

Hubbard County Soil & Water Conservation District

Wednesday, October 4th, 2023, at 9:00 am

Hubbard County Soil & Water Conservation District Board of Supervisors met at their office with a Zoom option available.

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

Members present: Heidi Anderson-Thomas, Chair
Lynn Goodrich, Secretary
Don Sells, Treasurer
Marcel Noyes, PR&I
Don Rettinger, Vice-Chair (Acting Chair)

Others present: Crystal Mathisrud, District Manager
Brandon Spain-Brist, Forest Resource Specialist
Claire Hansen, Community Conservationist
Jake Shaughnessy, Water Resource Technician
Rachel Rudquist, Administrative and Bookkeeping Assistant
Dan Pazdernik, District Conservationist
Tom Krueger, Hubbard County Commissioner

Acting Chair Rettinger opened the meeting at 9 am and led the Pledge of Allegiance.

AGENDA

A motion was made by Supervisor Goodrich to accept the agenda as presented with an introduction for Rachel Rudquist included. Seconded by Supervisor Sells. Affirmative: All. Opposed: None. Motion carried.

MINUTES

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

DISTRICT CONSERVATIONIST

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

BOARD CONSERVATIONIST

Not available.

TREASURER'S REPORT

September Financial Reports: There is a little over \$80,000 in invoices that need to be invoiced to partners and watersheds. The financials are currently showing a negative balance for the month until that invoicing is completed. Invoicing will be completed more frequently in the future. We have started to get the grant contracts for 2024. For those that get deposited in advance, they will be deposited once we submit a work plan. Those grants have been signed by us and BWSR or the DNR. If we get the work plans submitted and approved then they will send the funds. Funds are eligible to start being used immediately but we will more than likely wait until 2024. Bill statements will be received next week. QuickBooks has its own billing service that does not include multiple signature sign-offs, which will need to be worked through for dual approval. Financials will be submitted for filing and reviewed next month when billing is completed.

Consent Agenda: The final payment for Hinds Lake and Beach Drive will be completed next week and paid out before the next board meeting. There are no questions or objections to the consent agenda, therefore it is adopted.

OLD BUSINESS

Area 8 Fall Tour Registration Reminder: The Area 8 fall tour and meeting is next week. There are over 30 registered for the tour. The list of meeting speakers has been updated. Nomination for Area 8 Co-Chair and Treasurer will occur at the meeting. Starting and parking locations need to be sent to registrants.

Action: Staff will finalize all fall tour/area meeting plans and registrations.

Approve Personnel Handbook Updates: Updates and edits for the personnel handbook have been drafted and distributed. All staff will read and sign the new version once approved.

A motion was made by Supervisor Goodrich to adopt the changes to the Personnel Handbook as distributed. Seconded by Supervisor Sells. Affirmative: All. Opposed: None. Motion carried.

NEW BUSINESS

HCSWCD Suggested Resolutions: A suggested resolution about PFAS issues and funding to survey local waters was discussed. A Crow Wing TAC member noted it as an emerging issue. Additional recommendations for 2024 resolutions can be brought up at a later date.

Break was called for at 10:10 am. The meeting resumed at 10:17 am.

Action: Supervisor Goodrich will draft a PFAS resolution to be submitted in 2024

MASWCD Resolutions: Discussion and voting was held for MASWCD Resolutions.

Action: The voting results will be submitted to MASWCD by staff.

PUBLIC INPUT

Tom Krueger, Hubbard County Commissioner: Tom attended and reported on the AMC Conference and provided a report. The three top ranked items for their platform are (1) drainage issues, (2) tax forfeiture issues and associated statute of limitations, (3) SCORE for state collection of solid waste tax to increase county tax allotment. The county approved a cannabis ordinance. The AMC's platform will continue lobbying for local control. The preliminary budget was set at a 6.8% increase. The tunnel under MN Hwy 71 by Itasca Park was completed using 1.3 million of the 2 million dollar grant. The remaining grant funds will be used to connect the North Country Trail to the tunnel. The county hopes more money will be funded in 2024 with just over 5 miles left to complete the trail interconnections. He also shared the Deep Lake Park Phasing Draft with the team.

REPORTS ON MEETINGS AND PROJECTS:

Board Chair's Report: Supervisor Anderson-Thomas: Unavailable for comment

Supervisor Rettinger: Supervisor Rettinger attended interviews for new hires.

Supervisor Goodrich: Supervisor Goodrich assisted with interviews for the hiring process, LLR1W1P, updated the Personnel Policy Handbook, and attended a budget meeting.

Supervisor Sells: Attended the Budget meeting, presented the budget to the county, attended the SWCD Forestry meeting, and assisted with office furniture assembly and repairs.

Supervisor Noyes: Attended the MHB board meeting and the Mississippi 1W1P and noted that additional funds may be available from BWSR that was unused by other One Watershed districts. Supervisor Noyes will be attending the November and December Board Meetings by Zoom.

District Manager's Reports: District Manager Mathisrud participated in hiring a new Admin Assistant, prepped for Rachel onboarding, reporting for grants, finished SWAG testing, and proposals, and prepared for the Fall Tour and meeting. She attended many meetings. The water resources meeting presentation needs to be completed as well as the annual Report and Work Plan.

District Staff Reports: Jake reported on the Hinds Lake project progress and upcoming possible projects. He has revisions to send out for the Crow Wing 1W1P Policy Committee and Technical Advisory Committee (TAC.) He has been working on creating a digital link to the Crow Wing page for additional updates and documents for the CWR1W1P. The first citizen's advisory committee was last month and well attended. The EPA 319 draft is completed and will be finalized by the end of the month.

Brandon received an additional FSP application, worked on the fall tour, worked on the annual report and WCA site visits, water conference, BWSR Academy prep., attended the LLRCWMP policy committee meeting, family resort projects, and booklets created are ready for distribution to 300 identified resorts.

Claire attended WCA site visits and violations, worked on the annual report, the fall tour, the CPL School Forest Grant, water sampling, proposed new easements for wild rice and critical shorelands, NACD work, and attended the city parks and recreation meeting.

CORRESPONDENCE

NEXT MEETING

November 8th, 2023; Agenda Items:

- Upcoming Meetings
- Oct 12 Area 8 Fall Tour
- Oct 13 Area 8 Fall Meeting
- Oct 17-18 MN Water Resources Conference St. Paul
- Oct 24-26 BWSR Academy Brainerd
- Nov 8 HCSWCD Board Meeting

ADJOURNMENT

A motion was made by Supervisor Sells to adjourn at 12:05 pm. Meeting adjourned.

APPROVED: 11-8-2023 SECRETARY
Date


Lynn Goodrich, Secretary