


# BOARD OF WATER AND SOIL RESOURCES

DATE: August 20, 2019

TO: Board of Water and Soil Resources' Members, Advisors, and Staff

FROM: John Jaschke, Executive Director 

SUBJECT: August 28-29, 2019 – BWSR Board Tour Details and Meeting Notice

The Board of Water and Soil Resources (BWSR) will tour Swift, Big Stone, Stevens, Grant, Otter Tail, and Douglas Counties on Wednesday, August 28, 2019. *See attached tour itinerary.* The accommodations for the Board Tour will be at the GrandStay Hotel and Suites located at 5 East State Highway 28 In Morris.

Sleeping rooms for board members who requested accommodations have been reserved at the Grandstay Hotel and Suites in Morris, on Tuesday and Wednesday evenings, August 27 and 28. Rooms have been direct billed (BWSR Board members, with the exception of agency members, do not pay for the room). Please contact Rachel Mueller if you have any questions about accommodations at [Rachel.L.Mueller@state.mn.us](mailto:Rachel.L.Mueller@state.mn.us).

## **Wednesday, August 28<sup>th</sup> – BWSR Board Tour**

Breakfast, starting at 6:00 AM, is included for guests staying at the GrandStay Hotel and Suites on Tuesday evening. Check in for the tour will begin at 7:30 AM at the registration table in the lobby of the GrandStay Hotel and Suites. At 8:00 AM the tour will begin by loading the buses for our first stop at Pomme de Terre Park for a brief overview of the day and a presentation about a few of the sites we will be visiting.

The tour will consist of a few stops where we will be walking a short distance, wear your comfortable walking shoes, and casual attire. The tour will be held rain or shine, so please dress accordingly.

The coach bus will travel through Stevens, Swift, Big Stone and Grant County, with a stop at the Drywood Creek Restoration. We will arrive in Barrett at 12:15 PM for lunch at the Barrett Lake Pavilion. The coach bus will then depart at 1:15 PM and will travel through Grant, Otter Tail, and Douglas Counties. The bus will stop at the Pelican Lake Area Easement and Soil Health Plots on the return ride to Morris.

The coach bus will arrive back at the GrandStay Hotel and Suites around 5:00 PM to allow those not joining us for dinner to return to their car. The coach bus will depart the GrandStay Hotel and Suites at 5:15 PM and arrive at the West Central Research and Outreach Center, where appetizers will be served at 5:30 PM with dinner following at 6:30 PM. The coach bus will be departing the West Central Research and Outreach Center at 8:15 PM and will return to the hotel at approximately 8:30 PM.

## **Thursday, August 29<sup>th</sup> – BWSR Board Meeting**

Breakfast, starting at 6:00 AM, is included for guests staying at the GrandStay Hotel and Suites on Wednesday evening.

The Board of Water and Soil Resources (BWSR) will meet on Thursday, August 29, 2019, beginning at 8:30 AM. The meeting will be held at the Agricultural Research Service (ARS) labs at 803 Iowa Avenue in Morris. You will need to make your own arrangements to get to the meeting location, which is approximately one mile from the hotel. The following information pertains to agenda items:

## COMMITTEE RECOMMENDATIONS

### *Southern Region Committee*

1. **Area II Minnesota River Basin Projects FY 2020 & 2021 Biennial Plan (Plan) and Area II Floodplain Grant** – BWSR oversees the administrative funding related to the efforts of the Area II Minnesota River Basin Projects (Area II). The 2019 Minnesota Legislature appropriated administrative funding for Area II Minnesota River Basins Project in the amount of \$140,000 each for fiscal years 2020 and 2021. The overall budget objectives are included in the Plan. Staff recommends approval of this Plan and execution of the administrative grant agreement. The Board’s Southern Regional Committee met on August 2, 2019, to review the Area II Biennial Plan and recommends approval of the Plan and execution of the grant. **DECISION ITEM**

### *Grants Program and Policy Committee*

1. **A. One Watershed, One Plan planning grants and B. Update to One Watershed One Plan – Plan Content Requirements** – The purpose of this agenda item is to authorize a modification to the One Watershed, One Plan – Plan content requirements and to authorize One Watershed, One Plan Planning Grants for calendar year 2019. Three proposals were received and three are recommended for funding. **DECISION ITEM**
2. **A. FY 2020 SWCD Local Capacity Grant Authorization and B. Policy Update** – This is the third biennium for the SWCD Capacity appropriation which came through the CWF once again. This biennium the legislature added additional funds and language that required the inclusion of private land and public water factors in the allocation formula. Staff worked, in consultation with other stakeholders, to develop a new formula which includes those additional metrics. There was also additional language that stipulated 1% for BWSR administration, less than allowable in previous years, therefore BWSR has to reduce administration time spent on these grants. This necessitated strengthening the connection to the CWF Statute requirements within the program policy to ensure the grantees are aware of their responsibilities. **DECISION ITEM**
3. **FY 2020 and FY 2021 Cooperative Weed Management Area Program RFP** – Approval of the FY 2020 and FY 2021 BWSR Cooperative Weed Management Area (CWMA) Program RFP is requested. The Board was appropriated \$100,000 of cost-share grant funds in each year of the biennium for FY 2020 and FY 2021 (\$200,000 total) for “county cooperative weed management cost-share programs and to restore native plants in selected invasive species management sites.” Staff have developed a request for proposal to make these funds available to qualified cooperative weed management groups.

Funding Source: ML 2019, 1st Special Session, Chapter 4, Article 1, Section 4(d-3). **DECISION ITEM**

### *Central Region Committee*

1. **Lower Minnesota River Watershed District Dredge Management Grant** – The Lower Minnesota River Watershed District (LMRWD) is responsible for dredge material management within the Minnesota River and must maintain a 9 foot deep navigation channel as assigned by the US Army Corps of Engineers (COE). The District was largely established to serve as the principle entity to ensure local participation to the COE.

In 2017, the LMRWD successfully lobbied the Minnesota Legislature to appropriate \$240,000 in 2017 and 2018 to carry out activities related to Minnesota River channel management. The Board of Water and Soil Resources (BWSR) is the administrative agency that the appropriated funds will be delivered through. In 2019, the Legislature once again appropriated \$240,000 for the first year and \$240,000 for the second year of the biennium to defray the annual cost of operating and maintaining sites for dredge spoil to sustain the state, national, and international commercial and recreational navigation on the lower Minnesota River.

As part of the requirements for the funds to be disbursed, the LMRWD must submit a workplan for the management. Staff is recommending approval of disbursement of the funds pending approval of the workplan. **DECISION ITEM**

2. **Mille Lacs Soil and Water Conservation District Change in Location of Principal Office Headquarters** – The Mille Lacs Soil and Water Conservation District Board of Supervisors filed a resolution with the Board to change the location of their principal office headquarters. Pursuant with statute, BWSR must act on the change of office location.

The Central Region Committee met on August 1, 2019, to review this request and voted to recommend the change of office headquarters location be approved per the attached draft resolution. **DECISION ITEM**

3. **North Fork Crow River Watershed District Boundary Change and District Enlargement Petition Hearing** - The North Fork Crow River Watershed District will be filing a petition for a boundary change and a district enlargement pursuant to Minn. Stat. § 103D.251 & Minn. Stat. § 103D.261. Both a boundary change and district enlargement requires the Board of Water and Soil Resources (Board) to hold a hearing regarding the petitioned boundary change and enlargement. The Board has historically appointed and directed a Board Committee to hold the required hearing. In order to plan for the hearing and to make arrangements for the hearing, the Central Region Committee, at its August 8, 2019 meeting, made a recommendation that the Board authorize the Central Region Committee to hold the required hearing regarding the North Fork Crow River Watershed District Boundary Change and District Enlargement petition. **DECISION ITEM**

If you have any questions regarding the agenda, please feel free to call me at 651-296-0878. We look forward to seeing you on August 28 and 29.

# BWSR Board Tour Itinerary















August 28, 2019

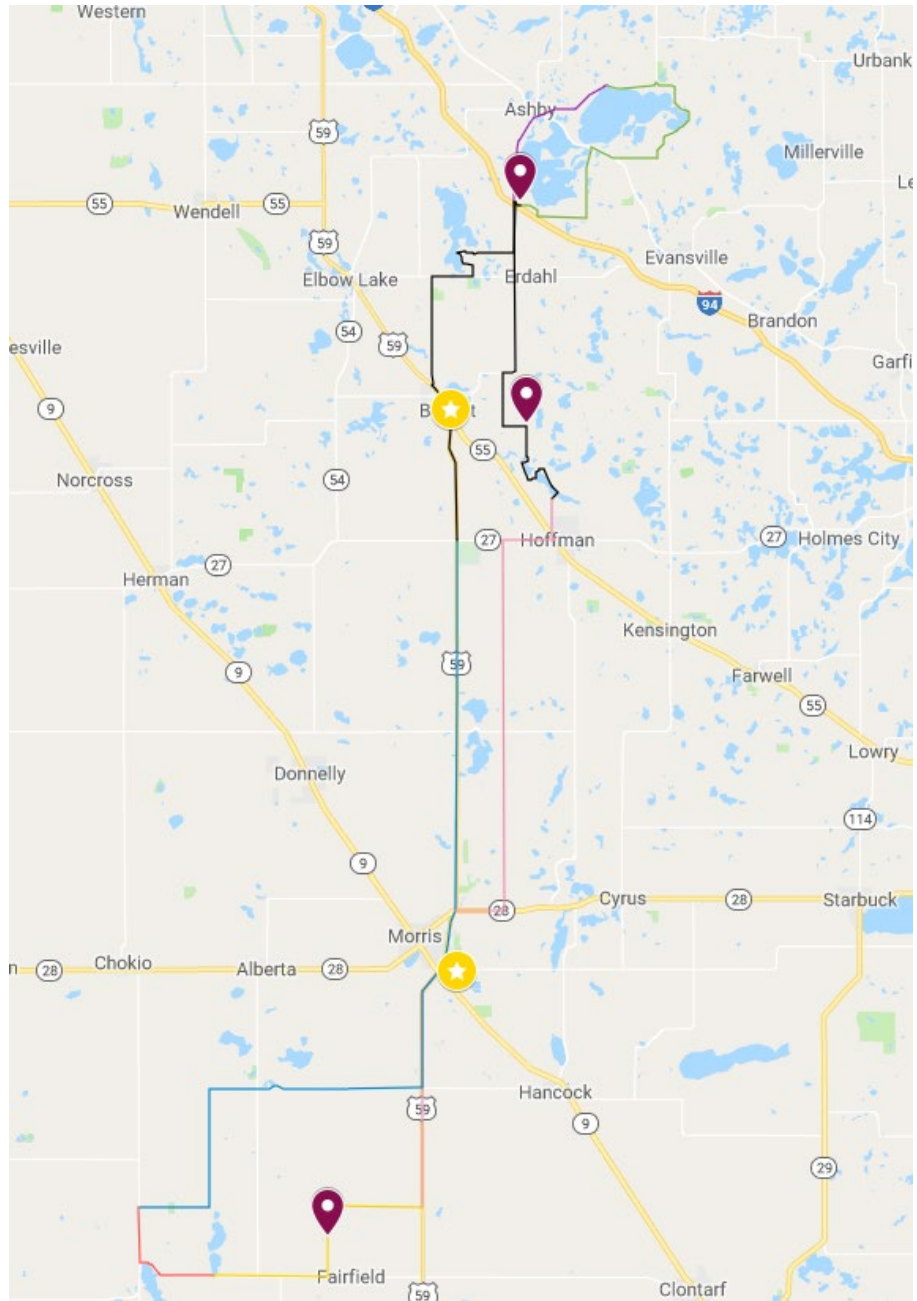
Time	Tour Location & Activity
7:00 AM	Continental breakfast for guests of GrandStay Hotel & Suites 5 East State Hwy 28 Morris, MN 56267
7:30 AM	Check-in at registration table
8:00 AM	Load bus from hotel and depart to Pomme de Terre Park, Morris
8:45 AM	Welcome and acknowledgements - BWSR

Time	Tour Location & Activity	Bus 1 Presenters	Bus 2 Presenters
9:00 AM	<b>Pomme de Terre Park</b>		
	- Welcome	Keith Swanson - PDTRA Chairman	
	- Tour Overview	Stephanie Adams – PDTRA Coordinator	
	- Streambank Restoration	Matt Solemsaas – Stevens SWCD	
9:30 AM	<b>Load Buses</b>	<b>Bus Host:</b> Stephanie Adams	<b>Bus Host:</b> Andy Albertsen
9:45 – 10:15 AM	<b>Travel (Stevens &amp; Swift County)</b>	Stephanie Adams & Jeanne Ennen	Andy Albertsen & Joe Fox
	- Pomme de Terre River history		
	- Swift County Introductions	Stephanie Adams	Andy Albertsen
	- Drywood Creek 1W1P Priority Area		
10:15 AM	<b>Drywood Creek Restoration</b>	Ryan Bjerke	
11:00 – 12:15 PM	<b>Travel (Swift, Big Stone, Stevens &amp; Grant)</b>	Adam Maleski	Danny Tuckett
	- Big Stone County Introductions		
	- Artichoke 1W1P Priority Lake		
	- Stevens County Introductions	Bill Kleindl	Matt Solemsaas
	- River Corridor 1W1P Priority Area		
	- Stormwater Control in Morris	Joe Montonye	Greg Lillemon
	- Grant County Introductions		
12:15 PM	<b>Lunch at the Barrett Lake Pavilion</b>		
1:15 – 2:15 PM	<b>Travel (Grant, Otter Tail, &amp; Douglas County)</b>	Joe Montonye	Greg Lillemon
	- Lakes Chain 1W1P Priority Areas		
	- Lakeshore management		
	- Otter Tail County Introductions	John Lindquist & Kyle Westergard	Brad Mergens
	- Northern Lakes 1W1P Priority Area		
	- Douglas County Introductions	Andy Rice	Danielle Anderson
	- Christina 1W1P Priority Lake		

<b>2:15 PM</b>	<b>Pelican Lake Area Easement</b>	<b>Brent Gulbrandson</b>	
<b>3:00 – 3:15 PM</b>	<b>Travel (Grant County)</b>	Joe Montonye	Greg Lillemon
<b>3:15 PM</b>	<b>Soil Health Plots</b>	<b>Chad Rollofson and Jared House</b>	
<b>4:00 - 5:00 PM</b>	<b>Travel (Grant &amp; Stevens County)</b> - Conservation Programs - Elk Lake 1W1P Priority Lake	Joe Montonye	Greg Lillemon
	- Results and leverage of Clean Water Funds - Lessons Learned	Rod Wenstrom	Paul Groneberg
	- Trivia Answers - Q&A	Stephanie Adams	Andy Albertsen
<b>5:00 PM</b>	<b>Return to Grand Hotel</b>		

# 2019 Board Tour

-  Start
-  Intro
-  Swift
-  Drywood Project
-  Big Stone
-  Stevens
-  Grant
-  Lunch
-  Otter Tail
-  Douglas
-  Easment
-  Grant
-  Soil Health Plots
-  Closing



**BOARD OF WATER AND SOIL RESOURCES  
AGRICULTURAL RESEARCH SERVICE LABS  
803 IOWA AVENUE  
MORRIS, MN 56267  
THURSDAY, AUGUST 29, 2019**

**PRELIMINARY AGENDA**

**8:30 AM CALL MEETING TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ADOPTION OF AGENDA**

**MINUTES OF JUNE 25, 2019 BOARD MEETING**

**PUBLIC ACCESS FORUM** (10-minute agenda time, two-minute limit/person)

**INTRODUCTION OF NEW STAFF**

- Siri Doyle, Wetlands Engineering Aide
- Josh Swanson, Wetlands Engineering Technician

**CONFLICT OF INTEREST DECLARATION**

*A conflict of interest, whether actual, potential, or perceived, occurs when someone in a position of trust has competing professional or personal interests, and these competing interests make it difficult to fulfill professional duties impartially. At this time, members are requested to declare conflicts of interest they may have regarding today's business. Any member who declares an actual conflict of interest must not vote on that agenda item. All actual, potential, and perceived conflicts of interest will be announced to the board by staff before any vote.*

**REPORTS**

- Chair & Administrative Advisory Committee – TBD
- Audit & Oversight Committee – TBD
- Executive Director - John Jaschke
- Dispute Resolution Committee – John Jaschke
- Grants Program & Policy Committee - Steve Sunderland
- RIM Reserve Committee – Tom Loveall
- Water Management & Strategic Planning Committee - Jack Ditmore
- Wetland Conservation Committee - Tom Schulz
- Buffers, Soils & Drainage Committee - Kathryn Kelly
- Drainage Work Group - Tom Loveall/Tom Gile

**AGENCY REPORTS**

- Minnesota Department of Agriculture – Thom Petersen
- Minnesota Department of Health – Chris Elvrum
- Minnesota Department of Natural Resources – Sarah Strommen

- Minnesota Extension Service – Joel Larson
- Minnesota Pollution Control Agency – Glenn Skuta

#### **ADVISORY COMMENTS**

- Association of Minnesota Counties – Brian Martinson
- Minnesota Association of Conservation District Employees – Chessa Frahm
- Minnesota Association of Soil & Water Conservation Districts – LeAnn Buck
- Minnesota Association of Townships – Nathan Redalen
- Minnesota Association of Watershed Districts – Emily Javens
- Natural Resources Conservation Service – Troy Daniell

#### **COMMITTEE RECOMMENDATIONS**

##### ***Southern Region Committee***

1. Area II Minnesota River Basin Projects Biennial Plan & Area II Floodplain Management Grant – Kathryn Kelly – ***DECISION ITEM***

##### ***Grants Program and Policy Committee***

1. One Watershed, One Plan planning grants and update to One Watershed One Plan – Plan Content Requirements – Kevin Bigalke – ***DECISION ITEM***
2. FY 2020 SWCD Local Capacity Grant Authorization & Policy Update – Kevin Bigalke – ***DECISION ITEM***
3. FY 2020 and FY 2021 Cooperative Weed Management Area Program RFP – Kevin Bigalke – ***DECISION ITEM***

##### ***Central Region Committee***

1. Lower Minnesota River Watershed District Dredge Management Grant – Kevin Bigalke – ***DECISION ITEM***
2. Mille Lacs Soil and Water Conservation District Change in Location of Principal Office Headquarters – Kevin Bigalke – ***DECISION ITEM***
3. *North Fork Crow River Watershed District Boundary Change and District Enlargement Petition Hearing* – Kevin Bigalke – ***DECISION ITEM***

#### **UPCOMING MEETINGS**

- BWSR Board Meeting will be held on September 25<sup>th</sup> at 9:00 AM in the Lower Level Conference Rooms at 520 Lafayette Road North, St. Paul.
- Southern Regional Committee will be held on September 26<sup>th</sup> at 12:00 PM at the BWSR Mankato Office at 11 Civic Center Plaza, Suite 300, Mankato.

#### **ADJOURN**



**BOARD OF WATER AND SOIL RESOURCES  
520 LAYFAYETTE ROAD NOTH  
ST. PAUL, MN 55155  
WEDNESDAY, JUNE 26, 2019**

**BOARD MEMBERS PRESENT:**

Gerald Van Amburg, Jill Crafton, Jack Ditmore, Chris Elvrum, MDH, Kathryn Kelly, Steve Colvin, DNR; Tom Loveall, Nathan Redalen, Tom Schulz, Thom Petersen, MDA; Steve Sunderland, Harvey Kruger, Paige Winebarger, Joel Larson, University of Minnesota Extension; Rich Sve, Katrina Kessler, MPCA

**BOARD MEMBERS ABSENT:**

Neil Peterson, Joe Collins, Duane Willenbring

**STAFF PRESENT:**

John Jaschke, Angie Becker Kudelka, Kari Keating, Travis Germundson, Tom Gile, Annie Felix-Gerth, Melissa Lewis, Rachel Mueller

**OTHERS PRESENT:**

Brian Martinson, Association of Minnesota Counties (AMC)  
Chessa Frahm, Minnesota Association of Conservation District Employees (MACDE)  
Paul Gardner, Clean Water Council  
Jeff Berg, Minnesota Department of Agriculture

**Chair Van Amburg called the meeting to order at 9:00 AM**

#### **PLEDGE OF ALLEGIANCE**

**\*\* 19-24** **ADOPTION OF AGENDA** - Moved by Nathan Redalen, seconded by Rich Sve, to adopt the agenda with an Introduction of New Staff added. ***Motion passed on a voice vote.***

**\*\* 19-25** **MINUTES OF May 22, 2019 BOARD MEETING** – Moved by Rich Sve, seconded by Jill Crafton, to approve the minutes of May 22, 2019, with the addition of Katrina Kessler’s name in attendance. ***Motion passed on a voice vote.***

#### **PUBLIC ACCESS FORUM**

There were no comments.

#### **CONFLICT OF INTEREST DECLARATION**

**Chair Van Amburg read the statement:**

*“A conflict of interest, whether actual, potential, or perceived, occurs when someone in a position of trust has competing professional or personal interests, and these competing interests make it difficult to fulfill professional duties impartially. At this time, members are requested to declare conflicts of interest they may have regarding today’s business. Any member who declares an actual conflict of interest must not vote on that agenda item. All actual, potential, and perceived conflicts of interest will be announced to the board by staff before any vote.”*

#### **INTRODUCTION OF NEW STAFF**

Rachel Mueller, Executive Support, was introduced by John Jaschke. Chair Van Amburg and the board welcomed Rachel to BWSR!

#### **REPORTS**

**Chair & Administrative Advisory Committee** – Chair Van Amburg reported that the committee met before the board meeting. They discussed the overdue board appointments that affect several board members. If those appointments are not made before June 30<sup>th</sup>, those affected board members will need to sit out until things are decided. The committee discussed BWSR’s current job openings as well as looking ahead at potentially changing the June/July board schedule. With the legislative session running long, the time available for staff to prepare for the June meeting is tight. A suggestion to skip the June meeting and have a July meeting was discussed.

He reported that he has attended a couple of EQB meetings since March and they talked about the history of the EQB. The problem of using an Environmental Assessment Worksheet (EAW), to show the steps that they will take to avoid environmental harm instead of an Environmental Impact Statement (EIS) was discussed. They also met in June and discussed draft project charter for the 2020 Water Plan. There will be an interagency team created to take on this project. Request for a generic EIS nitrate contamination of ground water was not funded by the legislature.

**Audit and Oversight Committee** – Chair Van Amburg reported that they have not met.

**Executive Director’s Report** - John Jaschke reported that the new fiscal year is coming up and with that he asked that the board members be sure to submit business expenses with that in mind. BWSR held

meetings around the state with county planning and zoning staff and one item discussed was the removal of the match requirement for the NRBG. He reported that SWCDs are having their area meetings and he was able to talk to some of the staff about their work. The MAWD summer tour is this week in the Moorhead area. John walked the board through the items in the folder.

**Dispute Resolution Committee** – Travis Germundson reported that there are currently two appeals pending. A new one has come in since the last board meeting. The new appeal regards the alleged filling and draining of over 11 acres of wetland in Hennepin County. Applications for exemption and no-loss determinations were submitted to the LGU concurrently with the appeal. The appeal has been placed in abeyance and the restoration stayed for the LGU to make a final decision on the applications.

**Grants Program & Policy Committee** - Steve Sunderland reported that the committee met June 5<sup>th</sup> and June 25<sup>th</sup>. Discussed items are coming up in the agenda. He mentioned that the Biennial Budget Request process has come to an end. June 25<sup>th</sup>'s meeting was a joint meeting with the Water Management & Strategic Planning Committee to discuss watershed based funding. In late July or early August there will be another joint meeting for more discussion.

**RIM Reserve Committee** – Tom Loveall reported that they did not meet.

**Water Management & Strategic Planning Committee** - Jack Ditmore reported that he was not able to attend the joint meeting with the Grants Program and Policy Committee. Paige Winebarger reported that it is necessary to have an additional joint meeting. The staff have been working hard to come up with an interim and final products to present to the board at a later meeting.

**Wetland Conservation Committee** - Tom Schulz reported that the committee has not met since the previous board meeting and will probably not meet until fall.

**Buffers, Soils & Drainage Committee** - Kathryn Kelly reported that the committee has not met since the previous board meeting.

**Drainage Work Group (DWG)** – Tom Loveall reported that the committee has not met since the previous board meeting. Tom Gile has been working on a priority list and surveying committee members to get a feel for the topics the DWG should be working on.

## **AGENCY REPORTS**

**Minnesota Department of Agriculture** – Commissioner Petersen reported the Nitrogen Rule was just published in the State Register. The Department of Ag worked hard on their outreach, especially to agriculture groups to explain how it will work going forward. He mentioned some concerns as well as opportunities to work with the other agencies and address the number of prevented plant acres across the state this year. Cover crops are needed this year and farmers are calling about availability.

**Minnesota Department of Health** – Chris Elvrud does not have anything to report.

**Minnesota Department of Natural Resources** – Steve Colvin reported that there has been a court of appeals decision since the last meeting. The DNR has three high profile positions available.

**Minnesota Extension Service** – Joel Larson reported that they had a good conversation with partner agencies about the Nutrient Reduction Strategy and how effective that it has been over the last 5 years.

An update is expected this fall. He also reported that the University has met with BWSR Technical Trainers to see how they can help with BWSRs training needs and possibly fill some gaps.

**Minnesota Pollution Control Agency** – Katrina Kessler reported that they have been working with staff to review and provide comments on several One Watershed One Plans. There were some common themes in their comments regarding maximizing the data from TMDLs and Watershed Restoration and Protection Strategies. MPCA had staff at the capital yesterday presenting to LCCMR about their project to analyze the extent of applying biosolids on the landscape.

#### **ADVISORY COMMENTS**

**Association of Minnesota Counties** – Brian Martinson reported on this year’s legislative session. Assumption of 404 permitting and the withdrawal of match for the NRBG were two items AMC supported. They have been working with Tom Gile and the Drainage Work Group to provide training for drainage authorities. He acknowledge the effort that the Land Water Roundtable committees have done for Watershed Based Funding.

**Minnesota Association of Conservation District Employees** – Chessa Frahm reported that MACDE has sponsored some recent trainings. NASCA will be sending out priorities that were set at their annual meeting. MACDE will be hosting an all employees meeting in August.

**Minnesota Association of Townships** – Nathan Redalen reported that they just finished up on their statewide training for township officers. Their annual conference is in November.

#### **COMMITTEE RECOMMENDATIONS**

##### **Grants Program & Policy Committee**

**Grant Noncompliance Policy Approval** – Melissa Lewis explained that the purpose of this agenda item is to accept the revisions and approve the Board’s Grant Noncompliance Policy. The revisions to the policy correct an error, modifies language for appeal of a penalty, reformats the policy, and provides clarity on noncompliance procedure. The action requested will also authorize correcting the error in grant program policies. The Grants Program & Policy Committee reviewed the recommendations at their June 5, 2019 meeting and recommend approval of the order to the board.

\*\*  
19-26 Moved by Steve Sunderland, seconded by Kathryn Kelly, to approve the Revised Grant Noncompliance Policy as presented. ***Motion passed on a voice vote.***

**Erosion Control and Water Management Program Policy Approval (State Cost Share)** – Melissa Lewis presented the policy revisions. The purpose is to accept the revisions and approve the Erosion Control and Water Management Program Policy to add language about pre-construction cover as an eligible activity. The Grants Program & Policy Committee reviewed the recommendation at their June 5, 2019 meeting and recommended approval of the order to the board.

\*\*  
19-27 Moved by Rich Sve, seconded by Jill Crafton, to approve the Erosion Control and Water Management Program Policy as presented. ***Motion passed on a voice vote.***

**FY 2020 and 2021 Soil and Water Conservation District Grants Authorization** – Melissa Lewis presented the Soil and Water Conservation District Grants Authorization. This item is to allocate FY2020 and 2021 Conservation Delivery and State Cost Share funds. The recommended grants are consistent with the

previous year. The Grants Program & Policy Committee reviewed the recommendations at their June 5, 2019 meeting and recommend approval of the order to the board.

\*\*  
19-28 Moved by Tom Schulz, seconded by Harvey Kruger, to approve the FY2020-2021 Soil and Water Conservation District Grants as presented. ***Motion passed on a voice vote.***

**FY 2020-2021 Technical Service Area Grants Authorization** – Melissa Lewis presented the Technical Service Area Grants Authorization. This item is to allocate FY2020-2021 Technical Service Area grants with a slight modification from the previous year, to provide consistent allocations to each TSA except for the equipment funds which are rotated on an established schedule. The Grants Program & Policy Committee reviewed the recommendations at their June 5, 2019 meeting and recommend approval of the order to the board.

A suggestion was made to provide a history of the rotating equipment funding.

\*\*  
19-29 Moved by Steve Sunderland, seconded by Jill Crafton, to approve the FY2020-2021 Technical Service Area Grants as presented. ***Motion passed on a voice vote.***

**FY 2020 SWCD Watershed Conservation Planner Grant Amendment Authorization** – - Melissa Lewis presented the SWCD Watershed Conservation Planner Grant Amendment Authorization. The Grants Program and Policy Committee, at their June 5, 2019 Meeting, recommended remaining FY14-15 and FY16- 17 Accelerated Implementation Grant funds be designated for the SWCD Watershed Conservation Planner Initiative (WCPI). This board order would authorize the allocation of these remaining unobligated funds to use toward the \$1.5 M required BWSR match to the NRCS contribution agreement #68-6322-17-006 already committed to in October 2017 by board order #17-87. This current board order also authorizes staff to enter into grant agreement amendments with the WCPI Host SWCDs for the purpose of completing the goals and milestones of accelerating conservation planning assistance to increase landowner readiness to implement conservation practices in targeted areas of the seven priority watersheds.

A question was raised as to why there are no dollar amounts attached to the order. John Jaschke explained that returned funds balance changes. A request was made to have a report on the program for outcomes and the funding.

\*\*  
19-30 Moved by Paige Winebarger, seconded by Jill Crafton, to approve the FY2020 SWCD Watershed Conservation Planner Grant Amendment Authorization as presented. ***Motion passed on a voice vote.***

**FY 2020-2021 Natural Resources Block Grant Authorization** – Melissa Lewis presented the Natural Resources Block Grant Authorization. The NRBG is a composite of grants to counties to implement programs designed to protect and improve water resources. These programs are: Comprehensive Local Water Management (LWM, \$1.139M annually), the Wetland Conservation Act (WCA, \$1.906M annually), the DNR Shoreland Management (Shoreland, \$0.398M annually), and the MPCA/BWSR Subsurface Sewage Treatment Systems (final amount to be determined by MPCA). A change to the order eliminates the match required. The Grants Program & Policy Committee reviewed the recommendations at their June 5, 2019 meeting and recommend approval of the order to the board.

\*\*  
19-31 Moved by Steve Sunderland, seconded by Jill Crafton, to approve the FY2020-2021 Natural Resources Block Grant Authorization as presented. ***Motion passed on a voice vote.***

**FY 2020 Clean Water Fund Policy and Competitive Grants Program Authorization** – Melissa Lewis and Marcey Westrick presented the Clean Water Fund Policy, which is reviewed and approved annually. For FY2020, the policy will apply to Projects and Practices and Multi-purpose Drainage Management funding. New this year is a Drinking Water sub-grant program under Projects and Practices.

The Changes in this policy from the previous year include:

- 3.10a-Add minimal requirements for in-lake/in-channel feasibility studies
- 4.3, 4.8-New ineligible activities that needed to be specifically included in the policy
- 7-To be consistent with other grant policies, a paragraph regarding approval of expenditure of funds was added

In addition to approving the policy, the board order also authorizes the fiscal year 2020 Clean Water Fund Competitive Grants Program and authorizes staff to finalize and issue a Request for Proposals. The Grants Program & Policy Committee reviewed the recommendations at their June 5, 2019 meeting and recommend approval of the order to the board.

\*\*  
19-32 Moved by Steve Sunderland, seconded by Kathryn Kelly, to approve the FY2020 Clean Water Fund Policy and Competitive Grant Program Authorization as presented. ***Motion passed on a voice vote.***

**FY 2020 Buffer Implementation Program Grants** – Melissa Lewis and Tom Gile presented the grants program. The recommended allocations are consistent with the previous year. The recommendation for FY21 is to continue the same allocation, plus distribute any returned funds from previous fiscal years based on demonstrated need. The Grants Program & Policy Committee reviewed the recommendations at their June 25, 2019 meeting and recommend approval of the order to the board.

\*\*  
19-33 Moved by Jill Crafton, seconded by Chris Elvrum, to approve the FY2020 Buffer Implementation Program Grants as presented. ***Motion passed on a voice vote.***

**Wellhead Protection Partner Grants (Pilot)** – Melissa Lewis and Sharon Doucette presented the grants program. Minnesota Session Laws 2015 and 2017 provided Clean Water funds for permanent conservation easements on wellhead protection areas or for grants to local units of government for fee title acquisition to permanently protect groundwater supply sources on wellhead protection areas or for otherwise assuring long-term protection of groundwater supply sources. Priority must be placed on land that is located where the vulnerability of the drinking water supply is designated as high or very high, where drinking water protection plans have identified specific activities that will achieve long-term protection, and on lands with expiring Conservation Reserve Program contracts.

The Wellhead Protection Partner Grants (Pilot) policy establishes Wellhead Protection Partner Grants for fee title acquisition or other long-term protection mechanisms within a wellhead protection area that meets the priority criteria by a local partner. Both the RIM Reserve Committee and the Grants Program and Policy Committee have reviewed the policy. The Grants Program & Policy Committee reviewed the recommendations at their June 5, 2019 meeting and recommend approval of the order to the board.

A questioned was raised about the 10% match requirement. It was explained that staff settled on this due to the availability of funds at the local level.

\*\*  
19-34 Moved by Kathryn Kelly, seconded by Tom Schulz, to approve the Wellhead Protection Partner Grants (Pilot) as presented. ***Motion passed on a voice vote.***

**FY 2020 Pilot Cover Crop Program** – Melissa Lewis and Tom Gile presented the grants program. The purpose of this agenda item is to authorize staff to assess and develop a pilot program of up to \$1M for cover crops and related tillage practices to provide opportunity to increase establishment of cover crops in areas on the landscape where there will be water quality benefits to surface and groundwater. The Grants Program & Policy Committee reviewed the recommendation at their June 25 2019 meeting and provided a recommendation to the board.

A question was raised as to whether there is any particular targeted areas. Melissa Lewis explained that they would be developing the program. The timeline is such that it needs to be potentially ready within a month to implement this year or match with potential federal funds. If that is not possible, they would work to have it ready for next year. Question was asked as to why this program was not included in the competitive grant process. John Jaschke explained that this is a pilot program proposal and would have a separate process to get it started. Paige Winebarger questioned how the board could be assured of transparent program outcomes and suggested a follow-up report as soon as practical. Rich Sve mentioned the importance of transparency.

\*\*  
19-35 Moved by Tom Loveall, seconded by Paige Winebarger to approve the FY2020 Pilot Cover Crop Program as presented. ***Motion passed on a voice vote.***

#### **Administrative Advisory Committee**

**Okabena-Ocheda Watershed District Boundary Change** – Annie Felix-Gerth explained that the purpose of the boundary change between the Okabena-Ocheda Watershed District and the Kanaranzi-Little Rock Watershed District is to achieve more accurate alignment between the hydrologic and legal boundaries of the two districts.

\*\*  
19-36 Moved by Tom Loveall, seconded by Steve Sunderland, to approve the Okabena-Ocheda Watershed District Boundary Change. ***Motion passed on a voice vote.***

**Buffalo Creek Watershed District Watershed Management Plan Amendment Hearing Order** – Annie Felix-Gerth presented that on March 26, 2019, BWSR received a petition from BCWD to amend their watershed district watershed management plan in order to establish a water management district for the Glencoe Central-East Stormwater Basic Water Management Project, pursuant to MINN. STAT. 103D.411 and 103D.729. The proposed amendment is to establish water management district for the Glencoe Central-East Stormwater Basic Water Management Project, which will allow BCWD to create a funding mechanism to implement a comprehensive stormwater management project for the City of Glencoe.

\*\*  
19-37 Moved by Rich Sve, seconded by Kathryn Kelly, to approve the Buffalo Creek Watershed District Watershed Management Plan Amendment Hearing Order. ***Motion passed on a voice vote.***

#### **UPCOMING MEETINGS**

- Next BWSR Meeting and Tour is scheduled for August 28-29, 2019.

Chair Van Amburg adjourned the meeting at 12:31 PM

Respectfully submitted,

Gerald Van Amburg  
Chair



**BOARD MEETING AGENDA ITEM**

**AGENDA ITEM TITLE:** Dispute Resolution Committee Report

---

**Meeting Date:** August 29, 2019

**Agenda Category:**  Committee Recommendation  New Business  Old Business

**Item Type:**  Decision  Discussion  Information

**Section/Region:** Central Office

**Contact:** Travis Germundson

**Prepared by:** Travis Germundson

**Reviewed by:** \_\_\_\_\_ Committee(s)

**Presented by:** John Jaschke/Chair Gerald Van Amburg

**Audio/Visual Equipment Needed for Agenda Item Presentation**

**Attachments:**  Resolution  Order  Map  Other Supporting Information

**Fiscal/Policy Impact**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> None          | <input type="checkbox"/> General Fund Budget          |
| <input type="checkbox"/> Amended Policy Requested | <input type="checkbox"/> Capital Budget               |
| <input type="checkbox"/> New Policy Requested     | <input type="checkbox"/> Outdoor Heritage Fund Budget |
| <input type="checkbox"/> Other:                   | <input type="checkbox"/> Clean Water Fund Budget      |

**ACTION REQUESTED**

None

**LINKS TO ADDITIONAL INFORMATION**

See attached Report

**SUMMARY** *(Consider: history, reason for consideration now, alternatives evaluated, basis for recommendation)*

The report provides a monthly update on the number of appeals filed with BWSR.

Dispute Resolution Report  
 August 13, 2019  
 By: Travis Germundson

There is presently **two** appeals pending. There has been **no** new appeals filed since the last Board Meeting (June 26, 2019).

Format note: New appeals that have been filed since last report to the Board.  
~~Appeals that have been decided since last report to the Board.~~

File 19-2 (6/6/19) This is an appeal of a WCA restoration order in Morrison County. The appeal regards the alleged drainage of approximately 11.5 acres of wetland associated with the placement of agricultural drain tile. Applications for exemption and no-loss determinations were submitted to the LGU concurrently with the appeal. *The appeal has been placed in abeyance and the restoration order stayed for the Technical Evaluation Panel to develop written findings of fact and for the LGU to make a final decision on the applications.*

File 18-3 (10-31-18) This is an appeal of a WCA restoration order in Hennepin County. The appeal regards the alleged filling and draining of over 11 acres of wetland. Applications for exemption and no-loss determinations were submitted to the LGU concurrently with the appeal. *The appeal has been placed in abeyance and the restoration stayed for the LGU to make a final decision on the applications. That decision has been amended several times to extend the time period on the stay of the restoration order.*

### Summary Table

Type of Decision	Total for Calendar Year 2018	Total for Calendar Year 2019
Order in favor of appellant		
Order not in favor of appellant	2	
Order Modified		
Order Remanded		
Order Place Appeal in Abeyance	1	1
Negotiated Settlement		
Withdrawn/Dismissed		1

## COMMITTEE RECOMMENDATIONS

### *Southern Region Committee*

1. Area II Minnesota River Basin Projects Biennial Plan & Area II Floodplain Management Grant – Kathryn Kelly – ***DECISION ITEM***

## BWSR Board Member Conflict of Interest in Grant Review – Disclosure Form

**Meeting:** BWSR Board Meeting

**Date:** August 29, 2019

I certify that I have read and understand the descriptions of conflict of interest provided, reviewed my participation for conflict of interest, and disclosed any perceived, potential, or actual conflicts. As a BWSR Board member, appointed according to Minnesota Statute Section 103B.101, I am responsible for evaluating my participation or abstention from the review process as indicated below. If I have indicated an actual conflict, I will abstain from the discussion and decision for that agenda item.

*Please complete the form below for all agenda items. If you indicate that you do not have a conflict for an agenda item, you do not need to fill out additional information regarding that agenda item.*

Agenda Item	No conflict (mark here and stop for this row)	Grant applicant(s) associated with conflict (required if conflict identified)	Conflict Type (required if conflict identified)	Will you participate? (required if conflict identified)	Description of conflict (optional)
Area II MN River Basin Projects Biennial Plan & Area II Floodplain Management Grant			Perceived Potential Actual	Yes / No	
One Watershed, One Plan planning grants and update to One Watershed One Plan – Plan Content Requirements			Perceived Potential Actual	Yes / No	
FY 2020 SWCD Local Capacity Grant Authorization & Policy Update			Perceived Potential Actual	Yes / No	
FY 2020 and FY 2021 Cooperative Weed Management Area Program RF			Perceived Potential Actual	Yes / No	
Lower Minnesota River Watershed District Dredge Management Grant			Perceived Potential Actual	Yes / No	

Printed name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## BOARD MEETING AGENDA ITEM

**AGENDA ITEM TITLE:** Area II Minnesota River Basin Projects Biennial Plan & Area II Floodplain Management Grant

---

**Meeting Date:** August 29, 2019

**Agenda Category:**  Committee Recommendation     New Business     Old Business

**Item Type:**  Decision     Discussion     Information

**Section/Region:** Southern

**Contact:** Ed Lenz

**Prepared by:** Jason Beckler

**Reviewed by:** Southern Regional    Committee(s)

**Presented by:** Kathryn Kelly

**Time requested:** 10 minutes

**Audio/Visual Equipment Needed for Agenda Item Presentation**

**Attachments:**     Resolution     Order     Map     Other Supporting Information

**Fiscal/Policy Impact**

- |   |   |
|---|---|
| <input type="checkbox"/> None                     | <input checked="" type="checkbox"/> General Fund Budget |
| <input type="checkbox"/> Amended Policy Requested | <input type="checkbox"/> Capital Budget                 |
| <input type="checkbox"/> New Policy Requested     | <input type="checkbox"/> Outdoor Heritage Fund Budget   |
| <input type="checkbox"/> Other:                   | <input type="checkbox"/> Clean Water Fund Budget        |

**ACTION REQUESTED**

Approval of Fiscal Year 2020-21 Biennial Plan, and execution of Area II Floodplain Grant Agreements, and authorize staff to review and approve the FY 2021 annual update to the Biennial Work Plan prior to payment of the FY 2021 grant funds.

**LINKS TO ADDITIONAL INFORMATION**

<https://bwsr.state.mn.us/sites/default/files/2019-07/Area II FY20 21 Biennial Plan.pdf>

**SUMMARY** *(Consider: history, reason for consideration now, alternatives evaluated, basis for recommendation)*

The funding provided to the Area II Board via specific legislation is targeted at administration of this nine-county joint powers board in the amount of \$140,000 each for fiscal years 2020 and 2021. This grant requires a 25% local match.

**BOARD ORDER****Fiscal Year 2020 and 2021 Area II Minnesota River Basin Projects Biennial Plan and Area II Floodplain Management Grants Approval****PURPOSE**

Approval of the Area II Biennial Work Plan and fiscal year 2020 and 2021 General Fund Floodplain Management grants to Area II.

**FINDINGS OF FACT / RECITALS**

1. The Laws of Minnesota 2019, 1<sup>st</sup> Special Session, Chapter 4, Article 1, Section 4(g), appropriated \$140,000 for each fiscal year 2020 and 2021 for administrative and implementation efforts of Area II within their nine-county project area.
2. The Area II Floodplain Management grant has a 25 percent match requirement which has been secured by Area II.
3. The Southern Regional Committee, at their August 2, 2019 meeting, discussed and reviewed the Area II Biennial Work Plan and grant allocation and recommended approval to the Board.

**ORDER**

The Board hereby:

1. Approves the Area II FY 2020 and 2021 Biennial Work Plan.
2. Authorizes staff to enter into a grant agreement for the FY 2020 and 2021 Area II Floodplain Management Grant consistent with the provisions of the appropriation and this Board Order.
3. Authorizes staff to review and approve the FY 2021 annual update to the Biennial Work Plan prior to payment of the FY 2021 grant funds.

Dated at Morris, Minnesota, this August 29, 2019.

**MINNESOTA BOARD OF WATER AND SOIL RESOURCES**

\_\_\_\_\_

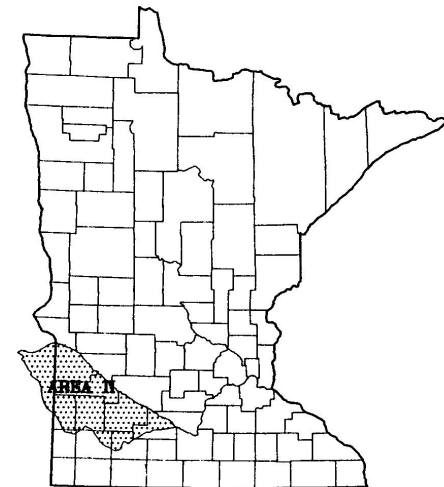
Gerald Van Amburg, Chair  
Board of Water and Soil Resources

Date: \_\_\_\_\_

Attachments: *Area II FY 2020 and 2021 Biennial Work Plan*

# BIENNIAL PLAN – FY 2020 & 2021

JULY 1, 2019 – JUNE 30, 2021



## **Member Counties**

*Brown • Cottonwood • Lac qui Parle  
Lincoln • Lyon • Murray • Pipestone  
Redwood • Yellow Medicine*

## AREA II MINNESOTA RIVER BASIN PROJECTS

1424 EAST COLLEGE DRIVE - SUITE 300 - MARSHALL, MN 56258

[WWW.AREA2.ORG](http://WWW.AREA2.ORG)



# CONTENTS

BIENNIAL PLAN – FY 2020 & 2021

**2019 BOARD OF DIRECTORS - PAGE 2**

**WORK PLAN NARRATIVE- PAGES 3 & 4**

**OTHER PROJECT ENDEAVORS - PAGES 5 & 6**

**POTENTIAL PROJECTS - PAGE 7**

**FY 2020 TECHNICAL OFFICE BUDGET - PAGE 8**

## ATTACHMENTS:

***A – SUMMARY OF FY 2016 BONDING PROJECTS (FINAL)***

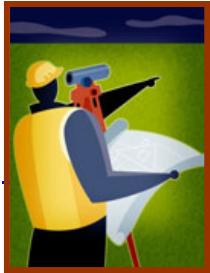
***B – SUMMARY OF FY 2019 BONDING PROJECTS***

***C – FY 2019 COMPLETED PROJECTS***

***D – FY 2018 ADMINISTRATIVE GRANT SUMMARY***

***E – FY 2019 ADMINISTRATIVE GRANT SUMMARY***





# 2019 BOARD OF DIRECTORS

BIENNIAL PLAN – FY 2020 & 2021

## BROWN COUNTY

*JEFF VEERKAMP*

*DEAN SIMONSEN (ALTERNATE)*

## COTTONWOOD COUNTY

*NORMAN HOLMEN*

*LARRY ANDERSON (ALTERNATE)*

## LAC QUI PARLE COUNTY

*JOHN MAATZ – CHAIR*

*ROY MARIHART (ALTERNATE)*

## LINCOLN COUNTY

*JOE DRIETZ*

*COREY SIK (ALTERNATE)*

## LYON COUNTY

*RICK ANDERSON – SECRETARY/TREASURER*

*GARY CROWLEY (ALTERNATE)*

## MURRAY COUNTY

*LORI GUNNINK*

*JAMES JENS (ALTERNATE)*

## PIPESTONE COUNTY

*LUKE JOHNSON*

*BRUCE KOOIMAN (ALTERNATE)*

## REDWOOD COUNTY

*LON WALLING*

*DENNIS GROEBNER (ALTERNATE)*

## YELLOW MEDICINE COUNTY

*GLEN KACK – VICE CHAIR*

*RON ANTONY (ALTERNATE)*

## AREA II MINNESOTA RIVER BASIN PROJECTS



# WORK PLAN NARRATIVE

## BIENNIAL PLAN – FY 2020 & 2021

Area II, formed in 1978 as a non-profit organization, works to alleviate the recurrent flood problems which plague this area of southwestern Minnesota. This organization is recognized as a leader in flood damage reduction by the installation of dams, reservoirs, grade stabilizations and road retentions. Area II assists its member counties with the engineering design, hydrologic and hydraulic modeling, construction and inspection, and finance of flood damage reduction projects. Due to the unique landforms of this region, particularly the Coteau de Prairies (the Buffalo Ridge), Area II receives a 75/25 cost-share rate for office administration and project implementation. Oversight of this grant-in-aid program is provided by the Minnesota Board of Water and Soil Resources.

This Biennial Plan provides direction for a 2-year period while the Technical Office Budget serves one fiscal year. By June 30, 2020, updates to the Biennial Plan as well as to the Technical Office Budget for FY 2021 will be provided for BWSR staff review.

### **1) Initiative: FY 2020 – ADMINISTRATIVE SERVICES**

**Description:** Provide administrative and coordination oversight for the Area II Board of Directors. Provide financial reports and records that meet State accounting and auditing standards, prepare budgets, provide supervision and management of staff, evaluate employee performance, draft agenda and minutes of monthly board meetings. Conduct local government and citizen outreach and education.

#### **Actions:**

- Maintain a complete Board of Directors of nine (9) delegates and nine (9) alternates; conduct monthly board meetings.
- Maintain adequate staffing to address the goals of Area II. Evaluate job performance of all employees yearly.
- Utilize engineering consultant services to assist with engineering, hydrologic and project planning and prioritization.
- Maintain policies and procedures. Review and update Operating Policies, Joint Powers Agreement and Bylaws annually.
- Maintain a public outreach and information program. Accomplish by maintaining the Area II web site; conduct tours as necessary to highlight projects completed; prepare an annual report. Complete website reporting requirements by March 15 of each year.
- Provide fiscal accountability by: preparing and adopting an annual budget; reviewing monthly financial reports, and annually obtaining a professional audit of the financial records.
- Provide administrative services to the Redwood-Cottonwood Rivers Control Area (RCRCA) via an approved Contract for Services Agreement. Each organization maintains its organizational purpose and goals while sharing an executive director and office space. Continue operational efficiency measures with RCRCA. Ensure that office operations, income and expenditures for each organization are clearly separate and documented including time tracking, monthly billing of contract services, and Board approval.
- Meet and communicate with member county commissioners, engineers, water planners, watershed districts, SWCD, NRCS, watershed project staff regarding technical services and potential projects.
- Serve on technical committees (as requested) for watershed projects, TMDL project assessment and implementation efforts.

**2) Initiative: FY 2020 – ENGINEERING SERVICES**

**Description:** Employ a senior engineering technician and a registered consultant engineer to provide design services which include planning, hydrologic and hydraulic design, construction and inspection of flood damage reduction projects to the member counties of Area II. Provide engineering services for projects funded through outside sources involving USDA Environmental Quality Incentive Program (EQIP), Clean Water Funds, Disaster Relief Funds acquired by SWCDs, RCRCAs and counties.

**Actions:**

- Continue contracting professional engineering services through Bolton & Menk, Inc.
- Schedule and complete annual inspections and reports for nine (9) existing reservoirs.
- Ensure annual inspection of road retention projects by owners and keep inspection reports on file. Follow up on noted concerns.
- Provide wetland monitoring and annual reporting for mitigation sites associated with constructed project.
- Provide project management and coordination with local/state/federal permitting authorities.
- Coordinate with local/State/Federal agencies for early project review and coordination regarding wetland impacts.
- Process payment requests in a timely manner and provide as-built plans and construction documentation.
- Assist in securing the local matching funds for projects from eligible partners and sources.

**3) Initiative: FY 2020 – OPERATIONAL & SUPPORT EXPENSES**

**Description:** Utilize funding for operational and support expenses of Area II Minnesota River Basin Projects for such things as: payroll, consultant engineering fees, field and office supplies, telephone / internet and computer services, training and certification, vehicle and equipment expenses, liability / business / auto insurance, and general business expenses.

**4) Initiative: FY 2020 – PROJECT IMPLEMENTATION VIA ADMINISTRATIVE GRANT**

**Description:** See Potential Project List for FY2020 & FY2021 – Page 7 of this document.

**5) Initiative: FY 2016 and FY 2019 BONDING APPROPRIATIONS**

**Description:** Provide project management and engineering services to construct flood damage reduction structures to meet the 3:1 match requirement and provide the most floodwater storage as practicable. Highest priority will be given to Road Retention structures which lack other funding resources which dams and grade stabilizations can secure.

**Actions:**

- Administer the \$1,000,000 appropriation and report project outcomes in eLINK and to the BWSR Board annually.
- Process cost-share contracts with landowners with approval by the Area II Board of Directors.
- Complete fiscal expenditure report due at end of grant period listing total costs and cost-sharing by all partners.
- Facilitate wetland mitigation/creation if required for proposed projects.
- Provide project management and coordination with local/state/federal permitting authorities.
- Process payment requests in a timely manner and provide as-built Plans and construction documentation.
- Assist in securing the local matching funds for projects from eligible partners and sources.



# OTHER PROJECT ENDEAVORS

BIENNIAL PLAN – FY 2020 & 2021

- ONE WATERSHED, ONE PLAN (*Yellow Medicine*)

The Yellow Medicine River watershed was awarded one of the five pilot projects offering a plan with a regional approach. This was desirable as many commonalities of the Area II watersheds exist due to the Buffalo Ridge, and the established and active joint powers board would oversee plan development. Although the watersheds have unique issues of their own, topography and flooding bind these southwestern watersheds together.

As the Yellow Medicine One Watershed One Plan moves forward, Area II has been identified with a key role in the Priority Concern: **Mitigate Altered Hydrology and Minimize Flooding**. One of the measurable goals is to “Add 1,000 acre-feet of new stormwater storage” by means of capital improvement projects. Although the 1,000 acre-feet is achievable in the 10-year period, a more restrictive calculation is attached to the measurable goal whereby the overall drawdown time must be greater than 48 hours for 10-year summer rainfall event. This may create a challenge as drawdown times cannot always be that long depending on the project.

- LEGISLATIVE REQUEST TO RESTORE APPROPRIATION LEVEL

A request was made to the 2019 Legislature to increase the annual appropriation to Area II, currently at \$140,000 per year, to \$190,000 per year, a 25% increase. The request was not successful and continued funding of \$140,000 per year was approved for the FY'20 and FY'21 biennium.

Area II's annual appropriation began at \$250,000 per year in 1978, and was reduced to \$189,000 (25%) in the mid-1980's due to budget cuts. After reaching the low of \$105,000 per year in 2004, Area II has been diligently working to increase the appropriation back to previous funding levels.

The increase is needed to provide additional engineering services to local partners to assist with the shortage of professional engineering for BMP project implementation. With the Performance Based Funding forthcoming to the Yellow Medicine One Watershed One Plan, professional engineering services will be necessary to complete capital improvement as well as BMP project designs in order to expend the funding as planned. From a budget standpoint, priority has been directed to Personnel Services and Other Services, thus allowing the Supplies/Equipment to fall behind in the customary replacement plan. The organization operates with only one vehicle and utilizes survey equipment that is not as current as most SWCD and county equipment, yet still compatible. The increasing cost of health insurance and other expenses continue to rise and restrict the budget.

- **KURTZ WETLAND RESTORATION (Lyon County)**

Several years ago, a wetland restoration was proposed in Lyon County as part of a major ditch improvement. Due to various reasons, the restoration did not evolve. The landowner wishes to pursue the project again now that the ditch improvement has been completed. The owner desired the engineering services of Duane Hansel, PE who has retired from Bolton & Menk, Inc. yet is still providing consultant engineering to Area II. As part of the Contract for Services, the landowner will reimburse all engineering expenses to Area II as they are incurred, and Area II will be able to purchase up to 7 acres of Type 2 wetland credits at a reduced price for a period of 5 years after establishment of the wetland bank.

- **BIRCH COOLEY 19 DAM RESTORATION (Renville County)**

After several years of above-average precipitation, some counties outside of the Area II watershed boundary have requested assistance with floodwater storage projects and planning. This project is located above the City of Morton and had been severely eroded to the point of embankment failure. The City realizes floodwater retention benefits from the project. Renville County received Flood Relief funds from the State of Minnesota and identified the project as a top priority. However, due to a lack of engineering with a project of this magnitude, Renville SWCD contacted Area II to provide the engineering and construction inspection needed with full reimbursement of time and expenses to Area II. The project was successfully completed in 2018 after securing the necessary state and federal permits.



# POTENTIAL PROJECTS

BIENNIAL PLAN – FY 2020 & 2021

**KEY:** *FY 2020 Construction Planned*

## **BROWN COUNTY**

- Leavenworth 11 Grade Stabilization

## **COTTONWOOD COUNTY**

- Ann 17 Grade Stabilization
- Storden 10 Grade Stabilization Repairs (3)

## **LINCOLN COUNTY**

- Marble 11 Wetland Restoration

## **LYON COUNTY**

- Custer 10 NE Grade Stabilization
- *Monroe 16 Grade Stabilization*
- Monroe 30 Grade Stabilization
- *Nordland 20 Grade Stabilization*
- Shelburne 19 Wetland Restoration
- Sodus 22 Grade Stabilization
- Stanley 15 Streambank Stabilization

## **MURRAY COUNTY**

- Holly 7 Grade Stabilization
- *Holly 16 Grade Stabilization Repair*

## **REDWOOD COUNTY**

- *Charlestown 34 Grade Stabilization*
- *Lamberton 26 Streambank Stabilization*
- North Hero 34 Road Retention
- Sherman 6 Streambank Stabilization
- Springdale 28 Grade Stabilization
- Willow Lake 10 Grade Stabilization

## **YELLOW MEDICINE COUNTY**

- *Del Clark Lake Grade Stabilizations*
- Norman 10 Grade Stabilization

- Milford 12 Grade Stabilization Repair

- Stately 11 Grade Stabilization

- Royal 36 Grade Stabilization Repair

- Custer 10 SE Grade Stabilization
- *Monroe 25 Grade Stabilization Repair*
- Lake Marshall 28 Grade Stabilization Repair
- Nordland 28 Grade Stabilization Repair
- *Sodus 2 Grade Stabilization*
- Sodus 24 Grade Stabilization

- Holly 10 Grade Stabilization
- Holly 22 Road Retention

- *Delhi 5 Grade Stabilization*
- Lamberton 26 Grade Stabilization
- North Hero 31 Grade Stabilization Repair
- *Springdale 19 Grade Stabilization*
- Upper Delhi 31 Grade Stabilization

- Norman 7 Grade Stabilization Repair



# FY 2020 TECHNICAL OFFICE BUDGET

BIENNIAL PLAN – FY 2020 & 2021

## OFFICE OPERATIONS

### PERSONNEL SERVICES:

*Directors' Compensation.....	\$	600.00*
*Directors' FICA.....		45.90*
Employees' Salaries.....	143,062.97	
Employees' FICA.....	10,267.51	
Employees' Medical Insurance.....	34,000.00	
Employees' Retirement.....	10,729.72	
Employees' FlexPlan.....	70.80	
<b>Total Personnel Services.....</b>	<b>\$</b>	<b>198,767.00</b>

### SUPPLIES:

Office & Field.....	\$	2,250.00
Investigation & Testing .....	17,000.00	
Capital Outlay.....	2,000.00	
<b>Total Supplies.....</b>	<b>\$</b>	<b>21,250.00</b>

### OTHER SERVICES AND COSTS:

*Directors' Expenses.....	\$	500.00*
Employees' Expenses.....	1,500.00	
Contract Services.....	15,000.00	
Professional Services.....	50,000.00	
Permit Expense.....	1,500.00	
Telephone.....	325.00	
Postage.....	300.00	
Vehicle Expense.....	3,500.00	
Rent.....	10,044.00	
Insurance.....	4,000.00	
Website Expenses.....	120.00	
Maintenance & Repairs.....	3,500.00	
Miscellaneous Expenses.....	2,500.00	
<b>Total Other Services and Costs.....</b>	<b>\$</b>	<b>92,789.00</b>

<b>TOTAL OFFICE OPERATIONS.....</b>	<b>\$</b>	<b>312,806.00</b>
Total Ineligible for Cost-Share by the State.....		1,145.90*
Total Eligible for Cost-Share by the State.....	\$	311,660.10

*\* These items not cost-shared by the State*

<b>STATE SHARE OF ELIGIBLE OFFICE COSTS.....</b>	<b>\$</b>	<b>140,000.00</b>
Local Share of Eligible Office Costs.....	\$	87,000.00
Income from Other Sources .....	\$	99,750.00
Anticipated Income.....	\$	326,750.00

## AREA II MINNESOTA RIVER BASIN PROJECTS

# ***ATTACHMENTS***

BIENNIAL PLAN – FY 2020 & 2021

***ATTACHMENT A – SUMMARY OF FY2016 BONDING APPROPRIATION***

***ATTACHMENT B – SUMMARY OF FY2016 BONDING APPROPRIATION***

***ATTACHMENT C – FY 2019 COMPLETED PROJECTS***

***ATTACHMENT D – FY 2018 ADMINISTRATIVE GRANT SUMMARY***

***ATTACHMENT E – FY 2019 ADMINISTRATIVE GRANT SUMMARY***



# ATTACHMENT A

## SUMMARY OF FY2016 BONDING APPROPRIATION (\$1,000,000)

CHARLESTOWN 28 STABILIZATION – Redwood County	\$ 68,322.88
ISLAND LAKE 2 STABILIZATION REPAIR – Lyon County	\$ 23,686.13
NORDLAND 34 STABILIZATION REPAIR – Lyon County	\$ 28,760.33
UPPER DELHI 30 1 DAM REPAIR – Redwood County	\$ 25,537.07
UPPER DELHI 30 11-FLOOD DAM REPAIR – Redwood County	\$ 26,830.51
LAKE STAY 3 GRADE STABILIZATION – Lincoln County	\$ 43,471.62
LAKE BENTON 5 STABILIZATION REPAIR – Lincoln County	\$ 21,289.13
LAKE BENTON 25 DAM REPAIR – Lincoln County	\$ 50,105.48
GALES 15 GRADE STABILIZATION – Redwood County	\$ 62,231.14
ANN 4 STABILIZATION REPAIR – Cottonwood County	\$ 24,183.67
NORTH HERO 4 STABILIZATION REPAIR – Redwood County	\$ 1,569.38
CHARLESTOWN 30 STABILIZATION – Redwood Co. (Pfarr)	\$ 85,425.00
CHARLESTOWN 30 STABILIZATION – Redwood Co. (Jeckell)	\$ 755.62
MONROE 16 STABILIZATION REPAIR – Lyon County	\$ 60,048.30
LINCOLN COUNTY DITCH 37 PUMP STATION – Lincoln Co.	\$ 106,083.70
NORDLAND 19 STABILIZATION REPAIR – Lyon County	\$ 20,959.18
REDWOOD FALLS 18 GRADE STABILIZATION – Redwood Co.	\$ 80,458.34
GALES 26 GRADE STABILIZATION – Redwood County	\$ 3,843.38
NORDLAND 20SE GRADE STABILIZATION – Lyon County	\$ 32,713.20
NORDLAND 20SW STABILIZATION REPAIR – Lyon County	\$ 16,364.03
HOLLY 1 GRADE STABILIZATION – Murray County	\$ 29,029.96
NORDLAND 6 ROAD RETENTION – Lyon County	\$ 73,081.79
JOHNSONVILLE 34W STABILIZATION REPAIR – Redwood Co.	\$ 18,708.30
SODUS 36 STABILIZATION REPAIR – Lyon County	\$ 25,259.53
SHETEK 23 GRADE STABILIZATION – Murray County	\$ 36,014.13
DELHI 5 GRADE STABILIZATION – Redwood County	\$ 4,970.62
HANSONVILLE 27 STABILIZATION REPAIR – Lincoln County	\$ 1,931.25
SHERIDAN 1 GRADE STABILIZATION – Redwood County	\$ 4,516.34
LYND 33 GRADE STABILIZATION REPAIR – Lyon County	\$ 810.00
CHARLESTOWN 34 GRADE STABILIZATION – Redwood Co.	\$ 12,015.00
SWEDE’S FOREST 19 GRADE STABILIZATION – Redwood Co.	\$ 895.50
SHAOKATAN 32N & 32S GRADE STABILIZATIONS – Lincoln	\$ 6,150.00
DELHI 5 DIVERSION REPAIR – Redwood County	\$ 300.00
LAKE MARSHALL 32 GRADE STABILIZATION REPAIR – Lyon	\$ 1,063.12
NORTH HERO 30 GRADE STABILIZATION REPAIR – Redwood	\$ 2,176.87
WILLOW LAKE 10 GRADE STABILIZATION—Redwood County	\$ 2,531.25
NORDLAND 20 GRADE STABILIZATION—Lyon County	\$ 525.00
<b>TOTAL</b>	<b>\$ 1,000,000.00</b>

### APPROPRIATION SUMMARY

Total Project Costs =	\$1,499,017.72
Local Match Provided =	\$ 373,779.86
Other State Funds =	\$ 49,656.09
Federal Funds =	\$ 75,581.77
State/Local Cost-Share Ratio =	1 : 2.68
Acre-Feet of storage created =	485.22
Total Acre-Feet of storage =	760.72

# ATTACHMENT B

## SUMMARY OF FY2019 BONDING APPROPRIATION *(\$700,000)*

---

### COMPLETED PROJECTS:

	<u>SPENT</u>	<u>REMAINING</u>
SHERIDAN 1 GRADE STABILIZATION – Redwood County	\$ 33,928.72	
LAKE MARSHALL 32 DAM REPAIR – Lyon County	\$ 14,009.92	\$ 1,192.50
	<u>\$ 47,938.64</u>	<u>\$ 1,192.50</u>

### CONTRACTED PROJECTS:

CHARLESTOWN 34 GRADE STABILIZATION – Redwood	\$ 21,091.65	\$ 46,908.35
NORDLAND 20 GRADE STABILIZATION – Lyon County	\$ 21,733.80	\$ 48,818.10
SODUS 2 GRADE STABILIZATION – Lyon County	\$ 10,130.91	\$ 29,508.19
MONROE 25 STABILIZATION REPAIR – Lyon County		\$ 15,185.85
	<u>\$ 52,956.36</u>	<u>\$140,420.49</u>

**TOTALS**      **\$100,895.00**      **\$141,612.99**

**FY2019 BONDING BALANCE**

**REMAINING TO ENCUMBER**

*\$ 457,492.01*

### **APPROPRIATION SUMMARY**

Total Project Costs =	\$ 189,482.69
Local Match Provided =	\$ 47,370.69
Other State Funds =	\$ 0.00
Federal Funds =	\$ 41,217.00
State/Local Cost-Share Ratio =	1 : 2.13
Acre-Feet of storage created =	49.580
Total Acre-Feet of storage =	51.579

---

**AREA II MINNESOTA RIVER BASIN PROJECTS**

# ATTACHMENT C

## FY2019 COMPLETED PROJECTS (AS OF JUNE 6, 2019)

<b>Nordland 6 Road Retention - Lyon</b>	<b><u>\$ 97,422.39</u></b>	<b>Hansonville 27 Repair – Lincoln</b>	<b><u>\$ 19,492.75</u></b>
FY2016 Bonding Funds	\$ 73,081.79	Lincoln Water Plan	\$ 6,000.00
YM River Watershed District	\$ 10,000.00	LQP-YB Watershed District	\$ 4,839.10
Nordland Township	\$ 5,000.00	FY2016 Bonding Funds	\$ 1,931.25
Eidsvold Township	\$ 5,000.00	Landowner	\$ 6,078.65
Lyon County	\$ 2,949.44	Area II Counties	\$ 643.75
Area II Counties	\$ 1,391.16		

<b>Lynd 33 Dam Repair – Lyon</b>	<b><u>\$ 17,918.87</u></b>	<b>North Hero 3 Repair - Redwood</b>	<b><u>\$ 27,713.00</u></b>
RCRCA 319 Funds	\$ 10,511.78	Disaster Relief Funds	\$ 25,463.00
Lyon County	\$ 3,827.09	Disaster Relief Funds - Engineering	\$ 2,250.00
Landowner	\$ 2,500.00		
FY2016 Bonding Funds	\$ 810.00		
Area II Counties	\$ 270.00		

<b>Gales 26 Stabilization - Redwood</b>	<b><u>\$ 31,390.50</u></b>	<b>Shetek 23 Stabilization - Murray</b>	<b><u>\$ 48,018.84</u></b>
FY2016 Bonding Funds	\$ 3,843.38	FY2016 Bonding Funds	\$ 36,014.13
EQIP Federal Funds	\$ 19,659.00	Landowner	\$ 11,296.59
Landowner	\$ 6,607.00	Area II Counties	\$ 708.12
Area II Counties	\$ 1,281.12		

<b>Lake Marshall 32 Repair – Lyon</b>	<b><u>\$ 20,097.40</u></b>
FY2019 Bonding Funds *	\$ 15,073.04
MN Waterfowl Association	\$ 4,669.98
Area II Counties	\$ 354.38
<i>*partial payment, complete in FY2020</i>	

<b>Sheridan 1 Stabilization - Redwood</b>	<b><u>\$ 106,216.09</u></b>
EQIP Federal Funds	\$ 41,217.00
FY2016 Bonding Funds	\$ 4,516.34
FY2019 Bonding Funds	\$ 33,928.72
Landowner	\$ 25,048.58
Area II Counties	\$ 1,505.45

<b>N. Hero 30 Stabilization - Redwood</b>	<b><u>\$ 91,469.78</u></b>
Disaster Relief Funds	\$ 88,567.28
FY2016 Bonding Funds	\$ 2,176.87
Area II Counties	\$ 725.63

<b>Birch Cooley 19 Repair - Renville</b>	<b><u>\$ 91,824.26</u></b>
Disaster Relief Funds	\$ 77,665.30
Disaster Relief Funds - Engineering	\$ 14,158.96

<b>FY2019 COMPLETED PROJECTS</b>	
FY2016 Bonding Funds	\$ 122,373.76
FY2019 Bonding Funds	\$ 49,001.76
EQIP Federal Funds	\$ 60,876.00
RCRCA 319 Funds	\$ 10,511.78
Townships	\$ 10,000.00
Watershed Districts	\$ 14,839.10
Disaster Relief Funds	\$ 191,695.58
Disaster Relief – Eng.	\$ 16,408.96
Lyon County	\$ 6,776.53
Lincoln Co. Water Plan	\$ 6,000.00
Area II Counties	\$ 6,879.61
MN Waterfowl Assoc.	\$ 4,669.98
Landowners	\$ 51,530.82
<b>TOTAL</b>	<b><u>\$ 551,563.88</u></b>

## AREA II MINNESOTA RIVER BASIN PROJECTS

# ATTACHMENT D

## AREA II

### MINNESOTA RIVER BASIN PROJECTS



#### GRANT PERIOD:

From: October 1, 2017  
To: June 30, 2019

#### AREA II STATUTORY AUTHORITY:

MN Statutes, Sections  
103F.171 - 103F.187

#### Administrative Services Grant Expenditures

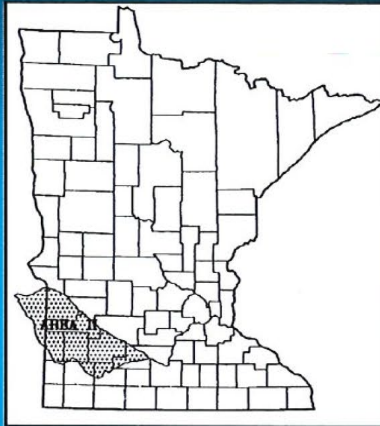
*NOTE: Totals from the  
Audited Financial Statement  
for the 2018 Fiscal Year  
July 1, 2017 - June 30, 2018*

Personnel Services	\$ 187,312
Other Services	\$ 38,174
Prof. Services	\$ 60,253
Supplies	\$ 997
Investigation & Testing	\$ 1,523
Depreciation	\$ 5,163
Capitol Outlay	\$ 28,078
<b>TOTAL EXPENDITURES</b>	<b>\$ 321,500</b>

#### PROJECT CONTACT:

Kerry Netzke, Executive Director  
(507) 537-6369  
area2@starpoint.net

**Project Title: FY'18 ADMINISTRATIVE SERVICES GRANT**  
**CONTRACT NO. P18-1413      \$140,000.00**



*Area II Minnesota River Basin Projects Watershed Boundary*

#### *Member Counties:*

*Brown  
Cottonwood  
Lac qui Parle  
Lincoln  
Lyon  
Murray  
Pipestone  
Redwood  
Yellow Medicine*

#### Overall Project Description

Minnesota Statutes establish a grant-in-aid program administered by BWSR for providing financial and technical assistance to local government units (counties, SWCDS, and watershed districts) located in Area II for project and construction costs of floodwater retarding and retention structures within a general plan for floodplain management.

Nine counties within Area II have entered into a Joint Powers Agreement since 1978 to coordinate the implementation of such floodwater retarding and retention projects, and for this purpose, established Area II Minnesota River Basin Projects.

Statute authorizes BWSR to supervise the program and provide individual project grants not to exceed 75% of total project costs where federal funds are not utilized, or 50% of the nonfederal costs where federal funds are utilized.

Area II has an established office which houses Area II personnel and equipment to provide the engineering and other technical services of projects cost-shared through this program.

Costs eligible for cost-sharing under this Grant Agreement include technical office costs and associated costs, but do not include Area II Directors' compensation, expenses, insurance costs. The combination of the nine member counties provide \$87,000.00 to the Administrative Services Grant of \$140,000.00. This is well beyond the required 25% local match.

# ATTACHMENT E

## AREA II MINNESOTA RIVER BASIN PROJECTS



**GRANT PERIOD:**  
From: October 2, 2018  
To: June 30, 2020

**AREA II STATUTORY  
AUTHORITY:**  
MN Statutes, Sections  
103F.171 - 103F.187

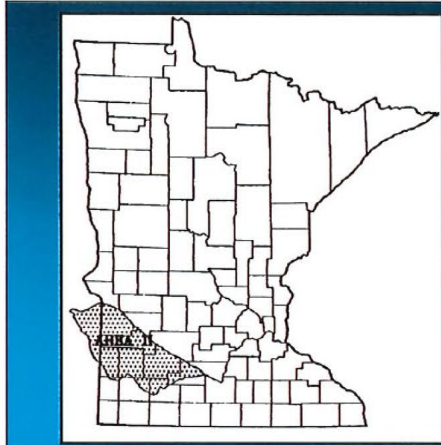
### Administrative Services Grant Expenditures

*NOTE: Totals from  
Area II Profit & Loss Statement  
for the 8 months ended  
Oct. 2, 2018 - May 31, 2019*

Personnel Services	\$133,583.90
Other Services	\$ 27,652.03
Prof. Services	\$ 40,371.00
Supplies	\$ 1,141.52
Investigation & Testing	\$ 21,200.00
Depreciation	\$ 0.00
Capitol Outlay	\$ 5,350.81
<b>TOTAL EXPENDITURE (to date)</b>	<b>\$ 229,299.26</b>

**PROJECT CONTACT:**  
Kerry Netzke, Executive Director  
(507) 537-6369  
area2@starpoint.net

**Project Title: FY'19 ADMINISTRATIVE SERVICES GRANT**  
**CONTRACT NO. P19-3333      \$140,000.00**



### Member Counties

- Brown*
- Cottonwood*
- Lac qui Parle*
- Lincoln*
- Lyon*
- Murray*
- Pipestone*
- Redwood*
- Yellow Medicine*

*Area II Minnesota River Basin Projects Watershed Boundary*

### Overall Project Description

Minnesota Statutes establish a grant-in-aid program administered by BWSR for providing financial and technical assistance to local government units (counties, SWCDS, and watershed districts) located in Area II for project and construction costs of floodwater retarding and retention structures within a general plan for floodplain management.

Nine counties within Area II have entered into a Joint Powers Agreement since 1978 to coordinate the implementation of such floodwater retarding and retention projects, and for this purpose, established Area II Minnesota River Basin Projects.

Statute authorizes BWSR to supervise the program and provide individual project grants not to exceed 75% of total project costs where federal funds are not utilized, or 50% of the nonfederal costs where federal funds are utilized.

Area II has an established office which houses Area II personnel and equipment to provide the engineering and other technical services of projects cost-shared through this program.

Costs eligible for cost-sharing under this Grant Agreement include technical office costs and associated costs, but do not include Area II Directors' compensation, expenses, insurance costs. The combination of the nine member counties provide \$87,000.00 to the Administrative Services Grant of \$140,000.00. This is well beyond the required 25% local match.

## **COMMITTEE RECOMMENDATIONS**

### ***Grants Program and Policy Committee***

1. One Watershed, One Plan planning grants and update to One Watershed One Plan – Plan Content Requirements – Kevin Bigalke – ***DECISION ITEM***
2. FY 2020 SWCD Local Capacity Grant Authorization & Policy Update – Kevin Bigalke – ***DECISION ITEM***
3. FY 2020 and FY 2021 Cooperative Weed Management Area Program RFP – Kevin Bigalke – ***DECISION ITEM***

**BOARD MEETING AGENDA ITEM**

**AGENDA ITEM TITLE:** One Watershed, One Plan planning grants and update to One Watershed One Plan – Plan Content Requirements

**Meeting Date:** August 29, 2019

**Agenda Category:**  Committee Recommendation     New Business     Old Business

**Item Type:**  Decision     Discussion     Information

**Section/Region:** Central Region – Local Water Management Section

**Contact:** Julie Westerlund

**Prepared by:** Julie Westerlund

**Reviewed by:** Grants Program and Policy, Water Management and Strategic Planning    Committee(s)

**Presented by:** Kevin Bigalke

**Time requested:** 10 minutes

**Audio/Visual Equipment Needed for Agenda Item Presentation**

**Attachments:**     Resolution     Order     Map     Other Supporting Information

**Fiscal/Policy Impact**

- |   |   |
|---|---|
| <input type="checkbox"/> None                     | <input type="checkbox"/> General Fund Budget                |
| <input type="checkbox"/> Amended Policy Requested | <input type="checkbox"/> Capital Budget                     |
| <input type="checkbox"/> New Policy Requested     | <input type="checkbox"/> Outdoor Heritage Fund Budget       |
| <input type="checkbox"/> Other:                   | <input checked="" type="checkbox"/> Clean Water Fund Budget |

**ACTION REQUESTED**

Authorize One Watershed, One Plan planning grants. Authorize modification to One Watershed, One Plan – Plan Content Requirements.

**LINKS TO ADDITIONAL INFORMATION**

- Excerpt from One Watershed, One Plan – Plan Content Requirements showing proposed change
- Map showing proposed calendar year 2019 planning boundaries

**SUMMARY** (*Consider: history, reason for consideration now, alternatives evaluated, basis for recommendation*)

**Policy modification:** In 2019, the Minnesota Legislature passed HF 1928, which included a modification to §103B.801 that adds “drinking water sources” to the requirement for plan content (Subd. 4, see screen shot below). Staff recommends updating the One Watershed, One Plan – Plan Content Requirements to reflect this change. The proposed update would be to add the words “drinking water sources” in the list of issues that must be addressed.

**Planning Grants:** The calendar year 2019 One Watershed, One Plan Planning Grants request for proposal (RFP) period opened on March 28, 2019 and closed on June 6, 2019. Three proposals were submitted and staff screened them against the RFP selection criteria. Staff also received feedback from the Interagency WRAPS Implementation Team and incorporated a new process step of coordination with MPCA. Senior Management Team reviewed staff recommendations on August 13, 2019 and recommended funding all three of the applications. Grants Program and Policy Committee reviewed this recommendation on August 19, 2019 and recommends the attached resolution to the board.

Funds are from the 2018-2019 biennium, Laws of Minnesota 2017, Chapter 91, Article 2, Section 7(i) for assistance, oversight, and grants to local governments to transition local water management plans to a watershed approach.



## BOARD ORDER

### Amendment to the *One Watershed, One Plan – Plan Content Requirements*

#### PURPOSE

Amend the *One Watershed, One Plan – Plan Content Requirements* and authorize the fiscal year 2020 One Watershed, One Plan Planning Grants.

#### RECITALS /FINDINGS OF FACT

1. The Board approved the *One Watershed, One Plan – Plan Content Requirements* on March 23, 2016 and amended them on March 28, 2018.
2. The Laws of Minnesota 2019, First Special Session, Chapter 4, Article 5, Section 2 modified Minnesota Statutes §103B.801, Subdivision 4(2)(i) to include “drinking water sources” to the required items that must be addressed in comprehensive watershed management plans.
3. An amendment to the *One Watershed, One Plan – Plan Content Requirements* to address this modification was reviewed by the Board’s Senior Management Team on August 13, 2019 and recommended to forward to the Board’s Water Management and Strategic Planning Committee for consideration.
4. The Water Management and Strategic Planning Committee met on August 19, 2019 and reviewed the staff recommendation to amend the *One Watershed, One Plan – Plan Content Requirements* to reflect changes made in 2019 to Minnesota Statutes §103B.801 and recommended approval to the full board.

#### ORDER

The Board hereby:

1. Adopts the *One Watershed, One Plan, Plan Content Requirements version 2.1, dated August 29, 2019.*

Dated at Morris, Minnesota, this August 29rd, 2019.

**MINNESOTA BOARD OF WATER AND SOIL RESOURCES**

\_\_\_\_\_  
Gerald Van Amburg, Chair  
Board of Water and Soil Resources

Date: \_\_\_\_\_

## BOARD ORDER

### One Watershed, One Plan FY20 Planning Grants

#### PURPOSE

Authorize the fiscal year 2020 One Watershed, One Plan Planning Grants.

#### RECITALS /FINDINGS OF FACT

1. The Laws of Minnesota 2017, Regular Session, Chapter 91, Article 2, Section 7(i) appropriated funds for assistance, oversight, and grants to local governments to transition local water management plans to a watershed approach as provided for in Minnesota Statutes, chapters 103B, 103C, 103D and 114D.
2. The Board has authority under Minnesota Statutes §103B.3369 to make grants to cities, townships, counties, soil and water conservation districts or authorities with jurisdiction in water and related land resources management when a proposed project, practice or activity implements a county water plan, watershed management plan, or county groundwater plan.
3. The Comprehensive Watershed Management Planning Program authority, also known as One Watershed, One Plan, is established in Minnesota Statutes §103B.801.
4. The Board on June 22, 2016 adopted a One Watershed, One Plan Transition Plan (Board Resolution #16-53) for development, approval, adoption, and coordination of plans consistent with Minnesota Statutes §103A.212.
5. The Board on March 27, 2019 authorized staff to distribute and promote a request for proposals (RFP) for planning grants for the One Watershed, One Plan Program and a formal request for proposal was noticed on March 28, 2019 with a submittal deadline of June 6, 2018.
6. The BWSR Senior Management Team met on August 13, 2019 and reviewed the applications with consideration for staff and Interagency WRAPS and Implementation Team feedback, consistency with the Transition Plan, and the selection criteria within the RFP and recommended funding the following three planning areas for planning grants: St. Louis River Watershed, Snake River Watershed, and Lower Minnesota River West Watershed planning boundaries.
7. The Grants Program and Policy Committee met on August 19, 2019 and reviewed the Executive Team and regional managers' recommendations for One Watershed, One Plan Planning Grants and recommended board approval of planning grants for the St. Louis River Watershed, Snake River Watershed, and Lower Minnesota River West Watershed planning boundaries.

#### ORDER

The Board hereby:

1. Approves and authorizes three One Watershed, One Plan Planning Grants: St. Louis River Watershed, Snake River Watershed, and Lower Minnesota River West Watershed.
2. Authorizes staff to approve work plans and enter into grant agreements with these watershed areas for development of One Watershed, One Plans.

3. Approves the allocation of grants funds up to \$1,000,000

Dated at Morris, Minnesota, this August 29rd, 2019.

**MINNESOTA BOARD OF WATER AND SOIL RESOURCES**

\_\_\_\_\_

Date: \_\_\_\_\_

Gerald Van Amburg, Chair  
Board of Water and Soil Resources

DRAFT

## I. Introduction

---

This document contains specific content requirements for drafting a comprehensive watershed management plan through the Board of Water and Soil Resources' One Watershed, One Plan program. The *One Watershed, One Plan Guidebook* provides more information on selected requirements for developing a quality plan that serves the needs of watershed resources and planning partners. Overall organization and format of the plan is a local decision.

The most effective and useful comprehensive watershed management plans are based on the best available data, models, and other science, especially making use of Watershed Restoration and Protection Strategies (WRAPS) where they are available. They are action-oriented, focusing on the *what* and the *how* of watershed management. Finally, they are succinct and readable, providing watershed managers with a tool to explain to the public and funders what needs to happen and the anticipated results of actions that appear in the plan. Where possible, partnerships are encouraged to make use of existing documents and incorporate them into the final plan document by reference. The *One Watershed, One Plan Guiding Principles* provide sideboards and direction in the plan content requirements outlined in this document.

**Note: *One Watershed, One Plan Operating Procedures* are in a separate document.**

## II. Comprehensive Watershed Management Plans

---

The requirements in this document are supported by the vision of the Minnesota Local Government Roundtable that future watershed-based plans will have **sufficient detail that local government units can, with certainty, identify pollutant(s) of concern in - or risks to - a water body, identify the source(s) of the pollutant, and provide detailed projects that address identified sources or risks.** This vision also includes a future of limited wholesale updates to watershed-based plans, with a streamlined process to incorporate collected data, trend analysis, changes in land use, and prioritization of resource concerns into the watershed-based plan, and an emphasis on watershed management and implementation through shorter-term work plans and budgeting. This vision includes acknowledging and building off of existing plans and data (including local and state plans and data), as well as existing local government services and capacity.

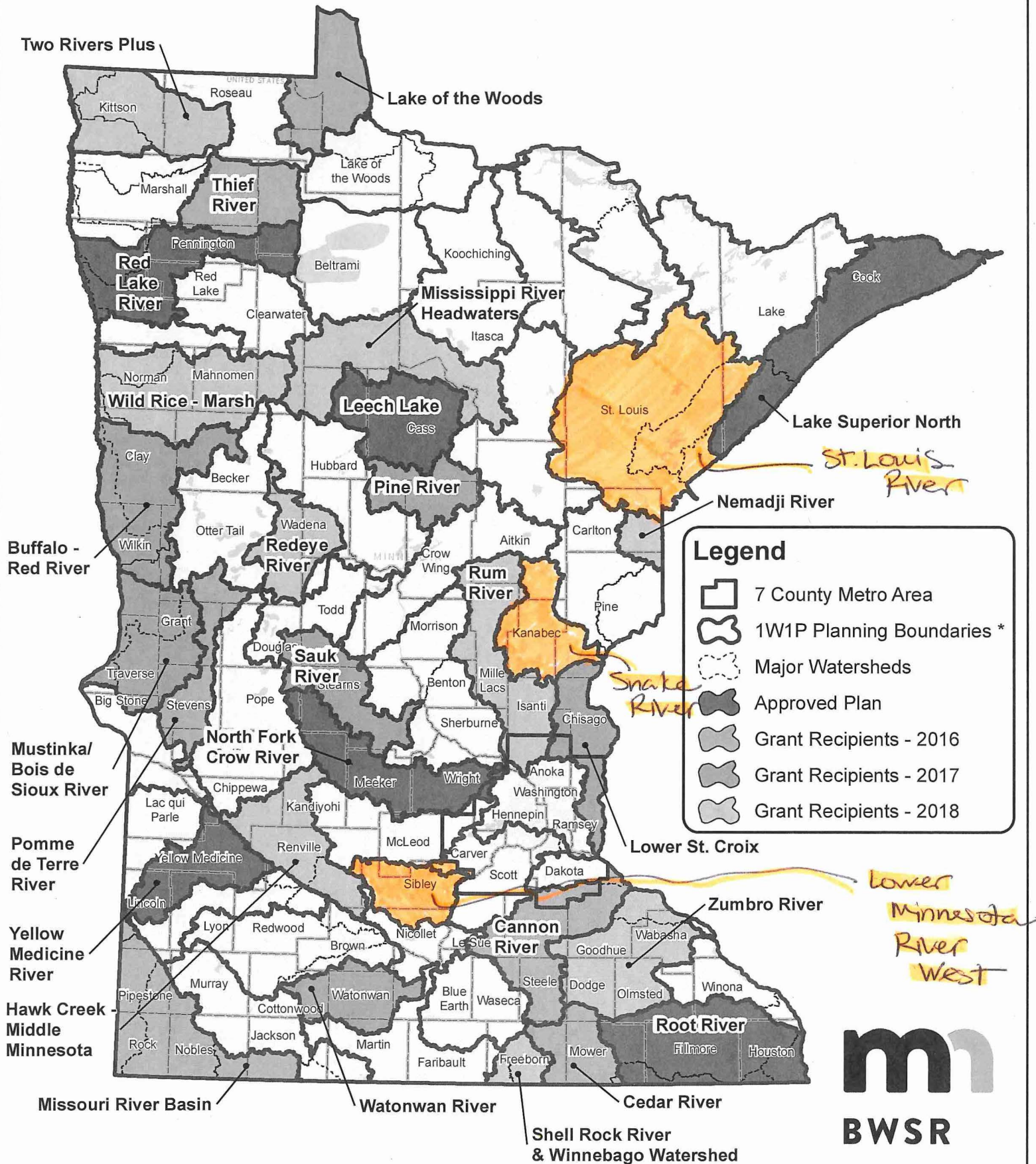
### A. Issues that must be addressed

According to Minnesota Statutes, Section 103B.801, subdivision 4, the following issues must be addressed in the plan.

- Surface water and ground water quality protection, restoration, and improvement, including prevention of erosion and soil transport into surface water systems
- Restoration, protection, and preservation of [drinking water sources and](#) natural surface water and groundwater storage and retention systems
- Promotion of groundwater recharge
- Minimization of public capital expenditures needed to correct flooding and water quality problems
- Wetland enhancement, restoration, and establishment
- Identification of priority areas for riparian zone management and buffers

# One Watershed, One Plan

## Participating Watersheds



\*Not legal boundaries; intended for planning purposes through One Watershed, One Plan only.



## BOARD MEETING AGENDA ITEM

**AGENDA ITEM TITLE:** FY 2020 SWCD Local Capacity Grant Authorization & Policy Update

**Meeting Date:** August 29, 2019

**Agenda Category:**  Committee Recommendation     New Business     Old Business

**Item Type:**  Decision     Discussion     Information

**Section/Region:** Central Region

**Contact:** Nicole Clapp

**Prepared by:** Nicole Clapp

**Reviewed by:** Grants Program & Policy    Committee(s)

**Presented by:** Kevin Bigalke

**Time requested:** 20 mins

**Audio/Visual Equipment Needed for Agenda Item Presentation**

**Attachments:**     Resolution     Order     Map     Other Supporting Information

**Fiscal/Policy Impact**

- |  |   |
|--|---|
| <input type="checkbox"/> None                                | <input type="checkbox"/> General Fund Budget                |
| <input checked="" type="checkbox"/> Amended Policy Requested | <input type="checkbox"/> Capital Budget                     |
| <input type="checkbox"/> New Policy Requested                | <input type="checkbox"/> Outdoor Heritage Fund Budget       |
| <input type="checkbox"/> Other:                              | <input checked="" type="checkbox"/> Clean Water Fund Budget |

**ACTION REQUESTED**

Approval of the FY 2020 SWCD Local Capacity allocation formula and grants. Approval of the updates to the SWCD Conservation Delivery and Capacity Policy.

**LINKS TO ADDITIONAL INFORMATION**

**SUMMARY** *(Consider: history, reason for consideration now, alternatives evaluated, basis for recommendation)*

This is the third biennium for the SWCD Capacity appropriation which came through the CWF once again. This biennium the legislature added additional funds and language that required the inclusion of private land and public water factors in the allocation formula. Staff worked, in consultation with other stakeholders, to develop a new formula which includes those additional metrics. There was also additional language that stipulated 1% for BWSR administration, less than allowable in previous years, therefore BWSR has to reduce administration time spent on these grants. This necessitated strengthening the connection to the CWF Statute requirements within the program policy to ensure the grantees are aware of their responsibilities.



## BOARD ORDER

### Fiscal Year 2020 Local Capacity Grants Program

#### PURPOSE

Provide fiscal year 2020 Clean Water Fund Local Capacity Grant Funds to Soil and Water Conservation Districts.

#### FINDINGS OF FACT / RECITALS

1. Soil and Water Conservation District (SWCD) Local Capacity Program supports implementation of Minnesota Statutes 103C.321 Officers and Employees, and 103C.331 Powers of District Boards.
2. The Laws of Minnesota 2019, 1<sup>st</sup> Special Session, Chapter 2, Article 2, Sec. 7(n), appropriated fiscal year 2020 SWCD Local Capacity Program funds.
3. This appropriation limits funds for the Board's administration of the program to one percent.
4. The appropriation includes language that requires providing a base amount of \$100,000 per year, and for remaining funds to be distributed based on county allocations to SWCDs and amount of public land and private waters, to each SWCD.
5. Counties have provided increased capacity to SWCDs since the fiscal year 2017 Local Capacity Matching Grant Program was initiated.
6. The attached allocation table includes: 1) the \$TBD per SWCD base amount, 2) an amount per SWCD based on the three year average of county allocation to the SWCD, and 3) a distribution of % TBD based on private land and a distribution of % TBD based on public waters.
7. The Grants Program and Policy Committee, at their August 19, 2019 meeting, reviewed the proposed allocations and recommended approval to the Board.

#### ORDER

The Board hereby:

1. Approves the allocation of \$TBD to each eligible SWCD, Hennepin and Ramsey Counties;
2. Approves the allocation of Local Capacity Matching Grants to each eligible SWCD in the amount of the average the SWCD has received from the Local Capacity Matching Grants for fiscal years 2017 – 2019 consistent with the attached table.
3. Approves the allocation of Local Capacity Matching Grants to each eligible SWCD based on the private lands and public waters within the SWCD consistent with the attached table.
4. Establishes that the 2020 Local Capacity Grants awarded pursuant to this resolution will conform to SWCD Conservation Delivery and Capacity Grants Policy; and
5. Directs staff to minimize administration of the Local Capacity Grants Program to one percent of the total appropriation.
6. Authorizes staff to enter into grant agreements for these purposes.

Dated at Morris, Minnesota, this August 29, 2019.

**MINNESOTA BOARD OF WATER AND SOIL RESOURCES**

\_\_\_\_\_

Date: \_\_\_\_\_

Gerald Van Amburg, Chair  
Board of Water and Soil Resources

Attachments: FY2020 SWCD Local Capacity Matching Grants Allocation Table

**ALLOCATION TABLE TO BE INSERTED AFTER GP&P  
DISCUSSION**





## BOARD ORDER

### SWCD Conservation Delivery and Capacity Policy Update

#### PURPOSE

Adopt a revised SWCD Conservation Delivery and Capacity Policy.

#### FINDINGS OF FACT / RECITALS

1. Soil and Water Conservation District (SWCD) Local Capacity Program supports implementation of Minnesota Statutes 103C.321 Officers and Employees, and 103C.331 Powers of District Boards.
2. The legislature appropriates funds to the Board for SWCDs through the Conservation Delivery and Capacity Grant Programs.
3. These grants are provided to SWCDs with funds for the purposes of Minnesota Statutes 103C.321, and 103C.331 including operations, technical assistance, and building the capacities of SWCDs.
4. Clear expectations are required for the local administration of SWCD Conservation Delivery and Capacity grants in accordance with all applicable Minnesota Statutes, Minnesota Session Law, Board Policies, and other applicable state laws and policies.
5. The appropriation for Fiscal Year 2020 and 2021 SWCD Local Capacity grants limits funds for the Board's administration of the program to one percent, requiring a reduction in administrative time spent by staff on these grants and changes to the policy language to more clearly link grantee responsibilities for CWF expenditures.
6. The Grants Program and Policy Committee, at their August 19, 2019 meeting, reviewed the proposed policy changes and recommended approval to the Board.

#### ORDER

The Board hereby:

1. Approves and authorizes additional language added to the SWCD Conservation Delivery and Capacity Grants Policy to strengthen the connection to requirements for expenditure of Clean Water Funds.

Dated at Morris, Minnesota, this August 29, 2019.

**MINNESOTA BOARD OF WATER AND SOIL RESOURCES**

\_\_\_\_\_  
Gerald Van Amburg, Chair  
Board of Water and Soil Resources

Date: \_\_\_\_\_

Attachments: *SWCD Conservation Delivery and Capacity Policy*

## SWCD Conservation Delivery and Capacity Grants Policy

*From the Board of Water and Soil Resources, State of Minnesota*

**Version:** 1.00  
**Effective Date:** 07/01/2017  
**Approval:** Board Resolution #17-53

### Policy Statement

---

The Soil and Water Conservation District (SWCD) Conservation Delivery and Capacity Programs are implemented under the authority of Minnesota Statutes §103C.321 and §103C.331. These programs provide each SWCD with funds for the general administration and operation of the district, and for building the capacities of the soil and water conservation districts.

District boards are responsible for the administration and decisions concerning the local use of these funds in accordance with: Minnesota Statutes, §103C.321 and §103C.331; BWSR policies; grant agreement; and all other applicable laws. BWSR will use grant agreements as contracts for assurance of deliverables and compliance. Failure to comply with relevant statutes, rules, and policies may lead to imposition of financial penalties on the grant recipient.

### Applicable Programs and Grants

- Conservation Delivery (State General Fund)
- Capacity (Clean Water Fund)

Activities implemented with Capacity funds allocated from the Clean Water Fund must be consistent with the purposes of the Minnesota Constitution, article XI, section 15 to “...protect, enhance, and restore water quality in lakes, rivers, and streams and to protect groundwater from degradation...”

### Reason for the policy

---

The purpose of this policy is to provide specific requirements for the implementation of funds appropriated to BWSR associated with the Conservation Delivery and Capacity Programs.

BWSR’s Grants Administration Manual (<http://www.bwsr.state.mn.us/grants/manual/>) provides the primary framework for local management of all state grants administered by BWSR.

# Eligible Activities and Program Requirements

---

## 1. Eligible and Ineligible Activities

Conservation Delivery and Capacity Grants provide each Soil and Water Conservation District with funds for the general administration and operation of the district, and building the capacity of the district. Eligible Activities must be identified in the work plan and include items 1.1-1.5.

- 1.1 **Staffing.** The salary, benefits, leave, and applicable training for staff are eligible if necessary for work plan activities funded by the grant.
- 1.2 **Facility Administration.** Operation and maintenance of office and its functions.
- 1.3 **Supplies Acquisition.** The purchase of temporary, office support goods like software, tools, and fuel, as defined in the Grant Administration Manual - Allowable and Unallowable Cost section.
- 1.4 **Conservation Practice Cost Share and Incentives.** Funds used from this policy for cost share or incentives must follow the BWSR Erosion Control and Water Management Program Policy.
- 1.5 **Equipment Acquisition.** The acquisition of permanent goods like vehicles, ATVs, and survey equipment, as defined in the Grant Administration Manual - Allowable and Unallowable Cost section.
- 1.6 **Ineligible Activities.** See the unallowable costs as defined in the Grant Administration Manual - Allowable and Unallowable Cost section.

## 2. Grant Match Requirements

No match is required for Conservation Delivery Funds. Grant match requirements for other programs will be determined by BWSR Board Resolution.

## 3. Grant Work Plan and Reporting Requirements

To ensure the continued success of the program regular reporting of expenditures and technical assistance accomplishments are required. Work plans are required for all programs funded through the Clean Water Fund.

- 3.1. **Grant Work Plan.** Work plans shall be developed in eLINK and must be approved before work can begin on any grant associated with these programs. Work plans shall reflect each eligible activity that will be implemented, a description of the anticipated activity outcomes or accomplishments, and grant and match funding amounts to accomplish each of the activities.
- 3.2. **Reporting.** Descriptions of actual results and financial expenditures for each work plan activity must be reported in eLINK by February 1 of each year.
- 3.3. **Grant Closeout.** Within thirty (30) calendar days of the conclusion of each grant agreement or expenditure of all grant funds, grantees are required to:
  - a. Provide documentation of all work plan activities completed with the grant funding in eLINK; and
  - b. Submit a signed eLINK Financial Report to BWSR; and

- c. Return any unspent funds to BWSR.

3.4. Districts are responsible for documenting and defending their legacy fund expenditures as needed, reasonable, consistently applied, rationally allocated, and consistent with Minnesota Management and Budget’s Guidance to Agencies on Legacy Fund Expenditure.

#### 4. BWSR Program Monitoring and Reconciliation Requirements

BWSR staff is authorized to develop grant agreements, including requirements and processes for project outcomes reporting, closeouts, fiscal reconciliations, and grant verifications. All grantees must follow the grant agreement and Grants Administration Manual.

In the event there is a violation of the terms of the grant agreement, BWSR will enforce the grant agreement and evaluate appropriate actions, up to and including repayment of grant funds at a rate up to 100% of the grant agreement.

### History

---

Version	Description	Date
1.0	SWCD Conservation Delivery and Capacity Policy; first adoption	07/01/2017

## BOARD MEETING AGENDA ITEM

**AGENDA ITEM TITLE:** FY 2020 and FY 2021 Cooperative Weed Management Area Program RFP

**Meeting Date:** August 29, 2019

**Agenda Category:**  Committee Recommendation     New Business     Old Business

**Item Type:**  Decision     Discussion     Information

**Section/Region:** Central Region

**Contact:** Nicole Clapp

**Prepared by:** Nicole Clapp

**Reviewed by:** Grants Program & Policy    Committee(s)

**Presented by:** Kevin Bigalke

**Time requested:** 20 mins

**Audio/Visual Equipment Needed for Agenda Item Presentation**

**Attachments:**     Resolution     Order     Map     Other Supporting Information

**Fiscal/Policy Impact**

- |   |   |
|---|---|
| <input type="checkbox"/> None                     | <input checked="" type="checkbox"/> General Fund Budget |
| <input type="checkbox"/> Amended Policy Requested | <input type="checkbox"/> Capital Budget                 |
| <input type="checkbox"/> New Policy Requested     | <input type="checkbox"/> Outdoor Heritage Fund Budget   |
| <input type="checkbox"/> Other:                   | <input type="checkbox"/> Clean Water Fund Budget        |

**ACTION REQUESTED**

Approval of the FY 2020 and FY 2021 Cooperative Weed Management Area (CWMA) Program RFP

**LINKS TO ADDITIONAL INFORMATION**

**SUMMARY** *(Consider: history, reason for consideration now, alternatives evaluated, basis for recommendation)*

Approval of the FY 2020 and FY 2021 BWSR Cooperative Weed Management Area (CWMA) Program RFP is requested. The Board was appropriated \$100,000 of cost-share grant funds in each year of the biennium for FY 2020 and FY 2021 (\$200,000 total) for “county cooperative weed management cost-share programs and to restore native plants in selected invasive species management sites.” Staff have developed a request for proposal to make these funds available to qualified cooperative weed management groups.

Funding Source: ML 2019, 1<sup>st</sup> Special Session, Chapter 4, Article 1, Section 4(d-3)



## BOARD ORDER

### Fiscal Year 2020 and 2021 Cooperative Weed Management Area Program Authorization

#### PURPOSE

Authorize the Request for Proposal (RFP) for fiscal year 2020 and 2021 General Fund Cooperative Weed Management Area (CWMA) grants to selected Soil and Water Conservation Districts (SWCDs).

#### FINDINGS OF FACT / RECITALS

1. The Laws of Minnesota 2019, 1<sup>st</sup> Special Session, Chapter 4, Article 1, Section 4(d-3), appropriated fiscal year 2020 and 2021 funds for county cooperative weed management cost-share programs.
2. The CWMA program provides financial assistance to SWCDs to develop and sustain Cooperative Weed Management Areas that control emerging weed threats and manage natural areas and conservation lands through an integrated pest management and ecosystem approach.
3. The Board has previously endorsed an inter-agency granting strategy that includes an interagency Project Advisory Team to assist in the development and evaluation of this grant program.
4. The Grants Program and Policy Committee, at their August 19, 2019 meeting, reviewed the RFP and recommended approval to the Board.

#### ORDER

The Board hereby:

1. Authorizes staff to proceed with the Request for Proposals (RFP) for the FY 2020 and 2021 CWMA Grants Program consistent with the provisions of the appropriation and this Board Order.
2. Establishes that the CWMA program will conform to the BWSR FY2020 Erosion Control and Water Management Program Policy.

Dated at Morris, Minnesota, this August 29, 2019.

#### MINNESOTA BOARD OF WATER AND SOIL RESOURCES

\_\_\_\_\_

Gerald Van Amburg, Chair  
Board of Water and Soil Resources

Date: \_\_\_\_\_

Attachments: *FY 2020 & 2021 Cooperative Weed Management Area Program Request for Proposal (RFP)*

# Cooperative Weed Management Area Program

## Request for Proposals

### General Information

---

Cooperative Weed Management Areas are partnerships of federal, state and local government agencies along with tribes, individual landowners and various other interested groups that manage noxious weeds or invasive plants in a defined area. The [BWSR Cooperative Weed Management Area \(CWMA\) Program](#) was developed in 2008 to promote the collaborative and efficient control of invasive species and protection of conservation lands and natural areas across geographic boundaries. \$200,000 is available for FY2020 and FY2021 (combined) for newly developing and existing CWMAs/terrestrial weed management partnerships in Minnesota through this Request for Proposal.

The purpose of this program is to establish strong and sustainable CWMAs across Minnesota for the collaborative and efficient control of invasive species and protection of conservation lands and natural areas.

### Who May Apply

---

As the CWMA Program is a State Cost-share Program, SWCDs are the only eligible applicants. Other organizations may consider applying in partnership with SWCDs to help develop and run the Cooperative Weed Management Area project.

### Eligibility Criteria

---

Newly developing and existing CWMAs and CISMAs (Cooperative Invasive Species Management Areas) are eligible for this RFP.

- Newly developing CWMAs/CISMAs or groups where more than one county are combined as part of existing CWMAs/CISMAs may request up to \$20,000
- Grants for existing groups will be \$15,000

LGUs are eligible to receive grant funds if they are working under a current water management plan that has been **state approved and locally adopted** when the BWSR Board authorizes the grant awards.

Proposals from applicants that were previously awarded CWMA Funds will be considered during the review process for applications submitted in response to this RFP. However, applicants that have expended less than 50% of previous award(s) at the time of this application will need to demonstrate organizational capacity to finalize current projects and complete new projects concurrently.

A minimum non-state match equal to at least 25% of the amount requested and/or received is required. The match must be cash or in-kind cash value of goods, materials, and services directly attributed to project accomplishments.



Applicants are required to fill out a project budget summarizing proposed activities and expenditures including proposed actual technical and administrative costs. Applicants may propose using more than 20% of the grant funds for technical and administrative costs as provided in Section 2.2. of the [Erosion Control and Water Management Program Policy](#).

Proposals may include one image file (.jpg, .tiff, .png) as an Application Image in eLINK. General attachments will not show up as a part of the application report in eLINK.

## Evaluation and Selection

- Proposals should demonstrate significant, measurable project outputs and outcomes<sup>1</sup>. As appropriate, outputs should include scientifically credible estimates of both short-term and long term benefits as well as other measures such as: acres of invasive species treated, increases in diversity levels, etc.
- Proposals must have plans for long-term maintenance and inspection monitoring for the duration of the project’s effective life.
- Proposals should demonstrate that, when appropriate, a sufficient partnership exists to implement the project.

<b>Table 1: Cooperative Weed Management Area Program Ranking Criteria</b>	
<b>Ranking Criteria</b>	<b>Maximum Points</b>
<u>Newly Establishing Organizations:</u> The funding will be used to assist the development of a newly establishing Cooperative Weed Management Area (CWMA) or Cooperative Invasive Species Management Area (CISMA).	10
<u>Anticipated Outcomes:</u> The outcomes expected upon completion of the project initiatives are identified, consistent with project goals, and it is clear how these outcomes will be obtained.	30
<u>Relationship to CWMA and Conservation Plans:</u> The proposal and species of focus are based on priority actions listed in or derived from CWMA/CISMA plans, and other local, state and federal conservation and invasive species plans.	10
<u>Weed Prioritization:</u> Weed threats are prioritized and are consistent with Minnesota’s Noxious Weed Law, as well as local needs.	15
<u>Strength of Partnerships:</u> Partnerships are clearly defined.	15
<u>Management Approach:</u> An approach is defined to plan and manage invasive species through partnership coordination and using integrated pest management, and a focus on restoring native plant communities where practicable.	10
<u>Information Management:</u> An approach is defined for the management of information about weed locations (using tools such as EDDMapS), as well as management approaches used.	10
<b>Total Points Available</b>	<b>100</b>

<sup>1</sup> The term “outcome” means the result, effect or consequence that will occur from carrying out the environmental program or activity associated with the application. Outcomes may be environmental, behavioral, health related or programmatic in nature but must be quantitative. They may not necessarily be achievable within the grant agreement timeline.

The term “output” or “intermediate outcome” means an environmental activity, effort and/or associated work product related to an environmental goal and objective that will be produced or provided over a period of time or by a specified date. Outputs may be quantitative or qualitative but must be measurable during the grant agreement timeline.

## Eligible & Key Activities

Grant funding can be used for a wide variety of activities related to setting up and sustaining existing CWMAs, including:

- Conducting outreach and education
- Weed mapping
- Managing invasive species and monitoring

Key activities of CWMAs can include:

<p><u>Building Strong Partnerships</u></p> <ul style="list-style-type: none"> <li>-Public landowners, and agencies</li> <li>-Private landowners</li> <li>-Local units of government</li> <li>-Private organizations</li> </ul>	<p><u>Sharing Resources between Partners</u></p> <ul style="list-style-type: none"> <li>-Staff/labor</li> <li>-Equipment</li> <li>-Leveraged funds</li> <li>-Access to lands, roads, gravel pits and/or key decision makers</li> </ul>	<p><u>Effective Outreach/Communication</u></p> <ul style="list-style-type: none"> <li>-Communication back and forth between agencies, landowners, local units of government, and private organizations</li> <li>-Educate – ID, prevention, management – also grant writing and plan writing</li> <li>-Technical transfer – news, tips</li> </ul>
<p><u>Identifying and prioritizing emerging weed threats</u></p> <ul style="list-style-type: none"> <li>-New and/or recently introduced species</li> <li>-Those changing status</li> <li>-Possible prioritization methods</li> <li>-Species based</li> <li>-Site based</li> <li>-Based on planned actions</li> </ul>	<p><u>Facilitating management/control of priority species</u></p> <ul style="list-style-type: none"> <li>-Promote sound weed management that promotes multiple landscape benefits (pollinators, re-establishing native vegetation) etc.</li> </ul>	<p><u>Effective data management/sharing</u></p> <ul style="list-style-type: none"> <li>-Weed Mapping</li> <li>-Project Mapping</li> <li>-Project Outcomes</li> </ul>

## Other Information

### Native Vegetation

The planting of native vegetation following removal efforts is recommended whenever feasible for a project to provide competition for invasive species and provide other landscape benefits. Vegetative practices must follow the Native Vegetation Establishment and Enhancement Guidelines at:

<https://bwsr.state.mn.us/sites/default/files/2019-07/Updated%20guidelines%20Final%2007-01-19.pdf>

## Timeline

---

September 2, 2019	Application period begins
October 7, 2019	Application deadline at 4:30 PM
December 18, 2019	BWSR Board authorizes grant awards (proposed)
January 2020	BWSR grant agreements sent to recipients (proposed)
March 13, 2020	Work plan submittal deadline

## Payment Schedule

---

Grant payments will be made as one advance payment after the work plan approval and execution of the grant agreement, provided the grant applicant is in compliance with all BWSR website and eLINK reporting requirements for previously awarded BWSR grants.

## Submittal

---

Applications will be submitted via eLINK. Eligible applicants without a current eLINK user account must submit a request to establish an eLINK account no later than 7 days prior to the application deadline. As part of the application, eLINK will require applicants to map the location of the proposed project.

## BWSR Grant Administration

---

BWSR reserves the right to partially fund any and all proposals based on the amount of funding available. Proposals that are deemed complete may be considered for future available funds.

## Grant Execution

---

Successful respondents will be required to develop and submit a work plan in eLINK prior to execution of the grant agreement.

## Incomplete Proposals

---

Proposals that do not comply with all requirements, including incomplete or missing proposal components, will not be considered for funding.

## Project Period

---

The project period starts when the grant agreement is executed, meaning all required signatures have been obtained. Work that occurs before this date is not eligible for reimbursement with grant funds. All grants must be completed by the expiration date as referenced in the grant agreement.

## Project Reporting Requirements

---

- All grantees are required to report on the outcomes, activities, and accomplishments of Cooperative Weed Management Area grants. All BWSR funded projects will be required to develop a work plan, including detail of each eligible activity, a description of the anticipated activity accomplishments, and grant and match funding amounts to accomplish each of the activities. All activities will be reported via the eLINK reporting system. For more information about eLINK, go to: <http://www.bwsr.state.mn.us/elink>.
- BWSR Cooperative Weed Management Area funds will be administered via a standard grant agreement. BWSR will use grant agreements as contracts for assurance of deliverables and compliance with appropriate statutes, rules and established policies. Willful or negligent disregard of relevant statutes, rules and policies may lead to imposition of financial penalties on the grant recipient.
- Grant recipients must display their program goals and major program activities on a fact sheet (or a separate webpage) that is linked to their website.

## Grants and Public Information

---

Under Minnesota Statute 13.599, responses to a Request for Proposals are nonpublic until the application deadline is reached. At that time, the name and address of the applicant, and the amount requested becomes public. All other data is nonpublic until the negotiation of the grant agreement with the selected grantee is completed. After the application evaluation process is completed, all data (except trade secret data) becomes public. Data created during the evaluation process is nonpublic until the negotiation of the grant agreement with the selected grantee(s) is completed.

## Conflict of Interest

---

State Grant Policy 08-01 (see [http://www.admin.state.mn.us/ogm\\_policies\\_and\\_statute.html](http://www.admin.state.mn.us/ogm_policies_and_statute.html)) Conflict of Interest for State Grant-Making, also applies to BWSR grantees. Grantees' conflicts of interest are generally considered organizational conflicts of interest. Organizational conflicts of interest occur when:

1. A grantee is unable or potentially unable to render impartial assistance or advice due to competing duties or loyalties,
2. A grantee's objectivity in carrying out the grant is or might be otherwise impaired due to competing duties or loyalties, or
3. A grantee or potential grantee has an unfair competitive advantage through being furnished unauthorized proprietary information or source selection information that is not available to all competitors.

## Questions

---

For more information concerning the request for proposal, contact BWSR's Cooperative Weed Management Area Program Coordinator: Nicole Clapp, [nicole.clapp@state.mn.us](mailto:nicole.clapp@state.mn.us) or 651-219-0167.

## **COMMITTEE RECOMMENDATIONS**

### ***Central Region Committee***

1. Lower Minnesota River Watershed District Dredge Management Grant – Kevin Bigalke – **DECISION ITEM**
2. Mille Lacs Soil and Water Conservation District Change in Location of Principal Office Headquarters – Kevin Bigalke – **DECISION ITEM**
3. North Fork Crow River Watershed District Boundary – Kevin Bigalke – **DECISION ITEM**

**BOARD MEETING AGENDA ITEM**

**AGENDA ITEM TITLE:** Lower Minnesota River Watershed District Dredge Management Grant

**Meeting Date:** August 29, 2019

**Agenda Category:**  Committee Recommendation  New Business  Old Business

**Item Type:**  Decision  Discussion  Information

**Section/Region:** Central Region

**Contact:** Steve Christopher

**Prepared by:** Steve Christopher

**Reviewed by:** Central Region Committee(s)

**Presented by:** Kevin Bigalke

**Audio/Visual Equipment Needed for Agenda Item Presentation**

**Attachments:**  Resolution  Order  Map  Other Supporting Information

**Fiscal/Policy Impact**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> None          | <input type="checkbox"/> General Fund Budget          |
| <input type="checkbox"/> Amended Policy Requested | <input type="checkbox"/> Capital Budget               |
| <input type="checkbox"/> New Policy Requested     | <input type="checkbox"/> Outdoor Heritage Fund Budget |
| <input type="checkbox"/> Other:                   | <input type="checkbox"/> Clean Water Fund Budget      |

**ACTION REQUESTED**

Approval of disbursement of legislatively appropriated funds to the Lower Minnesota River Watershed District for Minnesota River channel management in the amount of \$240,000 in 2019 and \$240,000 in 2020.

**SUMMARY** (*Consider: history, reason for consideration now, alternatives evaluated, basis for recommendation*)

The Lower Minnesota River Watershed District (LMRWD) is responsible for dredge material management within the Minnesota River and must maintain a 9 foot deep navigation channel as assigned by the US Army Corps of Engineers (COE). The District was largely established to serve as the principle entity to ensure local participation to the COE.

In 2017, the LMRWD successfully lobbied the Minnesota Legislature to appropriate \$240,000 in 2017 and 2018 to carry out activities related to Minnesota River channel management. The Board of Water and Soil Resources (BWSR) is the administrative agency that the appropriated funds will be delivered through. In 2019, the Legislature once again appropriated \$240,000 for the first year and \$240,000 for the second year of the biennium to defray the annual cost of operating and maintaining sites for dredge spoil to sustain the state, national, and international commercial and recreational navigation on the lower Minnesota River.

As part of the requirements for the funds to be disbursed, the LMRWD must submit a workplan for the management. Staff is recommending approval of disbursement of the funds pending approval of the workplan.

The Central Region Committee reviewed the materials on August 8, 2019. Glenn Skuta moved the recommendation to approve and Paige Winebarger seconded the motion. The Committee unanimously voted to recommend to the BWSR Board approval of disbursement of the funds per the staff recommendation.



## BOARD ORDER

### Fiscal Year 2020 and 2021 Lower Minnesota River Watershed District Dredge Management Grants Approval

#### PURPOSE

Approval of the Fiscal Year 2020 and 2021 Dredge Management grants to Lower Minnesota River Watershed District.

#### FINDINGS OF FACT / RECITALS

1. The Laws of Minnesota 2019, 1<sup>st</sup> Special Session, Chapter 4, Article 1, Section 4(j), appropriated \$240,000 for each fiscal year 2020 and 2021 for Minnesota River channel management.
2. This grant is available for the cost of operating and maintaining sites for dredge spoil to sustain the state, national, and international commercial and recreational navigation on the lower Minnesota River.
3. The Lower Minnesota Watershed District will develop and submit a Work Plan to BWSR to cover activities for fiscal year 2020 and 2021.
4. The Central Regional Committee, at their August 8, 2019 meeting, discussed and reviewed the Lower Minnesota River Watershed District Dredge Management grant allocation and recommended approval to the Board.

#### ORDER

The Board hereby:

1. Authorizes staff to enter into a grant agreement for the FY 2020 and 2021 Lower Minnesota River Watershed District Dredge Management Grants consistent with the provisions of the appropriation and this Board Order.
2. Authorizes staff to review and approve the work plans for FY 2020 and 2021 prior to payment of grant funds.

Dated at Morris, Minnesota, this August 29, 2019.

#### MINNESOTA BOARD OF WATER AND SOIL RESOURCES

\_\_\_\_\_

Gerald Van Amburg, Chair  
Board of Water and Soil Resources

Date: \_\_\_\_\_



August 29, 2019

Lower Minnesota River Watershed District  
C/o Linda Loomis, Administrator  
112 East 5<sup>th</sup> Street #102  
Chaska, MN 55318

Dear Chair and Managers:

I am pleased to inform you that the Minnesota Board of Water and Soil Resources (Board) has resolved to enter into a grant agreement with the Lower Minnesota River Watershed District (LMRWD) for the Fiscal Year 2020 and 2021 Dredge Management Grant at its regular meeting held on August 29, 2019, pending staff approval of the work plan. For your records I have enclosed a copy of the signed Board Resolution that documents the approval.

Please contact Steve Christopher of our staff at 651-249-7519, or at the central office address for further assistance in this matter.

Sincerely,

XXX  
Chair

Enclosure

cc: Kevin Bigalke, BWSR (via email)  
Steve Christopher, BWSR (via email)  
File Copy

## BOARD MEETING AGENDA ITEM

**AGENDA ITEM TITLE:** Mille Lacs Soil and Water Conservation District Change in Location of Principal Office Headquarters

**Meeting Date:** August 29, 2019

**Agenda Category:**  Committee Recommendation     New Business     Old Business

**Item Type:**  Decision     Discussion     Information

**Section/Region:** Central Region

**Contact:** Jason Weinerman

**Prepared by:** Kevin Bigalke

**Reviewed by:** Central Regional    Committee(s)

**Presented by:** Kevin Bigalke

**Time requested:** 5 minutes

**Audio/Visual Equipment Needed for Agenda Item Presentation**

**Attachments:**     Resolution     Order     Map     Other Supporting Information

**Fiscal/Policy Impact**

None     General Fund Budget

Amended Policy Requested     Capital Budget

New Policy Requested     Outdoor Heritage Fund Budget

Other:     Clean Water Fund Budget

**ACTION REQUESTED**

Pursuant to [Minn. Stat. § 103C.221](#), a change of location of principal office of a district must be approved by BWSR. BWSR must file a certified copy of the resolution with the secretary of state.

**LINKS TO ADDITIONAL INFORMATION**

**SUMMARY** *(Consider: history, reason for consideration now, alternatives evaluated, basis for recommendation)*

On July 10, 2019, the Mille Lacs SWCD Board of Supervisors passed a resolution approving the district’s change of principal office location to 1016 5th Street SW, Milaca, MN 56353 to 635 2nd Street SE, Milaca, MN 56353. BWSR’s Central Region Committee met on August 1, 2019, to review this request and voted to recommend approval of the change of principal office location to the full BWSR Board.

Board Resolution # 19- [redacted]

**Resolution Accepting Change in Office Location  
for Mille Lacs Soil and Water Conservation District**

**WHEREAS**, the Mille Lacs Soil and Water Conservation District Board of Supervisors adopted a resolution dated July 10, 2019, to change the office headquarters from 1016 5<sup>th</sup> Street SW, Milaca, MN 56353 to 635 2<sup>nd</sup> Street SE, Milaca, MN 56353; and

**WHEREAS**, the Board of Water and Soil Resources must act on the change of office location pursuant to Minn. Stat. § 103C.221.

**THEREFORE BE IT RESOLVED**, the Board of Water and Soil Resources hereby approves the change in office location of the Mille Lacs Soil and Water Conservation District from 1016 5<sup>th</sup> Street SW, Milaca, MN 56353 to 635 2<sup>nd</sup> Street SE, Milaca, MN 56353.

**THEREFORE BE IT FURTHER RESOLVED**, this one-page Resolution of the Minnesota Board of Water and Soil Resources, Number 19-XX dated August 29, 2019, approving the change in office location of the Mille Lacs Soil and Water Conservation District is hereby certified as true and correct.

**THEREFORE BE IT FURTHER RESOLVED**, that the Executive Director of the Board of Water and Soil Resources shall file this resolution with the Minnesota Secretary of State's Office pursuant to Minn. Stat. § 103C.221.

Date: \_\_\_\_\_

\_\_\_\_\_  
Thomas Schulz, Acting Chair  
Board of Water and Soil Resources

State of Minnesota  
County of Ramsey

Subscribed and sworn to before me this [redacted] day of August, 2019.

\_\_\_\_\_  
Notary Public

## BOARD MEETING AGENDA ITEM

**AGENDA ITEM TITLE:** North Fork Crow River Watershed District Boundary Change and District Enlargement Petition Hearing

**Meeting Date:** August 29, 2019

**Agenda Category:**  Committee Recommendation     New Business     Old Business

**Item Type:**  Decision     Discussion     Information

**Section/Region:** Central Region

**Contact:** Kevin Bigalke

**Prepared by:** Kevin Bigalke

**Reviewed by:** Central Regional    Committee(s)

**Presented by:** Kevin Bigalke

**Time requested:** 5 minutes

**Audio/Visual Equipment Needed for Agenda Item Presentation**

**Attachments:**     Resolution     Order     Map     Other Supporting Information

**Fiscal/Policy Impact**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> None          | <input type="checkbox"/> General Fund Budget          |
| <input type="checkbox"/> Amended Policy Requested | <input type="checkbox"/> Capital Budget               |
| <input type="checkbox"/> New Policy Requested     | <input type="checkbox"/> Outdoor Heritage Fund Budget |
| <input type="checkbox"/> Other:                   | <input type="checkbox"/> Clean Water Fund Budget      |

**ACTION REQUESTED**

Appoint the Central Region Committee as the BWSR Board Committee to hold a public hearing regarding a boundary change and watershed district enlargement for the North Fork Crow River Watershed District upon receipt of a complete boundary change and district enlargement petition.

**LINKS TO ADDITIONAL INFORMATION**

Kevin Bigalke, Assistant Director, will provide background information at the Board meeting.

**SUMMARY** *(Consider: history, reason for consideration now, alternatives evaluated, basis for recommendation)*

The North Fork Crow River Watershed District will be filing a petition for a boundary change and a district enlargement pursuant to Minn. Stat. § 103D.251 & Minn. Stat. § 103D.261. Both a boundary change and district enlargement requires the Board of Water and Soil Resources (Board) to hold a hearing regarding the petitioned boundary change and enlargement. The Board has historically appointed and directed a Board Committee to hold the required hearing. In order to plan for the hearing and to make arrangements for the hearing, the Central Region Committee, at its August 8, 2019 meeting, made a recommendation that the Board authorize the Central Region Committee to hold the required hearing regarding the North Fork Crow River Watershed District Boundary Change and District Enlargement petition.