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| <b>Sauk River</b><br><br><b>One Watershed, One Plan</b> | <b>Advisory Committee</b><br><br>Meeting #19 | <b>Date:</b> October 28 <sup>th</sup> , 2020        |
|   |  | <b>Time:</b> 1pm-4pm                                |
|   |  | <b>Location:</b> Teams meeting<br>Information below |

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| <b>Facilitator:</b> | Sarah Boser, Plan Coordinator   | <b>Note taker:</b> TBD |
| <b>Invitees:</b>    | Scott Lucas, Brad Wozney, Craig Wills, Mark Wettlaufer, Ryan Lemickson, Leah Hall, Eran Sandquist, James Barthelme, Lisa Vollbrecht, Noah Czech, Dennis Fuchs, Deja Anton, Jerry Haggenmiller, Danielle Anderson, Dave Rush, Ralph Hanson, Holly Kovarik, Joe Norman, Cole Loewen, Becky Schlorf, Matt Bruyette, Aaron Janz, Brenda Postels, Jason Weinerman, Adam Ossefoort, Chuck Johnson, Nathan Hylla, Karsten Klimek, Nicki Blake-Bradley, Nicole Brede, Rebecca Sternquist, Scott Henderson |                        |
| <b>Attendees</b>    | <a href="#">Brad Wozney</a> , <a href="#">Nate Hylla</a> , <a href="#">Kyle Weimann</a> , <a href="#">Danielle Anderson</a> , <a href="#">Cole Loewen</a> , <a href="#">Dennis Fuchs</a> , <a href="#">Nicki Blake-Bradley</a> , <a href="#">Deia Anton</a> , <a href="#">Rebecca Sternquist</a> , <a href="#">Holly Kovarik</a> , <a href="#">Leah Hall</a> , <a href="#">Paul Marston</a>   |                        |
| <b>Objectives:</b>  | <ul style="list-style-type: none"> <li>➤ Review draft partnership documents</li> <li>➤ Review draft JPA</li> <li>➤ Discuss public hearing process</li> </ul>  |                        |
| <b>Pre-work</b>     | Review partnership documents, bring comments/questions to meeting   |                        |

## Agenda Items

| Topic  | Purpose                    | Lead        | Time allotted |
|--|----------------------------|-------------|---------------|
| <b>Public Comment Period (ends December 18<sup>th</sup> at 4:30pm)</b>   | INFORMATION                | Sarah Boser | 2 min.        |
| <b>Review draft JPA</b><br><u>RS – Is it ok if it is not unanimous? (The JPC Agreement)</u><br><u>DA – Will not have issues with Todd SWCD signing on – there was some confusion at the last PC meeting that has since been discussed with staff.</u><br><u>KW – Asked about the JPC agreement vs planning documents.</u><br><u>CL – clarification on citizen advisory committee, is the plan calling on this? No. CAC language will need to be removed from plan.</u><br><u>CL – Nongovernmental agency coordination as duty for plan coordinator</u><br><u>CL – State of the watershed report? One report with an annual update.</u><br><u>CL – webpage, storymap, internal sharing?</u><br><u>BW – general duties: CIP framework</u><br><u>CL –Financial contribution – leave out for now, could do an addendum later</u> | DOCUMENT REVIEW/DISCUSSION | Cole Loewen | 45 min.       |

|   |                               |             |         |
|---|-------------------------------|-------------|---------|
| <p><b>Review draft partnership documents</b></p> <ul style="list-style-type: none"> <li>❖ <u>Cost share policy for structural practices: removed language for minimum project cost threshold of \$2,000 (well-sealings are less than \$2,000); could we reference BWSR grant management documents instead of creating our own? Separate policy documents from procedure documents. Incorporate nonstructural practices. Reference GAM for guidance as much as possible. Brad W., Kyle W., Cole L. and SJB will work on this.</u></li> <li>❖ <u>Cost share projects checklist – SJB and Cole, Brad, Kyle</u></li> <li>❖ <u>LGU-responsible checklist – SJB and Cole, Brad, Kyle</u></li> <li>❖ <u>Project request form</u></li> <li>❖ <u>Reimbursement request form – Each partner responsible for inputting information into eLink for reporting, Fiscal Agent will review/double check it.</u></li> <li>❖ <u>Other documents/ tools to create Time tracking (Sarah, Kyle, Cole); project ranking</u></li> <li>❖</li> </ul> | DOCUMENT<br>REVIEW/DISCUSSION | Cole Loewen | 85 min. |
| <p><b>Next Steps/Timeline (Grant Extension) –</b></p> <ul style="list-style-type: none"> <li>❖ <b>Public comment period and expectations from partners, public hearing process</b></li> <li>❖ <b>After the public hearing process</b></li> </ul>  | INFORMATION                   | Sarah Boser | 10 min. |

**Ground Rules:**

- We will start / end on time
- Members will complete pre-work, read materials, and be prepared to meet
- Note-taker is to capture highlights of the discussion and decisions made, but not detailed minutes
- We will be respectful and promote open communication
- 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)