

Minutes
Elk River Watershed Association Board of Directors
Regular Meeting
January 26, 2009
USDA Service Center, Foley, MN

Attendance: Gerry Maciej, Leander Schlosser, Tiffany Determan, Doug Manthei, Terry Polsfuss, Brian Kaschmitter, Mark Basiletti, Joe Jordan, John Riebel, Mike Hayes, Leonard Popp

Meeting called to order at 9:02 am by Terry Polsfuss, Chair.

1. Review & Approval of Agenda

Tiffany Determan recommended the addition of items: 12.) Upper Mississippi River Source Water Protection Plan (UMRSWPP) project partnership information and 13.) ERWSA board of director's group picture. Gerry Maciej requested the addition of item number 14.) schedule February's board meeting. John Riebel requested that the date on the January 29 meeting agenda be changed to reflect the correct date. John Riebel made a motion to approve the agenda with the above modifications. Leander Schlosser seconded the motion. All were in favor. The motion passed.

2. Review & Approval of the December 15th, 2008 meeting minutes

Joe Jordan made a motion to approve the minutes of the December 15th, 2008 ERWS meeting. Brian Kaschmitter seconded the motion. All were in favor. The motion passed.

3. Fund Balance Report

Mark distributed the fund balance report and reviewed it. Leonard Popp made the motion to approve encumbering the following staff time funds: Objective 2, \$12,627.25 Benton SWCD; Objective 3, \$500.00 and \$3,577.50 Benton and Sherburne respectively; Objective 4, \$165.00 and \$270.00 Benton and Sherburne respectively; and Objective 5, \$1,230.00 for both SWCD's for a total of \$18,369.75. Joe Jordan seconded the motion. All were in favor. The motion passed.

4. Elect Chair and Vice Chair for 2009.

Mark indicated that Chair and Vice Chair must be nominated on a yearly basis. Terry Polsfuss opened nominations for Chair. Terry Polsfuss was nominated by Joe Jordan. Nominations were closed by Terry Polsfuss. A vote was called to elect Terry Polsfuss as Chair. All were in favor. Terry Polsfuss was named Chair. Terry Polsfuss opened nomination for Vice Chair. Joe Jordan was nominated by Leander Schlosser. Nominations were closed by Terry Polsfuss. A vote was called to elect Joe Jordan as Vice Chair. All were in favor. Joe Jordan was named Vice Chair.

5. Approve 2008 Per Diems and Mileage

Leonard Popp, \$397.26

Terry Polsfuss, \$293.83

Brian Kaschmitter, \$ 254.74

Mike Hayes, \$ 60.30

Mark went over the per diem totals for 2008 as they corresponded to each board member. John Riebel made a motion to approve payment of per diems for Leonard Popp, \$397.26; Terry Polsfuss, \$293.83; Brian Kaschmitter, \$254.74; and Mike Hayes, \$60.30. Leander Schlosser seconded the motion. All were in favor. The motion was passed.

6. 319 Grant

6.1 New Contract, City of Big Lake, 3192-S13.

Mark passed around a copy of the plans for the City of Big Lake shoreline revegetation project. He stated that the project is located on Big Lake and has a total buffer area of 1,630 square feet. Mark indicated that the total project cost is \$2,700.00 and the cost share request is \$1,974.00. Mark indicated this was more

than the guideline of \$1,500 maximum. He explained the maximum guideline of \$1,500.00 is based on \$1.00 per square foot and 1,500 square feet. This project is larger and costs have increased since the guidelines were adopted. Leander Schlosser made a motion to approve contract # 3192-S13 for cost share in the amount of \$1,974.00. Joe Jordan seconded the motion. All were in favor. The motion was passed.

6.2 Second partial payment request, Mike Fitzpatrick, 3192-B27, Wetland Restoration, \$4,250.00

Gerry went over the Fitzpatrick invoices that were covered and partially paid at the December 15th, 2008 board meeting. He stated that Mike Fitzpatrick did want to hold back some funds to ensure the contractor would finish the job; however, he did agree to pay the contractor the remaining payment per the boards request. Leander Schlosser made a motion to approve the second partial payment for contract #3192-B27 in the amount of \$4,250.00. Brian Kaschmitter seconded the motion. All were in favor. The motion was passed.

7. Approve 4th quarter invoices for SWCD staff time and expenses:

Sherburne SWCD: \$2,010.00

Benton SWCD: \$1,646.25

Mark went over the invoices submitted by both SWCD's. Joe Jordan made a motion to approve the invoice of \$2,010.00 to Sherburne SWCD and \$1,646.25 for Benton SWCD for staff and time. Leander Schlosser seconded the motion. All were in favor. The motion passed.

8. Approve transfer of Watershed Coordinator funds to Sherburne SWCD, \$9,564.00, January 2009 (\$10,564.00 was received from Benton County).

Mark explained that \$9,564.00 needs to be transferred from the ERWSA account to Sherburne SWCD. He stated that this money was earmarked for the Watershed Coordinator position by Benton County for the first half of 2009. Leander Schlosser made the motion to approve the transfer of \$9,564.00 from the ERWSA to Sherburne SWCD. Mike Hayes seconded the motion. All were in favor. The motion was passed.

9. Elk River Watershed TMDL letter of interest, Terry Polsfuss sign.

Tiffany reviewed the reasons why the ERWSA wrote a letter of interest for future TMDLs to the board members that were not at the December 15th, 2008 board meeting. Tiffany gave Terry Polsfuss the draft letter of interest that she wrote and Terry read it to the board members. Joe Jordan made a motion to approve the letter of interest and to have Terry Polsfuss sign the letter. Mike Hayes seconded the motion. All were in favor. The motion was passed.

Tiffany indicated that she would send the letter to Phil Votruba at the MPCA.

10. Elk River Watershed TMDL update.

Tiffany went over the progress of Phase I of the Elk River Watershed TMDLs. Tiffany stated that a Phase I report has been completed. The board agreed that the report should be placed on the website. Tiffany also stated that a public meeting is scheduled to take place on March 19th, 2009 at the Palmer Town Hall from 6:00 pm until 8:00 pm.

11. 319 DER grant-denied.

Tiffany stated that the 319 DER grant application was not approved by the MPCA. Tiffany passed around a list of projects that were approved by the MPCA. Gerry indicated that himself, Mark and Tiffany were going to discuss the possibility of a grant application to the Mid Minnesota Mississippi River RC&D which would include the video documentary portion of the 319 DER grant. Tiffany agreed to update the board at the next meeting on the results of their discussions.

12. Upper Mississippi River Source Water Protection Plan project partnership information.

Tiffany explained to the board that she and Mark met with David Brostrom of the UMRSWPP Project. She explained that the UMRSWPP project would like to partner with local entities to implement BMPs. Tiffany stated that at the meeting they discussed the common goals of the UMRSWPP and the ERWSA. Tiffany indicated that the UMRSWPP has 319 funds that they can use to support local organizations with common goals. She indicated that one of the common goals is education. Tiffany stated that she gave David an estimate and request for funds which would cover an ERWSA Currents newsletter that would be sent out watershed wide. The request also included 27 hours of staff time to write the newsletter. Tiffany indicated that the request for funds for the newsletter was approved by the UMRSWPP project in the amount of \$ 11,220.00 with the stipulation that the UMRSWPP can submit a source water protection article into this and future newsletters.

13. ERWSA Picture.

Tiffany stated that she would like an updated picture of the board members for the new Sherburne SWCD website. The picture was taken by Tiffany at the end of the meeting.

14. Scheduling of February Board meeting.

Gerry indicated that the regularly scheduled February meeting falls on a holiday. The board agreed to schedule the February board meeting for February 23, 2009 at the Palmer Town Hall.

Mike Hayes made a motion to adjourn. Leander Schlosser seconded the motion. All were in favor. The motion was passed. The meeting adjourned at 10:56 PM

Respectfully submitted by Tiffany Determan, Sherburne SWCD

Signature: _____

Date: _____