

**Meeting Minutes**  
Mustinka/BdSioux Watersheds  
1W1P Steering Committee Meeting  
1/22/2018

**Members Present:**

|                |                              |
|----------------|------------------------------|
| Pete Waller    | BWSR                         |
| Beau Peterson  | Big Stone SWCD               |
| Chad Engels    | Bois de Sioux Watershed      |
| Linda Vavra    | Bois de Sioux Watershed      |
| Jamie Beyer    | Bois de Sioux Watershed      |
| Greg Lillemon  | Grant County Land Management |
| Jared House    | Grant SWCD                   |
| Joe Montonye   | Grant SWCD                   |
| Bill Kleindl   | Stevens County Environ       |
| Matt Solemsaas | Stevens SWCD                 |
| Sara Gronfeld  | Traverse SWCD                |
| Brad Mergens   | West Otter Tail SWCD         |
| Ben Underhill  | West Otter Tail SWCD         |
| Breanna Koval  | Wilkin County Environ        |
| Craig Lingen   | Wilkin SWCD                  |

**Also Present:**

|               |                           |
|---------------|---------------------------|
| John Walkup   | West Otter Tail SWCD      |
| Joe Otto      | Big Stone SWCD            |
| Bill LaValley | Grant County Commissioner |
| Doyle Sperr   | Grant County Commissioner |

The meeting was called to order at 1:03 pm.

Montonye asked for nominations for meeting chairman. Vavra volunteered. Breanna Koval was recognized, taking over for Bruce Poppel. Craig Lingen was recognized, acting as alternate for Don Bajumpaa. Jamie Beyer was recognized, taking over for Michelle Swenson.

**Grant Execution:**

House summarized what we know:

- BWSR Grant Agreement has to be made with an LGU
- BWSR Grant Agreement Fiscal Agent has to be an LGU; not necessarily the grantee

There are two options to move forward:

Option 1) An LGU agrees to become the primary grantee. Lillemon recommends that liability insurance carriers should be consulted and exposure should be investigated prior to a commitment.

Option 2) The thirteen members form a Joint Powers Board. Koval stated she has experience with these arrangements through the emergency management side.

**Before the Next Meeting:** Each entity shall consult with their insurance carrier, attorney, and board as to whether they would be willing to be the grantee in Option #1. If not, please ask whether they would

be willing to join the Joint Powers Board in Option #2. Waller emphasized that this is a grant for planning purposes. House stated that in the grant application we requested \$285,000. Waller will provide to the group sample grant agreement conditions and sample joint powers board bylaws.

Participating entities meet on the following dates:

|                      |                      |
|----------------------|----------------------|
| Big Stone            | 2/6/18 & 2/20/18 (?) |
| Big Stone SWCD       | 2/6/18               |
| Bois de Sioux        | 2/22/18              |
| Grant County         | 2/6/18               |
| Grant SWCD           | 1/30/18              |
| Otter Tail County    | 2/13 or 2/20 or 2/27 |
| Stevens County       | 2/6/18 or 2/20/18    |
| Stevens SWCD         | 2/13/18              |
| Traverse County      | 2/6/18               |
| Traverse SWCD        | 2/8/18               |
| West Otter Tail SWCD | 2/12/18              |
| Wilkin County        | 2/6/18               |
| Wilkin SWCD          | 2/7/18               |

**Accrued Expenses:** Montonye stated that the cost of Grant SWCD has incurred \$3,600 in expenses coordinating the group's 1W1P efforts. The committee's consensus was that the entities should share equally the cost; Montonye will send invoices. Engels stated that Bois de Sioux Watershed has incurred \$800 in expenses to coordinate the consultant subcommittee. Gronfeld suggested, and the group was in agreement, that the \$800 be considered the Bois de Sioux Watershed's contribution, and not be billed a portion of the coordination \$3,600. It was also the group's consensus that the invoices be sent to the county water planner, so that water plan funds could be used.

**Consultant Subcommittee:** Engels gave an update on the RFQ developed by the subcommittee. Montonye recommended that an outside facilitator and project coordinator be included in the contract. Waller warned that local government units will be held to the implementation plan outlined in the overall plan, so committee members should remain engaged in the process and watch what is going into the overall plan.

**Grant Service Contracts:** House stated that BWSR would not allow the proposed grant coordination services contract as written. Engels relayed that it would be cost prohibitive for Moore Engineering to provide secretarial services. The committee agreed that subcommittees will have to take and keep their own minutes.

**Partnership Support Handbook:** Waller provided resources available through the U of M for team and professional development.

Montonye ended the meeting reiterating that the challenges of this group are not unique; the same issues are being worked through across the state.

**NEXT MEETING:** 02/26/18 AT 9 AM AT BOIS DE SIOUX WATERSHED