



Mississippi River – St. Cloud One Watershed, One Plan

Proceedings of the Mississippi River – St. Cloud 1W1P Policy Committee Meeting held on March 1, 2022. Dan Cibulka called the meeting to order at 1:00p.m.

Date / Time:	March 1 st , 2022 1pm – 3pm
Location:	<i>In-Person: Sherburne County History Center - 10775 27th Ave SE, Becker, MN 55308</i> <i>Virtual: https://us02web.zoom.us/j/81479692122</i>
Note Taker:	<i>Brittany Lenzmeier, Stearns SWCD</i>
1w1p Website:	WEBSITE COMING SOON
Voting Members Present:	Benton SWCD – Wade Bastian, Clearwater River WD – Bob Schiefelbein, Clearwater River WD – Chris Uecker, Meeker SWCD – Bob Schiefelbein, Meeker County – Bob Schiefelbein, Mille Lacs SWCD – Dan Campbell, Sherburne County – Barb Burandt, Sherburne SWCD – Shelly Binsfeld, Stearns County – Tarryl Clark, Stearns SWCD – Tom Gregory, Wright County – Mary Wetter, Wright SWCD – Jeff Burns,
Alternate Voting Members Present:	Sherburne County – Reanne Danielowski (via Zoom), Sherburne SWCD – (via Zoom)
Voting Members Absent:	Meeker County – Danny Schiefelbein Benton County – Scott Johnson
Partners and Staff Present:	Jason Weinerman – BWSR, Brad Wozney – BWSR, Brittany Lenzmeier – Stearns SWCD Staff, Kendra Sommerfeld – Benton SWCD Staff, Jerry Maciej – Benton SWCD Staff, Luke Johnson – Wright SWCD Staff, Alicia O’Hare – Wright SWCD Staff, Cole Lowen – Stearns County Staff, Francine Larson – Sherburne SWCD Staff, Rebecca Carlson – Clearwater River WD, Dan Cibulka – Sherburne SWCD Staff

Welcome and Introductions.

- a. **Name, LGU.** Introductions of Policy Committee (PC) members, partners, and staff.
- b. **What is a fond memory you have within this watershed or related to water resources?** PC members, partners, and staff provide a memory.

Policy Committee Operating Procedures.

- a. **Interim Procedures.** Cibulka reported that staff proposed that until the by-laws are completed, it is best to strive for an all-inclusive consensus on topics. Cibulka stated that the PC may choose to elect a chair to facilitate this meeting, however, staff will be presenting on several of the topics. Burns recommended staff continue to develop materials and organize the meetings until the PC can elect chair. Danielowski asked how long the PC will be operating as interim. Cibulka stated until the by-laws are approved.
- b. **Meeting Norms Review.** Lowen provided an overview of the meeting norms documents and stated the documents were utilized with the Sauk River Watershed Plan. Cibulka reported that the PC can discuss, add, or

remove items, however, Cibulka stated this document provides a good outline to follow for the meetings. Cibulka asked the PC to ensure the meeting norms were reasonable to understand and follow.

Planning Project Update.

- a. **Project Timeline.** Cibulka reported a timeline is in the meeting packet. The purpose of the timeline is to provide an overview of how the One Watershed, One Plan (1W1P) will come together over the next two years. Cibulka reported that staff have been working together and developed a budget, by-laws, and work plan.
- b. **Fiscal Agent/RFP.** Sommerfeld reported that the RFP was sent out on February 15th to a list of consultants that the steering committee developed. The deadline for the proposals is March 30th and the final selection/interviews will be held in late April/early May. Benton SWCD will hold the contract with the consultant; however, the PC will provide a recommendation to Benton SWCD Board to hire the consultant.

Maciej reported that steering committee discussed the possibility of hiring two different consultants (one to write and one to facilitate). Cibulka reported that this process could involve the same firm/person, but also could be two different individuals/firms. Burns asked if there are any other watersheds that have worked with two consultants? Cibulka stated that Rum River 1W1P hired two firms. Campbell reported that it is not uncommon for consultants to come together to provide the best expertise for these plans. Cibulka stated that they expect to receive several proposals and bring the consultants in for interviews to determine which will fit best.

Weinerman reported that the planning process is grant-funded through the Minnesota Board of Water and Soil Resources (BWSR). To develop and execute the planning grant, the budget, work plan, the MOA (which will need to be acted upon and approved by each respective Board), must be completed.

Draft Memorandum of Agreement (MOA).

- a. **Feedback on Draft Document.** Sommerfeld reported that the County attorneys met on February 28 to discuss and provide comments/questions/concerns on the MOA. Sommerfeld shared the feedback with the steering committee; however, the steering committee will need more time to review the comments provided. The general feedback provided from the attorneys was clarification on the committee structures (technical and citizen advisory committee).
- b. **Committee Structures.** Sommerfeld reported that the steering committee developed two different committee structure options for the Technical Advisory Committee and the Citizen Advisory Committee. Both options include LGU representatives, state agencies, and representatives from other conservation agencies. Option one does not include at-large citizen members in the Technical Advisory Committee. Option two would include the addition of 12 at-large citizen members. Wetter asked to define to at-large. Sommerfeld stated the at-large members could include folks from an advisory committee, a task force, or a public figure that is not a staff/county member (not an elected official).

Binsfield stated that there are opportunities for many individuals on the Technical Advisory Committee to participate and still need the meetings to operate efficiently. Burns asked if LGU representatives' staff or elected officials. Cibulka stated that LGU Staff Representatives would be added in for clarification. Carlson stated that not all LGUs have staff so to encompass all organizations, the language should be changed to 'LGU Technical

Representatives.’ Burns stated that instead of having the text ‘The Nature Conservancy’, insert non-profits as that text would encompass all organizations who are interested.

O’Hare asked if the Steering Committee contacted the surrounding tribal nations. Cibulka stated that the tribal nations were contacted by letter in early January and the committee has not heard back.

Danielowski stated that the Technical Advisory Committee should include individuals experience and education and the Citizen Advisory Committee would represent communities at-large. Binsfield asked to define non-profits and who is considered non-profit. Cibulka stated would include The Nature Conservancy or another related entity that expresses interest in water quality or habitat restoration. Lowen stated that The Nature Conservancy was named in the draft since it has been involved in many of the other plans.

Binsfield stated that with the Citizen Advisory Committee item #3, the verbiage should read “CAC members could consist.” It opens more opportunities and flexibility for other individuals or organizations be a part of the CAC. Clark suggested “CAC members may consist.”

Binsfield stated that the attorneys asked to have CAC defined. Carlson stated the plan is a planning-based effort and the technical staff would determine what the resource concerns are. Once that list has been developed, the list would be provided to the CAC and TAC. The TAC would determine where the funds should be directed for projects and priorities.

Cibulka stated that the MOA is still in draft form. The Steering Committee will draft language from the discussions for the attorneys to finalize the verbiage for the MOA. The MOA will need to be approved by each respective board. Weinerman stated that the MOA will need to be signed prior to any grant funding.

Motion by Clark to approve the Policy Committee adopts Option #1 (no at-large membership in the TAC) for the Technical and Citizen Advisory Committees; second by Schiefelbein. Affirmative: Bastian, Schiefelbein, Gregory, Campbell, Burandt, Binsfield, Clark, Wetter, Burns, Uecker. Opposed: None. **Motion carried.**

Draft PC Bylaws.

- a. **Voting Arrangement Memo.** Cibulka reported that the Clearwater River Watershed District (CRWD) provided a memo to define the representation for Meeker County and Meeker SWCD. Carlson stated that Schiefelbein serves on the CRWD as the Chair and serves on the Meeker SWCD. This memo would allow Schiefelbein to speak and represent the three entities (CRWD, Meeker SWCD, and Meeker County). Carlson stated that Meeker SWCD appointed Schiefelbein as each entity must appoint an individual to the PC. Schiefelbein stated that since Meeker County only represents seven percentage of the watershed district, it is not efficient to send three separate individuals. BWSR policy states that that if the district has less than ten percent, the district(s) can opt out. Danielowski stated expressed concern about Schiefelbein carrying three votes (one for each entity) and would rather see the representative attend the meetings to cast their votes. Carlson stated that Meeker SWCD/County has expressed desire to be represented on this process, but with a limited budget and staff, it is fiscally responsible to send one representative. Uecker stated that if Meeker County does not agree with Schiefelbein that they could still send a representative to cast a vote. Burns stated if individuals are not here to engaged in the conservation, then they do not qualify to vote.

Sommerfeld stated that Benton, Sherburne, Mill Lacs, and Wright stated that they recommend one vote per person and one person may not vote for three different times for three different entities. These counties

Meeting #1

recommend alternatives instead of proxy voting to avoid conflict and clarity of who the voter is speaking for. Wetter stated that the current by-laws state that three votes by three separate entities, which would require the by-laws to be rewritten. Binsfield stated that each vote and representative would provide value to the team. Maciej stated that the lawyers expressed concern on the voting process when it comes to the implementation phase versus the planning part on the MOA.

Burandt inquired if a virtual option would be available for individuals who could not attend in person, but still would want to be involved in the process. Maciej stated that the by-laws recommend following open law, however, the by-laws would need to be updated to reflect including a virtual voting option. PC recommended for Clearwater River Watershed and Meeker SWCD/County to attend virtually to cast a vote. Cibulka stated that the attorneys will be provided the language for further guidance.

- b. Feedback on By-Law Comment Items.** Sommerfeld reported that the PC will comply with the open meeting laws, however, the verbiage was crossed out as the steering committee met to discuss due to the virtual option. Cibulka stated that the PC recommends following open meeting law and include virtual option available. The attorneys will insert language for virtual options with the opportunity for the public to attend.

Burns stated in “Article II: Membership Provisions” that item #2 should be clarified to ensure that the intent is for the PC member from each entity to serve for the entirety of the planning process.

Cibulka reported that feedback is needed on “Article V – Voting” (simple vs. supermajority). The PC recommended a simple majority vote would be adequate for a motion or resolution and super majority vote for the final plan. It was recommended to add in the Board of Water and Soil Resources (BWSR) verbiage. This information will be provided to attorneys for further guidance.

Wetter asked for clarification on specific term length. Cibulka stated the term length is typically a two-year process. The PC recommended an annual election for officer positions.

- c. Timeframe for review/approval.** No discussion.

Determine Standing Meeting Schedule.

- a. Meeting Dates.**

- a. Cibulka stated the PC can decide when to meet. Binsfield proposed for the next meeting to be on Tuesday, March 29th at 1:00PM at Sherburne History Center (if available). Cibulka will send out a meeting notice.

Cibulka adjourned the meeting at 3:06 p.m.

Brittany Lenzmeier, Minute Preparer

Date