

## AGENDA

Pine River Comprehensive Watershed Management Plan Policy Committee

Regular Meeting

12.09.2020

Join Zoom Meeting

<https://us02web.zoom.us/j/89187228608>

Meeting ID: 891 8722 8608

One tap mobile

+13126266799,,89187228608# US (Chicago)

1. Call to Order 10:30 a.m. Review Conference Call Etiquette.
2. Agenda **Approval**
3. Secretary Report **Approval**
4. Budget Report **Inform**
5. Change Order **Recommendation**
6. Project Updates: 11:00 a.m. to 12:30 p.m.
  - 2.1. Farmer Outreach Abe Hollister and Jim Chamberlin (20 minutes presentation & 10 Minutes for Questions)
  - 2.2. PTMApp South Fork and Lake Plans -Moriya Rufer (20 minutes presentation & 10 Minutes for Questions)
  - 2.3. Lake Plans -Moriya Rufer (15 minutes presentation & 5 questions)
  - 2.4. Stormwater Assessments City of Pine River and Whitefish Lakes- Shawn Tracy (20 minutes presentation & 10 Minutes for Questions)
  - 2.5. LSOHC and 319 Funding Grants-Melissa Barrick (5 minutes)
7. Adjournment and Next Meeting (5 Minutes)

Pursuant to MN Statutes 13D.021, the Policy Committee Meeting will be holding its meeting on 12/09/2020 at 9:30am by teleconference means due to the Health Pandemic Emergency declared under Chapter 12 by the Governor. The meeting followed all the requirements for an electronic meeting as spelled out in MN Statutes 13D.021 Subdivision 1, 1-4.

**MINUTES OF REGULAR MEETING OF THE POLICY COMMITTEE**  
**PINE RIVER COMPREHENSIVE WATERSHED MANAGEMENT PLAN**  
**IMPLEMENTATION (CMPI)**

A regular meeting of the Policy Committee (PC) was held by tele-conferencing at the Crow Wing SWCD office, 322 Laurel St #22, Brainerd, MN, and called to order by Chair Jeff Peterson at 1:02 p.m. on March 19, 2020. Members present: Joann Weaver, Supervisor, Crow Wing Soil and Water Conservation District (SWCD); Jeff Peterson, Commissioner, Cass County; and Jim Ballenthin, Cass Soil and Water Conservation District (SWCD). Member absent: Bill Brekken, Commissioner, Crow Wing County.

Other attendees and staff support personnel: Melissa Barrick, Crow Wing SWCD; Nicole Erickson, Crow Wing AIS Coordinator and Water Planner; Chris Pence, BWSR; Jeff Hrubes, BWSR; Jacob Frie, Crow Wing Land Services.

The Policy Committee followed Minnesota Statutes, section 13D.021 regarding public meetings during COVID-19 Outbreak:

According to Section 13D.021, subdivision 1 permits public bodies to hold meetings via telephone or other electronic means if the conditions of this section are met.

Section 13D.021 requires a public body to make a determination that an in-person meeting is "not practical or prudent because of a health pandemic or an emergency declared under chapter 12." At this time, the governor has declared an emergency under Ch. 12.

SWCD Board followed the following requirements for holding a meeting via telephone or other electronic means include:

1. All participating members can hear one another;
2. Members of the public at the physical meeting location can hear all discussion "unless attendance at the regular meeting location is not feasible due to the health pandemic";
3. At least one member of the public body is present at the meeting location, "unless unfeasible due to the health pandemic"; and
4. All votes are taken by roll call.

To the extent practical, public bodies should allow the public to monitor the meeting remotely, pursuant to subdivision 3 of this section.

All of the following motions passed by unanimous roll call vote by Joann Weaver, Jim Ballenthin, and Jeff Peterson, all voting aye; Bill Brekken being absent.

**MSP** Approved proposed Agenda, copy attached.

**MSP** Approved Minutes of meeting of January 14, 2020,

Melissa Barrick presented a preliminary budget outline totaling \$482,000 plus match funds of \$48,200. She advised that this budget must be submitted to BWSR for consideration by April 1, 2020. Following discussion there were no questions regarding the preliminary budget outline.

**MSP** The Policy Committee recommends that Crow Wing SWCD proceed to apply to BWSR

for implementation funds as set forth in the preliminary budget outline to meet the April 1, 2020 deadline, copy attached.

Meliss Barrick presented for consideration proposed Bylaws establishing rules governing the conduct of business by the Policy Committee procedures. Following discussion:

**MSP** Bylaws as presented are approved., with the following amendments, copy attached:

Preamble: amended to read:

These bylaws establish rules governing the conduct of business by the Policy Committee for the Pine River Comprehensive Watershed Management Plan Implementation (CMPI).

Article II, paragraph 1. amended to read:

The membership of the Policy Committee shall be comprised of four (4) members as designated by the governing board of each member local unit of government to include one County Commissioner from both Cass and Crow Wing County; one SWCD Supervisor from both Cass and Crow Wing SWCD's. Each board may appoint an alternate to serve in case the original member cannot attend.

Article II, paragraph 2. amended to read:

Members of the Policy Committee shall serve until the expiration of the Pine River Comprehensive Watershed Management Plan Implementation (CMPI) Agreement to run concurrently with each Policy Committee member's term on his/her respective board.

Article III, paragraph 1.b.v. amended to read:

The Secretary may delegate a representative to record the minutes and perform the foregoing and other duties of the Secretary. The elected Secretary will sign the official minutes of all meetings following approval by the Policy Committee.

Article V, paragraph 2 amended to read:

A super majority vote of 75 percent of those members present shall be required for all actions.

Article V, amended to add paragraph 3, as follows:

Policy Committee members shall act only as directed by their respective boards.

Melissa Barrick reported that all but two of the Advisory Committee members previously serving to advise on the development of the Pine River Comprehensive One Watershed One Plan

expressed an interest to continue and advise on the development of the Pine River Comprehensive Watershed Management Plan Implementation (CMPI).

**MSP** All prior Advisory Committee members who expressed an interest to continue to serve are reappointed to continue to serve on the development of the Pine River Comprehensive Watershed Management Plan Implementation (CMPI). Cass County may appoint two additional Advisory Committee members.

Next Meeting: **TO BE DETERMINED.**

**An important matter for action at the next meeting will be recommendation by the Policy Committee to the boards of Cass and Crow Wing Counties and Cass and Crow Wing SWCDs to adopt Resolutions approving the Work Plan and Budget for the Pine River Comprehensive Watershed Management Plan Implementation (CMPI)**

Meeting adjourned at 1:39 p.m.

Submitted by Jim Ballenthin, Secretary