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**Whitewater Joint Powers Board**  
**April 19, 2018**  
**Whitewater State Park Visitor's Center**

**Minutes**

1. **Call to Order:** Matt Flynn called the meeting to order at 8:35 a.m.

Board Members Present: Chuck Fick, Matt Flynn, Josh Elsing and Steve Jacob

Others Present: Sheila Harmes, Coordinator Whitewater Watershed; Kay Qualley, Planning & Environmental Services Director; Joey Nadeau, GIS-IT; Allison Bender, Whitewater Green Corps Member

Board Members Absent: Rich Hall and Claron Krogness

2. **Approve Minutes of February 15, 2018 Meeting**

A motion was made by S. Jacob and seconded by C. Fick to approve the minutes.

Voting: Yes – All.

3. **Approve Agenda**

A motion was made by S. Jacob and seconded by J. Elsing to approve the agenda.

Voting: Yes – All.

4. **Approve Consent Items**

**Bills & Payroll**

Sheila Harmes: For February 2018 and March 2018, there is a check payment to the County of Winona for Sheila Harmes' support. There also is a check payment to Jennifer Wahls for the Forest Action Plan Project for 3 months. S. Jacob requested a breakdown in future bills and payroll to show how much is for administration and how much is for programs.

A motion was made by S. Jacob and seconded by C. Fick to approve the consent items.

Voting: Yes – All.

5. **Board Reports**

Steve Jacob (Winona County Board): S. Jacob mentioned that the Minnesota Board of Water and Soil Resources (BWSR) withdrew their proposal to implement a \$500/foot fine for landowners who do not comply with Minnesota's buffer law after outraged farmers, local entities and lawmakers submitted comments to BWSR.

K. Qualley added additional information regarding the BWSR proposal cancelation notification. The WWJPB members discussed the proposal and the Buffer Ordinance further as well as the One Watershed One Plan.

Chuck Fick (Wabasha County SWCD): It is one week away from their next board meeting. A few board members attended a workshop about soil-building methods, such as cover crops, reduced tillage and livestock integration, in Lewiston, MN, on March 27. The workshop was facilitated by Ray Archuleta, a soil health specialist and speaker.

54 Josh Elsing (Winona SWCD Supervisor): J. Elsing is getting back into the swing of things and  
55 looking forward to a busy spring.  
56

57 Matt Flynn (Olmsted County Board): Farmington Township will be having a public hearing April  
58 30<sup>th</sup> for the special use permit for the Lake Zumbro dredging project. In May, Wabasha County  
59 and Olmsted County will have hearings about the property assessments.  
60

## 61 **6. Board Discussion and Action Items**

62

### 63 **a. Lego Update – Allison Bender, Whitewater Green Corps Member**

64 Allison Bender provided an update of the LEGO watershed module project, which included a  
65 Power Point presentation. The project will be worked on Sunday April 29<sup>th</sup> at 12:30pm at the  
66 Winona State University Science Lab Center. The work will begin at 12:30pm and will go until  
67 finished. People from the public can assist in the build. The finished project will be featured at  
68 the Wabasha, Winona and Olmsted County Fairs.  
69

### 70 **b. Financial Update – Sheila Harmes**

71 Sheila Harmes: Wanda Anderson, of the Winona County SWCD, has been training S. Harmes  
72 on QuickBooks for the financials. Since the last meeting, some funds from the Forest Action  
73 Grant and Olmsted County's allocation for the Whitewater Watershed have been received.  
74 After subtracting out unearned income, the balance is at \$66,031 for the end of February and  
75 for the end of March \$68,535. Since S. Harmes is putting together the financials to include in  
76 the packet, she is able change the format or the presentation of the financial information if the  
77 WWJPB would like to see something different.  
78

#### 79 **1) Audit Management Representation Letter, Signature**

80 The auditor has the audit prepared and ready to be released, but in order to do so, an  
81 audit management letter needs to be signed by the WWJPB chair.  
82

83 On a motion by J. Elsing and seconded by C. Fick, the WWJPB voted to sign the audit  
84 management letter. Vote: Yes – All.  
85

### 86 **c. Agricultural Conservation Planning Framework – Joey Nadeau, Winona County GIS** 87 **Analyst**

88 J. Nadeau gave an update on the GIS work he has been doing to assist Sheila Harmes and  
89 Daryl Buck. He shared information and a demonstration about a high resolution geospatial  
90 database that's directed towards agricultural conservation plans. The three topics they wanted  
91 to analyze, using this tool, are: soils, land use and terrain. The tool allows for additional data to  
92 be entered and is used to outline land use practices for the parcels.  
93

### 94 **d. Rental Agreement between WJPB and Winona County SWCD**

#### 95 **\*Amended to include County recommendation**

96 At their March meeting, the Winona County SWCD Board signed the rental agreement  
97 between WJPB and Winona County SWCD. It is on the agenda for this meeting for WJPB  
98 discussion and signature. After the agenda packet was submitted, it was asked that the  
99 agenda be amended to include the County's recommendation of a monthly agreement as  
100 opposed to a yearly agreement with SWCD, in the event that the offices ever consolidated.  
101 The WWJPB discussed the process and why it was amended, S. Harmes has water planning  
102 work spaces at both Winona County and the SWCD. Also discussed, was the intention of  
103 previous WWJPB boards to have an office at the SWCD, not just Winona County for better  
104 outreach coordination. K. Qualley, Winona County Planning & Environmental Services Director  
105 stated that there were some expected efficiencies in consolidating to one office at the

106 Government Center Winona County location, and that if the WJPB didn't object, that might be  
107 considered.

109 S. Jacob made a motion to table the rental agreement agenda item to obtain more information  
110 prior to any decision. The motion was seconded by C. Fick. Vote: Yes – all.

111  
112 The WWJPB decided to have their June meeting at the Lewiston Soil and Water Office.

113  
114 **e. Forest Action Plan**

115 **1. Cost Share Payments**

116 The contract with Jen Wahls is being funded by the Nature Conservancy. To better  
117 promote healthier woodland management, The Nature Conservancy sent a \$5,000  
118 check to the WJPB. These funds are intended to provide for cost-sharing small  
119 expenditures, such as small material or supply purchases, which could help  
120 landowners implement needed projects to improve the quality of habitat on their land.  
121 Since the WWJPB meets bi-monthly, S. Harmes asked if the WWJPB would want to  
122 appoint a committee to manage the payments to landowners from the Nature  
123 Conservancy contribution. After discussion, the WWJPB decided to leave the process  
124 as is and not create a committee.

125  
126 **f. 319 Nitrate Reduction Grant**

127 S. Harmes included a copy of the final grant agreement in the WWJPB agenda packet as well  
128 as the agreement with Extension for Jake Overgaard's time, effective March 15, 2018.

129  
130 **g. Meeting schedule discussion**

131 It was already decided to have the June meeting on the scheduled day, Thursday June 21, at  
132 the Lewiston Soil and Water Office. The October 18th WWJPB meeting will also need to have  
133 an alternative location – to be determined at a later date.

134  
135 **7. Public Comments**

136 None

137  
138 **8. Agency Reports**

139 None

140  
141 **9. Next Meeting:** The next scheduled meeting is June 21, 2018.

142  
143 The Whitewater Joint Powers Board adjourned at 10:30 a.m. on a motion of J. Elsing and  
144 seconded by C. Fick. Vote: Yes - All

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146  
147 Respectfully submitted by:

148 Anne Schwertel, Administrative Specialist

149  
150 Signed: Chuck Fick 6/21/18  
151 WWJPB Secretary/Treasurer

