

Meeting Notes

Implementation Planning Committee



Project Name: Mississippi River St. Cloud Comp Plan Implementation
Date: Wednesday, October 15th, 2025
Time: 1:00pm - 3:00pm
Location: Virtual via Microsoft Teams
Invitees: Implementation Planning Committee (primary and alternates), BWSR staff
Attendees: Matt Danzl, Emily Forbord, Francine Larson, Dan Cibulka, Miranda Wagner, Mike McMillin, Kyle Weimann, Whitney Peterson, Siena Storm, Megan Herbst.

DISCUSSION TOPICS

General Updates and Discussion

10 MINUTES

- Review Schedule of Activities
- Update – FA and Coordinator agreements

Action Needed: *No action required, information and discussion only*

The team reviewed the schedule of activities. MCIT insurance items would be another topic for an upcoming JPE meeting. The Stearns County attorney has suggested that once the JPE retains their own attorney, they could develop something and have the county attorneys review.

Noteworthy items from Committee Discussion:

Discussion about agenda items for the next JPE Board meeting and if it is preferred that the meeting occur in November or December. *Later in the meeting it was determined that a November meeting followed by a February 2026 meeting would be preferable*. Proposed dates for 2026 Board meetings were discussed. It may be preferable to shift a September 2026 meeting to August 2026 to 1) avoid the Labor Day holiday time period and 2) approve any related documents pertaining to FY27 WBIF funds. The IPC will propose dates to the JPE Board at their next meeting.

CRP Policy

10 MINUTES

- Address any remaining questions/comments and approve policy for JPE Board consideration

Action Needed: *Vote on approval for JPE consideration*

Noteworthy items from Committee Discussion:

The team revisited the CRP policy that was put together at the September IPC meeting. No remaining concerns or comments were addressed. The group voted unanimously to approve the CRP policy to bring to the JPE Board at their next meeting.

MEETING NOTES

Plan Tracking Tool

20 MINUTES

- Receive proposal from Stearns CD on plan tracking tool approach and discuss

Action Needed: *No action required, information and discussion only*

Noteworthy items from Committee Discussion: Discussion regarding Stearns CD's proposal to track plan progress using an ArcGIS Online app. Stearns CD is offering to develop the app, but also extend a version to each of the partners for their internal project tracking. This would allow for seamless transfer of data to the watershed-wide tracker. All were in agreement that use of the ArcGIS Online app would be a good approach. The IPC will discuss more details about plan tracking in November. Goal is to have the system running by end of January 2026.

Fiscal Agent Updates

30 MINUTES

- Invoicing for staff time (process outline)
- Recording match
- Attorney quotes

Action Needed: *Discuss invoicing / match documentation process. Discuss attorney quotes and consider voting on a recommendation.*

Noteworthy items from Committee Discussion:

Kyle discussed the file structure within the new MRSCWE fiscal agent Google Drive account. Each partner has a subfolder for their documents. The main folder of the Google Drive account has several documents that will be helpful, 1) "MRSCWE Project Encumbrance Form" a document that can be filled out for proposed projects, 2) "Invoicing Guidelines" that describes the process for invoicing, and 3) "Project Checklist" is a form to track the necessary elements to report upon with a project.

Many existing documents have been migrated from the Sherburne SWCD's Google Drive folder to the MRSCWE Google Drive folder. **Dan will ensure that remaining documents are moved to the new folder,** everyone should bookmark this new folder for use going forward:

https://drive.google.com/drive/folders/1OwHg5kZ7TE1AiOggm5EetL4C7kgIjFF?usp=drive_link

Soil Health Goal

40 MINUTES

- Goal 2 (pg 94) of the CWMP outlines a report/analysis for soil health adoption in the watershed
- Review the [Remote Sensing Analysis of Crop Residue Levels and Cover Crop Emergence](#) dataset for tracking this goal
- Discuss if this GIS dataset is sufficient or if a windshield survey is appropriate

Action Needed: *Information and discussion, arrive at consensus on soil health tracking approach if possible*

Noteworthy items from Committee Discussion:

MEETING NOTES

Some staff had some familiarity with the Remote Sensing Analysis GIS layers, Megan Herbst described her involvement in helping to calibrate the tool in early years of its development. All were in agreement that this tool would be useful for tracking Soil Health Goal 2. We could look at acres of CRP and acres of MAWQCP as well. Dan and Miranda described a township-level soil health assessment that the Sherburne SWCD plans to carry-out which would include data collected via a windshield survey. They would be happy to share this methodology with others once developed. **Dan will consolidate the Remote Sensing GIS data into a report and work with soil health staff to review and set target goals for the watershed at the end of the 10-year plan period.**

Next Steps

5 MINUTES

- Identify follow-up assignments

Action Needed: **No action required, informational only**

**Noteworthy items
from Committee
Discussion:**

Follow-up items identified in red font above.

Be sure to bookmark the new MRSCWE Google Drive account where all documents will be stored going forward:

https://drive.google.com/drive/folders/1OwHg5kZ7TE1AiOggm5EetL4C7kgIjjFF?usp=drive_link.

Meeting Notes

Implementation Planning Committee



MRSCWE Schedule of Activities		
Month - Year	Joint Powers Board (1st Thursday of month, 11am - 1pm)	Implementation Planning Committee (Third Wednesday of month, 1pm-3pm)
Sep-25	No meeting	<ol style="list-style-type: none"> 1. Updates on attorney selection process, encumbrance form, agreements 2. CRP Policy
Oct-25	No meeting	<ol style="list-style-type: none"> 1. Finalize CRP Incentive Policy 2. Plan tracking tool proposal 3. SOW Amendment 4. Invoicing and match discussion 5. Review attorney quotes 6. Soil Health Goal discussion
Nov-25	Nov or Dec <ol style="list-style-type: none"> 1. Approve CRP Incentive policy 2. Approve records retention policy 3. Consider attorney services proposals? 4. FA and Coordinator Agreements? 5. SOW Amendment? 	<ol style="list-style-type: none"> 1. Pollutant reduction calculators - finalize consensus on which to use? 2. Plan tracking tool discussion
Dec-25	Nov or Dec <ol style="list-style-type: none"> 1. Approve CRP Incentive policy 2. Approve records retention policy 3. Consider attorney services proposals? 4. FA and Coordinator Agreements? 5. SOW Amendment? 	<ol style="list-style-type: none"> 1. FY27 WBIF preparation

2026 Proposed Meeting Dates:

IPC – Third Wednesday of the month 1pm-3pm, as needed.

JPE Board – First Thursday of the month 11am-1pm, quarterly (February 5, June 4, Aug/Sept 3, Nov/Dec 3)

Parking Lot

The Parking Lot tracks that come up during meetings which will be discussed at a later date.

Reduction calculators discussion – which tools to use, how to use them.

If and when to address miscalculations in the CWMP Implementation Tables.

Implementation Tracking (what to track, review/discuss proposed tracking approach).

Future Board Meeting Informational Topics:

- Education and Outreach Committee plans and updates (and inputs!).
- Outline of a process for delisting a waterbody.
- Round-robin or one Member sharing updates on projects.
- Clean water council information.
- Overview of the cost of equipment for establishing cover crops or other practices.
- Discussion or workshop with board about internal loading, lake candidacy, etc.