

## **Heron Lake Watershed District (HLWD) Advisory Committee Meeting**

**Tuesday, July 18, 2017 8:00 a.m.**

**Heron Lake Watershed District office**

**Heron Lake, MN**

### **ATTENDANCE**

Paul Pietz, Shelly Lewis, Mona Henkels, Naomi Hill, Allen Jensen, Chris Bauer, Andy Geiger, Jerry Ackermann, David Dieter, Jan Voit, Catherine Wegehaupt, Adam Franck, and Samantha Wolfe

#### **1. Call to Order**

Paul Pietz called the meeting to order at 8:00 a.m. Introductions were done.

#### **2. Minutes**

The minutes of the March 20, 2017 HLWD Advisory Committee meeting were reviewed. A motion was made by Naomi Hill and seconded by Mona Henkels to approve the minutes as written. The motion passed unanimously.

#### **3. HLWD Advisory Committee membership**

David Dieter was welcomed as a new member. Paul Pietz is in the process of contacting people in Jackson County to fill the seat left vacant by Clarence Madsen.

#### **4. Discussion Items**

Jan Voit gave an update on HLWD activities.

##### *Summer Interns*

Adam Franck and Samantha Wolfe began their internship on May 15, 2017.

##### *Seward 29*

The HLWD owns a dam in Section 29 of Seward Township in Nobles County. The structure is failing. Southwest Prairie Technical Service Area engineers were hired to review the site, provide a design, and an estimate. They attended a special meeting in May to explain the statutory requirements for dam repair and dam safety permitting. The estimated repair cost is \$52,000.

##### *County Commissioners' Meetings*

PowerPoint presentations summarizing 2016 activities were given to the commissioners in Nobles, Cottonwood, Jackson, and Murray Counties. The HLWD 2016 Annual Report, accomplishments handout, and 2017 Work Plan and Budget were distributed.

##### *Minnesota Public Drainage Manual (MPDM) Broad User Outreach Workshop*

On May 23, 2017, a MPDM training workshop was held. Topics included an overview of drainage law changes since 1991, administrative and legal issues, engineering and environmental considerations, a synopsis of viewing and appraising, public drainage system best management practices, and details about drainage record and multipurpose drainage management grants. The session ended with information about drainage system acquisition of buffer strips and alternative practices.

#### *Association of Watershed Administrators (AWA)*

As a result of the Minnesota Association of Watershed Districts (MAWD) Strategic Plan and the potential changes in structure, the AWA made the decision to review their mission and vision. Claire Bleser, Riley Purgatory Bluff Creek Watershed District and Jan Voit were tasked with developing questions to obtain information from AWA members. Jan created a PowerPoint presentation and draft questions. The two discussed topics and questions. Claire developed a survey that was distributed to AWA. The survey results were compiled and the PowerPoint presentation updated. The presentation was given at the AWA meeting on June 21, 2017.

#### *MAWD Summer Tour*

The MAWD Summer Tour was held on June 22, 2017. The bus tour began with the Rabideau Civilian Conservation Corps Camp, followed by the Federal Dam Leech Lake Reservoir, lunch at the Walker City Park, and a presentation by Department of Natural Resources (DNR) Fisheries. All five HLWD managers attended.

#### *Board of Water and Soil Resources (BWSR) Academy*

Barb Radke, BWSR Statewide Training Coordinator contacted Jan Voit regarding BWSR Academy. She will be a co-presenter regarding civic engagement at the academy.

#### *HLWD General Operating Levy*

The HLWD has levied \$250,000 for eleven of the last twelve years (in 2007, the levy was \$240,105). The same amount is proposed for 2018. The \$250,000 general operating levy is no longer sustainable.

#### *Annual Financial Newsletter*

On July 12 and 13, 2017, time was spent drafting the annual financial newsletter. The newsletter will be finalized after the board approves the preliminary budget hearing notice.

#### *Ag Awareness Event*

Jackson County Farm Bureau is hosting an ag awareness event. It will be held on August 15 at New Vision Co-op in Brewster. The HLWD will have a booth.

#### *Prairie Lakes Conference*

On August 11, 2017, Jan Voit will be giving a presentation regarding the HLWD at the Prairie Lakes Conference in Okoboji.

### **Grants**

#### *Legislative-Citizen Commission on Minnesota Resources (LCCMR) Grant Application*

An application for best management practices (BMPs) implementation for Jackson County Ditch (CD) 3 was submitted to LCCMR on May 15, 2017. Results regarding the first round cuts will be known at the end of July.

#### *Major Watershed Project*

Three people have agreed to be citizen council members: Paul Henning, Ron Tibodeau, and Mona Henkels. The first meeting will be held on July 18 at 1:30 p.m.

#### *Clean Water Fund (CWF) Grant Round*

On June 7, 2017, Jan Voit attended a CWF grant workshop sponsored by the BWSR. Presentations were given regarding request for proposal details, grant writing, project scale, watershed plan connection, civic engagement, and collaboration. The grant round opened July 5 and closes August 9. She is working with staff from I+S Group on potential applications for BMPs in Jackson CD 3, Jackson County Judicial Ditch (JD) 19, and Jackson County JD 3.

#### *Clean Water Partnership Loan Program*

One loan for septic system replacement was disbursed.

#### **Public Drainage Systems**

##### *Jackson County JD 14*

On April 5, 2017, the revised bond for Jackson County JD 14 was submitted. The information was sent to Mike Tow for review. The petition was accepted and engineer appointed in April.

##### *Jackson County JD 3*

The petition and supporting documentation for Jackson County JD 3 was submitted on April 7, 2017. The documentation was scanned and sent to Mike Tow on April 12, 2017. He has not yet had the opportunity to review the information. The petition was accepted and engineer appointed in May.

##### *Judicial/County Ditch Improvement Process*

A document summarizing the improvement process was drafted and sent to the managers.

##### *Nobles CD 12*

The order for Nobles CD 12 was signed and submitted to the City of Worthington, Advanced Engineering and Environmental Services, Inc., and the DNR.

##### *JD Line of Credit (LOC)*

Additional funds were needed for CD 3, as well as for JD 14 and JD 3. The LOC for CD 3 was increased to \$525,000. New LOCs were drafted for JD 14 (\$300,000) and JD 3 (\$750,000). No additional collateral was required.

##### *Jackson CD 3*

The adjourned hearing for Jackson CD 3 was held on May 25, 2017. Following extensive discussion, it was determined that an area of land from Jackson JD 3 is draining into Jackson CD 3. Because of this, the hearing was adjourned. A petition for a boundary change will be submitted to Jackson County. Once the county board makes a determination, a revised engineer's report and viewers' report will be submitted. The HLWD will provide proper notice and information distribution.

##### *Projects 2, 4, and 84-4A Redetermination of Benefits (ROB) Hearings*

On May 22, 2017, an informational meeting was held for these projects. Several landowners met with the viewers and provided changes that were incorporated into the ROB. The public hearing for the ROB on these projects was held on May 25, 2017.

Because there were so many changes, the board adjourned the hearings until June 27, 2017.

*Other*

Naomi Hill expressed her appreciation for the monthly updates on HLWD activities. Jan Voit explained that the reports are provided to counties, Soil and Water Conservation Districts, BWSR, DNR, Minnesota Pollution Control Agency, and legislators, as well as HLWD Advisory Committee members.

**5. HLWD Board of Managers Meeting Observations**

- March through June 2017 – There is a completely different environment. The old attitudes have not been seen. There is cohesive decision making. Everyone is actively engaged. It is refreshing to see.

**6. Other**

The summer interns gave an update on the work they have been doing in the watershed.

**6. Adjourn**

A motion to adjourn was made by Jerry Christopherson and seconded by Jerry Ackermann. The motion passed unanimously.

Respectfully Submitted  
Allen Jensen  
Secretary