

HUBBARD COUNTY SOIL AND WATER CONSERVATION DISTRICT

MINUTES FROM August 9, 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
Don Rettinger, Secretary
Marcel Noyes, PR&I

Others present: Julie Kingsley, District Manager
Annette Olson, Administrative Assistant
Jamin Carlson, Water Quality/Resource Specialist (for report only)
Dan Pazdernik, District Conservationist

Others Absent: Ed Smith, Hubbard County Commissioner

Supervisor Goodrich opened the meeting at 8:30 a.m. and led the Pledge of Allegiance.

AGENDA AND MINUTES

Items added to the agenda: New Business-Non Action – b. 2016 Platbooks. A motion was made by Supervisor Sells to approve the agenda as amended, seconded by Supervisor Rettinger. Affirmative: All. Opposed: None. Motion carried.

Supervisor Sells asked to add on the bottom of page 5-under CLOSED MEETING – the purpose for the closed meeting motion-“for the purpose of the Water Quality Resource Specialist Review”. Supervisor Iles moved to accept the minutes from the July meeting as corrected. Supervisor Noyes seconded the motion. Affirmative: All. Opposed: None. Motion carried.

TREASURER’S REPORT

The administrative assistant gave updated information on the financial reports. Treasurer Iles had no questions and presented the treasurer’s report, as updated, to the board, subject to the auditor’s review. The updated reports will be sent electronically to all supervisors.

PUBLIC INPUT – Commissioner not present.

DISTRICT CONSERVATIONIST

Dan Pazdernik reported on the following:

- Civil Rights: August is Women’s Equality Recognition Month
- Program Update: Conservation Stewardship Programs (CSP) – 13 were preapproved applications, 2 cancelled, all contracts must be obligated by September 1, 2017.

Environmental Quality Incentives Program – FY2018 EQIP application deadline is August 18th, state office did mail out signup postcards, we currently have 9 applications.

- Current Activities: Working in Wadena 2-3 days a week; getting CSP application signatures after reviews to complete; doing CSP contract spot checks; EQIP practice certifications and payments for completed practices; will be working on the wetland and highly erodible land compliance reviews for FSA; NRCS has transitioned over to using Stamps.com; both Alicia and Dan will be attending a grazing refresher training on August 16 by Mahnomen.
- Operational Agreement: No update. Agreements have not come back yet.

REPORTS ON PROJECTS AND MEETINGS

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

- WCA – Three different site visits; sent out two satisfaction of restoration letters, worked on a site evaluation with Matt J. (BWSR); wrote a restoration order for new violation; wrote a letter to attorney for a previous violation; many calls from people who have either purchased land or are thinking to purchase land that are considered wetlands and not aware of the regulations, but still would like to develop and emails.
- Sampling – Kabekona River-4 E.coli samplings since last meeting; dissolved oxygen test; second round of veliger sampling; and worked 2 shifts at the fair for nitrate clinic.
- Conservation Delivery – three site-visits for shoreline or vegetation, applications were given but not heard back yet; meeting with Darrin on CWF grant proposal due 8/9/17.
- Obwells – completed the NE parts of the county 8/8/17, levels are looking normal so far.
- Cost-Share – did the 5-year spot check on three projects and one Community Partner 5-year spot check that had 8 total sites, all looked good, photos were taken of the sites for files.
- Meetings/Trainings – July board meeting.
- MARC&D – meet w/Bill Westerberg on phone for Phase II plans that were received on 7/28/17 and will plan to start August 21, 2017.
- Buffers – worked on cross-referencing the county map with the buffer map for parcel compliance, and found 2 parcels that need to be addressed.
- Next month – Cost-Share site visits, Community Partners/MARC&D-Pine Haven, Deerview Road project, WCA, dissolved oxygen reading and Kabekona River testing, Conservation Planning Course in Red Wing, MN 8/15 through 8/18/17, and Buffers.
- Shivley-Wagner Project – plan to start August 21st, the last plans show the work will be done by hand.

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

- Past Month – Fair nitrate testing (87 tests); Meetings attended included Hubbard Assoc. of Townships Meetings (spoke about the Mississippi WRAP, Leech Lake 1W1P needing township input), WCA issues and concerns, and our monthly nitrate testing; presented 2018 Budget at County Board Meeting on 7/18/17, will plan to present the new BWSR leverage of 2018 funds at the 9/12/17 meeting; 7/30/17 meeting with Camp Wilderness grounds committee, John Sumption (LLAWF) and John Vinge on assessing property for easements; 8/2/17 Nature Conservancy meeting for Crow Wing River Watershed Forestry person (they have someone in mind to plan easements for Hubbard and part of

Becker Counties); 8/1/17 attended MECA training in Sartell on erosion; and 8/2/17 did site visit for 2 Wild Rice Easements and has the last one scheduled for next week.

- Community Partner – Jamin covered.
- Cost-Share – 7/20/17 did 5-year site inspections on three projects.
- Kabekona River Sampling – because of the high readings, Dan Stacy and Julie visited with 4 different property owners living along Kabekona about the E.coli results and that they should get their well tested for E.coli, contacted Dept. of Health again and MPCA. MPCA will do a ride along to check upstream on spreading septage on property to see if doing correctly and getting their records. Article in the Enterprise on the high readings and Lakeland Television Station called and interviewed on E.coli in Kabekona River.
- Leech Lake 1W1P – 7/13/17 skype meeting for Planning Committee, advisory committee meeting 8/9/17 and another skype planning meeting on 8/10/17, Kick-Off Event on September 15th at the Community Center in Walker from 5 pm-7 pm, supervisors were encouraged to plan on attending.
- Tullibee Forest Stewardship – Grant is complete and had 11 out of 28 townships included. Will be using the \$10,000 Tullibee Cost-Share for the Kabekona watershed for shoreline and bank stabilization. We have stewardship plans on 3,340 acres from 2013 - 2017. Stewardship plans are the first step for an easement.
- WCA – continue to receive calls for information on what property owners can do with their wetlands.
- Upcoming Events – Wild Rice Easement meeting in Baxter; Leech Lake River Policy Committee 1W1P meeting at Cass County Court House; meeting in Grand Rapids Easements in the Forestry Zone; Listening Session in Detroit Lakes at the Technical College with BWSR; JPB Meeting 9/7/17 from 10:00am-12:30pm; September Board Meeting; Governor’s Town Hall listening session at Bemidji Indian University Center on September 13th from 6:30-8:30, Julie and Supervisor Rettinger will plan to attend; Area 8 Fall Tour in International Falls September 21 & 22, 2017.

Chair Goodrich: Helped with the Lake George Blueberry Festival nitrate testing clinic. Should try again next year with earlier advertising or maybe just have someone there to collect samples. We should look into getting a banner (2’x8’) made to display the events for Hubbard SWCD and one for the nitrate clinics. The DNR added two more Hubbard County lakes to the infested/affected lake list – Long Lake, with faucet snails, Benedict was added with Zebra Mussels because Kabekona Lake has them. Worked the fair nitrate clinic.

Supervisor Rettinger: no report.

Supervisor Sells: Attended the Forestry meeting and would like the minutes to be forwarded out to everyone electronically. SFIA language information is now available. Worked the fair nitrate clinic.

Supervisor Noyes: Last months’ Mississippi Headwaters meeting was cancelled and plans to attend the August meeting, and reported on their canoe-racing event-they are trying to build it up and make it more nature orientated. Hart Lake didn’t have any water samples to drop off August 3rd, they said they brought their samples to the Laporte nitrate testing clinic. Worked the Lake George Blueberry Days nitrate clinic. Will attend the September 6th Governor’s Town Hall

Meeting, ready to attend the boot camp on September 14-15 in the cities. Feedback from the Miller's restoration was good. Cass County SWCD submitted a nice article in the July 26 paper on healthy watersheds in The Pilot-Independent paper. He has been looking into the seven lakes by St. Cloud that show they were totally contaminated by chloride.

Supervisor Iles: Worked the fair nitrate clinic.

OLD BUSINESS

- County Fair – We will continue to hold the nitrate clinic. Suggestion to send out a 6 month notice for those testing 10ppm or above to remind them to bring in their water to check again. Plan to work with the Shell Prairie Fair Board for future years to publish our nitrate clinic in the fair brochure as well as continue with the radio announcements and newspapers community event notices.
- Lake George Blueberry Festival – discussed earlier.
- ByLine – we can send in our nitrate events, but cannot receive the paper because we are out of the zip code zone.
- WCA Match visits – Not able to set up a time yet. Supervisor Goodrich and Noyes plan to meet with the Commissioner Smith, Supervisor Sells will be available if Supervisor Noyes has a conflict.
- Photos – put on the September agenda.
- Copy machine purchase & Maintenance Agreement – Discussion on which copier to purchase. Supervisor Sells made a motion to approve the purchase of the MARCO

Konica Minolta Bizhub C308 copier with external finisher for \$5,581.06 and a 5 year Equipment Maintenance Agreement of \$118.62 + \$5.00 monthly fee as quoted with the authority to add the Support Desk option if staff feels it is needed. The board also recommended to get a locked in quote for the per copy cost on the maintenance agreement contract. Supervisor Noyes seconded. Affirmative: All. Opposed: None. Motion carried. Julie will sign the contracts that would be appropriate for our Operational Agreement targeted date of September 15, 2017.

NEW BUSINESS

- Tree order suggestions – revised order form were passed around and announced what species would be possible to swap out with species we choose to not carry this next year. Discussion on which items to swap out. Supervisor Sells moved to authorize staff to determine the tree selection for the tree order. Supervisor Iles seconded. Affirmative: All. Opposed: None. Motion carried.

- Platbooks – We will be placing an order for more of our platbooks soon.
- Administrative Assistant Review – Julie highlighted her review with the personnel committee with the recommendation to continue employment with the step increase.

Supervisor Rettinger moved to accept the recommendation of the personnel committee to continue the employment and grant her the step increase, retroactive to her anniversary date. Supervisor Sells seconded. Affirmative: All. Opposed: None. Motion carried.

- Area 8 Fall Tour – The District Manager would like to attend. Discussion of which supervisors would be able to attend. Supervisor's Iles, Goodrich and Noyes will confirm if they are able to attend by the end of August so to make registration deadline.

Supervisor Goodrich moved to allow the District manager to attend both days and supervisors who are able to attend either one or both days. Supervisor Sells seconded. Affirmative: All. Opposed: None. Motion carried.

CORRESPONDENCE

- Wage and benefit report was sent out for us to compare with our rates.
- Maps showing the latest updates from outside clinics were given to supervisors for each of their areas.
- Enbridge sent out a letter announcing a web-meeting to be, August 9th at 4:00 pm about the upcoming deactivation on the #3 pipeline.
- Notice sent on the MCIT dividend to come out this fall.
- Mississippi River Canoe Days was August 5, 2017.

NEXT MEETING: The next regular board meeting of the Hubbard County Board of Supervisors will be on Wednesday, September 13, 2017, at 8:30 a.m. in the office at 603 Central Avenue North, Park Rapids, MN. Items to be covered: update on the FWF Evaluation sending to teachers, update on 2018 tree order.

ADJOURNMENT: Motion by Supervisor Sells to adjourn the meeting; meeting adjourned at 10:59 am.

APPROVED: 9-13-2017 SECRETARY Don Rettinger
Date Don Rettinger, Secretary