

Meeting Agenda
Bois de Sioux and Mustinka Watersheds
1W1P Policy Committee Meeting
January 10, 2019 at 1 pm

Member Organizations

Big Stone County
Big Stone SWCD
Grant County
Grant SWCD
Otter Tail County
West Otter Tail SWCD
Stevens County
Stevens SWCD
Traverse County
Traverse SWCD
Wilkin County
Wilkin SWCD
Bois de Sioux Watershed

Committee Representative

Commissioner Jay Backer
Supervisor Dan Morrill **[Absent]**
Commissioner Doyle Sperr
Supervisor Randy Larson
Commissioner John Lindquist
Supervisor John Walkup
Commissioner Ron Staples
Supervisor Greg Fynboh
Commissioner Tom Monson
Supervisor David Rinke **[Absent]**
Commissioner Eric Klindt
Supervisor Kyle Gowin
Manager Linda Vavra

Designated Alternate

Commissioner Bill LaValley
Supervisor Odell Christenson **[Absent]**
Commissioner Lee Rogness **[Absent]**
Supervisor Richard Viger **[Absent]**
Commissioner Jeanne Ennen **[Absent]**
Supervisor Debbie Anderson **[Absent]**
Commissioner Kevin Leininger **[Absent]**
Supervisor Carol Johnson

Manager Allen Wold **[Absent]**

Also Present

Pete Waller, BWSR
Jamie Beyer, BdSWD

- 1. Call to order**
- 2. Introductions**
- 3. Approve Last Meeting's Minutes**

Upon motion by Monson, seconded by Klindt and carried unanimously, the Minutes of September 25, 2018 were approved.

- 4. Consider for Approval Houston Engineering, Inc. Contract, Budget, and Timeline**

Committee members reviewed the Professional Services Agreement Appendix A Scope of Work, Appendix B General Terms & Conditions, Consultant Budget and Proposed Schedule. Contract cost: \$209,902. Beyer presented the contract changes that have been made to accommodate the requests of the Policy Committee, including: payment to HEI only upon completion of deliverables, waiver of interest, penalties, and late fees, group consensus instead of voting, LGU approval prior to BWSR submission, 10-day lead time on meeting materials, and inclusion of common-sense language in the final plan. Upon motion by Klindt, seconded by Backer and carried unanimously, the Houston Engineering, Inc. Contract, Budget and Timeline were approved.

- 5. Consider for Approval and Submission BWSR Grant Work Plan, Budget, and Timeline**

Committee members reviewed the Bois de Sioux & Mustinka Watersheds Plan Development: Work Plan, Grant Budget, and Plan Development Timeline. The work plan is based on Houston Engineering's Scope of Work. The Grant Budget total of \$271,879.30 includes the above Houston Engineering contract costs. Also included: costs incurred by BdSWD for meeting administration, fiscal hosting, grant administration, compilation of the plan's

the Land & Water Resource Inventory, and attorney services (for one implementation plan meeting). We will need to request a grant extension, and monthly meetings will be scheduled from March 2019 – November 2020, in order to meet BWSR plan approval by January 2021. Upon motion by Larson, seconded by Backer and carried unanimously, the Work Plan, Budget, and Timeline were approved.

6. Next Meeting – February 7, 9:30 am

7. Adjourn

Upon motion by Backer, seconded by Klindt and carried unanimously, the meeting was adjourned at 1:50 pm.

FYI: After this meeting agenda was posted, I was notified of the following changes to future committee members: Commissioner Bill LaValley will be the Grant Representative; Commissioner Doyle Sperr will be the Grant County Alternate. Commissioner Neil Wiese will replaces Commissioner Jeanne Ennen as the Stevens County Alternate. Commissioner Dennis Larson will be the Wilkin County Alternate. Supervisor Josh Deal is the Wilkin SWCD Supervisor Alternate. Traverse County SWCD Supervisor Chester Raguse replaces Supervisor David Rinke.

DRAFT