

CHIPPEWA RIVER WATERSHED ASSOCIATION

Joint Powers Board Meeting—August 16, 2024

Commissioners Room Pope County Courthouse

Meeting Minutes 3rd Floor 9:00 a.m.

Attendance: Holly Kovarik, Jason Weinerman, Mike Cleary, Ken Johnson, Rod Wenstrom, Mark Weimerskirch, Dale Anderson, Robert Lehman, Keith Englund, Paul Gerde, Ron Staples, and Matt Gilbertson

Agenda Item	Who	Action	Time
1. Welcome & Introductions-The meeting was called to order at 9:01 a.m. by Chairman Staples.	Ron Staples Chair	-	5 min
2. Approve Agenda-A motion was made by Keith Englund to approve the agenda as presented and Matt Gilbertson seconded the motion. The motion passed with all in favor.	Ron Staples Chair	Approval	
3. Approval of Meeting Minutes-Bob Lehman made a motion to approve the meeting minutes from the July 19, 2024 Joint Powers Board Meeting and Dale Anderson seconded the motion. The motion passed with all in favor.	Ron Staples Chair	Approval	5 min
4. Old Business-Kovarik shared that we have almost received all the resolutions from partners adopting the plan. Bob Lahman made a motion to approve Resolution #01-2024 for the Chippewa River Watershed Association to adopt the Comprehensive Watershed Management Plan. Rod Wenstrom seconded the motion. The motion passed with all in favor. a. Status of Resolutions Adopting Plan Received i. Chippewa Co ii. Chippewa SWCD iii. Douglas Co iv. Douglas SWCD v. Grant Co vi. Grant SWCD vii. Kandiyohi Co viii. Kandiyohi SWCD ix. Pope SWCD x. Pope Co xi. Swift SWCD xii. Swift Co xiii. Stevens Co xiv. Stevens SWCD in process not yet received xv. Otter Tail Co xvi. West Ottertail SWCD	Ron Staples Chair	FYI	5 min
5. New Business a. Follow up on BWSR Central Region Committee Meeting August 5th, 2024-Kovarik, Staples, and Weinerman shared an update on the hearing and the next steps. The BWSR Central Region	Kovarik/All	FYI FYI FYI	30 min

<p>Committee approved the plan and now it goes to the full BWSR Board for approval on August 30th. All comments were favorable regarding the plan. Once the plan is adopted the resolutions from the partners adopting the plan will need to be submitted to BWSR. Kovarik shared we have this task near complete.</p> <p>b. Clean Water Fund Letter was shared with the group. Kovarik discussed with the JPB members that it is important to submit this letter to the Clean Water Council. The Watershed Based Implementation Funding is at risk of being reduced in the next budget. We need to advocate for its importance.</p> <p>c. <u>Discuss WBIF Workplan Spreadsheet/projects-</u> Kovarik shared the draft budget with the JPB for discussion.</p> <p>d. WBIF Workplan & Budget</p> <ul style="list-style-type: none"> i. <u>WBIF Policy</u> -The TAC is still working on drafting policy for the funding that will be received. ii. Draft Workplan & Budget Proposed- Kovarik shared the draft budget as follows with the JPB. <table border="1" data-bbox="115 967 891 1495"> <thead> <tr> <th><u>Elink Category</u></th><th><u>Budget Amount</u></th></tr> </thead> <tbody> <tr> <td>Admin/Coordination</td><td>\$210,000</td></tr> <tr> <td>Agricultural Practices</td><td>\$702,053</td></tr> <tr> <td>Education/Information</td><td>\$60,800</td></tr> <tr> <td>Livestock Waste Management</td><td>\$50,000</td></tr> <tr> <td>Planning and Assessment</td><td>\$130,000</td></tr> <tr> <td>Project Development</td><td>\$358,770</td></tr> <tr> <td>Streambank or Shoreland Protection</td><td>\$214,502</td></tr> <tr> <td>Supplies/Equipment</td><td>\$24,000</td></tr> <tr> <td>Technical Assistance/Engineering Assistance</td><td>\$308,000</td></tr> <tr> <td>Urban Stormwater Practices</td><td>\$105,102</td></tr> <tr> <td></td><td>\$2,163,227</td></tr> </tbody> </table> <p>Kovarik shared that the workplan is about 95% complete but will have some adjustments to the language, and making sure that the math is correct, and more details added to certain activities will be completed. The recommendation of this budget is based on the conversations with the TAC. It was discussed with the group that there were areas that had to be cut and, in the end, a significant cut was made to ag practices to make the final budget work with the \$2,163,227 that are available to the partnership this</p>	<u>Elink Category</u>	<u>Budget Amount</u>	Admin/Coordination	\$210,000	Agricultural Practices	\$702,053	Education/Information	\$60,800	Livestock Waste Management	\$50,000	Planning and Assessment	\$130,000	Project Development	\$358,770	Streambank or Shoreland Protection	\$214,502	Supplies/Equipment	\$24,000	Technical Assistance/Engineering Assistance	\$308,000	Urban Stormwater Practices	\$105,102		\$2,163,227		FYI/Decisions	
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<p>cycle. Kovarik also shared that activities like soil health practices, some additional education and outreach activities, and well sealings were also removed from this budget after consideration of the TAC. Kovarik shared that partners will need to fund those activities by other means and not by the WBIF this cycle. It was discussed that this workplan and budget would be the next item to be submitted to BWSR after the plan is approved and the resolutions are submitted. Kovarik asked the JPB for their approval to submit the workplan and budget as discussed. Kovarik shared that every partner provided feedback during the process and every partner should have some funding available to them this cycle.</p> <p>iii. Authorize conditional approval to submit once CWMP is approved late August. Keith Englund made a motion to approve the workplan and budget as discussed understanding that there would be some edits yet to finish refining the workplan and budget and then to submit them to BWSR. Paul Gerde seconded the motion. The motion passed with all in favor.</p> <p>iv. Authorize Kovarik to sign grant agreement when received-Bob Lahman made a motion to authorize Kovarik to sign the grant agreement on behalf of the CRWA. Mark Weimerskirch seconded the motion. The motion passed with all in favor.</p> <p>v. Payments 50-40-10-Kovarik explained that after the contract is fully executed the partnership will receive 50% of the funds. You need to do the work and expend that first 50% then to release the next 40% and the final 10% comes after the grant is closed out and reported.</p> <p>vi. Clarification/confirmation of understanding last 10% partners will need to wait for reimbursement- Kovarik explained that the CRWA does not have sufficient funds to cover the \$210,000 (last 10% of the WBIF funding) therefore the local partners may have to wait on reimbursement.</p>			
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vii. Appointment with County Attorney August 21 st to discuss agreements- Kovarik shared that she will be meeting with the Pope County Attorney to discuss our contracts and agreements for implementation. Once Kovarik has met with the County Attorney she will report back next steps to get our agreements reviewed for the CRWA implementation of the plan.			
6. Financial Reports <ul style="list-style-type: none"> a. 2025 Budget Draft/Appropriation Requests- Kovarik reminded the group that this is the time of the year to be meeting with the County Commissioners regarding appropriation requests. It was agreed at the previous meeting to keep requests the same for 2025. b. July Treasurer Report-Kovarik shared that there is one bill for the audit for Peterson Company in the amount of \$3,500 to be paid. Commissioner Gerde made a motion to approve the payment and Bob Lahman seconded the motion. The motion passed with all in favor. 	Kovarik/All	FYI Decision	10 min
7. Next Meeting Potential Topics were discussed as listed here. <ul style="list-style-type: none"> a. Policies b. Partnership Agreements c. BWSR Grant Compliance Specialist 		FYI	5 min
8. Open Discussion/Agency Updates-none	All	Discuss	
9. Closing- Keith Englund made a motion to adjourn at 9:52 a.m. and Mark Weimerskirch seconded the motion. The motion passed with all in favor. The next meeting is scheduled for September 20th at 9:00 a.m.	Ron Staples Chair	Decision	