

BUFFALO-RED RIVER WATERSHED DISTRICT

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BUFFALO-RED RIVER WATERSHED DISTRICT One Watershed, One Plan Planning Team Meeting April 18, 2018

The One Watershed, One Plan (1W1P) Planning Team met on Wednesday, April 18, 2018, at 1:00 PM in the Buffalo-Red River Watershed District (BRRWD) office, located at 1303 4th Avenue NE, Barnesville, MN.

Planning Team Members present included Peter Mead, District Manager, Becker Soil and Water Conservation District (SWCD); Kevin Kassenborg, District Manager, Clay SWCD; Brad Mergens, District Manager, West Otter Tail County SWCD; Don Bajumpaa, District Manager, Wilkin SWCD; Henry Van Offelen, Clean Water Specialist, Board of Water and Soil Resources (BWSR); Brett Arne, Board Conservationist, BWSR; and Bruce Albright, BRRWD Administrator.

BRRWD Administrator Bruce Albright called the meeting to order at 1:00 PM and gave a brief overview of the 1W1P process and the Plan development status to date. He briefly discussed the responsibilities of each of the Committees that will be established according to BWSR 1W1P requirements.

Brett Arne, BWSR, passed out handouts regarding the committee structure and discussed their respective duties/membership/meeting frequency. Albright distributed a draft committee flowchart for the group's review. Albright discussed reimbursement for the citizens serving on the Advisory Committee, which could at least cover mileage. Henry Van Offelen, BWSR, explained the role and responsibilities of the Planning Team.

Albright noted that the Policy Committee is committed to citizen participation in the Planning process. He suggested that the BRRWD could hold regional meetings to encourage public involvement. Van Offelen commented that the members of the Advisory Committees are also public representatives in the process. Don Bajumpaa, Wilkin SWCD, suggested that the people who served on the Citizen Advisory Committee for the previous Revised Watershed Management Plan (RWMP) effort should be contacted to see if they would be interested in serving for the 1W1P effort.

The Team reviewed the Project Workplan to identify areas/items that need action. They discussed the consulting firm appointment and contract. At the 4/6/18 Policy Committee meeting, the members discussed HEI's appointment and no one spoke against HEI taking on that role. Arne explained that the Policy Committee will need to formally approve a consultant and the fiscal agent (BRRWD) will sign a consulting contract with HEI. Bajumpaa explained that the justification for naming HEI as the 1W1P consulting firm is that HEI specializes in watershed planning and has worked on past BRRWD RWMPs. Peter Mead, Becker SWCD, felt that using HEI was the faster way to move this process forward because of their familiarity with the BRRWD and their past Plans.

Van Offelen commented that the BRRWD has an existing RWMP that was being amended when the 1W1P effort was undertaken. The existing data should be factored in when setting up the budget. Albright asked if the 1W1P implementation will replace the BRRWD's current RWMP effort. Van Offelen said that since the BRRWD chose to go with the 1W1P, the current RWMP would not need to be completed. Albright also asked how the Red River Basin Flood Damage Reduction Work Group (RRBFDRWG) Mediation Agreement oversight of the current RWMP update would be handled. Van Offelen thought that the RRBFDRWG would have to review and approve the change to the 1W1P.

Kevin Kassenborg, Clay SWCD, asked if the Counties would still have their Comprehensive Plan funding allocation. Van Offelen said that the state funds for the Counties will remain in place so that they can address 1W1P work items. The group discussed how the 1W1P will be utilized and how funding will be allocated once the Plan is in place. Current funding sources will still be available to the individual entities within the BRRWD, but the 1W1P will make additional BWSR funding available to address problem areas all the partners have in common within the District. The group discussed the requirements involved with the "Kickoff Meeting" task. The target dates in the workplan might have to be adjusted depending on the progress of the various tasks. The group also reviewed the Plan Development timeline graph that identifies the Pre-Planning activities in 2018, Planning from September 2018 through July 2019, and Plan Review from August 2019 through April 2020.

The BRRWD's field-verified boundary map has been adopted as the general map of the proposed watershed planning boundary. The areas in Otter Tail County that are not in the BRRWD will be included in the Otter Tail River watershed if a 1W1P process is done for this area.

Bajumpaa asked if there will be an official meeting minutes preparer. Albright noted that the minutes will be prepared by the BRRWD staff. The group reviewed the consultant budget as prepared by HEI. Arne will review the proposed budget with Rachel Olm and Matt Jacobson, HEI. Olm and Jacobson will also add the changes the Planning Team made to the workplan/timeline/budget. Albright will distribute the revisions to the Team for their approval via e-mail, and then he can forward the documents to the Policy Committee by 4/24/18, according to their request to have meeting packets sent to them 10 days prior to the 5/4/18 meeting for their review.

The Committee discussed how the Advisory Committee meetings could be conducted. Albright noted that the Planning Team and the Policy Committee members would be free to attend the Advisory Committee meetings, but they probably would not vote on any issues. Bajumpaa commented that most of the outcomes from the Advisory Committee meetings will take the form of recommendations to the Policy Committee.

Bajumpaa asked if the Policy Committee had taken any actions at their 4/6/18 meeting. Albright confirmed that they adopted the Bylaws with noted changes and the MOA.

The meeting was adjourned at 2:26 PM.