

One Watershed, One Plan Minnesota River - Mankato		Policy Committee Meeting #3	Date: May 13, 2024
			Time: 3:00pm
			LOCATION: St. Peter Community Center 600 South 5th Street, St. Peter, MN 56082 Senior Center Room #219
FACILITATOR	Kenny Famakinwa		MINUTES: Crystal Madden
POLICY	Blue Earth: Kevin Paap & Kip Bruender	Blue Earth SWCD: Jacob Quade & Chris Hughes	
COMMITTEE	BWSR: Jeremy Maul & Adam Beilke	City of Lake Crystal: Gina Cooper & Brett Hanson	
INVITEES	City of Mankato: Mike Laven, <i>Vice Chair</i> & Jenn Melby-Kelley		
	City of North Mankato: Kevin McCann & Scott Carlson	City of Saint Peter: Dustin Sharstrom & Ben Ranft	
	Le Sueur: Steven Rohlfing, <i>Secretary</i> & David Preisler	Le Sueur SWCD: Earle Traxler & Pete Thelemann	
	Nicollet: Marie Dranttel, <i>Chair</i> & Kurt Zins	Nicollet SWCD: Don Hermanson & Eric Annexstad	
STEERING	Blue Earth County: Scott Salsbury	Blue Earth SWCD: Jerad Bach	
TEAM	City of Lake Crystal: Angela Grafstrom	City of Mankato: Jeff Johnson	
INVITEES	City of North Mankato: Luke Arnold	City of Saint Peter: Curtis Thompson	
	Le Sueur County: Holly Bushman	Le Sueur SWCD: Mike Schultz	
	Nicollet County: Kenny Famakinwa	Nicollet SWCD: Blake Honetschlager	
PRE-WORK	☐ Review attached consultant interview documentation & recommendation ☐ Review attached Advisory Committee contact list		
PLEASE BRING	☐ One Watershed, One Plan binder ☐ Additional contacts for the Advisory Committee list		

Meeting Agenda Items

TOPIC	PURPOSE	LEAD	TIME
✓ Approve meeting agenda	DECISION	Chair	5 minutes
✓ Approve April 8, 2024 meeting minutes	DECISION	Chair	5 minutes
✓ Review and Approve Selection Committee's Recommendation	DECISION	Famakinwa	20 minutes
✓ Advisory Committee Member List Update	INFORM	Famakinwa	5 minutes
✓ 60-Day Notice Update	INFORM	Famakinwa	5 minutes
✓ Kick off Meeting Location Reservations - Tuesday, July 23 – Nicollet Conservation Club (4pm – 7 pm) - Tuesday, July 30 – Floyd Roberts Jr. Pavilion (4pm – 7 pm)	INFORM	Famakinwa	5 minutes
✓ Grant & Timeline Update	INFORM	Famakinwa	5 minutes
✓ Schedule next meeting: Monday, June 10th	DECISION	Chair	5 minutes

Attached documents for review:

- Draft Minutes (page 2)
- Consultant interview documentation (page 5)
- Advisory Committee Contact List (page 6)

One Watershed, One Plan: Minnesota River – Mankato

PLANNING COMMITTEE MEETING MINUTES

April 8, 2024

The One Watershed, One Plan: Minnesota River – Mankato Policy Committee met at 3:11 p.m. on Monday, April 8, 2024 at the St. Peter Community Center Senior Center Room #219. Present at the in-person meeting: Blue Earth County SWCD – Jacob Quade; BWSR – Jeremy Maul; City of Lake Crystal – Gina Cooper; City of Mankato – Mike Laven, Vice Chair; City of North Mankato – Scott Carlson; City of Saint Peter – Darrell Pettis; Le Sueur County – Steven Rolfing, Secretary; Le Sueur County SWCD – Earle Traxler; Nicollet County – Kurt Zins; Nicollet County SWCD – Don Hermanson; Facilitator: Kenny Famakinwa; and Recording Secretary: Crystal Madden. Staff present virtually: Blue Earth County – Kevin Paap; BWSR – Adam Beilke; City of North Mankato – Kevin McCann; Nicollet County – Marie Dranttel, Chair. Steering Team members present: Blue Earth County – Scott Salsbury; City of Saint Peter – Curtis Thompson; Le Sueur County – Holly Bushman; and Le Sueur County SWCD – Mike Schultz.

Approval Agenda

A motion was made by Quade and seconded by Traxler to approve the meeting agenda. All voted in favor of the motion, and the motion passed 9-0.

Approve Minutes

A motion was made by Secretary Rohlring and seconded by Zins to approve the February 12, 2024 meeting minutes. All voted in favor of the motion, and the motion passed 9-0.

Planning Grant & Grant Agreement

Famakinwa and Maul updated the Committee that the grant application for \$242,880.00 was approved by BWSR, and the Grant Agreement sent to Nicollet County for approval.

Request for Qualifications (RFQ)

Famakinwa reported that the consultant interview date is Thursday, May 2nd. The time will depend on how many consultant firms are interviewed. ISG has opted-out, and Famakinwa is waiting to hear back from Barr Engineering and Houston Engineering, Inc. The RFQ was amended at the last Steering Team meeting to allow fifteen (15) minutes for the firm's presentation, and thirty (30) minutes for a question and answer period. The interview panel will recommend a consultant for hire to this Committee, and this Committee will vote at the next meeting on Monday, May 13th.

Consultant Interview Group & Interview Questions

Famakinwa reported the six (6) person consultant interview group membership. Three (3) Policy Committee representatives: Marie Dranttel with Nicollet County, Earl Traxler with Le Sueur SWCD, and Mike Laven from the City of Mankato. Three (3) Steering Team representatives: Blue Earth County – Scott Salsbury, Nicollet County SWCD – Blake Honetschlager, and City of North Mankato – Luke Arnold.

Interview questions are currently in-process, and Famakinwa will send out a copy of the questions and rubric to the consultant interview group for review before interviews held on Thursday, May 2nd.

60-Day Notice & Intent to Plan

Famakinwa sent Intent to Plan notice out to agencies on Monday, March 4th with the sixty (60) day response deadline of Friday, May 3rd. Vice Chair Laven asked the Committee what we can expect for feedback from agencies, and Maul responded that agencies will provide specific issues or items which are important to the agency to include in the Plan.

Advisory Committee Member List

Famakinwa is compiling an Advisory Committee member contact list, and requests members send him their recommended contacts. The Steering Team will narrow Advisory Committee member list down at their next meeting on Wednesday, April 24th. Famakinwa requested Committee members work with their Steering Team members to send him recommended contacts.

Maul expanded upon the role of the Advisory Committee. Advisory Committee members will be comprised of groups with special interest in certain water related priorities, and will help focus and prioritize projects. Members may have experience with: Sportsman's clubs, water treatment facilities, lake associations, local colleges and universities, city and township boards, conservation clubs and environmental health groups.

The Advisory Committee will look at ALL the issues within the watershed, and then prioritize the most important projects. Maul recommended that Policy Committee members reach out to their contacts within the watershed to gauge their interest and availability to participate in the Advisory Committee. Maul stated that the Advisory Committee will typically meet two (2) to three (3) times. Secretary Roling commented that the consultant firm will work with the Advisory Committee to manage these projects. The consultant firm will break down the projects into timeframes and action tiers, and act as the project manager.

Holly Bushman, Steering Team member representing Le Sueur County, further explained to the Committee that the Advisory Committee are the "experts" or technical advisors with special interest in the watershed. Bushman recommended inviting members who can view broader issues that affect the watershed as a whole. Mike Schultz, Steering Team member representing Le Sueur SWCD, stated that existing plans will be combined to elevate priorities and fill any existing gaps.

Zins asked Maul whether all watershed plans have similar projects and priorities. Maul explained that there are some overarching priorities with watersheds that are geographically similar. Two examples of common priorities in agricultural areas are water drainage management and soil health. With that said, each watershed will have specific projects which are unique to the watershed. This Plan has representation from numerous cities, and city priorities will differ from rural. Zins also asked Maul for an example of an issue that will be brought before this Committee. Maul stated that high nitrates in the City of St. Peter's drinking water supply is one example. Maul named erosion, run-off, and excess water as additional examples.

Kick-Off Meeting Locations

Famakinwa updated the Committee that there will be two (2) public kick-off meetings. The Steering Team recommended meeting locations near a watershed water feature, including shelter in the event of inclement weather. Kick-off meetings will be held mid-July through early-August with one (1) meeting during the work week from 4 – 7 p.m., and one (1) meeting held on the weekend. The Minnesota

State University's Water Resources Center (MSU-WRC) will spearhead these public events. Kimberly Musser, MSU-WRC Assistant Director, has been invited to the next Steering Team meeting.

The Policy Committee recommended the following meeting locations: Nicollet Conservation Club, Lake Washington Park, Sibley Park, Seven Mile Creek, St. Peter Community Center, Minnesota Square Park pavilion, as well as St. Peter and Mankato water treatment plants as possible locations.

The Policy Committee discussed more kick-off meetings, but recommended that two (2) kick-off meetings with the addition of a virtual meeting for those that cannot attend the in-person meetings. It was recommended that priority be given to more central locations.

Schedule Next Meeting

The next Policy Committee meeting is scheduled for Monday, May 13th.

Final Discussion

Maul encouraged Committee members to continue attending these meetings, since future meetings will be more substantial.

Salsbury asked Maul if there was a central location to view other watershed plans. Maul said that there is a map on BWSR's One Watershed One Plan website where you can view all the other plans and websites. Maul did stress that this plan will differ with as much city involvement as it has. bwsr.state.mn.us/one-watershed-one-plan-participating-watersheds: Approved Plans & Interactive Map

Next Steps

Policy Committee members are to meet with their Steering Team staff to compile an Advisory Committee member contact list, and submit that list to Famakinwa by Tuesday, April 23rd.

Adjourn

The meeting adjourned at 3:54 p.m.

MARIE DRANTTEL, Policy Committee Chair
One Watershed, One Plan: Minnesota River Mankato

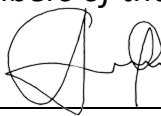
05/13/2024
Date

CONSULTANT INTERVIEWS

OVERALL SCORING & RANKING CRITERIA		Maximum Score	HOUSTON ENGINEERING, INC.	BARR ENGINEERING CO.
			AVERAGE SCORE	AVERAGE SCORE
STATEMENT OF QUALIFICATIONS	Experience with Comparable Projects	15	14.8	13.2
	Project Team & Key Personnel	15	14.3	14.3
	Project Management Approach	15	14.8	14.3
INTERVIEW	Presentation	20	19.3	16.2
	Interview Questions	30	28.0	26.6
	Professionalism	5	5.0	4.8
SCORING & RANKING TOTAL		100	96.2	89.4

I hereby certify that the scores above reflect the averages of the evaluation totals provided by the individual members of the consultant interview panel.

Facilitator Signature: _____



Name (print): Kenny Famakinwa

Date: 5/6/2024

ADVISORY COMMITTEE LIST					
AREA \ LOCATION	ORGANIZATION	FULL NAME & TITLE	EMAIL ADDRESS	TELEPHONE	NOTES: Specialties, suggested project involvement, etc.
CITY OF MANKATO	Izaak Walton League				
	Mt. Simon Aquifer Monitoring Group				
	Mankato Water Treatment Plant-Kyle Hinrichs				
	Xcel Energy				
	Sportsmans groups				
	Ducks Unlimited				
	Minnesota Pheasants				
CITY OF LAKE CRYSTAL	Lake Crystal Water Treatment Facility	Jeremy Hutchens	lcwater@lakecrystalmn.org		
	Crystal Waters Project	Mike Roll	mike@rhenryconstruction.com		
NICOLLET COUNTY & SWCD	Brown - Nicollet Environmental Health	Jesse Harmon, Director	Jesse.Harmon@co.nicollet.mn.us	(507) 934-7089	
	Nicollet Conservation Club	Fred Froehlich	none	(507) 232-3366	Nicollet Conservation Club merged Swan Lake Association
	Conservation Technology Information Center	Dan Coffman, Soil Health Specialist	dan.coffman55@gmail.com	(507) 508-6556	Local farmer
	South Central College	Jason Schroeder, Farm Business Management Instructor	jason.schroeder@southcentral.edu	(507) 766-3263	Local farmer
	Great River Greening	Ben Penner, Regenerative Ag Specialist	bpenner@greatrivergreening.org	(507) 995-7756	Local farmer
	Local Farmer	Fred Miller, Retired farmer in Nicollet County	none	(507) 381-5094	Local farmer
	Nicollet County Public Works	Joel Hawbaker, Assistant Director - County Engineer	Joel.Hawbaker@co.nicollet.mn.us	(507) 934-7734	
	Nicollet County Property Services	Sheila Reem, Sanitarian	Sheila.Reem@co.nicollet.mn.us	(507) 934-7849	Septic
	UMN Extension	Samantha Schoenbauer, Extension Educator	sschoenb@umn.edu	(507) 934-7828	Agriculture Production Systems
	LE SUEUR COUNTY & SWCD	Le Sueur County Parks Department	Tyler Lutheje	tluthej@co.le-sueur.mn.us	(507) 327-0423
	UMN Extension	Shane Bujega	sbugela@co.le-sueur.mn.us	(507) 357-8232	
	City of Cleveland	Lynn Schwarz	aclydclerk@mchsi.com	(507) 931-6380	
	Kasota Township	Daren Barfknecht		(507) 267-4554	33857 Skyview Ridge. St. Peter, MN 56082
	Cleveland Township	Susan Ely		(507) 931-5907	41862 271st Ave, Cleveland, MN 56017
	Washington Township	Stephanie Hilipire		(651) 955-2974	27996 Maple Ln, Madison Lake, MN 56063
	Ottawa Township	Debra Paige		(507) 649-4024	39132 Exchange St, Le Sueur, MN 56058
	Joel Schmidt (Cordova Township)	Joel Schmidt		(507) 649-4024	23712 Dodd Rd Le Center, MN 56057
	River Country Cooperative			(507) 364-5059	600 4th St NW, Montgomery, MN 56069
	CHS				5500 Cenex Dr, Inver Grove Heights, MN 55077
	United Farmers Cooperative			(507) 665-6421	316 North Main, Le Sueur, MN 56058
	Covia			(888) 286-4646	39770 Ottawa Rd, Le Sueur, MN 56058
	Ag Partners		info@mnpropane.org	(507) 357-6868	1273 W Derrynane St, Le Center, MN 56057
	Ag Partners		info@mnpropane.org	(507) 665-6270	901 N 4th St, Le Sueur, MN 56058
	Lake Washington Improvement Association	Chuck Brandel	chuck.brandel@lsginc.com	(507) 327-8282	
	Emily Lakes & Rivers Association	Brad Hedberg	brhedberg@gmail.com	none	Emily Lakes and Rivers Association
	Le Sueur County Parks Department	Tyler Lutheje	tluthej@co.le-sueur.mn.us	(507) 327-0423	
	German/Jefferson Sportsman Club	Andy Zimprich	none	(507) 420-3021	facebook.com/GermanJeffersonSportsmensClub/
	Save the Kasota Prairie Inc		emetz@hickorytech.net	none	P.O. Box 3544, Mankato, MN 56001, savethekasotaprairie.org
	NRCS District Conservationist		steve.breaker@mn.usda.gov	(507) 357-6858	
	MN Farm Bureau		info@fbmn.org	(651) 768-2100	
	Bloomington USFWS Office		TwinCities@fws.gov	(952) 858-0793	
CITY OF SAINT PETER	Department of Public Works	Amy Kamm, Stormwater Foreman	amyk@saintpetermn.gov	(507) 934-0670	
		Chris Voeltz, Water Foreman	chrisv@saintpetermn.gov	(507) 934-0670	
	Lake Hallett Association	Trudi Olmanson	trudloo@hickorytech.net		
SIBLEY COUNTY	Gustavus Adolphus	Scott Moeller, Arboretum Director	smoeller@gustavus.edu	(507) 933-6182	