

# HUBBARD COUNTY SOIL AND WATER CONSERVATION DISTRICT

## MINUTES FROM November 10, 2021 REGULAR BOARD MEETING

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

Members present: Don Rettinger, Vice-Chair  
Lynn Goodrich, Secretary  
Don Sells, Treasurer  
Heidi Anderson-Thomas, PR&I

Members absent: Marcel Noyes, Chair

Others present: Crystal Mathisrud, District Manager  
Annette Olson, Administrative Assistant  
Jake Shaughnessy, Water Quality Technician (part of meeting)  
Tom Krueger, Hubbard County Commissioner  
Jody Peek, NRCS Area Lead

Acting Chair Rettinger opened the Zoom meeting at 8:36 a.m. and led the Pledge of Allegiance.

Heidi Anderson-Thomas was asked to recite the Oath of office. Staff will notarize and forward to the county office for filing and file the original inhouse.

### AGENDA AND MINUTES

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

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

### TREASURER'S REPORT

With staff routine changing to cover future staffing changes, the financial reports did not make it to the supervisors on time to review. Supervisor Goodrich recommended to table review of reports until after the break. Supervisor Sells agreed. The financial reports will be revisited after our break.

### OLD BUSINESS

- **Newspaper Articles:** Staff reported there were two articles in local newspapers in October, one covering fall cleanup for pollinators, the other covering the school planting project and bud capping with local schools. Staff will reach out to local newspapers to print a story about the updated county brining truck and the proper way to apply salt on private sidewalks and driveways for the coming winter to help reduce excess runoff into our stormwater systems, rivers, and lakes. Forest stewardship articles should surface soon. Staff was asked to announce the grazing workshop would be held in late January or

February with further information to follow. Discussion on holding a nitrate clinic at the event and presentation regarding nitrates in drinking water.

- **Kabekona River Sampling Report-Jake:** Jake reported the results of this past summer's sampling funded with Beltrami Coop Round-Up funding, on the Kabekona River, to identify/locate the source of high e. Coli reading in the river by sampling sights on Hwy 71, Otter Drive, County 36, State 200 and County 93. We plan to continue sampling next year to research and hope to pin-point the source of the problem. After we have all our research data in place, we will plan an event to present data found to interested community sponsors and residents. He finished with a summary and probable next steps to take, including work beginning with the Kabekona project.
- **2022 Work Plan:** Crystal has not had time to work on the annual report/work plan yet and asked all supervisors to send thoughts/requests of what they would like to see us work on in 2022. Staff would like to have a planning meeting to cover ideas for the work plan and bring a draft to December's meeting.
- **Amendment of Expiration Date on Kabekona C-S Project:** After confirming the grant expiration date being 12/31/2022, staff prepared an amendment to the Kabakona cost-share project to update the expiration date of 12/1/2022 to complete the project.  
**Supervisor Sells moved to approve the amended contract to change the expiration date to 12/1/2022. Supervisor Goodrich seconded the motion. Affirmative: All. Opposed: None. Motion carried.**

## NEW BUSINESS

- **2021 MASWCD 85<sup>th</sup> Annual Convention** (who will attend?): Our new supervisor, Heidi Anderson-Thomas will plan to attend the annual convention in December. Staff will reach out to Chair Noyes to see if he is interested as well. Other supervisors do not plan to attend.  
(Supervisor Anderson-Thomas was having technical difficulties.)
- **Silent Auction Items for Annual Convention:** Staff requested ideas or items to donate for the annual silent auction. Supervisor Goodrich will donate a walking stick, handcrafted by Bob Iles and some locally grown wild rice. Supervisor Anderson-Thomas indicated she would bring a gift basket from a local shop, Beessentail. Crystal suggested donating some art items from local artists. Items need to be brought to the office for Supervisor Anderson-Thomas to pick up before the December meeting.
- **MN SWCD Forestry Association Meeting 11/18/2021:** Crystal plans to attend this meeting in person in McGregor, MN and staff will prepare a check to cover the cost of her meal. Brandon, Supervisors Sells, Goodrich, Anderson-Thomas and Rettinger plan to attend virtually.  
(Supervisor Anderson-Thomas was able to rejoin the meeting.)
- **LFT Presentation-Crystal:** Crystal did not have time to properly prepare the presentation and would like to have Chair Noyes attend as he was one of two that requested more information about the LFT meeting. Crystal indicated she would present at the December meeting.
- **Mapping Solutions Invoice for 2022 Plat Books:** Staff presented the bill from Mapping Solutions for the contracted plat books to be printed between now and the end of 2024.

**Supervisor Goodrich made a motion to pay the Mapping Solutions Bill of \$5,550.00. Supervisor Anderson-Thomas seconded the motion. Affirmative: All. Opposed: None. Motion carried.**

Supervisor Sells mentioned a phishing attempt from Marcel's old outlook email to send funds. District Manager, Crystal Mathisrud, took some time to inform our new supervisor of these attempts to get us to respond with financial gifts, and to always call the person and the chair and district manager with information on these attempts, to keep everyone apprised of what is happening.

- **2022 Fee Schedule Updates:** Staff presented the Fee Schedule with updates as indicated by new staff and approved by district manager. Crystal suggested that we start using the new schedule January 1, 2022. **Supervisor Goodrich moved to approve the Fee Schedule as presented and to start using this new schedule on January 1, 2022. Supervisor Sells seconded the motion. Affirmative: All. Opposed: None. Motion carried.** Staff will update the title and the effective date and send out copies.
- **Envirothon Donation:** Staff presented MASWCD's request for donations by/on November 18<sup>th</sup> for the 2022 state and national Envirothon events. Comments indicated that we keep our funds for local events. Crystal indicated that everyone has the website information and can respond as they wish.
- **District Manager Review:** This item will be addressed in a closed session at the end of our meeting.

## **PUBLIC INPUT**

Commissioner Krueger: Commissioner Krueger reported that the County will be holding a fee schedule meeting at 9:00 am on Tuesday, November 16<sup>th</sup> where they plan to discuss raising several fees including the building permit fee to increase to \$200 and raise the 'after the fact' fine to \$1,000 in hope that people will consider getting the initial permit before starting their project. There hasn't been an increase for a long time. Mr. Kruger indicated Hubbard County Township Board will also be meeting on Monday. Supervisor Goodrich indicated that they will be meeting at the Clover Township Hall at 7:00 pm on November 16<sup>th</sup>. Mr. Krueger announced that he or his alternative would attend the HC SWCD December board meeting due to conflict.

## **DISTRICT CONSERVATIONIST**

Jody Peek gave an overview of COVID happenings with her service team and the guidelines they are following due to COVID 19 exposures. Ms. Peek gave report. Her notes are available upon request.

Acting Chair Rettinger called for a break at 10:21 am.

Meeting reconvened at 10:37am.

Acting Chair Rettinger requested the Treasurer's Report next: Staff answered several questions on items including a large deposit and some grant expiration dates. Treasurer Sells submitted the financial reports to the board, subject to auditor review.

## **REPORTS ON PROJECTS AND MEETINGS**

Supervisor Rettinger: Mr. Rettinger did the district manager's annual review with Supervisor Goodrich.

Supervisor Sells: Mr. Sells attended the LFT meeting virtually and mentioned the upcoming forestry meeting at McGregor on November 18<sup>th</sup>.

Supervisor Goodrich: Mr. Goodrich did the district manager's annual review with Supervisor Rettinger. He mentioned the results of the U of M St. Anthony Falls boat wake and propeller wash study is currently under peer review and should be published by years end. He will notify the staff when it is available. He commented on the ongoing effort to see more Clean Water funds allocated to forestry in the future

Supervisor Anderson-Thomas: Ms. Anderson-Thomas mentioned that she has been going through the many items received from office staff and was able to visit the three urban gardens. She also mentioned the Beessential Shop in town also carries pollinator seed packets plus lots more, and we could get a gift basket from them for the annual convention silent auction.

District Manager's Report: Crystal Mathisrud reported on the following:

- Mississippi Headwaters 1W1P has been approved and the work plan will be worked on next. She also noted that we need to be sure to make good decisions as we move forward to complete tasks and be sure funding continues to come through.
- Our district is stepping up with forestry programs and looking forward to getting more funding and more recognition for our team.
- Badoura Nursery is in need to find individuals that would like to collect seeds for future plantings as they are being asked to plant a million more trees future years. More to come in the future.
- White Oak Township was notified that the Fordyce Culvert project was not able to be covered through cost-share. They need to complete the work on their own and Crystal agreed to seed the area once completed. Supervisor Goodrich suggested that she connect with the contractor to verify what they want planted there.
- SWAG sampling is complete and final data is being entered. Staff reported they reassigned available funds into "equipment and supplies" to purchase the needed sensor cap and longer tape measure that are required for the upcoming sampling season. They also reported additional equipment may be needed for 2023 and beyond. They will be submitting a grant proposal for necessary funding.

Crystal's notes are available upon request.

Administrative Assistant's Report: Annette Olson gave a brief update on rain monitors and the RIM easements in process. We plan to donate two of the remaining 2019 plat books to the Historical Museum when they reopen in spring. Her notes are available upon request.

Discussion on a possible MASWCD resolution to bring forward in 2022 to establish a new property tax classification/rate to differentiate between managed and non-managed forests. This would recognize that managed forests should be considered agricultural lands and taxed appropriately. Staff will send reminder out to Supervisors Goodrich and Sells in December.

