

# Hubbard County Soil & Water Conservation District

Wednesday, July 12th, 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, Hubbard County Commissioner

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

## AGENDA

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

## MINUTES

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

## PUBLIC INPUT

**Tom Krueger, Hubbard County Commissioner:** Three sessions were held for the board of equalization to reduce property values by 42 million to keep below 1% rule by the state. They also approved the tax abatement for Pinecrest apartments. With the HRA they contracted with HRDC to manage the 87 units. This includes the Meadow View and Meadow Edge rental units. Knute Nelson will be managing the Heritage Center. Hubbard County also put out bids to redesign its website. CSAH 23, which was petitioned in 2020 to discontinue the use of calcium chloride, will be treated with DuraBlend due to recent dust complaints. Hubbard County approved the 5yr capital improvement plan. Each item will need to be individually approved. This includes remodeling the first floor of 301 Court Street, the development of Deep Lake Park, and future maintenance needs. They will also be interviewing for a new county assessor shortly.

## DISTRICT CONSERVATIONIST

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

## TREASURER'S REPORT

**June Financial Reports:** Reporting has become more complex. The treasurer's report looks to be balanced and correct. Profit and loss cash flow is still a regular issue. District Manager Mathisrud has been working on reporting and invoicing for the year. She has requested additional assistance with administrative duties. To that end, she is working on creating a draft "Administrative Assistant" position description and supporting documentation. Missing note "See attached note" for CD and extra charges will be checked. Report submitted to the board for filing.

**Consent Agenda:** Accepted with no additional comment.

## OLD BUSINESS

**Kabekona Project – Closeout Summary:** The project was completed and paid out. Patrick Schultz assisted with the closeout of the project. There have been measurable reductions in e coli because of this project. This may result in future delisting of e coli impairment in the creek when human impacts are addressed. They will be sampling for e coli 3 times a year for two years. A coordinated outreach for septic improvements may be needed. This “One Page” project report template will be used for future completed projects.

### **Action:**

**Federal Funding for Forestry Resolution edit per Area 8 Discussion:** The word family will be changed to “no-public”. **A motion was made by Supervisor Noyes to amend the resolution and replace the word family with non-public in both instances. Seconded by Supervisor Sells. Affirmative: All. Opposed: None. Motion carried.**

**Confirm Fall Tour Dates - Sept or Oct:** The Area 8 SWCDs will be joining us on the fall tour including local and state legislatures. October 12<sup>th</sup> and 13<sup>th</sup>. **A motion was made by Supervisor Anderson Thomas to establish the fall tour dates for October 12<sup>th</sup> and 13<sup>th</sup>. Seconded by Supervisor Goodrich. Affirmative: All. Opposed: None. Motion carried.**

## NEW BUSINESS

**PFM Contract Projects/Funding/ Dan Steward and Pete Jacobson Roles Update:** Contracts have been drafted for Dan Steward and Pete Jacobson. There was a change of rates to \$45/hr for the contracts. **A motion was made by Supervisor Goodrich to update the contracts with Dan Steward and Pete Jacobson, increasing their rates to 45/hr. Seconded by Supervisor Rettinger. Affirmative: All. Opposed: None. Motion carried.**

- **Family Resort Forestry - now - Sept 2023:** Small-acre forestry plans will be written for family resorts that can be used for SFIA or management bases. Clarification on whether it must be a public resort or if private multi-family resorts will be included needs to be addressed.
- **Tri-State Forestry Project MGLP funded Oct23-2025:**
- **LSR Priority Lakes Oct23-2025:**
- **DNR PFM / HCSWCD Partnership 2024:**

**Aid - Setting a budget meeting and drafting appropriate local resolution:** A budget needs to be presented to the County Board. This needs to be completed in the first week of August and presented at the county work session on the 8<sup>th</sup> of August. To have an approved budget the Board meeting will need to be held prior to the county work session. **A motion was made by Supervisor Noyes to move the August board meeting to Monday, August 7<sup>th</sup> at the same time and location. Seconded by Supervisor Rettinger. Affirmative: All. Opposed: None. Motion carried.**

### **Action:**

**Hinds Lake Landing Cost Share:** The contract needs to be signed, by the Board Chair, for the Hinds Lake landing project. **A motion was made to approve funding for the Hinds Lake landing project by Supervisor Sells. Seconded by Supervisor Noyes. Affirmative: All. Opposed: None. Motion carried.**

**Mississippi 1W1P Updated Budget and Workplan:** There was a surplus of funds in the agriculture project pool. Per staff request, those funds were moved into forestry and lakeshore funding pools. **A motion was made by Supervisor Noyes to approve the revised work plan and budget. Seconded by Supervisor Goodrich. Affirmative: All. Opposed: None. Motion carried.**

**2024 Obwells Contract DNR - still \$30/nest:** The DNR contract is not sufficient to cover staff time and expenses for the work contracted. This has been brought to the DNRs attention as an issue since 2020. The SWCD board would request at least \$60/hr for us to continue providing these services. **A motion was made to decline the 2024 Obwell Contract at \$30/nest by Supervisor Noyes. Seconded by Supervisor Sells. Affirmative: All. Opposed: None. Motion carried.**

