



Comprehensive Watershed Management Plan

Policy Committee Meeting Packet

Date / Time:	December 7, 2023 11:00pm – 1:00pm
Location:	In-Person: Sherburne History Center – 10775 27 th Ave SE, Becker MN 55308 Remote option available, use MS Teams Calendar invitation link
Officers:	Chair: Tarryl Clark, Vice Chair: Shelly Binsfeld, Secretary: Jeff Burns
Note Taker:	Stephanie Hatzenbihler
1w1p Website:	https://www.millelacsswcd.org/1w1p/mississippi-river-st-cloud-watershed-plan/
Committee Representatives Invited:	Benton County – Scott Johnson, Benton SWCD – Wade Bastian, Meeker County – Danny Schiefelbein, Meeker SWCD – Bob Schiefelbein, Mille Lacs SWCD – Dan Campbell, Sherburne County – Andrew Hulse, Sherburne SWCD – Shelly Binsfeld, Stearns County – Tarryl Clark, Stearns SWCD – Tom Gregory, Wright County – Tina Diedrick, Wright SWCD – Jeff Burns
Individuals Copied:	Policy Committee Alternate Members, Steering Committee Members, Zach Guttormson – BWSR, Brad Wozney – BWSR, Keenan Hayes – Mille Lacs County Staff, Mitch Gindele – Mille Lacs County Staff, Amy Kowalzek – Morrison County Staff, Shannon Wettstein – Morrison SWCD Staff, Lance Chisolm – Morrison SWCD Staff, Rebecca Carlson, Clearwater River Watershed District Jacob Rischmiller, Paul Marston, Sarah Boser, Julie Blackburn - ISG

Meeting Preparatory Work

- Review board packet content

Meeting Objectives

- Receive updates and discuss draft work on Supporting Programs, Implementation Table, and Multiple Benefit Analysis.



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Meeting Agenda				
Item	Page	Time	Topic	Task
1		11:00	Welcome and Introductions (Chair)	INFO
2	2		Review and approve agenda (Chair)	ACTION
3	3-6		Review and approve 09-07-2023 meeting minutes (Chair)	ACTION
4	7-9	11:10	Project Update <ul style="list-style-type: none"> • Timeline and Activities (Cibulka) • Financial Report (Cibulka) • CAC Meeting Report (Hatzenbihler) • City of St. Cloud Involvement (Cibulka) • Implementation Agreement (Cibulka) • TAC Liaison Report (TAC Liaisons) 	INFO
5	See ISG Memo*	11:30	Supporting Programs Framework <ul style="list-style-type: none"> • Data, Studies and Monitoring (O'Hare and Cibulka) • Policy & Regulation (Cibulka) • Education & Outreach Program (Hatzenbihler and Forbord) 	INFO / DISCUSS
6	See ISG Memo*	12:00	Introduction to the Implementation Table (Boser and Cibulka)	INFO / DISCUSS
7	See ISG Memo*	12:20	Multiple Benefit Analysis (O'Hare)	INFO / DISCUSS
8	10	12:40	Watershed Complimentary Programs Overview (Cibulka)	INFO
9		1:00	Adjourn	ACTION

*For agenda items 5, 6, and 7, refer to the ISG memo sent along with this agenda packet.

Supplemental Items

- [Watershed Highlight \(page 10\)](#) – A featured program, project, or activity from project partners.
- [Project Boundary \(page 11\)](#) – Project boundary map which may be a useful reference.
- [Policy Committee Meeting Norms and Guidelines \(page 12\)](#) – Best practices for MRSC 1w1p meetings.



MISSISSIPPI RIVER
ST. CLOUD
WATERSHED

Comprehensive Watershed Management Plan

Policy Committee Meeting Packet

Agenda Item #3: September 7, 2023 Minutes



**MISSISSIPPI RIVER
ST. CLOUD
WATERSHED**

Comprehensive Watershed Management Plan

Policy Committee Meeting Minutes

Proceedings of the Mississippi River – St. Cloud 1W1P Policy Committee Meeting held on September 7, 2023. Chair, Tarryl Clark called the meeting to order at 11:02am.

Date / Time:	<i>September 7, 2023 11:00am - 1:00pm</i>
Location:	<i>In-Person: Sherburne History Center, 10775 27th Ave SE, Becker, MN 55308 Remote option available, use MS Teams Calendar Invite link</i>
Note Taker:	<i>Stephanie Hatzenbihler, Stearns SWCD</i>
1w1p Website:	https://www.millelacsswcd.org/1w1p/mississippi-river-st-cloud-watershed-plan/
Voting Members Present:	Benton County – Scott Johnson, Benton SWCD – Wade Bastian, Meeker County – *Danny Schiefelbein, Mille Lacs SWCD – Dan Campbell, Sherburne SWCD - Shelly Binsfeld, Sherburne County – Andrew Hulse, Stearns County – Tarryl Clark, Stearns SWCD – Tom Gregory, Wright County – *Tina Diedrick, Wright SWCD – Jeff Burns
Alternate Voting Members Present:	Meeker SWCD - John Haffley
Alternative Non-voting members present:	Sherburne County - Raeanne Danielowski
Voting Members Absent:	Meeker SWCD – Bob Schiefelbein
Partners and Staff Present:	Darren Mayers – BWSR staff, Stephanie Hatzenbihler – Stearns SWCD staff, Gerry Maciej – Benton SWCD staff, Dan Cibulka – Sherburne SWCD staff, Kyle Blazek– Stearns County staff, Alicia O’Hare – Wright SWCD staff, Becky Schlorf - Stearns County staff, Sarah Boser- ISG, *Francine Larson – Sherburne SWCD staff, *Miranda Wagner - Sherburne SWCD staff

*Individuals joined via Zoom virtually.

Welcome and Introductions.

1. **Name, LGU.** Introductions of Policy Committee (PC) members, partners, and staff.

Review and Approve Agenda.

1. Approve Meeting agenda. **Motion by Johnson to approve meeting agenda as presented; second by Gregory.** Affirmative: Johnson, Clark, Burns, Campbell, Bastian, Gregory, Diedrick, Schiefelbein, Binsfeld, Hulse, Haffley. Opposed: None. **Motion carried.**

Review and approve 07-06-2023 meeting minutes.

1. Approve meeting minutes. **Motion by Gregory to approve meeting minutes as presented; second by Campbell.** Affirmative: Johnson, Clark, Burns, Campbell, Bastian, Gregory, Diedrick, Schiefelbein, Binsfeld, Hulse, Haffley. Opposed: None. **Motion carried.**

Project Update (Cibulka)

1. **Timeline & Activities (Cibulka)** Cibulka presented on the current step in the planning process and shared that we are on schedule to meet our timeline goals for plan reviews near the end of the planning.
2. **Financial Report (Cibulka)** Cibulka presented the financial report. Maciej shared that we are on track with our budget and with SWCD expenses have been lower than planned likely due to work accomplished prior
3. **CAC Meeting Report (Cibulka & Hatzenbihler)** Hatzenbihler presented on the 2nd CAC committee meeting attendance, discussion topics, and how the staff incorporated the feedback from the CAC.
4. **TAC Liaison Report (TAC Liaisons)** Binsfeld shared that she was able to attend one of the TAC meetings and reported that the committee worked on the issue framework and the implementation table. Cibulka reviewed the sign-up for TAC Liaisons

DRAFT Issue Framework Approval (Cibulka)

- Issue - Surface Water (Pollutant Runoff)
 - Hulse suggested adding a deliverable that recommends a standard process for water safety testing, criteria, and communication when public beaches are closed.
 - Binsfeld suggested adding a deliverable that provides education on the difference between testing at beaches that results in closures and entire lake water quality standards and impairments.
 - Boser recommended that this be considered for actions that will be in the implementation table or programs.
- Issue - Surface Water (Altered Hydrology)
 - Burns asked a question about measuring the second goal
 - Johnson asked a question about targeting criteria “county culvert projects” and a discussion followed on whether this should be moved to implementation strategies. Diedrich suggested language change to “culvert projects.”
- Issue - Surface Water (Internal Load Processes)
- Issue - Groundwater (Quantity)
 - Danielowski asked a question about sandpoint projects and submitting notice to the state
- Issue - Groundwater (Quality)
 - Hulse asked a question about partnering with entities that are required to complete groundwater testing, such as landfills and energy facilities.
- Issue - Habitat and Natural Resources
 - Burns asked a question about how we are targeting habitat locations

- Johnson shared concerns about public ditch repair petitions, Multipurpose Drainage Management Plans
- Issue - Landscape Resiliency (Soil Health)
 - Schiefelbein asked about pasture management practices and which goals it would make progress towards.
 - Gregory recommended including soil sampling to establish baseline conditions.
 - Burns shared that NRCS uses pasture rotation as a measure of soil health

Overall, several committee members expressed appreciation to the work that has been accomplished so far on the issue framework.

Approve Issue Framework. **Motion by Bastian to approve issue framework as presented with the understanding that it is a draft and will continue being updated; second by Binsfeld.** A roll call vote was held with the following results. Affirmative: Johnson, Clark, Burns, Campbell, Bastian, Gregory, Diedrich, Schiefelbein, Binsfeld, Hulse, Haffley. Opposed: None. **Motion carried.**

Implementation Agreement Discussions (Cibulka)

- Attorneys have met twice so far and are in the process of drafting a letter on the pros and cons of a Joint Powers Entity (JPE).
- Benton County attorney will begin drafting a JPE agreement using the Rum River Watershed as a template
- Feedback from Policy Committee
 - Clark shared that **Stearns County** has had success with the Joint Powers Agreement (JPA), but the county is comfortable moving forward with a JPE.
 - Hulse shared that **Sherburne County** is more comfortable with the JPE and has experience with the Rum River JPE. He requests seeing what's different between the two if anything
 - Gregory shared that **Stearns SWCD** has had success with the Joint Powers Agreement (JPA), but the county is comfortable moving forward with a JPE.
 - Johnson shared that **Benton County** prefers the JPE.
 - Burns shared that **Wright SWCD** has experience with JPA, but prefers JEP
 - Binsfeld shared that **Sherburne SWCD** is comfortable with either but wants to stress the importance of putting processes and systems in place that will work well.
 - Schiefelbein shared that **Meeker County** has had success with the Joint Powers Agreement (JPA), but the county is comfortable moving forward with a JPE.
 - Diedrich shared that **Wright County** is comfortable with the JPE
- The JPE will need to hire an attorney, an accountant and this can be done through a member-entity or a private entity.

BWSR Updates

- BWSR Board has approved the Mississippi River - St. Cloud FY25 WBIF for \$1,271,008.

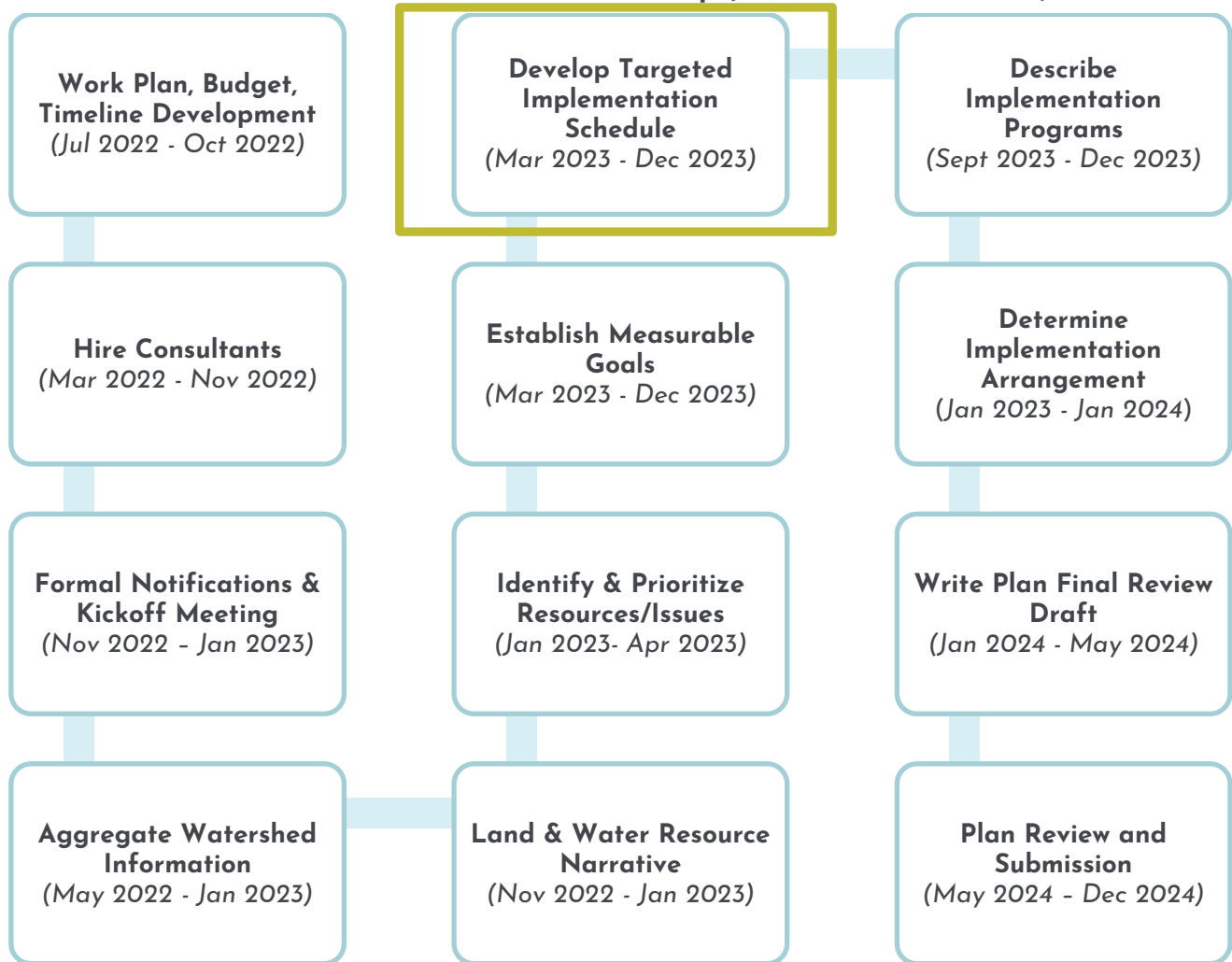
Next meeting is anticipated for December 7, 2023 at 11am.

Clark adjourned the meeting at 12:36 p.m.

Respectfully submitted by Stephanie Hatzenbihler, Stearns County SWCD, Water Plan Coordinator on behalf of Jeff Burns, Wright SWCD, Board Supervisor.

Agenda Item #4: Project Update - Timeline and Activities

Establish and Maintain Partnership (Nov 2021 - Dec 2024)



Completed Tasks:	Current Tasks:	Next Tasks:
1. Resource / Issue Prioritization Issue Statements 2. Measurable Goals	1. Targeting and Strategies 2. Implementation Schedule 3. Supporting Programs	1. Implementation Programs 2. Implementation Arrangement



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Agenda Item #4 (continued): Project Update - Financial Report

Mississippi River St. Cloud One Watershed, One Plan Partnership GRANT BUDGET and TRACKING

This document is an attachment to the 1W1P grant work plan and will be put into eLINK.

		LEAD		ESTIMATED COST						
Plan Development Costs		Consultants	Partnership	Total	Jul-23	Total Avail			Total Expenses Nov 2022 - Dec 2023	
Pre-Planning										
Aggregate watershed information		Plan Writer	\$ 7,360.00		\$ 7,360	\$ -	\$ -	\$ 7,360.00		
Planning										
Write the land and water resources narrative		Plan Writer	\$ 6,400.00		\$ 6,400	\$ -	\$ -	\$ 6,400.00		
Identify and prioritize resources and issues		Facilitator, Plan Writer	\$ 17,360.00		\$ 17,360	\$ -	\$ -	\$ 17,360.00		
Establish measurable goals		Facilitator, Plan Writer	\$ 14,240.00		\$ 14,240	\$ 8,793.75	\$ 5,091.25	\$ 9,148.75		
Develop a targeted implementaiton schedule		Facilitator, Plan Writer	\$ 30,520.00		\$ 30,520	\$ 560.00	\$ 29,960.00	\$ 560.00		
Describe implementation programs		Facilitator, Plan Writer	\$ 6,840.00		\$ 6,840	\$ -	\$ 6,840.00	\$ -		
Determine plan administration and coordination		Policy Committee	\$ 1,600.00	\$ 3,280.00	\$ 4,880	\$ -	\$ 4,880.00	\$ -		
Write draft plan for review		Plan Writer	\$ 21,080.00		\$ 21,080	\$ -	\$ 19,820.00	\$ 1,260.00		
Reoccurring Meetings: Policy Committee		Plan Writer	\$ 6,320.00		\$ 6,320	\$ 825.00	\$ 4,222.50	\$ 2,097.50		
Reoccurring Meetings: Local Advisory Committee		Plan Writer	\$ 1,440.00		\$ 1,440	\$ -	\$ 1,440.00	\$ -		
Reoccurring Meetings: Technical Advisory Committee		Plan Writer	\$ 12,720.00		\$ 12,720	\$ 510.00	\$ 1,764.37	\$ 10,955.63		
Reoccurring Meetings: Streering Committee		Plan Writer	\$ 11,100.00		\$ 11,100	\$ 1,526.25	\$ 4,326.25	\$ 6,773.75		
Plan Review and Submission										
Conduct formal review			\$ 14,800.00		\$ 14,800	\$ -	\$ 14,800.00	\$ -		
Write final plan and submit to BWSR			\$ 5,320.00		\$ 5,320	\$ -	\$ 5,320.00	\$ -		
Other Costs										
Additional Services: Engage in LAC/CAC			\$ 3,500.00		\$ 3,500	\$ 536.25	\$ 2,147.50	\$ 1,352.50		
Additional Services: Public Meetings			\$ 8,000.00		\$ 8,000	\$ -	\$ 971.25	\$ 7,028.75		
Expenses: Reimbursables			\$ 5,570.00		\$ 5,570	\$ 112.01	\$ 5,457.99	\$ 112.01		
SUBTOTAL: Plan Development			\$ 174,170	\$ 3,280	\$ 177,450					
Administration Costs		LGU Lead	Hourly Rate	Hours	Total					
Fiscal Coordination	Benton CD				\$ 4,160	\$ 340.05	\$ 3,558.11	\$ 601.89		
Grant Reporting (Elink)	Sherb CD				\$ 560	\$ -	\$ 560.00	\$ -		
Grant Reporting (Elink)	Benton CD				\$ 1,040	\$ 94.65	\$ 560.85	\$ 479.15		
Note Taking	Stearns CD				\$ 4,400	\$ -	\$ 4,400.00	\$ -		
Policy /Advisory Committee Coordination	Sherb CD				\$ 14,700	\$ 3,209.20	\$ 7,601.14	\$ 7,098.86		
Outreach Assistance	Stearns CD				\$ 2,200	\$ -	\$ 2,200.00	\$ -		
Website Development & Maintenance	M L SWCD				\$ 5,890	\$ -	\$ 5,678.01	\$ 211.99		
Meeting Expenses (facility, materials, food)					\$ 2,500	\$ -	\$ 2,166.06	\$ 333.94		
Publication Expenses (notices, invitations)					\$ 1,000	\$ -	\$ 1,000.00	\$ -		
SUBTOTAL: Administration					\$ 36,450		\$ 36,450.00	\$ -		
CONTINGENCY (add 10% to final amount)					\$ 21,390		\$ 21,390.00	\$ -		
TOTAL					\$ 235,290	\$ 16,507.16	\$ 156,155.28	\$ 79,134.72		
Actual Grant Amount Received "DATE" (50% Grant Total)							\$ -	\$ -		
ISG's 10% Reduction-withheld-not yet paid but included in Grant Total amount							\$ -	\$ -		



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Watershed Highlight - Watershed Complimentary Programs Overview

Along with the 1w1p project, staff from the partnering offices have been participating in several complimentary watershed programs. These programs are administered by colleagues from the State of Minnesota and includes agencies such as the Board of Water and Soil Resources (BWSR), Department of Natural Resources (DNR), Minnesota Department of Health (MDH), and Minnesota Pollution Control Agency (MPCA). Below is a summary of four complimentary programs that are now occurring.

Groundwater Restoration and Protection Strategies: MDH coordinates the Groundwater Restoration and Protection Strategies (GRAPS) program. Many state agencies work together to gather data and create GRAPS reports for each watershed in Minnesota. GRAPS reports contain maps and data describing groundwater conditions in the watershed. The reports identify local groundwater concerns and outline strategies and programs to address them. Local organizations can use GRAPS reports to develop their water management plans.

Status: A draft GRAPS is complete for the MRSC watershed. MDH is working on a Story Map which is a pilot effort to provide a shorter visual summary of the wealth of data included in the report.

Watershed Restoration and Protection Strategies: The MPCA coordinates the Watershed Restoration and Protection Strategies (WRAPS) program and completes this effort on each watershed every 10 years. Following 2-years of watershed-based lake and stream monitoring, a baseline for determining where waters need protection and restoration is identified. The WRAPS document uses monitoring and modeling data, along with any other pertinent information, to develop ideas for local strategies needed to implement on our waters. This process includes science and civic engagement principles and is an important tool for 1w1p planning.

Status: MPCA is anticipating a draft WRAPS report will be produced in early 2024. This would be the 2nd cycle document of the WRAPS for this watershed.

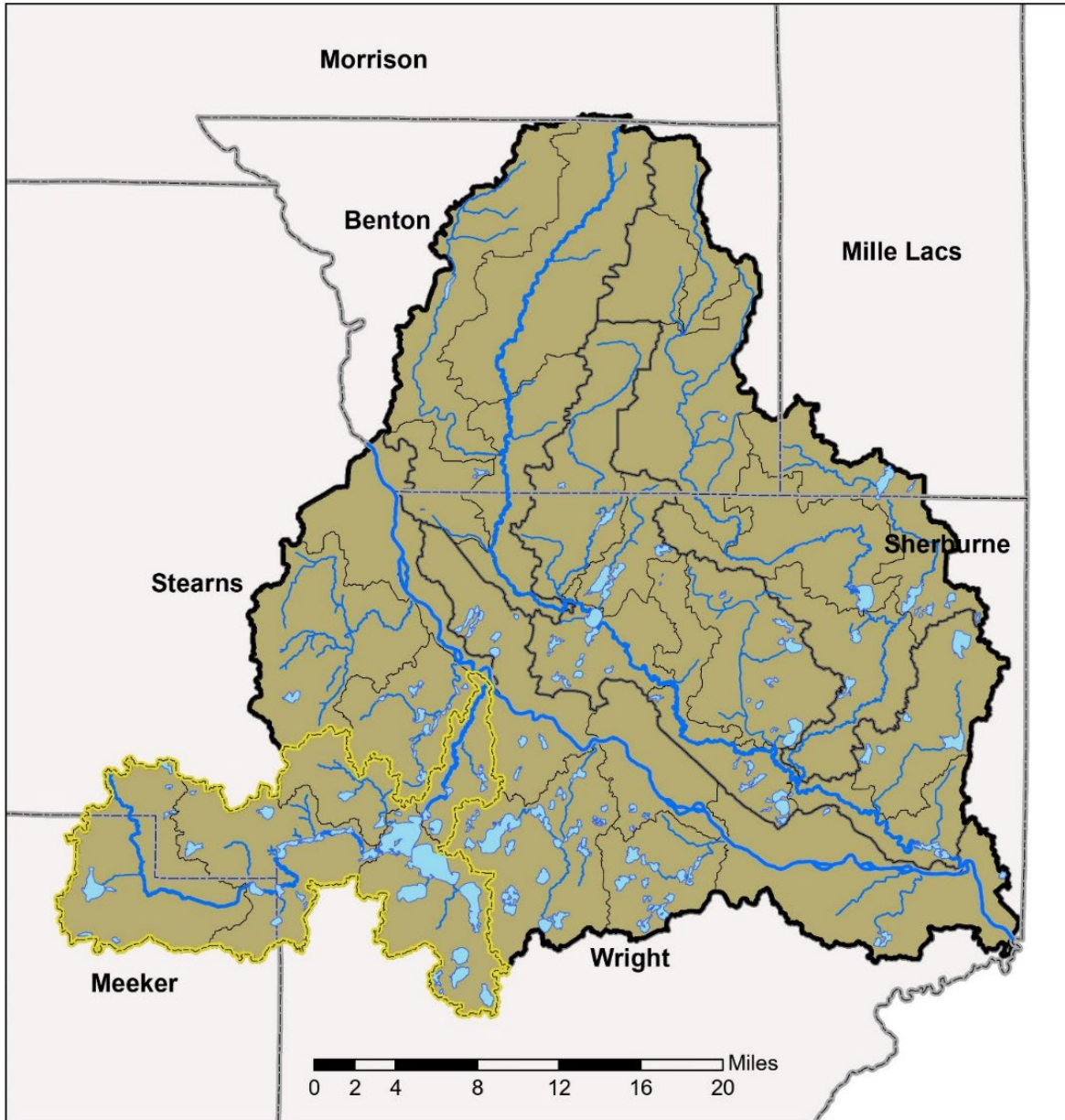
Total Maximum Daily Load: The MPCA and hired contractors work with LGUs to develop Total Maximum Daily Load (TMDL) reports for waterbodies that are not meeting pre-determined water quality standards. A TMDL is a calculation of the existing pollutant load to a waterbody, and how much reduction is necessary for that waterbody to meet its given standards. TMDLs are an important tool for 1w1p planning because they can assist in setting measurable goals for restoration.

Status: A draft TMDL has recently been reviewed by LGU staff, it includes pollutant reduction calculations for 17 waterbodies.

Landscape Stewardship Plan: The BWSR and DNR co-coordinate Landscape Stewardship Plan (LSP) efforts on a watershed basis with local support from LGUs. LSPs are designed to identify and prioritize areas for forestry protection, though in some watersheds a restoration focus is integrated as well. The drills down to sub-watershed and even parcel level data to determine suitable areas for forestry planting, protection, enhancement, etc. It is yet another tool that can be integrated with 1w1p planning.

Status: LGU staff have participated in 2 of 3 scheduled meetings, a third is planned for January/February with a draft report available at that time.

Project Boundary



- | | |
|---|--|
|  Planning Boundary |  HUC 10 |
|  Clearwater River Watershed District |  HUC 12 |
|  Named Lakes |  County Boundries |
|  Large Rivers |  Streams |





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MRSC Watershed Policy Committee Meeting Norms and Guidelines

Process Norms

- Follow Robert's Rules of Order
- Everyone will contribute to the conversation
- Strive for consensus and support the final outcomes/decisions
- Decisions will be based in sound science
- All voices count. All opinions are valid, but offer reasoning behind your thinking
- Ask clarifying questions to seek further understanding
- Note-taker is to capture highlights of the discussion and decisions made, but not detailed minutes

Preparation Norms

- Meetings will start / end on time
- Members will complete pre-work, read materials, and be prepared to meet
- Request additional information prior to meeting if necessary
- We will identify clear deadlines for when tasks are assigned to members and strive to meet them (both in developing materials and responding / providing feedback)

Communication Norms

- Be respectful and promote open communication
- Listen to understand
- Respect each other's opinions
- Stay on topic and pay attention
- Silence phones and exercise proper meeting decorum