

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.

AGENDA

Cannon River Watershed Joint Powers Board Meeting

February 7th, 2024 at 9 am
Straight River Room, Rice County Fairgrounds
1814 2nd Ave NW, Faribault, MN 55021

I. Call to Order and Roll Call

II. Election of Officers

III. Consent Agenda

1. Approval of Agenda
2. Approval of Joint Powers Board Minutes of November 1st, 2023 Meeting
3. Minutes of January 3rd, 2024 Executive Committee Meetings
4. 2023 4th Quarter Financial Summary and Bills Payable
5. 2023 Budget Summary
6. 2024 Budget update
7. Upper Cannon Flood Study FEMA letter
8. Letter of Support Clean River Partners Fishers and Farmers Grant
9. Audit Engagement Letter

IV. Regular Agenda

10. Adopt 2024 CRWJPB Operating Rules- *Board Action required*
11. Approval of CRWJPO Project and Practice Funding Policy- *Board Action required*
12. Approval of Conservation Reserve Program Incentive Pilot Program Policy- *Board Action required*

13. Approval of signs for CRWJPO projects- *Board Action required*

14. MDH Well grant application- *Board Action required*

V. Update on implementation activities

15. 2023 Annual Report

16. Presentation on Red Wing Well Sealing.

17. Presentation on well testing clinics with Clean River Partners.

VI. Staff Reports

VII. Other Correspondence

VIII. Adjourn



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
November 1st, 2023 at 9 am
Straight River Room, Rice County Fairgrounds
1814 2nd Ave NW, Faribault, MN 55021**

CRWJPB Members: James Hedeem (Belle Creek WD), Mike Slavik (Dakota County), Kevin Chamberlain (Dakota SWCD), Brad Anderson (Goodhue County), John Beck (Goodhue SWCD), Steven Rohlfling (Le Sueur County), David Preisler (Le Sueur County) (*non-voting member*), Jim Struck (Le Sueur SWCD), Sandy Weber (North Cannon WMO), Galen Malecha (Rice County), Rick Gnemi (Steele County), Dan Hansen (Steele SWCD)

Also in Attendance: Ashley Gallagher (Dakota SWCD staff), Mike Schultz (Le Sueur SWCD SWCD staff), Brian Watson (Dakota SWCD staff), Steve Pahs (Rice SWCD staff), Emmie Scheffler (Rice SWCD staff), Sue Erpenbach (Rice SWCD staff), Brad Behrens (Rice County staff), Chad Hildebrand (Goodhue SWCD staff), Eric Gulbransen (Steele SWCD staff), Brad Becker (Dakota County staff), Holly Bushman (Le Sueur County staff), David Stenzel (Steele County staff), Adam Bielke (BWSR), Jeremy Maul (BWSR), Dean Sunderland, Jeff Jirik, Peggy Keilen, Jim Fishcer

I. Call to Order and Roll Call

Chair Rohlfling called the meeting to order at 9:03 am.

II. Consent Agenda

1. Approval of Agenda
2. Approval of Joint Powers Board Minutes of August 2nd, 2023 Meeting
3. Minutes of October 4th, 2023 Executive Committee Meeting
4. 2023 3rd Quarter Financial Summary and Bills Payable
5. 2023 Budget Update
6. MPCA Surface Water Assessment Grant
7. 2024 MCIT Quote
8. 2024 Meeting Schedule

Motion by Struck, second by Hedeem to approve the consent agenda with the addition of Sandy Weber to the August 2nd minutes and the spelling of Bolton Menk corrected. Motion carried.

III. Regular Agenda

9. 2024 Budget

Motion by Malecha, second by Anderson to approve the 2024 budget as presented in the packet. Motion carried.

10. Recognition to logo winner

Motion by Malecha, second by Weber to approve the administrator to spend a cap of \$35 on a tumbler as a gift for the logo winner. Motion carried.

11. Promotional Material

Motion by Hansen, second by Slavik to approve the promotional material and amounts as listed in the packet using dues. Motion carried.

12. 2024 Contract with Clean River Partners

Motion by Malecha, second by Gnemi to approve the contract attached in the packet with Clean River Partners for 2024 Peer-to-Peer meetings. Motion carried.

13. Policy Updates

No further discussion than what was presented in the packet.

14. Request for additional Watershed Based Implementation Funds from BWSR

BWSR would like to see that the money will be spent. There is a need for grazing on top of the allocated \$20,000 for 2024.

Motion by Weber, second by Gnemi to approve requesting an additional \$300,000 in Watershed Based Implementation Funds. Motion carried.

IV. Update on implementation activities

15. FY2021 WBIF Updates

No updates.

16. FY2023 WBIF Updates

Links to the online webinars will be sent out in monthly email. Board members would like to see the lake associations and other landowners hearing more about events.

17. Circle Lake Improvement District Presentation- Dean Sunderland

The proposal for the lake is \$4.4 million over 5 years to implement Aeration, nutrient inactivation, and biological treatments. The LID has around 170 people spread out of around 200 parcels. Staff will work on making a list of different grants Circle Lake, and other lakes, can apply for.

V. Staff Reports

No reports.

VI. Other Correspondence

There were no other correspondences.

VII. Adjourn

The next meeting will be on February 7th, 2023 at 9am in the Straight River Room at the Rice County Fairgrounds. Motion by Hansen, second by Gnemi to adjourn the meeting at 10:14 am.

Respectfully Submitted,

Galen Malecha,
Secretary Cannon River Watershed Joint Powers Board



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 Minutes CRWJPB Executive Committee January 3, 2024 Teams Online Video Platform

CRWJPB Members: Steven Rohlfing (Le Sueur County), Mike Slavik (Dakota County), Richard Cook (Rice County), Brad Anderson (Goodhue County)

Also in Attendance: Emmie Scheffler (Rice SWCD staff), Ashley Gallagher (Dakota SWCD staff), Steve Pahs (Rice SWCD staff), Brian Watson (Dakota SWCD staff)

1. Call to Order

Chair Rohlfing called the meeting to order at 8:01 am.

2. Update on Implementation Activities

FY21 may be wrapped up sooner than December 2024.

3. Review of Funding Policy

The changes are similar to rates across the state in other watersheds and SWCDs.

4. Review of CRP Incentive Policy

No additions to packet.

5. Ordering of project signs

Members agreed this would be good to advertise what the CRWJPO is working on. Staff will look into pricing and revenue source for February CRWJPB meeting.

6. Approve payment of MCIT insurance

**Motion by Anderson, second by Slavik to approve payment to MCIT for \$4,033.00.
Motion carried.**

7. Agenda Items for February CRWJPB meeting

The Upper Cannon Flood Study was funded by FEMA and the letter will be added to the consent agenda. 2023 results summary will be added to the agenda also, which can then be shared to all member boards.

8. Adjourn

The meeting was adjourned at 8:21 am by Chair Rohlfing.

DRAFT



Cannon River Watershed Joint Powers Organization

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

Financial report for 4th quarter 2023.

The following reports were prepared January 18, 2024.

CRWJPO PROGRAM SUMMARY OCTOBER 1 THRU DECEMBER 31, 2023

1	A	B	C	D	E	F	G	H	I
2	FUNDING SOURCE		BEG. BAL	RECEIPTS	DISBURSE.	END BAL.			
3		Member Dues	126,882.17	4,000.00	1,098.51	\$129,783.66			
4		Interest	3,982.93	521.91		\$4,504.84			
5		<i>total dues from previous qrtr</i>	130,865.10		Dues Balance			\$134,288.50	
6									
7		BWSR WBIF Grant FY20-21							
8		Education and Outreach	0.00			\$0.00			
9		Grant Administration	0.00			\$0.00			
10		Inventories	0.00			\$0.00			
11		Plan Development	0.00			\$0.00			
12		Cost Share Projects	143,139.99	24,756.50	95,210.91	\$72,685.58			
13		Cost Share Projects T/A	0.00	4,999.98	4,152.15	\$847.83			
14		<i>total FY21 from previous qrtr</i>	143,139.99		FY20-21 Grant Balance			73,533.41 E-Link confirmed	
15									
16		BWSR WBIF Grant FY22-23	\$514,329.00			\$514,329.00	50% rcvd	rcvd 3/14/2023	
17		Education and Outreach	76,199.82		2,747.83	\$73,451.99			
18		Grant Administration	35,649.25		8,748.50	\$28,900.75			
19		Cost Share Projects	486,183.57		19,261.13	\$486,922.44			
20		Cost Share Projects T/A	168,413.12		17,009.05	\$151,404.07			
21		Groundwater	8,000.00			\$8,000.00			
22		Feedlot	50,000.00			\$50,000.00			
23		Grazing	20,000.00			\$20,000.00			
24		Plan Development	70,000.00		1,022.12	\$68,977.88			
25		Shorelines	20,000.00			\$20,000.00			
26		<i>total FY23 from previous qrtr</i>	934,445.56		FY22-23 Grant Balance			885,657.13 E-Link Confirmed	
27									
28		MPCA SWAG Grant	-5,005.00	15,539.40	12,297.71	-\$1,763.31			
29									
30		TOTALS	1,208,450.65	\$49,817.79	\$161,547.71	\$1,093,479.04			
31									
32					Total funds	1,093,479.04			
33					Less reserve for future plan	-5,000.00			
34					Less State Grant Balances	-950,190.54			
35					Total funds undesignated	129,288.50			

TREASURER'S REPORT (BILLS PAYABLE)

01/18/24
 Annual Basis

Cannon River Watershed Joint Powers Board
 Treasurer's Report
 As of December 31, 2023

Type	Date	Num	Name	Memo	Clr	Spitf	Amount	Balance
10000 - Checking/Savings								808,162.97
10200 - Reliance Bank Checking								-68,787.47
Transfer	10/17/2023			Funds Transfer	√	10300 - Reliance Bank Savings	75,000.00	16,212.53
Bill Pmt-Check	10/18/2023	5131	RMB Environmental Laboratories Inc.	multiple Invoices	√	20000 - Accounts Payable	-862.00	15,350.53
Bill Pmt-Check	10/27/2023	5133	RMB Environmental Laboratories Inc.	multiple Invoices	√	20000 - Accounts Payable	-520.00	14,830.53
Deposit	11/14/2023			Deposit	√	44020 MPCA Lake/Ostm Smping Rmb	15,539.40	30,369.93
Bill Pmt-Check	11/14/2023	5134	Goodhue SWCD - V	3rd qtr 2023 MPCA reimbursement	√	20000 - Accounts Payable	-1,527.89	28,842.04
Bill Pmt-Check	11/14/2023	5135	Le Sueur County - V	3rd qtr 2023 MPCA reimbursement	√	20000 - Accounts Payable	-382.13	28,459.91
Bill Pmt-Check	11/14/2023	5136	Le Sueur SWCD - v	3rd qtr 2023 MPCA reimbursement	√	20000 - Accounts Payable	-1,309.98	27,149.93
Bill Pmt-Check	11/14/2023	5137	Rice SWCD - Vendor	3rd qtr 2023 MPCA reimbursement	√	20000 - Accounts Payable	-5,553.33	21,496.60
Bill Pmt-Check	11/14/2023	5138	Steele SWCD - vendor	3rd qtr 2023 MPCA reimbursement	√	20000 - Accounts Payable	-2,042.38	19,454.22
Deposit	12/01/2023			Deposit	√	26010 - Unmtd WBIF Cannon 1W 1P	5,482.50	24,936.72
Deposit	12/08/2023			Deposit	√	-SPLIT-	4,000.00	28,936.72
Transfer	12/18/2023			Funds Transfer	√	10300 - Reliance Bank Savings	100,000.00	128,936.72
Deposit	12/27/2023			Deposit	√	12001 - Undeposited Funds	3,500.00	132,436.72
Transfer	12/29/2023			Funds Transfer		10300 - Reliance Bank Savings	100,000.00	232,436.72
Bill Pmt-Check	12/31/2023	5144	Dakota SWCD - Vendor	4th qtr 2023 - Invoice #3357		20000 - Accounts Payable	-3,810.50	228,626.22
Bill Pmt-Check	12/31/2023	5145	Goodhue SWCD - V	4th qtr 2023 Invoice #Q4-2023CRiv		20000 - Accounts Payable	-104,546.74	123,979.48
Bill Pmt-Check	12/31/2023	5146	Le Sueur County - V	Invoice #Q4-2023		20000 - Accounts Payable	-694.38	123,285.10
Bill Pmt-Check	12/31/2023	5147	Le Sueur SWCD - v	INVOICE #2301-20		20000 - Accounts Payable	-10,400.23	112,884.87
Bill Pmt-Check	12/31/2023	5148	Rice SWCD - Vendor	4th qtr 2023 - Invoice #2018030		20000 - Accounts Payable	-27,878.80	85,006.07
Bill Pmt-Check	12/31/2023	5149	SE SWCD Technical Support JPB	4th qtr 2023 Invoice #CannonRJPO		20000 - Accounts Payable	-1,330.29	83,675.78
Bill Pmt-Check	12/31/2023	5150	Waseca Soil & Water Conservation District	Invoice #4Q-23-WasecaSWCD		20000 - Accounts Payable	-117.38	83,558.40
Total 10200 - Reliance Bank Checking							142,345.87	83,558.40
10300 - Reliance Bank Savings								808,940.44
Transfer	10/17/2023			Funds Transfer	√	10200 - Reliance Bank Checking	-75,000.00	591,940.44
Deposit	10/31/2023			Interest	√	48100 - Interest Income	188.91	592,129.35
Deposit	11/30/2023			Interest	√	48100 - Interest Income	170.35	592,299.70
Transfer	12/18/2023			Funds Transfer	√	10200 - Reliance Bank Checking	-100,000.00	492,299.70
Transfer	12/29/2023			Funds Transfer		10200 - Reliance Bank Checking	-100,000.00	392,299.70
Deposit	12/31/2023			Interest	√	48100 - Interest Income	162.65	392,462.35
Total 10300 - Reliance Bank Savings							-274,478.09	392,462.35
Total 10000 - Checking/Savings							-132,132.22	476,020.75
TOTAL							-132,132.22	476,020.76

REVENUES	2023 Budget Draft	2023 Budget Actual Q1	2023 Budget Actual Q2	2023 Budget Actual Q3	2023 Budget Actual Q4
Use of Fund Balance (Unrestricted Funds)	\$85,783.43	\$85,783.43	\$ 85,783.43	\$ 85,783.43	\$ 85,783.43
Dues from Members	\$49,000.00	\$49,000.00	\$ 49,000.00	\$ 49,000.00	\$ 49,000.00
Interest	\$500.00	\$234.87	\$ 889.47	\$ 889.47	\$ 4,005.58
Investment Earnings/Dividends	\$0.00	\$0.00	\$ -	\$ -	\$ -
BWSR WBF Grant FY21	\$271,479.14	\$271,470.14	\$ 271,470.14	\$ 271,470.14	\$ 271,506.13
BWSR WBIF Grant FY23	\$514,329.00	\$514,329.00	\$ 514,329.00	\$ 514,329.00	\$ 514,329.00
TOTAL REVENUE	\$921,091.57	\$920,817	\$921,472	\$921,472	\$924,624
EXPENSES					
Fund Source- Dues					
Develop Lake Management Plans	\$30,000.00	\$0	\$ -	\$ -	\$ -
Administration -General	\$0.00	\$0	\$ -	\$ -	\$ -
Administration - Fiscal Agent	\$0.00	\$0	\$ -	\$ -	\$ -
Administration - Education and Outreach	\$0.00	\$0	\$ -	\$ -	\$ -
Administration - TACS	\$0.00	\$0	\$ -	\$ -	\$ -
Administration - AIM	\$5,000.00	\$259	\$ 259.00	\$ 259.00	\$ 1,325.50
Legal Services	\$3,000.00	\$0	\$ -	\$ -	\$ -
Accounting and Audit Services	\$2,400.00	\$0	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
Liability Insurance and General Operating	\$4,060.00	\$4,060	\$ 4,060.00	\$ 4,060.00	\$ 4,060.00
Fund Balance- Operating	\$50,823.00	\$50,823	\$ 50,823.00	\$ 50,823.00	\$ 50,823.00
Fund Balance- plan revisions	\$40,000.00	\$40,000	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00
Website				\$ 684.00	\$ 684.00
Promotional material					\$ 31.01
Subtotal	\$135,283.00	\$95,142.00	\$97,542.00	\$98,226.00	\$99,323.51
FY21 BWSR Grant *all allocated					
Cost Share Project					
Cost Share - 3.1.1-C-7	\$163,543.74	\$18,503.53	\$ 30,994.12	\$ 40,159.12	\$ 121,928.70
Cost share- 3.2.1-B-2	\$18,174.67	\$0.00	\$ -	\$ -	\$ 13,441.33
C/S Technical Assistance	\$14,231.42	\$18,760.81	\$ 34,231.43	\$ 34,231.43	\$ 38,383.58
Grant Administration	\$6,142.56	\$14,186.50	\$ 14,186.50	\$ 14,186.50	\$ 14,186.50
Education Outreach	\$12,814.65	\$6,112.73	\$ 7,091.41	\$ 7,091.41	\$ 7,091.41
Inventories					
Shoreline Inventories- 3.2.2-B-1	\$56,572.10	\$2,032.70	\$ 2,941.20	\$ 2,941.20	\$ 2,941.20
Subtotal	\$271,479.14	\$59,596.27	\$89,444.66	\$98,609.66	\$197,972.72
FY23 BWSR Grant					
Plan Development					
T/A Stream Restoration- 3.1.1-C-1	\$20,000	\$0	\$ 371.68	\$ 371.68	\$ 1,022.12
PTMapp Wetland Restoration- 3.1.2-A-1	\$21,000	\$0	\$ -	\$ -	\$ -
Cost Share Projects					
Structures PL- 3.1.1-A-3	\$2,000	\$0	\$ -	\$ -	\$ -
Structures IL- 3.1.1-B-3	\$40,000	\$0	\$ -	\$ 12,463.13	\$ 14,258.13
Structures IS- 3.1.1-C-7	\$76,796	\$0	\$ -	\$ 6,596.30	\$ 14,035.80
Nonstructural corn/sb- 3.2.1-B-2	\$13,333	\$0	\$ -	\$ 1,015.00	\$ 11,041.63
Nonstructural short season- 3.2.1-B-3	\$2,000	\$0	\$ -	\$ -	\$ -
Perennial crops- 3.2.1-A-1	\$80,000	\$0	\$ -	\$ -	\$ -
Soil loss ordinance- 3.1.1-C-3	\$12,000	\$0	\$ -	\$ -	\$ -
Conservation Drainage					
Gibbs MDM- 3.2.3-A-8	\$100,000	\$0	\$ -	\$ -	\$ -
Education and Outreach					
Soil Health Team- 3.2.1-B-4	\$15,000	\$0	\$ 5,619.03	\$ 12,774.03	\$ 12,774.03
E&O implementation (role)	\$10,200	\$0	\$ 546.75	\$ 3,426.50	\$ 4,603.75
Biannual field day- 3.3.1-A-3	\$0	\$0	\$ -	\$ -	\$ -
Education public- 3.3.1-B-3	\$7,500	\$0	\$ -	\$ 1,999.85	\$ 2,631.85
Well clinics- 3.1.3-A-4	\$3,000	\$0	\$ -	\$ -	\$ 938.38
Groundwater					
Red Wing well sealing- 3.1.3-A-3	\$12,000	\$0	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
Well Sealing program- 3.1.3-A-8	\$8,000	\$0	\$ -	\$ -	\$ -
C/S Technical Assistance	\$65,500	\$0	\$ 8,197.08	\$ 27,586.88	\$ 44,595.93
Grant Administration	\$26,000	\$0	\$ 8,487.00	\$ 16,350.75	\$ 25,099.25
	\$514,329	\$0	\$35,222	\$94,584	\$143,000.87
TOTAL EXPENSES	\$921,091	\$154,738	\$222,208	\$291,420	\$440,297.10
Year End Balance	\$0	\$766,079	\$699,264	\$630,052	\$484,327.04
Unrestricted Fund Balance (Membership Dues)	\$0	\$39,876	\$38,131	\$37,447	\$39,465.50
WBIF FY2021 fund balance	\$0	\$211,874	\$182,025	\$172,860	\$73,533.41
WBIF FY2023 fund balance	\$0	\$514,329	\$479,107	\$419,745	\$371,328.13
Fund balance- plan revisions	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000.00
fund balance- operating	\$50,823	\$50,823	\$50,823	\$50,823	\$50,823.00

this was for tumbler for logo winner

Notes:

REVENUES	2023 Budget Draft	2024 Budget Draft
Use of Fund Balance (Unrestricted Funds)	\$85,783.43	\$39,465.50
Dues from Members	\$49,000.00	\$49,000.00
Interest	\$500.00	\$1,500.00
Investment Earnings/Dividends	\$0.00	\$0.00
BWSR WBF Grant FY21	\$271,479.14	\$73,533.41
BWSR WBIF Grant FY23	\$514,329.00	\$1,059,759.59
TOTAL REVENUE	\$921,091.57	\$1,223,258.50
EXPENSES		
Fund Source- Dues		
Develop Lake Management Plans	\$30,000.00	\$0.00
Upper Cannon River Flood Study	N/A	\$20,000.00
Administration -General	\$0.00	\$0.00
Administration - Fiscal Agent	\$0.00	\$0.00
Administration - Education and Outreach	\$0.00	\$0.00
Administration - TACS	\$0.00	\$0.00
Administration - AIM	\$5,000.00	\$5,000.00
Legal Services	\$3,000.00	\$3,000.00
Accounting and Audit Services	\$2,400.00	\$3,100.00
Liability Insurance and General Operating	\$4,060.00	\$4,033.00
Website	\$684.00	\$0.00
Fund Balance- Operating	\$50,139.00	\$32,380.00
Fund Balance- plan revisions	\$40,000.00	\$20,452.50
Promotional material- shirts, tents, etc	\$0.00	\$2,000.00
Subtotal	\$135,283.00	\$89,965.50
FY21 BWSR Grant *all allocated		
Cost Share Project		
Cost Share - 3.1.1-C-7	\$163,543.74	\$67,952.24
Cost share- 3.2.1-B-2	\$18,174.67	\$4,733.34
C/S Technical Assistance	\$14,231.42	\$847.83
Grant Administration	\$6,142.56	\$0.00
Education Outreach	\$12,814.65	\$0.00
Inventories		
Shoreline Inventories- 3.2.2-B-1	\$56,572.10	\$0.00
Subtotal	\$271,479.14	\$73,533.41
FY23 BWSR Grant		
Plan Development		
T/A Stream Restoration- 3.1.1-C-1	\$20,000	\$38,977.88
PTMapp Wetland Restoration- 3.1.2-A-1	\$21,000	\$30,000.00
Cost Share Projects		
Structures PL- 3.1.1-A-3	\$2,000	\$2,000.00
Structures IL- 3.1.1-B-3	\$40,000	\$25,741.87
Structures IS- 3.1.1-C-7	\$76,796	\$237,209.81
Nonstructural com/sb- 3.2.1-B-2	\$13,333	\$13,333.00
Nonstructural short season- 3.2.1-B-3	\$2,000	\$2,000.00
Perennial crops- 3.2.1-A-1	\$80,000	\$80,000.00
Soil loss ordinance- 3.1.1-C-3	\$12,000	\$12,000.00
Conservation Drainage		
Gibbs MDM- 3.2.3-A-8	\$100,000	\$0.00
Feedlot		
Feedlot- 3.1.1-C-5	\$0	\$50,000.00
Grazing Plan		
Grazing plan- 3.1.1-C-6	\$0	\$20,000.00
Shorelines		
Shoreline plantings- 3.2.2-B-3	\$0	\$20,000.00
Education and Outreach		
Soil Health Team- 3.2.1-B-4	\$15,000	\$15,000.00
E&O implementation (role)	\$10,200	\$10,200.00
Biannual field day- 3.3.1-A-3	\$0	\$1,000.00
Education public- 3.3.1-B-3	\$7,500	\$37,300.00
Well clinics- 3.1.3-A-4	\$3,000	\$2,061.62
Groundwater		
Red Wing well sealing- 3.1.3-A-3	\$12,000	\$0.00
Well Sealing program- 3.1.3-A-8	\$8,000	\$8,000.00
C/S Technical Assistance	\$65,500	\$110,000.00
Grant Administration	\$26,000	\$26,000.00
	\$514,329	\$740,824.18
TOTAL EXPENSES	\$921,091	\$904,323
Year End Balance	\$0	\$318,935.41
Unrestricted Fund Balance (Membership Dues)	\$0	\$0.00
WBIF FY2021 fund balance	\$0	\$0.00
WBIF FY2023 fund balance	\$0	\$318,935.41
Fund balance- plan revisions	\$40,000	\$60,452.50
fund balance- operating	\$50,139	\$82,519.00

slippage from 2023 first 50% allocation, plus 40% next allocation and \$300,000 additional funds added to overall amount

audit letter plus additional fees in case from bank

payment in 2023 is good for three years

Notes:

**CANNON RIVER WATERSHED
JOINT POWERS BOARD**

Agenda Item 7: Upper Cannon Flood Study FEMA letters

Information Item

Meeting Date: 2/7/2024

Prepared by: Emmie Scheffler, Administrator

PURPOSE/ACTION REQUESTED: Letter of approval for the Upper Cannon Flood Study through FEMA.

SUMMARY:

The application for the Upper Cannon Flood Study, submitted by Le Sueur County, was approved for funding through FEMA. The CRWJPO motioned to give \$20,000 in dues towards match. This item is in the workplan as activity 3.2.2-A-1 and cannot use Watershed Based Implementation Funds.

Supporting Documents:

Letter of approval for the Upper Cannon Flood study



ENVIRONMENTAL SERVICES

Mailing Address: 88 South Park Avenue, Le Center MN 56057

Physical Address: 88 South Park Avenue, Le Center MN 56057

Phone: 507-357-8538 environmentalservices@co.le-sueur.mn.us

Fax: 507-357-8541 www.co.le-sueur.mn.us

12/13/2023

TO: Cannon River Watershed Joint Powers Board
FROM: Le Sueur County
RE: Upper Cannon River Flood Risk Reduction Study

To Whom It May Concern,

Le Sueur County is pleased to inform your organization that we have been awarded funds from the US Department of Homeland Security's Federal Emergency Management Agency (FEMA) Region 5 Office. Funds were awarded through the Hazard Mitigation Grant Program (HMGP) to complete the Upper Cannon River Flood Risk Reduction Study. We have attached a formal approval letter and project report from FEMA.

The total share of federal funds that have been awarded is \$299,896.50. As part of accepting FEMA funds, there is a required 25% local match component which totals to \$99,966.00. Your organization has indicated interest in contributing matching funds and/or services to assist with the required local match component. We will be reaching out to and corresponding with local staff in the near future to discuss timelines, meetings, match, and other items related to flood study.

If you have any questions, please feel free to reach out to us.

Sincerely,

Holly Bushman

Holly Bushman

Environmental Resources Specialist

Le Sueur County

507-357-8540

hbushman@co.le-sueur.mn.us

**CANNON RIVER WATERSHED
JOINT POWERS BOARD**

Agenda Item 8: Letter of Support Clean River Partners Fishers and Farmers Grant

Information Item

Meeting Date: 2/7/2024

Prepared by: Emmie Scheffler, Administrator

PURPOSE/ACTION REQUESTED: Notification of letter of support towards the CRP Fishers and Farmers grant application.

SUMMARY:

Emmie Scheffler notified the executive committee of submitting a letter of support towards the Clean River Partners Fishers and Farmers Grant application. Their application is for more soil health practices in the Little Cannon Watershed. That watershed is a tier 1 in the Cannon River Comprehensive Watershed Management Plan and the stretch they are focusing on the CRWJPO has funds allocated towards technical work on a streambank restoration project. There were no objections from the executive committee on submitting this letter and it was submitted by Emmie Scheffler on behalf of the CRWJPO.

Supporting Documents:

CRP Fishers and Farmers Grant letter of support



Cannon River Watershed Joint Powers Organization

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

January 8th, 2024

Heidi Keuler
Fishers and Farmers Partnership
US Fish and Wildlife Service
555 Lester Avenue Onalaska, WI 54650
608-769-1687

Dear Ms. Keuler,

This purpose of this letter is to express our support for the Fishers and Farmers Partnership grant application being submitted by the Clean River Partners focusing on the Little Cannon River Watershed in the Cannon River Watershed.

The Cannon River Watershed Joint Powers Organization (CRWJPO) is a local government unit formed in 2019 to coordinate water management authorities under Minnesota Statute in the Cannon River Watershed. The CRWJPO has identified the Little Cannon River Watershed as a priority area to reduce overall sediment in the Cannon River Watershed. Funds have been set aside to promote structural and nonstructural practices in this area for this purpose.

However, this project area of the Little Cannon River has extreme potential for promoting and implementing additional conservation practices, both in the riparian area as well as in the upland portions of the watershed. The partnerships highlighted in this project will provide much needed targeted outreach efforts to landowners in the watershed; promoting the benefits and opportunities surrounding conservation practices and cost-share programs that may be available.

The Little Cannon River stream restoration project is listed as a priority item in the approved Cannon River Comprehensive Watershed Management Plan and the CRWJPO has set aside funds for technical assistance for this restoration work.

This multilevel collaborative approach to this project highlights and utilizes the expertise of a wide-range of skill-sets and funding sources from local, state, and non-profit groups.

It's in the best interest of CRWJPO to be a partner in this project which could restore a large segment of trout stream while assisting upstream landowners with conservation practices that improve water quality. Please support this Fishers and Farmers Partnership grant application.

Emmie Scheffler
CRWJPO Administrator

January 15, 2024

To the Board of Supervisors and Manager
Cannon River Watershed Joint Powers Board
1810 30th St NW
Faribault, MN 55021

Enclosed is the audit engagement letter for the fiscal year ending December 31, 2023. The audit will be performed in accordance with all applicable audit standards.

We anticipate that half a day of fieldwork will be required at your office unless the audit is done remotely. During this time and during completion of the audit, we will be happy to answer your questions and assist with policies and procedures at no additional cost. The year-end audit fee will be \$3,000.

The audit fee has increased more than inflationary rates this year, due to additional time to complete audit checklists, staffing, and adopting new audit standards and procedures. As Districts continue to grow and take on more grants, the time required to test Unearned Revenue continues to increase.

Please sign and return the engagement letter in the envelope provided. We look forward to working with you!

Sincerely,

Samantha Hoskins

Samantha Hoskins, CPA
Peterson Company Ltd

January 15, 2024

Cannon River Watershed Joint Powers Board
1810 30th St NW
Faribault, MN 55021

CLIENT COPY

Dear Board of Supervisors and Manager:

The following represents our understanding of the services we will provide Cannon River Watershed Joint Powers Board.

You have requested that we audit the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Cannon River Watershed Joint Powers Board, as of December 31, 2023, and for the year then ended and the related notes, which collectively comprise Cannon River Watershed Joint Powers Board's basic financial statements as listed in the table of contents. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and in accordance with Government Auditing Standards will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Accounting principles generally accepted in the United States of America, (U.S. GAAP,) as promulgated by the Governmental Accounting Standards Board (GASB) require that the management's discussion and analysis (MD&A) and budgetary comparison information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the GASB, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America, (U.S. GAAS). These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by U.S. GAAP. This RSI will be subjected to certain limited procedures but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Budgetary Comparison Schedules

Auditor Responsibilities

We will conduct our audit in accordance with GAAS and Government Auditing Standards. As part of our audit in accordance with GAAS and Government Auditing Standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Cannon River Watershed Joint Powers Board's ability to continue as a going concern for a reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS and Government Auditing Standards.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

Compliance with Laws and Regulations

As previously discussed, as part of obtaining reasonable assurance about whether the basic financial statements are free of material misstatement, we will perform tests of Cannon River Watershed Joint Powers Board's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Management Responsibilities

Our audit will be conducted on the basis that management and, when appropriate, those charged with governance acknowledge and understand that they have responsibility:

- a) For the preparation and fair presentation of the basic financial statements in accordance with accounting principles generally accepted in the United States of America;
- b) For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of basic financial statements that are free from material misstatement, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements, and
- c) To provide us with:
 - I. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the basic financial statements such as records, documentation, and other matters;
 - II. Additional information that we may request from management for the purpose of the audit;
 - III. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.
- d) For including the auditor's report in any document containing basic financial statements that indicates that such basic financial statements have been audited by us;
- e) For identifying and ensuring that the entity complies with the laws and regulations applicable to its activities;
- f) For adjusting the basic financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period(s) under audit are immaterial, both individually and in the aggregate, to the basic financial statements as a whole; and
- g) For acceptance of nonattest services, including identifying the proper part to oversee nonattest work;
- h) For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
- i) For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in internal control and others where fraud could have a material effect on the financials; and
- j) For the accuracy and completeness of all information provided.

With regard to the required supplementary information referred to above, you acknowledge and understand your responsibility: (a) for the preparation of the required supplementary information in accordance with the applicable

criteria; (b) to provide us with the appropriate written representations regarding required supplementary information; (c) to include our report on the required supplementary information in any document that contains the required supplementary information and that indicates that we have reported on such required supplementary information; and (d) to present the required supplementary information with the audited basic financial statements, or if the required supplementary information will not be presented with the audited basic financial statements, to make the audited basic financial statements readily available to the intended users of the required supplementary information no later than the date of issuance by you of the required supplementary information and our report thereon.

As part of our audit process, we will request from management, and when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the audit.

Nonattest Services

With respect to any nonattest services, at the end of the year, we agree to perform the following:

- Propose adjusting or correcting journal entries to be reviewed and approved by Cannon River Watershed Joint Powers Board's management.
- Prepare the financial statements with the required footnote disclosures.
- Prepare lease amortization calculations and disclosures, if needed.
- Prepare the depreciation schedule, if needed.

We will not assume management responsibilities on behalf of Cannon River Watershed Joint Powers Board. However, we will provide advice and recommendations to assist management of Cannon River Watershed Joint Powers Board in performing its responsibilities.

Cannon River Watershed Joint Powers Board's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

Our responsibilities and limitations of the nonattest services are as follows:

- We will perform the services in accordance with applicable professional standards.
- The nonattest services are limited to the financial statement preparation, lease amortization calculations and disclosures, depreciation schedule, and journal entry proposals previously outlined. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities, including determining account coding and approving journal entries.

Reporting

We will issue a written report upon completion of our audit of Cannon River Watershed Joint Powers Board's basic financial statements. Our report will be addressed to management and the governing body of Cannon River Watershed Joint Powers Board. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s) to our auditor's report, or if necessary, withdraw from the engagement. If our opinion on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or to issue a report as a result of this engagement.

In accordance with the requirements of Government Auditing Standards, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance will not be an objective of the audit and, therefore, no such opinion will be expressed.

Other

We understand that your employees will prepare all confirmations we request and will locate any documents or support for any other transactions we select for testing.

If you intend to publish or otherwise reproduce the basic financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Regarding the electronic dissemination of audited financial statements, including financial statements published electronically on your Internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Professional standards prohibit us from being the sole host and/or the sole storage for your financial and non-financial data. As such, it is your responsibility to maintain your original data and records and we cannot be responsible to maintain such original information. By signing this engagement letter, you affirm that you have all the data and records required to make your books and records complete.

Provisions of Engagement Administration, Timing and Fees

During the course of the engagement, we may communicate with you or your personnel via e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

We expect to begin our audit in the spring or summer and to issue our reports no later than October 31, 2024.

Samantha Hoskins is the engagement partner for the audit services specified in this letter. Her responsibilities include supervising Peterson Company Ltd's services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

Our fee for these services will be \$3,000. Included in this audit fee are six bound copies, any additional copies will be prepared at \$15 each. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. Invoices not paid within 30 days will accrue interest at 1.50%. In accordance with our firm policies, work may be suspended if your account becomes 45 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

Government Auditing Standards require that we document an assessment of the skills, knowledge, and experience of management, should we participate in any form of preparation of the basic financial statements and related schedules or disclosures as these actions are deemed a non-audit service.

During the course of the audit we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

You agree to inform us of facts that may affect the basic financial statements of which you may become aware during the period from the date of the auditor's report to the date the financial statements are issued.

We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

At the conclusion of our audit engagement, we will communicate to management and the Board of Supervisors the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;

- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

The audit documentation for this engagement is the property of Peterson Company Ltd and constitutes confidential information. However, we may be requested to make certain audit documentation available to the Board of Water and Soil Resources or the Minnesota State Auditor's Office pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Peterson Company Ltd's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the Board of Water and Soil Resources or to the Minnesota State Auditor's Office. The Board of Water and Soil Resources or the Minnesota State Auditor's Office may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

Please sign and return the attached copy of this letter to indicate your acknowledgement of, and agreement with, the arrangements for our audit of the basic financial statements including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Sincerely,

Peterson Company Ltd

Peterson Company Ltd
 570 Cherry Drive
 Waconia, MN 55387

RESPONSE:

This letter correctly sets forth our understanding.

Acknowledged and agreed on behalf of Cannon River Watershed Joint Powers Board by:

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____

**CANNON RIVER WATERSHED
JOINT POWERS BOARD**

Agenda Item 10: Adopt 2024 CRWJPB Operating Rules

Request for Action

Meeting Date: 2/7/2024

Prepared by: Emmie Scheffler, Administrator

PURPOSE/ACTION REQUESTED: Adoption of the 2024 CRWJPB Operating Rules, pending any officer and committee changes.

SUMMARY:

Updates have been made to the CRWJPB Operating Rules for 2024. Some noted changes include:

- Administrator location has been updated.
- Changes due to new state statute under section II. F.
- Addition of data requests under section VIII.

The CRWJPB Operating Rules for 2024 include the Faribault Daily News as the designated newspaper and Reliance Bank as the designated Financial Depository.

The section III.B. will be updated based off the results of the election earlier in the meeting.

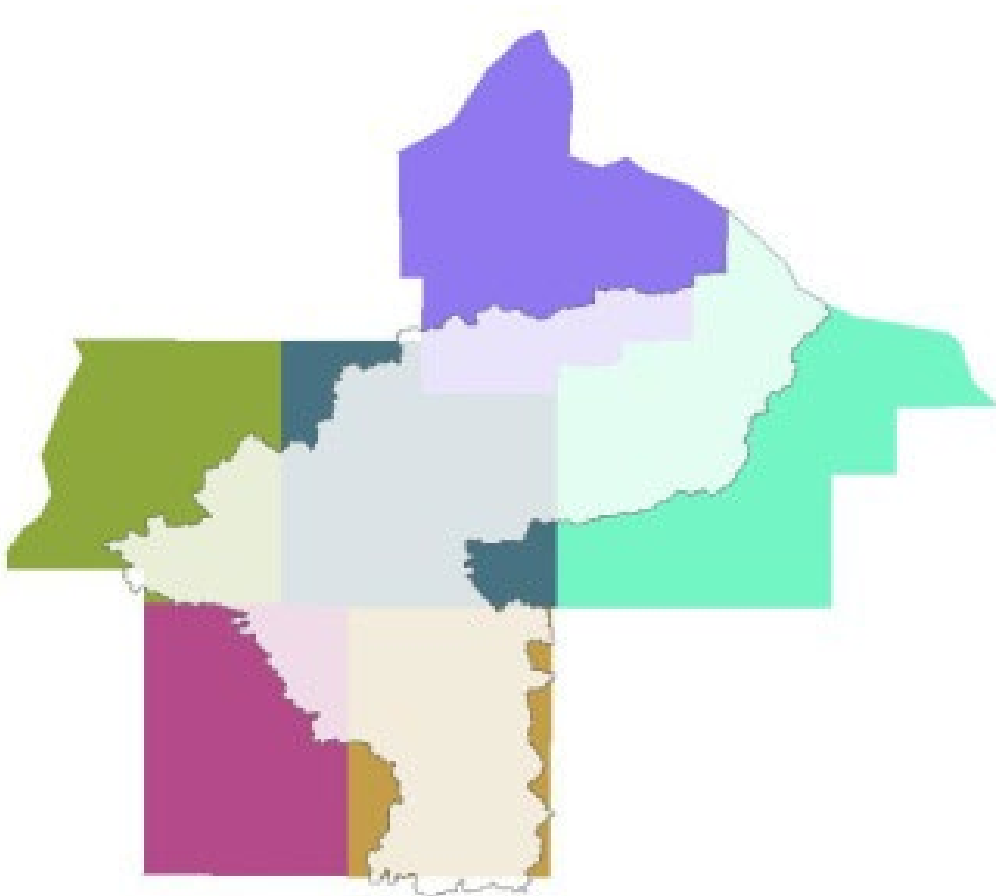
A motion is needed to adopt the 2024 CRWJPB operating rules and appendix as presented in the packet and with the additions of the election of officers' results.

Supporting Documents:
CRWJPB Operating Rules
Operating rules appendix

Cannon River Watershed Joint Powers Board

Operating Rules

2024



The mission of the Cannon River Watershed Joint Powers Board is to work collaboratively to improve and protect the natural resources within the Cannon River Watershed to ensure prosperity of our urban and agricultural communities.

**Cannon River Watershed Joint Powers Board
Membership**

Belle Creek Watershed District

Dakota County

Dakota County Soil and Water Conservation District

Le Sueur County

Le Sueur Soil and Water Conservation District

Goodhue County

Goodhue Soil and Water Conservation District

North Cannon River Watershed Management Organization

Rice County

Rice Soil and Water Conservation District

Steele County

Steele Soil and Water Conservation District

Waseca County

Waseca Soil and Water Conservation District

Administrative Contact:

Emmie Scheffler

c/o Rice Soil and Water Conservation District

302 1st Ave NW

Faribault, MN 55021

(507) 332-5408

emmie.scheffler@riceswcd.org

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IX. Appendices

I. Overview

a. Introduction

The Cannon River Watershed is located south of the Twin Cities Metropolitan Area and is part of the Lower Mississippi River Basin. The Cannon River Watershed spans a portion of nine counties. The six counties with the largest land area include Dakota (9.8%), Goodhue (22.2%), Le Sueur (9.7%), Steele (24%), Rice (27.9%) and Waseca (5.3%) while small portions of Blue earth, Freeborn, and Scott Counties dot the perimeter.

The Cannon River and its approximate watershed of 963,000 acres is managed according to a joint power’s agreement signed by 14 local units of government in 2019. This agreement provided the mechanism to form a Cannon River Watershed Joint Powers Board (CRWJPB) which is responsible for coordinating water management authorities under Minnesota Statute.

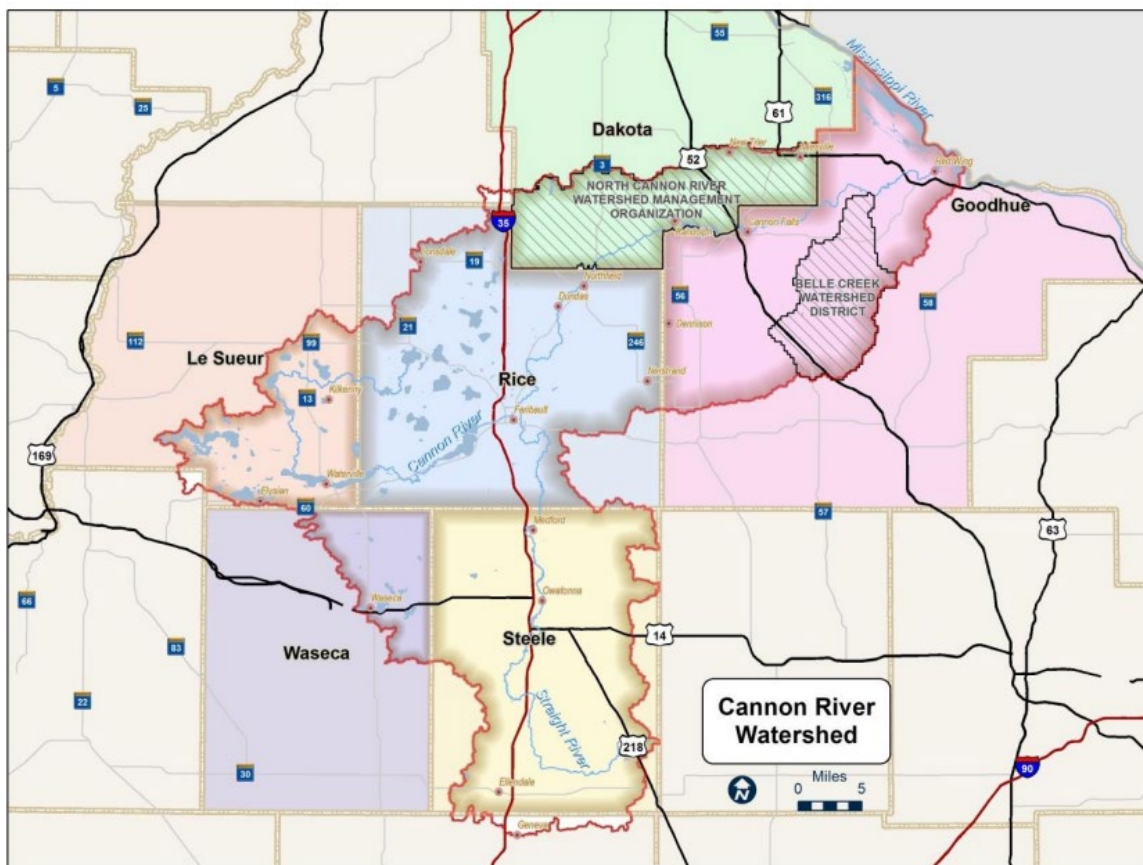


Figure 1 - Map of Cannon River Watershed Planning Area

b. Establishing Joint Powers Agreement

A Joint Powers Agreement (JPA) executed in 2019 by the governing bodies of the 14 Members outlines the CRWJPB responsibilities for fulfilling State requirements with water planning and establishes general powers of the CRWJPB.

c. Joint Powers Board

The CRWJPB consists of one representative from each of the 14 Members and acts on behalf of the Cannon River Watershed Joint Powers Organization (CRWJPO). Representatives (including alternates) to the CRWJPB are appointed by their respective Boards to provide direction for managing and protecting water resources within the identified Cannon River Watershed Planning Area (Figure 1). The CRWJPB has adopted Bylaws to provide a framework for its operation. The CRWJPB is responsible for adopting a Cannon River Comprehensive Watershed Management Plan, annual budgets, work plans and developing overall organizational policy. Additional duties of the Board include, but are not limited to:

- Exercise responsibility for the operation and financial condition of the CRWJPO.
- Ensure efficient operation of the CRWJPO.
- Develop and ensure effective administration of policies.
- Prepare and approve annual budget and provide notification of dues to Members.
- Collect revenue and process payments.
- Approve disbursement of CRWJPO funds for authorized expenses. Make advance temporary authorization of necessary routine payments required for efficient operations between Board meetings to be ratified at the next Board meeting
- Provide for a financial audit at least once every two years to be conducted by a certified public accountant.
- Enter into agreements or contracts to perform all duties set forth in the establishing JPA.
- Adopt and oversee policies of the CRWJPO.
- Evaluate programs and report on CRWJPO's accomplishments to Members.
- Purchase and hold necessary insurance.

d. Purpose of Operating Rules

The Operating Rules are intended to facilitate the transaction of business by the CRWJPB and provide a process the organization will use to move its mission forward. The CRWJPB has adopted bylaws which serve as the structural foundation to the CRWJPO. However, more formal operating policy is needed to develop the “day to day” process for both the CRWJPB and Member staff. For this reason, the Operating Rules should be reviewed and adopted by the CRWJPB at its Annual Meeting each year.

e. Effective Date

These rules shall become effective upon passage by the CRWJPB.

f. Amendments

Any member of the CRWJPB may initiate action to amend the Operating Rules. Amendments to the Operating Rules may also be initiated by member staff. At the Annual meeting, the CRWJPB shall review, amend if necessary, and adopt the Operating Rules for the year.

II. Board Meetings

a. Open Meeting Law

All CRWJPB meetings will be subject to the Minnesota Open Meeting Law. Meeting notices shall be posted and published in compliance with Minnesota Open Meeting Law.

b. Meeting Schedule and Location

The CRWJPB will adopt a schedule of regular meetings for the year. All CRWJPB meetings will be held at the Rice County Government Services Building, 320 Third Street NW, Faribault, Minnesota 55021. Meeting times and locations are subject to change with proper notice.

c. Regular Meetings

Member representatives (including alternates) shall be provided meeting agendas and support information at least five days in advance of the meeting. Meeting information may be sent via email. It is encouraged that Board action items involving either financial matters or policy not be added to the agenda after the five-day meeting notice unless there is a critical need.

d. Special Meetings

Special meetings may be called by the Chair or Vice Chair, or upon the written request of three Members either through their primary representative or their respective boards. A special meeting shall be preceded by at least three days' notice including a posting of the meeting notice and distribution to Member representatives. The meeting notice shall include the date, time, place and purpose of the special meeting. Meeting information may be sent to Member representatives via email.

e. Public Hearings

Public hearings may be required by law or the CRWJPB may hold public hearings on matters of business when it decides that such hearings are in the best interest of the general public. The order of business for public hearings generally follows this procedure:

1. Chair opens the hearing and state's purpose
2. Brief description of issue
3. Presentation if applicable
4. Open discussion by members of the public
5. Discussion by CRWJPB
6. Public hearing closed by resolution
7. Decision by CRWJPB

f. Attendance

Actual attendance is required in order to cast a vote or to meet quorum requirements with the exception of remote attendance through interactive technology options applicable under Minnesota

Statute 13D. Votes may not be cast by proxy whereby a member delegates voting power to another representative that has not been appointed by their respective Board.

g. Quorum

A quorum is necessary for the transaction of business. A majority of members on the Board constitutes a quorum. No business may be transacted without a quorum. Any Board member who anticipates being absent at a regular or special meeting is encouraged to contact the Board Chair and Administrator to indicate his or her absence.

III. Board Committees

a. General Information

Committees will be established to promote the efficient and effective conduct of business by the CRWJPB. Notes from Committee meetings will be developed and included with the next CRWJPB meeting agenda. The CRWJPO Administrator or the Fiscal Agent will attend all Committee meetings. Other Member staff will attend as needed or as requested.

b. Executive Committee

The Executive Committee is authorized to act on behalf of the CRWJPB between meetings on matters within the scope of the budget, to make budget recommendations, and to review other matters including the payment of bills, development of professional service contracts, and other areas of authority specifically granted by the CRWJPB. The Executive Committee shall not be authorized to perform any act or make any decision specifically reserved to the CRWJPB through the establishing JPA, Bylaws or by law. The 2024 Executive Committee will include:

Chair	Elected 2/7/2024
Vice Chair	Elected 2/7/2024
Treasurer	Elected 2/7/2024
Secretary	Elected 2/7/2024
Member	Elected 2/7/2024

c. Standing Committees

There are no Standing Committees for 2024 but standing committees may be established.

IV. Role of Member Staff

a. General Roles

Member staff are responsible for coordinating information with their CRWJPB representative, respective Boards, and to answer inquiries regarding issues brought forward by the CRWJPB or citizens. Member staff will be responsible for implementing the Comprehensive Watershed Plan to the extent identified within their geographical areas. The CRWJPB has entered into a three-year joint power's agreement with the Rice SWCD and Dakota County SWCD that identifies supporting roles for providing both administrative tasks and Watershed Plan Implementation tasks. Under the executed joint power's agreement, these services are reciprocal between the Rice SWCD and Dakota

SWCD with the exception of the Fiscal Agent tasks; this task cannot be shared and will stay with the Rice SWCD during the life of the joint power's agreement or until the agreement is modified, amended or terminated.

b. Administrative Role

The Rice SWCD serves as the Administrator for the CRWJPO and is the main point of contact for inquiries. The Administrator is:

Emmie Scheffler, Rice SWCD
(507) 332-5408
emmie.scheffler@riceswcd.org

c. Fiscal Role and Procedures

The Rice SWCD serves as the Fiscal Agent for the CRWJPO. All financial transactions approved by the CRWJPB will be processed by the Rice SWCD. The Fiscal Agent is:

Steve Pahs, Rice SWCD
(507) 332-5408
steven.pahs@riceswcd.org

Signature authority for signing checks will be provided to each officer position (Chair, Vice-Chair, Treasurer and Secretary) as well as the Fiscal Agent. Two signatures will be provided on each check. Generally, one officer and the Fiscal Agent will sign checks. It is strongly encouraged that the Treasurer receive or review actual bank statements and reconcile these with those received by the Fiscal Agent on a quarterly basis. Payment for services to Members will be done through a quarterly reporting and invoicing process. A uniform quarterly reporting system is necessary to ensure that federal, state or other grant administrative processes and reporting requirements are being met.

d. Plan Implementation Roles

Several activities identified within the adopted Comprehensive Watershed Management Plan will require coordination among member staff, agencies, organizations or consultants. To streamline efforts with grant reporting, measuring accomplishments and to accelerate future implementation, roles have been established through an executed joint powers agreement. The identified roles and point of contacts for each of these roles include:

Education and Outreach (E/O)
Steve Pahs, Rice SWCD
(507) 332-5408
steven.pahs@riceswcd.org

Cost Share and Technical Assistance (TACS)
Ashley Gallagher, Dakota County SWCD
651-480-7781
ashley.gallagher@co.dakota.mn.us

Accelerated Implementation and Measuring (AIM)
Ashley Gallagher, Dakota County SWCD

651-480-7781

ashley.gallagher@co.dakota.mn.us

e. Delegated Authorities to Member Staff

Delegating signature authority to the Administrator or Fiscal Agent will create a more efficient process for approving grant agreements, developing grant reports, signing contracts and agreements. The CRWJPB may delegate signature authority to the Administrator or Fiscal Agent on specific items through board approval.

V. Budget Development

a. Membership Dues

Membership dues may be applied annually and in accordance with the JPA. Preliminary membership dues will be set by May 15 of each calendar year. Preliminary membership due amounts cannot increase for each Member after they are adopted. Final membership dues will be adopted by August 15 of each calendar year.

b. Annual Budget

A preliminary annual budget will be developed by August 15 of each calendar year and adopted by December 15.

c. Fund Balance

See appendix for fund balance policy.

VI. Advisory Committees

a. Technical Advisory Committee

The CRWJPB and Member staff will utilize a Technical Advisory Committee (TAC) to assist with prioritizing work tasks, measuring results and providing recommendations. Development of a TAC is a State requirement in order to receive Watershed Based Funding. Meetings will be held as needed but will occur at least once per year. Invited participants to TAC meetings, will include but are not limited to, the Minnesota Board of Waters and Soil Resources, Minnesota Department of Health, Minnesota Department of Agriculture, Minnesota Department of Natural Resources, Minnesota Pollution Control Agency, Cannon River Watershed Partnership, City of Faribault, City of Owatonna, City of Red Wing, and City of Northfield, and Metropolitan Council.

b. Citizen Advisory Committee

A Citizen Advisory Committee (CAC) may be established to assist the CRWJPB and staff with planning processes and program implementation. The CAC strengthens the connection between the CRWJPB and watershed residents. No CAC is planned for 2024 but may be implemented in subsequent years.

VII. Contracting for Professional Services

a. Engineering

Implementation of the Comprehensive Watershed Plan may at times require a licensed professional engineer. Types of services could include feasibility studies, project planning and design and construction oversight. Engineering needs will first be evaluated through the current Technical Service Area Joint Powers Board (TSA JPB) structure that exists among soil and water conservation districts to determine if the needed skill set and staff time is available. If the appropriate skill set and timeline for project delivery is available, the CRWJPB will evaluate contractual options with these TSA JPB's. The CRWJPB may also contract with a consultant to obtain a licensed engineer. For efficiency, the CRWJPB may seek a request for qualifications (RFQ's) to retain engineering services under two-year time frame or other specific time period. The Executive Committee will be consulted with to review Member staff recommendations for professional engineering services.

b. Legal Services

The CRWJPB has entered into agreement with Campbell Knutson for legal services for 2023-2025.

c. Auditing Services

The CRWJPO will require an audit, at least once every two years, of its financial records by a certified public accountant. This professional service will require either selecting or certified public accountant or soliciting of bids. An audit will be required in 2024.

VIII. Data Practices and Official Notices

a. Records Retention Policy

The official depository for all records will be the office location of the Member who serves the Administrator role. See appendix for record retention policy adopted on April 6th, 2022.

b. Designation of Official Newspaper

The official newspaper for the CRWJPO will be the Faribault Daily News.

c. Designation of Financial Depositories

The Office of State Auditor recommends that each year local government entities designate their financial depositories for their funds. The 2024 financial depository for the CRWJPO will be Reliance Bank in Faribault, MN.

d. Data Requests

The government Data Practices Act, Minn. Stat. Sh. 13, applies to the CRWJPO. The Act specifies that each public body must designate a "responsible authority" to handle requests for data. The "responsible authority" for the CRWJPO is the Administrator. Thus, all requests or inquiries regarding CRWJPO data received or made by a Board member must be forwarded to the

Administrator. The Administrator shall be responsible for searching for the data, classifying the data within the scope of the request and for making the specific response to the request for data.

IX. Appendices

- a.** Resolution to Adopt and Implement the Cannon River Comprehensive Watershed Management Plan
- b.** Cannon River Watershed Joint Powers Board Workplan Amendment Policy
- c.** Ethics, Conduct and Conflict of Interest for CRWJPB Members
- d.** Cannon River Watershed Joint Powers Board Change Order Policy
- e.** Cannon River Watershed Joint Powers Board Fund Balance Policy
- f.** Records Retention

**Cannon River Watershed Joint Powers Organization
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**Resolution to Adopt and Implement
the Cannon River
Comprehensive Watershed Management Plan**

Whereas, the Cannon River Watershed Joint Powers Board has been notified by the Minnesota Board of Water and Soil Resources that the Cannon River Comprehensive Watershed Management Plan (Plan) has been approved according to Minnesota Statutes §103B.801 and Board Resolution #16-17:

Now, Therefore, Be it Resolved, the Cannon River Watershed Joint Powers Board hereby adopts and will begin implementation of the approved Cannon River Plan and recommend approval by the local government units if needed.

CERTIFICATION

**STATE OF MINNESOTA
Cannon River Watershed Joint Powers Board**

I do hereby certify that the foregoing resolution is a true and correct copy of a resolution presented to and adopted by Cannon River Watershed Joint Powers Board at a duly authorized meeting thereof held on the 1st of July, 2020.

Steven Rohlfig, Chair

Cannon River Watershed Joint Powers Board
Workplan Amendment Policy

Purpose: To establish a workplan amendment policy for the Cannon River Watershed Joint Powers Board (CRWJPB). A workplan amendment is needed when changes are made for all grants the CRWJPB enters into agreement.

The CRWJPB Change Order Process Shall be As Follows:

Staff may have the authority to approve a workplan amendment up to 10% of the overall grant not to exceed \$50,000 on any workplan activity after CRWJPB executive committee notification.

Workplan amendments over 10% of the overall grant or over \$50,000 will need approval from the full CRWJPB.

The CRWJPB can put separate policies on a grant if needed at time of grant approval.

If a workplan amendment needs CRWJPB approval, it shall be submitted to the full CRWJPB through the CRWJPB administrator as soon as practical. Workplan amendments must be approved prior to authorization of work on new activities or additional costs incurred for existing workplan activities.

Staff shall inform the Board of pending workplan amendments prior to the CRWJPB meeting. Staff shall identify an activity category for all workplan amendments and have prior approval or permission from the workplan grant partner before presenting the workplan amendment to the CRWJPB.

Passed by the Cannon River Watershed Joint Powers Board the 6th day of April, 2022.

Ethics, Conduct and Conflict of Interest for CRWJPB Members

Purpose:

The Cannon River Watershed Joint Powers Board (CRWJPB) is adopting this formal Ethics, Conduct, and Conflict of Interest Policy to provide valuable guidance where conflicts of values or loyalties may interfere with accomplishing the boards mission. For the sake of this document, CRWJPB Members is defined as both the elected/appointed board members, and the local government staff employed by the member entities.

A conflict of interest, whether actual, potential, or perceived, occurs when someone in a position of trust has competing professional or personal interests and these competing interests make it difficult to fulfill professional duties impartially.

Members are expected to provide service during work hours and not engage in conduct that is immoral, unethical, or illegal. Members are to be respectful of authority and abide fully by the regulations that attend their employment. Any conflict between personal and private interests should be resolved in favor of the public interest.

Members shall obtain prior approval from the CRWJPB before engaging in any employment, public elected position, activity, or enterprise for private or personal gain. Members must prepare a written statement describing the matter requiring action and the nature of the actual, potential, or perceived conflict to be evaluated by the CRWJPB. Any formal conflict of interest must be documented in Board meeting minutes and all members will refer to this document when issues of ethics, conduct, and conflict of interest arise.

In determining whether such outside employment or activity for private gain constitutes a conflict of interest with duties associated with the CRWJPB, the following should be considered:

1. Receipt or acceptance by the member of any money or other consideration from anyone other than the CRWJPB for the performance of an act which the member would be required or expected to perform in that members' duty as an employee.
2. Gained income from a private entrepreneurship that could be promoted during the members paid time associated with the CRWJPB.
3. Member may not review, inspect, audit, or enforce any work completed previously by that member.

The member shall demonstrate professional integrity in the issuance and management of information. They shall not knowingly sign, subscribe to, or permit the issuance of any statement or report which contains any misstatement, or which omits any material fact. They shall prepare and present information pursuant to accepted practices and guidelines. They shall respect and protect privileged information to which they have access by

virtue of their office. Within the framework of federal, state or local government policy, they shall be sensitive and responsive to inquiries from the public.

I certify that I have read and understand the description of the Ethics, Conduct, and Conflict of Interest Policy.

Printed Name: _____

Member Title and Affiliation: _____

Signature: _____

CRWJPB Member Conflict of Interest Disclosure Form

I certify that I have read and understand the description of conflict of interest provided and chose to participate or abstain from agenda item(s) and/or associated activities.

Description of conflict	Conflict Type (select one)	Abstain (select one)
	Perceived Potential Actual	Yes No

Printed Name: _____

Member Title and Affiliation: _____

Signature: _____

Cannon River Watershed Joint Powers Board
Change Order Policy

Purpose: To establish a change order policy for the Cannon River Watershed Joint Powers Board (CRWJPB). A change order is given to a contractor to expand on scope of work than what was set forth in the original contract. These contracts have a high degree of planning and multiple aspects that may not be accounted for in the original draft of the contract.

The CRWJPB Change Order Process Shall be As Follows:

Staff may have the authority to approve change orders under 10% of the contract total on any contract.

Executive Committee may have the authority to approve change orders between 10% and 20% of the contract total on any contract. Any change orders over 20% of the total must be approved by the full CRWJPB.

The CRWJPB may put stipulations for change orders on individual contracts at the time of contract approval if needed.

The staff member who is responsible for the contract shall determine if the work is needed. After making the determination of need, staff shall determine the cost of the change order, the percent of the change order on the total project and follow through with the administration of the work as per this policy.

Change orders shall be submitted to the Executive Committee or full CRWJPB through the CRWJPB administrator as soon as practical. Change orders must be approved prior to authorization of the work or of additional expenditures being occurred outlined in the change order.

Staff shall inform the Board of pending change orders prior to the Executive Committee or CRWJPB meeting. Staff shall identify a revenue source for all change orders and have said revenue source included in the request for board action.

WHEREAS, a Change Order Policy has been reviewed by the Cannon River Watershed Joint Powers Board; and

WHEREAS, the Change Order Policy establishes a procedure to approve change orders on all Cannon River Watershed Joint Powers Board contracts.

NOW THEREFOR BE IT RESOLVED that the Cannon River Watershed Joint Powers Board approves the attached Change Order Policy date April 6th, 2022.

Cannon River Watershed Joint Powers Board
Fund Balance Policy

Fund balance measures the net financial resources available to finance expenditures of future periods.

The Cannon River Watershed Joint Powers Board (CRWJPB) at this time will have an unassigned fund balance and a plan revision fund balance.

The CRWJPB shall strive to maintain a yearly unassigned fund balance in the general fund of 50-75 percent of the prior year's general fund total operating expenditures. In the event that amounts unassigned fall above or below the desired range, the CRWJPB Fiscal agent shall report such amounts to the CRWJPB as soon as practical after the end of the fiscal year. Should the actual amount unassigned fall below the desired range, the CRWJPB Fiscal agent shall create a plan to restore fund balance to an appropriate level and provide this to the CRWJPB for action.

The plan revision fund balance will strive to have 15 percent of the total cost of the plan drafting. The plan revision fund balance shall be restored to a level established by the CRWJPB in a timeline determined at that time once funds have been used for plan revisions.

The unassigned fund balance may be committed for a specific source by formal action of the CRWJPB. This committed fund balance can be for purposes outside of yearly operating expenditures.

When it is appropriate for fund balance to be assigned, the CRWJPB can delegate this authority to the CRWJPB Fiscal agent or administer.

At fiscal year end, the CRWJPB Fiscal agent will report non-spendable fund balance to the CRWJPB at the annual January board meeting.

In circumstances where an expenditure is to be made for a purpose for which amounts are available in multiple fund balance classifications, the order in which resources will be expended is as follows: committed fund balance, assigned fund balance, and lastly, unassigned fund balance.

The fund balance Policy was approved on April 6th, 2022.

Records Retention

Records created by Cannon River Watershed Joint Powers Board (“CRWJPB”) members for work related to CRWJPB or paid by CRWJPB funds will be retained in a manner that meets each member entity’s records retention schedule that has been reviewed and approved by the State in accordance with Minnesota Statute §138.17 and Minnesota Statute §15.17.

Records prepared or maintained by the CRWJPB or on behalf of the CRWJPB shall be subject to Minnesota Statute §138.17 and Minnesota Statute §15.17, and held by the fiscal agent location. At the time the CRWJPB is dissolved, all records must be turned over to the fiscal agent for continued retention in accordance with its records retention policies. All records will be stored electronically, unless otherwise stated under Minnesota Statutes §138.17 and §15.17.

Approved April 6th, 2022.

**CANNON RIVER WATERSHED
JOINT POWERS BOARD**

Agenda Item 11: Approval of CRWJPO Project and Practice Funding Policy

Request for Action

Meeting Date: 2/7/2024

Prepared by: Ashley Gallagher

PURPOSE/ACTION REQUESTED: Approve 2024 funding policies for CRWJPO.

SUMMARY: Changes to the funding policies were needed in order to best accomplish the goals in the watershed plan. This includes adding funding for grazing, feedlots, and shoreland projects. Updates have been reviewed at previous Board and staff meetings.

- **Grazing & Feedlots** –These funds must be targeted in Tier One Stream drainage areas. Level one is set at 95% and level 2 is 85%, level 3 is not eligible.
- **Native Shoreland Planting** – Using a flat rate of \$500 per project to simplify cost-share process. Minimum project size must be 150 sq ft. Staff have created a page on the CRWJPO website with standard forms and resources.
- **Cover Crops and Soil Health** – Rates increased slightly in each category and clarification was made for rotations in order to allow flexibility in practices in a 3-year contract.
- **Percentage breakdown for levels** – Cost-share for structural practices will increase to 95%, 85%, and 75% and is still based on the priority location levels. This better reflects surrounding policy and helps alleviate increase in construction costs for landowner contributions.

Motion is needed to approve the CRWJPO Project and Practice Funding policy as presented in the packet.

Supporting Documents:

Draft 2024 CRWJPO Funding Policy



Cannon River Watershed Joint Powers Organization:

Project and Practice Funding Policy

Version: 2024

Effective Date: February 7, 2024

1. Overview

The Cannon River Watershed Joint Powers Board (CRWJPB) was created for the purpose of “Developing policies and projects cooperatively that achieve Watershed Plan goals and establish methods for measuring results over time.” The Cannon River Watershed Comprehensive Watershed Management Plan (Plan) was developed according to the State One Watershed, One Plan Program and was approved by the Minnesota Board of Water and Soil Resources (BWSR) on June 24, 2020 and adopted by the CRWJPB on October 7, 2020.

The Plan will direct activities of the CRWJPB over the next ten years (2020-2029). This policy should be reviewed annually and may be altered at any time, pending review and approval by the CRWJPB. The policy establishes an administrative process and funding limits when CRWJPB funds are provided to landowners or land occupiers for the installation of projects and practices.

1.1. Members: Means any local unit of government that has signed the Joint Powers Agreement (JPA) establishing the CRWJPB.

1.2. Roles: The CRWJPB will enter into agreements for the services defined below. Detailed responsibilities are outlined in the agreements, but general duties are listed here. Items within this policy may fall under the responsibility of, or must be reported to, certain Members serving these roles.

1.2.1. Administrator: Primary responsibilities include lead day-to-day contact, meeting organization for CRWJPB, Planning Work Group and Technical Advisory Group, drafting budgets and annual work plans, and liaison to legal counsel.

1.2.2. Fiscal Agent: Primary responsibilities include developing financial reports, issuing payments, grant oversight and management, establishing a bank account, processing Member dues, and securing needed insurance.

1.2.3. Technical Assistance and Cost-Share (TACS) Manager: Primary responsibilities include tracking cost-share or project expenditures, tracking technical assistance expenditures, reviews and submits funding or Member reimbursement requests to the Fiscal Agent, and ensures landowner contracts meet grant administrative requirements.

1.2.4. Accelerated Implementation and Measuring (AIM) Manager: Primary responsibilities include being lead contact for lake management studies, flood studies, PTMApp use or alternative modeling development, and managing consultant contracts associated with feasibility studies and water monitoring plans. Coordination with the AIM Manager may

be necessary, especially for Large Scale Projects and Planning identified under Section 5 to generate uniform methods for measuring results of both planned and implemented projects.

1.3. Delegation: CRWJPB may delegate signing of landowner contracts and payment vouchers, consultant contracts, grant agreements or grant reports to individual Member Boards, CRWJPB Chair, Administrator, or Fiscal Agent.

2. Eligibility and Ranking

Projects and practices must meet the eligibility requirements of the funding source. Potential grant sources and eligibility requirements include but are not limited to the BWSR Clean Water Funds, Environmental Protection Agency 319 Funds and the Natural Resources Conservation Services Regional Conservation Partnership Program. For individual projects the Eligibility and Ranking Form must be completed for every project prior to encumbering any funds to the project. Potential ranking criteria were identified in the Plan as well as tools for targeting and measuring (Table 6-2) and are incorporated into the Eligibility and Ranking Forms. There are individual forms based upon the type of project. Eligibility and Ranking Forms are in Attachment A.

Application Periods: Applications will be accepted on a continuous basis, however if a project is over \$75,000 consideration to approve will occur through the CRWJPB at a regularly scheduled meeting. Applications \$75,000 or below will follow the Approval Process outlined in Section 6. Members reserve the right to bring any applications to the CRWJPB for approval.

Priority Areas: Priority areas are established in the Plan. Projects within certain priority or targeted areas may be funded at higher rates than non-priority areas. Areas are referenced on maps in Attachment B. The following are definitions of the priority and targeted areas:

Prioritized Targeted Implementation Area: Subcatchments identified with the use of a further prioritization tool such as PTMApp. Subcatchments are identified in the Plan within the drainage areas of the Tier One Protection Lakes, Impaired Lakes and Impaired Streams.

Targeted Drainage Area: The drainage area of the Tier One Protection Lakes, Impaired Lakes and Impaired Streams. Upper Cannon and Chub Creek Watersheds for wetland restorations and flood storage are also targeted drainage areas in the Plan but excluded from the Eligibility and Ranking process identified under this Section.

Priority Area: The Plan has both Surface Water and Groundwater Priority Areas. Areas include Straight River Tributaries, Lakes Area, Cannon/Mississippi Bottoms, Large Communities, Pollution Sensitivity Area and Groundwater Dominated Lakes.

Area Calculation: For fields that are within multiple priority or targeted areas, if 50% or greater is within an area the higher funding rate may be used for the entire project. This applies to both structural and non-structural practices.

3. Cost-share for Structural Practices

Maximum rates to cost share installation of structural practices may vary based upon the three tiers listed below and are meant to further prioritize use of funds in the most impactful areas of the watershed. Other funding sources (not provided by the CRWJPB) may be used to increase cost-share to 100% if allowed by individual Member policies and consistent with the administrative requirements of the funding source.

- Level 1 : Prioritized Targeted Implementation Areas** - maximum of 95%
- Level 2 : Targeted Drainage Area** - maximum of 85%
- Level 3 : Priority Area** - maximum of 75%

4. Incentives for Non-Structural Practices

Standard incentive rates have been established for non-structural practices implemented through the CRWJPB. Specific requirements for each practice type are noted. If there are conflicting Member policies, these policies will supersede if any level of CRWJPB funding is provided towards a practice. Fields that have previously received an incentive payment for a particular non-structural practice, regardless of the source, are not eligible to receive funding for that same non-structural practice. If a non-structural practice is currently being implemented, there must be a resource concern to address otherwise those acres are ineligible. The following levels apply:

- Level 1 : Prioritized Targeted Implementation Areas or Drinking Water Supply Management Areas (DWSMAs)**
- Level 2 : Targeted Drainage Areas**
- Level 3 : Priority Areas**

4.1. Cover crops: Landowner contracts must be for three years, and sign-up will be continuous.

Member can choose to pay all three years at one time or annually.

- If all three years at one time, payment will be made upon certification of the first year of seeding. Then certification must be completed in years two and three of the contract.
- If annually, payment will be made upon certification of seeding each year.

Contract may be extended however if three-years of seeding is not met, contract payback should be enforced. The three-year contract applies to one field. A field is defined as continuous or adjacent acreage. The cover crop may rotate through-out a field to accommodate crop rotations if the contracted acreage is maintained in all three years of the contract. A resource concern must be met, therefore if a field already has cover crops without payment the diversity of the seed mix must be increased. Disturbances such as strip till and manure management in the fall are only allowed if less than 25% of the field is disturbed. There is no maximum payment per contract in Level 1 areas however there is a cap of \$15,000 if in Level 2 or Level 3 areas.

	Level 1	Level 2	Level 3
Single Species	\$45 per acre per yr	\$40 per acre per yr	\$35 per acre per yr
Multiple Species	\$50 per acre per yr	\$45 per acre per yr	\$40 per acre per yr

4.2. No-till/Strip-till: Landowner contracts must be for three years. Sign-up will generally only occur during the first year of an executed grant agreement and landowner payments will be made annually. Rotational no-till/strip-till can occur on one crop in the rotation whereas continuous no-till/strip-till applies to every crop in the rotation. Rotational rate also applies if no-till/strip-till acres rotate through-out a field to accommodate crop rotations as long as the contracted acreage is maintained in all three years of the contract. There is no maximum payment per contract in Level 1 areas however there is a cap of \$10,000 if in Level 2 or Level 3 areas.

	Level 1	Level 2	Level 3
Rotational No-till/Strip-till	\$18 per acre per year	\$13 per acre per year	\$8 per acre per year
Continuous No-till/Strip-till	\$20 per acre per year	\$15 per acre per year	\$10 per acre per year

4.3. Soil Health: Must do No-till/Strip-till and cover crops on same acres each year, but practice can vary from year to year. Soil should be protected over the shoulder season, before planting in the spring and after primary cash crop harvest in the fall. Example, in year one cover crop after soybean, in year two leave corn residue and no-till soybeans into corn residue, in year three back to cover crop after soybeans. There is no maximum payment per contract in Level 1 areas however there is a cap of \$10,000 if in Level 2 or Level 3 areas.

	Level 1	Level 2	Level 3
Soil Health	\$20 per acre per year	\$15 per acre per year	\$10 per acre per year

4.4. Nutrient Management: In addition to the activity, applicant must follow University of Minnesota guidelines for fertilizer rates. The following activities are eligible:

Nutrient Management Initiative (NMI): further support participation in the Minnesota Department of Agriculture (MDA) program by providing incentives on top of the MDA NMI rate.

	Level 1	Level 2	Level 3
NMI	Additional \$300	Additional \$200	Additional \$100

4.5. Perennial Cover: Applicant must have applied for and did not receive funding through the USDA Conservation Reserve Program. Funds cannot be used as an addition to other funding source. Lifespan of practice is 10 years. Payments are for a 10-year lifespan but are paid in year one of the landowner contract. Maximum payment in any level is \$15,000 per parcel. Installation costs are included in the flat rate (i.e. there is no additional cost-share). Seeding must follow BWSR Native Vegetation Guidelines. This practice can be applied using the NRCS filter strip standard, or if in a DWSMA it can be applied with NRCS conservation cover standard.

Areas where buffers are required by law or local ordinance, including 103E ditches at 16-foot width and Public Waters at 50-foot width, are not eligible.

	Level 1	Level 2	Level 3
Non-Harvestable	\$250 per acre per year	\$200 per acre per year	\$150 per acre per year
Harvestable	\$200 per acre per year	\$150 per acre per year	\$100 per acre per year

4.6. Perennial Crops: Perennial crops are defined in the Plan as “Crops which are alive year-round and are harvested multiple times before dying. Conversion of annual crops into perennial crops offers many benefits including reduced soil erosion, reduced pollutant loads and reduced irrigation demand.” This policy excludes alfalfa and pastures. Examples of acceptable perennial crops include intermediate wheatgrass, kura clover, and aronia berries. Length of activity must be three years and follow funding source requirements. There is a funding cap of \$10,000 in all three levels.

	Level 1	Level 2	Level 3
Perennial Crops	\$30 per acre per year	\$25 per acre per year	\$20 per acre per year

4.7. Preconstruction Cover: A temporary cover may be cost-shared in order to extend the project construction window for structural practices. The maximum amount per project is 10 acres.

	Level 1	Level 2	Level 3
Per acre rate	\$150	\$150	\$150

4.8. Residential Well Sealing: Cost-share maximum for well sealing projects is not to exceed \$3,000. Projects must be in the groundwater priority areas as identified in the Plan (Figure 2-11). Projects must also meet one of the following Minnesota Department of Health (MDH) location priorities: multi aquifer well, large diameter well (8 inches or greater), within 1 mile of public water supply well and in same aquifer, within a designated Drinking Water Supply Management Area (DWSMA), or well is in or near areas of known (documented) groundwater contamination.

	Level 1	Level 2	Level 3
Percent of total cost	100%	100%	Not Applicable

4.9. Feedlots: Tier One streams areas only. Maximum payment for all levels is \$100,000. If over \$75,000 must go to CRWJPO Board for approval. Applicant must have an up-to-date MPCA feedlot registration.

	Level 1	Level 2	Level 3
Percent of total cost	95%	85%	NA

4.10. Grazing: Tier One streams areas only. Maximum payment for all levels is \$50,000. Must have a grazing plan and only components in the grazing plan are eligible.

	Level 1	Level 2	Level 3
Percent of total cost	95%	85%	NA

5. Shoreland Native Planting Grants

Payment and Prioritization: Payment rate is \$500 per project regardless of size or location. Priority will be placed on Tier 1 Lakes followed by Natural Environment Lakes, then all other lakes in the Cannon River Watershed Lakes Region.

Eligibility: Only one project per parcel. Cannot be within an existing native planting. The planting plan for the defined project area should be all plants native to Minnesota. Project must be in county shoreland district, and within 300ft of water edge. Area may be seeded or planted but a diversity of at least 5 native species is required. Minimum project size is a continuous 150 sq ft. Must follow practice standard for Critical Area Planting (342).

Approval: CRWJPO will have a yearly application deadline to batch and review applications. Members will try to have deadline in March to allow for plant orders to be placed.

Pre-approval: these items are needed prior to approval by the SWCD.

- Location map
- Planting plan
- Cost estimate
- Maintenance plan
- Before photos
- Incentive contract

Payment approval: these items are needed prior to payment approval by the SWCD.

- Proof of plants (invoices, tags, etc.)
- After photos
- Payment voucher

Maintenance: Members will check-in with all projects after five years. Check-in may be a site visit, or a form to be completed by the project owner, with submission of photos.

6. Large Scale Projects and Planning

Projects within this category either require additional pre-planning or are large-scale, multi-year projects include long-term or perpetual easements. Due to these reasons, there are no cost-share or incentive rates, rather projects should be considered during the annual work planning process. Details that must be considered during work planning for each activity are listed here.

6.1. Wetland Restorations or Constructed Water Storage Areas: Projects must be in priority areas as identified in the Plan (Attachment C). State, Federal and Local sources should all be

leveraged to the maximum extent possible. Activities needed to restore wetlands such as grading work, installation of ditch plugs or control structures, restoring hydrology by removing drain tile, disconnecting tile, breaking tile or seeding may be cost-shared up to 100%.

6.2. In-Lake Treatments: Examples of in-lake treatments include aluminum sulfate applications and carp management. A Lake Management Plan must be complete prior to considering any funding for in-lake treatments. Specific funding source requirements must be met, such as completing a Feasibility Study (including cost-benefit analysis) if using certain State funds. In-lake treatments may be cost-shared up to 100% however consideration should be given to the number of landowners benefited and if there is public access on the lake.

6.3. Multipurpose Drainage Management: Funds can be used as an external source of funding for Minnesota Statutes 103E.011 Subd 5 to facilitate multi-purpose drainage management practices to reduce erosions and sedimentation, reduce peak flows and flooding, and improve water quality, while protecting drainage system efficiency and reducing drain system maintenance for priority Chapter 103E drainage systems. MDM projects should be funded at 90% cost-share unless the CRWJPB approves a higher or lower rate on a project basis. Project review process should also ensure specific funding source requirements are met. Priority practices include: two-stage ditches, saturated buffers, drainage water management, side inlet structures and storage and treatment wetlands.

6.4. Urban Stormwater Improvements: Projects must not be a required practice or maintenance operation of a Municipal Separate Storm Sewer System (MS4) entity. Priority should be placed on projects that provide both an increase in storage as well as water quality benefits. Projects can be evaluated on an individual basis or as a group of practices. Project review process should also ensure specific funding source requirements are met.

6.5. Industrial Well Sealing: Multi-aquifer wells of an industrial scale are to be considered on an individual basis. Due to complexities and cost this scale of well sealing does not fit well under Residential Well Sealing in Item 4.7. Maximum rate is 90% of total costs. Project may not exceed \$20,000, unless a cost-estimate is prepared and the well sealing project is incorporated into a grant workplan, then there is no maximum.

7. Approval Process

The approval process for a project or practice will be determined by completing the Eligibility and Ranking Form and using the Thresholds Flowchart (Attachment D) which requires projects over \$75,000 to have CRWJPB approval.

7.1. Encumbrance: Encumbrance of project funds will occur by either the Member Board or the CRWJPB, depending upon the funding request threshold. Prior to encumbrance of funds the requirements listed in the Contract Reporting Section of this document should be met.

7.2. Amendments: Changes are allowed but require review and approval. If the project funds are encumbered by the Member Board, then that Board is responsible for ensuring the change has technical merit and must notify the TACS Manager of the amendment. If the project funds

were encumbered by the CRWJPB then Member staff, TACS Manager and technical staff assigned to the project will coordinate approval.

7.3. Completion: Projects must have proper oversight and final sign-off by staff with appropriate JAA or professional credentials. Details for payment after project completion are outlined in the Contract Reporting and Payment Sections of this document.

7.4. Request for Bids/Proposals: If a project is over the \$75,000 threshold it is a requirement to obtain at least three estimates. The CRWJPB is not required to select the lowest estimate.

8. Project Requirements

Projects and practices must meet the appropriate Technical Standards. Technical Standards include, but are not limited to, the most current: USDA Field Office Technical Guide, MPCA Stormwater Manual, MPCA Protecting Water Quality in Urban Areas, NPDES General Stormwater Permit for Construction Activity, Minnesota Urban Small Sites BMP Manual, and applicable local, state and federal regulations. Projects and practices will have sign-off by staff with the appropriate level of Job Approval Authority (JAA) for design and certification or have a Professional Engineers sign-off.

8.1. Operation and Maintenance: Every project will have an Operation and Maintenance Plan that meets the applicable standard for the project type. It must be approved by a professional with appropriate JAA or professional credentials for the project.

8.2. Effective Life: Structural practices cost-shared under Section 3 will have an effective life of 10 years. Projects under Section 5 may have a minimum effective life of 25 years if required by the funding source

8.3. Inspections: Inspections will be conducted by the Members to meet minimum requirements of applicable grants subject to adequate funding being provided to meet such requirements.

8.4. Non-compliance: Contract non-compliance will be reviewed by the CRWJPB. The CRWJPB will attempt to address the issue on a voluntary basis with the Member and landowner. Unresolved issues will follow procedures outlined by the funding source of the project. For BWSR grants, the most applicable non-compliance procedures are outlined in their Grants Administration Manual.

9. Contract Reporting

Reporting is necessary for all projects regardless of the funding source. The contract reporting process should be completed by the Member, submitted and approved by the TACS Manager prior to processing payments.

9.1. Prior to Encumbrance: Member sends Eligibility and Ranking Form to the TACS manager and the Administrator prior to approval. *AND/OR* Enter project or practice into the Project Database, assign an ID and upload Eligibility and Ranking Form. Approval is not needed by the TACS Manager before either Member or CRWJPB approval, this step is to ensure an ID number is assigned and information is transferred into the Project Database for tracking purposes.

9.2. At Completion: The following documents must be submitted to the TACS Manager. The TACS Manager will review to determine compliance with grant requirements and submit to the Administrator and Fiscal Agent prior to reimbursement funds being sent to the Member Board.

Eligibility and Ranking Form

Contract

Voucher with Invoices

Pollutant Reductions

Certified As-Built Design

O&M Plan

Before and After Photos

Minutes of Board Action

9.3. Quarterly Deadlines: Installed projects and practices shall be reported as soon as possible to the TACS Manager but no later than the next quarterly reporting deadline. Quarterly reporting deadlines for each calendar year will be established by Member staff.

9.4. Record Retention: Official records will be kept at the office of the Administrator and Fiscal Agent. Paper records for projects with landowners or land occupiers shall remain at the Member office. Electronic forms of the documents listed above for project completion will reside with the Administrator and Fiscal Agent.

10. Payments

Prior to payment, the Project Requirements and Contract Reporting outlined in Sections 7 and 8 must be complete, unless seeking a partial payment.

10.1. To Landowners and Operators: Pending all project and reporting requirements are met, and the project or practice is under funding thresholds, the Fiscal Agent will issue payment on behalf of the CRWJPB directly to the Member. The Member is responsible for paying out the contracted amount to the landowner or operator. If the project is over the \$75,000 threshold, the CRWJPB will approve and process payment directly to the landowner or operator.

10.2. To Members: Members will invoice the CRWJPB using billable rate as calculated according to current BWSR guidance. Invoices should include back-up items such as timesheets and any other forms of tracking acceptable in the applicable BWSR Grants Administration Manual. Appropriate time and effort documentation will be readily available if requested by the Fiscal Agent.

10.3. Partial Payments: Partial payments on landowner contracts are acceptable provided it complies with grant requirements and Member Policy. Prior to authorization for partial payment, the designated technical representative must attest that the request for partial payment has merit, the payment request is equal to or less than the percent of construction that is complete, and that the project will still be completed within the contract timeline. Requests for partial payment shall be reviewed and approved by the TACS Manager prior to payment to the landowner or operator.

11. Work Planning and Redistribution of Funds

Work planning will occur on an annual basis for a three-year timeframe. The Planning Work Group will consult with the Technical Advisory Group and bring a three-year work plan to the CRWJPB for approval. One year prior to the expiration of a grant, the Planning Work Group and CRWJPB will assess the status of existing project funds allocated to each Member through the work plan, determine how much is encumbered and the likelihood of project completion before the grant expiration date. If necessary, an extension may be requested and/or funds may be redistributed as approved by the CRWJPB.

12. Attachments

Attachment A: Eligibility and Ranking Forms

Attachment B: Maps of Priority and Targeted Areas

Attachment C: Map of Wetland Restoration Priority Areas

Attachment D: Thresholds Flowchart

Attachment E: Process Flowchart

**CANNON RIVER WATERSHED
JOINT POWERS BOARD**

Agenda Item 12: Approval of Conservation Reserve Program Incentive Pilot Program Policy

Request for Action

Meeting Date: 2/7/2024

Prepared by: Ashley Gallagher

PURPOSE/ACTION REQUESTED: Approve 2024 Conservation Reserve Program (CRP) Incentive Policy for CRWJPO.

SUMMARY:

The pilot CRP incentive funding grant has been executed with BWSR. Funding policy is needed prior to members utilizing the funds. Draft policy has not changed since the last Board meeting. Allocations are a starting point based on existing CRP contract numbers but can be shifted between members as needed.

Motion is needed to approve the Conservation Reserve Program Incentive Pilot Program Policy as presented in the packet.

Supporting Documents:

Draft Pilot CRP Incentive Policy



Cannon River Watershed Joint Powers Organization

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

Conservation Reserve Program (CRP) Incentive Pilot Program Policy

Date: XXXXX

1. Overview

The Board of Water and Soil Resources (BWSR) created a pilot program for incentivizing enrollment in the Continuous Conservation Reserve Program (CCRP). Funding is dispersed to watersheds with approved comprehensive watershed management plans. Watersheds can choose to accept or decline the funding. Cannon River Watershed Joint Powers Board (CRWJPB) accepted the allocation of \$30,000 at the August 2, 2023 Board meeting. Guiding principles for the pilot program at a local level include priority on practices with water quality benefits. The CRWJPB adopted this CRP Incentive Policy on **XXXX**.

2. Eligibility

- a. New enrollment or re-enrollment in the Continuous Conservation Reserve program (CCRP).
- b. A minimum of 5 acres except there is no minimum acreage for filter strips, prairie strips, and field borders.
- c. CCRP contract must have land within the Cannon River Watershed.
- d. Must be eligible for CCRP according to Farm Service Agency (FSA).

3. Incentive Payment

- a. Payment is considered a signing incentive and will be paid in full upon CCRP contract execution.
- b. New enrollment: \$500 per contract
- c. Re-enrollment: \$250 per contract
- d. Initial member allocation chart is based on the agreement with BWSR for \$30,000. Funds can be shifted between members.

County	Re-enroll Estimate	Allocation
Dakota	Unknown	\$2,000
Goodhue	20	\$4,000
Le Sueur	20	\$4,000
Rice	30	\$6,000
Steele	30	\$6,000
Waseca	35	\$8,000

4. Approval Process

- a. Coordination with Farm Service Agency (FSA) is required. FSA will have potential applicants sign a Freedom of Information Act (FOIA) form and direct the applicant to the local SWCD for incentive program application.
- b. Prior to local SWCD encumbrance, must receive CRP-1 with applicant signature from FSA.
- c. Prior to local SWCD payment, must receive CRP-1 with County Executive Director (CED) signature from FSA.
- d. SWCD follows local process for contracts and local SWCD Board approval for encumbrance and payment.
- e. SWCD staff enter project into the encumbrance log on the shared drive.

5. Reporting

- a. Upload the following items to the shared drive folder:
 - i. Executed Contract
 - ii. Location map
 - iii. CRP-1 with imagery maps
- b. Create a project point in the online map database.
- c. FSA responsible to notify local SWCD of any contract violations or cancellations.

**CANNON RIVER WATERSHED
JOINT POWERS BOARD**

Agenda Item 13: Approval of signs for CRWJPO projects

Request for Action

Meeting Date: 2/7/2024

Prepared by: Emmie Scheffler, Administrator

PURPOSE/ACTION REQUESTED: Discussion of purchasing project signs for the CRWJPO.

SUMMARY:

Staff would like to purchase signs for CRWJPO funded projects. These would be the metal yard signs and they would be used outside of current structural and nonstructural projects that are happening. This would help get the word out about the CRWJPO and the efforts we are doing.

Price of signs are ranging from \$5-\$20 a piece online for a double sided one. The signs would be funded through FY2023 Watershed Based Implementation Funds in the Education and Outreach Category.

A motion is needed to approve staff spending up to \$500 on signs using FY2023 Watershed Based Implementation Funds.

Supporting Documents:

None.

**CANNON RIVER WATERSHED
JOINT POWERS BOARD**

Agenda Item 14: MDH Well grant application

Request for Action

Meeting Date: 2/7/2024

Prepared by: Emmie Scheffler, Administrator

PURPOSE/ACTION REQUESTED: Approval of applying for the MDH well grant.

SUMMARY:

Minnesota Department of Health currently has a request for proposal open for a well testing grant. This grant would offer \$100,000 for well testing of the major contaminants. This grant will be highly competitive. Dakota County already offers well testing and Goodhue County is part of the tap in program. Rice, Steele, Le Sueur, and Waseca Counties would be interested in applying for this grant. The best route would be applying as the CRWJPO since agreements are in place between these counties and it offers more partnership, which is a large aspect of the grant application.

Staff will be meeting in the coming week with these counties to discuss the application.

A motion is needed to approve submitting for the Safe Drinking Water for Private Well Users Grant Phase I through the Minnesota Department of Health with partnerships outside of the CRWJPO that staff see conducive.

Supporting Documents:

Draft letter of support for MDH well testing grant



Cannon River Watershed Joint Powers Organization

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

DATE

Anne Nelson
Partner Engagement and Communications Specialist
Water Policy Center, Environmental Health Division
Minnesota Department of Health
Anne.nelson@state.mn.us

Dear Ms. Nelson,

This purpose of this letter is to express our support for the MDH Safe Drinking Water for Private Well Users Grant Phase I grant application being submitted by the Cannon River Watershed Joint Powers Organization (CRWJPO) focusing in the six-county area of Steele, Waseca, Le Sueur, Goodhue, Dakota, and Rice.

The CRWJPO has identified well testing as a priority in their Cannon River Comprehensive Watershed Management plan that was approved in March of 2020. They have partnered in three well testing clinics in 2023 and 2024. However, well testing has extreme potential for expansion across the watershed and the six-county area due to existing sensitive groundwater features such as karst bedrock and high pollution sensitivity of near surface features. The partnerships highlighted this project will provide much needed targeted outreach efforts to increase awareness about groundwater protection to landowners in the area, especially to those marginalized and underrepresented communities.

LOCAL PRIORITY SECTION

This multilevel collaborative approach to this project highlights and utilizes the expertise of a wide-range of skill-sets and funding sources from local, state, and non-profit groups.

It's in the best interest of **ORGANIZATION** to be a partner in this project which could provide well testing and efforts towards safer drinking water to those in the community. Please support this MDH Safe Drinking Water for Private Well Users Grant Phase I grant application.

Local authority
Organization



Cannon River Watershed Joint Powers Organization

2023 Annual Report

Partners across the watershed are working together to address priorities within the Cannon River Comprehensive Watershed Management Plan. Activities in the Plan are split into three categories to include Resource Concerns, Landscape Concerns and Socioeconomic Concerns. Members are working on 11 activities related to Resource Concerns, 5 different Landscape Concerns and 1 Socioeconomic Concerns.

Within this Annual Report there are high level summaries of projects, events, studies, monitoring and funding.



Mission Statement:

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

Projects

- 58 agricultural structures including basins and grade stabilization structures
- 925 acres of agricultural management practices, primarily cover crops
- Prevented 2,336 tons of sediment from reaching priority streams each year
- Prevented 326 pounds of phosphorus from reaching priority lakes each year
- Sealed a large capacity well in Red Wing

Education

- Started a virtual learning series that covers a wide variety of topics
- Developed a logo and created a new website for the CRWJPO
- Worked with partners to offer drinking water testing at 2 clinics
- Hosted a native shoreland workshop, presented to local schools and multiple lake associations



Thirty people attended the native shoreland workshop in August at Ray's Lake Park

Contact Us

1810 30th St NW
Faribault, MN 55021
(507) 332-5408
cannonriverwatershedmn.gov

Plans & Policies

- Six Lake Management Plans in progress which will help prioritize watershed work and in-lake treatments.
- Prioritize Target Measure Application (PTMapp) used for calculating pollutant reductions and project prioritization.
- Supported the Upper Cannon River Flood Study which received funding from Federal Emergency Management Agency.
- Updated funding policies to incorporate grazing, feedlots, native shoreland plantings, broaden soil health options, and provide incentives for Conservation Reserve Program.



A series of three basins installed to reduce soil erosion in the Little Cannon River Watershed in Goodhue County



Staff collect a water sample from Lake Volney to analyze suspended sediment and phosphorous levels

Monitoring & Tracking

- Partnered with the Minnesota Pollution Control Agency (MPCA) for water monitoring on 18 streams and 1 lake in the watershed.
- Tracked progress towards plan goals by compiling individual project data and coordinated with partners to identify and record other water quality projects completed within the watershed.

Grants & Funding

The CRWJPO has spent 93% of the first round (FY20-21) of Watershed Based Implementation Funding and 14% of the second round (FY22-23). Each Fiscal Year allocation was \$1,028,658. It is anticipated that funding levels will remain the same or increase in future years. CRWJPO also received \$30,000 to incentivize Conservation Reserve Program (CRP) enrollment.



An interactive map of the watershed with priority areas and completed projects is available online. Scan the QR code or visit cannonriverwatershedmn.gov



**CANNON RIVER WATERSHED
JOINT POWERS BOARD**

Agenda Item 16: Presentation of Red Wing Well Sealing

Information Item

Meeting Date: 2/7/2024

Prepared by: Emmie Scheffler, Administrator

PURPOSE/ACTION REQUESTED: Presentation on the Red Wing Well Sealing.

SUMMARY:

The CRWJPO cost shared \$12,000 to seal an industrial well in Red Wing in 2023. Beau Kennedy will be presenting on the project.

Supporting Documents:

None.

**CANNON RIVER WATERSHED
JOINT POWERS BOARD**

Agenda Item 17: Presentation on well testing clinics with Clean River Partners

Information Item

Meeting Date: 2/7/2024

Prepared by: Emmie Scheffler, Administrator

PURPOSE/ACTION REQUESTED: Presentation on the well testing clinics with Clean River Partners.

SUMMARY:

The CRWJPO offered services to test well water for nitrates at two clinics that Clean River Partners hosted. These clinics were discussing clean drinking water. The CRWJPO has in our workplan to host two well testing or screening clinics per year for private well owners. Provide nitrate test results and/or water testing kits, and information on best practices for well maintenance and water quality.

The first clinic was in Northfield on December 19th, 2023. There were 13 wells tested and none of them came back high for nitrates.

The second clinics was in Faribault on January 30th, 2024. There were 19 wells tested.

Supporting Documents:

None.