

HUBBARD COUNTY SOIL AND WATER CONSERVATION DISTRICT

MINUTES FROM September 9, 2020 REGULAR BOARD MEETING

Hubbard County Soil and Water Conservation District
Board of Supervisors meeting held via Zoom.

Members present: Marcel Noyes, Chair
Don Rettinger, Vice-Chair
Lynn Goodrich, Secretary
Don Sells, Treasurer
Candy Malm, PR&I

Others present: Crystal Mathisrud, District Manager
Annette Olson, Administrative Assistant
Dan Pazdernik, District Conservationist
Tom Krueger, Hubbard County Commissioner

Chair Noyes opened the Zoom meeting at 8:30 a.m. and led the Pledge of Allegiance.

AGENDA AND MINUTES

Staff asked to delete item letter 'd' from the Correspondence. No other corrections were noted. **A motion was made by Supervisor Goodrich to accept the agenda as modified. Seconded by Supervisor Rettinger. Affirmative: All. Opposed: None. Motion carried.**

Supervisor Goodrich moved to approve the minutes as presented. Supervisor Malm seconded the motion. Affirmative: All. Opposed: None. Motion carried.

TREASURER'S REPORT

Treasurer Sells questioned the entry lines for County Revenues and Local Grants Pass-Through Revenue. Staff answered questions. Chair Noyes asked about the CD maturing in October. After discussion, the Board agreed to roll the maturing CD into another one-year term. With no other questions Treasurer Sells presented the treasurer's report to the board, subject to the auditor's review.

OLD BUSINESS

- MN Watersheds Virtual Lab draft budgets: Crystal and Supervisor Noyes met to draft a budget to create the virtual lab project and a second part to show what would be needed to expand in future. Crystal went further to create a second draft expanded budget to cover future years funding. This draft show what funds we would have available to cover the costs. Crystal has also submitted a grant proposal to the Bernick's Foundation Fund for \$40,000 to help cover costs for this virtual lab. Crystal then gave a brief preview of the website home page and highlighted a few other parts of the site. The grade 3-8 pilot will be shared with 3 area teachers to preview and give feedback to do

more edits before having available to a larger pilot group of about 12 teachers in the Hubbard/Beltrami area. Suggestion for staff to create a syllabus for the program and to present to area teachers on how this program would work into their curriculums when it is ready to use. Suggestion on having an introduction on the website on how to use the program. Jake did a 'walk-through training' on the online GIS system with staff. Suggestion to create a linking page on our website and Facebook page for the virtual lab.

- Newsletter w/tree order: Staff is looking for articles to be submitted by the end of this week for the fall newsletter then presented the 2021 tree order draft and asked for corrections/edits that need to be done before printing. Staff will clarify the information for the apple packs as suggested. Supervisors recommended keeping the bundles at same price as last year. Supervisors suggested that we plan to have our client's signup 'on-line' for a specific pick-up time to help keep client activity to a minimum at any given time.
- DNR Forest Stewardship Plan Grant: The final approval for this \$5,000 reimbursable grant came though right after our August meeting. The funding will be used for our staff to create a Leech Lake technical forestry team to do outreach and data management for this project. This grant will run through June 2021 and we would like to keep Brandon on staff for a while longer to help with this project.
- Grazing Grant-resubmit/SGIA Resolution: After all the positive feedback to the submitting group, this NRCS grant was not approved for Hubbard SWCD. They are checking into why and will check into resubmitting. Alicia will continue her training as time permits.

NEW BUSINESS

- Request for Services-new form: Staff created and presented a new form to help with client inquiries for possible projects and wetland (WCA) concerns. Staff will make updates as suggested by supervisors and bring back to the October meeting.
- Cost-Share – New Suggested Policy and Timelines: Staff would like to revise the standing policy for how cost-shares are handled from the time our client first contacts the office/staff to when they request to start their project. Staff proposes to create two cycles to coincide with, May 1st and September 1st as application deadlines. HCCOLA is working on a program that will have handout packets to provide information and guidance on lakeshore best practices that lakeshore owners can do on their own including how to request assistance from SWCD. Crystal will put a cover letter and policy together for the October board meeting.
- WCA – New Suggested Policy and Timelines: Staff would like to collect all calls/inquiries through the month and review the first of the following month when staff will contact each client and set a time to discuss or do a site visit as needed. Supervisors suggested creating a policy to cover this and present it at the October board meeting.

PUBLIC INPUT

Commissioner Krueger: items of discussion at the County Board Meetings included:

- Spider Lake water levels are creating issues to reach private properties. Some interest discussed were putting in Clemson leveler or a longer timeline to have this be part of the Crow Wing River 1W1P planning/ implementation stage.

- VRBO's have been popular all summer and complaints have surfaced such as over capacity of building and its septic system, noise & parking issues. The county will be turning this topic over to the Hubbard County Planning Commission to find a balance between property rights, permitting, licensing, etc.
- The County recently joined the Minnesota Rural Counties Board to have better representation as a greater Minnesota county with rural interests vs. bigger city interests.
- Question from Supervisor Sells on no net loss with tax lands. Commissioner Krueger explained the benefits and practices in place.

DISTRICT CONSERVATIONIST

Dan Pazdernik gave report; notes available upon request.

REPORTS ON PROJECTS AND MEETINGS

Chair Noyes: Supervisor Noyes met with Crystal to put a draft budget together for our virtual lab and have funds in place to move forward. He also met with a Laporte teacher to help with the project. He set up individual meetings with a couple of possible clients with an interest in buffer projects. Supervisor Noyes participated in a Mississippi Headwaters board meeting mostly regarding zoning issues and indicated that Tim Terrell would like to be on the steering committee for the Crow Wing 1W1P.

Supervisor Malm: She filed for the November election and will meet with staff to learn about the rain-monitoring program.

Supervisor Rettinger: Nothing to report.

Supervisor Sells: No report other than treasurer duties.

Supervisor Goodrich: Nothing to report.

Crystal fielded questions on staff reports for Alicia, Pete, Brandon and Jake. Staff reports are available upon request.

- Alicia is continuing training with Jeff Duchene at sites in Becker County.

Administrative Assistant's Report: Notes are available upon request and gave an update on:

- SWAG testing and the amount reported.
- Staff will need to do transfer of funds before completing present payroll.
- Short update on Chippewa Loop project and Tails Up Dime project.

Chair Noyes called for a break at 10:30 am.

Meeting reconvened at 10:37 am.

District Manager's Report: Notes are available upon request; Crystal gave a brief report on the following:

- Mississippi Headwaters River 1W1P draft has been completed and sent in.

- Leech Lake River 1W1P packets are being compiled for outreach. Input from project partners needed to find out what the next step will be for the Laporte Stormwater project will be.
- Buffer Law update with thoughts on possible projects to help decrease contaminants that are getting into Kabekona River. The July test results came back quite high. Staff will also be using Buffer Law funds to do buffer compliance checks.
- Crow Wing River 1W1P group of 9 SWCD staff plan to meet and discuss the next step.
- Our next staff meeting will be next week (9/15/2020) and Crystal has asked everyone to take a 'Skills Finder Activity' test to help see where everyone's strengths are. The supervisors were invited to take the same test.

CORRESPONDENCE

- Items were sent to everyone electronically for the free webinar on "Lawns to Legumes", "Mn Prohibited Invasive Species List" email and a copy of the article printed in the 8/26/2020 Enterprise newspaper on fall nitrogen restrictions.
- BWSR Academy will be held electronically in the mornings of October 27-29.
- Staff checked with MASWCD to see how the sun-setting resolutions will be presented and acted upon.
- MPARS sent through a "MN DNR Permitting Report", a work permit notice for Farden Township for Crystal to comment on.

NEXT MEETING

The next regular board meeting of the Hubbard County Board of Supervisors will be on Wednesday, October 14, 2020, at 8:30 a.m. via Zoom. Items on the October agenda include: start of Annual Review for the Local Water Management Plan, new Cost-Share and WCA Policies with new form and cover letter, District Manager's annual review and sun-setting resolutions.


WORKING LIST OF PRIORITIES:

- Leadership: working on our virtual lab, stay focused with taking a lead in the Crow Wing River 1W1P, stay strong with the Leech Lake River 1W1P & Mississippi Headwaters River 1W1P leadership.
- Financial Management: taking advantage of CD's with funds available, staff management of available resources.

ADJOURNMENT

A motion was made by Supervisor Goodrich to adjourn the meeting, seconded by Supervisor Sells; meeting adjourned at 11:00 am.

APPROVED: 10-14-2020 SECRETARY
Date


Lynn Goodrich, Secretary