



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 Meeting

January 15, 2020

Rice County Government Services Building
320 Third St NW, Faribault, MN 55021

CRWJPB Members: Brad Anderson (Goodhue County), Jeff Beckman (Goodhue SWCD), Blair Nelson (Waseca County), Jayne Hager Dee (Dakota SWCD), Mike Ludwig (Rice SWCD), Rick Gnemi (Steele County), Dan Hansen (Steele SWCD), James Hedeem (Belle Creek WD), Mike Slavik (Dakota County), Steven Rohlfig (Le Sueur County), Jim Struck (Le Sueur SWCD), Sandy Weber (NCRWMO)

Also in Attendance: Brad Becker (Dakota County staff), Brad Behrens (Rice County staff), Haley Byron (Waseca county staff), Ashley Gallagher (Dakota SWCD staff), Eric Gulbransen (Steele SWCD staff), Holly Kalbus (LeSueur County), Beau Kennedy (Goodhue SWCD staff), Dale Oolman (Steele County staff), Steve Pahs (Riec SWCD staff), Emmie Peters (Rice SWCD staff), Glen Roberson (Goodhue SWCD staff), Mike Schultz (Le Sueur SWCD staff), Brian Watson (Dakota SWCD staff), Jennifer Mocol-Johnson (BWSR)

1. Call to Order

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

2. Election of Officers

Nominations were opened for Chair. Steve Rohlfig was nominated for Chair by Anderson, second by Gnemi. There was a call for nominations three more times. Hearing none, Anderson moved to close nominations and elect Steve Rohlfig for Chair, second by Gnemi. Motion carried. Steve Rohlfig elected Chair.

Nominations were opened for Vice Chair. Brad Anderson was nominated for Vice Chair by Gnemi, second by Hedeem. There was a call for nominations three more times. Hearing none, Slavik moved to close nominations and elect Brad Anderson for Vice Chair, second by Gnemi. Motion carried. Brad Anderson elected Vice Chair.

Nominations were opened for Secretary. Galen Malecha was nominated for Secretary by Ludwig, second by Gnemi. There was a call for nominations three more times. Hearing none, Slavik moved to close nominations and elect Galen Malecha for Secretary, second by Anderson. Motion carried. Galen Malecha elected Secretary.

3. Approval of Agenda

Motion by Anderson, second by Gnemi to approve the agenda. Motion carried.

4. Approval of Minutes

Motion by Beckman, second by Gnemi to approve the minutes of the September 4th, 2019 Policy Committee meeting. Motion carried.

5. Financial Summary

Gallagher mentioned that the amendment dollars from BWSR have been released to the Fiscal Agent. The summary indicates that all administration funds have been spent. Upon Plan completion and as we work to close out the grant, the admin and fiscal will work together to complete reporting for BWSR.

6. Update on Revisions to Draft Cannon River Comprehensive Watershed Management Plan

The Plan was brought to the BWSR Southern Region Committee on November 13, 2019. At that time BWSR staff provided the committee with three recommendations. All three recommendations required conditions to be met (i.e. changes made to the Plan) prior to full BWSR Board approval. The RBA in the CRWJPB packet provided details on the conditions and changes made. Gallagher provided a brief presentation that showed how more modeling with PTMapp has addressed multiple conditions and resulted in further targeting of the Targeted Implementation Areas to subcatchments. The Plan was sent to BWSR on December 14th, updated appendices were sent on December 27th, and BWSR staff are reviewing. There is no BWSR Board meeting in February therefore the Plan would be brought to the March 25, 2020 BWSR Board meeting.

There was discussion and frustration expressed with the ongoing process. Question was asked as to how much the additional work has cost. Total cost has not been evaluated yet, however the consultant has continued to see the Plan through even though there are no more funds. Administrator has also committed to seeing the Plan through to completion even with no funds remaining. It was noted that some BWSR staff may have been reviewing an incorrect version, but have now been directed to the most recent version for their review. Jen and Shaina have reviewed and have comments. Staff would like to see these comments as soon as possible, which would allow time for items to be addressed before the next PWG meeting (early February). The timeline is actually shorter as BWSR needs materials three weeks prior to the BWSR Board meeting on March 25, 2020. There were questions as to how to ensure the One Watershed, One Plan (1W1P) process does not follow the same lengthy course in other watersheds. There was discussion on how modeling should be used and at what point in the process that occurs. Local staff are involved in multiple 1W1P efforts and can carry experiences and comments forward to new watersheds, and BWSR could host more focus groups for input on 1W1P.

7. 2020 Budget and Membership Dues

The Draft budget was provided as a starting point for discussion. The dues were set to the maximum for each Tier as laid out in the JPA. Expenses include activities that cannot use BWSR Watershed Based Implementation Funding, general administration, services, future watershed plan reserves and insurance. It was noted that JPA states that if assessed, dues are payable by

March 15 of each year. State funds would likely not be available until August/September of 2020. There was discussion that doing nothing doesn't seem like the appropriate approach. Dues could be less than the maximum if the CRWJPB chose to do so. The Board supported full dues because they want the organization to get started on the right path. Dues could always be less in future years. Logistically dues would have to be sent to current fiscal and then paid back to the CRWJPB when an account is established. There was a question from staff as to whether the dues could come from grants. BWSR responded that items under administration could likely come from grants. It was noted that whomever collects dues should track the source. **Motion by Anderson to approve the budget as proposed, second by Gnemi. Motion carried.**

8. Development of Operational Handbook

There have been discussions on creating bylaws or an operation handbook for the CRWJPB. The handbook would allow for more detail and could be easily reviewed and updated annually if needed. The Board supported the development of an operational handbook and would like to see the document reviewed annually.

9. Administrative and Fiscal Agent Roles

Staff discussed the Administrative and Fiscal roles at the last PWG meeting. There was staff consensus that there are efficiencies to combining the roles. Dakota County SWCD expressed interest in the Administrative and Fiscal roles. After the PWG meeting Rice SWCD expressed interest as well. Instead of having the CRWJPB make a decision today, staff would like to discuss and bring options back to the CRWJPB. Options may include analyzing implementation workloads, assigning program leads, or splitting administrative and fiscal duties. Board expressed appreciation for current work of staff and would like to see a way that all members skill sets are best utilized, where both Rice and Dakota can continue in some capacity. It was stated that Dakota County SWCD Board took formal action to support being the Administrative and Fiscal roles for the CRWJPB. Rice SWCD approved a similar motion at their Board meeting.

10. Establish Meeting Dates for 2020

Proposed schedule is for the CRWJPB to meet quarterly on the first Wednesday of the month at 9:00am. JPA states that the location will be the Rice County Government Services Building unless otherwise noted. **Motion by Gnemi, second by Hansen to meet as proposed on April 1st, July 1st and October 7th. Motion carried.**

11. Adjourn

Motion by Slavik, second by Gnemi to adjourn the meeting. Meeting adjourned at 10:00 am.

Respectfully Submitted,

Galen Malecha, Secretary