

Sauk River CWMP

Implementation Team Meeting

MEETING INFORMATION

Date and Location: June 26th, 2024; Sauk River Watershed District Office

Time: 9AM to noon

Invitees

Noah Czech (St Cloud), Adam Ossefoort (Todd Co), Danielle Anderson (Douglas SWCD), Dave Rush (Douglas County), Deja Anton (Todd SWCD), Dennis Fuchs (Stearns SWCD), Jon Roeschlein (SRWD), Kovarik (Pope SWCD), Kyle Blazek (Stearns Co Env), Ralph Hanson (Pope Co), Becky Schlorf (Stearns Co Env), Stephanie Hatzenbihler (Stearns SWCD), Zach Guttormson (BWSR), Brittany Lenzmeier (Stearns SWCD), Drew Kessler (Houston Engineering), Jerome Haggemiller (Douglas SWCD), Kyle Weimann (Stearns SWCD), Jason Weinerman (BWSR), Brad Wozney (BWSR), Jessica Albertsen (Douglas SWCD), Nicole Brede (); Sarah Katterhagen (Todd SWCD), Allison Lightfoot (SRWD), Chad Martini (Chad.Martini@co.stearns.mn.us); Dave Orlowski (Pope Co), Nancy Uhlenkamp (Todd Co), Tom Anderson (Douglas/Todd Co Ag & Drainage), Stephanie Hatzenbihler (Stearns SWCD), Abigail Parker (SRWD)

Attendees:

Steve Zeece (SRWD), Jason Weinerman (BWSR) Adam Ossefoort (Todd), Tim Kalina (Douglas Co), Jon Roeschlein (SRWD), Abi Parker (SRWD), Danielle Anderson (Douglas SWCD), Becky Schlorf (Stearns Co Env), Kyle Blazek (Stearns Co Env), Stephanie Hatzenbihler.

Online via Teams: Tom Anderson (Douglas/Todd Co Ag & Drainage), Holly Kovarik (Pope SWCD), Brittany Lenzmeier (Stearns SWCD)

1. Previous Meeting Notes

- No revisions to previous notes.

2. Fiscal Agent Updates:

- Kyle Blazek, Stearns ESD (Fiscal Agent), provided a verbal status report on the first biennium (fy22-23) WBIF grant
 - **2a.** Updated tracking sheet as of 6.13.2024 (copied below).

**WATERSHED BASED IMPLEMENTATION FUNDS and SUPPLEMENTAL FUNDS
Budget & Expense Report
FY2022-2023**

This budget & expense report reflects allocations & encumbrances processed by the fiscal agent, as well as actual expenditures paid. See "Object7-11 Details" sheet for details on allocations & encumbrances. See "Expense Tracker" for more information.

WBIF GRANT ACTIVITY	SOURCE	GRANT BUDGET	SUM OF ALLOCATIONS + ENCUMBRANCES	SUM OF ACTUAL EXPENDITURES PAID TO DATE	ALLOCATIONS/ ENCUMBRANCES + ACTUALS	BUDGET REMAINING	PERCENT SPENT & ENCUMBERED
Objective 1: Admin/Coord	WBIF State Grant	\$ 93,731.80		\$ 44,837.57		\$ 48,894.23	48%
Objective 2: Project Development	WBIF State Grant	\$ 54,000.00		\$ 38,444.44		\$ 15,555.56	71%
Objective 3: Supplies/Equipment	WBIF State Grant	\$ 16,000.00		\$ -		\$ 16,000.00	0%
Objective 4: Planning/Assessment	WBIF State Grant	\$ 260,389.47		\$ 8,210.25		\$ 252,179.22	3%
Objective 5: Education/Information	WBIF State Grant	\$ 50,000.00	\$ -	\$ 25,711.26	\$ 25,711.26	\$ 24,288.74	51%
Objective 6: Technical/Engineering	WBIF State Grant	\$ 138,489.20		\$ 20,147.39		\$ 118,341.81	15%
Objective 7: Agricultural Practices	WBIF State Grant	\$ 117,600.00	\$ -	\$ 8,687.00	\$ 8,687.00	\$ 108,913.00	7%
Objective 8: Conservation Drainage	WBIF State Grant	\$ -	\$ -	\$ -	\$ -	\$ -	
Objective 9: Livestock Waste Management	WBIF State Grant	\$ 25,000.00	\$ 25,000.00	\$ -	\$ 25,000.00	\$ -	100%
Objective 10: Non-Structural Management Practices	WBIF State Grant	\$ 30,875.00	\$ -	\$ -	\$ -	\$ 30,875.00	0%
Objective 11: Streambank or Shoreland Protection	WBIF State Grant	\$ 340,735.53	\$ 67,558.78	\$ 105,763.00	\$ 173,321.78	\$ 167,413.75	51%
Objective 13: Urban Stormwater Management	WBIF State Grant	\$ 10,000.00	\$ -	\$ -	\$ -	\$ 10,000.00	0%
TOTAL		\$ 1,136,821.00	\$ 92,558.78	\$ 251,800.91	\$ 344,359.69	\$ 792,461.31	30%

Interest Earned (not budgeted) \$ 23,214.02

Important note- Discussion occurred regarding Administrative and Technical expenses and the group sought clarification from BWSR Staff.

- Per BWSR Staff: Nearing the end of the fy22-23 fiscal grant cycle, Administrative (obj 1) and Tech/Eng (obj 6) budgeted for fy-24-25 WBIF projects should be billed to fy22-23, if there is a balance.
- FY 22-23 grant expires 12-31-2025
- Stearns Env additionally created a spreadsheet to track grant start and end dates that is located in the SharePoint documents folder and copied below:

https://stearnscountymn.sharepoint.com/:x:/r/sites/ESSaukRiverWatershedCollaborative/_layouts/15/Doc.aspx?sourcedoc=%7BDBA3B3B0-F984-460D-AE30-349B50106928%7D&file=Grants%20list%20with%20dates.xlsx&action=default&mobileRedirect=true&wdsle=0

 Grants list with dates.xlsx

- 2b. Encumbrance Reminder-** Please wait until Fiscal agent send official email for expense encumbrance prior to incurring expenses
- 2c. Publicity Clause-** In the BWSR grant agreement, the Clean Water Land & legacy Amendment signage requirement provides discretion for grantees. BWSR staff recommends signage for public lands. Materials touting educational events or projects should include the logo:

<https://www.legacy.mn.gov/legacy-logo>

3. **FY22 WBIF Supplemental** – Created new tab on spreadsheet for tracking-
<https://stearnscountymn.sharepoint.com/:x/r/sites/ESSaukRiverWatershedCollaborative/layouts/15/Doc.aspx?sourcedoc=%7B08D47698-8589-4694-9AE0-AD62D8215940%7D&file=FY2022-23%20Sauk%20River%20WBIF%20Project%20Tracking%20Spreadsheet%20as%20of%202024%2007%2002.xlsx&action=default&mobileredirect=true&wdsle=0>

Hypothetical Question: Near the end of a grant If SRWC organization 1 has unexpended budgeted funds and Organization 2 wants to utilize funds within the same workplan objective what is the process/procedure?

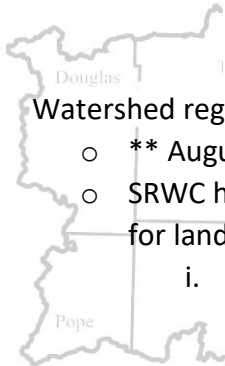
Guidance: Table below is copied from [11.1.2023 meeting notes](#) (and was provided by BWSR Staff). Especially when BWSR approval is not needed, we need direction from the PC regarding how to handle this. Does it need to go back to each partner board? Are there different thresholds for when it would go to a partner board or to the PC? Fiscal agent will draft a policy for July Implementation Team review prior to the August PC meeting.

TABLE 1. Work Plan Budget Adjustments				
Action	Grants <\$50,000	Grants \$50,000 to \$500,000	Grants >\$500,000	Approval/Documentation Needed
Grantee Discretion	≤\$5,000	≤10% of the grant amount	≤\$50,000	Document change in eLINK grant reporting
Work Plan Revision	>\$5,000	>10% of the grant amount	>\$50,000	BC approval
Grant Agreement Amendment	≥\$20,000	≥40% of the grant amount	≥\$200,000	Executed grant agreement amendment

4. **FY24 WBIF-** Grant agreement is active and funds may be encumbered. Fiscal Agent, Stearns County, is updating the forms for FY24.

5. FY 2025 CRP Incentives- \$100,000 maximum amount is available for the Sauk River

Watershed	FY25 Grant Amount	Watershed
Mustinka/Bois de Sioux River	\$135,000	Wild Rice-Marsh River
Middle-Snake-Tamarac River	\$135,000	Des Moines River
Missouri River Basin	\$135,000	Buffalo-Red River
South Fork Crow River	\$135,000	Greater Zumbro
Yellow Medicine River	\$100,000	Two Rivers Plus
Lac qui Parle - Yellow Bank	\$100,000	Red Lake River
Pomme de Terre River	\$100,000	Thief River
Clearwater River	\$100,000	Cedar - Wapsipinicon
Cannon River	\$100,000	Long Prairie River
Le Sueur River	\$100,000	Sand Hill River
Watowan River	\$100,000	Shell Rock – Winnebago
Hawk Creek - Middle Minnesota	\$100,000	Mississippi River Winona/La Crescent
Lower Minnesota River West	\$100,000	Upper Minnesota River
North Fork Crow River	\$100,000	Carver County WMO
Sauk River	\$100,000	Scott County WMO
Root River	\$100,000	Vermillion River WMO
Roseau River	\$100,000	



Watershed region

- ** August PC meeting agenda item- decision.
- SRWC has ability to prioritize on the basis of the 10-year plan, with higher incentives for landowners within 2-year workplan priority regions.
 - i. Example- in the fy-22 CRP workplan, Getchell Creek Watershed landowners receive a larger payment than those outside of the priority areas.
 - 1. BWSR Staff guidance- There is not language indicating funding must be targeted toward priority areas.
 - ii. Will require board resolutions from each Collaborative Member’s Board. In theory, this could be done prior to August PC mtg. at the risk of something changing.
 - iii. Group agreed by consensus to request full available amount of \$100k, and will draft details at the July mtg.
 - iv. The work plan must be completed/approved prior to the grant agreement.
 - v. CCCP practices are allowed with the funds:
 - 1. Riparian Buffers
 - 2. Filter Strips
 - 3. Wetland Restoration
 - 4. Farmable Wetlands
 - 5. Grass Waterways
 - 6. Shelterbelts
 - 7. Living Snow Fences
 - 8. Field Windbreaks
 - 9. Contour Grass Strips
 - 10. Duck Nesting Habitat
 - 11. Pollinator Habitat
 - 12. State Acres for Wildlife Enhancement
 - 13. Wildlife Food Plots

vi.

6. SWCD Projects Review

- Soil Health Field Day
- Approved by consensus. Fiscal Agent will send email confirmation of fund encumbrance.

7. General Updates

a. Implementation Tracking Tool Development

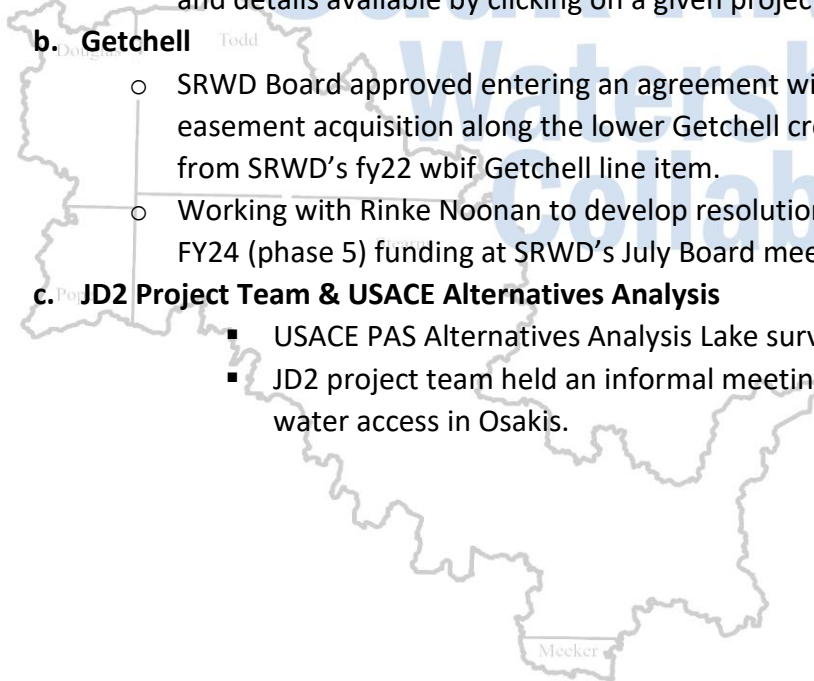
- Development continues, led by Ben Ruley, Stearns SWCD.
- Funded under admin cost budget line.
- Modeled after the North Fork Crow River Collaborative's tracking system, which was also developed by Stearns SWCD.
- Overview- Arc-GIS powered online map containing all projects, with data entry and details available by clicking on a given project icon.

b. Getchell

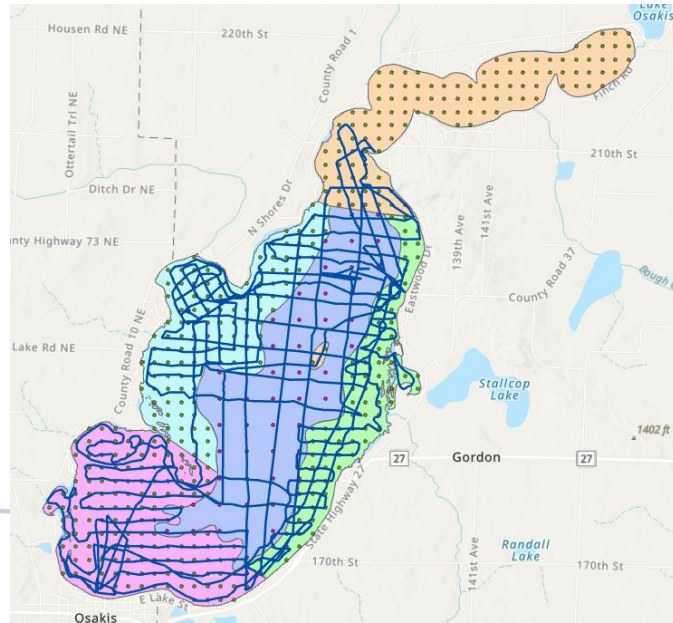
- SRWD Board approved entering an agreement with the Stearns SWCD to fund easement acquisition along the lower Getchell creek corridor, budgeted for \$5k from SRWD's fy22 wbfif Getchell line item.
- Working with Rinke Noonan to develop resolution language to accept LSOHC FY24 (phase 5) funding at SRWD's July Board meeting.

c. JD2 Project Team & USACE Alternatives Analysis

- USACE PAS Alternatives Analysis Lake survey is underway.
- JD2 project team held an informal meeting at the Osakis Pub and Public water access in Osakis.



- SRWD staff produced informational material and distributed to businesses throughout Osakis City Limits.



Survey Progress- 6.26.2024

d. Education and Outreach Updates

- Minutes from 6/3 meeting are attached to this mtg agenda, and future EO minutes will continue to be part of Imp Team mtgs.
- Citizenship norms exercises to understand behaviors and barriers to change.

e. Regulatory Review

- [Scoping document drafted](#)
- SRWD will send poll for next meeting.
- SRWD recommends creating a request for proposals for a contractor to complete this review.
- July Imp Team Agenda Item.
- August PC Agenda Item.
- Roles have yet to be determined.

Upcoming Policy Committee Agenda Items - The Implementation Team discussed items for the upcoming Policy Committee Agenda:

- Regulatory Review
- FY 25 CRP incentives
- Project Highlight- Potentially Shoreline, Todd Co/SWCD

Close out and Next Meeting – Meeting adjourned at 11:00a.m.

Next meeting: July 26th, 2024, 9:00 a.m., SRWD Board Room, w/ virtual option.

