

Meeting Agenda

Implementation Planning Committee



Project Name: Mississippi River St. Cloud Comp Plan Implementation
Date: Wednesday, May 20th, 2026
Time: 1:00pm - 3:00pm
Location: Virtual Meeting (Microsoft Teams)
Invitees: Implementation Planning Committee (primary and alternates), BWSR staff
Attendees:

DISCUSSION TOPICS

General Updates and Discussion

30 MINUTES

- CRP grant update
- Soil health goal update
- Prevailing wage update
- Meeting w/ grants compliance specialist
- Quarterly tracking for Annual Plan
- FY25 WBIF Member SOW changes (reminder)
- JPB board prep – member updates and project highlight
- MPCA bacteria delisting documentation

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

**Noteworthy items
from Committee**

Discussion:

JPB Attorney Proposals

20 MINUTES

- Review proposals from Campbell Knutson and Smith Partners:
https://drive.google.com/drive/folders/1SfOPbiGBNU00J_hUxLHEI4xzMc6gYCDv?usp=sharing
- Provide a recommendation to Joint Powers Board

Action Needed: *Vote on proposal to recommend to JPB*

**Noteworthy items
from Committee**

Discussion:

Record Retention Policy

10 MINUTES

- Review record retention policy
- Approve of policy for JPB consideration

Action Needed: ***Vote on draft Record Retention Policy for JPB consideration***

***Noteworthy items
from Committee***

Discussion:

Approve Final FY27 WBIF Funding Request

15 MINUTES

- Approve shift in Sherburne SWCD's allocation (net difference \$0)
 - Shift \$25k from Livestock Waste Mgmt to Groundwater
 - Shift \$10k from Non-Structural Mgmt to Groundwater
 - Shift \$3k from Admin to Education
 - Shift \$5k from Forestry to Wetland Restoration
 - Outcomes adjusted proportionately
- Approve of Final FY27 WBIF Funding Request for JPB consideration

Action Needed: ***Approve Final FY27 WBIF Funding Request***

***Noteworthy items
from Committee***

Discussion:

Implementation Tracking Tool

30 MINUTES

- Receive update presentation from Stearns CD
- Discuss timing on a presentation to JPB

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

**Noteworthy items
from Committee
Discussion:**

Education / Outreach Collaboration

10 MINUTES

- Open discussion on potential collaboration ideas
- Individual office upcoming events – can the partnership help to promote?

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

**Noteworthy items
from Committee
Discussion:**

Next Steps

5 MINUTES

- Identify follow-up assignments

Action Needed: *No action required, informational only*

**Noteworthy items
from Committee
Discussion:**

Meeting Agenda

Implementation Planning Committee



MRSWE Tentative Schedule of Activities		
Month - Year	Joint Powers Board (First Thursday of month, 11am - 1pm)	Implementation Planning Committee (Third Wednesday of month, 1pm-3pm)
Feb-26	<ol style="list-style-type: none"> 1. Election of Officers 2. 2026 Annual Plan 3. FY27 WBIF draft request 4. Updates (budget, member progress, tracking program, soil health, attorney services) 	<i>no meeting</i>
Mar-26	<i>no meeting</i>	<i>no meeting</i>
Apr-26	<i>no meeting</i>	<i>no meeting</i>
May-26	<i>no meeting</i>	<ol style="list-style-type: none"> 1. Updates (CRP grant, soil health, PW, grants compliance, quarterly tracking, FY25 WBIF, MCPA delistings, JPB prep) 2. Approve final FY27 WBIF Funding Request for JPB consideration 2. Attorney selection 3. Record retention policy 4. Implementation tracking discussion/presentation 5. Education/Outreach collaboration
Jun-26	<ol style="list-style-type: none"> 1. Updates (budget, member progress, annual plan progress, soil health) 2. Consider attorney services proposals 3. Consider record retention policy 4. FY27 WBIF approval 	<i>tbd</i>
Jul-26	<i>no meeting</i>	Meeting
Aug-26	Meeting (Aug or Sep)	<i>tbd</i>
Sep-26	Meeting (Aug or Sep)	<i>tbd</i>
Oct-26	<i>no meeting</i>	<i>tbd</i>
Nov-26	<i>no meeting</i>	Meeting
Dec-26	Meeting	<i>tbd</i>

Parking Lot

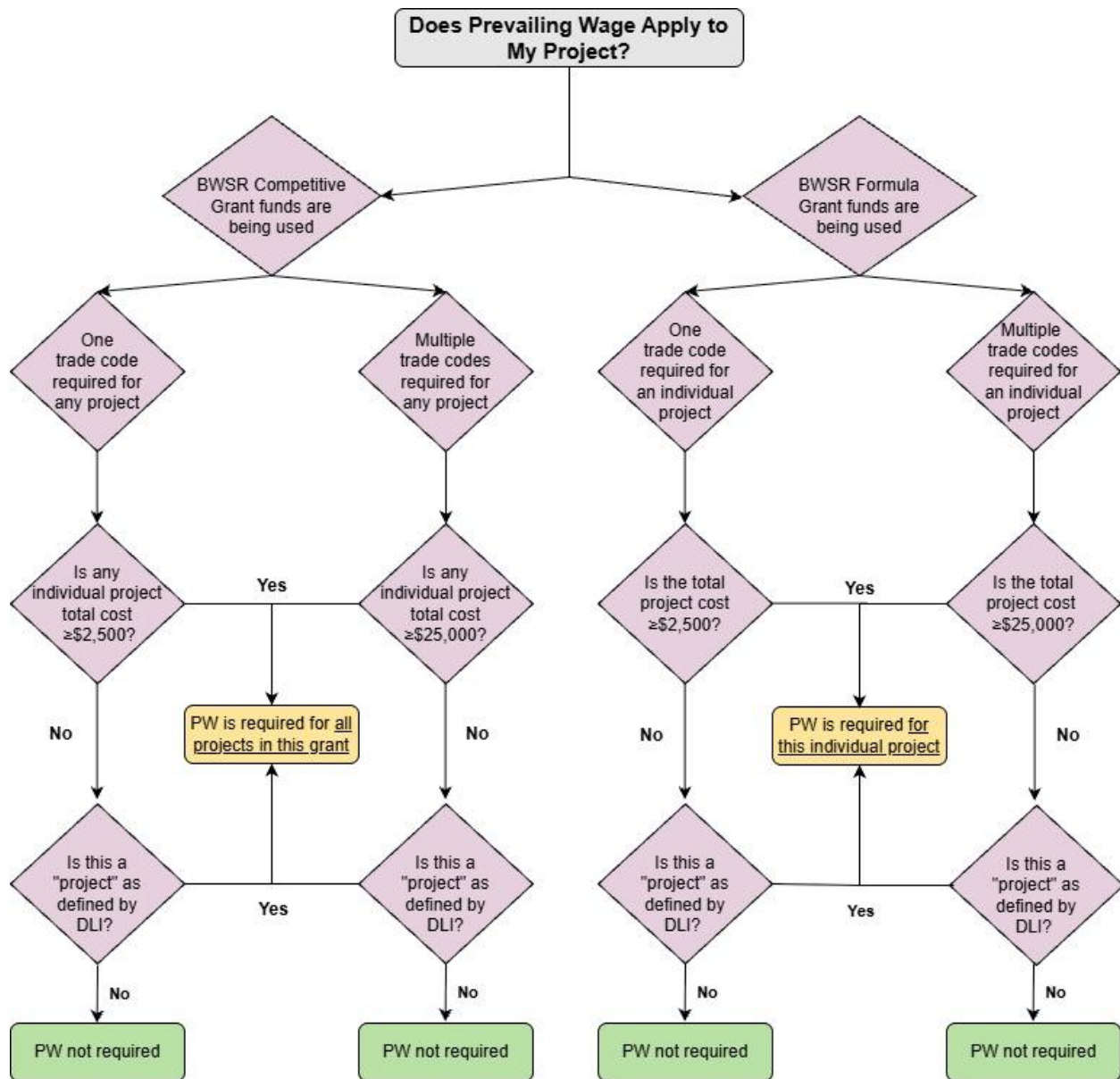
The Parking Lot tracks that come up during meetings which will be discussed at a later date.

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.



Guidance and References:

1. A “project” is defined by Department of Labor and Industry (DLI).
 - a. “Projects” may include:
 - earthmoving or rearrangement of terrain;
 - alteration or change in the character, nature or use of land;
 - repurposing of land;
 - permanence of work performed;
 - the work results in land of a different nature, including restoring to a purpose no longer fit for or returning to previous state;

- work that is not routine in nature.
- b. Efforts that may be considered routine or maintenance, and thus not subject to Prevailing Wage, may include:
 - Vegetation plantings;
 - Landscaping or pruning;
 - Seeding/vegetation establishment;
 - Application of herbicide, fertilizer, and/or amendments;
 - Harvest, rolling, crimping, and/or tilling;
 - Mowing/harvest;
 - Prescribed burning;
 - Removal of invasive species.
 2. Exceptions to Prevailing Wage law include work completed on Tribal Land, work completed by the Conservation Corps of MN, or work completed by public employees.
 3. DLI Resources helpful weblinks:
 - a. Questions on whether a project is subject to Prevailing Wage can be addressed by DLI through their [Project Assessment Form](#).
 - b. Trade Code guidance can be found on the [Job Classification and Code Guidance](#) sheet.
 - c. Questions on Trade Code classification questions can be addressed by DLI through their [Classification and Code Clarification Form](#).
 - d. Conservation project rates should follow the [Highway and Heavy Rates](#) category. Note that rates may vary by region, so ensure that the proper region is being referenced and followed.

If Prevailing Wage Applies to Your Project:

1. All bid requests and RFPs must state that the project is subject to Prevailing Wage.
2. All work must be performed under contracts that state:
 - a. the Prevailing Wage rates (“Highway and Heavy Rates for Sherburne County”)
 - b. prevailing hours of labor (40 hr work week, 8 hrs per day)
 - c. hourly basic rates of pay (base rate portion of a total hourly PW rate)
3. Contract should include Prevailing Wage statute language:

“Pursuant to Minnesota Statutes 177.41 to 177.44 and corresponding Minnesota Rules 5200.1000 to 5200.1120, this contract is subject to the prevailing wages as established by the Minnesota Department of Labor and Industry. Specifically, all contractors and subcontractors must pay all laborers and mechanics the established prevailing wages for work performed under the contract. Failure to comply with the aforementioned may result in civil or criminal penalties.”
4. Project owner must demand contractor to furnish compliance documents no more than 14 days after end of each pay period.