



## Service Contract Reviews

Next, contract components of the various service agreements were reviewed, seeking input from the board. We reviewed the listed duties for both the fiscal agent and the coordinator. There was discussion over the termination time frame by either party of the contracts for termination. In the end it was agreed for the fiscal agent's contract to state 45 days for termination; for the coordinator's contract to state 14 days for termination; and the Master Contract to also state 45 days for termination. On the listing of the renewal period on the contract it was agreed upon to have no limit on the number of times the contracts can be renewed.

In discussing service contracts staff were recommending the Partnership Board to meet every other month, as needed. This was agreeable to the board. It was also suggested that projects equal to or over \$20,000 would be brought to the board for approval. Those projects under the \$20,000 may be covered through a Master Service contract. All projects will be vetted through the Steering Committee (watershed staff) using a board approved vetting criteria. This too was agreeable to the board. Staff have proposed that the project cost-share contracts be signed between the landowners and the LGU providing the technical support on the project, as apposed to the contract signed with the Partnership itself.

The summary review on service contracts was cut short to ensure the board had time to review the final By-laws.

## Final By-laws for Review:

Pomije led the group through a final draft of the bylaw for the partnership. Since our last meeting, Kanabec SWCD did provide some recommended changes to the bylaws – these were mostly suggestions to clean up the language. For example, changing may to shall. Under 2. g. – Coordinator approved modifications; after discussion it was agreed to allow the Coordinator to approve within the 10% allowed grant modifications, as well as approve project change orders up to \$5,000 with no project with more than \$7,500 in project change orders. Recommended changes were made real time to facilitate approval today on a final version.

It was noted and agreed by the Board, that any member of the Board can call a roll call vote.

**Motion by Belkholm, second by Leiviska** to approve the by-laws as just discussed and revised

**Affirmative:** Leiviska, Beckstrom, Ripka, Belkholm, Cummins, Lovgren, Gravely

**Opposed:** None      **Abstain:** None

## Watershed Attorney Representation

Pomije mentioned that there is a need now for the various party attorneys to review our draft service contracts, before they are finalized. She asked the members to ask their legal council to review these contracts for comments. She'll be sending out an email ask on this with the draft service contracts. There may also be a need for the Partnership to seek out long-term attorney representation. Please consult your legal council to see their interest in providing this service.

## Next Partnership Meeting - 11/27/23

Planning for a review and to seek approval on our final Service Contracts. We may also have our BWSR grant contract finalized.

**Motion by Leiviska, second by Cummins** to adjourn the meeting at 12:05 pm.

**Affirmative:** Leiviska, Beckstrom, Ripka, Belkholm, Cummins, Lovgren, Gravely

**Opposed:** None      **Abstain:** None