

**COTTONWOOD-MIDDLE MINNESOTA ONE WATERSHED, ONE PLAN (1W1P)**  
CONSULTANT SELECTION COMMITTEE - MEETING MINUTES (virtual via Zoom)  
MAY 12, 2023 – 11:00 AM

Policy Executive Committee Members Present:

Chairman Rick Anderson - Lyon County, Vice Chairman Mark Wellner-Brown SWCD, and Secretary Larry Anderson-Area II.

Steering Team Present:

Nick Brozek-Redwood County/SWCD, Allison Kletscher-Brown County, Melanie Krueger-Brown SWCD, Kurt Mathiowetz- Redwood SWCD, Kerry Netzke-RCRCA/Area II, and Sarah Soderholm-Murray County.

Chairman Anderson welcomed everyone and confirmed that all had received the RFQs from ISG, Inc. and Houston Engineering, Inc.

Wellner disclosed that many years ago, he worked for ISG with Chuck Brandel as his supervisor. If necessary, Wellner would abstain from voting. Consensus of the group was that abstaining was not necessary and Wellner was thanked for his disclosure.

Chairman Anderson called for discussion comparing the two consulting firms and their approach to the Cottonwood-Middle Minnesota 1W1P. Netzke added that she contacted both firms individually concerning their ability and willingness to accelerate the timeline to ensure that the Plan can be submitted and approved by the BWSR Board by December 2024/January 2025 (no February meeting). Both firms confirmed that they would meet this timeline as needed.

Comments offered by members were as follows:

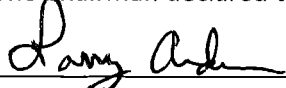
- 1) These firms are likely the Top 2 firms in the State of Minnesota.
- 2) Both firms are very qualified and would do a fine job with this Plan.
- 3) Houston does have the advantage in the number of Plans completed versus ISG.
- 4) ISG's team may be more technical; Houston's team may have a broader base of understanding.
- 5) The LeSueur 1W1P is beautiful with graphics and easy to read, however is much longer in length than other plans.
- 6) Several members attested to Houston's facilitation skills, ability to control a crowd, and draw out discussion/comments from attendees.
- 7) Many feel that Houston may provide a Plan with cohesiveness to neighboring 1W1Ps.
- 8) Good leadership and facilitation will lighten the workload of Netzke and the Steering Team.

Chairman Anderson called for the voice votes of members present. Consensus of the Selection Committee was to hire Houston Engineering, Inc. with Rachel Olm as project manager.

Netzke will contact both firms today with this decision. Fees and contract will be discussed; RCRCA may enter into this contract upon negotiation of fees and scope of services.

The Policy Committee will meet May 17, 2023 at 2:00 PM at the Springfield Community Center.

The Chairman declared the meeting adjourned at 11:23 AM.



Larry Anderson, Secretary