

**Meeting Agenda**  
**Bois de Sioux and Mustinka Watersheds**  
**1W1P Steering Committee Meeting**  
**10/01/2020 at 9:00 am**  
**by conference call and screenshare**

<u>Member Organizations</u>	<u>Committee Representative</u>	<u>Designated Alternate</u>
Big Stone County	Danny Tuckett	Darren Wilke <b>[Absent]</b>
Big Stone SWCD	Joseph Otto	
Grant County	Greg Lillemon	
Grant SWCD	Jared House <b>[Absent]</b>	
West Otter Tail SWCD	Brad Mergens	Ben Underhill
Otter Tail County	Kyle Westergard	
Stevens County	Bill Kleindl <b>[Absent]</b>	
Stevens SWCD	Matt Solemsaas	
Traverse County	Lynn Siegel <b>[Absent]</b>	Bruce Johnson <b>[Absent]</b>
Traverse SWCD	Sara Gronfeld	Bruce Johnson <b>[Absent]</b>
Wilkin County	Breanna Koval	
Wilkin SWCD	Craig Lingen	Don Bajumpaa <b>[Absent]</b>
Bois de Sioux Watershed	Jamie Beyer	Linda Vavra

**CC:**

BWSR	Pete Waller
BWSR	Henry Van Offelen
HEI	Jeremiah Jazdziewski <b>[Absent]</b>
HEI	Rachel Olm
Grant County	Reed Peterson <b>[Absent]</b>
Moore Engineering	Chad Engels
Moore Engineering	Tara Ostendorf

**Welcome and Updates:** Upon motion by Solemsaas, seconded by Tuckett and carried unanimously, the minutes of July 23 and September 22, 2020 were approved. Upon motion by Vavra, seconded by Gronfeld and carried unanimously, the \$3170.25 claim from HEI was approved.

**Discuss LGU Plan Comments:** Beyer presented two draft comments that the BdSWD may submit: 1) to remove the “proving” level from Table 5-1 and 2) to remove Grant County Ordinance specifications from page 5-6. No opposition was presented; Underhill & Lillemon recommended that references be provided to the respective SWCD office for more information about buffer and shoreland ordinances.

**Discuss Public Hearing Plans:** The Steering Committee put together the following plan for three joint public hearings:

1. Big Stone & Stevens County (possibly held in the Graceville Community Center)
  2. Traverse & Wilkin (possibly held in the Campbell Community Center)
  3. Otter Tail & Grant (possibly held in the new Grant County Social Services building, Wendell Community Center, or Herman Community Center)
- The public hearings will be in-person and via Zoom.
  - The public hearings must be scheduled after November 23.
  - Event planners should verify the strength of the facility’s internet connection – HEI does have hotspots available that they may be able to send out ahead of time.

- Presentations may be 20 – 60 minutes, depending on the number of questions fielded.
- Beyer will put together a standard presentation that the teams can tailor to their county/planning region.
- Beyer will bring print-out copies of the full plan for public inspection. Presenters will print copies of their PowerPoint presentation to serve as handouts.
- Steering Committee attendance at every presentation is not required, but participation is encouraged.
- Presenters will decide public hearing date and time.
- Presenters will decide how to document the meeting – either record it with Zoom, record it with a cassette tape, or have someone take detailed notes. This documentation is required by BWSR and will accompany the plan submission.
- If the meetings are recorded, please have the presenters repeat any questions, so that the recording is clear.

**Once the date, time, and location have been finalized for the public hearing, please let Beyer know; she will put a joint advertisement in local papers.**

**Discuss Implementation Plans:** Committee members reviewed the implementation plan discussed on September 22 and changes made between then and now. Committee members discussed the ability of SWCD representatives to have a “Team Member” status for Elink reporting, so they can enter information directly into Elink. Beyer and Gronfeld expressed uncertainty as to whether more emphasis can be placed on the Work Group as opposed to a Program Manager, and asked how we can better understand the number of hours that hours grant administration and program management will likely require. Waller and Van Offelen will access BWSR records, and Gronfeld will speak with Peter Nelson of Pennington County Soil and Water Conservation District.

**Committee members should discuss with their LGU boards whether their organizations are interested in providing fiscal host and/or program management services.**

The Memorandum of Agreement and Rules/Bylaws are next to be drafted. Underhill will forward the documents he has collected on behalf of the Pomme de Terre, and Julie Westerlund was suggested as an alternate contact.

**NEXT MEETING DATES:**

**NOVEMBER 5 at 9 AM – 10 AM = STEERING COMMITTEE** to give an update on Public Hearing Plans

**NOVEMBER 12 at 1 PM = STEERING COMMITTEE** to review the comments that have been submitted and review recommended changes.

**NOVEMBER 19 AT 2 PM = POLICY COMMITTEE** meeting to review and approve November 12<sup>th</sup> outcomes.