

HUBBARD COUNTY SOIL AND WATER CONSERVATION DISTRICT

MINUTES FROM May 10, 2017 REGULAR BOARD MEETING

Minutes from the Hubbard County Soil and Water Conservation District Board of Supervisors meeting at 603 Central Avenue North, Suite 100, Park Rapids, MN.

Members present: Lynn Goodrich, Chair
Don Sells, Vice-Chair
Bob Iles, Treasurer
Marcel Noyes, PR&I

Absent: Don Rettinger, Secretary

Others present: Julie Kingsley, District Manager
Annette Olson, Administrative Assistant
Jamin Carlson, Water Quality/Resource Specialist
Alicia Laternus, Soil Conservation Technician
Ed Smith, Hubbard County Commissioner

Supervisor Goodrich opened the meeting at 8:33 a.m. and led the Pledge of Allegiance.

AGENDA AND MINUTES

Items added to the agenda – New Business – b. change time to 9:30am, add e. Administrative Summer Training June 28 & 29 in Walker.

Supervisor Sells moved to accept the agenda as amended, seconded by Supervisor Noyes. Noyes. Affirmative: All. Opposed: None. Motion carried.

Items to correct in the Minutes – page 2 under Supervisor Goodrich’s Report - 3rd line – remove the d from and, it should read ‘an update’, page 5 – change the signature, Bob Iles is not secretary. Supervisor Sells moved to appoint Supervisor Iles as acting secretary since Rettinger is absent. Supervisor Noyes seconded. Affirmative: All. Opposed: None. Motion carried.

Supervisor Noyes moved to approve the minutes as amended. Supervisor Iles seconded the motion. Affirmative: All. Opposed: None. Motion carried.

TREASURER’S REPORT

Updates for Profit & Loss and Balance Sheet were discussed. New Check Book Register and Treasurer’s Report were given to the board. Updated Profit & Loss and Balance Sheet reports will be sent out to the board via email. Supervisor Iles presented the updated treasurer’s reports to the board, subject to the auditor’s review.

PUBLIC INPUT

Commissioner Smith: Updated the group with information on the county audit. Transit sales tax has been extended and will be reviewed again next year.

REPORTS

District Conservationist Report: Alicia Laturnus reported for Dan Pazdernik:

- May is Asian Pacific Islander Month.
- Conservation Stewardship Program evaluations extended to June 30th, 13 still pending; the 2013 CSP contract holders have been notified.
- Environmental Quality Incentives Program (EQIP) 13 of 16 applications were preapproved and 12 of the 13 have been signed. All need to be signed by May 26th.
- Current activities: Finishing EQIP contract signatures, preparing the CSP evaluations; starting wetland and Highly Erodible Land compliance reviews with spot checks in the area; Alicia and Dan will attend the Area 1 & 8 meeting on May 15th in Detroit Lakes; a video teleconference meeting is scheduled on May 24th for cooperative working agreements for NRCS and SWCD managers; and soil health training being held on June 21st in Mahanomen (Jamin will be included) and June 22nd in Stevens County.

Supervisor Goodrich: Chair Goodrich reported on:

- Leech Lake 1W1P meeting on April 18th – the policy committee was organized, Cass County SWCD will be the fiscal agent and grant manager, Hubbard SWCD will be the note taker, Jane Ekholm was appointed as President, Lynn Goodrich as Vice President, Neil Gaalswyk as secretary. Corrected the dates on the work plan. Developed 1W1P by-laws and sent on to Hubbard County lawyer to review, response already received. HRG/RESPEC combination chosen as the project consultant. Next meeting will be May 24 - Policy Committee Meeting 9-11 am, followed by the Partnership Development Advisory Meeting 11am-3pm at the Northern Lights Event Center by Walker. Lunch will be served.
- Helped with the tree sorting.
- Will chair the next COLA meeting – Julie will do presentation at the meeting.
- Will help with the Freshwater Festival (FWF) May 17th.

Supervisor Sells:

- Helped with tree sorting.
- The next SWCD Forestry Meeting will be May 18th and have not received an agenda yet. He will let us know if he doesn't go.
- Will help with the Freshwater Festival.

Supervisor Iles:

- Helped with tree sorting for a short time.

Supervisor Noyes: Supervisor Noyes reported on:

- Attended the Mississippi Headwaters Board Meeting in March and April. They are supporting a Canoe Days Event in August that starts at Crow Wing Park. Considering making it a community-orientated event with some educational aspects to it, our SWCD could attend.
Talked about possible website marketing with the DNR. WRAPS, 1W1P and BWSR were discussed. A consultant was hired to help with Tim Terrill workload. Verbal request for donation towards our FWF, policy not available this year. Formal request needed and plan to send one next year.

- Nitrate testing was done at the Farden Township Cleanup Day on May 5th – 17 samples were tested and they requested that we come back next year. One tested at 15, 3 tested over 7.
- Grace Lake Association asked that we do nitrate testing at their June 3rd meeting. Marcel will collect and bring samples here to test.
- Hart Lake Township would like someone to come in August to do nitrate testing. We would like them to use the July 1st Laporte event day. Marcel will follow up on this.
- Helped with the tree packing on Thursday and Friday's tree pickup and sales.
- Will help with the Freshwater Festival.
- Question on what articles had been published in the paper – Farming, Yard & Garden, Lake Shore and FWF. Possible articles for future – COLA, Pollinators, Nitrate testing.

The Dept. of Ag. Township Nitrate Testing Project done last summer with high results will be tested again this year by their staff and will also test for pesticides.

Girl scouts will team up with an eagle scout to help stencil the Riverside storm sewers with “drains to river” so people know that the water going into the sewer goes right into the river.

Water Quality/Resource Specialist's Report: Jamin Carlson reported on the following:

- WCA site visits for possible projects and some violations, meetings about multiple possible projects, multiple calls with wetland questions/advice and new violations.
- Trees – multiple inquiry calls, meetings and equipment; picked up, packed and handed out trees; clean up after sales complete.
- Conservation Delivery – multiple site visits mostly about erosion issues, site visit for a Pineland Sands project, researched businesses in Bemidji for implements and seed.
- Cost-Share – Shively/Wagner meeting for project on Kabekona and new plans in the making, handed out multiple applications to property owners for possible future projects.
- Meetings/Trainings – TSA Meeting in Bemidji, JBP Tech training at Bemidji State Park about surveying, cost-share meeting on phone with Chad/BWSR, phone meeting on Edgewood Project.
- Community Partners – several meetings and site visits for Pine Haven Camp – bid awarded to Racer Construction and waiting on Pave Drain order to start Phase I, also waiting for Phase II plans for road upgrade and rain gardens.
- Next month – site visits for Cost-Share, Community Partners, WCA; Freshwater Festival next week; will be sending letters out for buffers and projects/drainage.

District Manager's Report: Julie Kingsley reported on the following:

- Water education presentation with the enviroscape model for girl scouts here and tested their water samples - one sample tested over 15; 19 samples were brought in to test for our office clinic.
- Tree sales – check list developed to make next year's sale run smoother.
- Meetings coming up: NRCS webinar, JBP meeting, computer server SWCD meeting at Lakes Country Service Center, SWCD/NRCS operational agreement training Regional NRCS VTC site, presentation on Grants to COLA, LLAWF Easement meeting.
- Cost-Share – receiving informational requests.
- Freshwater Festival – still needing some volunteers to pack trees for students on May 16th for the festival on May 17th.

- Kabekona River Sampling – sampling begins in June and will do 3 samples each month, June – September.
- Leech Lake River 1W1P – Policy Committee met April 18th, met with John Ringle, Shawn Tracy-HRG, and Julie Blackburn-RESPEC on May 4th to answer questions, determine budget and finalize work plans. Next meeting set for May 24th in Walker at Northern Lights Event Center. Policy meeting at 9:00 am and Policy & Advisory meeting at 11:00am-3:00pm. Lunch will be served. All county and SWCD boards are invited and encouraged to attend the 11:00 meeting. RSVP needed for meeting.
- Mississippi Headwaters WRAP – meeting set for June 20 at Bemidji City Hall 6 – 7:30 pm on TMDL for Little Turtle Lake and Lake Irving.
- 2 Pineland Sands projects ordered trees through us, a pollinator project will use the last 2 packages of Pollinator Seeds we have in stock due to a customer getting sick after placing and paying for his order.
- Tullibee Forest Stewardship – Developing work plan and contract for Local Capacity money to continue and expand the Forest Stewardship Program.
- WCA – had site visits to 2 WCA Violations marked and flagged the sites.
- Envirothon – 8 Senior High and 14 Junior High teams – Trek North placed 1st, Nevis 2nd and Trek North 3rd all advancing to state. Grand Rapids won oral competition.
- Upcoming events- May 16 – pack trees for FWF, May 17 – FWF, May 24 – Leech Lake Watershed 1W1P meetings – Jamin will attend while Julie attends the NRCS operational agreement training,
- BWSR is requesting that SWCD’s locate all non-public flowing water bodies and make a map or list by July 1st.

Chair Goodrich called for a break at 10:50 am.

Meeting reconvened at 11:12 am.

OLD BUSINESS

- Tree Sale Review – check list started and ideas suggested for future tree sales - including a pick list per customer, orders need to be verified after assembled and no refunds for items sold or charge a fee to resell. A policy needs to be put in place.
- Individual supervisor photos will be taken after meeting.
- Laporte Independent Celebration Days – Friday will be Flea Market and the volleyball tournament starts. Saturday starts with a pancake breakfast and activities until 10:00, pig roast at Fire Hall and the rest is down town. Annette and Supervisor Iles will have tables for information and nitrate testing between 8 am and noon at the east side shelter. If all goes well, we will consider being present at the Blueberry Days and other similar events.
- Strategic Planning Work Session Minutes approval – Supervisor Iles moved to accept the Work Session minutes as presented. Supervisor Noyes seconded. Affirmative: All. Opposed: None. Motion carried.
- By Laws and Policies Approval – Supervisor Iles moved to accept the By Laws and Policies as amended and presented. Supervisor Sells seconded. Affirmative: All. Opposed: None. Motion carried.
- WCA Fees for Services – discussion to add a fee for “After the Fact Restoration Order” of \$300.00. Supervisor Sells moved to accept the WCA fees as presented. Supervisor Noyes seconded. Affirmative: All. Opposed: None. Motion carried.

- MASWCD Sunsetting Resolutions – discussion on what really needs to be done with the list. Supervisor Sells will call to find out what our board needs to do with these. If necessary, Supervisor Sells will draft a letter for the staff to review and Chair Goodrich to sign by May 17th then send as an attachment in an email to the MASWCD President and send to Area Chairs indicating that the process should be changed to have the SWCD who originated the resolution decide if it continues or goes away.
- New Resolutions – after discussion, no new resolutions were submitted. Draft letters will be compiled for concerns dealing with the Outdoor Heritage Funds and Local Capacity/Clean Water Funds, then recommend sending to the governor from the board supervisors in the near future.

NEW BUSINESS

- JBP Meeting – May 22 at 10:00.
- Budget Planning Meeting set for May 18th at 9:30.
- FWF – volunteers still needed to package trees for the students on May 16th at 1:00.
- Area 8 Meeting set for June 2nd - deadline to register is May 24th.
- Administration Summer Training, June 28 & 29 – Request for Administrative Assistant to attend the Summer Training Session in Walker, registration of \$65.00. Supervisor Sells moved to approve administrative assistant to attend the training session in Walker with hotel for one night if needed. Supervisor Noyes seconded. Affirmative: All. Opposed: None. Motion carried.
- Fair Booth activities and who manning – a schedule will be available at the June 14th meeting so board members can sign up for times to represent the SWCD on Friday 9am-6pm and Saturday 9am-2pm.

CORRESPONDENCE

- Twin Lakes sent out their newsletter talking about the restoration of Fish Hook/Shell River Channel. Funding is available but needs to have a feasibility study done first.
- Action alerts through emails from Sheila Vanney and LeAnn Buck regarding bills in the MN House and Senate.

NEXT MEETING: The next regular board meeting of the Hubbard County Board of Supervisors will be on Wednesday, June 14, 2017, at 8:30 a.m. in the office at 603 Central Avenue North, Park Rapids, MN. Items to cover: 2018 Budget Draft, FWF review, review veliger fees, fair schedule sign up. Refreshments will be provided by the staff.

ADJOURNMENT: Motion by Supervisor Sells to adjourn the meeting. Seconded by Supervisor Noyes. Meeting adjourned at 12:45 pm.

APPROVED: 6-14-2017 SECRETARY: Don Rettinger
 Date Don Rettinger, Secretary

