

Minutes  
Elk River Watershed Association Board of Directors  
Regular Meeting  
September 20, 2010  
USDA Service Center, Foley, MN

**Attendance:** Gerry Maciej, Tiffany Determan, Joe Jordan, Leonard Popp, Joe Wollak, John Riebel, Terry Polsfuss, Pat Gehling, DeAnna Doran, Phil Votruba, Katie Winkelman, Larry Goenner

Meeting called to order at 9:00 am by Terry Polsfuss Chair.

**1. Review & Approval of Agenda**

DeAnna requested that item 4. Sherburne SWCD (Stakeholder Mailing) ~ \$3,152.35 under the 319 grant be taken off of the agenda. Gerry suggested that the second item number 6. be changed to 6a. 319 Grant deadline- Final Report due 09/30/10. Joe Wollak made a motion to approve the agenda with the above modifications. Joe Jordan seconded the motion. All were in favor. The motion passed.

**2. Review & Approval of the June 21st, 2010 meeting minutes**

Leonard Popp made a motion to approve the minutes of the June 21st, 2010 ERWS meeting. Joe Jordan seconded the motion. All were in favor. The motion passed.

**3. Fund balance report.**

Gerry went over the fund balance report and reviewed it by going over balances and activity in the County funds, donation funds, the 319 grant and the TMDL grant. Joe Jordan made a motion to approve the fund balance report as included in the board packets. John Riebel seconded the motion. All were in favor. The motion passed.

**4. Transfer of Watershed Coordinator funds to Sherburne SWCD**

The amount to be transferred to Sherburne SWCD was unknown at the meeting. Gerry recommended that the item be tabled until the October 18<sup>th</sup> board meeting. Joe Wollak made a motion to approve tabling of the transfer of Watershed Coordinator funds to Sherburne SWCD until the October 18<sup>th</sup> board meeting. Joe Jordan seconded the motion. All were in favor. The motion passed.

**5. 319 Grant- Approve payment requests**

1. Benton SWCD (Staff time /AgBMP) Invoice 2571~ \$742.50

Gerry mentioned that this would be the last payment under this line item. Joe Jordan made a motion to approve Invoice 2571 in the amount of \$742.50 for Benton SWCD staff time. Leonard Popp seconded the motion. All were in favor. The motion passed.

2. Benton SWCD (Fitzpatrick sign)- Invoice 2569~192.01

Gerry indicated that the costs associated with this request were used to purchase miscellaneous items for the Fitzpatrick educational signs. Leonard Popp made a motion to approve invoice 2569 in the amount of \$192.01 for the Fitzpatrick educational signage. Joe Jordan seconded the motion. All were in favor. The motion was passed.

3. Sherburne SWCD (Staff time/Stakeholder Mailing) Invoice 81610-1 ~\$5,020.63

John Riebel made a motion to approve invoice 81610-1 in the amount of \$5,020.63 for Sherburne SWCD staff time/stakeholder mailing costs. Joe Jordan seconded the motion. All were in favor. The motion was passed.

**6. Sherburne SWCD as Fiscal Agent for ERWSA**

DeAnna remarked that the Sherburne SWCD would like to be the fiscal agent for money received by the ERWSA in the future; this would be enacted upon the completion of the 319 grant and start with the Major

Watershed Project Grant. Deanna stated that this method would be simplified over the current method and also faster for landowners who are waiting for reimbursement. Larry Goenner made a motion to support Sherburne SWCD as the fiscal agent for the ERWSA. Joe Jordan seconded the motion. All were in favor. The motion passed.

#### **6a. 319 Grant Deadline- Final Report due 09/30/2010**

DeAnna stated that Mark is in the process of working on the final 319 report. The question was raised whether or not the board would like to have a copy of the report. The board members concurred that they would like to have a summary of the final report instead of the full report.

#### **7. Total Maximum Daily Load (TMDL) Update**

Tiffany briefly reviewed the results of the TMDL study and went on to review the results of the three public meetings that were held in July. She indicated that a total of 59 people attended the meetings and that all participants received a Best Management Practice survey which corresponded with the land area in which they reside. She stated that the final public meetings are planned for early December and that at these meetings the majority of the time would be spent discussing the implementation strategy. Tiffany mentioned that the National Park Service has requested the partnership of the ERWSA in finding priority locations to implement stream buffers to reduce bacteria, this practice coincides with the proposed Implementation activities. The NPS has applied for a McKnight Foundation grant to accomplish this activity. Tiffany stated that if the grant is received some of the money may be used to send postcard invitations to landowners to invite them to the meetings and at the same time help to get a few landowners signed up for the program.

#### **8. Major Watershed Project (MWP) Update**

DeAnna started the conversation by indicating that the Sherburne County attorney stated that they could not review the contract because it is a conflict of interest. Gerry stated that the Benton SWCD attorney will review it. Joe Wollak stated that he did not feel comfortable having the contract signed prior to attorney review. Joe Wollak made a motion to approve Terry Polsfuss to sign the contract prior to the next ERWSA board meeting if the Benton County attorney has no comments. He made it clear that if there are any comments they should be reviewed by the ERWSA board at the October 18<sup>th</sup> meeting and the contract approved accordingly. Joe Jordan seconded the motion. All were in favor. The motion passed.

#### **9. Elk River Watershed Clean Up Day**

Tiffany passed around the invitation for the 3<sup>rd</sup> Annual Elk River Watershed Clean Up day to be held on October 16<sup>th</sup> from 9 AM to 11 AM. She indicated that there may be a few more sites added this year and that volunteers would need to RSVP.

#### **10. CWF Grant Application FY 2011**

Gerry passed around a map of the proposed project sites and he, DeAnna and Tiffany explained the FY 2011 CWF grant application and the projects identified on the application. DeAnna stated that the ERWSA should know by mid-December if the grant has been selected. The grant total is \$149,000.

#### **11. October 2010 Tour**

Tiffany explained that there were intentions to do an informal tour for the ERWSA over the summer of 2010 but time did not allow. She explained that if the board would like to do a tour that it would be best to plan the tour for spring/early summer 2011. The board concurred.

#### **12. Adjourn**

Joe Jordan made a motion to adjourn. Larry Goenner seconded the motion. All were in favor. The motion was passed. The meeting adjourned at 10:15 PM

Respectfully submitted by Tiffany Determan, Sherburne SWCD

Signature (ERWSA Chair): \_\_\_\_\_ Date: \_\_\_\_\_