

Hubbard County Soil & Water Conservation District

Wednesday, July 13, 2022, at 8:30 am

Hubbard County Soil & Water Conservation District Board of Supervisors will meet at the office with a Zoom option available.

Office Address: 603 Central Avenue North, Suite 100, Park Rapids, MN 56470.

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
Brandon Spain-Brist, Forestry Resource Technician
Kim Valentine, PARO Bookkeeper
Tom Krueger, County Commissioner
Dan Pazdernik, District Conservationist
Chris Pence, BWSR Board Conservationist

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

AGENDA

A motion was made by Supervisor Anderson-Thomas to accept the agenda as modified. Seconded by Supervisor Rettinger. 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

Grant funds are increasingly becoming reimbursable needing funding upfront to cover initial costs. This will be more present in the treasurer's report. A consent agenda will be presented next month for autopay bills. Integration of quick books will improve tracking. Treasurer Sells submitted it to the board for filing.

OLD BUSINESS

- **Retirement Actions and Updates:** Update on sick and vacation payout amounts for a recent retiree.
- **Area TSA8 Workload Report & Meeting Review:** There is a shortage of engineers. Staff with experience may be able to sign off on activities as advised.
- **EPA 319 Small Watersheds Grant Award and Updates:** Funding will be assigned based on availability after the nine-point plan is created. More information to come after the next meeting.
- **CPL School Forest Grant Award:** The DNR will work with us to improve the school forest management and use for area schools.
- **Kabekona River Project Update:** The contractor quotes have been received and will be scheduled to move ahead. Action on financials is addressed below.

Action: 9:05 am

- **2023 HCSWCD Budget:** The budget needs to be presented to the county. If District Manager Mathisrud is unable to attend, Supervisors' Sells and Anderson-Thomas will be able to present. **A motion was made by Supervisor Anderson-Thomas to accept the 2023 Budget as presented. Seconded by Supervisor Goodrich. Affirmative. All. Opposed: None. Motion carried.**

- **Forest Stewardship Contract and Policy Doc Updates:** Preference is that large forest stewardship plans and plans that require harvests are done by private plan writers. Brandon will be able to write plans for smaller parcels or those that do not qualify for incentive programs. The date was updated on the contract and the policy has been updated to improve relations with contractors and allow for landowners to have more choice in consulting. **A motion was made by Supervisor Sells to approve the revised Forest Stewardship Contract, Policy, and Application as presented. Seconded by Supervisor Rettinger. Affirmative. All. Opposed: None. Motion carried.**

NEW BUSINESS

- **Office Transitions and Updates:** Covered above in retirement actions and updates.
- **Project Numbering Convention:** A numbering convention was created to protect landowner privacy and to code projects in an organized manner.
- **Standardizing public-facing documents, retention, and access:** Documents need to be destroyed through the retention and access process to protect sensitive information and clear out unnecessary documentation that has been stored.
- **Fair Booth, Clinic, and Activity:** Booth will be manned similarly to the previous year. People with samples may do a drop-off or test in person.
- **District manager called to jury duty in Aug–will need board members to be backup for select County and SWCD meetings; DS or CP for select partnering and funding development meetings:** District Manager Mathisrud suggested reducing meetings during jury duty period and having a backup for meetings as available.

Action: 9:35 am

- **Beach Drive Cost Share Project:** The Beach Drive and 5th Crow Wing Stabilization Cost Share Projects will expend the necessary funds for cost share. Cost shares should start at 50% and be brought up to 75% as needed. The Beach Drive project is estimated at \$42,000 with the HCSWCD putting forward \$31,500 in cost share. **A motion was made by Supervisor Goodrich to approve the Beach Drive Cost Share Project. Seconded by Supervisor Anderson-Thomas. Affirmative. All. Opposed: None. Motion carried.**
- **5th Crow Wing Shoreline Stabilization Cost Share Project:** The project covers erosion control and planting for streambank stabilization. The total cost is estimated at \$10,500 with the SWCD covering 75% of the cost to \$7,875. **A motion was made by Supervisor Goodrich to approve the 5th Crow Wing Shoreline Stabilization Cost Share Project. Seconded by Supervisor Sells. Affirmative. All. Opposed: None. Motion carried.**
- **Landowner Request for Direct Payment Due to Financial Hardship RE Cost-Share Form:** After a documented financial hardship, landowners may apply for the financial payment to be directed to the contractors and landowner. **A motion was made by Supervisor Sells to approve the Landowner Request for Direct Payment Due to Financial Hardship RE Cost Share Form based on financial hardship and need. Seconded by Supervisor Anderson-Thomas. Affirmative. All. Opposed: None. Motion carried.**
- **26 Priority Lakes: Targeted Funding for Water Protection Resolution:** **A motion was made by Supervisor Noyes to approve the draft version of the 26 Priority Lakes: Targeted Funding for Water Protection Resolution with edits possible. Seconded by Supervisor Goodrich. Affirmative. All. Opposed: None. Motion carried.**
- **Donation of 2006 Chevy Trail Blazer 1GNDT13S762129451:** **A motion was made by Supervisor Sells to accept the generous donation of a 2006 Chevy Trailblazer from Crystal Mathisrud. Seconded by Supervisor Anderson-Thomas. Affirmative. All. Opposed: None. Motion carried. A motion was made by Supervisor Sells to reimburse repair expenses to Crystal Mathisrud to repair the 2006 Chevy Trailblazer up to \$400. Seconded by Supervisor Rettinger. Affirmative. All. Opposed: None. Motion carried.**

PUBLIC INPUT

Tom Krueger, Hubbard County Commissioner: Labor negotiations will be coming up with the county board. It will be a balance to keep levies low during inflation and with increases to wages. Kitchigami labor negotiations have started, and proposals have been given in hopes of an agreement. County Auditor Kay Rave gave the county

