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**Whitewater Joint Powers Board
October 18, 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: Rich Hall, Chuck Fick, Claron Krogness, Matt Flynn, Josh Elsing, and Steve Jacob

Others Present: Sheila Harmes, Coordinator Whitewater Watershed; Emily Bartusek, Minnesota Pollution Control Agency Watershed Unit Project Manager; Lance Klessig, Winona SWCD; David Schmidt, The Nature Conservancy

Board Members Absent: None

- 2. Approve Minutes of August 16, 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 R. Hall and seconded by C. Fick to approve the agenda.

Voting: Yes – All.

- 4. Approve Consent Items**

Bills & Payroll

Sheila Harmes: An amended bills payable was presented, to include payment to Jennifer Wahls for two months of working on the Forest Action Plan, payment to Winona County for S. Harmes' time (45%), payment for QTH webhosting renewal, payment to S. Harmes for supplies and a payment she made to QTH that was due before the October 18th meeting, payment to Aeroptic for aerial imagery for the 319 Nitrogen Reduction grant, two cover crop payments, payment for corn stock nitrate testing for the 319 grant, an incentive payment from the Nature Conservancy to a landowner, payment to the University of Minnesota for Jake Overgaard's time and payments to two crop advisors that are assisting landowners under the 319 grant. The bill total was \$31,518.

The WWJPB discussed aerial imagery to detect nitrate levels.

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

Voting: Yes – All.

- 5. Board Reports**

Josh Elsing (Winona SWCD Supervisor): A lot of cover crops have been planted; weather is slowing harvesting.

Steve Jacob (Winona County Board): MPCA held a meeting in Lewiston regarding the Daley Farms expansion request. The County Board is working on the 2019 budget. The WWJPB discussed judicial programs and jails.

Rich Hall (Wabasha Co. Commissioner): Scotch Prairie Farms is proposing to triple its dairy operation.

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Matt Flynn (Olmsted County Board): The Zumbro River Watershed planning is underway. The Policy Committee will use a Joint Powers Agreement (JPA) similar to the Root Watershed Plan.

Claron Krogness (Olmsted SWCD Supervisor): Olmsted County has been busy with cover crops. Two SWCD supervisors will not be running for re-election. The Conservationist of the Year award winner has been chosen as Kevin Connelly/Terra McCree Farms. WWJPB discussed conservation services and the application process. The NRCS State Conservationist will be visiting SE Minnesota; date is undetermined at this time.

6. Board Discussion and Action Items

a. Financial Update – Sheila Harmes

At the end of August and September, after subtracting the grant money received but not earned, the balance for the money market and the checking and savings account was \$86,373. S. Harmes discussed the payment of \$36,000 for Ag Certainty; she also received the Minnesota Pollution Control Agency 319 money for the first report she submitted.

1) Transition to Minnwest Bank

The transition will be effective November 2nd. The WWJPB account number remains the same and the Security State Bank checks can be used until gone. Minnwest Bank requires only one signature on checks. WWJPB, however, will still require two signatures on their checks.

b. Mississippi River – Winona Watershed Planning Framework amendment

The current grant uses GIS to develop maps showing the best locations for best management. BWSR is providing a 1-year extension (Dec 2019) to finish up the grant. Landowners are still being provided maps and obtaining feedback. The amendment is to extend the end date.

On motion by J. Elsing and seconded by C. Fick, the WWJPB voted to approve the amendment. Vote: Yes – All.

c. SAM.gov Notarized Letter for registration

WWJPB has a SAM account for awards management. In order to be eligible for any federal money, the account must be maintained, which is done by S. Harmes. S. Harmes received notice that the account needs to be updated by February 2019. This year, a notarized letter by someone equivalent to the CEO must be submitted stating that S. Harmes would be administering federal grants. S. Harmes shared a draft letter that was typed up using their template. S. Harmes suggested having two copies signed – 1 to mail in and 1 to have on hand should the first one not be received. In order for the account to be renewed, the letter must be submitted. No motion necessary.

d. 319 Nitrate Reduction Grant Update

S. Harmes shared a spreadsheet with landowner names that signed up for cover crops this year within the project area in Olmsted and Winona County.

1) 18WW319CCO-04 (Cover Crop payment)

On motion by C. Krogness and seconded by S. Jacob, the WWJPB voted to approve the cover crop payment. Vote: Yes – All.

2) 18WW319CCO-01 (Cover Crop payment)

On motion by C. Krogness and seconded by S. Jacob, the WWJPB voted to approve the cover crop payment. Vote: Yes – All.

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e. Forest Action Plan Grant Update

1) Nature Conservancy Grant Amendment

S. Harmes received an extension for the grant from the Nature Conservancy. A copy was provided at each WWJPB member's seat. The amendment is to extend the grant until April 30, 2019, instead of December 2018.

On motion of R. Hall and seconded by C. Krogness, the WWJPB voted to approve the grant amendment. Vote: Yes – All.

2) Contract for professional services amendment

With the extension for the nature conservancy grant, the contract for Jennifer Wahls would need to be extended to coincide with the grant.

On motion by C. Krogness and seconded by R. Hall, the WWJPB voted to amend the contract for professional services. Vote: Yes – All.

f. Winona County administration support to Whitewater discussion

After the 2019 WWJPB budget was prepared, K. Qualley brought to S. Harmes' attention the support that the administrative specialist gives to the WWJPB meeting. S. Harmes described the job duties that the administrative specialist provides for the WWJPB. K. Qualley is requesting that Winona County Planning & Environmental Services receive \$2,000 per year for the administrative support that is provided for the WWJPB. Another option would be to have another member complete the job duties.

The WWJPB requested to have information included in the packet for the December 20th meeting and to invite K. Qualley to the meeting so they can ask questions and have discussion.

g. BWSR Clean Water Fund grant update

Per approval from the August 16th WWJPB meeting, S. Harmes moved forward with the application for the Clean Water Fund grant. A copy was provided at each WWJPB member's seat. Those awarded the grant will be notified in December.

h. Land O'Lakes Update

S. Harmes followed up with Dylan Wohlenhaus, who contacted Matt Flynn regarding the Farmer Led Council. Dylan Wohlenhaus is a new communications employee at Land O'Lakes and is looking for opportunities to promote the message that farmers do care about the land. He is trying to make a connection to the Farmer Led Council in the future when the farmer's schedules allow.

i. Claron Krogness recognition

C. Krogness was recognized for his service on the WWJPB.

7. Public Comments

Emily Bartusek, MPCA: The MPCA is looking for applicants for the Clean Water Partnership Loan. E. Bartusek also shared information she learned at a conference in St Paul about an equipment rental program that Scott County offers to their landowners. Her supervisor has retired and the position is posted and will close on Friday. Lastly, her group has conducted some monitoring for some of the south central watersheds near Austin.

Lance Klessig, SWCD: Introduced himself as Winona County SWCD's Resource Specialist. He will be providing support for the 319 Grant in Winona County.

160 David Schmidt, The Nature Conservancy (TNC); Introduced himself and stated he was available
161 for any questions from the members of the WWJPB in regards to the potential agreement between
162 TNC and WWJPB.
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164 **8. Agency Reports**

165 None
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167 **9. Next Meeting:** The next scheduled meeting is December 20, 2018.
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169 The Whitewater Joint Powers Board adjourned at 9:35 a.m. on a motion of R. Hall and seconded
170 by C. Krogness. Vote: Yes - All
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172 Respectfully submitted by:
173 Anne Schwertel, Administrative Specialist
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175 Signed: 
176 WWJPB Secretary/Treasurer
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