

Hubbard County Soil & Water Conservation District

Wednesday, November 9th, 2022, at 9:00 am

Hubbard County Soil & Water Conservation District Board of Supervisors met 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
Jake Shaughnessy, Water Resource Technician
Brandon Spain-Brist, Forest Resource Specialist
Claire Hansen, Community Conservationist
Jody Peek, District Conservationist
Tom Krueger, County Commissioner
Chris Pence, BWSR Board Conservationist

Vice Chair Rettinger opened the meeting at 9:02 a.m. and led the Pledge of Allegiance.

AGENDA

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

MINUTES

A motion was made by Supervisor Sells to accept the minutes. Seconded by Supervisor Anderson-Thomas. Affirmative: All. Opposed: None. Motion carried.

TREASURER'S REPORT

Discussed after the break at 11:15 am. There was an \$18,000 loss this month for \$83,000 year to date. An explanation of budgets and expenditures will be provided including an explanation of the cost share amounts. Supervisor Sells submitted the report to the board for filing. **A motion was made to pay Dan Steward in the amount of \$3000. Seconded by Supervisor Goodrich. Affirmative: All. Opposed: None. Motion carried.**

Water testing cost for Hubbard County COLA is a part of the Local Water Plan. The group will be meeting on December 2nd to create the 2023 work plan. The bill has not been sent out by RMB labs due to their switch to an annual payment. The HCSWCD intends to pay the \$1,300 bill when it arrives.

OLD BUSINESS

- Tree Sale Update: The payment is connected to the online store and Brandon would like it to be live by the end of the month. HCCOLA has sent in their orders. The Laporte Lions will be ordering by check.
- NCLI Grant School Groups Expansion Update: Jake noted with reduced material costs, the rod building can be offered to school groups for an additional 60 students. Walker School District, Mr. P in Laporte, and Tom S may be good contacts.
- TSA8 Future Capacity Update Options/Input: Supervisor Rettinger received the TSA8 workload plans. It was agreed that Option 1 was the best. Managers noted that option 4 should be used and 5 could be integrated. Each SWCD would be required to use \$4,300 for the match. There are concerns if the TSA 8 engineer can keep up with the demand. We will need to plan and request services early and if possible, in conjunction with county engineers.
 - **Action:**
- 5th Crow Wing Cost Share Date Amendment – The work was done in June and July. Plants were to be ordered this fall, but with delays, planting will be done in the spring. Jake requested we amend the completion deadline to allow for the completion of planting in the spring of 2023. **A motion was made**

by Supervisor Sells to amend the cost-share contract completion date to Spring of 2023 for the planting of live vegetation on 5th Crow Wing. Seconded by Board Chair

Noyes. Affirmative: All. Opposed: None. Motion carried.

- Kabekona Cost Share Date Amendment – The contractor has been working on stabilization and the gate will be added. A bid has not been received for supplies, so Jake is looking to use a local contractor instead. Once that is complete the vegetation can be established. There needs to be a completion date amendment and a funding source change for the project. **A motion was made by Supervisor Sells to change the funding source from cost share to buffer supplemental and amend the cost-share contract completion date to June 1st for the Kabekona River Project. Seconded by Board Chair Noyes. Affirmative: All. Opposed: None. Motion carried.**

NEW BUSINESS

- BWSR Academy Reports –
Jake: Presented at the conference for ArcGIS Pro where technology issues were a challenge. He learned about cost share, reporting, and templates for tracking projects. As well as tips for working with consultants for 1W1P projects to get what you pay for.
Claire: Claire learned about tips for outreach including implementing a site visit sign-up on the website. She also learned about deed restrictions on cost-share projects as well as unique funding such as levies.
Brandon: Brandon learned there is a pilot DNR cost-share program for BMPs in Sterns County presented by John Carlson. This would have flat rates. They are hoping to expand this to other counties. Mike Bates cost share and SWIFT account set up. There are BWSR LCCMR tree planting pilots in Red Eye, Long Prairie, and Rum River driven by the DNR.
- Enbridge Energy Project Funds: In January the MPCA reached out to HCSWCD and funded all the projects we requested: Hellcamp Creek, Beach Drive, and Hinds Lake. Jake is in contact with Enbridge about the Beach Drive project because the project had already begun. The discussion will need to continue moving forward.
- Updated Accomplishments 1-pager for Dec/Jan meetings: Printed and distributed for comments.

Action:

- Garfield Lake Cost Share Approval – Jake: This spring there was a shoreline failure due to high winds. There is a percent-based contract of 75%. The Board policy is 50% by the Board. It is a priority in the Leech Lake 1W1P. **Supervisor Noyes made a motion to accept the cost-share documents. Seconded by Supervisor Goodrich. Affirmative: All. Opposed: None. Motion carried.**
- Bookkeeping Contract – The county attorney has approved the contract. Kim provided some feedback and Marcel and Crystal sent back a modified document. They are awaiting a response, with some concern about the urgency to approve the agreement. If it is not executed this month, the Board authorizes a one-month contract extension of our existing agreement. Seconded by Supervisor Sells.
- Fall Newsletter: The newsletter has been distributed to the board for review and printing/ mailing estimates are ready for decision. A number of edits were submitted for inclusion.

PUBLIC INPUT

Tom Krueger, Hubbard County Commissioner: Tom was re-elected as county commissioner. The county board will be adding another 80 acres to Deep Lake Park. Being tax-forfeited land, this new addition will not have the same restrictions. The trails and campsites will likely loop through this area. They have reached tentative agreements with all employee bargaining units. They are working on the capital improvement plan which includes moving the county attorney's offices to the jail building and the county auditor department to the first floor of the courthouse. A jail building addition would add more space to the jail for intake and processing. It would close part of the roadway and possibly remove a storage building.

DISTRICT CONSERVATIONIST

Bemidji Team Lead, Jody Peek reported for Dan Pazdernik. The report is available upon request.

A break was called by Supervisor Rettinger at 10:57 am. The meeting was reconvened at 11:10 am.

Board Conservationist Pence: BWSR academy went well with about 400 attendees. BWSR board approved the Long Prairie and Clearwater River watershed plans. The Crow Wing Watershed was approved for a planning grant. Jake has sent out polls for planning dates. BWSR has RFP's out for pollinator HELP grants.

REPORTS ON PROJECTS AND MEETINGS

Supervisor Rettinger: Attended the TSA 8 meeting with Crystal to share the opinion of the HCSWCD. Rettinger also attended the Board Meeting.

Supervisor Sells: Attended the Board meeting and will attend a Forestry Association meeting on the 17th of this month.

Supervisor Anderson-Thomas: Attended the last Board meeting and watched her monthly forestry meeting. She sent out a congratulations card to Sharon Natzel of HCCOLA for her MAISRC award. She shared the Park Rapids FFA article, another group to work with.

Supervisor Goodrich: Attended the Board meeting and will be attending the Forestry Association meeting.

Chair Noyes: Attended the Mississippi Headwater Board meeting. He also attended a MNFISH stocking presentation and improvements to hatcheries and lake access points. They will be looking at having SWCD apply for grants for access improvements. Sarah (last name?) received an award for her work with AIS. The LaPorte Lions will move forward with a \$1,000 tree purchase from HCWCD.

District Manager Mathisrud: Her notes are available upon request.

CORRESPONDENCE:

- a. Donation HCCOLA: Discussed above under the treasures report.
- b. MACDE Dues
- c. MASWCD Annual convention and Trade-show Packet

NEXT MEETING:

December 14th, 2022, Agenda Items: Kim Valentine contract completed, clarification of Cost Share financials, possible review of the calendar for next year, and provide a summary of the annual report.

ADJOURNMENT

Supervisor Sells made a motion to adjourn at 11:52 am.

APPROVED: 12/14/2022
Date

SECRETARY 
Lynn Goodrich, Secretary