

Meeting Minutes
Bois de Sioux & Mustinka Joint Comprehensive Watershed Plan
Policy Committee
March 4, 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 [Absent]	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	Commissioner Kevin Leininger [Absent]
Traverse SWCD	Supervisor Chester Raguse	Supervisor Carol Johnson [Absent]
Wilkin County	Commissioner Eric Klindt	Commissioner Dennis Larson [Absent]
Wilkin SWCD	Supervisor Kyle Gowin	Supervisor Josh Deal [Absent]
Bois de Sioux Watershed	Manager Linda Vavra	Manager Allen Wold [Absent]

Also Present

Henry Van Offelen, BWSR **[Absent]**
Pete Waller, BWSR
Jamie Beyer, BdSWD
Sara Gronfeld, Traverse SWCD

1. Call to order. Approval of Agenda

Monson motioned, seconded by Backer, to approve the agenda. Motion carried.

2. Approval of Claims and Minutes

Vavra motioned, seconded by LaValley to approve the \$4597.50 claim from Moore Engineering and the \$1760.00 claim from Ohnstad Twichell. Motion carried. Vavra motioned, seconded by Klindt, to approve the January 7, 2021 Minutes. Motion carried. Vavra motioned, seconded by Morrill, to approve the January 28, 2021 Minutes. Motion carried.

3. Update on Planning Grant.

Final bills (with services through February 28, 2021 when the grant expired) have been received from Ohnstad Twichell but are outstanding for Houston and Moore Engineering. Beyer has been in contact with BWSR to complete reconciliation, but is awaiting two final invoices. It is possible that not all of the grant funds will be spent, and Waller indicated in that case, it may be possible that the final 10% of the grant will not be released.

4. Update on LGU Resolutions to Adopt the Plan

All 13 LGU's have passed resolutions and have provided copies.

5. Update on Approval of Memorandums of Agreement

All 13 LGU's have signed the MOA's and have provided copies of the respective signature pages.

6. Update on Policy and Steering Committee Operating Guidelines

Committee members discussed, section by section, the proposed guidelines and recommended changes and additions by the Steering Committee. The guidelines will be returned to Attorney Croaker for revisions, and then distributed to the Policy and Steering Committee members for approval April 1st.

7. Summary of Workplan for Current Grant Agreement

- **Workplan and Budget:** A workplan has been submitted and edits have been recommended by BWSR staff. Jamie will work on the edits and will meet with BWSR next Monday to finalize. The Grant Agreement has been approved and signed by the BdSWD.
- **Landowner Cost Share Agreements:** LGU's are going to use their own forms to coordinate grant activities between their LGU and landowners, which are based on the BWSR template.
- **Project Subcontract Template:** This contract (between fiscal host and LGU) needs to be drafted next for approval April 1st.

THE NEXT MEETING WILL BE HELD APRIL 1ST AT 1 PM