



# Cannon River Watershed Joint Powers Board

Mission: Work collaboratively to improve and protect the natural resources within the Cannon River Watershed to ensure prosperity of our urban and agricultural communities.

**Draft CRWJPB Meeting  
April 6<sup>th</sup>, 2022 at 9am  
Rice County Government Services Building  
320 3<sup>rd</sup> St NW, Faribault, MN 55021**

**CRWJPB Members:** James Hedeem (Belle Creek WD), Mike Slavik (Dakota County), Kevin Chamberlain (Dakota SWCD), Brad Anderson (Goodhue County), Donald Schliep (Goodhue SWCD), Steven Rohlfing (Le Sueur County), Jim Struck (Le Sueur SWCD), Sandy Weber (North Cannon WMO), Galen Malecha (Rice County), Mike Ludwig (Rice SWCD), Doug Christopherson (Waseca County), Keith Morgan (Waseca SWCD), Dan Hansen (Steele SWCD)

**Also in Attendance:** Ashley Gallagher (Dakota SWCD staff), Holly Kalbus (Le Sueur County staff), Karl Schmidtke (Le Sueur SWCD SWCD staff), Steve Pahs (Rice SWCD staff), Emmie Scheffler (Rice SWCD staff), Brad Becker (Dakota County staff), Sue Erpanbach (Rice SWCD staff), Shaina Keseley (BWSR), Teresa DeMars (Rice SWCD staff), Brad Behrens (Rice County staff), Chad Hildebrand (Goodhue SWCD staff), Dave Stenzel (Steele County staff), Brian Watson (Dakota SWCD staff), Haley Byron (Waseca County staff)

## **I. Call to Order and Roll Call**

Chair Rolhving called the meeting to order at 9:00 am.

## **II. Consent Agenda**

### **1. Approval of Agenda**

Steve Pahs would like BWSR letter of support added as agenda item 15.

### **2. Approval of Joint Powers Board Minutes of January 19<sup>th</sup>, 2022 Meeting**

### **3. Minutes of February 2<sup>nd</sup> and March 2<sup>nd</sup>, 2022 Executive Committee Meetings**

### **4. Financial Summary**

The financial summary in the packet is new from the one sent out before the meeting.

5. MPCA SWAG

**Motion by Anderson, second by Hedeem to approve the consent agenda. Motion carried.**

**III. Regular Agenda**

6. CRWJPB Workplan Amendment Policy

**Motion by Chamberlain, second by Weber to approve the CRWJPB Workplan Amendment Policy as presented in the packet. Motion carried.**

7. CRWJPB Change Order Policy

The board discussed if the change order amounts should be for just one change order or cumulative for each contract. Language change is needed to change in all spots where it states a change order to change orders.

**Motion by Anderson, second by Slavik to approve the CRWJPB Change Order policy with the language changes. Motion carried.**

8. CRWJPB Fund Balance Policy

The board asked if the Fund Balance Policy would concern BWSR and the answer was no. Discussion over the percentages ended with board members feeling that for right now those amounts are adequate and can review and change in the future.

**Motion by Malecha, second by Hedeem to approve the fund balance policy as presented in the packet. Motion carried.**

9. CRWJPB Record Retention Policy

Board members would like the wording changed in the second paragraph, sentence two, to read if dissolved. The board would like all the policies to be posted on the website.

**Motion by Slavik, second by Anderson to approve the CRWJPB record retention policy as presented in the packet with the change of wording in the second paragraph. Motion carried.**

10. Funding non CRWJPB members

The board asked if it was for a ditch itself improvement or for structures along the ditch, like side inlets, that improve the ditch. The Blue Earth project would be for structures along the ditch. The board discussed if this would be setting a precedent that if they allow for one project, will have to allow for all that Blue Earth and Freeborn present. The board feels that the members of the CRWJPB have their own projects that need to be completed

first and may entertain the motion for funding those other areas down the road. If the board were to give funds to non-members, the board would want a policy in place.

11. SE MN TSA JPA agreement

**Motion by Anderson, second by Chamberlain to approve the agreement between the SE MN TSA JPB and the CRWJPB as presented in the packet. Motion carried.**

12. 2023 Due Discussion

The Chair would like to see dues stay on the higher end until the fund balances are up. Board members would like the fiscal agent to look into the budget for the May or June executive meeting to have a further discussion on dues.

13. 2021 Audit Bid Proposals

The recommendation by the fiscal agent is for Peterson Company LTD. The board would like staff to look into a longer-term contract with them if possible.

**Motion by Hansen, second by Hedeem to select Peterson Company LTD to perform the 2021 audit and for the fiscal agent to have the authority to sign the Audit engagement letter. Motion carried.**

14. Legal Services

Staff is still waiting for the legal contract to be reviewed by Rice County.

**Motion by Hedeem, second by Weber to give the executive committee authority to approve the contract for legal services with Rice County. Motion carried.**

15. BWSR letter of support

BWSR would like support for the CRWJPB on a RCPP funding proposal. The board discussed if it would cover technical and administration costs and at this time it is unknown. No action was needed and the board gave the staff permission to sign the letter.

**IV. Update on implementation activities**

Holly Kalbus discussed the SSTS inventory and that it will be starting soon. There will be a tracking feature on the Le Sueur County website to see when inventories are occurring.

**V. Staff Reports**

Staff asked the board for ideas for the July Tour. The board decided they would like to ride share for the tour and will leave the planning to staff. They would like a calendar invite sent out to get the event on their calendars.

**VI. Other Correspondence**

There were no other correspondences.

**VII. Adjourn**

**The next meeting will be on July 6<sup>th</sup> at 9am. Motion by Hansen, second by Hedeem to adjourn the meeting at 9:44 am.**

Respectfully Submitted,

Galen Malecha,  
Secretary Cannon River Watershed Joint Powers Board