

Regular Board of Directors Meeting  
Monday, March 12, 2018 1:30 PM  
Lower Platte North NRD Office  
P.O. Box 126  
Wahoo, NE 68066

1. Call to Order

**NOTE: The agenda is on file at the LPNNRD office and may be changed up to 24 hours prior to the meeting as scheduled.**

1.A. Meeting Notice

1.B. Inform Public on Location of Copy of "Open Meeting Act"

1.C. Pledge of Allegiance

2. Roll Call

2.A. Introductions

3. Approval of Agenda

Are there any additions or corrections to the agenda?

4. Comments - Advisors/Guests

4.A. Guest Comments

4.B. NRCS Report

4.C. NARD Report

4.D. NRC Report

4.E. Managers Report

#### 4.F. Education Program

#### 5. Approval of Minutes

Are there any additions or corrections to the Minutes? If not they will be approved on the consent agenda.

#### 6. Report of Standing Committees

##### 6.A. Executive Committee - Action as Required

###### 6.A.1. UNFINISHED BUSINESS

###### 6.A.1.a. Off Site Water Table Concerns Near Sand Creek

Mary Kay Stoeber and Gregory D. Harding have made a formal claim against the Lower Platte North NRD. The official letter to our attorney is attached.

###### 6.A.1.b. Ourada Lawsuit

Attached find a settlement agreement and release of all claims signed by Larry and Cynthia Ourada.

###### 6.A.1.c. Murren Lawsuit

Jovan updated the Committee on this case.

###### 6.A.2. MEETINGS

###### 6.A.2.a. Pending

###### 6.A.2.a.1. GMDA Summer Meeting

The 2018 summer GMDA Conference is scheduled for May 29-June 1 in Savannah Georgia. Attached find Conference Registration information.

###### 6.A.2.a.2. Summer Banquet

The committee expressed interest of having a Summer Recognition picnic this Summer. It was further discussed to begin planning for the event to be held Sunday, June 24, 2018 at Czechland Lake.

###### 6.A.2.b. Reports

#### 6.A.2.b.1. Water Strategies Meeting 2/27

Gottschalk and Mountford had a very productive visit to Washington D.C. on February 27th, meeting with with EPA, Senator Sasse's office and Senator Fischer's office. During the visits we voiced our support of EPA's 319 program as well as our frustration with COE and the process of closing out our completed projects.

#### 6.A.3. MANAGEMENT ITEMS

##### 6.A.3.a. Directors Absence

Attached find Director Meduna's absence from the January Meeting and Ruzicka and Olson's absence from the February Board Meeting.

##### 6.A.3.b. Monthly Education Program

As requested by the committee, we have scheduled Mike Sotak, FYRA Engineering, to discuss the various types of flood water reduction dam designs and what options might be considered for future dams in the Wahoo Creek Watershed.

##### 6.A.3.c. Election Certification Update

The committee reviewed the most recent list of Board candidates that have filed. The final updated list is attached.

##### 6.A.3.d. Lake Wanahoo Recreation

##### 6.A.3.e. LARM update

LPNNRD was notified this past week that LARM has been making changes to their bylaws. The major change that affects LPNNRD the most is LARM's decision not to replace the the vacancy on their Board of Directors created by the resignation of past LPNNRD board member Bob Clausen.

##### 6.A.3.f. Water Strategies Report

##### 6.A.3.g. Legislative Update

##### 6.A.3.h. Farm Lease/Crop Share

Attached find a copy of last years farm lease and letter to Harvey Brabec. Also attached is a copy of this years that we will be sending to Harvey Brabec for the 2018 farming season.

#### 6.A.4. EQUIPMENT

#### 6.A.5. PERSONNEL

The Personnel Sub-Committee will meet at 12:00 noon on March 12th prior to Board Meeting.

##### 6.A.5.a. NRD/NRCS Conservation Technician Letter of resignation

NRD/NRCS Conservation Technician Kelly Bartek has submitted a letter of resignation effective 2-28-18 as attached. This position is shared with LPSNRD (LPNNRD 70%, LPSNRD 30%),

##### 6.A.5.b. Posting of NRD/NRCS Conservation Technician position

The committee discussed beginning the process to post the opening of NRD/NRCS Conservation Technician stationed at the Saunders County NRCS office in Wahoo.

#### 6.A.6. FINANCE

##### 6.A.6.a. Approval of Financial Reports

Cindy Love, HBE, reviewed the January, 2018, Financial Report with the committee.

##### 6.A.6.b. Approval of Managers Time and Expense Sheets

##### 6.A.6.c. Accounts over 90 Days

Accounts payable and receivable were reviewed by the committee.

#### 6.B. Education, Operations & Rural Water Systems Committee - Action as Required

##### 6.B.1. O, E & RW Committee Chairman & Vice Chair

Nominations for Chairman and Vice Chair need to take place for the O, E & RW Committee.

##### 6.B.2. UNFINISHED BUSINESS

Nothing to take action.

##### 6.B.3. WILD NE/CREP REPORT

Nothing to report on either program.

##### 6.B.4. OPERATION & MAINTENANCE & OTHER ITEMS

The O & M crew spent time removing snow, cleaning and organizing the shop area, maintenance and cleaning of vehicles, and removing and piling more volunteer trees in the

problem area at Lake Wanahoo.  
Heimann re-certified his pesticide applicators license.

#### 6.B.4.a. Lake Wanahoo SRA

District staff met with G & P staff for our annual expense and revenue meeting on Thursday, February 15. The District had expenses of approximately \$38,000 and G & P expenses of \$106,830 totaling \$144,830. Game & Parks reported revenue of \$146,848 giving them a revenue surplus of \$40,018 for the SRA. We are uncertain if we can put these surplus dollars toward our expenses or deposit it into our Wanahoo account as we did last year (discussion needed). We will leave the budget at the same level as the 2017 season.

Lake Wanahoo continues to be very busy with ice fishing. Staff continues to assist with the restrooms on the area.

#### 6.B.4.b. Fremont 205 Study and Platte River Flood Plain Mapping

We are waiting for a letter of request from the Corps of Engineers for the \$175,000 they need to finish the Non-structural Study. The Amendment #3 passed by our Board needs to be approved by Dodge County, City of Fremont and Inglewood. Regarding the Flood Plain Study, the District needs to coordinate a letter(s) of request/support from communities and counties along the Platte River from Columbus to Ashland requesting that the Silver Jackets organization request funding to do the Hydraulic Study after the completed Hydrology Study.

#### 6.B.4.c. Grass Drill Revenues

The District received grass drill revenues from Rosendahl Seed and Feed in Platte County of \$3,197.50 for all of 2017 and from Schuyler Coop \$1,532.78 from July - December 2017.

#### 6.B.4.d. Tractor & Shredding Rate

The District's tractor/shredding rate is \$60/hour. This rate was established in 2006.

Should we consider raising our rate?

Staff generated these cost estimates: Our tractor cost per hour is approximately \$28, a man at \$25/hr, Fuel at \$5/hr = \$58 Add a rental cost for use of the shredder at \$10, there is also insurance coverage. Could we justify a rental cost of \$65 - \$70/hour.

UNL 2016 Neb Guide: For Tractor Rental of a 150-199 PTO H.P. tractor (minus fuel & operator) the average rental rate for Eastern Nebraska is \$57.50 for a tractor of 200 & above PTO the average rate is \$62.80.

#### 6.B.4.e. 2018 Corners for Wildlife Program

Pheasant Forever's Corners for Wildlife was awarded another two year grant through Nebraska Environmental Trust for 2018 and 2019. The participating NRD's promote the program, plant trees and shrubs free of charge to the landowner when 400 or more are

planted and Pheasant Forever reimburses the District, will place two project signs at all project sites, complete evaluation forms for the project and administer contract payments (Pheasant Forever sends the NRD funding and the District pays the landowner).

#### 6.B.5. ROCK AND JETTY

The District has received an invoice from Jason Feala (Country Brothers LLC) for work accomplished on the Sharon Cody property along Platte River and Skull Creek in Saunders County. The invoice total is \$18,340. Extensive repair work had to be done to replace a small levee and severe erosion along the Platte River and in Skull Creek.

#### 6.B.6. EROSION & SEDIMENT RULES & REGULATIONS

#### 6.B.7. INFORMATION AND EDUCATION

##### 6.B.7.a. Information

###### 6.B.7.a.1. Radio & eAds

The current KTIC Radio Ad and Wahoo Newspaper eAd are promoting the lawn care workshops, "Five Steps to a Beautiful Lawn" on March 1<sup>st</sup> and 13<sup>th</sup>. On March 14<sup>th</sup>, these ads will switch to promoting tree orders.

###### 6.B.7.a.2. Pheasants Forever Donation Request

The Pheasants Forever Lower Platte chapter has sent a donation request for their annual banquet on April 13<sup>th</sup>. They are requesting \$250 for overall banquet package merchandise. This request includes that the goal of the banquet is to raise funds that can be used to go back to Saunders County and the state to help with Open Fields and Waters, Wanahoo, Youth Hunts, Pollinator Programs, etc.

In 2017, \$250 was donated to the banquet in recognition of the partnership with the Pheasants Forever Lower Platte Chapter. The 2017 banquet program is attached.

###### 6.B.7.a.3. LPNNRD Communications Plan

TePoel has put together an internal and external media relations plan. The proposed plan is attached. This would serve as an addition to the current Information & Education section of the LPNNRD General Operating Policies.

##### 6.B.7.b. Education

#### 6.B.7.b.1. May Committee Meeting

The May committee meeting falls on Wednesday, May 2<sup>nd</sup>. This is the same date as Spring Conservation Sensation, which is always planned on the first Wednesday in May. It is suggested to move the committee meeting to another date/time to accommodate staff and directors who are presenting or attending the event.

#### 6.B.8. RURAL WATER SYSTEMS

##### 6.B.8.a. Colon System

##### 6.B.8.b. Bruno System

##### 6.B.8.c. Other

#### 6.C. Water Committee - Action as Required

##### 6.C.1. UNFINISHED BUSINESS

##### 6.C.2. REGULATORY

##### 6.C.2.a. Voluntary Integrated Water Management Plan - LPNNRD

Attached is a draft of the IMP that will be shown at the Public Open House on Wednesday, March 28 from 7:00 till 8:30 pm.

##### 6.C.2.b. GROUND WATER MANAGEMENT AREA

##### 6.C.2.b.1. Groundwater Rules and Regulations

Draft Rules and Regulation with proposed development map is attached.

The Groundwater Advisory Group met Tuesday, February 27 at the Cobblestone Inn in Schuyler with 7 individuals in attendance. Staff went over the proposed rule changes and the rationale behind the changes. Comments on the proposed changes were favorable. Other discussion items included flow meters on all wells, cover crops, row spacing and drilling in the Dakota aquifer. One comment summed everything pretty good "Right Practices on the Right Acres".

6.C.2.b.2. Well Permit Program

6.C.2.b.2.A. Well Permits Approved

Wells Permits Approved: 0

Landowner	Number of Wells	Number of New Irrigated Acres	Type of Well	County	Subarea
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The total number of approved permits for 2018 is 1

Location of Approved Well Permits for 2018: Correct as of 2/28/2018

County	Irrigation - New	Irrigation - Replacement	Stock	Commercial	Municipal	Other	Total
Butler	0	0	0	0	0	0	0
Colfax	0	0	0	0	0	0	0
Dodge	0	0	0	0	0	0	0
Boone	0	0	0	0	0	0	0
Madison	0	0	0	0	0	0	0
Platte	1	0	0	0	0	0	1
Saunders	0	0	0	0	0	0	0
<b>Total</b>	1	0	0	0	0	0	1

6.C.2.b.3. Cost Share Programs

6.C.2.b.3.A. Flow Meter Maintenance Program

Would the Committee consider recommending to the Board, Flow Meter Maintenance to all producers that report their water use District wide?

6.C.2.b.3.B. Flow Meter Cost Share in SQS #2

A followup letter was sent out the first part of February reminding producers if they were interested in receiving flow meter cost-share they needed to contact staff at the NRD office by March 1st. Staff did receive numerous calls and more producers are installing flow meters. We have 7 meters to receive cost-share for this month and 1 application that the meter has not been installed.

\*\*\*\*\*At the June 28, 2017 Water Committee, motion (1) offer cost-share for flow meters to producers within 2 miles of the SQS #2 Boundary with-in LPNNRD and (2)to offer cost-share within the SQS #2 area to convert gallons reading registers to acre-inches. Cost-share for registers conversion will be \$225 with producer paying the labor cost. Deadline for invoices will be by March 1.

\*\*\*\*\*At the November 30, 2016 Water Committee, motion was made to fund GWEL cooperators wells at \$1,000 per 8 inch meters (\$770 from WSF and \$230 from LPNNRD = \$1,000) and at \$749 per 6 inch meters (\$577 from WSF and \$172 from LPNNRD = \$749)

Water Sustainability Fund (WSF)	
8 inch meters	5 x 8" meters or 7 x \$770 = \$5390
6 inch meters	XX x 6" meters or XX x \$577 = \$0
WSF Total	\$3850
	So Running Total WSF Grant = \$85,621 of \$200,000 grant
	So Remaining Total of WSF Grant = \$114,379

LPNNRD For GWEL Cooperators	
8 inch meter	0 x 8" meters or 1 x \$230 = \$0
6 inch meter	0 x 6" meters or 0 x \$172 = \$0
Carry over (8 inch meter)	0 x 8" meter or 0 x \$230= \$0

LPNNRD Total	\$0
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Total For Flow Meter Cost Share Program	
WSF & LPNNRD	For approval at March 12, 2018 Board Meeting = \$5390

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6.C.2.b.4. Bellwood Phase 2 Area

Soil sample results were not included with David Nicolas' corn reports - both David Nicolas and Chris Nicolas have been contacted again regarding the lab sample sheets.

6.C.2.b.5. Richland - Schuyler Phase 2 Area

2017 reports have **not been received** from Brian Goff. Oaklund has called him again.

6.C.2.b.6. Richland - Schuyler Phase 3 Area

2017 reports have **not been received** from Chris Dvorak. Oaklund has called him again.  
 Mark Horejsi called today and said he plans to attend today's Water Committee meeting to discuss moving acres in Section 22-T17N-R3E. He had spoken with Oaklund after the February Board meeting and Oaklund mailed him information regarding the Acres Certification of the tracts south of Schuyler.

6.C.2.b.7. LPNNRD Operator Certification

Four online test requests have been received so far in February. One did not get a passing grade and may retake the test. Four have passed the test and a certification card was mailed to each.

Cert #	Cert date	Name	Re-cert	Comments
6170	2/7/2018	Chad J Lanik	Yes	

5650	2/9/2018	Taylor Murren	Yes	
5992	2/22/2018	Mark Gustafson	Yes	
5979	2/23/2018	JerodRiha	Yes	
7103	2/28/2018	Carl Williamson	new	
5855	2/28/2018	Marty Reznicek	Yes	

6.C.2.b.7.A. 2018 LPNNRD Certification Classes for Nitrogen and Water Management

Class	Date & time	Location	Att
# 1	Thursday, January 4th @ 3:30 p.m. (after Corn Expo)	Fremont - Extension Office	4
# 2	Wednesday, January 17th @ 7:00 p.m. [Dryland focus/emphasis]	ENREC (formerly known as ARDC)	10
# 3	Tuesday, January 30th @ 9:30 a.m. *Special class at 1:00 p.m. AEM	Columbus - Ag Park	2
# 4	Tuesday, January 30th @ 1:00 p.m. *Special class on AEM	Columbus - Ag Park	9
# 5	Thursday, February 5th @ 1:00 p.m. [Dryland focus/emphasis]	Butler County Events Center	3
# 6	Thursday, February 8th @ 9:30 a.m.	Lindsay - Village Office	
# 7	Tuesday, February 27th @ 9:30 p.m.	Columbus - Pinnacle Bank	1
# 8	Wednesday, March 7th @ 9:00 a.m.	Fremont - Extension Office	
# 9	Tuesday, March 13th @ 9:30 a.m.	Butler County Events Center	
# 10	Tuesday, March 20th @ 7:00 p.m.	ENREC (ARDC)	
# 11	Thursday, March 22nd @ 3:00 p.m. *Special class afternoon. AEM	Columbus - Ag Park	
# 12	Thursday, March 22nd @ 7:00 p.m.	Columbus - Ag Park	

6.C.2.c. LIVESTOCK WASTE PERMITS

The LPNNRD has received two livestock modification permit applications from DEQ since the last Water Committee meeting.

Staff did a drive-by of both sites noting the set-back distances of the application sites along Shell Creek. Both facilities are designing confinement barns and increasing the size of the lagoon.

<b>Name</b>	<b>Livestock</b>	<b>Type of Permit</b>	<b>Legal Description</b>	<b>County</b>
Beller Feedlot	Cattle	Modification	SW¼ 13-20N-04W	Platte
Gaspers	Cattle	Modification	NE¼ 12-20N-04W	Platte

Description of permit application

6.C.2.d. 2017 District Wide Water Use Reports

The District has received approximately half of the 677 reports mailed to producers with the District average being 4.23 in/ac. The listed deadline for these reports is 2/28/2018.

6.C.3. GROUND WATER PROGRAMS

6.C.3.a. DECOMMISSIONED WELL PROGRAM

6.C.3.a.1. Well Estimates

# new wells has been reviewed and approved for decommissioning since the last Committee meeting.

<b>Well Owner</b>	<b>Type of Well</b>	<b>Cost Share Estimate</b>	<b>County</b>
Clay Jedlicka	Irrigation	\$450.89	Colfax

Clay Jedlicka	Irrigation	\$420.23	Colfax
Clay Jedlicka	Irrigation	\$420.23	Colfax

### 6.C.3.a.2. Plugged Wells

1 well have been plugged, reviewed, and ready for cost share payment approval this month.

Well Owner	Type of Well	Cost Share Estimate	County
James Poulas	Irrigation	\$436.46	Dodge

### 6.C.3.b. LOWER PLATTE NORTH NRD GROUND WATER STUDIES

#### 6.C.3.b.1. Eastern Nebraska Water Resources Assessment (ENWRA)

Staff will be conducting extensive water level measurements in the areas that will be part of the 2018 flights. This will give us a current static water level for these areas compared to the 1995 level used in the prior report. One of the components of the report is to determine total water volume, so accurate numbers will be valuable.

Staff is looking into integrating well log geographic information with the AEM flights to help with the management of the groundwater. Jesse Korus from UNL Conservation and Survey Division is looking to set a standard on geology material on well logs, so conversions can be done easier.

#### 6.C.3.b.2. Platte and Elkhorn River Valley Integrated Water Monitoring

Attached are some preliminary water contours maps. If you look at these contours, it appears the water could be flowing toward the Elkhorn on the northern part but shifts a little further south.

#### 6.C.3.b.3. Lower Platte River Consortium

The meeting was postpone because of weather. Another meeting is being planned for sometime in March.

#### 6.C.3.c. NEW MONITORING WELLS

On February 14<sup>th</sup> Andersen and Oaklund met with Sue Lackey, UNL-C&SD, in West Point to review AEM information for locations of testholes and possible monitoring well sites. Three sites were selected: one in Colfax County near the Platte County line; one east of Highway 81; and one northwest of Tarnov. On February 16<sup>th</sup> Andersen and Oaklund reviewed these sites in the field to identify the favorable location(s) at each site. (Andersen and Oaklund also met with livestock producers Travis Dicke and Terry Lutjens regarding flow meters for their livestock operations.) On February 26<sup>th</sup> Oaklund met with landowners at the sites to review locating these testholes/monitoring wells near their land by the county right-of-way. Afterwards Oaklund went to the Platte County courthouse to apply for two county R-O-W permits then to the Colfax County Highway Dept to apply for R-O-W permit for the east site. Each county will review the permit(s) applications and send written confirmation after their field review, pending their Board's approval.

At this time UNL will be getting quotes for 3 test holes and monitoring wells.

#### 6.C.3.d. OTHER

##### 6.C.3.d.1. UTV Purchase

Staff from the Water Department has been looking for the best option in purchasing an UTV for field use. The Polaris Ranger 570 fits most of the criteria that was asked for. It is a little wider than was requested as the hope was to find one that was no wider than 54 inch, so staff could get down corn fields with 30 inch rows. The Ranger specs out at 58 inch wide, but staff did view one and with narrower wheels it measured 56 inches. Staff would like to include a front windshield on the UTV. A plastic windshield through P&R Sales is \$500 and a glass one is \$700.

The Ranger will come with a 1 year warranty but options are a 48 month extended warranty for approximately \$750 or 24 months for \$500. This can be purchased anytime in the first year. It was recommended to consider 6 or 8 ply tires right away for approximately \$500.

Staff recommends accepting the state contract quote for a Polaris Ranger 570 for \$9,567.10 and installing a plastic windshield.

The state contract does not have trailers as an option to purchase. A price was obtained from P&R Sales for an Aluminum Trailer for \$1750.

##### 6.C.3.d.2. GMDA ANNUAL CONFERENCE

Summer Conference is set for May 29 - June 1 in Savannah, Georgia. Registration is attached with deadline of April 15 for early registration.

#### 6.C.3.d.3. Project Sense

A thank-you letter from UNL is attached for LPN support and participation. Grower review meeting March 9<sup>th</sup> at Chances R in York at 10 AM. If interested please let staff know to confirm.

#### 6.C.3.d.4. COMMENTS FROM THE PUBLIC

### 6.D. Projects Committee - Action as Required

#### 6.D.1. UNFINISHED BUSINESS

No unfinished business to address.

#### 6.D.2. SWCP

##### 6.D.2.a. SWCP Application Approvals

##### 6.D.2.b. SWCP Payments

17-B-19 Laverne Kucera TOT/WASCB/Crit area planting	\$12,500
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##### 6.D.2.c. SWCP Cancellations

##### 6.D.2.d. Wahoo Creek Cost Share Approvals

##### 6.D.2.e. Tree Cost Share Approvals

#### 6.D.3. WATERSHEDS

##### 6.D.3.a. Shell Creek

##### 6.D.3.a.1. Hamata-Vavreck Shell Creek Bank Stabilization Project

As reported last month, the Board authorized Assistant Manager Mountford to work with Mainelli Wagner and Associates on starting the process for completing the next Shell Creek Bank Stabilization Project (Hamata-Vavreck) as a contract extension to the completed Kramer stabilization project. The contractor, Kohl Construction, has indicated an interest a contract extension and NDEQ has indicated that this will be allowable with regard to use 319 grant funding as a project extension. Director Bailey has also been very involved working with Colfax County to get their participation with the project and they have committed \$10,000 toward the project (engineering,

permitting and construction oversight). While it is not yet know what the exact construction costs will be, they are roughly guesstimated at \$100,000 at this time. NDEQ grant funds would be used to cover the construction cost. There may be a possibility that we may have enough details by the March 12 Board meeting for a motion to proceed.

#### 6.D.3.a.2. Shell Creek/Kramer Bank Stabilization Project Finalization

Attached is the finial Invoice totaling \$1,115.72 from Mainelli Wagner & Associates for engineering services provided on the Shell Creek/Kramer Bank Stabilization Project. After this payment, the total engineering services for bid letting and construction observation paid on this project will total \$16,125.46.

#### 6.D.3.a.3. Shell Creek Research Group Assistance Request

The Newman Grove High School Shell Creek Research Group is requesting \$1,450.45 water testing supplies and equipment for the 2018 sampling season as attached.

#### 6.D.3.b. Wahoo Creek Watershed

##### 6.D.3.b.1. Wahoo Creek Sites 26 & 27 FYRA Contract Payment

Attached is a \$14,848.75 Invoice from FYRA for contract work (planning) completed on Wahoo Creek Dam Sites 26 & 27. As per Board motion, since this is work accomplished under an approved contract, no Board approval is required for payment. After this payment, there will be \$28,371.57 remaining on the \$135,790 contract.

#### 6.D.4. LOWER PLATTE RIVER CORRIDOR ALLIANCE

No new information to report.

#### 6.D.5. Other

##### 6.D.5.a. Local Work Group Meeting

Our annual Local Working Group Meeting will be held 1 -4 pm on March 8, 2018, at the LPNNRD Office. Local Working Groups are composed of conservation district officials, agricultural producers representing the variety of crops and livestock or poultry raised within the local area, nonindustrial private forest landowners, and other professionals representing relevant agricultural and conservation interests and a variety of disciplines in the soil, water, plant, wetland, and wildlife sciences who are familiar with private land agricultural and natural resource issues in the local community.

#### 7. Additional Action Items

##### 7.A. Susie Leu Contract Employee

Susie Leu will be retiring on March 30th and the new employee will not be hired until after that date. Susie has agreed to assist the NRD/NRCS to help fill the gap on an as needed basis.

7.B. Flow Meter Cost-Share in SQS #2

8. Approval of Bills Pending

9. Consent Agenda Adoption

10. Comments from Directors/Guests

11. Meeting Establishment/Adjournment

**NOTE: The agenda is on file at the LPNNRD office and may be changed up to 24 hours prior to the meeting as scheduled.**