



**Pioneer-Sarah Creek
Watershed Management Commission**

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**SPECIAL MEETING MINUTES
September 26, 2019**

1. CALL TO ORDER. A Special Meeting of the Pioneer-Sarah Creek Watershed Management Commission was called to order at 6:02 p.m., Thursday, September 26, 2019, by Chair Joe Baker at Maple Plain City Hall, 5050 Independence Street, Maple Plain, MN.

Present: Mike Hoekstra, Greenfield; Joe Baker, Independence; John Fay, Maple Plain; Pat Wulff, Medina; John Tschumperlin, Minnetrista; and Amy Juntunen, JASS. Not represented: Loretto.

2. AGENDA. Review proposals for technical services.

3. DISCUSSION. Each Commissioner described their top three choices and why. Consensus of the top three is Hakanson Anderson as the first choice, and a tie between Barr and Wenck as the second choice. Cost was the primary driver of this determination.

Because Hakanson Anderson serves as the City Engineer for Medina and Independence, and as the City Planner in Greenfield, there may be instances where there is a conflict of interest or an independent review may be requested. In that case, Wenck would be contracted for those reviews. Wenck may also be contracted to write the Commission's Fourth Generation Watershed Management Plan because they were the consultant for the Third Generation Plan.

It was agreed by consensus that Baker will call Hakanson Anderson to conduct a phone interview. Commissioners supplied the following questions for the interview:

Who would be the primary representative at meetings?

What is the success rate of their grant writing and what type of grants are they applying for/were they awarded?

Ask about specifics in the RFP that weren't addressed in the proposal.

How does Hakanson Anderson feel about the potential conflict of interest with member cities?

What is their experience with landowner engagement and developing CIP projects?

What is their TMDL experience?

What is their experience in writing Watershed Management Plans?

What is their experience in acting as the technical consultant for watershed management commissions?

What are potential gaps and plusses in working with Hakanson Anderson?

What will the Commission be surprised about that may not have been included in the proposal?

4. ADJOURNMENT. There being no further business, the meeting was adjourned at 7:37. p.m.

Respectfully submitted,

Amy A. Juntunen, Recording Secretary

AAJ:tim

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Greenfield • Independence • Loretto • Maple Plain • Medina • Minnetrista

**Included in meeting packet.*