



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.

Minutes CRWJPB Meeting April 7th, 2021 Zoom Online Video Platform

CRWJPB Members: James Hedeem (Belle Creek WD), Mike Slavik (Dakota County), Kevin Chamberlain (Dakota SWCD), Brad Anderson (Goodhue County), Jeff Beckman (Goodhue SWCD), Steven Rohlring (Le Sueur County), Jim Struck (Le Sueur SWCD), Sandy Weber (North Cannon WMO), Galen Malecha (Rice County), Richard Cook (Rice SWCD), Rick Gnemi (Steele County), Dan Hansen (Steele SWCD), Mike Ludwig (Rice SWCD)

Also in Attendance: Brad Behrens (Rice County staff), Haley Byron (Waseca County staff), Ashley Gallagher (Dakota SWCD staff), Holly Kalbus (Le Sueur County staff), Beau Kennedy (Goodhue SWCD staff), Steve Pahs (Rice SWCD staff), Emmie Peters (Rice SWCD staff), Mike Schultz (Le Sueur SWCD staff), Sue Erpanbach (Rice SWCD staff), Brad Becker (Dakota County staff), Jennifer Mocol-Johnson (BWSR), Mark Schaezke (Waseca SWCD staff), Karl Schmidtke (Le Sueur SWCD staff), Jim Purfeerst (Rice County commissioner), Ashley Rezachek (reporter)

1. Call to Order

Chair Rohlring called the meeting to order at 9:01 am.

2. Approval of Agenda

Motion by Anderson, second by Weber to approve the agenda as presented. Motion carried.

3. Approval of Joint Powers Board Minutes of January 6th, 2021 Meeting

Motion by Malacha, second by Gnemi to approve the minutes of the January 6th, 2021 Cannon River Watershed Joint Powers Board meeting. Motion carried.

4. Financial Summary

The financial summary is an update from the one sent out in the board packet. The new financial summary has the March bank statement included.

Motion by Gnemi, second by Struck to approve the financial summary. Motion carried.

5. Signature Authority for CRWJPB Treasurer

The CRWJPB appointed a treasurer at the January meeting. Approval is needed for the treasurer to have signature authority on check and other bank related items.

Motion by Malacha, second by Weber to approve signature authority for the CRWJPB treasurer. Motion carried.

6. Audit

An unaudited financial statement is required this year due to not meeting the threshold for an audit. Due to the simplicity this year, Rice SWCD thinks it can be done in house by the fiscal agent.

Motion by Chamberlain, second by Weber to approve the fiscal agent to do the unaudited financial statement. Motion carried.

7. Alternate Board Members Assignment

The recommendation from staff is to have an alternate board member assigned ahead of time so that way the alternate member can be up to date on information if filling in for the primary member.

Motion by Anderson, second by Cook to approve to have alternate board members appointed. Motion carried.

8. Legal Contract with Rice County Attorney Office

A legal agreement was presented in the packet to have Rice County Attorney Office do legal services for the CRWJPB. The current legal agreement has Terence Swihart's billable rate since he will be doing the work. Terence will be leaving the county this summer and the legal agreement will need to be amended once a replacement is selected.

Motion by Slavik, second by Hedeem to approve the legal agreement between CRWJPB and the Rice County Attorney's office to provide legal services to the CRWJPB. Motion carried.

9. Bylaws

The Bylaws were presented in the packet. Changes were recommended from Anderson to change the wording from may to shall under member voting for alternate representatives. The point of in person vs online meetings was addressed. Clarification from staff is that due to open meeting law the meeting outside of the pandemic need to be in person. Changes were recommended from Slavik was to have only one member at large on the executive board instead of the two in the presented bylaws.

Motion by Anderson, second by Malacha to approve the CRWJPB Bylaws with the conditions of the changes in section IV, sentence 2, from may to shall and changes in section IX from two board members at large to one board member at large. Motion carried.

10. Operating Rules

The operating rules were presented in the packet, with the changes previously approved in bylaws for only one member at large for the executive committee.

Motion be Slavik, second by Cook to approve the operating rules with the changes in the section under committees from two executive committee members at large to one member. Motion carried.

11. Election of Executive Committee Members

Motion be Chamberlain, second by Malacha to nominate Mike Slavik from Dakota County as the member at large for the CRWJPB Executive Committee. Motion carried.

12. Scheduling of Executive Committee Meeting

There will be a few items that need approval before the July 2021. The thought from members is to do a meeting one month before each CRWJPB meeting, with other meetings as needed. The first executive committee meeting will be on June 2nd, 2021 at 9 am.

13. Contract Docket

Ashley Gallagher presented the docket that was in the packet. There are no contracts yet to approve but may be before the board meets in July.

Motion be Hedeem, second by Weber to give the executive committee the power to approve the contracts for the practices presented in the contract docket when they are ready. Motion carried.

14. Dues 2022

The dues were listed as what they have been in 2020 and 2021. Each member should go back to their respective boards to discuss before the July 2021 CRWJPB meeting.

15. Ethics, Conduct, and Conflict of Interest for CRWJPB Members

An Ethics, Conduct, and Conflict of Interest form was presented in the packet. In future years, this form will be found in the operating rules.

Motion be Hedeem, second by Weber to approve the Ethicsm Conduct, and Conflict of Interest for CRWJPB members form and to require all members and member staff to sign and return the form to the CRWJPB administrator. Motion carried.

16. Adjourn

**Motion by Gnemi, second by Anderson to adjourn the meeting. Motion carried.
Meeting adjourned at 10:19 am.**

Respectfully Submitted,

Galen Malecha,
Secretary Cannon River Watershed Joint Powers Board