

HUBBARD COUNTY SOIL AND WATER CONSERVATION DISTRICT

MINUTES FROM April 13th, 2022 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
Heidi Anderson-Thomas, PR&I

Others present: Crystal Mathisrud, District Manager
Annette Olson, Administrative Assistant
Brandon Spain-Brist, Forestry Resource Technician
Jake Shaughnessy, Water Quality Resource Technician
Claire Hansen, Community Conservationist
Tom Krueger, County Commissioner
Dan Pazdernik, District Conservationist
Chester Powell, Clearwater SWCD, Program Tech/Water Plan Coordinator
Jim Lahn, Mn Ag Water Quality Certification Program, Area Certification Specialist

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

AGENDA

Supervisors requested one item be added to the agenda, under New Business Non-Action (I): Workload Impact of Watersheds.

A motion was made by Supervisor Anderson-Thomas to accept the agenda as modified. Seconded by Supervisor Goodrich. Affirmative: All. Opposed: None. Motion carried.

MINUTES

A motion was made by Supervisor Goodrich to accept the minutes as presented. Seconded by Supervisor Rettinger. Affirmative: All. Opposed: None. Motion carried.

TREASURER'S REPORT

No comments from the treasurer. Staff noted that one bill was paid that has not been taken from unearned revenue. Treasurer's report submitted to the board for filing.

OLD BUSINESS

- **Nitrate Clinic Schedule Update:** Staff has reached out to event coordinators who have hosted nitrate clinics in the past. Three weeks before each clinic informational pamphlets will be sent out for approval and in the two weeks prior to the event, outreach will be increased to improve attendance. That may include visiting local businesses and churches. This time will also be used to advertise other services available to the area.
- **Area 8 Meeting – March 18th Review:** The meeting went well with face-to-face communication of issues and pressures. Creating an announcement of accomplishments was very helpful to increase awareness of the work and should be available for future meetings and events.
- **BWSR Supervisor Compensation Information:** The pay was previously changed to \$125 as spoken about. It is a daily per diem, not a meeting per diem. Mileage will be compensated for

travel as usual. Pre-approval is needed for reimbursement of undesignated expenses Supervisors were asked to keep track of their time, date, and subject of work done monthly for use of match hours in grants.

Action:

- **Redistricting/Match County/SWCD Boundaries:** Counties proposed are based on population, while SWCD's districts are based on land use. The Board is in unanimous agreement to keep their district borders as is.
- **Approve Updated Forest Stewardship Policy, Application & Contract Documents:** This will be tabled until the next meeting with prepared documents.

NEW BUSINESS

- **No-Till Drill & Cover Crop Contracting through MHR Watershed – Chester Powell:** SWCD Soil Health program is administered by Chester Powell for Clearwater, Beltrami and Itasca Counties. Hubbard SWCD will be the primary administrator and contact with Hubbard County landowners and will attend site visits. Hubbard SWCD will require board approval for contracts and payments. The rental No-till drill will be funded through Mississippi River Headwaters Comprehensive Watershed Management Plan (MRHCWMP) implementation fund. Liability is on Clearwater SWCD while they are towing the drill. The landowner is liable while they are in possession of the drill. The rental cost share is \$40/acre. The MRHCWMP drill will be available for use in Hubbard County. Recommended for fields 5 acres and larger, but the minimum rental fee is for 10 acres. All contracts will be reviewed by the Hubbard County attorney.
- **Minnesota Ag Water Quality Program Updates – Jim Lahn:** The information is available in the MAWQCP document provided to the board. This program is voluntary and includes the entire farm. There are funds available for SWCD staff to work on the processing. Jim would be available for staff to shadow on site visits. MDA grant funds are for producers involved in the programs with resource concerns and expect about one month turnaround.
- **Tree Sale Prep – Brandon:** Tree sale is reported to be going well. Orders are still coming in, including one for 500 red pines. Post cards will be sent out with a note that distribution dates may be changed due to weather. Board members noted days and times available to volunteer at tree sale.
- **Landowner Forestry and Tree Seminar – Brandon:** The seminar will help gauge landowner interest in tree sales for the upcoming years. Presenters will be able to share and network. Our partners are excited for the engagement. Door prizes will be available with a possibility to offer locked in prices for 2023 preorders.
- **Freshwater Festival Prep Update:** Jake will complete a draft schedule with presenters finalized. There are 332 students slotted to come. Volunteers are coming forward, but there are still spaces available. T-shirts need to be ordered soon.
- **Awareness Articles:** The Board recommended several topics to be published. One awareness article is in the works for the tree sale distribution. Other article topics suggested: Water Quality Programs, Importance of Lake Testing, Spring Pollinators at Work.
- Tom Krueger presented early due to scheduling; his report is available below.

Chairman Noyes called for a break at 10:26, the meeting reconvened at 10:37.

- **Develop New Resolutions:** Resolutions are due at the May board meeting. No new resolutions have been created yet. Forestry resolutions may need to be adjusted to fit the support needs of SWCD for partnership building between SWCD, DNR, and NRCS. Coordinating implementation

outside the county takes additional communication resources. Contracts through Hubbard need to be reviewed by attorneys. Some contracts are written by technicians or adapted from existing contracts without consultation. Hubbard county needs to maintain the control of work done and communications with landowners within the county. For the resolution Hubbard would like to be provided with tools for measurables, communication, and consistency. This tool would help make staff make decisions, inform landowners on the impacts of the practices, and help with reporting purposes.

- **Budget Committee Meeting Update:** Budget meeting update on current budget. A draft will be sent out for closer review. Alternatives for CD's need to be discussed with an accountant.

Action:

- **Citizens National Bank CD (matures 4/10/2022):** Addressed previously under the budget committee.
- **MRH 1W1P Cooperative Agreement for Implementation:** We are currently following up with the attorney for presentation at the next board meeting.
- **MN Lakes & Rivers Membership Request:** Hubbard SWCD pays \$100 annually. **A motion was made by Supervisor Sells to pay the membership request of \$100 to MN Lakes and Rivers Seconded by Supervisor Goodrich. Affirmative: All. Opposed: None. Motion carried.**
- **Additional Vehicle (TSA8 2006 Brown F150 4x4 186,000 miles):** Decisions will be made based on the suggested selling price. An offer can be made depending on the review of a mechanic. **A motion was made by Supervisor Sells to offer \$1,500 for the Ford F150 with the flexibility of an increase up to \$3,000 as necessary, contingent on inspection of an auto mechanic of our choice. Seconded by Supervisor Anderson-Thomas. Affirmative: All. Opposed: None. Motion carried.**
- **Annual Report and Work Plan:** The report and work plan is in progress, it will be completed and sent to the board for review for the next meeting. Pages included will be written with images and QR codes, ways to participate, and will be reusable as single pagers in each topic area.
- **Kabekona Project – Final Plans/Estimate:** The estimate is increased for additional fencing to avoid erosion and to keep cattle from reaching the solar pump. Costs are expected to be lower due to volunteer labor costs. Costs for the shade shelter will also drop due to the size of shelter reduction. Expected outcomes are to reduce E. coli and improve the water quality. **A motion was made by Supervisor Sells to approve the Kabekona project and proceed with final plans. The motion is seconded by Supervisor Anderson-Thomas. Affirmative: All. Opposed: None. Motion carried.**

PUBLIC INPUT

Tom Krueger, Hubbard County Commissioner: Commissioner Krueger reported prior to leaving at 11am as noted above. The county will be voting on the redistricting on Tuesday, changes are minor. The two sides of Park Rapids will have a swap between the east and the west side of the city. Townships will remain the same except Clay Township will go from District 5 to District 4. The Heartland Trail underpass will be constructed in September and there will be a detour for a week or two. The cost will be around \$926,000 with an estimated 15-30% overage. Remaining funds may potentially be used for snowmobile trail projects. Construction meetings are scheduled for June and the SWCD may attend to speak about environmental impacts. Commissioner Krueger will be sharing meeting information.

DISTRICT CONSERVATIONIST

District Conservationist Dan Pazdernik reported. His report is available upon request.

REPORTS ON PROJECTS AND MEETINGS

Chair Noyes: Attended the area 8 meeting. MRH contract has been the bulk of his work.

Supervisor Anderson-Thomas: Attended 2 webinars, the SWCD forestry association meeting, the area 8 meeting, and attended Thorpe and Akeley township meetings to present the accomplishments and sponsors.

Supervisor Goodrich: Attended the forestry association meeting, area 8 meeting, and budget meeting, discussion with Future Farmers of America, and acquiring donations for the FWF.

Supervisor Sells: Attended forestry association meeting, area 8 meeting, and budget meeting. Bylaws are up for review in the forestry association and added to the goal list. Gary Michael gave a good presentation similar to the Area 8 presentation.

Supervisor Rettinger: Attended area 8 in person.

District Manager's Report: District Manager Mathisrud is going to move ahead with PARO as advised from the board. The next board meeting will be hybrid with zoom available for those who need it. Staff will test the audio and visual setup for the upcoming staff meeting.

District Staff's Report: Reports available upon request upon request.

CORRESPONDENCE 2022 Calendar of Events Working Copy 3.14.2022: In April there is a March Meeting that needs updates. In July the Laporte nitrate clinic is only the morning of July 2nd. Updates will be made to the tree dates in the calendar of events. Request funds for either garden or pollinator lakeshore projects from the Ice Racers- potential for projects with Laporte swimming beach.

WORKING LIST OF PRIORITIES

Leadership – Supervisor Anderson-Thomas attended township meetings, taking initiative on contracts for Mississippi Headwaters.

Financial Management – Rolling over the CD for another year and getting insight from an accountant, established a budget for 2023 and took initiative on contracts for Mississippi Headwaters.

NEXT MEETING

Items to cover include: Tree Sale Report, Area 8 Meeting Review, Managers Meeting Review, Legislative Days Review, FWF Update, Awareness Articles, Nitrate Clinic Schedules, Complete New Resolutions, Sunsetting Resolutions Review, Attend Ice Racer4s Meeting, Fair Booth Prep, Supervisors File for Election, Workplan, Forest Stewardship Contract and Mississippi Contract.

ADJOURNMENT

Supervisor Sells made a motion to adjourn. Meeting adjourned at 12:59pm.

APPROVED: 5/11/2022
Date

SECRETARY 
Lynn Goodrich, Secretary