

Sauk River One Watershed, One Plan	Policy Committee Meeting #19	Date: September 20 th , 2021
		Time: 9am-11am
		Location: SRWD Office 642 Lincoln Road Sauk Centre, MN 56378

Facilitator: Sarah Boser, Plan Coordinator; Cole Loewen, Fiscal Agent **Note taker:** Sarah Boser

Invitees: Ken Rutten, Cody Rogahn, Gary Reents, Policy Committee Tom Williamson, Steve Notch, Chuck Uphoff, Bill Becker, Tim Kalina
Absent: Commissioner Neumann, Commissioner Rapp

BWSR

Consultant / Other Cole Loewen, Danielle Anderson, Jason Weirnerman, Adam Ossefoort, Deja Anton

- Objectives:**
- Next Steps
 - Review Bylaws

Pre-work:

- Review draft Bylaws and Joint Powers Collaborative Agreement, bring comments and questions

Please bring: 3 ring binder, agenda and supplemental information

Agenda Items

Topic	Lead	Time allotted
1) Review and Approve Minutes and Agenda Called to order at 9am, motion to approve minutes from July 9 th meeting: motion made by Commissioner Rogahn, 2 nd Manager Becker. Passed with all in favor. Agenda: Supervisor Williamson made a motion to approve, Supervisor Rutten 2 nd . Passed with all in favor.	President Uphoff	5 min.
2) Sauk River CWMP has been approved as of August 26 th , 2021 Jason W. mentioned that the BWSR Board liked the level of detail in plan. Sarah provided an update on the process for the individual entities approving the plan. a) Partners have until December 24 th , 2021 to adopt the plan b) Partners may also bring the Joint Powers Collaborative Agreement to their Boards at the same time	Sarah	20 min.
3) Review Bylaws: Cole will email Crow River bylaws to group. Entities can/should have their legal counsel review for any concerns/edits. Walked through planning bylaws with Sarah's edits for implementation. Subcommittee developed (Rogahn, Uphoff, Becker, Danielle Anderson, Cole Loewen, Sarah Boser) clarification from PC on other entities (cities, townships) to joint collaborative and	Sarah	45 min.

<p>adopt plan. PC is ok with leaving this as an option, as long as the request to join is brought to the PC for discussion and approval. City of Saint Cloud is interested, but not sure whether they would like to join the JPC, but likely will adopt the plan. Bylaws implemented after the JPCA is signed.</p>		
<p>4) Review Joint Powers Collaborative Agreement page 6, under plan coordinator provision 7 – remove redundant PC, indicate that project updates will be provided to the PC at each meeting</p>	<p>Cole</p>	<p>30 min.</p>
<p>5) Advisory Committee Update – Sarah provided an update on the work the advisory committee/implementation team has been working on to prepare for the first watershed based implementation funding request. a) Work plan prep b) Policy and Procedure Documents</p>	<p>Sarah</p>	<p>5 min.</p>
<p>6) Discussion on open meeting law, in person meetings, Cole will check with legal counsel about which statutes apply to the group and if/how meetings should be noticed. In the meantime, Sarah can draft meeting notices and send to the PC and staff, as well as posting them on the SRWD website. Group still prefers to meet in person.</p>		

Process Norms

- Follow Robert’s Rules of Order
- Everyone will contribute to the conversation
- Strive for consensus and support the final outcomes/decisions
- Decisions will be based in sound science
- All voices count. All opinions are valid, but offer reasoning behind your thinking
- Ask clarifying questions to seek further understanding
- Note-taker is to capture highlights of the discussion and decisions made, but not detailed minutes

Preparation Norms

- Meetings will start / end on time
- Members will complete pre-work, read materials, and be prepared to meet
- Request additional information prior to meeting if necessary
- Clear deadlines for assigned tasks to members will be determined; strive to meet them (both in developing materials and responding/providing feedback)

Communication Norms

- Be respectful and promote open communication
- Listen to understand
- Respect each other’s opinions
- Stay on topic and pay attention
- Silence phones and exercise proper meeting decorum