



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, February 19, 2025

### Agenda Item

#### Item 5. D. – Report from the Citizen Advisory Committee meeting

#### Prepared By

Linda Loomis, Administrator

#### Summary

On August 21, 2024, the Board of Managers adopted Resolution 24-12 2024 Citizen Advisory Committee Appointments, which appointed John Williams, among others, to the Citizen Advisory Committee (CAC). Mr. Williams responded to the recruitment efforts of the LMRWD in 2024, but since then has not attended a meeting or responded to attempts to contact him. Technical Memorandum – Citizen Advisory Committee (CAC) Membership Termination – John Williams dated February 13, 2025, details LMRWD efforts to reach out to Mr. Williams. It is recommended that the Board of Managers terminate his appointment. Resolution 25-04 is attached terminating the appointment of John Williams to the CAC.

The (CAC) held its officer elections at the January meeting, electing Lee Peterson as chair.

In February, the CAC heard presentations from Carrie Jennings of Freshwater and Joel Wurscher from the Sibley County Soil & Water Conservation District. Carrie discussed her research on the Minnesota River, while Joel provided insights into the Minnesota Conservation Reserve Enhancement Program (CREP) and invited the CAC to brainstorm collaborative support strategies.

The CAC also reviewed the 2025 calendar, which includes periodic attendance at Board of Managers meetings. The February meeting packet is attached for the Boar's information.

The next CAC meeting is scheduled for 6:00 PM on Tuesday, March 4, 2025.

#### Attachments

- Technical Memorandum – Citizen Advisory Committee (CAC) Membership Termination – John Williams dated February 13, 2025
- Resolution 25-04 – Terminating appointment of John Williams to LMRWD Citizen Advisory Committee
- February 2025 CAC meeting materials

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**Recommended Action**

Motion to adopt Resolution 25-05 Termination of Appointment to Citizen Advisory Committee

# Technical Memorandum



**To:** Linda Loomis, Administrator  
Lower Minnesota River Watershed District (LMRWD)

**From:** Rachel Kapsch, Water Resources Scientist  
Suzy Lindberg, Communications Manager

**Date:** February 13, 2025

**Re:** Citizen Advisory Committee (CAC) Membership Termination – John Williams

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Young Environmental Consulting Group (Young Environmental), the Lower Minnesota River Watershed's technical consultant, recommends that John Williams officially be removed from the Citizen Advisory Committee (CAC) membership list. This recommendation is being made due to continued unexcused absences. The CAC bylaws state "Any member may be removed for repeated, unexcused absences from CAC meetings. The Chair or LMRWD staff must notify the Board President when any member has three or more unexcused absences or when a member's sporadic attendance prevents meaningful participation on CAC matters".

Member absences greatly affect CAC efficiency because the number of rostered members is directly tied to the number of members who must be present at each meeting in order to meet quorum. As membership increases, so must the number of members present at each meeting to meet quorum. For this reason, we recommend that John Williams be removed from the CAC roster.

John Williams was added to the committee through the recruitment campaign in summer 2024; however, he has yet to attend a meeting or respond to attempts to contact him.

## Recommendation

- Remove John Williams from the CAC membership list and inform him of his removal from the Committee.

RESOLUTION 25-04

**RESOLUTION OF THE LOWER MINNESOTA RIVER WATERSHED DISTRICT BOARD OF MANAGERS**

**Termination of Appointment to Citizen Advisory Committee**

Manager \_\_\_\_\_ offered the following Resolution and moved its adoption, the motion was seconded by Manager \_\_\_\_\_:

WHEREAS, pursuant to Minnesota Statute 103D.331, the Lower Minnesota River Watershed District (LMRWD) Board of Managers must annually appoint a Citizen Advisory Committee (CAC), organized to assist the LMRWD Board of Managers on matters affecting the interests of the watershed district; and

WHEREAS, on August 21, 2024, the LMRWD Board of Managers adopted Resolution 24-12, appointing John Williams, among other to the CAC; and

WHEREAS, since that time, John Willaims has failed to attend any meeting of the CAC and has not responded to attempts at communication; and

WHEREAS bylaws of the CAC state “Any member may be removed for repeated, unexcused absences from CAC meetings. The Chair or LMRWD staff must notify the Board President when any member has three or more unexcused absences or when a member’s sporadic attendance prevents meaningful participation on CAC matters.”; and

WHEREAS John Williams has met the threshold cited in the CAC bylaws.

NOW, THEREFORE, BE IT RESOLVED that the Lower Minnesota River Watershed District Board of Managers hereby terminate the appointment of John Williams to the Citizen Advisory Committee.

The question was on the adoption of the Resolution and there were \_\_\_ yeas and \_\_\_ nays as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
BARISONZI	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
KUPLIC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
LAMMERS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SALVATO	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
VISWANATHAN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

*(signatures on following page)*

Upon a vote being taken, the President declared Resolution 25-04 adopted by the Board of Managers of the Lower Minnesota River Watershed District this 19th day of February 2025.

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Joseph Barisonzi, President

ATTEST:

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Lauren Salvato, Secretary



## Attendance

Members			
Judy Berglund		Lee Peterson	
Greg Genz		Patty Thomsen	
Kati Johngrass		Meah Vogel	

Staff			
Linda Loomis		Suzy Lindberg	
		Rachel Kapsch	

1. Call to Order and Roll Call
2. Citizen Input on Non-agenda Items
3. Consent Agenda
  - a. Approval of the February Agenda
4. **Guest Speaker: Carrie Jennings (Freshwater Society) – 6:15-6:45pm**
  - a. Carrie will share work from her studies on the Minnesota River and discuss how the landscape has changed over time.
  - b. Freshwater Society partnership
    - Understanding the work that Freshwater does as a partner.
    - Ways to engage with Freshwater Society (events, volunteering, opportunities for shared partnerships).
  - c. Q&A with Carrie
5. **Guest Speaker: Joel Wurscher (Sibley County Soil and Water Conservation District [SWCD] ) – 6:45-7:15pm**
  - a. Joel will share information on the Minnesota Conservation Reserve Enhancement Program (CREP), including upstream practices and their downstream effects.
  - b. Sibley SWCD Partnership
    - Understand the work that Sibley SWCD does as a partner.
    - Brainstorm ways to support each organization’s work.
  - c. Q&A with Joel
6. **Review and Approve Recommended 2025 Calendar –7:15-7:30pm**
  - a. Board meeting attendance (March 19 – Judy and Lee)
    - Discuss updates to give the Board and help prep our team about updated to give. (Elected positions, assignments for 2024 etc.)
  - b. Quarterly articles (Spring article - Patty, Casey)
    - Discuss topics for spring articles and make assignments.
  - c. Tabling events (all dates listed below are projected and subject to change):
    - Arbor Day Walk and Green Fair (April 26)
    - Native Plant Market (May 17)
    - Bloomington Farmers’ Market (June 28)

- Burnsville Farmers' Market (July 26)
- Carver Farmers' Market (August 26)
- Savage Farmers' Market (September 28)
- d. Tours (dates and times subject to change)
  - Ike's Creel (during ephemeral bloom)
  - Boiling Springs
  - Cost-Share Projects

**7. Additional New Projects to Consider –7:30- 7:40pm**

- a. Review of cost-share grant program and recommendations
- b. Review of educator mini-grant program and recommendations

**8. Communications –7:40-7:50pm**

- a. Administrator Report
  - Update on Watershed Activities
- b. CAC Report
  - Open Floor for Announcements and Information Sharing

**9. Adjournment**

**Summary**

- CAC Motions for Board of Managers: \_\_\_\_\_
- Key CAC Discussion Items for Board of Managers: \_\_\_\_\_

*\*\*Please RSVP to confirm a quorum\*\**

# 2025 Citizen Advisory Monthly Meeting Calendar

## Events, Tours, Topics, and Talks



Jan 7, 2025

### Standard Virtual Meeting

Focus on confirming 2025 calendar, electoral roles, Board meeting attendance, and article assignments.

Feb 4, 2025

### Standard Virtual Meeting (feat. Carrie Jennings (Freshwater) and Joel Wurscher [Sibley SWCD])

Hear from our guest speakers on the history of the Minnesota River and conservation in agricultural practices.

March 4, 2025

### Standard Virtual Meeting

Review Annual Report Draft. Informative presentation by author of Spring Article.



Spring Article Due: Patty and Casey



Board Mtg: Judy and Lee

April 1, 2025

### Ike's Creek Ephemeral Tour

Tour Ike's Creek to view forest floor early blooms.

Review Spring educator mini-grant applications.

May 6, 2025

### Standard In-Person Meeting (Location: TBD)

GUEST SPEAKER

June 3, 2025

### Cost-Share Tour

Visit cost-share sites in the LMRWD to see dollars at work for the environment.



Summer Article Due: Kati Johngrass



Board Mtg: Lee and Casey

July 1, 2025

### Standard In-Person Meeting (Location: TBD)

Informative presentation by author of Summer Article

GUEST SPEAKER

Aug 5, 2025

### Boiling Springs Tour

Tour Boiling Springs and learn more about its history as a sacred site and as a tourist destination of the early 20<sup>th</sup> century.

Sept 2, 2025

### Minnesota River Boat Tour (Tentative)

Watch the leaves change as you enjoy the Minnesota River.



Fall Article Due: Judy



Board Mtg: Patty and Kati

Oct 7, 2025

### Standard In-Person Meeting (Location: TBD)

GUEST SPEAKER

Nov 3, 2025

### Standard Virtual Meeting

Informative presentation by author of Fall Article. Review and score Fall educator mini-grant applications.

Dec 2, 2025

### Standard Virtual Meeting

End-of-year recap, celebration, and recognition of CAC. Informative presentation by author of Winter Article.



Winter Article Due: Lee and Greg



Board Mtg: Patty and Greg