

Meeting of the Policy Committee for Root River One Watershed, One Plan
Monday, April 11, 2016, 9:00 AM – 12:00 PM
Room 108, Fillmore County Office Building, 902 Houston Street NW, Preston, MN

In attendance: Jerry Mueller (Winona SWCD), Tim Gabrielson (Mower County), Steve Connelly (Olmsted SWCD), Dana Kjome (Houston County), Rodney Peterson (Dodge County), Loren Lapham (Root River SWCD), Leonard Leutink (Fillmore SWCD), Duane Bakke (Fillmore County), Marcia Ward (Winona County), Matt Flynn (Olmsted County), Jim Kellogg (Mower SWCD)

Others in attendance: Jennifer Ronnenberg (Fillmore SWCD), Donna Rasmussen (Fillmore SWCD), Dave Johnson (BWSR), Erik Evensen (Winona County), Sheila Harmes (Winona County), Daryl Buck (Winona SWCD), Tim Ruzek (Mower SWCD), Bob Scanlan (Root River SWCD), Adam King (Dodge SWCD), Skip Langer (Olmsted SWCD)

1. Open meeting: Chair Bakke called the meeting to order at 9:02 a.m.
2. Approve Agenda: Jerry Mueller moved to approve the agenda; seconded by Tim Gabrielson; motion carried unanimously.
3. Approve minutes of the 1/4/2016 meeting: Marcia Ward moved to approve the minutes; seconded by Jim Kellogg; motion carried unanimously.
4. Old Business
 - a. Action item: Review draft JPA for decision on intended implementation phase governance structure (draft enclosed): Karin Sonneman, Winona County Attorney, reviewed the draft JPA and highlighted changes to the previous draft after getting comments back from Jen Wolf, MCIT. The discussion included records retention, how the governance structure affects applications and approval process for watershed-wide grants and for grants only affecting a few counties, liability, by laws, and termination. If grant applications are submitted that only affect a portion of the watershed, resolutions will be passed by the respective LGUs affected by the grant activities. Those LGUs unaffected by the grant activities would not need to take action. Karin will make changes to the draft based on the discussion and then send the revised agreement to Donna by Thursday morning to distribute to the individual Policy Committee members. They should send their questions only to Donna to forward on to Karin. Once Karin has made any changes, she will send the JPA back to Donna to email to the Policy Committee members, who can then take it to their individual boards and county attorneys for review. Karin will reference the existing by laws and will review them for any needed changes (e.g. end date). Donna will contact MCIT (Joel Swanson) to ask if we need to get additional coverage for the SWCD or county that takes additional responsibilities as the fiscal agent or day-to-day contact, noting that the employees remain employees of the LGUs. Also ask MCIT if that coverage can be transferred to different entities if others are assigned those duties. A question for BWSR is if any future operational funds can be used to cover additional coverage, if it's needed. Jim Kellogg moved to go forward with the governance model as discussed with the proposed changes to be made by the Winona County Attorney; Rodney Peterson seconded; motion carried unanimously.
5. New Business
 - a. Action Item: approve payment of HEI Inc. invoice #0028418, dated January 15, 2016, for \$13,149.50: moved by Rodney Peterson to approve payment; seconded by Dana Kjome; motion carried unanimously.

- b. Action Item: approve payment of Fillmore SWCD invoice #8757, dated April 8, 2016, for \$1,716.20: moved by Jim Kellogg to approve payment; seconded by Tim Gabrielson; motion carried unanimously.
- c. Action Item: approve payment of Winona SWCD invoice 2016-01, dated April 6, 2016, for \$390.95: moved by Leonard Leutink to approve payment; seconded by Rodney Peterson; motion carried unanimously.
- d. Action item: approve Financial Reports: moved by Rodney Peterson to approve; seconded by Jim Kellogg; motion carried unanimously.
- e. Introduction to Section 4 : Donna reviewed the handout of Section 4 which does not have the Advisory Committee comments included yet or the outcomes from the discussion last week between HEI and the Planning Work Group. To save staff time, HEI would like to make the final changes to the section all at once. Handwritten comments were marked on the handout to provide further information to the Policy Committee as they reviewed Section 4 about changes to be made and issues that had been discussed. Table 4-7 budget for implementation discussion included many questions about how to fund implementation. Section 5 can be completed now that the governance model has been decided. The target date for HEI to complete the final draft of the entire plan, including the changes to Sections 4 and 5, is April 30th.
- f. Report from Policy Committee members re: feedback from their respective Boards: Duane Bakke reported that the Fillmore County Board had been informed about BWSR's statewide rollout of 1W1P funding.

6. Next meeting

- a. Review dates for upcoming meetings: The timeline was discussed for final plan review and submission to BWSR. As soon as possible the final draft will go through local review, then will be considered for approval by the Policy Committee to submit to BWSR at the next meeting on June 13th. That starts a 60-day formal review process by the state agencies (until August 13th). No sooner than 14 days after that review is completed, public hearings will be held (September). Following the public hearings, any comments received are addressed, and the plan goes back the BWSR Board for final approval within 90 days (December). Following BWSR Board approval, the LGUs have 120 days to adopt the plan.
- b. Agenda items: the next meeting will be Monday, June 13, at 9:00 a.m. in Room 108 of the Fillmore County Office Building for review of the final draft plan before submission to BWSR.

7. Adjourn: Motion and second to adjourn at 11:55 a.m.; motion carried.

Upcoming Meetings of the Policy Committee:

June 2016: Approval of Final Plan Document and Submission to state agencies for 60-day review
Public Hearing Meetings and Response to Summary of Public Comments, TBD (tentatively set for September)