
MINUTES
Regular Meeting
February 17, 2022

The meeting of the Two Rivers Plus Joint Powers Board was held at the Kittson County Courthouse and virtually.

The meeting was called to order by JPB Chair, Landon Olson at 9:06 a.m.

Joint Powers Board Members present: Primary: Andrew Muir (KSWCD), Landon Olson (RSWCD) and Leon Olson (KCounty); Alternate: Theresia Gillie (KCounty)

Others present: Jeremy Benson, Justin Mueller, Janine Lovold, Shonda Jelle, Matt Fischer (BWSR), Henry Van Offelen (BWSR)

Agenda

The agenda was approved on motion by Olson, seconded by Muir, and carried unanimously.

Minutes

The November 18, 2021 Minutes were reviewed.

The Minutes were approved on a motion by Muir, seconded by Olson, and carried unanimously.

JPB Business Meeting

The Offices and Annual Business Items were approved to stay the same as was set last July 2021 except for the new IRS mileage rate change for 2022 on a motion by Muir, seconded by Olson, and carried unanimously.

Treasurer's Report Format

Shonda Jelle provided a handout of a Roseau SWCD Treasurer's Report for the Board to discuss and review for their own Treasurer's Report format. The Board thought that the format would work. Jelle also requested that if any Board member would like direct deposit to please contact her and it would be set up.

MCIT

- **Agreement Resolution**

The MCIT JPA and Bylaws were reviewed. The agreement resolution to acknowledge the Two Rivers Plus JPB participation as a member MCIT and enter the MCIT joint powers agreement was presented by Lovold.

The Agreement Resolution was approved on a motion by Muir, seconded by Olson, and carried unanimously.

- **Workers Compensation Coverage by Resolution**

The Cover Letter from MCIT along with the Coverage Summary and Cost Estimate were reviewed and discussed. The Resolution to acknowledge the Two Rivers Plus JPB members are to be covered for Workers Compensation was presented by Lovold.

The Resolution to accept Workers Compensation Coverage was approved on a motion by Olson, seconded by Muir, and carried unanimously.

- **Membership Sponsorship of Two Rivers Plus JPB**

The Roseau County SWCD provided sponsorship of the Two Rivers Plus JPB for MCIT member by Resolution on January 11, 2022.

- **Letter from Board Accepting Coverage**

The letter to MCIT will accept the coverage and pricing as indicated in the Coverage Summary and Cost Estimates that were provided, include the workers' compensation coverage for elected and appointed officials, and accept the optional workers' compensation coverage.

The letter was approved by on a motion by Muir, seconded by Olson, and carried unanimously.

- **W-9**

The IRS W-9 form Request for Taxpayer Identification Number and Certification was signed and dated by Chair, Landon Olson.

- **Mission Statement**

The Steering Team put together the following Mission Statement: The Two Rivers Plus Joint Powers Board purpose is to implement the Two Rivers Plus Comprehensive Watershed Management Plan through a partnership including Kittson and Roseau Counties and Kittson and Roseau Soil and Water Conservation Districts to satisfy goals through projects and programs that restore or protect locally identified issues.

The Mission Statement was approved by a motion by Olson, seconded by Muir, and carried unanimously.

Two Rivers Plus JPB Funding Update

The total Watershed-Based Funds (WBF) awarded is \$1,062,253. Fifty percent of the WBF was received at the end of January. This amount totals \$531,127. The next 40% will go out after the entire 50% has been expended and Jeannette Austin (BWSR) performs an audit.

Work Plan

A copy of the Work Plan will be available for review at the next Board meeting or upon request.

Contract Approvals

- The **draft Non-Structural Land Management Practice Contract** was presented by Benson and reviewed by the Board.

The NSLMP Contract was approved for use by Muir, seconded by Olson, and carried unanimously.

- A **draft Percentage Rate Practice Contract** for projects was not available for review, but the contract followed a similar format as the Non-Structural Land Management Practice Contract. Benson requested approval of said contract.

The Percentage Rate Practice Contract was approved for use by Muir, seconded by Olson, and carried unanimously.


Engineering Services Agreements

There was discussion on how entering into Engineering Services Agreements should be done, whether it could be Partners (SWCDs) needing the services for construction projects or just the JPB. It was decided that both Kittson and Roseau SWCDs may enter into Engineering Service Agreements. Direct billing of engineering services to the JPB was also discussed. It was decided that the Engineering Service Provider may bill the JPB directly.

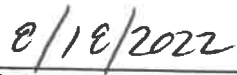
The Engineering Service Agreement procedure along with the direct billing by the engineering provider to the JPB was approved on a motion by Muir, seconded by Olson, and carried unanimously.

Next Board Meeting
May 19, 2022 at 9 am

Adjournment
The meeting adjourned at 9:42 am.



Secretary



Date

RESOLUTION

The Two Rivers Plus Joint Powers Board hereby acknowledges participation as a member of the Minnesota Counties Intergovernmental Trust by the acceptance and execution of the MCIT joint powers agreement denoted as "Minnesota Counties Intergovernmental Trust, Joint Powers Agreement, Adopted by Membership December 4, 2017".

Landon Olson
Chair

Date: 2-17-22

Attest:
[Signature]

Date: 2-17-22


Title: Secretary

RESOLUTION 01-2022

The Board Members for the Two Rivers Plus Joint Powers Board do hereby resolve that, pursuant to the requirements of Minn. Stat. §176.011, subd. 9 (6), that all officers of Two Rivers Plus Joint Powers Board who are elected or appointed to a regular term of office, or to complete the unexpired portion of a regular term, shall be included within the definition of "employee" as that term is defined in Minn. Stat. §176.011, subd. 9 for purposes of coverage under the Workers' Compensation Laws of the State of Minnesota.

Landon Olson
Two Rivers Plus Joint Powers Board Chair

2-17-22
Date

Attest:  2-17-22

Title: Secretary