

Minutes
Elk River Watershed Association Board of Directors
Regular Meeting
October 17th, 2011
Palmer Town Hall, Clear Lake, MN

Attendance: Gerry Maciej, Tiffany Determan, Joe Jordan, Joe Wollak, Terry Polsfuss, John Riebel, Francine Larson, Larry Goenner, Bill Bronder, Jim Stahlmann

Meeting called to order at 9:03 am by Terry Polsfuss Chair.

1. Review & Approval of Agenda.

Tiffany Determan requested the following change and addition to the agenda: change item 4 to read as follows; MWP-Approve invoice submittal and submission of claims to Sherburne County to be reimbursed to MWP subcontractors. Addition of item 4.1 Approval of payment to Sherburne SWCD for reimbursement from ERWA funds currently managed by Sherburne County: \$3,305.50. Larry Goenner 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 September 19th, 2011 meeting minutes.

Joe Jordan made a motion to approve the minutes of the September 19th, 2011 ERWS meeting as written. John Riebel seconded the motion. All were in favor. The motion passed.

3. Fund balance report.

Two separate motions were made under this item: 1) Approval of August fund balance report and 2) approval of September fund balance report.

- 1) Francine Larson explained the August 2011 fund balance report which was tabled at the September 19th meeting. She stated that the \$3,305.50 labeled as "due to Sherburne SWCD" are funds that have been loaned to the ERWA by Sherburne SWCD to reimburse for expenses associated with the MWP. She went on to state that the SWCD, acting as the fiscal agent for the ERWA, must loan the ERWA funds so they do not fall into a deficit each month. The funds are repaid to the SWCD each month upon reimbursement from the MPCA. John Riebel made a motion to approve the August 2011 fund balance report as included in the September 19th, 2011 board packets. Joe Wollak seconded the motion. All were in favor. The motion passed.
- 2) A question was asked as to where the funds labeled as Donations come from. It was explained that those are the funds that were donated by the MWP local partners to cover costs associated with materials needed for the watershed launch not covered by MPCA grant. Jim Stahlmann made a motion to approve the fund balance report as included in the board packets. Joe Jordan seconded the motion. All were in favor. The motion passed.

4. MWP-Approve invoice submittal and submission of claims to Sherburne County to be reimbursed to MWP subcontractors.

Item 5 was discussed prior to 4 and 4.1

Tiffany briefly explained the bills to date which included Sherburne SWCD, local partner and Wenck time. She noted that the total amount invoiced for September was \$4,747.00 and that the invoice request to the MPCA would total \$4,272.30. The invoiced amount included a request of \$4,179.00 from Sherburne SWCD, and \$60.00 from CRWD and \$508.00 from Wenck. John Riebel approved sending the MWP invoice to the MPCA for reimbursement and submission of claims to Sherburne County to be paid to subcontractors in the total amount of \$4,474.00. Joe Wollak seconded the motion. All were in favor. The motion passed.

4.1. Approval of payment to Sherburne SWCD for reimbursement from ERWA funds currently managed by Sherburne County: \$3,305.50.

This item was discussed in item 5 below. Joe Jordan mad a motion to approve the reimbursement of \$3,305.50 to Sherburne SWCD by the ERWA through the funds currently managed by Sherburne County. Larry Goenner seconded the motion. All were in favor. The motion passed.

5. ERWSA JPA- Update

Bill Bronder explained that until the JPA is fully executed Sherburne County will remain the fiscal agent for the ERWA. He stated that the ERWA will need to submit claims to Sherburne County for the MWP for reimbursement and that the ERWA should approve payment to the Sherburne SWCD for reimbursement from ERWA funds currently being managed by Sherburne County. Bill stated that he spoke with the Sherburne County Assistant attorney who indicated that the next steps in approval of the JPA will be to bring the JPA to both County boards and both SWCD boards for approval in November. After some discussion it was noted that the final JPA draft will be sent to the ERWA board members prior to the November 21st meeting for review and discussion. If there is no major concerns at that point to JPA will be accepted.

11. ERWA & National Park Service partnership, McKnight Grant ~ Update

Tiffany stated that bacteria monitoring will continue through October 31st. She will review the data with the ERWA after the data has been summarized. She also indicated that she attended the McKnight funded bacteria paddle on the Mississippi River on October 14th where she discussed the demonstration project. 14 elected officials and government employees attended.

12. MWP & TMDL - Updates

Tiffany stated that the TMDLs are currently at the EPA awaiting approval. She then reviewed progress made on the MWP project specifically talking about the Watershed Launch which was held on October 13th. She stated that approximately 80 people attended and the event was covered in the Sherburne County Citizen newspaper which she brought along to share with the ERWA. Finally, Tiffany stated that the next steps in the MWP will be to assess the data collected over the 2010 and 2011 field seasons (along with all historical data) in order to identify stressors.

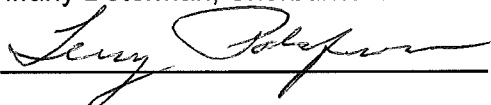
12. 4th annual Elk River Watershed cleanup Event- recap

Tiffany reviewed the October 1st watershed cleanup stating that Big and Mitchell Lakes were added as new sites this year and that the Lake Association donated funds to support the project. Several large items were found around the lakes and along the river near Big Lake and Elk River. Tiffany also passed around the summary sheet and let the ERWA board know that should would email copies to them is she has their email addresses.

13. Adjourn

Jim Stahlmann made a motion to adjourn the meeting. Larry Goenner seconded the motion. All were in favor. The motion was passed. The meeting adjourned at 9:55 AM

Respectfully submitted by Tiffany Determan, Sherburne SWCD

Signature (ERWSA Chair):  Date: 11/21/11