

# Lower Minnesota River East One Watershed One Plan

## Meeting Minutes

Thursday, July 7<sup>th</sup> 2022

**Attendees at meeting:** Holly Kalbus (Le Sueur County), Mike Schultz (Le Sueur SWCD) Steve Pahs (Rice SWCD), Meghan Darley (Scott SWCD), Vanessa Strong (Scott County/WMO), Linda Loomis(LMRWD), Barb Peichel (BWSR)

### Welcome & Review Agenda

- The Lower Minnesota River East Meeting was held on July 7<sup>th</sup> 2022. The meeting was held via hybrid. Holly briefly went over the agenda. The main goals of the meeting were to provide a few different updates on planning efforts, further develop public kickoff meetings, and have further discussion about Advisory Committees and subcommittees/stakeholder groups.

### Recap Last Meeting

- Holly briefly went over discussion at our last meeting which was June 2, 2022. We discussed more or less the same items mentioned in today's meeting: public notification update, details about the public kickoff meetings, and had some discussion about advisory committee and subcommittee/stakeholder groups.

### Microsoft Teams

- Holly mentioned that Le Sueur County finally was able to get Microsoft Teams up and running. She would like to start using Teams to host meetings and additionally to post documents for the steering team to see and share.
  - The steering team agreed this would be an easy way to communicate and share information.
  - Additionally, Holly stated she will create an Advisory Committee and Policy Committee folder as well.
    - Will need to invite those members to the folder.

### Involvement with Planning Process

- Holly wanted to ask the steering team how involved they would like to be with the planning process. ISG does things a bit differently with developing plan information and tries to get large portions of the plan completed prior to having staff or others review.

- Barb mentioned that if we view the whole plan as a draft for the first time, as other groups did, we will more than likely have issues with things and this will delay things.
- Vanessa stated that people adopt things differently and it does have an effect on how we look at the plan.
- Barb had asked if in the contract we are paying ISG based off of deliverables?
  - Meghan stated yes we are.
  - That would be a way for the steering team to review drafts of different parts of the plan such as land and water resources narrative, priority issues, goals, etc. This should be a good way to keep stay involved and also review the plan to make sure it is including everything that we want as well as other stakeholders.

### **Public Notification Update**

- Holly provided an update about the public notification process and said she sent out a formal letter for the 60-Day public notification process on May 4, 2022. The notification was sent to state agencies and metropolitan council.
  - The 60-day deadline is on July 11<sup>th</sup>, since July 10<sup>th</sup> is on a Sunday.
  - Holly received one response so far from the Minnesota DNR.
  - Barb stated that everyone is working on their letters. The only agency that did not show up to the meeting she had hosted for state agencies was MDA.
- Barb asked if we would be hosting a spot to put all of the letters?
  - We were thinking either Teams or a webpage.
- The next step with the letters (other than reviewing) is figuring out how to display the information to the policy committee.
  - We had talked at our last steering team meeting of creating a powerpoint that summarizes the priorities from each agency and show differences and similarities.
- The steering team briefly reviewed the letter from the Minnesota DNR.
  - Holly and Barb both stated that they liked the format of the letter. It was easy to follow and clearly laid out priorities.
  - Holly also mentioned that she noticed similarities in the Minnesota DNR's priorities with the steering team's priorities.
- Holly will be sending ISG the letters as they come in. Additionally, she would like to post them in Microsoft Teams for the steering team to view as well.

### **Public Kick Off Meetings**

- Holly had a check list of items to go over with the steering team to discuss.

- Both Meghan and Holly had meet with ISG to further dive into the details about the public kick off meetings, and to also see what ISG needs from the steering team in order to prepare.
- The first item that we discussed was food. Meghan mentioned that many food trucks/caterers were booked already.
  - She provided the steering team 3 different options. The option that the steering team went with was Willy Woinka; a BBQ place. They are the middle priced option for \$1,500.
- The second item that we discussed was reserving the park. Holly mentioned that she was charged a fee, but didn't want to risk losing a spot at the park.
  - The fee was around \$85.
  - Vanessa said to send a copy of the invoice over to her and she will see if she can take care of it.
- The third item was public notices.
  - Holly mentioned that the public notices for the meeting were relatively easy and cheap. She posted public notices in 3 different papers located in each county for the week of July 11<sup>th</sup> through July 17<sup>th</sup>.
    - Holly did not include an image with the notice because it would increase the costs substantially.
    - Some of papers would post the text and image as a press release if they had room for additional content.
- The fourth item the steering team went over was the flyer.
  - Meghan stated the Scott SWCD staff are still working on it, but should have the flyer ready to go by next Wednesday.
  - Holly mentioned she would send out save the date email as soon as possible until the flyer is ready.
  - Meghan also mentioned that we will have the virtual meeting ready to go by July 20<sup>th</sup> and that should be opened until the first week in August. Some of the information needed for the virtual meeting information is also needed for the flyer and vice versa.
- The next item the steering team went over is the agenda.
  - Holly stated that ISG had started a draft and she would like the steering team to review and go over.
  - The steering team decided to amend the start time of the introduction until 6:30pm. That way people have some time to gather and get food before participating in the meeting.
  - Holly asked who would be interested in volunteering to help set up and take down for the meeting?

- Most steering team members, additional Scott SWCD staff, and 1-2 policy committee members stated they would help set up and take down for the meeting.
  - The format of the meeting will be open house.
    - This way people can come and go as they will like.
    - Have staff present to help out with the different activities.
    - For the activities staff would like the following: place a pin on a map where you are located within the watershed, poster boards that explain in more details about different issue categories, the money activity, and an activity that includes additional content/text that describes in detail priorities (such as surveys).
  - Holly asked about additional images or maps needed for the meeting. ISG did create a few maps and Holly wanted to show everyone.
    - The recommendation was to double check everything was listed in the maps and to change the transparency was it was a bit easier to read all of the labels.
    - The steering team would like to additionally see a hydrological and public ditch map added.
    - We also discussed just having a few large topo maps on tables where individuals to sit down and look at the watershed to see where their priorities are. There can be some type of sticky dots or notes available for individuals to mark and explain their priorities.
  - The last item on the agenda the steering team went over was the supply list.
    - We went through as a group who would bring what supplies to the meeting. We should be able to cover all of the supplies for the meeting.
- The last item we went over for the public kickoff meeting was the survey that was created by ISG.
  - As a steering team, we made sure the issue categories and the correlating sub categories we accurate and made sense.
  - For the most part, we kept everything as it, but tweaked things a bit that were redundant or were not necessary.
  - The issue categories are surface water, groundwater, habitat concerns, policy and regulation, and quality of life.
  - Barb mentioned that we should start thinking about how we want to capture this meeting to share with the policy committee and others.
    - Do we want to have a powerpoint presentation?
    - Take pictures of the boards, maps, and activities?

## **Advisory Committee & Subcommittee/Stakeholder Group Discussion**

- At this point in time, the only entity that has expressed interest with sitting on an Advisory Committee is the Prior Lake Spring Lake WD.
  - It sounds like they will try as much as possible to attend meetings, but they may not be able to make them all.
- LGUs that opted out just do not have the capacity to sit on an Advisory Committee. They want to stay informed and there may be some interest to participate in a stakeholder group (especially from municipalities).
  - Barb stated that it may be beneficial to include those other LGUs that opted out of planning efforts during drafting priority issues, strategies, implementation tables in order to help further prioritize staff and guide where to focus efforts.
- Barb mentioned that she had separate meeting with Agency Staff as well as the Prior Lake Spring Lake WD to discuss One Watershed One Plan.
- Holly asked the steering team when we should host the first advisory committee meeting?
  - After some discussion, it sounds like the end of August or September would be best.
  - We could try to see if the advisory committee would be available the same day we meet for the steering team.

## **Updates & Next Steps**

- Barb stated that BWSR was holding interviews this week for our new Board Conservationist. Unknown when they would start though.
- The next steering team meeting will be held on Thursday, August 4<sup>th</sup> from 10:00am-1:30pm
- The Public Kickoff Meeting will be held on Tuesday, July 26<sup>th</sup> and we will also have a virtual option (available on July 20<sup>th</sup>)
- The next policy committee meeting will be held on Thursday, August 18<sup>th</sup> from 3:00pm-5:00pm
- Holly and Meghan will continue to send out emails and materials related to the public kickoff meeting. Additionally, and materials/documents will also be uploaded in Microsoft Teams.