

Hubbard County Soil & Water Conservation District

Tuesday, March 25, 2025, 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&L

Others present: Crystal Mathisrud, District Manager
Rachel Rudquist, Administrative Assistant
Dan Pazdernik, District Conservationist
Jody Peek, NRCS Team Lead
Ted Van Kempen, 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 Goodrich to approve the agenda as amended. Second, by Supervisor Rettinger. Affirmative: All. Opposed: None. Motion carried. (Changes made to the agenda were after 11 a. the Board would like a closed session, 11a becomes 11g)

MINUTES

A motion was made by Supervisor Noyes to accept the minutes as presented. Second, by Supervisor Rettinger. Affirmative: All. Opposed: None. Motion carried.

TREASURER'S REPORT /BILL CONSENSUS

Crystal presented a new format for the Bill Consensus and explained this is how we will be presenting the Bill Consensus going forward and asked for any comments.

The Bill Consensus is adopted as presented per Supervisor Heidi Anderson-Thomas.

Crystal went over the Balance sheet and the Profit and Loss. It was noted that staff is reaching out to Peterson's office to correct a few accounts and investigate what is being done in those accounts and how to fix those accounts.

Don Sells submitted the reports to the Board for filing

PUBLIC INPUT

Ted Van Kempen, Hubbard County Commissioner

Ted represents District 5 in Hubbard County. It was Ted's first time attending a Hubbard Co SWCD Board Meeting. He talked about his connection with the SWCD. Ted and his wife farm and are interested in finding out more about the soil on his farm. The farm is located near Diamond Lake.

DISTRICT CONSERVATIONIST

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

Jody Peek also was in attendance; she spoke about the Baudette NRCS Office having a staff shortage.

BOARD CONSERVATIONIST

Board Conservationist Darren Mayers

Darren was not present; he submitted his report via email. His report is available upon request.

OLD BUSINESS

It was determined that we will separate the Belle Taine Meeting and the Q1/Q2 Strategic Planning Meeting

Strategic Planning Date - A doodle poll will be sent out to determine what date will work for the Planning meeting.

The Lake Belle Taine Discussion with Shawn could possibly take place over zoom with County Commissioners and SWCD Supervisors and Staff. - a doodle poll will be sent out to determine what date will work for this meeting.

OLD BUSINESS ACTION - left blank intentionally

NEW BUSINESS

FWF T-Shirt sizing and volunteer confirmations

Spring Newsletter update - handed out a few rough drafts for the supervisors to proofread.

HCSWCD and MHB Contract - (should have been an action item in 11a)

A motion was made by Supervisor Noyce to proceed with executing the Hubbard County Land Protection Funding Grant. Second, by Supervisor Goodrich. Affirmative: All. Opposed: None. Motion carried.

Ten minute Break taken @ 10:16 am

NEW BUSINESS ACTION

Recommendation for Forestry and Water Quality Interns Hiring (Don R & Lynn G)

****See below for the motions to close and re-open the meeting and for the motion for the recommendation of the hiring of open positions. This was moved to the end of the meeting.**

Review Draft Crow Wing River WBIF Service Agreement

A motion was made by Supervisor Sells to approve the Crow Wing River WBIF Service Agreement. Second, by Supervisor Noyes. Affirmative: All. Opposed: None. Motion carried.

Annual Cost of Living Increase

A motion was made by Supervisor Noyes to proceed with a 2.5% increase. Second, by Supervisor Goodrich. Affirmative: All. Opposed: None. Motion carried.

SWCD Additional Space Lease Agreement

A motion was made by Supervisor Goodrich to accept and sign the lease agreement for additional office space. Second, by Supervisor Anderson-Thomas. Affirmative: All. Opposed: None. Motion carried.

LCCMR, LSR, and DNR Implementation Contracts

A motion was made by Supervisor Anderson-Thomas to approve the general service agreement between Hubbard County SWCD and Lindberg Ekola up to \$9,000 under the terms described. Second, by Supervisor Goodrich. Affirmative: All. Opposed: None. Motion carried.

A motion was made by Supervisor Noyes to accept and execute the agreement for Services for both Cass SWCD and Itasca SWCD for up to \$35,000 during the term effective March 1, 2025, through June 30, 2026. Second, by Supervisor Anderson-Thomas. Affirmative: All. Opposed: None. Motion carried. (Cass & Itasca SWCD up to \$35,000 each)

Hubbard Co SWCD EPA Environmental Education Subaward Contract Itasca

A motion was made by Supervisor Noyes to approve the \$4,900 sub award to Itasca SWCD for the Environmental EPA Educational Subaward Grant Project. Second, by Supervisor Sells. Affirmative: All. Opposed: None. Motion carried.

Hubbard Co SWCD EPA Environmental Education Subaward Contract Wadena

A motion was made by Supervisor Noyes to approve the \$4,900 sub award to Wadena SWCD for the Environmental EPA Educational Subaward Grant Project. Second, by Supervisor Goodrich. Affirmative: All. Opposed: None. Motion carried.

A motion was made by Supervisor Goodrich to suspend the regular meeting to go in to closed sessions to discuss intern positions and future employment requirements for Hubbard County SWCD. Second, by Supervisor Anderson-Thomas. Affirmative: All. Opposed: None. Motion carried.

Start closed session @ 11:15 am

A motion was made by Supervisor Rettinger to end the closed session and move back into the open session. Second, by Supervisor Anderson-Thomas. Affirmative: All. Opposed: None. Motion carried.

Restart open meeting @ 11:44 am

A motion was made by Supervisor Goodrich, upon review of the closed session discussion, to hire two individuals. The first being Grant Helgestad as a Forestry Technician at the rate of \$21/hr. with a 6-month probationary period and full benefits included. The second hire being Ray Anderson as a summer intern for the summer of 2025 at a rate of \$20/hr. with no benefits. Second, by Supervisor Anderson-Thomas. Affirmative: All. Opposed: None. Motion carried.

REPORTS ON MEETINGS AND PROJECTS:

Board Chair's Report: Supervisor Anderson-Thomas: attended last month's Board meeting, virtually attended 2 sessions from MCIT, virtually attended the MN SWCD Forestry Association meeting

Supervisor Rettinger: attended Area 8 meeting - in person, conducted Intern interviews - virtually, and attended last month's Board meeting.

Supervisor Goodrich: attended last month's Board Meeting, virtually attended the MN SWCD Forestry meeting, virtually attended a boat wrap webinar, conducted intern interviews virtually, virtually attended the MN COLA Meeting, virtually attended the Area 8 meeting

Supervisor Sells: attended last month's Board meeting, attended the MN SWCD Forestry Association meeting

Supervisor Noyes: attended Board meeting, attended Area 8 meeting, Hart Lake Township meeting

District Manager's Reports: District Manager Mathisrud's report is available upon request

District Staff Reports: District staff reports are available upon request

CORRESPONDENCE

NEXT MEETING

Next Meeting Tuesday, April 22, 2025; Agenda Items:

ADJOURNMENT

The meeting was Adjourned at 11:55 pm

APPROVED: 4-22-2025
Date

SECRETARY


Lynn Goodrich, Secretary