anyone may sign up for email updates at [mndnr.gov/pwi-update](http://mndnr.gov/pwi-update). DNR intends to complete 12 counties per year. Each completed county will have meeting that is publicly noticed, a public hearing to present revisions and receive comments, and a 30-day comment period. DNR stated that the Public Waters definition has not changed.

**MASWCD** – Supervisor Lingbeek reported on the Area V MASWCD meeting held 9/19/24 in Marshall. Mark Meulebroeck is retiring as a supervisor, and a new Area V Treasurer is needed to replace him. The MASWCD Board Retreat was held at New Prague with a floodwater retention structure tour of Waterville/Legion area.

**AMC** – Commissioner Johnson reported that the District meeting is scheduled for 10/24/24 in Lake Benton.

**APPROVE RCRCA MINUTES of September 2024 Board Meeting.** Motion by Anderson, seconded by Drietz, to approve the September 2024 Minutes as presented. Motion carried unanimously.

**APPROVE AREA II MINUTES of September 2024 Board Meeting.** Motion by Johnson, seconded by Wakefield, to approve the September 2024 Minutes as presented. Motion carried unanimously.

**RCRCA TREASURER’S REPORT – September 2024.** Financials were reviewed by the Board. Motion by Drietz, seconded by Eckstein, to file the September 2024 Treasurer’s Report subject to audit and approve payment of the bills. Motion carried unanimously.

**AREA II TREASURER’S REPORT – September 2024.** Financials were reviewed by the Board. Revenue received: \$5,395.44 Contract Services Income and \$3,154.41 Interest Income. Grant funds have been requested from BWSR/MMB for the completed projects. Bill for approval: \$5,814.00 Bolton & Menk. Motion by Crowley, seconded by Kack, to file the September 2024 Treasurer’s Report subject to audit and to approve payment of the bill. Motion carried unanimously.

**Revenue as recorded:**

Contract Service Income (RCRCA)	\$ 5,395.44	Projects-MMB General Fund	\$ 0.00
Interest Income	\$ 3,154.41	County Levy	\$ 0.00
State of MN-Administrative	\$ 0.00	SWCD Tech Assistance	\$ 0.00
Water Quality & Storage Grants	\$ 0.00	Miscellaneous Income	\$ 0.00

**Paid bills are summarized below:**

Administration	\$ 17,708.73	Office Supplies	\$ 113.38
Bonding Project Funds	\$ 0.00	Other Insurance	\$ 0.00
Capital Outlay	\$ 0.00	Postage	\$ 129.00
Contract Services - RCRCA	\$ 1,689.51	Professional Services	\$ 9,191.50
Directors’ Expense	\$ 0.00	Project Expenses Paid	\$ 50,946.38
Directors’ Insurance	\$ 0.00	Project Permit Fees	\$ 0.00
Employee Expense	\$ 71.64	Rent	\$ 837.00
Field Supplies	\$ 0.00	Telephone	\$ 20.08
Investigating & Testing	\$ 0.00	Utilities-Web Hosting	\$ 0.00
Maintenance & Repair	\$ 187.49	Vehicle Expense	\$ 139.52
Miscellaneous Expense	\$ 12.98	Continuing Education	\$ 0.00
Insurance	\$ 0.00	Investigation/Testing Exp.	\$ 11,240.00

**Bills for approval:**

Professional Services	\$ 5,814.00	Investigation/Testing Exp.	\$ 0.00
Project Costs	\$ 0.00	Project Permits	\$ 0.00

**RCRCA – COST SHARE CONTRACTS:**

**NEW CONTRACTS:**

<b>CWF-2022-14</b>	<b>*PELL CREEK*</b>
<b>Kyle Reiner</b>	<b>North Hero 33 - Redwood</b>
<b>EST Cost: \$68,100.30</b>	<b>638 Water &amp; Sediment Control Basins</b>
	<b>EST Cost Share: \$51,075.23 (75%)</b>
	<b><u>CWF C/S: \$ 51,075.23 (75%)</u></b>

<b>CWF-2022-15</b>	<b>*PELL CREEK*</b>
<b>Kyle Reiner</b>	<b>Ann 4 - Cottonwood</b>
<b>EST Cost: \$105,777.00</b>	<b>412 Grassed Waterways</b>
	<b>EST Cost Share: \$79,332.75 (75%)</b>
	<b><u>CWF C/S: \$ 79,332.75 (75%)</u></b>

**CONTRACTS FOR PAYMENT:**

<b>CWF-2021-20</b>	<b>*PLUM CREEK*</b>
<b>North Hero Township</b>	<b>North Hero 5 - Redwood</b>
<b>EST Cost: \$35,830.00</b>	<b>580 Streambank Stabilization</b>
<b>ACT Cost: \$36,569.80</b>	<b>EST Cost Share: \$26,872.50 (75%)</b>
	<b>ACT Cost Share: \$26,872.50 (75%)</b>
	<b><u>CWF C/S: \$ 5,929.35 (16.2%)</u></b>
	<b>319 Funds: \$21,498.00 (58.8%)</b>

<b>CVF-2021-22</b>	<b>*PLUM CREEK*</b>
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<b>David Freeburg</b>	<b>Springdale 34 - Redwood</b>	<b>412 Grassed Waterways</b>
<b>EST Cost: \$39,982.00</b>		<b>EST Cost Share: \$29,986.50 (75%)</b>
<b>ACT Cost: \$67,331.00</b>		<b>ACT Cost Share: \$50,498.25 (75%)</b>
		<b><u>CVF C/S: \$ 5,997.30 (8.9%)</u></b>
		<b>319 &amp; Equip: \$44,500.95 (66.1%)</b>

Netzke presented two new cost share contracts for Pell Creek: North Hero 33 – Redwood 638 WSCBs and Ann 4 – Cottonwood 412 Grassed Waterways. Payment requests for two completed projects for Plum Creek: North Hero 5 – Redwood 580 Streambank Stabilization and Springdale 34 – Redwood 412 Grassed Waterways. Motion by Lingbeek, seconded by Drietz, to approve the new cost share contracts and pay the completed projects. Motion carried unanimously.

**AREA II – COST SHARE CONTRACTS:**  
**CONTRACTS FOR PAYMENT:**

<b>GFCG-2023-03</b>	<b>Johnsonville 29 – Redwood</b>	<b>410 Dam Restoration</b>
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Cory Jensen		
<b>EST Cost: \$34,642.00</b>		<b>EST Cost Share: \$25,981.50 (75%)</b>
<b>ACT Cost: \$34,642.00</b>		<b>ACT Cost Share: \$25,981.50 (75%)</b>
		<b><u>Local Match: \$8,660.50</u></b>

<b>Partial #1</b> (materials on hand paid to Brey Tiling & Excavation by Area II)		
ACT Cost: \$10,603.36	<b><u>75%: \$7,852.52</u></b>	<b><u>Local Match: \$2,650.84</u></b>
		<i>Area II</i> \$2,650.84

<b>Partial #2</b>		
ACT Cost: \$24,038.64	<b><u>75%: \$18,028.98</u></b>	<b><u>Local Match: \$6,009.66</u></b>
		<i>Landowner</i> \$6,009.66

*Area II Payment issued to Landowner: \$18,028.98 - \$2,650.84 = \$15,378.14*

Netzke presented one cost share contract for partial payment for Johnsonville 29 – Redwood 410 Dam Restoration. Motion by Johnson, seconded by Crowley, to approve the cost share payment for Johnsonville 29 Redwood. Motion carried unanimously.

**EXECUTIVE DIRECTOR’S REPORT**

- **Wage Adjustment Meeting** – Most of the Area II and RCRCAs Executive Board members met September 26 to review current wages and benefits, and to recommend wage adjustments for comparable positions.
- **Area V MASWCD Meeting** – At the September 19 meeting, the findings of Houston Engineering’s study of the Southwest Prairie Technical Service Area’s (SWPTSA) workload and utilization were reviewed. The findings reveal that most of the SWCDs are very low on staff with Job Approval Authority (JAA) for designing structural practices and the SWCD’s rely heavily on SWPTSA for their services. The study looked forward 4 to 5 years with the increased workloads when more 1W1Ps are approved, including Cottonwood-Middle MN and Redwood. Both the SWPTSA and member SWCDs need to add staff, and train existing staff to have JAA to meet the upcoming

needs. Additionally, the Cottonwood-Middle MN and Redwood Plans should discuss if an in-house engineer should be employed to help cover the technical needs of the 1W1Ps.

## AREA II

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- **Construction Progress** Three projects have been completed with the new project funding: Fortier 8, Florida 15, Johnsonville 29, and soon, Island Lake 27. Swedes Forest 18 may be constructed yet this year depending on when the easement(s), agreement, and DNR Dam Safety Permit Amendment are completed.
- **Springdale 24 Stream Mitigation** Bolton & Menk staff were onsite September 18-19 assessing the impacted site and proposed mitigation site. The report is to be available early October.

## RCRCA

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- **Cottonwood-Middle MN 1W1P Update** The public hearing was held on September 18 in Springfield. No members of the public were present, nor additional comments received. Edits to the Plan are completed and the Plan posted to RCRCA's website along with the Comment/Response table. According to the MOA, each partner must pass a resolution to submit the final Plan to BWSR for approval – the county and SWCD resolutions will include 'adopting and implementing' the Plan to avoid enacting on a second resolution to do this. The resolutions for RCRCA and Area II will be to only submit the Plan from each organization.
- **Redwood 1W1P Update** The Steering Team and Policy Committee met on September 9 to approve the Land and Water Resources Narrative plan section, approve the Priority Resources and Issues, and select the Planning Regions. Prioritizing of the subwatersheds is in preliminary stages with heat maps being developed. The advisory Committee will hold its first meeting on October 14 to provide comments on those approved sections. Materials will be provided two weeks prior for those unable to attend due to harvest to review and provide comments.
- **Environmental Fair** Shawn and Joy spent September 24 & 25 at the Lyon County Fairgrounds presenting to about 260 5<sup>th</sup> and 6<sup>th</sup> graders. The hands-on Stream Table allows children to identify sources of pollution on the landscape and the ways the environment is protected. After this discussion, water is turned on to simulate flooding and the resulting erosion. If the kids are well-behaved, their reward is setting up the landscape for the next class.

## AREA II ENGINEER'S REPORT.

***Springdale 30, CSAH 20 Road Retentions – Site #3, Redwood County.*** This is a road retention project that is being proposed in a series of retention structures associated with a federal road replacement project. The soils report indicates that some underlying soil will need to be replaced during construction. Plans and specifications will be edited accordingly. ***Swedes Forest 18 Dam Repair, Redwood County.*** This is a dam restoration project where the existing NRCS dam structure, constructed in 1986, is showing signs of deterioration. A bid opening was held September 19 with the low bid from Ryan West Excavating at \$59,092.00; Engineer's Estimate was \$63,723.00. DNR Dam Safety has been notified that an amendment to the existing Dam Safety permit will be requested. Seven flowage easements are needed to cover the 89.26 acres of the flood pool; six are in Redwood County, and one is in Yellow Medicine County. Netzke is looking for prior flowage agreements that the Soil Conservation Service may have secured when the project was constructed. Once the easements are executed, Redwood County will be approached with the grant agreement. ***Island Lake 27 Grade Stabilization Repair, Lyon County.*** The Lyon County Commissioners approved the MMB/BWSR grant agreement on September 17. Once the easement and agreement are recorded, the documents will be forwarded to BWSR for signature. Construction is planned this Fall as Ground Works was the low bidder. ***Monroe 17 WSCBs, Lyon County.*** This constructed system (2023) implements two WSCBs and a new run of tile. The NRCS Area Engineer has agreed to the proposed post-construction changes for the project to be eligible for funding. A quote from Ryan West Excavating has been approved by the landowner. Fall construction is planned after the soybeans are harvested. ***Alta Vista 27 Road Retention, Lincoln County.*** The soils report recommendations are being implemented into the final plans as the project progresses towards a meeting with all involved parties to discuss any changes, flowage easements, borrow

sites, wetland delineation and permitting needs. 2025 construction is anticipated. ***Norman 35 Pond Sediment Removal, Yellow Medicine County.*** This is a sediment removal project for a previously restored grade stabilization by Area II when the pond was owned by a different landowner. Due to significant pattern tiling on neighboring fields, the pond is due for sediment removal maintenance. Yellow Medicine WBIF has been secured for cost share funding. The work will require a long-reach excavator to insure a minimum amount of disturbance to the existing side-slopes and structure. One bid was received from Noomen Excavating at a price of \$30,574.00. Engineers Estimate was \$44,398.00 which included sediment removal at \$4/CY while the contractor's bid was \$2/CY. ***Limestone 25 WSCBs, Lincoln County.*** This project is a series of WSCBs with a subsurface tile outlet system. A preliminary design has been submitted for review by the NRCS with comments received September 25. These changes are being implemented into the final design for planned Fall construction. Cost-share funding is being provided by federal RCPP and Lincoln SWCD. ***Amiret 20 Dam Repair, Lyon County.*** This is a small dam repair on the edge of a field. The majority of a preliminary design has been completed. ***Custer 11 Dam Repair, Lyon County.*** This is an existing small dam and shallow pond in Garvin Park. The site survey has been completed, and preliminary design is complete. A cultural resources site review has been conducted, and the site has been cleared. Excavation, grading, and berm work are to be conducted by a hired contractor. Sand and seeding are to be provided and performed by county forces. Final plans and specifications will begin development.

**Cottonwood-Middle Minnesota 1WIP Update and Next Steps.** Netzke reported that the plan is complete and both organizations need to pass a resolution to submit the plan to BWSR for approval. ***RCRCA*** – Motion by Lingbeek, seconded by Drietz, to approve the resolution as presented. Motion carried unanimously. ***Area II*** – Motion by Drietz, seconded by Crowley, to approve the resolution as presented. Motion carried unanimously. The BWSR Southern Region Water Plan Committee will meet in November to review the Plan and recommend approval to the BWSR Board who will meet in December. Attorney Ann Goering has agreed to assist RCRCA to revise the joint powers agreement as needed for plan implementation and to draft bylaws.

**RCRCA – Draft FY25 Budget.** Netzke presented the board with a draft of the FY25 Budget. The budget includes the Executive Board's recommendation for wage adjustments and COLA. Discussion followed. A revised budget will be discussed in November with approval planned for December.

#### **EXECUTIVE BOARD RECOMMENDATION – WAGE ADJUSTMENTS.**

• **RCRCA – Accept Performance Review of Office Manager – Joy Bruns.** Netzke noted that Bruns completed her 14<sup>th</sup> year with RCRCA with a favorable performance review. Pay increase pending the Board's decision.

• **Area II – Accept Performance Review of Engineering Technician – Joe DeSchepper.** Netzke noted that DeSchepper has completed 31 years with Area II with a favorable performance review. Pay increase pending the Board's decision.

Most of the executive board members met on September 26 to review the current staff wages and recommend adjustments based on comparable wages. The Board members noted that the current wages do not reflect the years of service. Discussion followed. Most counties have been increasing wages of all employees, up to 20%, to try to compete with the private sector and inflation.

The RCRCA Executive Board recommends 7% increases for both employees. Bruns' increase will be effective upon her anniversary date of October 4; Wohnoutka's increase is retroactive to his anniversary date of September 2. The 2025 COLA will be 3% effective January 1.

The Area II Executive Board recommends a 7% increase for DeSchepper effective upon his anniversary date of October 15. No increase for Netzke. Starting January 1, 2025, Area II will pay 100% of the family insurance plan. A 3% COLA will be applied July 1, 2025.

***RCRCA*** – Motion by Drietz, seconded by Posthuma, to approve the wage adjustment recommendations of the Executive Board. Motion carried unanimously.

**Area II** – Motion by Johnson, seconded by Wakefield, to approve the wage adjustment recommendations of the Executive Board. Motion carried unanimously.

**Area II – Swedes Forest 18 (Redwood County).** Netzke explained that the General Fund Construction Grants through MMB require flowage easements wherever one does not already exist to secure the public interest of the funding. Many of the existing small dams that are being restored do not have recorded easements and are of an age where the paper files do not contain any flowage agreements. For this large project, 89.26 acres of easement are needed from seven different property owners. At \$500 per acre, the 25% local match that is typically provided by Area II county funds, is \$11,157.50. The current balance of that account is only \$15,431.28. Netzke has been considering different options in order to not deplete this account, including: asking Redwood SWCD for local match assistance, paying \$300 per acre, or paying \$500 per acre and asking that the 25% match be given back to Area II. Discussion followed. The consensus of the Board was for Netzke to use her best judgment to resolve the situation.

**ADJOURNMENT.** Chairman Anderson and Chairman Johnson declared the meeting adjourned at 10:47 AM. The next meeting will be at the Springfield Community Center on November 20, 2024 at 2:00 PM.

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**UPCOMING MEETINGS.**

November Board Meeting	Wednesday, Nov. 20, 2024	Springfield Community Center - 2:00 PM
Legislative Gathering	Wednesday, Nov. 20, 2024	3:30 PM Registration; 4:00 start
December Board Meeting	Thursday, Dec. 5, 2024	Redwood County Government Center, Redwood Falls – 9:00 AM

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Larry Anderson, Area II Chairman

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Date