



## Red River Valley Conservation Service Area

### Joint Powers Board Regular Meeting Wednesday November 8, 2017

Mahnomen County Courthouse, 311 N. Main St. Mahnomen, MN

#### Meeting Minutes

The regular meeting of the RRVCSA – TSA 1 was held on Wednesday, November 8, 2017 in the downstairs conference room of the Mahnomen County Courthouse. Attendance was taken and is available upon request.

#### Call to Order

Chairman Flottesch called the meeting to order at 9:32 a.m.

#### Approval of Meeting Minutes

No changes noted to the June 20, 2017 Regular Meeting Minutes. Motion (Schoff, Sjostrom) to approve as written. Affirmative: Unanimous. Carried.

#### Financial Reports

Mead reviewed the October 31, 2017 Treasurer's Report.

Motion (Dittman, Hanson) to approve as presented. Affirmative: Unanimous. Carried.

#### TSA Reports

*Host Manager – Peter Mead*

Attended the BWSR North Region Staff Meeting. Covered the Technical Training and Certification process. Announced BWSR engineering plans. TSA presentation for challenges and future outlook. Issues arose with the TSA structure and annual report. RC felt that an unfair picture was painted of TSA 3. Our efforts to review TSA 1 governance were overlooked as well. Reviewed TSA power point.

*Engineer – Jim Hest*

- WSCBs – installed 10, designed 29, surveyed 6 sites with 2 remaining to survey
- Grade Stabilization – installed 12, designed 30, surveyed 4 sites with 17 left to survey
- Streambank Protection – designed 4, surveyed 2 with 2 sites remaining to survey
- Grassed Waterway – installed 1 and surveyed 1

*Engineering Technician – Jeff Haverland*

- WSCBs – surveyed 84 basins, designed 53 and 16 are under construction or completed
- Grade Stabilizations – surveyed 14 and awaiting design
- Shoreline Protection – working 11 projects, surveyed 4, designed 3 and awaiting construction
- Wetland Restoration – 1 project has been surveyed and designed, awaiting construction

*GIS Specialist – Mary Steinlicht*

- 3 Arc installs and 3 Arc trainings
- Apple support IDS- added Apple 2 factor authentication codes

- WQDSA hard drive distribution- Traverse
- 13 Collector maps
- 2 ArcGIS online/collector trainings
- Parkers Prairie Township, EOT
- Buckthorn mailing list EOT
- Attended the GIS/LIS conference October 4-6

### **Open Forum**

TSA Fee Schedule. Host District will review and make formatting changes as discussed. Final draft will be reviewed with Jeff, Jim and a few managers for understanding.

### **Enhanced Shared Services**

2016 Enhanced Shared Services: Existing Workplan(s), Remaining Funds. Mead reviewed the numbers as they were created initially with funds remaining from each work plan activity budget item.

2017 Enhanced Shared Services: Existing Workplan(s), Available Funds, Amendment Status. Mead reviewed the numbers as they were created initially with discussions that have since led to a change in the distribution of funds. We have added TSA Operations and Media Services in part 1. Additional Capacity, LCSC Startup Network and Media Services were added in part 2.

PTM App for the Bois de Sioux/Mustika Watershed(s) will come from contracted services in 2016 and 2017 for a total of \$60,000.

Motion (Dittmann, Revier) to approve the work plan amendments for FY 2017 Enhanced Shared Technical Services. Affirmative: Unanimous. Carried.

2018 Enhanced Shared Services: Approved Workplan. Mead reviewed the work plan activity budget items as follows:

- Admin \$8,000
- GIS Support \$75,000
- Software \$35,000
- Media Services \$18,500
- Additional Capacity \$58,500
- TSA Operations \$45,000

### **Training and Technical Certification**

Area TCTT Updates. Megan Lennon leads this training and certification process. Scott Smith is now employed with BWSR as the North Region Training Engineer, and Aaron Peter is the South Region Training Engineer.

Reviewed staff for Areas 1, 2 and 3. Held several committee meetings and meetings open to board members and partners throughout the process. Reviewed technical training sessions held in 2017 thus far.

Scott Smith developed a statewide training curriculum & template for WSCBs. An area curriculum & template will be developed in the spring for SWIs and Grade Stabilizations. 393 / Technote 31 statewide curriculum & template is in the works.

Reviewed the process for Priority Conservation Practices and Individual Development Plans with flow chart. Once fully adopted, this will inform us of the needs we have and where best to implement them.

Available Funding. Met with Megan and Doug for pass through funding options to fill in the gaps. Funds will become available either as grants or Direct Contracting. Benefits of the latter include, open to everyone, multiple contracts and no reporting. More news to come in the months ahead.

Area / Regional Training Priorities. Just a few include ...

- WSCBs
- Wetland Restoration
- SWIs / Grade Stabs
- Soil Health
- Filter Strips
- Drainage Water Mgmt

Moving forward, we could apply for this funding as single districts as opposed to the entire TSA especially because the training area breaks us into two groups.

Motion (Schoff, Gaukerud) to approve the TSA moves forward with Direct Select Contracting. Affirmative: Unanimous. Carried.

**TSA Governance Structure**

TSA Management & Structure Analysis. Tells the story of each TSA but doesn't really add value to our needs.

Legal Review of Existing JPA. It was suggested that our entire JPB was nonexistent with the previous Marshall/Beltrami split. Mead reviewed this with BWSR, MCIT and Becker County legal counsel and found it to be active and legal.

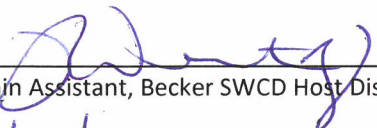
Next Steps? Form a committee to analyze. We still struggle with meeting quorum and need to work through a way to overcome this. The process brought many of our differences into the open and offered a medium for discussion.

More BWSR assistance and facilitation of arrangements.

Alternative dispute resolution procedures including negotiation, mediation and arbitration.

**Adjourn**

Chairman Flottesmesch adjourned the meeting at 10:45 a.m.

  
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Admin Assistant, Becker SWCD Host District

6/12/18  
Date

  
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Secretary – Treasurer, Red River Valley Conservation Svc Area – TSA 1

6-12-2018  
Date