**Nemadji One Watershed One Plan Policy Committee Meeting**

6/6/2019

**Start time:** 9:00 AM **End time:** 11:15 PM

**Location:** Carlton SWCD: 808 3rd St, Carlton, MN 55718

**Purpose:** Consultant Selection, Kickoff meeting update

**Invitees:**

* *Jerry Telker, Pine SWCD Supervisor*
* *Matt Ludwig, Pine County Commissioner*
* *Rick Dalen, Carlton SWCD Supervisor*
* *Mark Thell, Carlton County Commissioner*
* *Steering Team*

**Attendees:**

* *Jerry Telker, Pine SWCD Supervisor*
* *Matt Ludwig, Pine County Commissioner*
* *Rick Dalen, Carlton SWCD Supervisor*
* *Mark Thell, Carlton county Commissioner*
* *Melanie Bomier (Carlton SWCD)*
* *Brad Matlack (Carlton SWCD)*
* *Karen Evens (MPCA)*
* *Peder Yurista (Trout Unlimited)*
* *Will Bomier (Carlton County Transportation)*

**Meeting Minutes**

Peder Yurista, Karen Evens and Will Bomier gave presentations to provide background information on the watershed. Peder Yurista presented on trout habitat, Karen Evens discussed the Watershed Restoration and Protection Strategy and Will Bomier talked about road/stream crossings. Many thanks to our presenters!

The business meeting was called to order at 10:40.

Consultant selection was discussed. A Request for Qualifications was sent to 5 consultants. A scoring metric was developed, and the top 3 scores were invited for interviews, which were conducted by Melanie Bomier, Karola Dalen and Jill Carlier. The top two rated after the interview were presented to the policy committee and Houston Engineering was selected.

**M/S Authorize Melanie Bomier to negotiate the contract with the selected consultant not to exceed the amount planned for in the grant ($93,600) Dalen/Ludwig. Motioned Carried.**

The kickoff meeting is planned for July 12th and will include a bus tour of the watershed highlighting watershed resources. The SWCDs and counties will invite their elected officials to attend. Melanie will compose the invite.

Melanie presented quotes for the bus, Scott House rental and catering. The amounts are well under the not to exceed amount authorized at the April board meeting. Melanie will make final arrangements and send invitations/advertise the event.

Melanie presented the expenses to date.

**M/S Motion to adjourn Ludwig/Telker.**

**Next meeting is planned for Thursday August 1st 9:00 to 11:00 at the Carlton SWCD office.**

**Action Items**

* **Melanie will negotiate with the selected consultant and finalize the contract.**
* **Melanie will compose an invite for elected officials to attend the Kickoff meeting/bus tour July 12th. The SWCD and County boards will invite the elected officials.**
* **Melanie will finalize Kickoff tour plans and advertise the event.**