

Hubbard County Soil & Water Conservation District

Monday, December 15th, 2025, at 9:00 am

Hubbard County Soil & Water Conservation District Board of Supervisors will meet 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
Lynn Goodrich, Secretary
Don Sells, Treasurer
Marcel Noyes, PR&I
Don Rettinger, Vice-Chair

Others present: Jack Slipy, Conservation Project Technician
Rachel Rudquist, Administrative and Bookkeeping Assistant
Dan Pazdernik, District Conservationist
Tom Krueger, Hubbard County Commissioner

Interactive Tech. Crystal Mathisrud, District Manager

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

AGENDA

A motion was made by Supervisor Anderson-Thomas, to approve the agenda as presented. Second, by Supervisor Noyes. Affirmative: All. Opposed: None. Motion carried.

MINUTES

A motion was made by Supervisor Sells to approve the November minutes as presented. Second, by Supervisor Anderson -Thomas. Affirmative: All. Opposed: None. Motion carried.

A motion was made by Supervisor Anderson-Thomas to approve the amended minutes on the corrected October board minutes. Second, by Supervisor Noyes. Affirmative: All. Opposed: None. Motion carried.

TREASURERS REPORT

Consent Agenda- There were no objections to the consent agenda.

Treasurer's Report – Crystal went through the Year-to-Date Profit and Loss report as well as the Balance Sheet. It was mentioned that the second installment of the SWCD Aid will be coming at the end of December. Supervisor Sells presented the Treasurer's Report to be filed as presented.

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

PUBLIC INPUT

Tom Krueger, Hubbard County Commissioner: The Hubbard County fee schedule was approved for 2026. The solid waste household fee increased from \$221 to \$245. Hubbard County board meeting will be on December 16; they will approve the parks board per diem increase from \$50 to \$75 per meeting. Planning commission and board of adjustment per diem will increase from \$180 to \$200. The 7% levy increase will likely be approved. Mike Edminster has been the Interim Human Services Director but as of today he will become the permanent Human Services Director. There are no agreements yet on labor contracts, but there will be some voting this week. Last week was the annual MN Association of

Counties Conference. Tom also has a policy committee which will have several new Platforms. One of the platforms that Hubbard SWCD may be interested in is regarding wetlands to reduce 1 to 1 ratio replacement for transportation projects.

DISTRICT CONSERVATIONIST

District Conservationist Dan Pazdernik's – Steve Cole is retiring and Lance Smith is acting ASTC for the Northeast Area. Engineer Craig Peterson is also retiring and Matt Robert out of the St. Cloud office will be acting. Right now, we are 100% on CRP payments. The goal is to get them submitted by December 19th for the ones that chose to get them in the 2026 tax year. There will be more to do after the first of the year and they will need to be done by February. There was a big announcement by the Secretary of Ag about a regenerative agriculture pilot program. It sounds like there is 700 million dollars set aside for this pilot program utilizing Equip and CSP with the goal of helping farmers adopt soil health and water quality practices that will boost their long-term productivity while strengthening the food supply.

BOARD CONSERVATIONIST

Board Conservationist Darren Mayers- no report – not in attendance

OLD BUSINESS

Left blank intentionally

OLD BUSINESS ACTION

20251028LLRSTI Reimbursement (214 acres enrolled, project cost \$2690, reimbursement \$2017.50) This FSP was reviewed before. This FSP was amended to a higher value, it looked like the plan writer had done the work before the signatures, but the district manager reached out, and they said the invoice date had a mistake on it. The landowner, the plan writer, and the DNR all sent documents showing that the work wasn't done until after they signed the amended agreement so they should be eligible and the paperwork should be reimbursed for that amended amount. The voucher that is prepared shows the actual project that did get done. It was 214 acres and the cost to the landowner was \$2,690.00. We were able to do a 75% cost-share and would like to ask for authorization to pay them out 75% of the total project cost with the reimbursement value being \$2,017.50.

A motion was made by Supervisor Noyes to approve the voucher as presented for \$2017.50. Second, by Supervisor Goodrich. Affirmative: All. Opposed: None. Motion carried.

NEW BUSINESS

Water Quality Intern Presentation (Ray) – Ray handed out documents to all the supervisors. Ray talked about his projects, events, site visits, and SWAG that he has worked on since starting out as a Hubbard SWCD intern. Ray helped a lot with working on the EPA online educational site that is currently on the SWCD website. He talked about all the information that he had a hand in creating. Ray has a lot of technology skills. He has helped make much-needed graphs. Ray will continue in his intern position until May.

NEW BUSINESS ACTION

Forestry Technician 6-month Review (suggestion to move into closed meeting)

Meeting went into closed session at 9:44 am

A motion was made by Supervisor Sells to close the regular meeting and go into closed session for the evaluation of the forestry technician, Grant Helgestad's 6-month review. Second, by Supervisor Goodrich. Affirmative: All. Opposed: None. Motion carried

A motion was made by Supervisor Sells to end the closed session and go into the regular open meeting. Second, by Supervisor Noyes. Affirmative: All. Opposed: None. Motion carried

Meeting went back into open session at 10:04 am

A motion was made by Supervisor Rettinger to increase Grant Helgestad salary to \$24.50 an hour retroactive to the first pay date following his 6-month anniversary. Second, by Supervisor Sells. Affirmative: All. Opposed: None. Motion carried.

MPCA 319 Effectiveness Monitoring Grant – The District Manager explained that our watershed planner/coordinator has been communicating with MPCA about additional monitoring for the Necktie River project area including the Necktie and the Bungoshine Creek however, the Necktie will be the primary focus. We are asking for a motion for approval to get additional funds for staff and for monitoring starting in 2026.

A motion was made by Supervisor Sells to approve the MPCA 319 Effectiveness Monitoring Program and that Hubbard SWCD Staff may proceed with MPCA to apply for and draft a workplan for these funds. Second, by Supervisor Goodrich. Affirmative: All. Opposed: None. Motion carried.

REPORTS ON MEETINGS AND PROJECTS:

Board Chair's Report: Supervisor Anderson-Thomas attended the November board meeting and the December board meeting. This is Heidi's last board meeting, she is resigning from Board Chair as of December 31, 2025.

Supervisor Rettinger: Attended the November board meeting.

Supervisor Goodrich: Attended the November board meeting, correction of the October board meeting minutes, Leech Lake River Comprehensive watershed management program updates.

Supervisor Sells: Attended the November board meeting. Supervisor Sells handed out a copy of the various counties that are enrolled in SFIA and how many acres are enrolled for each county.

Supervisor Noyes: Attended the November board meeting, Steamboat lake Association 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

MCIT Certificate

Election Options

Happy Holidays

NEXT MEETING

Tuesday, January 27, 2026

ADJOURNMENT

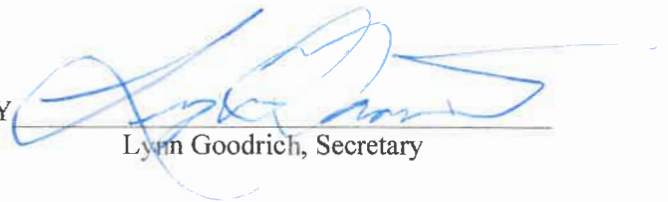
The meeting adjourned at 10:17 am.

APPROVED: _____

1-27-2026

Date

SECRETARY _____



Lynn Goodrich, Secretary

CONSENT AGENDA

Hubbard County Soil and Water Conservation District

Bill Consensus November 21 - December 12, 2025

Payroll 11.28.25

Wages \$ 15,415.13
 Taxes \$ 5,699.75
 Pera EE & ER \$ 2,684.09

Payroll 12.12.25

Wages \$ 19,225.80
 Stipend \$ 5,600.00
 Taxes \$ 7,823.68
 Pera EE & ER \$ 3,220.38

Bill number	Vendor	Amount	Due date
250424MRHWAM	FSP 118 Stewardship acres	\$ 1,552.50	01/10/2026
250623MRHMEY	FSP 176 stewardship acres	\$ 1,111.50	01/10/2026
20250918CWRMIL	FSP 58 stewardship acres	\$ 660.00	01/10/2026
Outreach Event	Ye Old Schoolgrounds (YOSG)	\$ 80.00	01/08/2026
January Rent	Gartner-Johnson Construction, Inc	\$ 928.20	12/31/2025
November charges	Hubbard County Highway Dept	\$ 450.18	12/31/2025
WCAUDIT1964	MCIT	\$ 796.00	12/31/2025
20250717CWRHNW	Mr Dean Hanish	\$ 3,989.92	12/31/2025
2006 F 150 work	Advanced Automotive	\$ 31.50	12/26/2025
9486	Haas Printing Inc.	\$ 2,104.97	12/26/2025
DX1NOHWM-0001	Column Software PBC	\$ 7.74	12/25/2025
20250624CWRJWS	well abandonment	\$ 287.50	12/19/2025
2006 f 150 work	Advanced Automotive	\$ 878.54	12/19/2025
Dec bill	Paul Bunyan Communications	\$ 37.50	12/11/2025
Visa Pmnt	November VISA	\$ 1,689.16	12/25/2025

*new payroll system

Monthly Subscriptions

AT&T cell phones \$ 384.77
 Arvig phone/internet \$ 193.97
 Adobe \$ 221.11
 Google Storage \$ 9.99
 Google G Suite \$ 148.00
 Intuit QBO \$ 489.00
 Marco copier #1 \$ 178.29
 Bill.com *LAST PMNTS \$ 90.00
 microsoft \$ 93.94

PROJECT

Non Regular Supervisor Stipend Request

Upcoming to be Considered