

POMME DE TERRE RIVER ASSOCIATION
Joint Powers Board Meeting
USDA ARS Soils Lab
April 14th , 2017
MEETING MINUTES

Chair Swanson called the meeting to order at 9:05 a.m. and conducted roll call. Board members present: Swanson, Fox, Lindquist, Wenstrom, Lonergan, Groneberg, Englund, Ennen. Also present: Andy Albertsen, TAC rep; Chris Staebler, Stevens SWCD; Steph Adams, Watershed Coordinator.

1. Jeanne Ennen moved to approve the Agenda as amended. Second by Rod Wenstrom, and all members voting aye, the motion passed.
2. Paul Groneberg moved to approve the minutes from the previous meeting, as corrected. Dave Lonergan seconded. Passed unanimously.
3. Financial Matters
 - a. Keith Englund moved to approve the Treasurer's Report as presented. Second by John Lindquist. Passed unanimously.
 - b. John Lindquist moved to approve the bills to be paid as presented. Second by Joe Fox. Passed unanimously.
 - c. Staebler presented a 3-31-17 Budget vs Actual for board review.
4. Grant Updates
 - A new YSI sonde was purchased with 2017 SWAG grant funding. John Lindquist approved the purchase of the sonde. Second by Jeanne Ennen. Passed unanimously. The board discussed approval of expenses and noted that if specific equipment is itemized in a grant work plan, purchase of that equipment does not need prior approval by the board. There was a change order executed to use money left after this purchase for the purchase of a camera to be used for taking photos during monitoring.
 - There was a small change order to the 2014 319 grant as well, changing language referring to Watershed Coordinator to refer to watershed staff.
 - 2016 Clean Water Fund grant funds will be used to update GIS ESRI license for this year. HEI presented at the last TAC meeting and summarized where they are in the PTMApp development process and what the next steps are. The hydro-DEM is completed. The TAC is now determining priority points for where the app will be run. There will be a workplan amendment to allow for HEI to complete the PTMApp instead of the watershed coordinator doing that work. \$12,598 will be moved from funding that was designated for the Watershed Coordinator to run the app. Jeanne Ennen moved to approve the workplan amendment. Keith Englund seconded. Passed unanimously. The contract with HEI will also be amended to reflect this. BWSR will be doing a reconciliation for the 2015 and 2016 CWF grants on April 20.
5. A bid for the BANKEN DAM project construction has been accepted. The bid is slightly lower than the amount of funding available. Funding will come from the 2015 and 2017 CWFs as well as the DNR. Construction will likely start after June 15.
6. Monitoring Updates

- a. Steph sent a link to the monitoring page on the MPCA web site. There are about 33 sites to be monitored this season. Most will have three sessions per month. Steph began monitoring on April 6. The technician will start May 1. There are 12 lakes that will also be monitored once a month.
 - b. Joe Fox moved to amend the PDTRA employee handbook Appendix B to allow for a flexible seasonal employee work schedule. Second by Keith Englund. Passed unanimously.
 - c. The PDTRA will rent a boat from May 1 to September 30 in the 2017 and 2018 calendar years. The boat will be used for 15 monitoring sessions over the two years, for a flat fee. Steph will negotiate contract specifics the board was concerned with and will revise the contract accordingly. per year. She will send the contract out electronically for review. Joe Fox moved to give Steph permission to sign and enter into the contract for the boat rental. Second by Paul Groneberg. Passed unanimously.
7. The board discussed attendance at county fairs within the watershed. Steph will plan to provide booth space, educational/promotional materials, or some type of presence at SWCD booths if counties are interested in that.
 8. Steph gave a Coordinator's Report on what she's been working on over the last month. In addition to work noted earlier within this meeting, she's been working on the 1W1P budget and work plan.
 9. Andy Albertson gave a TAC report. Their recent work was highlighted earlier within the meeting. Regarding a fly over the watershed, he noted that Emily from the DNR is willing to demonstrate their new WHAF tool, which would give the group the same information. She'll present this to the TAC and if it's valuable, the board would like to see it as well.
 10. 1W1P Steering committee updates
 - a. The TAC will see three presentations from potential consultants who will write the plan. These will be brought to the June JPB meeting. Hopefully the consultant will be hired by July.
 - b. The TAC is recommending a two-day tour of the north and south sections of the watershed, potentially in the end of August. This would involve the policy, planning, and citizens committees. They are looking for commitment from the committee members to attend this tour.

No agency representatives were present to give reports. BWSR's list of approved alternative practices for buffer law compliance has been released.

John Lindquist moved to approve Peterson Company Ltd to complete the 2016 financial statement audit. Second by Rod Wenstrom. Passed unanimously.

The next meeting will be held Friday, May 12, 2017 at 9:00 a.m.

The meeting was adjourned at 11:10 a.m.

Respectfully submitted,

Jeanne Ermen

5/12/17