**Steering Committee Meeting: July 28, 2021**

**NOTES**

1. Attending:
   * Angie Hong & Barbara Heitkamp – EMWREP/LSC
   * Jay Riggs – WCD
   * Craig Mell – Chisago SWCD
   * Jamie Schurbon – Anoka SWCD/Sunrise River WMO
   * Tiffany Detterman – Isanti SWCD
   * Zach Van Orsdel - – Pine SWCD
   * Matt Downing – Middle St. Croix WMO
   * Jerry Spetzman – Chisago LID
   * Susanna Wilson-Witkowski – Chisago County
   * Matt Moore – South Washington WD
   * Emily Heinz – Comfort Lake – Forest Lake WD
   * Dan Fabian – BWSR
   * Maureen Hoffman – Washington County
2. Updates from Policy Committee meeting on July 26
   * Request to develop policy for emergency response projects
     1. Craig – would like to better understand the PC request.
     2. Angie – thinks the PC would like a policy to address how we might address emergency projects as they arise
     3. Emily – maybe just one sentence to note that the steering committee could meet quickly if needed, as opposed to waiting to the regular monthly meeting
     4. Dan F – we shouldn’t be using WBIF funds for emergency projects anyway
     5. Craig – we need to answer the PC concern but we might not necessarily need a new policy
     6. Jay – once the criteria are developed, we can walk through those with the PC in October
     7. Jamie – emergencies might arise if we begin a project and encounter an unexpected issue (ie. buried appliance)
     8. Craig – but things still need to go through Chisago SWCD board so the process can’t go that fast
     9. Emily – maybe just add a footnote to the flowchart
     10. Craig – if there is an emergency, contact a planning team member to schedule a meeting
   * Sept. 27 project tour – more info coming soon
3. Decision-making process and project application forms
   * Decision-making flowchart
     1. Barbara walked through an updated version of the decision-making flowchart
     2. The committee suggested changes
   * Steering committee recommendation template
     1. Craig - Make sure people get form from Appendix C of the 1w1p plan – include a link on the flow chart to the website
     2. Ranking should be done by the applicant first and then by the subcommittee while discussing the project
     3. Jay – do people need to submit a map and visual?
        1. And/or – whatever visual might be needed to help the subcommittee and steering committee understand the project
     4. Angie – does Chisago LID get to vote as a steering committee member even though they can’t receive grant funds?
        1. Yes
4. SharePoint folder network – <http://tinyurl.com/lscpartners>
   * Are all steering committee members able to access SharePoint?
     1. No
     2. Many entities don’t allow access to Google Drive either
   * Tiffany – OneDrive being used for Rum River 1w1p and seems to work for everyone
   * Emily – what is the difference between SharePoint and OneDrive?
   * We can research and migrate files to OneDrive if it works better
5. Subcommittee Updates

* **Agronomy Outreach** – Jay Riggs
  + No new updates since Policy Committee meeting
* **Urban and Agricultural Projects** – Craig Mell and Mike Isensee
  + See attached notes from subcommittee 2, 4 and 5 meeting on June 21
  + Discuss & decide whether to support the subcommittee recommendation of funding for the Pine SWCD Hinze cattle exclusion project
    1. Zach spoke about the proposed project
    2. 50ft setback between lakeshore and fencing
       1. Deep wetland on either side of the fence should keep cows from walking around the fencing to get to the lake
       2. This will help landowner to get certified for MAWQCP
    3. Emily – will this be a complete exclusion or rotational grazing?
       1. Zach – this will be complete exclusion but might include flash grazing for vegetation health if needed
    4. Jamie – is the cost a staff estimate or based on bids? Is there a contingency if the actual costs are higher?
       1. Zach – staff estimate. Not too worried about going over the estimated cost
       2. Craig – propose to fund up to $5100, as recommended by subcommittee
    5. Emily – what else is the landowner doing to prevent erosion on the cropland?
       1. Zach – not sure but the landowner is doing other work to pursue MAWQCP
       2. Craig –the aerial photo in the SC packet might not be the most recent. The erosion seen in the photo in the packet does not appear in the 2017 aerial. Would it be a deal-breaker to postpone approval of this project for a month?
       3. Zach – not necessarily, but maybe
       4. Tiffany – supportive of moving this project forward because it could open the door for the landowner to do additional conservation projects as well
       5. Emily – it would be good to report back to the SC on what additional conservation measures the landowner is doing
       6. Jay – supports project. For any parcel we will always be able to find additional conservation measures that could be happening
       7. Angie – are there any objections from the group?
       8. Jerry – let’s do an actual vote
       9. Let’s vote:
          1. Jay – yes
          2. Jamie – yes (representing Sunrise WMO and Anoka SWCD)
          3. Tiffany – yes
          4. Jerry – yes
          5. Zach – yes
          6. Craig – yes
          7. Susanna – yes
          8. Maureen – yes
          9. Matt D – yes
          10. Emily – yes
          11. Matt M - yes
* **Watershed Education** – Angie Hong and Barbara Heitkamp
  + Upcoming workshops and events - [www.lsc1w1p.org/events](http://www.lsc1w1p.org/events)
  + Lake Stewardship Program
    1. Will be working with Jeff Forester, Minnesota Lakes and Rivers Advocates, to engage local lake associations in the Lake Stewardship program. This puts lake associations in the driver’s seat for outreach to landowners and promotion of shoreline restoration projects.
    2. Good success seen in Pine Co, northern MN with this approach
  + Differentiating between EMWREP and LSC education programming
    1. EMWREP is fully funded by local partners since 2006
       1. Stormwater education, general education, outreach to suburban and urban landowners, support for local partners for watershed planning & MS4 permits
    2. New WBIF grant funds will allow for additional outreach in the Lower St. Croix watershed
       1. Focus on rural landowners, lake associations, outreach to cities for MIDS and shoreline ordinances
       2. Some overlap with general education
    3. Invitation to northern partners to also join EMWREP to allow for more staff time and a materials budget, as well as more personal support for local partners in the northern planning area
* **Wetland Restoration** – No new updates since Policy Committee meeting
* **Internal Analyses** – Susanna Wilson-Witkowski
  + Walked through draft selection criteria and project application form
  + Craig – note that the applications will go to steering committee, not PC. The timeline in the form will be tight. Maybe strike the sentence saying “projects will be selected by Dec. 31”
    1. Matt M – is there an implementation deadline?
    2. Susanna – perhaps we can just note that projects need to be completed by a certain date
    3. Craig – perhaps allow 12-mo to complete the project
  + Matt M – does Chisago Co have boat counts from AIS watercraft inspectors? That could be used in application instead of trying to estimate boat traffic
    1. Susanna – some lakes listed in table 5-4 don’t have public access. However, inspectors can also report types of boats
    2. Matt D – need to be careful because not every lake gets the same number of inspector hours
  + Craig – the application appears to require some pretty detailed info that may be time-consuming to prepare. Does the subcommittee want to get an idea of number of applicants ahead of time? That might weed out people with less viable projects
    1. Jay – yes. This appears to be a competitive grant process that will require a long time to prepare applications
    2. Jerry – for the most part, the northern partners won’t have the capacity to even complete the application form. There is a capacity-building need. There are lakes with substantial internal loading concerns but not the capacity to do diagnostic monitoring or hire a consultant to prepare this info.
    3. Susanna – yes. That is true. Subcommittee could adjust the criteria. Maybe we need further discussion – reduce questions or have some kind of pre-selection process. The subcommittee does want to make sure partners are addressing external load before applying for funds for an internal project
    4. Emily – it would be good to share the application criteria with people ahead of time so that they can decide whether or not to apply for the funds
    5. Jerry – we need to be fair to the northern half of the watershed
    6. Jay –we need more coordination between subcommittees. Evaluating external loading is pretty complicated. Consider using the same implementation criteria as in other subcommittees. If partners don’t have sufficient data on external load, they could apply for funds for a prioritization project instead.
  + Angie – what are the next steps recommended by the steering committee?
    1. Jamie – 1) Who is interested in doing an internal loading study?; 2) Reduction or stream-lining of the application form
    2. Jay – most importantly, we need to ensure that subcommittee leads coordinate to make sure our application and selection criteria are relatively consistent between project types
  + Susanna – we’ve talked about having one template and similar application deadlines. Whatever we adjust in the application form, we will also adjust in the selection criteria.
  + Jay – would like to avoid creating a competitive process where partners are applying for a “grant” from the partnership. It is important to prioritize projects but we don’t want to create additional admin time.
* **Targeting Analyses** – Jay Riggs
  + See attached notes from subcommittee 8 meeting on July 1

1. Progress Update – Emily Heinz
   * Cumulative progress toward water quality goals  - With the addition of the Hinze project, the total phosphorus reduction will increase from 220 to 223lb per year
   * This gets us 75% of the way to the pollution reduction goal for Activity 2 and 25% of the way to the overall WBIF grant goal
2. Other discussion:

* Topics for future meetings
  + Craig - How to make adjustments to the WBIF work plan? Will be discussing with the planning team first.
* Thank you to Dan Fabian, who will be retiring on Aug. 3!
  + Drinks next Tuesday, Aug. 3 at [Wild Boar Bar & Grill](https://www.google.com/maps/place/Wild+Boar+Bar+and+Grill/@44.9613123,-92.9560109,15z/data=!4m2!3m1!1s0x0:0xd5449c5330caebdd?sa=X&ved=2ahUKEwjBwPrwxIbyAhVnAZ0JHVyEC_kQ_BIwEnoECGAQBQ) in Oakdale, 3-5pm