

Meeting Minutes
North Raccoon River Watershed Management Coalition Board Meeting
Wednesday, September 20, 2017 at 10:00 am
Stewart Memorial Community Hospital Conference Room, Lake City IA

The NRRWMC Meeting was called to order at 10:02 am by Chair Mark Hanson, Dallas County Board of Supervisors. Chair made an announcement regarding the presence of consultants at official meetings. Any consultants present to attend the meeting were recused at the beginning of the agenda.

A motion to approve the agenda was made by the City of Lake View; seconded by Pocahontas County; motion passed unanimously.

Roll call was completed with 19 voting members present which represents a quorum.

A motion to approve the previous meeting minutes from July meeting minutes was made by Jack Butler, city of Perry; seconded by Steve Reinhardt, Carroll County SWCD; motion passed unanimously.

13 guests present (not counting recused attendees); organizations present include Iowa Department of Natural Resources, Conservation Districts of Iowa, Iowa Water Center, Iowa Flood Center, Iowa Ag Water Alliance, Iowa Economic Development Authority, Northwest Iowa Planning & Development Center, Iowa Homeland Security and Emergency Management professionals.

Report on project coordinator hiring committee by Treasurer Dale Arends, Buena Vista County Supervisor:

- 4 resumes with complete applications were sent to the committee for consideration.
- Hiring committee will begin the evaluations via email and decide which applications to interview.
- Hiring committee includes executive team members, Scott Peterson with city of Lakeview, Dean Schettler with Carroll County.
- Selection committee members include Dale Arends, Keri Navratil with city of Storm Lake, Scott Peterson, Dean Schettler.

Since a selection was not made prior to today's meeting, the board discussed alternative ways to approve. Two options to hiring – (1) board may authorize executive committee to approve the selected candidate of the hiring committee on behalf of the group; (2) board hosts a telephone conference call meeting to approve. Other watersheds have not needed to use a different approach due to the ease in making quorum with a smaller membership. After discussion the board agreed on option 2. The teleconference Special Meeting of the Board will be scheduled once the Hiring Committee has completed its work and is prepared to present its recommendation to the Board. The board would like to see the evaluation

rubric before endorsing the hiring committee's selected candidate; Keri Navratil will prepare this for the board.

Recused attendees (about 5 total) were readmitted as guests to the meeting at this point in the agenda.

Chair Mark Hanson provided a brief history of the North Raccoon River Watershed. He shared what he learned from recent local field tours and the Soap Creek Watershed tour. Soap Creek Watershed has been implementing watershed improvements for about thirty years. He encouraged all board members to attend any field days and watershed tours that they can to learn best practices from others. He reminded the board that the landscape does not change overnight. We need to embrace technology and base our decisions on quantitative research.

Presentation by Tony Loeser from Iowa Flood Center (IFC) reporting the "pure science of how your watershed is performing today." Dan Gilles also in attendance from IFC. Dan and Tony, both water resource engineers, will represent IFC to this group at future meetings.

Presentation summary:

IFC uses high-powered, quantitative analysis to prescribe best management practices (BMP) for reducing the risk of floods and improving water quality. Tony described how this is done. In one sentence, best management practices (BMPs) are identified through their agricultural conservation planning framework (ACPF) using hydrologic sensing to provide data.

Data from hydrologic sensors from USGS rain gauges provide components of the hydrologic assessment of a watershed to IFC. Such components include average rainfall, streamflow patterns, floods of record and other abnormal weather patterns. These components are combined with data on geology/soil types, land use, BMP mapping, topography and unique characteristics of the watershed. Together this data allows IFC to model the watershed. Modeling allows IFC to predict water flows during major weather events where USGS gauges are available. Models are very accurate (observed flows closely match predicted model flow).

The models can be used to interpret the data in different ways such as identifying areas with high runoff potential and analyzing flood mitigation strategies. Each watershed they evaluate is different and recommendations are given on a case-by-case basis. The hydrologic assessment is the first step to developing a watershed management plan which becomes the basis for the work of this board. Reports for other watersheds are available online at [Iowa Watershed Approach website](#).

Committee reports:

No reports.

Old business:

Allen Bonini, Iowa DNR, reviewed the use of proxy voting forms. Proxy voting forms are critical to encourage more participation within the watershed and to reach quorum, especially for communities with a small staff.

New business:

Discussion on the issue of consultants who are also local elected officials (city, county or SWCD) and have had to recuse themselves from meetings to avoid a conflict of interest. Consultants in attendance as guests may also be asked to recuse themselves from time to time as happened today. This is required to meet compliance with code for a federal grant. Across the state, WMA boards are exercising caution to be in compliance.

Present members discussed allowing members share with their local paper outside of the list of official papers agreed upon at the July meeting. The group agreed this is fine as long as it comes at no cost.

Public comment:

Jeff Geerts with IEDA – thanks for making progress but let's get hiring. One year of the five-year grant period has already passed and the HUD grant cannot be extended.

Julie Kearney, Univ. of Iowa Center for Evaluation and Assessment – predicts final score of Iowa 31 – Penn St. 28 this weekend. She also distributed a survey to the board members to get their feedback on the meeting and the WMA/Board process. This survey instrument is a part of the work of the overall IWA Project grant. Results will be compiled and reported back to HUD throughout the project.

Next meeting: Wednesday, December 13, 2017, in Lake City, IA at the Stewart Memorial Community Hospital Conference Room, from 10 am to noon.

A motion to adjourn the meeting at 12:25 pm was made by Jack Butler, city of Perry, seconded by Jake Anderson, city of Van Meter.

East Nishnabotna Watershed Management Coalition

Official Representative for the Sep. 20, 2017 Board Meeting

Carroll SWCD	<i>Steve [unclear]</i>
Cass SWCD	<i>[unclear]</i>
East Pottawattamie SWCD	<i>[unclear] Bob Zimmerman</i>
Fremont SWCD	<i>Sheryl B. Sanders</i>
Montgomery SWCD	<i>Krist B. [unclear]</i>
Page SWCD	<i>Robert [unclear]</i>
Shelby SWDC	
Audubon County	<i>Todd Nelson</i>
Carroll County	<i>Dean [unclear]</i>
Cass County	<i>Steve [unclear]</i>
Fremont County	<i>Randy [unclear]</i>
Montgomery County	<i>[unclear]</i>
Page County	
Pottawattamie County	<i>Scott [unclear]</i>
Shelby County	
Elk Horn	
Elliott	<i>Mike Carson</i>
Essex	
Farragut	
Griswold	<i>[unclear]</i>
Shenandoah	<i>[unclear]</i>

[Large signature]

13 $\frac{14}{21}$

West Nishnabotna Watershed Management Coalition
Official Representative for the Sep. 20, 2017 Board Meeting

Carroll SWCD	<i>Steve Lee</i>
East Pottawattamie SWCD	<i>Bob Zimmerman</i>
Fremont SWCD	✓
West Pottawattamie SWCD	<i>Allen & Travis Shirley B. Sanders</i>
Mills SWCD	
Montgomery SWCD	<i>Karl Baum</i>
Page SWCD	<i>Robert Nabe</i>
Shelby SWDC	
Audubon County	<i>Todd Nelson</i>
Carroll County	<i>Wendy Leggett</i>
Fremont County	<i>Kathy Nabe</i>
Mills County	
Montgomery County	
Page County	
Pottawattamie County	<i>Scott John</i>
Shelby County	
Emerson	
Hancock	
Henderson	<i>Mike Baumfeld</i>
Imogene	
Malvern	<i>Rich Maske</i>
Manning	
Oakland	<i>Mike Baragay</i>
Walnut	

10 13/24

EAST AND WEST NISHNABOTNA RIVER

WATERSHED MANAGEMENT COALITION MEETING

20 September 2017; 9:00 a.m. at the Oakland Community Building

Name	Organization/Entity	Email	Phone	East	West
Shelly Peterson	low Econ. Dev. Authority	Shelly.peterson@lowecon.com	515-725-0418	neither	
David Dittmer	SWCD	ddittm@wiaw.net	402-650-8350		✓
Mike Carlson	Elliott	cityofelliott@netins.net	712-767-2351	✓	
Scott Bels	Potts Co		402-621-4467		
Ray Wilson	Cass SWCD		712-799-0942	✓	
Mike Barasen	City of Oakland	Mike.Barasen@oakland.gov	402-659-8704		✓
Allen Hawks	W. Pott. SWCD	aehawks@att.net	712-310-8439		✓
Russ Branden	E Pott SWCD			✓	✓
Marvin Freed	NRCS- Fremont Co	marvin.freed@ia.usda.gov	712-374-2014	✓	✓
Curt Barclay	"	curtis.barclay@ia.nadirect.net	"	✓	✓
Larry Goff	lowa Department Sec.	larry.goff@freed@iowa.gov	515-725-9315	neither	
Randy Behm	USACE	randall.r.behm@usace.army.mil	402-995-2322		
Erwin Aust	Page SWCD	erwin.aust@page.com	712-246-3883	✓	
Grant Anderson	MHA	grant.anderson@mah.org	402-444-6800		✓
Mike Benafek	Henderson	mikebenafek@gmail.com	712-825-7129		✓
Rich Maake	Maahsen	Rich.Diane.Maake@maahsen.com	402-622-8348		✓
Mike Cereelius	Fremont Co. EMA	mikec@fremontcountyma.org	712-313-0182	✓	✓
Michael J. Rydl	Audubon County	audubon@auduboncountyma.org	712-563-4286	✓	✓
Louisa Hansen	Grassland	grassland@auduboncountyma.org	712-778-2615	X	

EAST AND WEST NISHNABOTNA RIVER

WATERSHED MANAGEMENT COALITION MEETING

20 September 2017; 9:00 a.m. at the Oakland Community Building

Name	Organization/Entity	Email	Phone	East	West
Sheryl Sanders	Fremont Co SWCD	sherylsanders19@gmail.com	712-385-8449	X	
Bob Zimmerman	EPatt SWCD	bobzimm@webnet.net	712 2490337	X	
Bob Benton		robertbenton3@outlook.com	402-690-8820		X
Jim Davely	City - Shenandoah	jdavely@shenandoahinc.net	712.244.4411	X	
KARLA BRAY	City - Shenandoah	kgray@shenandoahinc.net	712.244.1213	X	
Sue Kemper	City of Shenandoah	shenworkworks@gmail.com	712-246-3372	X	
Randy Hickey	Franklin Co SWCD		402-618-6229	X	
ROSE RHEINHE	PAGE SWCD		712-542-9269	X	X
Todd Nelson	Audubon County	nelsont@gmail.com	712-304-0251	X	X
Jeff Metheny	Griswold	Publicworks3@netins.net	712-789-1264	X	
Graham McCaffin	The Nature Conservancy	gmcgaffin@tnc.org	712-898-7165		X
Steve Nees	CSWD Council		712-830-6850	X	X
Paul Dieder	Mont SW	Sugyr Bear6236@mail	712-623-2967		X
Steve Baser	Cass County	bbaser@netins.net	712-778-4452	X	
Mike Gannon	IGS	mike-gannon@univis.edu	319-541-1598		
NATE YOUNG	IFC	nathan-young@univis.edu	319-384-1732	X	X
Tom Shipley	State Senate //	tom.shipley@legis.iowa.gov	712-621-3226		
Jessica Montana	DNR	jessica.montana@iowa.gov	712-243-1934		
Kyle Amend	DNR	kylamend@dnr.iowa.gov			

East and West Nishnabotna Coalition Meeting
Wednesday, September 20, 2017
Oakland Community Building (614 Dr. Van Zee Road, Oakland, IA)
9:00 – noon

Welcome/Meeting Overview																			
Introductions																			
Quorum Check	East Nishnabotna West Nishnabotna																		
Review and Approve June Minutes	East Nishnabotna (Action) West Nishnabotna (Action)																		
Watershed Planning RFP & Outline <ul style="list-style-type: none"> • Discuss Merging of RFP (Note: Plans will remain separate) • RFP Approval to Submit to BOS 	East Nishnabotna (Action) West Nishnabotna (Action) Joint (Action)																		
WMAs of Iowa Representative	Joint (Action)																		
Moving Forward <ul style="list-style-type: none"> • Process • Committee → Board of Directors → BOS 	Information																		
Upcoming Dates: Mills/Fremont Board of Supervisors: Oct. 3, 2017 at 9 a.m. RFP Watershed Planning <table style="width: 100%; border: none;"> <tr> <td>Publish Date</td> <td style="text-align: right;">10/9/17</td> </tr> <tr> <td>Pre-Bid Meeting</td> <td style="text-align: right;">10/25/17</td> </tr> <tr> <td>Questions Submitted in Writing</td> <td style="text-align: right;">11/3/17</td> </tr> <tr> <td>Due Date</td> <td style="text-align: right;">11/17/17</td> </tr> <tr> <td>Proposals Ranked</td> <td style="text-align: right;">Nov/Dec 2017</td> </tr> <tr> <td>Interviews & Draft Contract Review</td> <td style="text-align: right;">12/11-15/17</td> </tr> <tr> <td>Board Approval</td> <td style="text-align: right;">12/20/17</td> </tr> <tr> <td>Contract Development and Finalization</td> <td style="text-align: right;">Jan. 2018</td> </tr> <tr> <td>Project Initiation</td> <td style="text-align: right;">Feb. 1, 2018</td> </tr> </table> Board of Directors & Quarterly Update 12/20/17	Publish Date	10/9/17	Pre-Bid Meeting	10/25/17	Questions Submitted in Writing	11/3/17	Due Date	11/17/17	Proposals Ranked	Nov/Dec 2017	Interviews & Draft Contract Review	12/11-15/17	Board Approval	12/20/17	Contract Development and Finalization	Jan. 2018	Project Initiation	Feb. 1, 2018	Information
Publish Date	10/9/17																		
Pre-Bid Meeting	10/25/17																		
Questions Submitted in Writing	11/3/17																		
Due Date	11/17/17																		
Proposals Ranked	Nov/Dec 2017																		
Interviews & Draft Contract Review	12/11-15/17																		
Board Approval	12/20/17																		
Contract Development and Finalization	Jan. 2018																		
Project Initiation	Feb. 1, 2018																		
University of Iowa – Iowa Flood Center: Update on the Iowa Watershed Approach project hydrologic assessment and modeling results (IFC Water Resource Engineer, Dan Gilles)	Presentation																		
Randy Behm (PE, CFM; Chair, National Nonstructural Flood Proofing Committee USACE-Omaha)	Presentation																		
Mike Gannon (Iowa Geological Survey; University of Iowa IIHR – Hydroscience & Engineering)	Presentation																		

*This meeting is open to the general public. However, potential bidders should note that attendance may prevent or negatively affect the success of their future proposal(s) and may be asked to excuse themselves from all or part of the meeting. See 2 CRF 200.319. Please contact Cara Morgan at 712-482-3029 with any questions.