



Comprehensive Watershed Management Plan

Policy Committee Meeting Packet

Date / Time:	July 8, 2024 11:00pm – 1:00pm
Location:	In-Person: Palmer Township Hall – 4180 105 th Ave Clear Lake, MN 55319 Remote option available, use MS Teams Calendar invitation link
Officers:	Chair: Tarryl Clark, Vice Chair: Shelly Binsfeld, Secretary: Tina Diedrick
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 – Chris Uecker
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 draft plan and draft plan comment sheet.

Meeting Objectives

- Receive updates on project activities.
- Discuss draft plan content, approve plan for 60-day public comment period.



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Policy Committee Meeting Packet

Meeting Agenda				
Item	Page	Time	Topic	Task
1		11:00	Welcome and Introductions (Chair)	INFO
2	2	11:05	Review and approve agenda (Chair)	ACTION
3	3-6	11:10	Review and approve 04-04-2023 meeting minutes (Chair)	ACTION
4	7-10	11:15	Project Update <ul style="list-style-type: none"> • Timeline and Activities (Cibulka) • Financial Report (Cibulka) • TAC Liaison Report (No TAC Liaisons for past meetings) 	INFO
5	11	11:30	Approve draft plan for 60-day public comment (Boser & Cibulka)	ACTION
6		12:00	Adjourn	ACTION

Supplemental Items

- [Watershed Highlight \(page 13\)](#) – A featured program, project, or activity from project partners.
- [Project Planning Boundary \(page 14\)](#) – Project boundary map which may be a useful reference.
- [Policy Committee Meeting Norms and Guidelines \(page 15\)](#) – Best practices for MRSC 1w1p meetings.



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Policy Committee Meeting Packet

Agenda Item #3: April 4, 2024 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 April 4, 2024. Chair, Tarryl Clark called the meeting to order at 11:00am.

Date / Time:	<i>April 4, 2024 11:00am - 1:00pm</i>
Location:	<i>In-Person: Palmer Township Hall 4180 105th Ave Clear Lake, MN 55319 Remote option available, use MS Teams Calendar Invite link</i>
Note Taker:	<i>Stephanie Hatzenbihler, Stearns SWCD</i>
1w1p Website:	<i>https://www.millelacsswcd.org/1w1p/mississippi-river-st-cloud-watershed-plan/</i>
Voting Members Present:	Benton County– Scott Johnson, Benton SWCD Wade Bastian, Meeker County– Danny Schiefelbein, , Sherburne County Andrew Hulse, Sherburne SWCD Shelly Binsfeld, Stearns County Tarryl Clark, Stearns SWCD- Tom Gregory, Wright County Tina Diedrick,
Non-voting Members Present:	Mille Lacs SWCD- Dan Campbell* (<i>unable to vote due to remote location not being noticed</i>)
Alternate Voting Members Present:	Meeker SWCD- John Haffley
Alternative Nonvoting members present:	
Voting Members Absent:	Meeker SWCD- Bob Schiefelbein, Wright SWCD Chris Uecker
Partners and Staff Present:	Stephanie Hatzenbihler– Stearns SWCD staff, Gerry Maciej Benton SWCD staff, Dan Cibulka– Sherburne SWCD staff, Kyle Blaze*Stearns County staff, Alicia O’Hare- Wright SWCD staff, Sarah Bose†SG, Zach Guttormson- BWSR staff, *Becky Schlorf– Stearns County staff, *Francine Larson– Sherburne SWCD staff, *Marc Schneider– Sherburne County Staff, *Miranda Wagner- Sherburne SWCD staff, *Jon Rosechlein - Sauk River Watershed District staff, *Steve Zeece H/Sauk River Watershed District staff, *Kyle Weimann - Stearns SWCD staff

*Individuals joined via Zoom virtually.

Welcome and Introductions.

1. Name, LGU Attendance was taken by Hatzenbihler.
 - a. Chris Uecker has replaced Jeff Burns for Wright SWCD representative.

Review and Approve Agenda.

1. Approve Meeting agenda **Motion by Johnson to approve meeting agenda amended to start with item 6 and 7; second by Gregory** Affirmative: Clark, Binsfeld, Diedrick, Johnson, Haffley, Hulse, Gregory Opposed: None **Motion carried.**

Review and approve 0104-2024 meeting minutes.

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

JPE Name (Cibulka)

- Cibulka presented the naming options and the survey results from partner staff. **Motion by Johnson to approve the JPE name as Mississippi River St. Cloud Partners; second by Diedrick.** Affirmative: Clark, Binsfeld, Diedrick, Johnson, Haffley, Hulse, Gregory. Opposed: None. **Motion carried.**

Wade Bastian, Benton SWCD. and Danny Schiefelbein, Meeker County, joined the meeting at 11:10am

Plan Content Update and Approval (Boser/Cibulka)

- Multiple Benefit Analysis
 - Boser presented an overview of the Multiple Benefit Analysis approach and the resulting map which is planned to be used as priority areas in the Comprehensive Watershed Management Plan.
 - O'Hare asked ISG to check the 1000 foot buffer area along the Mississippi River that is in opportunity areas.
- Measurable Goals Framework
 - Boser presented the updated measurable goals framework. Discussion on how the partnership would respond to a situation that impacts the measurable goal: no new nutrient impairments on priority protection waterbodies. Discussion on how achieving the measurable goals in priority areas is dependent on willing landowners. Discussion on how the numbers of BMPs were calculated and how we plan to track BMP projects to be able to show how measurable goals are met.
- Implementation Table
 - Boser provided an overview of the Implementation Tables for BMPs, Education and Outreach, Policy and Regulation, and Data/ Studies/ Monitoring. Binsfeld recommended adding clarity to the title of the table "Policy and Regulation," while still being able to meet BWSR's plan requirements.

Motion by Hulse to approve the draft MBA, Measurable Goals Framework, Implementation Table with the Policy and Regulation title change; second by Bastian Affirmative: Clark, Binsfeld, Diedrick, Johnson, Haffley, Hulse, Gregory, Bastian, Schiefelbein. Opposed: None. **Motion carried.**

Tarryl Clark, Stearns County, left the meeting at 11:47am, Shelly Binsfeld, Sherburne SWCD, began chairing the meeting.

Project Update (Cibulka)

1. **Timeline & Activities (Cibulka)** Cibulka presented the project timeline step and associated activities. The draft plan is being written, then once drafted will be available for internal review by partners, Technical Advisory Committee, and Citizen Advisory Committee. Review forms will be provided to the Technical Advisory Committee and Citizen Advisory Committee. The Citizen Advisory Committee will be invited to attend office hours with Cibulka and Hatzenbihler. The Technical Advisory Committee will meet in May and June to discuss and address comments. The Policy Committee will meet on July 8 to review the draft plan and approve for a 60-day comment period. The Policy Committee will hold a public hearing in November or December and then submit the final draft plan to BWSR. Anticipate BWSR Board review and approving the plan in March 2025, following BWSR Board approval, partners have 120 days to adopt the Plan and join the JPE. Anticipate accessing FY26 Watershed Based Implementation Funds in July 2025.
2. **Financial Report (Cibulka)** Cibulka presented the financial report through February 2024.
3. **TAC Liaison Report (TAC Liaisons)** TAC Liaisons for meetings since the previous Policy Committee Meeting.

City of St. Cloud/ Watershed Boundary (Hatzenbihler)

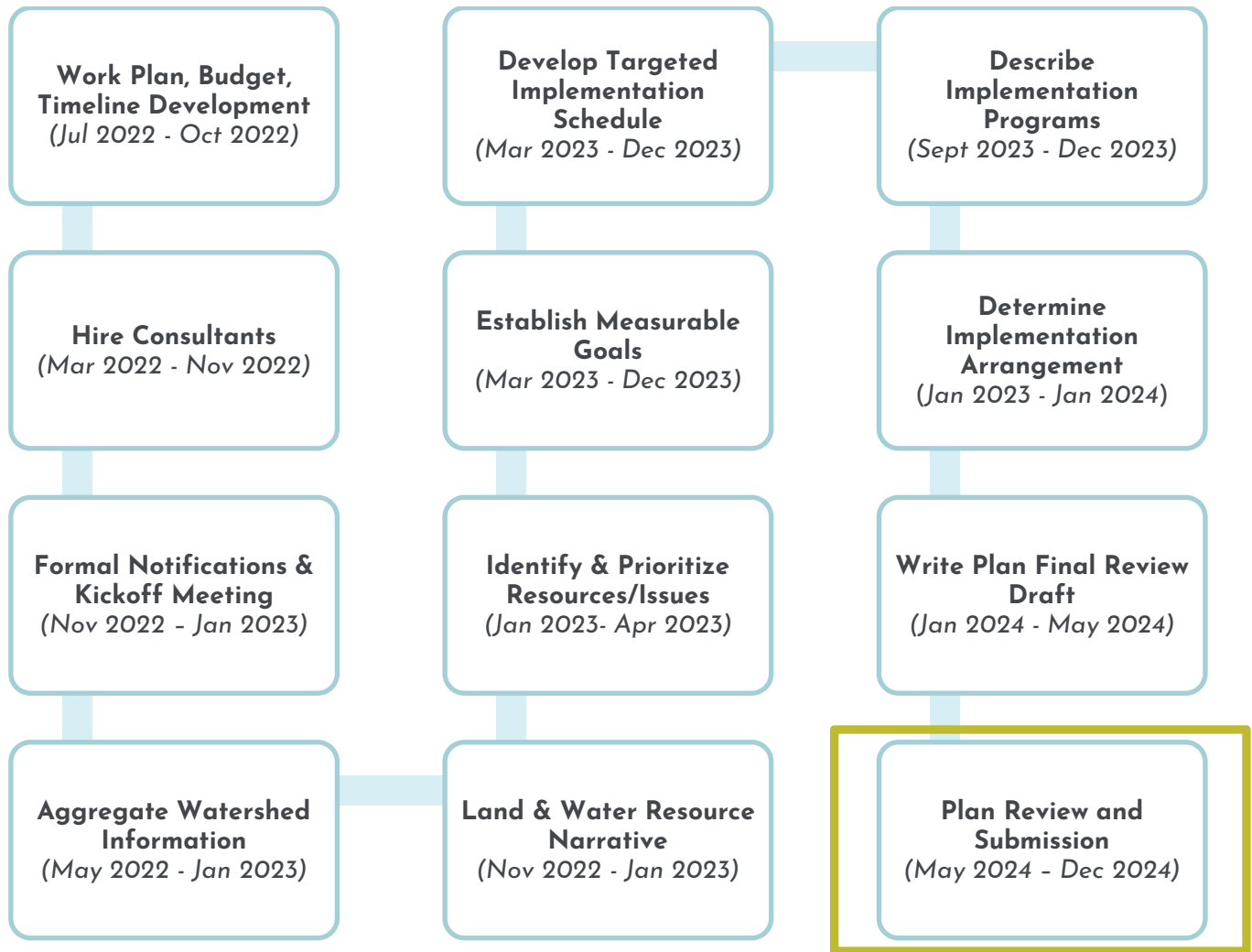
- Hatzenbihler and Cibulka presented the outcome of the Sauk River Watershed Collaborative Policy Committee meeting and the decision to maintain the HUC 8 watershed boundary. Discussion on ensuring Sauk Watershed District involvement.

Binsfeld adjourned the meeting at 12:06 PM.

Respectfully submitted by Stephanie Hatzenbihler, Stearns County SWCD, Water Plan Coordinator on behalf of Tina Diedrick, Wright County, County Commissioner.

Agenda Item #4: Project Update - Timeline and Activities

Establish and Maintain Partnership (Nov 2021 - Dec 2024)



Completed Tasks:	Current Tasks:	Next Tasks:
1. Internal Review and Response to Comments Received	1. Disperse plan for public review 2. Plan Administration	1. Address comments received during public review 2. Plan Submission



Agenda Item #4 (continued): Project Update - Upcoming Anticipated Schedule

Activities for the remainder of 2024 are anticipated as follows:

April / May	TAC (April) and CAC (May) review draft plan during 30-day review period
June	TAC approves draft plan
July 8	PC meeting - approve plan for 60-day comment period
September	End of 60-day comment period
November / December	PC meeting - hold public hearing, submit final plan to BWSR

Staff have developed an anticipated schedule for early **2025** in which we will be taking an approved CWMP and requesting our first round of Watershed Based Implementation Funds.

March 2025	BWSR Board to review and approve plan
April / May 2025	Local boards adopt plan and join JPE through resolution within 120 days of BWSR Board approval. Draft FY26 Watershed Based Implementation Funds (WBIF) request
June / July 2025	FY26 WBIF request approved by JPE, submitted to BWSR. Complete grant work plan and agreement process.
Fall / Winter 2025	Receive funds, begin implementation



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Policy Committee Meeting Packet

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					Total Expenses for entire grant
Plan Development Costs			Consultants	Partnership	Total	May-24	Total Avail	
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	\$ -	\$ -	\$ 14,240.00
Develop a targeted implementaiton schedule		Facilitator, Plan Writer	\$ 30,520.00		\$ 30,520	\$ -	\$ -	\$ 30,520.00
Describe implementation programs		Facilitator, Plan Writer	\$ 6,840.00		\$ 6,840	\$ 437.50	\$ 3,027.50	\$ 3,812.50
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	\$ 3,552.50	\$ 22.50	\$ 21,057.50
Reoccurring Meetings: Policy Committee		Plan Writer	\$ 6,320.00		\$ 6,320	\$ -	\$ 19.69	\$ 6,300.31
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	\$ -	\$ 264.37	\$ 12,455.63
Reoccurring Meetings: Streering Committee		Plan Writer	\$ 11,100.00		\$ 11,100	\$ -	\$ -	\$ 11,100.00
Plan Review and Submission								
Conduct formal review			\$ 14,800.00		\$ 14,800	\$ -	\$ 8,593.75	\$ 6,206.25
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	\$ -	\$ 1,047.50	\$ 2,452.50
Additional Services: Public Meetings			\$ 8,000.00		\$ 8,000	\$ -	\$ 971.25	\$ 7,028.75
Expenses: Reimbursables			\$ 5,570.00		\$ 5,570	\$ -	\$ 5,295.55	\$ 274.45
SUBTOTAL: Plan Development			\$ 174,170	\$ 3,280	\$ 177,450			
Administration Costs		LGU Lead	Hourly Rate	Hours	Total			
Fiscal Coordination and Plan Implementation		Benton CD			\$ 4,160	\$ 282.60	\$ 1,838.73	\$ 2,321.27
Grant Reporting (Elink)		Benton CD			\$ 1,040	\$ -	\$ 560.85	\$ 479.15
Note Taking		Stearns CD			\$ 4,400	\$ -	\$ 698.98	\$ 3,701.02
Policy /Advisory Committee Coordination		Sherb CD			\$ 15,260	\$ -	\$ 1,114.20	\$ 14,145.80
Outreach Assistance		Stearns CD			\$ 2,200	\$ -	\$ 2,200.00	\$ -
Website Development & Maintenance		M L SWCD			\$ 5,890	\$ -	\$ 5,468.63	\$ 421.37
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	\$ 4,272.60	\$ 146,905.93	\$ 174,730.44
Actual Grant Amount Received "DATE" (50% Grant Total)							\$ -	\$ -
ISG's 10% Reduction-withheld-not yet paid but included in Grant Total amount							\$ -	\$ -



Comprehensive Watershed Management Plan

Policy Committee Meeting Packet

Agenda Item #5: Approve Plan for 60-day Review

Please review memo from our consultant, ISG, provided separately.

A draft Mississippi River St Cloud Comprehensive Watershed Management Plan (MRSC CWMP) was completed in April 2024 and submitted to this partnership for a 30-day internal review. TAC, CAC and PC members were invited to review and provide comment. The TAC and SC met to discuss comments received and provide responses, then ISG addressed the comments into an updated draft document. On June 18th, the TAC reviewed all comment responses and approved the draft plan for submittal to the PC.

REQUEST FOR ACTION: Staff are seeking a motion to approve the draft Comprehensive Watershed Management Plan for submittal to state agency plan review authorities for a 60-day comment period.

Watershed Highlight - Submitted by Stearns SWCD

OVERVIEW

Goal: Improved water quality to meet standards and delist from impaired waters list.

Target Water Resource: Plum Creek 2.5 mile stream reach (07010203-572) from Warner Lake to Mississippi River

Impaired waters list:

- Listed in 2012
- Delisted in 2019

Impairment: E. Coli Bacteria, not meeting aquatic recreation standards

Partners:

- Jerry Finch, Lynden Township Supervisor
- Plum Creek Neighborhood Network
- Lynden Township Board
- Stearns County SWCD
- MPCA
- MNDOT
- University of Minnesota
- St. John's University

Articles about this success story:

[University of Minnesota Article](#) (November 2019)

[St. Cloud Times Article](#) (November 2019)

[Environmental Protection Agency Article](#) (October 2020)

PLUM CREEK - STEARNS COUNTY DELISTING IMPAIRED WATERS

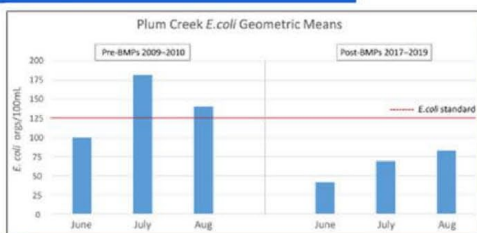


Plum Creek

After several years of intensive monitoring for E. Coli, the results revealed that E. Coli levels spiked during heavy rain event and high creek flows which indicated that soil from field erosion and streambed sediments were likely the most significant sources of bacteria. Additional sources were waste from human septic systems and wildlife populations of birds and waterfowl. Inspections along Plum Creek identified several locations that were experiencing erosion.

The partners led several projects to reduce the impact from the sources of bacteria including:

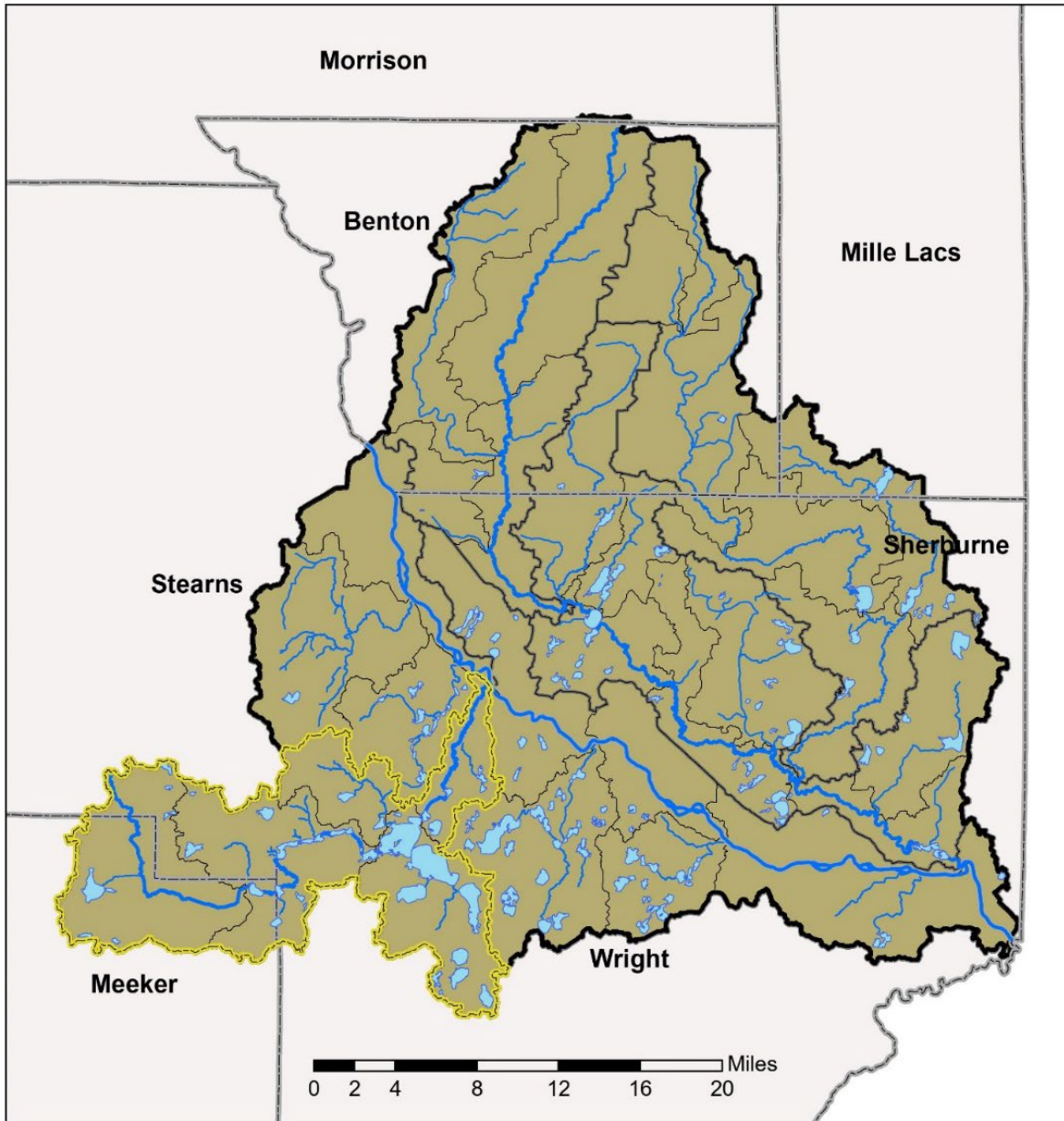
- Erosion control structure constructed to address erosion from a county road culvert.
- Suspect septic systems were upgraded or replaced.
- Stearns SWCD assisted a landowner with the installation of a water quality structure to address field erosion that was directly entering the creek.
- Stearns SWCD worked with MnDOT to install a buffer on interstate highway right-of-way land near the creek.
- Area farmers adopted new tillage and planting practices to reduce erosion.



E. coli data show that Plum Creek meets the water quality standard.

The work of the network, state and local partners, and land owners made the difference. Monitoring conducted in 2019 by the Stearns County SWCD with assistance from volunteer Ted Stevens showed average E. coli counts dropped low enough that the MPCA determined Plum Creek should be delisted from the EPA Impaired Waters List.

MRSC Watershed Project Planning Boundary



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





Comprehensive Watershed Management Plan

Policy Committee Meeting Packet

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