

Lower Minnesota River West-Comprehensive Watershed Management Partnership	Policy Advisory Committee Meeting #1 – Minutes	Date: 6/1/2023
		Time: 10:01 AM – 11:02 AM
		Location: USDA Service Center Conference Room 112 5 th Street Gaylord, MN 55334

Attendees: **Committee Members:** Charles Mathews – McLeod SWCD, Steve Saxton – Sibley County, Kevin Miller – HICWD, Paul Wiemann – Sibley SWCD, Eric Annexstad – Nicollet SWCD, Marie Dranttel – Nicollet County
Others: Jack Bushman – Sibley SWCD, Joel Wurscher – Sibley SWCD, Jeremy Maul – BWSR

Agenda Items

Minutes:

1. Call to Order
 - a. The meeting was called to order at 10:00 AM by Wiemann.
2. Officer Appointments; Bylaws
 - a. Discussion was held on appointments. A motion was made by Saxton and seconded by Annexstad to approve the following appointments: Wiemann – Committee Chair, Dranttel – Vice Chair, Miller – Secretary. Ayes- Miller, Mathews, Annexstad, Dranttel, Saxton, Wiemann. Motion carried.
 - b. Discussion was held on the adoption of bylaws for the Lower Minnesota River West Policy Advisory Committee. A motion was made by Saxton and seconded by Dranttel to approve the bylaws as presented. Ayes- Miller, Mathews, Annexstad, Dranttel, Saxton, Wiemann. Motion carried.
3. Review Meeting Agenda, Agenda Additions & Cancellations
 - a. A motion was made by Miller and seconded by Mathews to accept the agenda as presented. Ayes- Miller, Mathews, Annexstad, Dranttel, Saxton, Wiemann. Motion carried.
4. Approve Minutes from 4/6/2023
 - a. The committee reviewed the meeting minutes from the Policy Committee meeting on April 6th, 2023. A motion was made by Mathews and seconded by Miller to approve the meeting minutes. Ayes- Miller, Mathews, Annexstad, Dranttel, Saxton, Wiemann. Motion carried.
5. Approve Local Implementation Work Group Formation
 - a. Bushman discussed the formation of the LIWG with the committee. The LIWG will consist for staff from the entities within the partnership and will be used to make recommendations on plan implementation. The LIWG will meet as needed on the last Tuesday of each month. A motion was made by Annexstad and approved by Miller to form a Local Implementation Work Group. Ayes- Miller, Mathews, Annexstad, Dranttel, Saxton, Wiemann. Motion carried.
6. Watershed Based Implementation Funding
 - a. Wurscher led a discussion on WBIF and the proposed budget. The committee discussed what money will be allocated for cost share, staff time and outreach, along with what measurable goals the project can expect to achieve during this current WBIF grant.

- b. Wurscher updated the committee on Sibley SWCD's hiring of an Outreach Position. Tara O'Brien will start on 6/5/2023. This position will be partially funded with WBIF, and will work on education, outreach and project development throughout the watershed.
- c. Bushman and Wurscher discussed scoring thresholds for project approval with the committee. A motion was made by Wiemann and seconded by Saxton to approve the following thresholds: Structural Projects – 30 Points, Non-Structural Projects – 14 Points, Well Sealing Projects – 25 Points. Ayes- Miller, Mathews, Annexstad, Dranttel, Saxton, Wiemann. Motion carried.
- d. Additional discussion was held on the LMRW CMWP Project and Practice Funding for Watershed Based Implementation Funding document. The committee recommended that several changes be made to how the document references "projects" and suggested that they be referred to as "applications". A motion was made by Dranttel and seconded by Mathews to approve the policy, pending the suggested changes. Ayes- Miller, Mathews, Annexstad, Dranttel, Saxton, Wiemann. Motion carried.

7. Approve Meeting Schedule

- a. The committee discussed a meeting schedule. The PAC will meet quarterly on the first Thursday of the month in March, June, September, and December or January (as schedules allow). Meetings can be added to or subtracted from the schedule as needed. A motion was made by Miller and seconded by Annexstad to approve the meeting schedule. Ayes- Miller, Mathews, Annexstad, Dranttel, Saxton, Wiemann. Motion carried.

8. Next Meeting

- a. The next LMRW CWMP Policy Committee meeting is scheduled for September 7th at 10 AM. It will be held in the conference room of the USDA Service Center.
- b. A motion was made by Annexstad and seconded by Miller to adjourn the meeting at 11:02 AM. Ayes- Miller, Mathews, Annexstad, Dranttel, Saxton, Wiemann. Motion carried.

Approved on September 7th, 2023

Secretary