**1W1P**

**Missouri River Water Basin**

**February 3, 2017**

**Pizza Ranch, Luverne MN**

**Present:** Dan Livdahl, Doug Bos, Andy Geiger, Chris Bauer, Doug Goodrich, John Shea, Mark Hiles, Jean Christoffels, Kathy Henderschiedt, Dale Sterzinger, Craig Christensen, Adam Ossefoort, Wayne Smith

**MOA -**  The draft MOA was reviewed by Jackson and Nobles County Attorneys who made recommended changes: add an ending date of 12-31-19; add the word “each” Administration (a) first line; remove “the” in General Provisions Item C last line; add “to describe functions and operations of committees” to Administration (a) iii after bylaws; include “**Intent:** This agreement shall not be construed or interpreted to create a Joint Powers Organization.  The committee formed in this agreement does not have any power to enter into contracts binding the entities signing the agreement, purchase services independently of the entities signing the agreement or apply for grants on behalf of the entities signing the agreement.  The purpose of this agreement is to clarify the signing entities intent to work together to create and implement a comprehensive management plan for the Missouri Watershed.”

Dan Livdahl will make the suggested changes. The new version will then be distributed to all for submission to appropriate boards for signatures (change the signature line as necessary for your organization). Please bring signed MOA to the next meeting.

**POLICY COMMITTEE BY-LAWS** – Doug Bos pointed out the key points to the by-laws. It was recommended to include Article VII 2F.

**POLICY COMMITTEE MEMBERS** – will consist of members from each LGU, the Policy Committee appoints the Advisory Committee members.

**ADVISORY COMMITTEE -** Recommendation there should be one representative from each LGU and other stakeholders groups on the Advisory Committee (so that the Advisory Committee does not get to be too large). The Planning Group will provide a list of prospective advisory committee members to the Policy Committee for their appointment to the Advisory Committee.

*Each county is to seek input from their respective task forces for Advisory Committee member recommendations and provide 3 names, contact information and who they are representing to Kathy at khendershiedt@co.nobles.mn.us by* ***February 22, 2017****.*

*Also provide Kathy with the names and contact information for the Policy Committee member and alternate by* ***February 22, 2017.***

**WORK PLAN REVIEW –** Dan Livdahl reviewed the work plan template. Suggested changes included Task #1 set starting and completion dates after next meeting; Task 2.4 change support to consultant, Policy and Advisory Work groups; tasks 2.4.2, 2.4.3, 2.4.5 consultant will be overseeing; Task 4.1.3 Write “draft” responses to comments received during 60-day review. This committee wants to have input on the responses before they are sent.

**RFQ -**  Draft version will be ready for March meeting. Items to include: consultant needs to identify specific staff assigned to this project, what will the consultant availability be, provide a timeline, estimated costs for specific items (meeting attendance, mileage, copies etc.).

Once draft is completed it will be forwarded to the Policy Committee for acceptance.

**NEXT MEETING PREPARATIONS**

Dan will update MOA, Kathy will send out for everyone to review. Please have signed by appropriate Administrator/Manager/Board Chair and bring signed copy to next meeting.

Review the work plan to see if the dates proposed are realistic, if not bring suggestions for timeline.

Doug Bos and Dan Livdahl will review and update RFQ template and provide draft for next meeting.

**Next Meeting Date:**

March 2, 2017 9:30 a.m. – 3:00 p.m. Pizza Ranch, Luverne, MN