TAC/CAC Meeting
Agenda
9:30 a.m.

9:30 a.m.  Review and Discuss Draft Plan Comments

Policy Committee Meeting
Agenda
10:30 a.m.

10:30 a.m.  Call to Order
Action

Review and Approve Agenda
Action

Minutes of July 20, 2016
Action

Financial Report
Action

  a.  Advertising Bills

Review Draft Plan Comments
Information

Review Plan Timeline
Information

Memorandum of Agreement
Information

Submit Plan for Approval
Info./Action

Adjourn
Action
The meeting was convened by Chairman Orville Knott at 10:30 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; Mark McWalter, West Polk SWCD; Grant Nelson, Pennington SWCD.

Local Governmental Unit Staff present: Myron Jesme, RLWD; Matt Fischer, BWSR; Bryan Malone, Pennington SWCD; Peter Nelson, Pennington SWCD; Tanya Hanson, Red Lake SWCD; Nicole Bernd, West Polk SWCD

Contract Staff: Nate Dalager, HDR Engineering, Inc.

Citizen/Technical Advisory Committee present: Dan Schmitz, Mike Flaagan

The Policy Committee reviewed the agenda. Motion by Don Jensen, seconded by Ron Weiss, and passed by unanimous vote that the Policy Committee approve the agenda. Motion carried.

The Policy Committee reviewed the draft Memorandum of Agreement (MOA). Myron Jesme stated that MOA will drive the Final Plan in what role each Local Governmental Unit (LGU) will take to move forward. Each LGU will answer to their individual Boards. Myron Jesme stated that Minnesota Counties Intergovernmental Trust (MCIT) reviewed the MOA, and had submitted recommended changes. RLWD Legal Counsel, Delray Sparby, reviewed his recommended changes to the MOA. Sparby indicated that if a grant is awarded, the contract with the Contractor will be with the specific LGU and not the Policy Committee. Discussion was held on additions to the website should pass through the Policy Committee for liability purposes. BWSR has also reviewed the MOA, and the final version will be inserted into the plan. Discussion was held on the appointment of a Fiscal Agent and Coordinator. It was the consensus of the Policy Committee that the Fiscal Agent and Coordinator can be appointed after adoption of the MOA. Sparby indicated that each LGU Board will need to approve the MOA. Discussion was held on who is liable if reporting is not completed, the Grantee or the Coordinator. The Policy Committee would have the authority to act on a grant, with the LGU’s approving the agreement.

Motion by Grant Nelson, seconded by Don Jensen, to approve the July 20, 2016 Policy Committee Meeting minutes as presented. Motion carried. Nicole Bernd stated the Red Lake River 1W1P was not awarded the grant from the Northwest Regional Development Commission Vital Non Profit Grant.

Peter Nelson reviewed the Financial Report as of November 30, 2016. Nelson stated that the grant balance as of November 30, 2016 was $2,685.94, with payables from HDR Engineering,
Inc. if the amount of $2,685.94, therefore zeroing out the grant balance. Nelson stated that the entire grant needs to be disbursed to receive the remaining 10% balance of the grant, in the amount of $12,727.00. Motion by Don Diedrich, seconded by Ron Weiss, to approve the Financial Report as of November 30, 2016 as presented. Motion carried.

Discussion was held on the costs of advertising for the three public hearings for the Draft Plan in the amount of $721.38 that was paid for by the RLWD. It was the consensus of the Policy Committee that the cost of advertising for the public hearings will be divided equally amongst the four LGU’s. RLWD Staff will submit an invoice to each LGU.

The Policy Committee reviewed the comments received from various agencies on the Draft Plan submitted during the comment period.

Matt Fischer reviewed the Plan Timeline schedule. Fischer recommended that the individual LGU Boards review the draft Plan, with submittal to BWSR on January 20, 2017. The BWSR North Region Committee will review the submitted Plan at their April 12, 2017 meeting, followed by presentation to the BSWR Board on April 26, 2017. Fischer stated that 120 days after BWSR approval for local adoption on August 24, 2017.

Discussion was held on attachment of a map to the MOA that will better define the boundaries of each LGU. The MOA will be submitted to each LGU Board for signature.

Discussion was held on submittal of the Plan for approval. Motion by Don Jensen, seconded by Grant Nelson, to approve the Red Lake River 1W1P Plan, with the recommended changes as presented, contingent upon the approval of the LGU Board’s for submittal to BWSR. Motion carried. Nate Dalager stated that he will make the recommended changes to the draft Plan and submit to the LGU staff. Nicole Bernd will post the Plan, with the recommended changes on the Red Lake River 1W1P website. Matt Fischer stated the documentation that BWSR will require when the Plan is submitted. HDR Engineering, Inc. will also draft a letter for official submittal of the Plan.

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