Red Lake River  
One Watershed, One Plan  
Policy Committee  
October 18, 2017  
9:00 AM  
Location: Red Lake Watershed District  
Facilitator: Peter Nelson  
Note taker: Tammy Audette

Invitees: Policy Committee: Orville Knott, Red Lake SWCD; Gene Tiedemann, RLWD: Don Diedrich, Polk Co. Commissioner; Don Jensen, Pennington Co. Commissioner; Ron Weiss, Red Lake County Commissioner; Russ Severson, West Polk SWCD; Grant Nelson, Pennington SWCD.  
LGU Lead staff: Myron Jesme, Tanya Hanson, Nicole Bernd, Peter Nelson, and BWSR Board Conservationist staff: Matt Fischer  
HEI: Jeff Langan

Preparation: Review Agenda and Minutes.  
Please bring: Red Lake River 1W1P

**Agenda Items**

<table>
<thead>
<tr>
<th>Topic</th>
<th>Purpose</th>
<th>Time allotted</th>
</tr>
</thead>
<tbody>
<tr>
<td>✓ Call to Order</td>
<td>ACTION</td>
<td></td>
</tr>
<tr>
<td>✓ Review and Approve Agenda</td>
<td>ACTION</td>
<td>9:00 – 9:15</td>
</tr>
<tr>
<td>✓ Minutes of December 21, 2016</td>
<td>ACTION</td>
<td></td>
</tr>
<tr>
<td>✓ PTMAp Grant Amendment (Houston Engineering)</td>
<td>INFO</td>
<td>9:15 – 9:30</td>
</tr>
<tr>
<td>✓ Appoint Fiscal Agent</td>
<td>ACTION</td>
<td>9:30 – 9:45</td>
</tr>
<tr>
<td>✓ Appoint 1W1P Coordinator</td>
<td>ACTION</td>
<td></td>
</tr>
<tr>
<td>✓ Funding for Plan (MATT F.)</td>
<td>INFO</td>
<td>9:45 – 9:50</td>
</tr>
<tr>
<td>✓ Identify projects to Implement/2018 Workplan</td>
<td>INFO/DISCUSS</td>
<td>9:50 – 10:15</td>
</tr>
</tbody>
</table>
Red Lake River Planning Group  
One Watershed One Plan (1W1P)  
Policy Committee Meeting Minutes  
October 18, 2017

The meeting was convened by Chairman Orville Knott at 9:30 a.m. The following Policy Committee members (or their alternates), Local Governmental Unit staff and Contract staff were present:

Policy Committee Members present: Orville Knott, Red Lake SWCD; Don Diedrich, Polk Co. Commissioner; Don Jensen, Pennington Co. Commissioner; Ron Weiss, Red Lake County Commissioner; Gene Tiedemann, RL WD; and Grant Nelson, Pennington SWCD.

Local Governmental Unit Staff present: Myron Jesme, RL WD; Matt Fischer, BWSR; Jeff Hrubes, BWSR; Peter Nelson, Pennington SWCD; Tanya Hanson, Red Lake SWCD; and Nicole Bernd, West Polk SWCD

Contract Staff: Tony Nordby, Houston Engineering, Inc.

The Policy Committee reviewed the agenda. Peter Nelson requested the addition of the “Others Waters” Map to the agenda. Motion by Grant Nelson, seconded by Don Jensen, to approve the agenda with the addition of the “Other Waters” Map. Motion carried.

Motion by Don Jensen, seconded by Grant Nelson, to approve the December 21, 2016 Policy Committee meeting minutes as approved. Motion carried.

Peter Nelson stated that the Red Lake River 1W1P received a PTMAp Grant Amendment to refine the targeted implement plan. The Red Lake River 1W1P contracted with Houston Engineering, Inc. to run scenarios to further refine our goals within the plan. Once this is completed, it will be added as an appendix to the plan.

Tony Nordby reviewed the targeted plan overview goals. Nordby stated that Houston Engineering, Inc. met with local staff to receive input to identify priority resource points. As an outcome of this project, the plan will have a simple and concise summary as an addendum. Each targeted implementation will have a summary. Nordby stated that Drew Kessler with Houston Engineering, Inc. estimates that a final report will be completed by the end of February 2018. Myron Jesme stated that as we and other 1W1P participants proceed with PTMAp projects, BWSR should concentrate on getting a PTMAp user group organized for LGU’s and others to assist them in better utilizing the app and a venue to call and ask questions as well as brainstorming. Matt Fischer stated that BWSR is working on implementing a user group. Jeff Hrubes asked about the global version of the PTMAp and the desktop version. Fischer stated that there is funding in the amended grant for training of LGU staff specific to the web portion, with additional training being organized.
Discussion was held on the appointment of a Fiscal Agent as identified in the Memorandum of Agreement. Recommendation from the LGU staff to appoint the Red Lake Watershed District (RLWD) as the Fiscal Agent. Motion by Don Jensen, seconded by Don Diedrich, to appoint the RLWD as the Fiscal Agent for the Red Lake River 1W1P. Motion carried. LGU staff will collaborate to update the eLINK reporting system.

Discussion was held on the appointment of a Coordinator as identified in the Memorandum of Agreement. The Coordinator would organize meetings, communicate with LGU members, gather project concepts, and organize the project priority list, completion of the Annual Work Plan and other administration duties. Peter Nelson stated that the Pennington SWCD volunteered to do the Coordinator tasks, with the support of the Planning Work Group. Motion by Grant Nelson, seconded by Ron Weiss, to appoint the Pennington SWCD as the Coordinator for the Red Lake River 1W1P. Motion carried.

Matt Fischer stated that the Fiscal Agent and the Coordinator roles are identified and summarized in the Memorandum of Agreement, with both positions appointed annually.

Matt Fischer stated that the Red Lake River 1W1P is one of four approved plans that were in the 1W1P Pilot Projects. The state legislature has allotted 4.9 million dollars per year for 1W1P implementation. No indication has been given on how much money will be allotted for each watershed. The 1W1P State Round Table Group and BWSR staff is working on funding disbursements, with the drafting of guidance principles. Fischer reviewed the guiding principles, stating that projects will need to have a non-state funding match. A Work Plan will be required, with BWSR providing a process of how to request funding. Jeff Hrubes discussed prioritizing of the plan. Hrubes stated that BWSR is working on what factors will go into for making a decision of how much funding each watershed will receive. The pilot funding could potentially look different than the actual funding formula later on.

Myron Jesme discussed high priority areas and how they will measure what can be accomplished. Fisher encouraged the LGU staff to complete their list of projects they want to submit this year. Peter Nelson stated that the Planning Work Group has identified high priority projects. LGU staff reviewed Priority 1 projects, stating that when these projects were identified they were arranged in priority. Nelson discussed identification of secondary projects, project cost breakdown and the table that describes the management area, project description, location, planning zone and HUC 10 subwatershed information.

Discussion was held on holding a Policy Committee meeting in December or January, once additional information on funding is received. Guidelines will be set up to determine when Policy Committee meetings will be required.

Nicole Bernd questioned, what is the timeline now that we have a draft work plan? Matt Fischer explained that as long as the Policy Committee is on board with the recommendations, the draft work plan will need to be entered into eLINK along with the budget and submitted to BWSR. The Policy Committee will approve the draft plan at their next meeting. The Planning Work Group will meet finalize the draft plan for Policy Committee approval.
Peter Nelson reviewed the "Other Waters" map, stating that as part of the buffer legislation, each SWCD is required to approve the "Other Waters" map for voluntary implementation of buffer strips. The map would then be added to the 1W1P and submitted to BWSR. Discussion was held on the criteria used by each SWCD when developing their maps. Matt Fischer recommended that consistent criteria should be used for each SWCD. It was the consensus of the Policy Committee, that the LGU staff should meet to compare the criteria used and report back to the next Policy Committee meeting.

Motion by Grant Nelson, seconded by Don Diedrich to adjourn the meeting. Motion carried.

Don Diedrich