



SHELL ROCK RIVER WATERSHED MANAGEMENT COALITION

Quarterly meeting of the Shell Rock River Watershed Management Coalition

8:00-11:00am, October 12, 2022

Nora Springs City Hall

45 N Hawkeye Ave, Nora Springs, IA

Attendees

Mark Hendrickson (Mitchell County), Jason Webster (Floyd County), Linda Tjaden (Floyd County), Doug Moehle (City of Northwood), Mike Miner (Butler County), Jim Hanson (Worth County), Josh Brandt (Cerro Gordo County), Dave McCann (City of Shell Rock), AJ Stone (Worth County), James Iverson (Worth County SWCD), Adam Sears (Floyd County), Ken Nelson (Cerro Gordo County SWCD). Chelsey Wood (City of Nora Springs) via Zoom.

Non-voting - Kate Hansen (Center for Rural Affairs). Miranda Haes (Iowa DNR) via Zoom.

Agenda

1. **Call to order**
2. **Roll call**
3. **Approval of agenda**
 - a. Motion to approve by Miner, second by Stone. MCU.
4. **Approval of minutes**
 - a. July 7, 2022 quarterly meeting
 - b. Motion to approve by Tjaden, second by McCann. MCU.
5. **Treasurer's report and approval**
 - a. Change needed - reflect account balance of \$11,850. Report says \$12,850. \$1,000 difference is attributable to two undeposited checks totaling \$1,000.
 - b. Final checks are from the City of Clarksville and the City of Nora Springs. SRRWMC has received checks for all committed funds.
 - c. Upon making the correction described above, motion to approve by McCann, second by Hendrickson. MCU.
6. **Old business**
 - a. Bylaws update
 - i. Per Nelson, the bylaws have been voted per previous vote of the BOD. New copy will be kept on file, and sent to Floyd County for posting on website.
 - b. Update on RFP process - Miner and Nelson
 - i. Question from Miner directed to Haes, how long will the reimbursement turnaround time be, specifically as it relates to payments to a contractor reimbursed by the Iowa DNR?
 1. Answer from Steve Konrady via Haes: "weeks at the most."
 - ii. Board members will ask each contractor providing a presentation to confirm they are willing to work with this payment structure.
 - iii. Committee will remain the same upon the selection of a contractor, but entire board will be welcome to attend Zoom meetings as interested.

7. New business

a. Presentations from potential contractors

- i. Board of directors were presented with scoring sheets to review contractor presentations. In order, they were:
 1. 8:30am - Emmons & Olivier Resources
 - a. Presentation and Q&A by Pat Conrad, Watershed Planner; and Kevin Griggs, Environmental Scientist.
 2. 9:00am – JEO Consulting
 - a. Presentation and Q&A by Matt Mardesen, Project Principal; Adam Rupe, Project Manager; and Caleb Rasmussen, BMP Design.
 3. 9:30am – ISG
 - a. Presentation and Q&A by Julie Blackburn, Principal in Charge; and Paul Marston, Water Quality Specialist and Modeler.
 4. 10:00am – FYRA Engineering
 - a. Presentation and Q&A by Kyle Riley, Project Manager; and Charles Ikenberry, Principal-in-Charge.

b. Discussion and contractor selection

- i. Board of directors was organized so that entities with multiple representatives present would have a single vote.
- ii. Discussion of takeaways from presentation. Votes (in form of 1st, 2nd, 3rd, 4th preference) collected from board members.
- iii. By simple majority, two firms were selected as finalists: JEO Consulting and FYRA Engineering.
- iv. Discussion of comparisons between finalists. Votes (in form of 1st choice) collected from board members.
- v. By super majority, JEO Consulting was selected as winning contractor.
 1. Motion by Tjaden, second by Iverson. MCU.
- vi. Miner will reach out to JEO to extend offer. Will begin a conversation about possible amendments to their proposal. Board members with suggestions for amendments to proposal should relay ideas to Miner.

8. Public comments

- a. Linda Tjaden was recognized for her contributions to the SRRWMC. She has been a strong leader for the coalition and helped get it off of its feet in a strong way! This will be her last meeting.

9. Upcoming meetings

- a. Upcoming TBD: Zoom meeting to finalize and sign contract with JEO.
- b. Upcoming TBD: First planning session with JEO, likely before Jan. 5 meeting.
- c. Quarterly regular and annual meeting, 9:30am, Jan. 5, 2023, Nora Springs and via Zoom.
- d. Board members advised to keep an eye on their emails about upcoming meetings.

10. Adjournment

- a. Chair, Nelson, called meeting adjourned. No objections.

Attachment: updated Treasurer's Report