

Lower Minnesota River West One Watershed, One Plan	LGU Lead/Steering Team Meeting #2 – Post Meeting Notes	Date: 12/5/2019
		Duration: 9 AM to 10:30 AM
		Location: USDA Conference Room, 112 5 th Street Gaylord, MN 55334

Facilitator: Joel Wurscher **Note taker:** Jack Bushman

Attending: **LGU staff:** Amy Clyde, Allen Kerber, Blake Honetschlager, Coleton Draeger, Jack Bushman, Joel Wurscher, Kevin Ostermann, Marc Telecky, Marilee Peterson, Ryan Freitag, Sarah Young
BWSR Staff: Jenny Mocol-Johnson

Post Meeting Notes:

1. Introductions, Ice Breaker
 - a. Would you rather live in a place that only snowed, or never got below 100 degrees?
2. Discuss Steering Team Membership
 - a. Roles and responsibilities were discussed.
 - b. During the pre-planning phase, continue to work with LGU lead and support staff.
 - c. Discussion was held as to whether the policy committee appoints steering team members.
3. Discuss Memorandum of Agreement
 - a. The draft MOA was reviewed by the Sibley County Attorney prior to the meeting, and several minor edits have been recommended.
 - b. The group discussed language related to the policy committee dissolving after the planning grant.
 - c. The group discussed language related to the establishment of committees for plan development.
 - d. Discussion was held over who should be listed as Authorized Representatives in the MOA, several examples from other 1W1P MOA's were reviewed.
 - i. It was agreed that County Administrators and SWCD District Managers should be listed as Authorized Representatives.
 - e. Based on comments received, Joel will be making changes to the MOA, and sending out a revised draft for attorney review. A deadline for MOA approval by LGU boards has been set as the end of January.
4. Work Plan and Timeline Review and Discussion
 - a. Several tasks on the timeline will need to be pushed back to reflect MOA and grant agreement approval.
 - b. Discussion was held over the timing and structure of the kickoff meeting.
 - i. Several different ways of advertising the meeting (post cards, board meetings, newspapers, ect.) were talked about.
 - c. The group discussed the potential cost savings, benefits and drawbacks of writing the Land and Water Resource Narrative portion of the plan in house or including that as part of the consultant's responsibilities.
5. Policy Committee Discussion
 - a. The group discussed the need for additional informational meetings for policy committee members.
 - i. Potential meeting topics include highlighting projects within the watersheds and lists of acronyms/initialism.
 - ii. It was decided that an additional meeting is not needed as these items could be covered at the first policy committee meeting.
6. Next Meeting
 - a. The next meeting will be held on February 6th at 9:30 am in the Sibley USDA Conference Room. The steering team will continue to meet on the first Thursday of the month or as needed throughout the pre-planning and planning phase.