

Meeting Minutes
Bois de Sioux & Mustinka Joint Comprehensive Watershed Plan
Policy Committee
April 1, 2021 at 1:00 pm
PHONE CONFERENCE CALL & ONLINE SCREENSHARE & IN PERSON

<u>Member Organizations</u>	<u>Committee Representative</u>	<u>Designated Alternate</u>
Big Stone County	Commissioner Jay Backer	
Big Stone SWCD	Supervisor Dan Morrill	Supervisor Lon Moen [Absent]
Grant County	Commissioner Bill LaValley	Commissioner Doyle Sperr [Absent]
Grant SWCD	Supervisor Randy Larson	Sup. Odell Christenson [Absent]
Otter Tail County	Commissioner Kurt Mortenson	Com. Lee Rogness [Absent]
West Otter Tail SWCD	Supervisor John Walkup	Supervisor Richard Viger [Absent]
Stevens County	Commissioner Ron Staples	Commissioner Neil Wiese [Absent]
Stevens SWCD	Supervisor Greg Fynboh	Supervisor Debbie Anderson [Absent]
Traverse County	Commissioner Tom Monson [Absent]	Commissioner Kayla Schmidt
Traverse SWCD	Supervisor Chester Raguse [Absent]	Supervisor Doug Frisch [Absent]
Wilkin County	Commissioner Eric Klindt	Commissioner Dennis Larson [Absent]
Wilkin SWCD	Supervisor Kyle Gowin [Absent]	Supervisor Josh Deal [Absent]
Bois de Sioux Watershed	Manager Linda Vavra	Manager Allen Wold [Absent]

Also Present

Pete Waller, BWSR
 Jamie Beyer, BdSWD

1. Call to order. Approval of Claims and Minutes.

Backer motioned, seconded by Vavra to approve the March 4, 2021 Minutes. Motion carried.

2. Update on Planning Grant & Amount to be Returned.

The planning grant expired February 28, 2021. There were no additional claims received against this grant. Upon grant reconciliation, grant funds exceeded eligible expenses, and the following total amount was returned/retained by BWSR was \$35,367.39.

1W1PLAN PLANNING GRANT ACTIVITY	GRANT BUDGET	SUM OF EXPENDITURES SUBMITTED FOR GRANT ELIGIBILITY
Administration/Coordination	\$ 31,272.00	\$ 27,150.81
Contingency	\$ 24,716.30	\$ 8,892.50
<u>Planning and Assessment</u>	<u>\$ 215,890.70</u>	<u>\$ 200,468.30</u>
Total	\$ 271,879.00	\$ 236,511.61
		\$ 35,367.39 total to be returned

3. Update on Implementation Grant.

The implementation grant is effective March 18, 2021, and half of the \$1,064,522 have been received by Fiscal Agent Bois de Sioux Watershed District. Next steps are to have LGU's approve the Fiscal Agent Contract and to create a template for the project agreements. Project agreements will follow the already approved workplan and budget

Watershed Based Implementation Fund Budget:

\$105,000	Agricultural Storage & Filtration Practices
\$100,000	Non-Structural Management Practices
\$194,000	Project Development (Ag Storage, Filtration, and Non-Structural Practices)
\$1,522	Well Sealing
\$115,000	Doran Creek Project Development
\$148,000	Judicial Ditch #6 Multipurpose Drainage Management Retrofit
\$325,000	Lake Traverse Water Quality Improvement Project
\$25,000	Grant Meeting Coordination
\$10,000	Progress Tracking & Evaluation
\$41,000	Engineering Assistance
<hr/>	
\$1,064,522	Total Watershed Based Implementation Funding

4. Approval of the Policy and Steering Committee Operating Guidelines.

Beyer presented the changes that have been made to the guidelines following prior Steering and Policy Committee comments. Lavalley motioned, seconded by Larson, to approve the Operating Guidelines. Motion carried.

5. Election of Officers & Appointment to Write Minutes.

Staples passed the gavel to Larson, who called for nominations of Chair. Upon motion by LaValley, seconded by Vavra and carried unanimously, Staples was appointed Chair. The gavel was returned to Staples, who called for nominations of Vice-Chair. Upon nomination by LaValley, seconded by Vavra and carried unanimously, Larson was appointed Vice-Chair. Staples called for nominations for Secretary. Upon nomination by Vavra, seconded by LaValley, Backer was appointed Secretary. Upon nomination by Staples, seconded by Walkup, Vavra was appointed Treasurer. Morrill motioned, seconded by Klindt and carried unanimously, to appoint the Bois de Sioux Watershed District Administrator to take Policy Committee minutes.

6. Presentation of Fiscal Agent Contract.

Beyer presented the draft contract, which formalizes the services provided by the grant Fiscal Agent. **This agreement must be approved by each LGU and the BdSWD.** The Bois de Sioux Watershed District will review the contract at their April 15, 2021. It will then be forwarded to LGU representatives for consideration for approval.

THE NEXT MEETING WILL BE HELD MAY 6th AT 1 PM

(SUBJECT TO CANCELLATION IF THERE ARE NO ACTION ITEMS

IF THIS MEETING IS CANCELLED, A GRANT EXPENSE & BUDGET UPDATE WILL BE PROVIDED BY EMAIL)