Type of Meeting: Shell Rock Winnebago One Watershed, One Plan Policy Committee
Date: April 4, 2019
Time: 3:00 PM
Location: Shell Rock River Watershed District
214 W. Main St.
Albert Lea, MN 56007

Facilitator: Courtney Phillips
Note Taker: Leah Stadheim
Attending: Brenda Lageson, Rachel Wehner, Dave Ausen, Philip Wacholz, Andy Henschel, David Copeland, Mike Lee, Mick Delger, Larry Baker, Shaina Keseley, Dalton Syverson, Steven Jahnke and Jarod Schamaun

Agenda:

1. Grant Agreement Status Update
   a. The Board of Water and Soil Resources (BWSR) has approved the Shell Rock Winnebago One Watershed, One Plan (1W1P) timeline, work plan and budget. An executed grant agreement is expected in the upcoming week.

2. Consultant Recommendation
   a. After requesting quotes and qualifications, the Shell Rock Winnebago 1W1P Steering Committee received three quote submittals:
      i. Barr Engineering Co. with a total cost of $136,870.00
      ii. Emmons & Olivier Resources, Inc. with a total cost of $168,480.00
      iii. RESPEC Consulting & Services with a total cost of $126,420.00
   b. The committee reviewed the quotes and discussed qualifications, total cost, meetings, modeling and readability. The grant budget for a consultant is $140,000.00. Due to total cost, EOR’s quote was discarded. The committee decided on RESPEC Consulting & Services and recommended them to the Policy Committee. The Policy Committee further reviewed, discussed and agreed with the recommendation from the Steering Committee.
   c. Manager Lee offered the following motion:
      Move to approve the Steering Committee’s recommendation to award RESPEC Consulting & Services as the Shell Rock Winnebago One Watershed, One Plan consultant.
      Manger Ausen seconded the motion
After discussion, a vote was taken and the motion was unanimously approved.

3. Advisory Committee Recommendation
   a. The Steering Committee members explained the 1W1P Advisory Committee. This group shall include at least one staff representative from each participating local government, must include one representative from each state agency (MDA, MDH, DNR, PCA, & BWSR) and may include federal agency partners (NRCS, FWS, etc.); representatives of citizens’ associations, or sportsman’s groups (lake associations, growers’ associations, environmental groups, etc.); and possibly city or township representatives is also recommended. The committee will vet ideas, provide feedback on the plan, and provide recommendations to the Policy Committee. A list of potential committee members was discussed.

4. Logo
   a. A list of potential logos was presented and discussed.

5. Kick Off Meeting Update
   a. A public kick off meeting will be discussed further after the consultant is awarded.
   b. The next Policy Committee will be scheduled in May via Doodle Poll.

6. Adjourn
   a. Manager Lee offered the following motion:
      Move to adjourn the meeting.
      Manger Ausen seconded the motion.
      After discussion, a vote was taken and the motion was unanimously approved.