

Pomme de Terre River Association
Joint Powers Board Meeting
USDA ARS Soils Lab
December 11, 2015
MEETING MINUTES

Board members present: Keith Swanson, Paul Groneberg, Paul Barsness, Jerry Johnson, Rod Wenstrom, Joe Berning, Dave Lonergan, John Lindquist Joe Fox, Jeanne Ennen. Others present: Jared House, Watershed Coordinator; Chris Staebler & Matt Solemsaas, Stevens SWCD.

Chair Swanson called the meeting to order at 9:35 a.m. and conducted roll call.

1. The agenda was approved as amended on a motion by Rod Wenstrom. Second by Paul Barsness. Passed unanimously.
2. Joe Berning moved to approve the minutes from the October meeting. Second by Paul Groneberg and all members voting aye, the motion passed.
3. Financial Matters
 - a. The Treasurer's Report was approved unanimously on a motion be Jeanne Ennen and second by John Lindquist.
 - b. Joe Berning moved to approve the payment of the bills as presented. Second by Rod Wenstrom. Passed unanimously. John Lindquist moved to approve using remaining 2013 CWP funding to pay for a portion of the host entity contract with Stevens SWCD. Second by Joe Berning. Passed unanimously.
 - c. The board was presented with the 2014 audited financial statements. Jeanne Ennen moved to approve the agreement with Peterson Company Ltd for \$650 for the completion of the 2015 financial statements. Second by Joe Berning. Passed unanimously.
4. Grant Updates
 - a. Jared gave an update on 2013 CWF grant activity. This grant expires on December 31 of this year. Jared detailed the funding expenditures.
 - b. Jared gave an update on 2014 CWF funding.
 - c. The 2015 CWF grant is also underway.
 - d. 2013 CWP projects funding will be spent in the near future. A small amount of newsletter and outreach funding will also be spent so that the grant can be closed out as soon as possible. He summarized the Watershed Academy held in October. 15 surveys were returned out of 22 participants.
 - e. Jared is almost done with the web site updates being done with funding from the 2014 federal 319 grant. He showed the group a draft of the new site. Tributary monitoring will begin next spring and needs to be done next year. Joe Berning moved to approve the expense of grant funding to purchase of monitoring equipment needed to complete this monitoring. Second by Joe Fox. Passed unanimously.
 - f. Our application for 2016 CWF funding has been recommended for approval by the BWSR Board at their December meeting. They will need next week and awards will be finalized. Jared described the GIS mapping work that will be completed with this funding.
5. According to the Grants Administration Manual, the PDTRA must have a conflict of interest policy in place. Joe Fox moved to approve the Conflict of Interest policy for the PDTRA as drafted by Jared. Second by Jerry

Johnson. Passed unanimously. Jared will draft a signature page acknowledging annual review and approval of the policy.

6. Jared has been invited to participate in a ten-day workshop on Improving Teacher Quality. The SWROC has opened this to approximately 25 teachers who will get 3 grad credits. He will be paid a stipend and reimbursed for expenses related to teaching a one-day class as part of this workshop, on June 16, 2016. John Lindquist moved to approve Jared's participation in this. Second by Joe Berning. Passed unanimously.
7. Jared and Matt Solemsaas summarized recent activity of the TAC. The CIA project the board expressed support for via a formal letter approved at a previous meeting was approved for grant funding.
8. Jared gave a Coordinator's Report. He presented a session at the BWSR Academy with Pete Waller and Bret Arne.
9. Agency Reports
 - a. No agencies present. BWSR Board meets to approve 2016 CWF grant awards on Dec 16. DNR mapping process for buffer legislation is underway and set to be completed by June 2016. Progress with the MN River Commission and MN River Congress were discussed.

The meeting was adjourned at 11:10 a.m. The next meeting will be held January 8 at 9:30 a.m., 2016.

Respectfully submitted,

Paul Groneberg, Secretary/Treasurer

Date