

HUBBARD COUNTY SOIL AND WATER CONSERVATION DISTRICT

MINUTES FROM June 9, 2021 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

Members absent: District 3 Supervisor

Others present: Crystal Mathisrud, District Manager
Annette Olson, Administrative Assistant
Dan Pazdernik, District Conservationist
Tom Krueger, Hubbard County Commissioner
Jody Peek, NRCS Team Lead/District Conservationist
Claire Hansen, Summer Technician
Abby Terrell, Summer Intern
Jason (Bucky) Johnson, Guest

Chair Noyes opened the Zoom meeting at 8:31 a.m. and led the Pledge of Allegiance.

Chair Noyes asked everyone to introduce themselves as we had new staff and a guest attending the board meeting. Bucky Johnson introduced himself and indicated that he is considering the open District 3 Supervisor position.

Chair Noyes asked Tom Krueger to give his report so that he could leave for his other meeting by 9:00am.

PUBLIC INPUT

Commissioner Krueger: Mr. Krueger reported his 9am meeting is the Kitchigami Regional Library Board special financial meeting. He also reported the County held a special public meeting on May 26th regarding the county shoreland ordinance and indicated the board would be making final decisions in July. The Planning Commission sent recommendations/ amendments for the Great Pines Villa owners on Potato Lake who are clearing areas and adding personal structures to their property that were not approved according to their COP and what corrections that will need to be done. They had a Strategic Planning session last week and are forming two committees for the county: a committee for American Recovery Plan Funds and another committee for another Capital Improvement Plan.

Crystal checked if they need help editing the resolution template for the MRHW Comprehensive Plan and Chair Noyes asked what his thoughts were on Zach Gutknecht's presentation on the Mississippi Headwaters. Mr. Krueger left the meeting.

Chair Noyes resumed the normal meeting agenda.

AGENDA AND MINUTES

A motion was made by Supervisor Goodrich to accept the agenda as amended, seconded by Supervisor Rettinger. Affirmative: All. Opposed: None. Motion carried.

Supervisor Goodrich made a motion to approve the minutes as presented. Supervisor Rettinger seconded the motion. Affirmative: All. Opposed: None. Motion carried.

TREASURER'S REPORT

Treasurer Sells requested information on the irrigation scheduler equipment technology maintenance funds and staff clarified funds for staff and equipment. Chair Noyes requested more information on the Kabekona donations and grants received. Staff clarified with organizational funds received and how tracked. Treasurer Sells presented the treasurer's report to the board, subject to the auditor's review.

OLD BUSINESS

- **Virtual Live Freshwater Festival Review:** Crystal reported the event went well and we look forward to having our 2022 event at the boy scout camp next year. Supervisors attending indicated that it went well. Virtual lab information was not utilized during the event but was mentioned several times to the participants. Supervisors suggested that we reach out to the teachers for their input on the event. Staff should mention our virtual lab as we do more contact over the summer.
- **Summer Nitrate Schedule & Fair Booth Update:** Staff reported on the summer clinics and Chair Noyes mentioned that there is a \$10 table fee and requested two plat books be donated for the Laporte Days event, one for the Lion's Silent Auction and the other for the First Responders. Supervisor Rettinger indicated Bécida Days will be held this year and would like us to do a nitrate clinic in the bar parking lot like we did a couple years back. He will connect with staff when he knows the date of the event.
- **Set Budget Committee Meeting & Special Meeting to follow for approval:** Crystal indicated the financial committee needs to meet and submit the draft before our July board meeting so she can present the budget and annual work plan to the County on July 13th. Supervisor discussion determined that the finance committee will set a date during our break to prepare a draft budget that will be sent out to all board supervisors and ask if there are any objections or suggested changes to be made. If none, Crystal will submit to the County Commissioner Board as a draft to be voted on at the July 14th SWCD board meeting.
- **Annual Report:** Staff has updated the annual report and we are requesting a last look through this week from everyone for last minute edits before printing. We are planning to present to the County Board on July 13 with the 2022 Budget Draft.

Guest Bucky Johnson left the meeting.

NEW BUSINESS

- **Area 8 Meeting:** We have not heard if the Area 8 meeting is still being held on June 25th from 9:30 – noon in Bemidji. Indication was that this meeting would be cancelled if there were no resolutions to submit. The JPB meeting is scheduled for the same day in the afternoon. Staff will update when we get more information.
- **Mississippi Comprehensive Plan Resolution:** The Mississippi Headwaters Watershed Committee held their meeting and presented to the County Planning Committee. We are presenting a similar resolution for the board approval. Supervisors suggest that we have a similar resolution as the county approves, and suggest we have our attorney look at it as well. **Chair Noyes made a motion to accept and approve the Resolution #2021-04 to Adopt and Implement the Mississippi River Headwaters Watershed Resolution as presented, subject to the county commissioners also accepting and approving a ‘like document’, if they make a change, we will revisit the document and try to match what they approve. We would like the county attorney to look at it prior to the Commissioners Meeting. Supervisor Goodrich seconded the motion.**
Affirmative: All. Opposed: None. Motion carried. Staff will forward the updated resolution on to our county attorney and send the document to Chair Noyes for signature.
- **Update/Change to hourly Fees for Services Rate:** Staff is requesting a look at our billable rate and fees for services for the future so that we can stay ahead of our expenses. We would like everyone to think about it and check back this fall to be prepared when we review again the end of the year.

Intern Abby left the meeting to join another meeting.

DISTRICT CONSERVATIONIST

Jody Peek gave her report, notes are available upon request.

Chair Noyes called for a break at 10:15 am.

Meeting reconvened at 10:25 am.

REPORTS ON PROJECTS AND MEETINGS

Chair Noyes: Marcel attended the County Work Session for the Mississippi Headwaters 1W1P presentation by Zack Gutknecht and has kept in touch with the Kabekona River project.

Supervisor Sells: Don attended the Area Forestry meeting on May 20 via zoom and hoped to present the two new flyers for forest stewardship. He also helped with the Freshwater Virtual Lab.

Supervisor Rettinger: Don checked with the Becida Bar for their request to do nitrate testing at this year’s Becida Days.

Supervisor Goodrich: Lynn attended the FWF event as a guest, attended the SMO public comment virtually, and has been looking into the American Rescue Plan to see if there are any funds available for COLA & SWCD.

District Manager’s Report: Crystal Mathisrud gave her report, notes are available upon request.

Administrative Assistant's Report: Annette Olson gave her report, notes are available upon request.

CORRESPONDENCE

- 2021 Donations/Grants Summary received
- District Contacts for 2021
- Flyer presented on “3 Organizations Oversee Shoreland Property Regulations”
- MGLP article was shared covering the partnership with Crow Wing SWCD
- Candy Malm’s Celebration of Life Picnic is scheduled for June 26, 2021, Noon – 3pm

WORKING LIST OF PRIORITIES:

- Leadership – Virtual Live Freshwater Festival Event, Zach Gutknecht presented the MHW Watershed Plan at County Commissioners’ work session, contribution or input for the Shoreland Maintenance Ordinance and forestry endowment teams work
- Financial Management – Donations from local organizations, endowment funds, set budget meeting, check on new COVID funds

The finance committee will meet on Friday, June 12th at 1:00pm to work on a draft. All supervisors agree to allow the financial committee to draft the 2022 budget and send it out to all supervisors to review and let staff know if there are any objections. If no objections come forward, Crystal will present to the County Commissioners Board on July 13th and bring the draft to the SWCD Board for approval on July 14th.

NEXT MEETING

The next regular board meeting of the Hubbard County Board of Supervisors will be on Wednesday, July 14, 2021, at 8:30 a.m. via ZOOM. Items on the agenda: upcoming nitrate clinics, fair booth, awareness articles to paper(s), cost-share spot checks, 2022 Budget approval and submit to County, Admin Asst annual review, revisit the reorganization of the board assignments and start 2022 tree order preview/form.

When looking at next months’ agenda, the supervisors all agree to continue with their current assignments through the end of the year.

ADJOURNMENT

Motion by Supervisor Goodrich to adjourn; meeting adjourned at 11:30 am.

APPROVED: 7/14/2021
Date

SECRETARY 
Lynn Goodrich, Secretary