

LAC QUI PARLE-YELLOW BANK **ONE WATERSHED, ONE PLAN**
POLICY COMMITTEE MEETING MINUTES (In-person & virtual)
April 26, 2023 12:00 PM

Policy Committee Members Present:

Ron Antony, Amy Bacigalupo (virtual), Delon Clarksean, Dave Craigmile, Joe Drietz, and John Maatz (virtual).

Steering Team Members Present:

Jolene Johnson, Tyler Knutson, Kerry Netzke, and Rhyan Schicker.

Meeting was called to order at 12:08 PM by Chairwoman Bacigalupo.

There were no additions to the Agenda.

The Minutes from the February 23, 2023 Policy Committee meeting are available but were inadvertently not provided to the Board for review.

Election of Officers: Since this Policy Committee is now for Plan Implementation instead of planning, officers are to be elected. **Motion** by Maatz, seconded by Craigmile, to retain the current slate of officers and cast a unanimous ballot. Motion carried unanimously. Officers include Amy Bacigalupo as Chairwoman, Ron Anton as Vice Chairman, and Delon Clarksean as Secretary.

Bylaws: Knutson reviewed the changes made by the Policy Committee at the February 23 meeting as reflected in this draft. **Motion** by Clarksean, seconded by Drietz, to change **Article V: Meetings 1)** to the 2nd Wednesday at 9:00 AM. Motion carried unanimously. **Motion** by Clarksean, seconded by Antony, to change **Article V: Meetings 3)** to seven (7) days' notice to three (3) days which is statutory language. Motion carried unanimously. The added language and table on pages 5 and 6 clarify shared services and collaboration as taken from the Plan document. The Chairwoman asked about the Policy Committee approving annual budgets as it is not listed in the table. Knutson responded that the annual budget is part of the annual workplan that is approved by the Policy Committee. With no other questions, **Motion** by Antony, seconded by Craigmile, to approve the Bylaws for the Joint Powers Collaboration (JPC) as amended. Motion carried unanimously.

Schicker was asked for calendar reminders of the January, April, July and October meetings. The committee also asked for the JPC to be provided electronically to all members.

Cost-Share Policy: Schicker reviewed the changes made. This policy coincides with the updated cost-share policy for the Yellow Medicine 1W1P. Having similar policies will help staff and prevent mistakes with landowners in different watersheds. A few minor corrections were made. **Motion** by Antony, seconded by Clarksean, to approve the Cost-Share Policy as amended. Motion carried unanimously.

WBIF Workplan: Schicker reviewed the breakdown of the \$623,429 2-year grant: \$79,000 Administration (includes \$12,000 for MS4Front tracking system); \$308,079 Ag BMPs; \$134,000 nonstructural BMPs; \$20,000 Education/Outreach; and \$82,350 Technical/Engineering. TSA is not charging for their services in 2023, so this number may be amended later. Schicker added that the language for Proposed Measurable Outcomes needs to be amended to include numerical outcomes

(acres treated, # of education events, etc.) Consensus of the committee was to allow the Steering Team to make this change. **Motion** by Craigmile, seconded by Clarksean, to approve the WBIF Workplan as presented. Motion carried unanimously.

Budget Update: Hastad was not able to compile an up-to-date budget status for this meeting. Information provided: Houston Engineering contract \$150,200; less work effort to date \$148,432; remaining contract balance of \$3,201.50. Additional grant funds remain which will be used to print 100 paper copies of the Plan document (\$3,500), and for Houston to identify storage areas/maps/GIS layers for the watershed. Additionally, Houston will be providing large watershed maps for the partners' offices with the priority watersheds highlighted. The use of funds deadline is June 30, 2023.

Tracking System: As mentioned in the WBIF Workplan discussion, the Steering Team would like to use a tracking system known as MS4Front which was developed by Houston Engineering. Several other watersheds are using the system and like the user-friendly nature and online mapping-based setup. The only downside is the cost, \$6,000 annually that include technical support.

With no other business to discuss, the Chairwoman declared the meeting adjourned at 1:32 PM.

Next Meeting: Wednesday, July 12, 2023.

Respectfully submitted,

Delon Clarksean, Secretary