

Hubbard County Soil & Water Conservation District

Wednesday, May 10th, 2023, 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: Heidi Anderson-Thomas, Chair
Don Rettinger, Vice-Chair
Lynn Goodrich, Secretary
Don Sells, Treasurer
Marcel Noyes, PR&I

Others present: Crystal Mathisrud, District Manager
Jake Shaughnessy, Water Resource Technician
Brandon Spain-Brist, Forest Resource Specialist
Claire Hansen, Community Conservationist
Dan Pazdernik, District Conservationist
Tom Krueger, County Commissioner
Kim Valentine, Bookkeeping
Chloe Smith, Water Quality District Intern
Rose Moore, Forest, Water and Outreach Intern

Chair Anderson-Thomas opened the meeting at 9 am. and led the Pledge of Allegiance.

AGENDA

Letter of support for the Outdoor Heritage Fund proposal and intern introductions were added to the agenda.

A motion was made by Supervisor Rettinger 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 Sells. Affirmative: All. Opposed: None. Motion carried.

PUBLIC INPUT

Tom Krueger, Hubbard County Commissioner: The county approved a resolution for spending the timber and land sale money. 20% goes to forest development, 20% to the recreation fund, and the remaining balance is split 40% to the general county fund, 40% to the school districts, and 20% to the local townships. The county has posted a listing request for managing the Heritage Living Center. If they do not get a response from the listing, they will need to self-manage. Mark Lohmeier has retired, and Cory Kimball will take his place as Land Commissioner. Mr. Kimball was a former Park Rapids DNR forestry employee. The parks board has had several roadblocks regarding the splash pad. Once water is in contact with the human body it is considered gray water and can't be used for irrigation. Commissioner Krueger visited the county jail, where he saw the issues firsthand. The proposed jail improvement budget is about 7 million. Primary election results for District 4 show Steve Keranen 37.8% and Lyle Howg 45.96% will be going onto the special election being held on August 8th, 2023.

DISTRICT CONSERVATIONIST

District Conservationist Dan Pazdernik's report is available upon request.

TREASURER'S REPORT

April Financial Reports: Quickbooks is an advance subscription that includes payroll. It includes Quickbooks Time instead of the MyPay which is currently used. It is \$45 per payroll for MyPay and Quickbooks is \$37 a month for payroll services. When the transition is complete it will save \$90 a month. Brandon has been in contact with CenturyLink to get the numbers transferred. Once that is complete, he will be able to cancel CenturyLink entirely. \$39,376 has been requested for reimbursement to Houston Engineering and SWCD for an MPCA contract to do the Crow Wing Watershed PTM map and modeling. This included \$9,000 for staff time. The CD maturity date will be updated. It was renewed for 18 months at a rate of 4.2 APY. Quickbooks can be used for the tree sale. Cards can be manually entered through QuickBooks on-site with a tablet, but there is a fee for credit card usage. The ESRI grant covers the \$20,000 annual charge for needed GIS software products. With this grant Hubbard SWCD pays a little over \$500 for the annual program subscriptions. Supervisor Sells will submit the financials to the board for filing.

Consent Agenda: MASWCD dues has gone up, due to the missing match funds. Hubbard pays in \$4,000 and will now have access to request reimbursement for engineering up to \$30,000. This means Jake's time for planning projects can be reimbursed for time spent after January 27th, 2023. There are no objections to the consent agenda.

OLD BUSINESS

Crow Wing 1w1p Meeting and Committee Establishment Summary: The first policy meeting on May 31st in Staples. Tad Erickson from Region 5 will be sending out a save-the-date and agenda. At this meeting, a recurring meeting date will be set and the Technical Advisory Committee will be established. The 1855 Treaty Authority would like to be included on each committee. There will be a virtual option for partners who cannot attend the meetings. A public kickoff meeting will be held in June in Park Rapids and Nisswa.

Action:

Update End Date on Kabekona River Project: The contractor is concerned that with road construction and the late spring there will be a delay in construction. Because the grant expires June 30th, the date needs to be amended from June 1st to June 23th. **A motion was made by Supervisor Sells to extend the contract to June 23rd. Seconded by Supervisor Noyes. Affirmative: All. Opposed: None. Motion carried.**

NEW BUSINESS

Cost Share Project Updates (Show Hellkamp Plans, Hinds Lake Update, Review Plantagenet Photos, and Potato River): **Potato Lake:** Rip-rap may be used in small areas for long-term stabilization of shorelines only if it is the only viable option. This may be needed on Potato River by the recommendation of the engineer. Use of rip-rap will be brought to the board on a case by case option for consideration.

Hellkamp Creek: \$15,000 of Enbridge funds had been allotted to this project. The trout stream culvert needs to be replaced to reduce the angle the stream crosses the road. When estimates are complete, Crystal and Jake will work together to create a report on which funds will be used for the project.

Hinds Lake: \$30,000 of Enbridge funds had been allotted to this project. The project is moving forward, and the township is actively working with the engineer. The team will be bringing the estimate to the Township meeting in June.

OHF Letter of Support: An Outdoor Heritage Fund proposal is in works for Pine and Leech easement and application funding. The letter of support is to show we are supportive if it is funded. The letter is going to the committee at the end of May. No action is needed.

Action:

Lake Plantagenet Shoreline Cost-Share MRH1WIP: This project is to reduce shoreline erosion with coir logs and native plantings as well as stormwater runoff erosion from the hillslope. There will be a cost-share for 75% rate paid for with the Mississippi Headwaters 1W1P funds. **A motion was made by Supervisor Sells to approve the Lake Plantagenet shoreland cost-share contract at a rate of 75% using MH1W1P funds. Seconded by Supervisor Goodrich. Affirmative: All. Opposed: None. Motion carried.**

Family Resort Forestry Contract - DNR Forestry \$28,000: The funding for this grant is used to assist resorts and camps with forest stewardship plans. The goal is to complete 10 forest stewardship plans for resort owners. The \$28,000 will be given to Hubbard SWCD, and other SWCD's in the work areas can invoice for eligible expenses for work in their counties.

A motion was made by Supervisor Noyes to proceed with the contract pending review by the county attorney. Seconded by Supervisor Rettinger. Affirmative: All. Opposed: None. Motion carried.

Cover Crop Percent-Based Contract – Soil Health Grant: Update about potential cover crop opportunities. No motion is necessary.

MASWCD Resolutions -Expiring and New Review: There is a resolution advocating for federal funding for forestland protection. Hubbard SWCD will put the resolution forward independently where it will be combined with resolutions from the other SWCDs. There should be revisions on the format of the resolution before the June 23rd area 8 meeting. **A motion was made by Supervisor Noyes to proceed with the resolution with the format changes as requested. Seconded by Supervisor Anderson-Thomas. Affirmative: Supervisors Anderson-Thomas, Noyes, Goodrich, and Rettinger. Opposed: None. Abstention: Supervisor Sells. Motion carried.**

REPORTS ON MEETINGS AND PROJECTS:

Board Chair's Report: Supervisor Anderson- Thomas attended the strategic planning meeting, the HCCOLA meeting, and Envirothon.

Supervisor Sells: Supervisor Sells attended the Hinds Lake Association meeting via Zoom, the Henrietta Township meeting, and the Rotary Club meeting with Crystal. The SWCD forestry meeting will be held on May 18th.

Supervisor Goodrich: Supervisor Goodrich attended the strategic planning meeting and the HCCOLA meeting. He also attended a meeting with HCCOLA and Crystal about the RMB invoicing.

Supervisor Rettinger: Supervisor Rettinger attended the strategic planning meeting in April.

Supervisor Noyes: Supervisor Noyes attended the MHB meeting via Zoom and noted the Keep It Clean Initiative. The Garfield Lake bench was destroyed by ice heaves. That bench was donated to the City of Laporte. He also noted the fee for Laporte Days is \$10 before or \$15 the day of the event.

District Staff Reports: Staff reports are available upon request. The new interns introduced themselves and their roles to the Hubbard SWCD Board.

CORRESPONDENCE

The title for the truck and bill of sale for the trailer was received from Melissa K. There is a process to follow for transferring the title and registering the trailer. Both to be handled by staff.

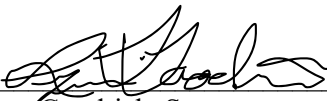
NEXT MEETING

June 14, 2023, Agenda Items:

ADJOURNMENT

A motion was made to adjourn by Supervisor Sells at 12:25am.

APPROVED: June 14, 2023
Date

SECRETARY 
Lynn Goodrich, Secretary