

Pomme de Terre River Association
Joint Powers Board
Meeting Minutes
Friday, July 10, 2020
8:30 a.m. via video conference

Chair Swanson called the meeting to order at 8:30 a.m.

Board members present: Keith Swanson, Paul Groneberg, Jeanne Ennen, Joe Fox, John Lindquist, Rod Wenstrom, Dave Lonergan, Keith Englund, Dan Morrill. Others present: Micayla Lakey, Watershed Coordinator; Ben Underhill, TAC Chair; Chris Staebler, Stevens SWCD.

Minutes from the last meeting were unanimously approved on a motion by John Lindquist and second by Dave Lonergan.

The Agenda as amended was unanimously approved on a motion by Jeanne Ennen and a second by Dan Morrill.

The Treasurer's Report was unanimously approved on a motion by Paul Groneberg and second by Rod Wenstrom.

John Lindquist made a motion to pay the bills. Motion was unanimously approved after a second by Dan Morrill.

The board set a budget committee meeting for July 27 at 1:30 p.m. tentatively in the Stevens County Courthouse. The committee will look at financial reports and begin work on a 2021 budget. They will suggest how much and what kind of annual contribution we should request from the counties going forward. Budget committee includes: Keith Swanson, John Lindquist, Joe Fox, Rod Wenstrom, Jeanne Ennen, Ben Underhill, Chris Staebler and Micayla Lakey. The board would like Micayla and Chris to make a recommendation on how much funding is needed from the counties in order to continue operations.

Coordinator's Report

Micayla reported that she is now working in the office Tuesdays and Wednesdays and working from home Mondays, Thursdays and Fridays. She worked with Jared House and Chris Staebler yesterday to draft a brief revision to the Employee Handbook. Rod Wenstrom moved to approve the addition of a teleworking policy to the employee handbook. Second by Keith Englund. Passed unanimously. Chair Swanson will revise the employment contract that also reflects this policy for approval/adoption at the next meeting.

Micayla noted that she has received two quotes for computer systems which will allow her to work from home more seamlessly. Both came in just under \$2000 for two docking stations and a laptop. Ennen suggested that she look into technology or Covid relief grants which would pay

for the upgrades, and also find out if any counties have computer contracts we could purchase through for less.

Micayla purchased a year-long subscription to Webex so we can continue to hold virtual meetings when needed.

She presented an overview of funding available as of 6/30/2020 and the board looked at approximately how much funding is available for her staff time. Chris noted a couple formula errors in the spreadsheet and variables which would affect the amount available for staff time.

The next round of applications is open for the MPCA's small watershed focus grants. We did not apply the last time but the TAC is putting together a proposal for this round of funding.

The CWMP was submitted to BWSR and the next step is the presentation of the plan at the BWSR North Region meeting on August 5. Micayla drafted a presentation and the TAC discussed it at their last meeting. She will make some revisions and they will address it again on July 29. Keith and Jeanne volunteered to represent the board at the meeting and anyone else who can attend is welcome.

TAC Report

Ben had no additions to what has already been addressed.

Agency Reports

None.

Other comments & Closing Business

Jeanne reported that the Isaac Walton League has requested to be notified of any ditch projects in Stevens County.

Next meeting will be held August 14 at 8:30 a.m. Keith is not able to attend but Vice Chair Wenstrom will preside.

Meeting was adjourned at 9:35 a.m.

Respectfully submitted,

Jeanne Ennen, Secretary/Treasurer

Date