

**Meeting Minutes**  
**Bois de Sioux and Mustinka Watersheds**  
**1W1P [Policy](#) Committee**  
**July 2, 2020 at 1:00 pm**  
**PHONE CONFERENCE CALL & ONLINE SCREENSHARE**

**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 **[Absent]**  
 Supervisor Dan Morrill  
 Commissioner Bill LaValley  
 Supervisor Randy Larson **[Absent]**  
 Commissioner John Lindquist  
 Supervisor John Walkup  
 Commissioner Ron Staples  
 Supervisor Greg Fynboh  
 Commissioner Tom Monson  
 Supervisor Chester Raguse **[Absent]**  
 Commissioner Eric Klindt  
 Supervisor Kyle Gowin **[Absent]**  
 Manager Linda Vavra

**Designated Alternate**

Commissioner Doyle Sperr **[Absent]**  
 Sup. Odell Christenson **[Absent]**  
 Com. Lee Rogness **[Absent]**  
 Supervisor Richard Viger **[Absent]**  
 Commissioner Neil Wiese  
 Supervisor Debbie Anderson **[Absent]**  
 Commissioner Kevin Leininger **[Absent]**  
 Supervisor Carol Johnson **[Absent]**  
 Commissioner Dennis Larson **[Absent]**  
 Supervisor Josh Deal **[Absent]**  
 Manager Allen Wold **[Absent]**

**1W1P [Advisory](#) Committee Meeting**

**Member Organizations**

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

**Committee Representative**

Danny Tuckett **[Absent]**  
 Joseph Otto  
 Greg Lillemon  
 Jared House **[Absent]**  
 Brad Mergens  
 Kyle Westergard **[Absent]**  
 Bill Kleindl **[Absent]**  
 Matt Solemsaas **[Absent]**  
 Lynn Siegel  
 Sara Gronfeld  
 Breanna Koval **[Absent]**  
 Craig Lingen  
 Jamie Beyer

**Designated Alternate**

Darren Wilke **[Absent]**  
  
 Ben Underhill **[Absent]**  
  
 Bruce Johnson **[Absent]**  
 Bruce Johnson **[Absent]**  
  
 Don Bajumpaa **[Absent]**  
 Linda Vavra

Pete Waller, BWSR  
 Annette Drewes (by phone), DNR  
 Ryan Lemickson (by phone), MDA **[Absent]**  
 Amanda Strommer (by phone), MDH  
 Cary Hernandez (by phone), MPCA **[Absent]**

**Also Present**

Henry Van Offelen, BWSR  
 Rachel Olm, HEI  
 Jeremiah Jazdzewski, HEI **[Absent]**

**1. Call to order**

**Approve Last Meeting’s Minutes**

Monson motioned, seconded by Fynboh, to approve the April 2, 2020. Roll call vote: Morrill – aye, LaValley – aye, Walkup – no vote, Monson – aye, Klindt – aye, Fynboh – aye, Vavra – aye, Staples – aye. Motion carried.

**Recommend for Approval Claims**

Vavra motioned, seconded by LaValley, to approve payment to HEI in the amount of \$46,365.23. Roll call vote: Morrill – aye, LaValley – aye, Walkup – no vote, Monson – aye, Klindt – aye, Fynboh – aye, Vavra – aye, Staples – aye. Motion carried.

**Review Most Recent Financial Report**

Beyer presented total expenses vs. the grant budget. There is approximately 33% of the budget remaining. In the future, the Policy Committee may need to amend the workplan to shift budgeted grant amounts between categories:

	<u>Grant Budget</u>	<u>Cost to Date</u>	<u>Remaining</u>
<b>Plan Development Costs</b>	\$215,891	\$172,791	20%
<b>Administration Costs</b>	\$31,272	\$8,190	74%
<b>Contingency</b>	<u>\$24,716</u>	<u>\$0</u>	100%
<b>TOTAL</b>	<b>\$271,879</b>	<b>\$180,980</b>	<b>33%</b>

Olm presented the updated cumulative financial report and budget.

**2. Draft Plan Section 4: Implementation (Actions Tables)**

This section is organized by planning region, and specifies different actions that can be taken place, based on:

Funding Levels            Level 1 = Existing Dollars, Current/Baseline Funding  
                                  Level 2 = Additional Watershed Based Implementation Funding (\$500,000/yr)  
                                  Level 3 = Outside Competitive Grant

Action Categories        Projects and Practices  
                                  Capital Improvement Projects  
                                  Data Collection  
                                  Operation and Maintenance  
                                  Education and Outreach  
                                  Regulatory

	\$ Funding Level 1 Existing Dollars		\$\$ Funding Level 2 Additional WBIF	
	Est. Annual Cost	Est. 10-Year Cost	Est. Annual Cost	Est. 10-Year Cost
Projects and Practices	\$10,698,048	\$106,980,482	\$350,477	\$3,504,769
Operations and Maintenance	\$470,058	\$4,700,583	\$0	\$0
Capital Improvement Projects	\$869,800	\$8,698,000	\$133,273	\$1,332,731
Data Collection	\$29,265	\$292,652	\$10,000	\$100,000
Education and Outreach	\$376,386	\$3,763,858	\$6,250	\$62,500
Regulation	\$584,393	\$5,843,932	\$0	\$0
<b>Total</b>	<b>\$13,027,951</b>	<b>\$130,279,507</b>	<b>\$500,000</b>	<b>\$5,000,000</b>

\*Plan administration included in all program costs, and is expected to be up to 10% of overall plan cost

Rachel Olm reviewed the actions table by category. Committee members voiced no concerns about the actions table. Under Funding Level 1, CRP/CSP in Projects and Practices make up the largest proportion of funding; under Funding Level 2, Projects and Practices is the most dominant, but Capital Improvement Projects are second.

Waller was asked when funds could be available; Waller replied that the plan must be approved by BWSR and organization is in place to receive the Watershed Based Implementation Funds (through whatever mechanism is agreed upon). Van Offelen stated that the Watershed Based Implementation Funds are highly prioritized, so they are less likely to be the subject of heavy cuts.

### 3. Next Steps

The Policy Committee will receive a full draft at the end of July, and can receive an overview of the plan through the Local Board Review, scheduled for July 31<sup>st</sup> at 1 pm. The Policy Committee will meet August 6<sup>th</sup> to discuss the full plan draft, and again on September 3<sup>rd</sup>. It is expected that the Policy Committee would approve the full plan draft on September 3<sup>rd</sup>, and begin the 60-day notification process. Implementation conversations will start in September.

**NEXT POLICY COMMITTEE MEETINGS: JULY 31<sup>st</sup> AT 1 PM (Local Board Review via Zoom)**  
**AUGUST 6<sup>th</sup> AT 1 PM (Regular Meeting)**