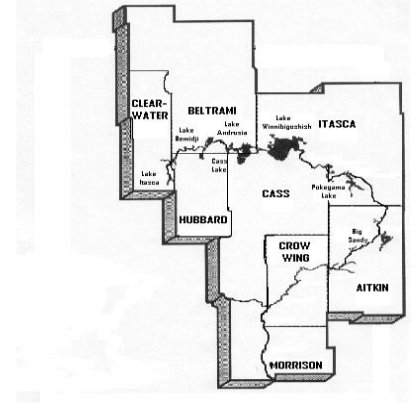




**Mississippi Headwaters Board  
Meeting Agenda  
Cass County Courthouse  
Walker, MN  
February 19, 2015  
10:00 am**



- Call to Order/Pledge of Allegiance

**Approve/Amend**

- **Agenda**
- Consent Agenda – Dec.'15 Minutes & Expenses (att. 1 & 2)
- ED Staff Report & Correspondence (att. 3)

**Planning and Zoning (Actions)**

None

**Action / Discussion Items:**

- 2016 Annual Plan and Budget (att. 4)
- MHB historical video
- Resolution 2016-02 (att. 5)
- Tabletop display cost (att. 6)

**Misc:** ☀ Legislature Update (if any)      ☀ County Updates (if any)

**Meeting Adjourned - Thank you**

**Mtgs:**

**March 25, '16, 10:00 AM – MHB Board meeting- Walker, MN**

## **Attachment 1 & 2**

Draft Minutes

Monthly Expenses

## **Mississippi Headwaters Board**

**(MHB) January 15, 2016**

**Cass County Courthouse, Walker MN  
56484**

### **MEETING MINUTES**

**Members present:** Brian Napstad (Aitkin), Kevin Maurer (Morrison), Cal Johannsen (Hubbard), Neal Gaalswyk (Cass), Keith Winger (Beltrami) and Tim Terrill (Executive Director).

**Others Present:** Jay Brezinka (Camp Ripley), Marty Skoglund (Camp Ripley) and Todd Holman (The Nature Conservancy).

**Vice Chairman Maurer called the meeting to order followed by the Pledge of Allegiance.**

**M/S Gaalswyk/Johannsen to approve the Rotation of Officers. Rotation is as follows: Kevin Maurer-Chair, Brian Napstad-Vice Chair, Keith Winger-Secretary/Treasurer. Motion Carried.**

**M/S Napstad/Winger to accept the proposed changes to the agenda as follows: Discuss start time for MHB meetings. Motion Carried.**

**M/S Johannsen/Napstad to accept consent agenda. Motion Carried.**

#### **Executive Director's Report**

- Sent in the SDFR to State Auditor.
- Sent in the Biennial Budget report to representative legislators of the MHB.
- Pay Equity Report was submitted to the state.
- Talked with Dan Steward (BWSR) and Shawn Tracy about One Watershed One Plan training for MHB area.
- Organized meeting between WSN, MPCA, and Executive Director.
- Sent out Performance Review to MHB Board. (Will meet with County Commissioners at the end of today's meeting in a private session.)
- Completed the DNR quarterly report.
- Developed a draft of the Annual plan and budget for MHB Board.
- Sent out in kind letter of support to counties.
- Visited with the Brainerd Housing and the Redevelopment Authority to discuss possible opportunities to provide recreational opportunities on the Mississippi River to the Brainerd community. There may be some possible grant opportunities here.
- Talked with Itasca SWCD about responsibilities of the Clean Water Lakes grant.
- Set up educational material in Crow Wing County Land Services building.
- Sent appropriation request letters to 8 counties.

## **Action/Discussion Items**

- Held a meeting with MPCA to discuss the WPLMN grant.
- Held a meeting with the Aitkin County Commissioners to discuss the LSOHC process.

Presentation and discussion with Camp Ripley representatives. Jay and Marty presented a slide show of a ten mile radius of the Camp Ripley area. The maps showed the current land acquisitions and the types of acquisitions that have been obtained. The two types of acquisitions are either DNR or BWSR funded. The goal is to acquire 78,000 acres in acquisitions/easements. If Camp Ripley qualifies for the new Sentinel Landscape Program, it will allow more opportunities for the camp to apply for funding for programs.

**M/S Gaalswyk/Napstad to continue holding the MHB monthly meetings on the third Friday of the month but to start the meetings at 9:00 AM in June, July and August, and the rest of the year to start the meetings at 10:00 AM. Motion carried.**

MHB would like to get a meeting scheduled with the governor. Tim prepared a letter; that was reviewed by Commissioner Napstad and Senator LaSard for changes. Tim made the changes and then Commissioner Napstad delivered the letter to the Lieutenant Governor to be delivered to Governor Dayton. If a meeting is granted, there may not be much notice. Tim should prepare a brief presentation outlining of MHB's history and goals and also have a handout ready.

Tim gave a brief PowerPoint presentation at this time. The PowerPoint presentation was the same as the one shown at the December meeting.

**A 5 minutes recess was taken by the board.**

**M/S Johannsen/Gaalswyk to close the meeting for the Executive Director's performance review. Motion carried.**

**Performance Review Conducted.**

**M/S Gaalswyk/Johannsen to open the meeting. Motion carried.**

**M/S Gaalswyk/Napstad to approve the Resolution 2016-01 with a rating of Achieved and a 3% pay raise. Motion carried.**

Next meeting to be held February 19th at the Cass County Commissioners meeting room in the Cass County Courthouse.

**M/S Napstad/Johannsen to adjourn. Motion carried.**

---

**Kevin Maurer, Chairman**

---

**Tim Terrill, Executive Director**



02/10/2016 08:00  
JasonR

Crow Wing County  
MHB Detail History

P 1  
glacthst

ORG YR/PR	ACCOUNT JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE
74	74-00-000-000-000-0000-10001- Cash & Pooled Investments							
16/01	104 01/08/16	PRJ					-3,337.36	-3,337.36
16/01	133 01/07/16	GNI	Tammyw	15865			1,500.00	-1,837.36
	iNovah	SYSTEM GENERATED DUE TO LINE						
16/01	171 01/11/16	GNI	Tammyw	15896			3,000.00	1,162.64
	iNovah	SYSTEM GENERATED DUE TO LINE						
16/01	186 01/12/16	APP A0112					-502.78	659.86
	a1 12							
16/01	208 01/12/16	GNI					735.84	1,395.70
	ST OF MN	SYSTEM GENERATED DUE TO LINE						
16/01	246 01/15/16	GNI					34,000.00	35,395.70
	ST OF MN	SYSTEM GENERATED DUE TO LINE						
16/01	275 01/19/16	APP A1 19					-456.67	34,939.03
	a1 19							
16/01	301 01/20/16	GNI	Tammyw	15966			3,000.00	37,939.03
	iNovah	SYSTEM GENERATED DUE TO LINE						
16/01	583 01/22/16	PRJ					-3,374.18	34,564.85
16/01	966 01/25/16	GNI	Tammyw	16004			1,500.00	36,064.85
	iNovah	SYSTEM GENERATED DUE TO LINE						
16/01	1086 01/27/16	GNI	Tammyw	16024			1,500.00	37,564.85
	iNovah	SYSTEM GENERATED DUE TO LINE						
16/01	1196 01/31/16	GNI DEC					-656.49	36,908.36
	WF PCARD	SYSTEM GENERATED DUE TO LINE						
16/01	1203 01/31/16	GEN					-525.00	36,383.36
	RECURRING	SYSTEM GENERATED DUE TO LINE						
	LEDGER BALANCES --- DEBITS:		45,235.84	CREDITS:		-8,852.48	NET:	36,383.36
74	74-00-000-000-000-0000-20050- Vouchers Payable							
16/01	185 01/11/16	API B 387					-502.78	-502.78
	W a1 12							
16/01	186 01/12/16	APP A0112					502.78	.00
	a1 12	AP CASH DISBURSEMENTS JOURNAL						

02/10/2016 08:00  
JasonR

Crow Wing County  
MHB Detail History

P 2  
glacthst

ORG YR/PR	ACCOUNT JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE
16/01	269 01/14/16	API B	396				-456.67	-456.67
	W al 19							
16/01	275 01/19/16	APP A1	19				456.67	.00
	a1 19 AP CASH DISBURSEMENTS JOURNAL							
16/01	1144 01/29/16	API B	427				-300.00	-300.00
	W A020216							
	LEDGER BALANCES --- DEBITS:		959.45		CREDITS:	-1,259.45	NET:	-300.00
74	74-00-000-000-000-0000-38400-	Expenditures						
16/01	104 01/08/16	PRJ pr0116	1160108	1160108			3,337.36	3,337.36
	pay010816 WARRANT=160108 RUN=1 BI-WEEKL							
16/01	185 01/11/16	API B	387				502.78	3,840.14
	W al 12							
16/01	269 01/14/16	API B	396				456.67	4,296.81
	W al 19							
16/01	583 01/22/16	PRJ pr0122	1160122	1160122			3,374.18	7,670.99
	pay012216 WARRANT=160122 RUN=1 BI-WEEKL							
16/01	1144 01/29/16	API B	427				300.00	7,970.99
	W A020216							
16/01	1196 01/31/16	GNI DEC					656.49	8,627.48
	WF PCARD							
16/01	1203 01/31/16	GEN					525.00	9,152.48
	RECURRING							
	LEDGER BALANCES --- DEBITS:		9,152.48		CREDITS:	.00	NET:	9,152.48
74	74-00-000-000-000-0000-38500-	Revenues						
16/01	133 01/07/16	GNI		Tammyw	15865		-1,500.00	-1,500.00
	iNovah							
16/01	171 01/11/16	GNI		Tammyw	15896		-3,000.00	-4,500.00
	iNovah							
16/01	208 01/12/16	GNI					-735.84	-5,235.84
	ST OF MN							

02/10/2016 08:00  
JasonR

Crow Wing County  
MHB Detail History

P 3  
glacthst

ORG YR/PR	ACCOUNT JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE
16/01	246 01/15/16	GNI					-34,000.00	-39,235.84
	ST OF MN							
16/01	301 01/20/16	GNI	Tammyw	15966			-3,000.00	-42,235.84
	iNovah							
16/01	966 01/25/16	GNI	Tammyw	16004			-1,500.00	-43,735.84
	iNovah							
16/01	1086 01/27/16	GNI	Tammyw	16024			-1,500.00	-45,235.84
	iNovah							
LEDGER BALANCES --- DEBITS:							.00	
CREDITS:							-45,235.84	NET: -45,235.84
74830 74-00-830-000-000-000-0000-52990- Local Grant								
16/01	133 01/07/16	GNI 520277	Tammyw	15865			1,500.00	1,500.00
	iNovah	CWC COUNTY SUPPORT						
16/01	133 01/07/16	GNI 520277	Tammyw	15865			-1,500.00	.00
	iNovah	CWC SUPPORT 2016 APPROPRIATIO						
16/01	133 01/07/16	GNI 520277	Tammyw	15865			-1,500.00	-1,500.00
	iNovah	CWC COUNTY SUPPORT						
16/01	171 01/11/16	GNI 520521	Tammyw	15896			-1,500.00	-3,000.00
	iNovah	CLEARWATER COUNTY SUPPORT						
16/01	171 01/11/16	GNI 520518	Tammyw	15896			-1,500.00	-4,500.00
	iNovah	MORRISON COUNTY SUPPORT						
16/01	301 01/20/16	GNI 521167	Tammyw	15966			-1,500.00	-6,000.00
	iNovah	COUNTY SUPPORT						
16/01	301 01/20/16	GNI 521158	Tammyw	15966			-1,500.00	-7,500.00
	iNovah	ITASCA COUNTY SUPPORT						
16/01	966 01/25/16	GNI 521515	Tammyw	16004			-1,500.00	-9,000.00
	iNovah	2016 JOINT POWERS CO SUP						
16/01	1086 01/27/16	GNI 521684	Tammyw	16024			-1,500.00	-10,500.00
	iNovah	2016 JOINT POWERS SUPPORT						
LEDGER BALANCES --- DEBITS:							1,500.00	
CREDITS:							-12,000.00	NET: -10,500.00

02/10/2016 08:00  
JasonR

Crow Wing County  
MHB Detail History

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glacthst

ORG YR/PR	ACCOUNT JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE
74830	74-00-830-000-000-000-53090-							
	Water & Soil Resources							
16/01	246 01/15/16 GNI						-34,000.00	-34,000.00
	ST OF MN FY15 COMPETITIVE GRANT							
	LEDGER BALANCES --- DEBITS:		.00			CREDITS:	-34,000.00	NET: -34,000.00
74830	74-00-830-000-000-000-53180-							
	Environmental Assistance /MPCA							
16/01	208 01/12/16 GNI						-735.84	-735.84
	ST OF MN INVOICE 8 MPCA							
	LEDGER BALANCES --- DEBITS:		.00			CREDITS:	-735.84	NET: -735.84
74830	74-00-830-000-000-000-61000-							
	Salaries & Wages - Regular							
16/01	104 01/08/16 PRJ pr0116 1160108 1160108						2,301.77	2,301.77
	pay010816 WARRANT=160108 RUN=1 BI-WEEKL							
16/01	583 01/22/16 PRJ pr0122 1160122 1160122						2,301.77	4,603.54
	pay012216 WARRANT=160122 RUN=1 BI-WEEKL							
	LEDGER BALANCES --- DEBITS:		4,603.54			CREDITS:	.00	NET: 4,603.54
74830	74-00-830-000-000-000-61200-							
	Active Insurance							
16/01	104 01/08/16 PRJ pr0116 1160108 1160108						701.86	701.86
	pay010816 WARRANT=160108 RUN=1 BI-WEEKL							
16/01	583 01/22/16 PRJ pr0122 1160122 1160122						683.66	1,385.52
	pay012216 WARRANT=160122 RUN=1 BI-WEEKL							
	LEDGER BALANCES --- DEBITS:		1,385.52			CREDITS:	.00	NET: 1,385.52
74830	74-00-830-000-000-000-61300-							
	Employee Pension & FICA							
16/01	104 01/08/16 PRJ pr0116 1160108 1160108						333.73	333.73
	pay010816 WARRANT=160108 RUN=1 BI-WEEKL							
16/01	583 01/22/16 PRJ pr0122 1160122 1160122						333.75	667.48
	pay012216 WARRANT=160122 RUN=1 BI-WEEKL							

02/10/2016 08:00  
JasonR

Crow Wing County  
MHB Detail History

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ORG YR/PR	ACCOUNT JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE
LEDGER BALANCES --- DEBITS:				667.48	CREDITS:		.00	NET: 667.48
74830	74-00-830-000-000-000-62100- Telephone							
16/01	269 01/14/16	API 006205		15041	4470	B	1.79	1.79
	W al 19	JANUARY CTC SVC & 12/1-12/31		L Consolidated Telecom				
16/01	269 01/14/16	API 006205		15041	4470	B	4.86	6.65
	W al 19	JANUARY CTC SVC & 12/1-12/31		L Consolidated Telecom				
16/01	583 01/22/16	PRJ pr0122	1160122	1160122			55.00	61.65
	pay012216	WARRANT=160122		RUN=1 BI-WEEKL				
LEDGER BALANCES --- DEBITS:				61.65	CREDITS:		.00	NET: 61.65
74830	74-00-830-000-000-000-62680- Non-Employee Per Diems							
16/01	185 01/11/16	API 000484		14903	4443	B	50.00	50.00
	W al 12	Per diem, mileage		Illies Neal				
16/01	269 01/14/16	API 002737		15320	4487	B	50.00	100.00
	W al 19	1/15 per deim & mileage		Napstad, Brian G.				
16/01	269 01/14/16	API 002837		15321	4476	B	50.00	150.00
	W al 19	1/15 per diem & mileage		Johannsen, Calvin				
16/01	269 01/14/16	API 004028		15322	4496	B	50.00	200.00
	W al 19	1/15 per diem & mileage		Winger, Keith				
16/01	269 01/14/16	API 100532		15324	4484	B	50.00	250.00
	W al 19	1/15 Maurer per diem		Morrison County Audi				
LEDGER BALANCES --- DEBITS:				250.00	CREDITS:		.00	NET: 250.00
74830	74-00-830-000-000-000-62720- Non-Employee Mileage							
16/01	185 01/11/16	API 000484		14903	4443	B	62.10	62.10
	W al 12	Per diem, mileage		Illies Neal				
16/01	269 01/14/16	API 002737		15320	4487	B	97.20	159.30
	W al 19	1/15 per deim & mileage		Napstad, Brian G.				
16/01	269 01/14/16	API 002837		15321	4476	B	27.00	186.30
	W al 19	1/15 per diem & mileage		Johannsen, Calvin				

02/10/2016 08:00  
JasonR

Crow Wing County  
MHB Detail History

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glacthst

ORG YR/PR	ACCOUNT JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE
16/01	269 01/14/16	API 004028		15322	4496	B	42.66	228.96
	W al 19	1/15 per diem & mileage		Winger, Keith				
16/01	269 01/14/16	API 002833		15323	4477	B	83.16	312.12
	W al 19	1/15 mileage		Maurer, Kevin J.				
	LEDGER BALANCES --- DEBITS:			312.12	CREDITS:		.00	NET: 312.12
74830	74-00-830-000-000-000-0000-62990-	Prof. & Tech. Fee - Other						
16/01	185 01/11/16	API 002955		14898	4442	B	390.68	390.68
	W al 12	11/29/15 - 12/26/15		HDR Engineering Inc				
16/01	1144 01/29/16	API 009999		16026	4631	B	300.00	690.68
	W A020216	NORTHERN MN REGIONAL SCIENCE F		Unknown				
16/01	1203 01/31/16	GEN				B	525.00	1,215.68
	RECURRING	FINANCIAL SERVICE						
	LEDGER BALANCES --- DEBITS:			1,215.68	CREDITS:		.00	NET: 1,215.68
74830	74-00-830-000-000-000-0000-63320-	Employee Mileage						
16/01	1196 01/31/16	GNI DEC				B	48.30	48.30
	WF PCARD	MHB board meeting						
		PAUL THIEDE-OOP						
16/01	1196 01/31/16	GNI DEC				B	134.55	182.85
	WF PCARD	DNR update and Grand Rapids s						
		TIM TERRILL-OOP						
16/01	1196 01/31/16	GNI DEC				B	73.02	255.87
	WF PCARD	AMC conference						
		TIM TERRILL-OOP						
16/01	1196 01/31/16	GNI DEC				B	80.50	336.37
	WF PCARD	Landscape stewardship plannin						
		TIM TERRILL-OOP						
16/01	1196 01/31/16	GNI DEC				B	94.87	431.24
	WF PCARD	MACLC meeting						
		TIM TERRILL-OOP						
16/01	1196 01/31/16	GNI DEC				B	28.40	459.64
	WF PCARD	Sentinel Landscape meeting						
		TIM TERRILL-OOP						
16/01	1196 01/31/16	GNI DEC				B	60.95	520.59
	WF PCARD	monthly board meeting						
		TIM TERRILL-OOP						
	LEDGER BALANCES --- DEBITS:			520.59	CREDITS:		.00	NET: 520.59

02/10/2016 08:00  
JasonR

Crow Wing County  
MHB Detail History

P 7  
glacthst

ORG YR/PR	ACCOUNT JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	
74830	74-00-830-000-000-000-0000-63340-	Hotel & Meals Travel Expense							
16/01	1196 01/31/16 GNI DEC					B	93.27	93.27	
	WF PCARD AMC Conference								
	TIM TERRILL-BEST WESTERN HOTELS - ST.								
16/01	1196 01/31/16 GNI DEC					B	16.61	109.88	
	WF PCARD AMC conference meal								
	TIM TERRILL-GREEN MILL - ST CLOUD								
16/01	1196 01/31/16 GNI DEC					B	5.65	115.53	
	WF PCARD Lunch at Grand Rapids Stormwa								
	TIM TERRILL-MCDONALD'S F7346								
	LEDGER BALANCES --- DEBITS:		115.53						
					CREDITS:		.00		
							NET:	115.53	
74830	74-00-830-000-000-000-0000-64090-	Office Supplies							
16/01	1196 01/31/16 GNI DEC					B	8.58	8.58	
	WF PCARD office supplies								
	TIM TERRILL-BEST BUY 00005223								
16/01	1196 01/31/16 GNI DEC					B	5.00	13.58	
	WF PCARD AMC Conference								
	TIM TERRILL-ST CLOUD PARKING								
16/01	1196 01/31/16 GNI DEC					B	3.29	16.87	
	WF PCARD board snack								
	TIM TERRILL-SUPER ONE FOODS #45								
16/01	1196 01/31/16 GNI DEC					B	1.42	18.29	
	WF PCARD mailing biennial report								
	TIM TERRILL-USPS 26110004033407503								
16/01	1196 01/31/16 GNI DEC					B	2.08	20.37	
	WF PCARD agenda packet								
	TIM TERRILL-USPS 26110004033407503								
	LEDGER BALANCES --- DEBITS:		20.37						
					CREDITS:		.00		
							NET:	20.37	
	GRAND TOTAL --- DEBITS:		66,000.25						
					CREDITS:		-102,083.61		
							NET:	-36,083.36	

80 Records printed

\*\* END OF REPORT - Generated by Jason Rausch \*\*

## **Attachment 3**

Executive Directors Report

Chippewa National Forest veg. management

CNF Forest plan monitoring program



# Executive Director Report

January 2016 – February 2016

## Personnel, Budget, Administration, Information & Education, Correspondence

1. Reviewed over monthly budget.
2. Prepared monthly agenda packet.
3. Sent in monthly expense report.
4. Held weekly call in meeting with MPCA.
5. Developed and wrote letter to Gov. Dayton for increased funding to the MHB.
6. Sent out final workplan and budget to MPCA.
7. Sent in Initiative Foundations evaluation plan and schedule.
8. Updated website to organize information.

## Meetings & Networking

1. Held meeting with WSB and city of Grand Rapids for goals for the 2016 project (PMA 11) and 2017 project (PMA45).
2. Attended meeting with Crow Wing county commissioners to discuss LSOHC process.
3. Attended MPCA Large River Study of the Mississippi River. The meeting helped clarify impairments that are on the Mississippi River.
4. Attended meeting with Morrison and Clearwater county commissioners to discuss LSOHC process.
5. Attended Baxter city council meeting to hear stormwater options from WSB engineering.
6. Attended meeting with BWSR(Jeff Hrubes) and Itasca SWCD interim manger to discuss stormwater structure for CWL grant.
7. Attended meeting with Itasca, Hubbard, Cass, and Beltrami county commissioners to discuss LSOHC process.
8. Held meeting with Enbridge to discuss program scope and develop project management plan.
9. Attended joint meeting of the MN society of American Foresters and American Fisheries and gave presentation on our sub-watershed prioritization project.
10. Hubbard county water plan has the MHB sub-watershed prioritization project placed in it to allow for implementation should a project arise.
11. Attended MPCA training for WPLMN grant.
12. Held meeting with Fishing the Wildside and Silent Sound Productions to determine content and timeline of infomercials and social media.
13. Held meeting with Dan Steward from BWSR and Todd Holman from the Nature Conservancy to discuss easement ranking criteria for the MHB LSOHC program.



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**File Code:** 1950  
**Date:** February 3, 2016

Dear Tim Terrill:

I would like to invite your comments regarding the enclosed Proposed Action for the Long Lake Vegetation Management Project on the Deer River Ranger District of the Chippewa National Forest. This proposal includes activities for timber harvesting, reforestation and wildlife management.

The Long Lake Vegetation Management Project area is located in the eastern portion of the Chippewa National Forest south of the Mississippi River following highway 6 and 200 and east of Big Rice Lake to the southeast boundary of the forest.

The project area encompasses approximately 47,106 acres with 22,630 of that in Forest Service ownership. No activities have been proposed in the small portion of the project area that lies inside the boundary of the Leech Lake Band of Ojibwe Reservation.

Please refer to the attached maps for the location of the project and proposed activities.

I would like to know your thoughts, ideas, comments, or concerns with this proposal. Your feedback is important to me and will be considered as our Interdisciplinary Team completes their environmental analysis for this project. We are accepting scoping comments on this proposal from February 5, 2016 through March 5, 2016.

Information on how to provide feedback is in the information section of the enclosed Long Lake Scoping report.

Thank-you for your interest in our projects. I look forward to seeing your feedback.

Sincerely,

*for* CHAD KIRSCHBAUM  
District Ranger



## Long Lake Scoping Report

This report describes the Purpose and Need and Proposed Action for the Long Lake Vegetation Management Project. Additionally provides information on how to submit any feedback you have for this project.

### Purpose and Need

The purpose of the Long Lake Vegetation Management Project is to: 1) Move toward achieving Landscape Ecosystem objectives for vegetation composition and age class ; 2) Manage treatments in areas of interest to maintain or enhance traditional Tribal and community uses; 3) Provide commercial wood in support of the local and regional economy; 4) Provide wildlife and botanical enhancement projects and associated partnership opportunities; 5) Reduce hazardous fuel build up in red pine stands; 6) Provide a transportation system that meets current and future management objectives and addresses issues in the Forest-wide Travel Analysis Report.

Management activities are needed because of the following:

**1) Move toward achieving Landscape Ecosystem objectives for vegetation composition and age class. The existing vegetative conditions in Dry Mesic Pine (DMP) and Boreal Hardwood/Conifer (BHC) Landscape Ecosystems (LE) are inconsistent with the objectives and desired conditions identified in the Forest Plan (Table DMP—1 & 2, BHC -1 & 2 Page 2-62 -68). Some of the greater inconsistencies are listed below.**

- Forest wide in these LE's, current amounts of white spruce, white pine, oak and paper birch forest types are less than Forest plan objectives, while the amount of aspen forest type is greater than Forest plan objectives. Within the Long Lake project area there are opportunities to increase the acres of these forest types by decreasing the aspen forest type in both of these LEs.
- Likewise, this project area has opportunities to increase black spruce and other lowland forest tree species diversity in lowland hardwood forest (i.e. black ash). Currently, lowland hardwood forest is over-represented, forest wide in these LE's. Diversifying ash stands would also reduce potential impacts of Emerald Ash Borer (EAB), by keeping these sites forested in the event of an EAB infestation which kills the vast majority of ash trees in a stand.
- Forest wide in these LE's, the acres in 0-9 age class is less than Forest plan objectives for the upland forest. Within the Long Lake project area there are opportunities to increase acres of 0-9 age class with even-aged regeneration harvest.

**2) Manage treatments to maintain or enhance traditional Tribal and community uses (Forest Plan p. 2-5, S-TR-3 and O-SE-1).**



**3) Provide commercial wood in support of the local and regional economy (Forest Plan, O-TM-1, page 2-19)**

**4) Provide wildlife and botanical enhancement projects and associated partnership opportunities (Forest Plan, O-WL-1, O-WL-2, O-WL-3, p 2-26; O-WL-40, p 2-33).**

The project area occurs within a triangle between the population centers of Grand Rapids, Deer River and Remer, resulting in heavy hunting pressure for game species. My team and I have identified opportunities to enhance habitat for game populations through the following activities:

- Conduct oak management beneficial to bear and deer; acorns are an important and limiting food resource.
  - Emphasize oak management in the hardwood types.
  - Increase in-stand diversity in pine stands, reserving and promoting oak during any harvest to provide for additional acorn mast crops, as well as prepare for future climate change.
- There are 5 known deer winter areas in and along the border of the project area. Important during severe winters, harsh winters lead to high concentrations of deer within these areas, and starvation due to lack of food resources. Manage around these winter areas through:
  - Protecting and planting of future winter cover conifers
  - harvesting adjacent aspen and birch forest types
  - cutting woody vegetation for browse production
  - maintaining of existing forest openings
- Permanent wildlife openings established in the 1970's – early 1990's were constructed by herbicide or mechanical means, and often seeded to non-native species. The current Forest Plan indicates the acres of maintained permanent upland openings should decrease (O-VG-6), and diversity of shrubs and herbs should be restored to conditions more representative of native vegetation communities (O-VG-8).
  - A subset of existing openings will receive continued maintenance, to provide habitat component for deer, bear and woodcock, provide hunting opportunities, as well as partnership opportunities.
  - Some openings will be seeded or planted to native species to better reflect the composition of native vegetation communities, and provide opportunities for native pollinators.

One third of the Chippewa's forest birds are conifer-dependent. Increase habitat for conifer-dependent birds by moving towards achieving Landscape Ecosystem objectives for Management Indicator Habitats (MIH's).

- Forest wide in these LE's the current amounts of mature upland spruce-fir is less than Forest plan objectives. The old upland spruce-fir is also currently less than Forest plan objectives in the DMP LE. There is potential to increase the mature spruce in the Long Lake project area.
- Additionally Forest wide within the BHC LE the current amounts of old red/white pine and mature upland conifers are less than Forest plan

objectives. Within this project area there are opportunities increase acres of red/white pine and upland.

Large tracts of mature forest habitat is important to a numerous wildlife species. Mature upland pine habitats are often structurally and compositionally simple, due to plantation establishment, and stand tending techniques that have fostered monocultures of evenly spaced, single-aged stands. Maintain and improve the quantity and quality of older forest habitat by (O-VG-17, O-VG-19, O-VG-21, O-VG-22):

- Allowing forest aging to tie together more isolated pieces of large, mature forest patches.
- Maintaining structural and compositional diversity in forest stands where it currently occurs.
- Developing treatments that foster structural and compositional diversity in forest stands where it is lacking, particularly in upland pine stands.

**5) Reduce hazardous fuel build up in the red pine stands.**

**6) Provide a transportation system that meets current and future management objectives and addresses issues in the Forest-wide Travel Analysis Report.**

#### Proposed Action

**This proposed action would conduct a variety of resource management activities directly addressing the purpose and need, including:**

- Commercial harvest treatments on approximately 3,011 acres with an estimated volume of 41,300 CCF. Refer to the attached maps for locations of potential harvest units. Up to a total of one mile of temporary roads would be built to access cutting units (Purpose and Need #1 & 3).
  - 1,264 acres of clear-cutting
  - 137 acres of seed tree
  - 1,264 acres of commercial thinning
  - 200 acres of single tree cut
  - 146 acres of group selection
- Plant white pine and spruce of 298 acres (purpose and need #1).
- Plant up to 220 acres of oak for diversity within stands (purpose and need #4).
- Clearcut 428 acres of aspen and converting to other forest types (purpose and need #1)
- Plant up to 47 acres of black ash to other tree species to diversify black ash stands (purpose and need #1).
- Clearcut up to 350 acres of aspen and regenerating aspen around deer wintering areas.
- Cutting up to 180 acres of shrub species to provide deer browse (purpose and need #4).



- Plant or seed up to 1,334 acres and of these 440 acres would be to convert to white pine/oak, red oak, bur oak, white spruce and white pine (purpose and need #1).
- Plant or seed up to 1,500 acres of site preparation for planting or natural seeding (purpose and need #1).
- Release of up to 1,400 acres of planted species from competing vegetation.
- Mowing up to 34 acres permanent openings to maintain these grassy areas (purpose and need #4).
- Variable density thinning of over 1,000 acres of older red pine within a large mature patch.

### Information

This scoping time period will serve as a designated opportunity for public comment that may provide a commenter with eligibility to object to the proposed project or activity under 36 C.F.R. Part 218. Any comments received after March 7, 2016 are welcome and will be considered to the extent time allows, but will not provide the commenter with eligibility to object. Those wishing to establish eligibility to object based on scoping comments must submit comments no later than March 7, 2016, and the comments submitted must be specific to the activities being proposed. Comments submitted will be considered part of the public record and will be available for review by request. The project is a non-HFRA project. Please submit comments to: Barbara Knight, Deer River Ranger District, 1235 Division Street, Deer River, MN 56636 or comments-eastern-chippewa-deer-river@fs.fed.us.

If you have any questions regarding this project, please contact Barbara Knight, Deer River Ranger District, PO Box 308, Deer River, MN 56636, or phone at 218-246-2362.

Long Lake Vegetation Management Project Proposed Action (Alt B) Stand List

District	Location	Stand	Treated Acres	Forest Type	Stand Age	Clearcut	Seedtree	Shelterwood	Single Tree Selection	Group Selection	Thin	Planting or Seeding	Mechanical Site Prep	Release	Pile Burn
03	00179	2	7.9	Jack pine	78	X						X	X	X	
03	00180	10	48.2	Aspen	82			X				X	X	X	
03	00180	11	6.5	Mixed upland hardwoods	84							X	X	X	X
03	00180	22	26.9	Red pine	37						X				
03	00180	25	10.4	Red pine	74						X				
03	00180	26	17.2	Red pine	73						X				
03	00180	31	37.1	Red pine	68						X				
03	00180	32	17.7	Balsam fir	70	X						X	X	X	
03	00180	38	4.3	Aspen	51	X						X	X	X	
03	00180	70	2.3	Paper birch	75		X					X	X	X	
				Black ash / American elm / red maple					X			X		X	
03	00181	8	40.2	red maple	101										
03	00204	15	14.9	Aspen	80	X									
03	00204	17	15.8	Aspen	82	X									
03	00204	23	40.7	Aspen	80	X									
03	00204	26	22	Red pine	79				X						
03	00204	27	15	Mixed upland hardwoods	87				X						
03	00204	29	23.5	Red pine	79						X				
03	00204	40	37.8	Aspen	85	X									
				Black ash / American elm / red maple						X			X		
03	00204	57	13.8	red maple	92										
03	00204	67	2.4	Red pine	73						X				
03	00205	13	14.8	White spruce	69						X				
03	00205	40	6	Red pine	81						X				
03	00206	33	27.2	Red pine	46						X				
03	00207	3	7	Paper birch	81		X					X	X	X	
03	00207	14	18.5	Balsam fir	82	X						X	X	X	
03	00207	21	12.7	Paper birch	41		X						X	X	
03	00210	2	45.3	Red pine	75						X				
03	00210	3	30.6	Eastern white pine	75						X				
03	00210	4	44.7	Eastern white pine	80						X				
03	00210	31	4.3	Red pine	75										
03	00211	3	40.7	Aspen	82	X									



Long Lake Vegetation Management Project Proposed Action (Alt B) Stand List

District	Location	Stand	Treated Acres	Forest Type	Stand Age	Clearcut	Seedtree	Shelterwood	Single Tree Selection	Group Selection	Thin	Planting or Seeding	Mechanical Site Prep	Release	Pile Burn
03	00211	14	5.6	White spruce	74	X						X	X		
03	00211	16	13.5	Aspen	65	X									
03	00211	19	35.1	Balsam poplar	75	X						X	X		
03	00211	22	5.8	Red pine	75						X				
03	00211	37	8.5	Aspen	64	X									
03	00211	63	3.2	Aspen	44	X									
03	00226	1	49.7	Aspen	51	X									
03	00227	24	15.7	Aspen	83	X									
03	00245	16	16.7	Aspen	51	X						X	X		
03	00245	88	31.1	Balsam fir	67							X	X		
03	00246	2	28.9	Paper birch	75							X	X		
03	00251	3	29.3	Aspen	55	X						X	X		
03	00251	6	156.9	Aspen	45	X									
03	00251	19	26.1	Aspen	47	X						X	X		
03	00251	56	2.8	Aspen	65	X									
03	00252	34	23.1	Paper birch	75		X						X		
03	00252	37	6.9	Aspen	75	X									
03	00253	15	5.5	Aspen	68	X									
03	00253	18	14.1	Paper birch	75		X						X		
03	00253	19	36.8	Aspen	63	X									
03	00254	4	18.7	Aspen	45	X									
03	00254	19	19.1	Aspen	45	X									
03	00255	23	33.9	Aspen	65	X									
03	00255	47	6.8	Aspen	45	X									
03	00255	51	18.5	Aspen	65	X									
03	00255	64	13.2	Paper birch	71		X						X		
03	00255	74	11.2	Aspen	53	X									
03	00261	1	11.7	Aspen	55	X									
03	00261	26	27.2	Red pine	55						X				
03	00261	28	17.8	Aspen	75						X				
03	00261	62	13.2	Red pine	80						X				
03	00261	66	24.7	Aspen	75	X									
03	00261	67	11.9	Red pine	65						X				
03	00261	88	25.1	Aspen	46	X									
03	00261	89	20.2	Aspen	45	X									
03	00261	90	5.5	Red pine	105	X									
03	00261	91	6.4	Aspen	48	X									
03	00262	1	116	Red pine	75						X	X		X	
03	00262	4	115	Red pine	71						X	X		X	



Long Lake Vegetation Management Project Proposed Action (Alt B) Stand List

District	Location	Stand	Treated Acres	Forest Type	Stand Age	Clearcut	Seedtree	Shelterwood	Single Tree Selection	Group Selection	Thin	Planting or Seeding	Mechanical Site Prep	Release	Pile Burn
03	00262	12	43	Red pine	84						X	X	X	X	
03	00262	17	100	Red pine	73						X	X	X	X	
03	00262	18	6	Red pine	78						X	X	X	X	
03	00262	25	8	Red pine	68						X	X	X	X	
03	00262	30	16	Red pine	65						X	X	X	X	
03	00263	1	134	Red pine	80						X	X	X	X	
03	00263	5	49	Red pine	78						X	X	X	X	
03	00263	12	20.2	Red pine	86						X	X	X	X	
03	00263	18	8	Red pine	101						X	X	X	X	
03	00263	21	58	Red pine	67						X	X	X	X	
03	00263	22	23.3	Red pine	65						X	X	X	X	
03	00263	23	13.8	Red pine	67						X	X	X	X	
03	00263	24	2	Red pine	72						X	X	X	X	
03	00263	28	7.9	Red pine	67						X	X	X	X	
03	00263	30	8.6	Red pine	67						X	X	X	X	
03	00263	55	3.1	Red pine	78						X	X	X	X	
03	00263	79	1.7	Red pine	79						X	X	X	X	
03	00264	10	35	Aspen	61	X									
03	00264	12	76.9	Aspen	80	X						X	X	X	
03	00264	13	10.2	Red pine	77						X	X	X	X	
03	00264	52	10.9	Red pine	70										
03	00265	35	5.6	Aspen	63		X								
03	00265	51	11.3	Aspen	77		X								
03	00265	52	25.6	Aspen	61	X						X	X	X	
03	00265	54	33.4	Aspen	70	X						X	X	X	
03	00265	63	6.1	Red pine	62						X				
03	00270	43	3.5	Tamarack	127										
03	00270	57	14.8	Aspen	72	X						X	X	X	
03	00270	58	16.1	Aspen	70	X						X	X	X	
03	00271	4	19.7	Red pine	51						X				
03	00271	10	32.1	Tamarack	127	X						X			
03	00272	1	33.3	Red pine	50						X				
03	00272	2	17.1	Balsam fir	67								X	X	
03	00272	20	14	Paper birch	48								X	X	
03	00272	21	10	Red pine	80						X				
03	00272	32	4.1	Aspen	67	X									
03	00272	35	7.5	Aspen	66		X						X	X	
03	00273	1	22.3	Aspen	55	X									
03	00273	8	9.2	Paper birch	59		X						X	X	

Long Lake Vegetation Management Project Proposed Action (Alt B) Stand List

District	Location	Stand	Treated Acres	Forest Type	Stand Age	Clearcut	Seedtree	Shelterwood	Single Tree Selection	Group Selection	Thin	Planting or Seeding	Mechanical Site Prep	Release	Pile Burn
03	00278	32	10	Sugar maple / beech / yellow birch	77				X						
03	00278	45	10.6	White spruce	50						X				
03	00278	70	22.3	Hard maple / basswood	81				X						
03	00278	78	12.8	Aspen	68	X						X	X	X	
03	00280	1	11.7	Aspen	65	X						X	X	X	
03	00280	12	35.1	Aspen	75	X						X	X	X	
03	00283	3	30.4	Hard maple / basswood	82				X						
03	00284	2	33.4	Red pine	48						X				
03	00284	4	12.4	Hard maple / basswood	78				X						
03	00286	7	35.3	Aspen	69	X						X	X	X	
03	00287	2	23.4	Hard maple / basswood	73					X			X		
03	00287	3	48.6	Mixed upland hardwoods	87					X			X		
03	00288	21	29.7	Mixed upland hardwoods	85				X						
03	00288	23	39.7	Mixed upland hardwoods	87				X						
03	00288	29	5.1	Aspen	85	X									
05	00152	50	20.3	Aspen	71	X									
05	00154	1	5.6	Red pine	65						X				
05	00154	2	14	Red pine	61						X				
05	00200	12	18.9	Aspen	77	X									



## Proposed Action (Alt B)

## Wildlife Activities

District	Location	Stand	Acres	Mowing	Browse Cutting
03	00227	0029	3.0	X	
03	00229	0002	27.8		X
03	00229	0004	15.2		X
03	00229	0005	7.8	X	
03	00229	0009	17.1		X
03	00229	0018	10.6		X
03	00229	0021	13.9		X
03	00229	0027	15.0		X
03	00229	0040	2.3		X
03	00251	0018	0.9	X	
03	00252	0039	2.0	X	
03	00252	0040	3.4	X	
03	00253	0068	0.8	X	
03	00254	0020	4.1	X	
03	00254	0021	0.9	X	
03	00255	0019	0.8	X	
03	00255	0020	30.1		X
03	00255	0041	0.7	X	
03	00255	0053	0.5	X	
03	00257	0018	4.4	X	
03	00260	0003	2.3		X
03	00260	0004	7.6		X
03	00260	0038	1.0	X	
03	00260	0039	1.9	X	
03	00260	0040	24.0		X
03	00260	0041	0.8	X	
03	00260	0042	3.4		X
03	00261	0064	0.8	X	
03	00280	0028	10.8		X

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**File Code:** 1920  
**Date:** February 5, 2016

The Chippewa National Forest is in the process of making changes to the Forest Plan monitoring program to comply with the Forest Service's 2012 Planning Rule (36 CFR 219.12). We also took the opportunity to review our existing monitoring program and are proposing some changes.

A summary of the changes that include new questions as well as modified and dropped questions is in the attached "Summary of Monitoring Changes" document. Chapter 4, of the Forest Plan, "Monitoring and Evaluation", Table-MON-4, (<http://www.fs.usda.gov/chippewa>) provides an updated listing of the proposed monitoring program. The monitoring program identifies the monitoring questions and the indicators used to measure them.

We would like to hear your comments about the proposed monitoring changes.

- Do you have any specific concerns regarding the changes?
- Are there opportunities for multi-party monitoring you would like to participate in?
- Are there opportunities to share data the Forest collects or that you have collect?

#### **Background**

For background and context, this letter describes three primary points related to the Chippewa National Forest's monitoring under our Forest Plan. First, the new Planning Rule, which provides direction for the development and revision of Forest Plans, went into effect in March 2012. Although we are several years away from another Plan revision, the 2012 Planning Rule requires that our monitoring program contain monitoring question and indicators that address the following eight areas:

1. The status of select watershed conditions.
2. The status of select ecological conditions including key characteristics of terrestrial and aquatic ecosystems.
3. The status of focal species to assess ecological conditions required for diverse plant and animal communities.
4. The status of a select set of ecological conditions that contribute to the recovery of federally listed threatened and endangered species, conserve proposed and candidate species, and maintains a viable population of each species of conservation concern.
5. The status of visitor use, visitor satisfaction, and progress toward meeting recreation objectives.
6. Measureable changes on the plan area related to climate change and other stressors that may be affecting the plan area.
7. Progress toward meeting the desired conditions and objectives in the plan, including providing for multiple use opportunities.



8. The effects of each management system to determine that they do not substantially and permanently impair the productivity of the land.

Of the eight elements, our existing monitoring program addressed most of these. Three new monitoring questions have been added to address: ecological conditions (3), visitor use and satisfaction (5), and climate change (6).

Second, we have taken the opportunity to review our existing monitoring program presented in Chapter 4 of the Forest Plan. Because of this review, we are proposing to modify several questions and drop others. The attached summary provides details on the changes proposed.

Third, 2012 Planning Rule direction supersedes the 1982 Rule, which the Forest used during the 2004 Forest Plan revision process. References to the 2012 PR will replace references in Chapter 4 to the 1982 Planning Rule, as appropriate. Because of the 2012 Planning Rule, the following changes will also take place—

- A biennial report instead of an annual report. Our first report is expected in 2018.
- An evaluation report every 5 years is no longer required.
- The monitoring of population trends of Management Indicator Species (MIS), i.e. goshawk, eagle, white pine, and lynx for the Chippewa NF, is no longer required.

**To comment**

We invite your review and comments on the proposed changes to our monitoring program. We will accept comments for 30 days from February 5 to March 7, 2016. The Forest Supervisor will consider your comments prior to making any monitoring program changes. Final changes to the monitoring program will be prior to the May 9, 2016 transition date specified in the 2012 Planning Rule. This action will not be subject to administrative review as it is considered an administrative change to the Forest Plan (36 CFR 219.13(c)) rather than a Plan Amendment.

Comments may be submitted to: [comments-eastern-chippewa@fs.fed.us](mailto:comments-eastern-chippewa@fs.fed.us); mailed to Chippewa National Forest, 200 Ash Ave. NW, Cass Lake, Minnesota, 56633; or faxed to 218-335-8637 (Attn, Sharon Klinkhammer).

For more information, please contact Sharon Klinkhammer at 218-335-8660 or [sklinkhammer@fs.fed.us](mailto:sklinkhammer@fs.fed.us).

Thank you for your interest in the Chippewa National Forest.

Sincerely,



DARLA LENZ  
Forest Supervisor



**Summary of Monitoring Changes**  
to  
**Chapter 4 Monitoring and Evaluation**  
of the  
**Land and Resource Management Plan**  
**Chippewa National Forest**

The Chippewa National Forest is in the process of making changes to the Forest Plan monitoring program to comply with the Forest Service's 2012 Planning Rule. The Forest also took the opportunity to review our existing monitoring program and has proposed some changes. The following is a summary of the proposed changes that include new questions, questions that have been modified, and questions we propose to drop. In addition, a section is included that lists the questions from our existing monitoring program with no changes that we will continue to monitor. Chapter 4 of the Forest Plan, "Monitoring and Evaluation", Table-MON-4 (<http://www.fs.usda.gov/chippewa>) provides an updated listing of the proposed monitoring program.

**New Questions**

These questions were developed to address monitoring elements specified in the 2012 Planning Rule (36 CFR 219.12) that were not addressed in our existing monitoring program. They will be added to Forest Plan, Chapter 4 Monitoring and Evaluation.

**Vegetation -- Ecological Conditions (element 3)**

- To what extent is Forest management contributing to the maintenance and establishment of white pine in appropriate landscape ecosystems?

**Recreation -- Visitor Use and Satisfaction (element 5)**

- What is the status and trend of visitor use, visitor satisfaction, and progress toward meeting recreation objectives in the plan?

**Climate Change (element 6)**

- How is the frost free season changing across the plan area on an annual basis?

**Modified questions**

A number of monitoring questions in the existing program are proposed for modification. Several of the modifications are minor, i.e., dropped portions that did not apply to the Chippewa. Others, however, reflect a shift that is broader or more representative of the range of activities that occur on the Forest. For each of the resource areas, the modified question is listed first (solid bullet), followed by details on what was changed and the rationale for doing so. The modified questions would replace the questions currently in Chapter 4.

**All**

- How close are projected outputs and services to actual?  
This question is dropped as a "stand alone" question but this is one of several questions listed under "All & Multiple Uses" resource area.

## Fire

- What treatment methods are used, and to what extent, to reduce hazardous fuel conditions, to meet ecological objectives, or to maintain desired vegetation conditions?
  - This replaces the original question: "How, where, and to what extent will prescribed fire be used to maintain desired fuel levels, and/or mimic natural processes, and/or maintain/ improve vegetation conditions, and/or restore natural processes and functions to ecosystems?" The modification is more inclusive in that it is a shift from a focus on prescribed fire only to other fire and fuel treatments used to meet Forest Plan objectives.
- What level of wildland fire occurs on the Forest's landscape?
  - This replaces the original question: "What level of wildland fire on the landscape is appropriate and desirable, and to what extent is unwanted wildland fire on the landscape suppressed? All unwanted fires on our Forest are suppressed so the latter part of that question is not meaningful. The new question is broader and includes all types of fire, both planned and unplanned ignitions, which presents a more complete picture of the types and extent of fire activity that occurs across the Forest.

## Social & Economic Stability

- To what extent does output levels of timber harvest and mix of saw timber and pulpwood compare to those levels projected?
  - Drops "and location" from the original question which did not provide any useful information.

## Special Uses

- Does Forest management of forest product, recreation, and other special use permits meet Forest Plan and agency direction?
  - "Recreation/wilderness" was changed to "recreation". The Chippewa NF does not have any wilderness.

## Tribal Rights and Interests

- Is Forest management helping to sustain American Indians' way of life, cultural integrity, social cohesion, and economic well-being? Is the Forest facilitating the right of the Tribes to hunt, fish, and gather as retained via treaty?
  - The second question is no longer a "stand alone" question. The second question was combined with the first question because they are complementary.

## Vegetation Spatial Patterns

- To what extent is Forest management, natural disturbances, and subsequent recovery restoring vegetation spatial landscape patterns and moving conditions toward both short-term (1-15 years) and long-term (100 years) objectives at Landscape Ecosystem, Management Area, and other appropriate landscape scales?
  - The phrase "Spatial Zone (SNF)" which applies to the Superior NF was dropped from the original question.

## Vegetation Spatial Patterns and Timber

- Where ecologically appropriate, to what extent have the acres and number of patches of temporary openings up to and including 1000 acres been increased?

- This replaces the original question: "How much even-aged management (especially clear cutting) should be used, and in what forest types should it be used?" which was designed to address a 1982 Planning Rule requirement to determine if the maximum size limit (1000 acres) should be continued. Management activities on CNF since 2004 have not created even-aged blocks that are hundreds of acres in size. The focus of the question is shifted to evaluate the increase in size of temporary openings.

#### Wildlife

- Threatened and Endangered Species and Sensitive Species: To what extent is Forest management contributing to the conservation of threatened and endangered species and sensitive species and moving toward short term (10-15 years) and long-term (100 years) objectives for their habitat conditions?
  - TES: To what extent is Forest management contributing to the conservation of Threatened and endangered species and moving toward short term (10-15 years) and long-term (100 years) objectives for their habitat conditions?
    - The last portion of the original question ... "and population trends" was dropped. Emphasis has shifted to providing for ecological conditions.
  - Combines two questions that are essentially the same, one for TES and the other for sensitive species, into one question that addresses both groups of species. Monitoring indicators are the same for both groups.

#### Dropped Questions

The following monitoring questions the Forest proposes to drop from the existing monitoring program for a number of reasons. Some questions are vague and difficult to determine how to monitor, some the Forest lacked the capacity to monitor in terms of expertise and available funding, other questions are no longer relevant or provide useful information.

#### Air Quality

- To what extent is Forest management contributing or responding to air quality effects on ecosystems, human health or human enjoyment?

#### All

- How close are projected costs with actual costs?

#### Insects, Diseases, and Disturbances

- To what extent is Forest management managing undesirable occurrences of fire, insect and disease outbreaks?

#### Land Adjustment

- How successful is the Forest's land adjustment program in support and enhancement of Forest Plan desired conditions and objectives and contributing to efficient and effective stewardship?

#### Minerals

- Are mineral exploration, development and production avoidance or mitigation measures effective and being followed as recommended in project designs?



#### OHV

- To what extent is the Forest providing OHV opportunities; what are the effects of OHV's on the physical and social environment; and how effective are forest management practices in managing OHV use?

#### Public Health and Hazardous Materials

- Does water in Forest-provided drinking water sources and swimming beaches meet standards of quality protective of human health and aesthetics?
- Does hazardous material storage on NF meet standards of quality protective of human health?
- Are Forest facilities and recreation sites safe for employee and public use and enjoyment?

#### Recreation

- To what extent are Forest management activities within the Recreation Opportunity Spectrum Objectives (ROS)?

#### Scenic Resources

- Are forest management activities providing scenic quality as defined by the Scenic Integrity Objectives (SIO)?

#### Social & Economic Stability

- To what extent does the Forest provide commodity resources and non-commodity opportunities in an environmentally acceptable manner that contribute to the social and economic sustainability and diversity of local communities?
- Are forest management activities maintaining the desired characteristics of the areas and species of interest (traditionally and culturally) as identified in research and/or by interested communities and individuals?

#### Vegetation Ecological Processes

- To what extent is Forest management maintaining or restoring conditions that result from or emulate natural ecological processes of fire, wind, flooding, and insects and disease outbreaks.

#### Wildlife

- What are the population trends of management indicator species?
- NNIS: To what extent is Forest management contributing or responding to populations of terrestrial or aquatic non-native species that threaten native ecosystems?
- To what extent is Forest management moving toward short term (10-15 years) and long-term (100 years) objectives for habitat conditions for management indicator species and species associated with management indicator habitats?

Additional information on the rationale for each question dropped is available upon request.

#### **No changes to questions**

The following questions are part of the Forest's existing monitoring program and will continue to be monitored.

#### Cooperation

- To what extent does the Forest emphasize agency, tribal, and public involvement and inter-governmental coordination with federal, state, county governments and agencies?

#### Heritage Resources

- Are avoidance or mitigation measures effective and being followed as recommended in project designs? 2) Are heritage resources being affected in non-project areas?

#### Insects and Disease

- Are insect and diseases populations compatible with objectives for restoring or maintaining healthy forest conditions?

#### Landscape Ecosystems and Ecological Conditions

- To what extent is the Forest meeting vegetation composition and age class objectives for each of the Landscape Ecosystems?

#### Recreation

- To what extent do Forest recreation facilities and opportunities meet accessibility, health, safety, cost, and maintenance requirements and achieve resource and social objectives?
- To what extent is the Forest providing a range of motorized and non-motorized recreation opportunities that incorporate diverse public interests yet achieve applicable Management Area and landscape ecosystem objectives.

#### Soils

- Are the effects of Forest management, including prescriptions, resulting in significant changes to productivity of the land?

#### Timber

- Are harvested lands adequately restocked after five years?
- To what extent is Timber Management occurring on lands suitable for such production?

#### Transportation System

- To what extent is the Forest, in coordination with other public road agencies, providing safe, cost effective, minimum necessary road systems for administrative and public use.

#### Tribal Rights and Interests

- Are government to government relationships functional?

#### Vegetation

- To what extent is the Forest providing a full range of vegetative communities that address diverse public interests and needs while contributing to ecosystem sustainability and biological diversity?

#### Vegetation Composition & Structure

- To what extent are conditions moving toward short-term (1-20 years) and long-term (100 years) objectives at Landscape Ecosystem, Management Area, and other appropriate landscape scales?

**Watershed Health & Riparian**

- To what extent is Forest management affecting water quality, quantity, flow timing and the physical features of aquatic, riparian, or wetland ecosystems?

**Wildlife:**

- TES: To what extent are road and trails closures effective in prohibiting unauthorized motor vehicle use?
- TES: To what extent is the Forest maintaining no net increase in groomed or designated over-the-snow trail routes unless the designation effectively consolidates use and improves lynx habitat through a net reduction of compacted snow areas?
- To what extent is Forest management providing ecological conditions to maintain viable populations of native and desired non-native species?

**To comment**

We invite your review and comments on the proposed changes to our monitoring program. We will accept comments for 30 days from February 5 to March 7, 2016. The Forest Supervisor will consider your comments prior to making any monitoring program changes. Final changes to the monitoring program will be prior to May 9, 2016 transition date specified in the 2012 Planning Rule. This action will not be subject to administrative review as it is considered an administrative change to the Forest Plan (36 CFR 219.13(c)) rather than a Plan Amendment.

Comments may be submitted to: [comments-eastern-chippewa@fs.fed.us](mailto:comments-eastern-chippewa@fs.fed.us); mailed to Chippewa National Forest, 200 Ash Ave. NW, Cass Lake, Minnesota, 56633; or faxed to 218-335-8637 (Attn, Sharon Klinkhammer).

For more information, please contact Sharon Klinkhammer at 218-335-8660 or [sklinkhammer@fs.fed.us](mailto:sklinkhammer@fs.fed.us).

Thank you for your interest in the Chippewa National Forest.

## **Planning and Zoning**

**None**

**Attachment 4, 5, & 6**

**2016 Annual Workplan and Budget**

**Resolution 2016-02**

**Tabletop display cost**

# Mississippi Headwaters Board Work Plan July 1<sup>st</sup>, 2016 to June 30<sup>th</sup>, 2017

This Work Plan is submitted as required by Minnesota Statute 103F.361 to 103F.377 and the MNDNR. The Work Plan is to be implemented by the joint powers board member counties of Aitkin, Beltrami, Cass, Clearwater, Crow Wing, Hubbard, Itasca and Morrison in conjunction with the attached budget.

## **WORK PLAN:**

The Mississippi Headwaters Board (MHB) participates with and provides leadership and staff support to citizens and partners within the Upper 400 mile Mississippi River corridor, as funding permits, in four program areas:

- A.** Long Range Planning through administration of the Comprehensive Plan
- B.** Resource Stewardship, River utilization and Best Management Practices implementation
- C.** Public Education, Information and Incentives.
- D.** Administration.

The Mississippi Headwaters Board has made river protection a priority, and remains ready to champion the development of this cause. The funding necessary to complete this will require utilizing many revenue streams such as: Clean Water Legacy, general appropriation, Outdoor Heritage funding, and private funding opportunities. The work plan and budget constitute an effective plan to coordinate Mississippi Headwaters Board efforts with the Minnesota's water protection initiatives. This organization is up to the challenge with and through the on-going support of the state of Minnesota, our eight member counties, various local agencies, and private partners. Below are key initiatives that the Mississippi Headwaters Board plans to execute, followed by the four program area details as mentioned above.

## **2016 INITIATIVES**

### **I. Stormwater Tactical Planning**

The Executive Director will work with the cities within the MHB counties to develop strategies for grant attainment for implementation.

**Outcome:** Stormwater issues will be addressed and a strategy for implementation will be worked out.

**Measurable:** Reporting of the ED to the MHB Board on progress of work.

**Result:** Clean Water Funding and other funding will be applied for in 2016.

## **II. Aquatic Invasive Species (AIS)**

Implement funding for AIS infomercials for April – June and October - December time frame.

**Outcome:** Behavioral changes observed in individuals who visit our lakes.

**Measurable:** A survey will be conducted at boat accesses to find out where the recreational boater receives their information about AIS.

**Result:** A reduction in risk factors will be noted at public accesses.

## **III. Natural Resource Protection**

The MHB will utilize the “Moving the Needle toward Protection” campaign to protect the Mississippi River.

**Outcome:** The MHB will implement the Lessard-Sams Outdoor Heritage funding to assist in protecting the habitat and water quality of the Mississippi River.

**Measurable:** Partners will engage landowners in discussion about RIM easements and Acquisition opportunities.

**Result:** the process of protection of the Mississippi River through permanent fee title acquisitions and easements will occur.

## **PROGRAM AREAS**

### **A. Long range planning through administration of the Comprehensive Plan.**

1. Review the existing plan annually and update as needed.
2. Facilitate public hearings in each county on any plan changes.
3. Facilitate communication and cooperation between the counties and other agencies via resolutions of support and cooperative agreement procurement.
4. Continue to assist the eight individual Mississippi Headwaters Board counties in the development and improvement of a river specific Water Plan chapter amendment specific to water quality objectives along the first 400-miles of the river corridor.
5. Submit reports as required to State and DNR.
6. Review and certification of land use actions within the first 400 miles of the Mississippi River corridor.
7. Prepare and present to the appropriate policy committees of the Minnesota legislature a biennial report concerning the action of the Board in exercising the authority granted by the legislature under sections 103F.361 to 103F.377

### **B. Encourage Resource Stewardship and Best Management Practices.**

1. Partner with entities that work within the MHB area through exchange of report analysis (i.e. GIS and existing data sets).
2. Seek effective interface with lake and river citizen groups.
3. Continue to encourage new techniques and practices specifically in municipal annexations and townships through communication and collaboration.
4. Review, certify, and track city and township ordinances as they affect the Mississippi Headwaters corridor, while supporting each in the strategic development and implementation of projects along the river.
6. Update and maintain the Mississippi Headwaters Board web site to provide the public with easy access to information about the board, and other pertinent regulatory information.
7. Conduct public meetings and training as necessary to afford opportunity to the public to be fully informed of the plan, Best Management Practices and project cost-share opportunities.
8. Advocate safe and environmentally conscientious community and public recreational access to and usage of the river corridor.
9. Produce literature for the on-going education of river stewardship.
10. Support the positions of the Mississippi Headwaters Board and perform tasks as required to fulfill the State statute and values of the board.
11. Continued attention to the coordinated management of headwaters dams as a system rather than individual sites in the Mississippi Headwaters Board corridor.
12. Work with counties on Aquatic Invasive Species prevention strategies.

**C. Plan Implementation through Public Education, Information and Incentives.**

1. Seek funding for various Mississippi river quality programs.
2. Participate and encourage implementation of goals through collaboration on partner projects in the Minnesota Upper Mississippi watershed basin.
3. Seek opportunities to inform the public of water monitoring opportunities and practices.
4. Work with other area organizations and partners on various grants throughout the Upper Mississippi River for water monitoring programs.

**D. Administration:**

Consistent with the MCIT (Minnesota County Trust Insurance) and other government policies, Mississippi Headwaters Board will administer, coordinate, and communicate efficiently and ethically in the public interest, to provide cost efficient, reliable and courteous public service to the best of its ability. This will be accomplished in compliance with the enabling statute and the Comprehensive Land-use Plan. The computer programs will be used to the maximum potential within the abilities of staff, taking into consideration that many constituents rely on traditional means of communication and cannot be neglected.

1. Provide technical support, staff support, comment, training and review as needed.
2. Ensure consistent, administered action of minimum standards through zoning procedures and a prioritized risk assessment methodology for specific river focused objectives.
3. Provide review and comment of conditional use projects in the corridor.
4. Certify county actions on variances, ordinances, and amendments to zoning ordinances; or utilize process for appeal.
5. Work with applicants (and/or local zoning personnel) prior to the board meeting in order to improve application quality and compliance.



6. Meetings (External Operations)

- a. The Mississippi Headwaters Board will meet monthly or as necessary to review and certify zoning variances, amendments and ordinances from the eight member counties.
- b. Prepare testimony as needed.
- c. Provide an agenda that provides information on budget, correspondence, actions, and pertinent issues.
- d. Meet with the Technical Advisory Committee as deemed necessary to review over the Comprehensive plan and area zoning requirements.
- e. Mississippi Headwaters Advisory Committee will meet according to the by-laws and as deemed necessary.
- f. Assemble a Project Review Committee to assist the board with filtering area zoning/environmental projects for board involvement.
- g. Administer and maintain professional services and contracts as needed.

7. Internal Operations

- a. The Executive Director with the direction of the Mississippi Headwaters Board will oversee activities in compliance with the Crow Wing Personnel Policy and continue the planning process to acquire funding for the position to oversee day to day operations and ensure funding sustainability.
  - i. Define duties & obligations.
  - ii. Assure eight county participation with the Mississippi Headwaters Board activities.
  - iii. Locate/strengthen ties with other partners and legislative agencies.
  - iv. Formal planning process for continued development of Mississippi Headwaters Board role.
- b. The Fiscal Agent with the direction of the Executive Director will perform office duties in compliance with the Personnel Policy.
  - i. Maintain office and computer network.
  - ii. Maintain website and mailing list files.
  - iii. Archive old files.
  - iv. Address needs in compliance with the MCIT, OSHA, and other recommendations.
  - v. Maintain financial system and provide:
    - Revenue accounts, invoices, contracts and expenditures.
    - Monthly financial reports to the Mississippi Headwaters Board.
    - Assistance for audits.
    - Prepare annual and FY budget, materials, and requests for each county.
    - Coordinate annual budget.
- c. Staff Development
  1. Continued professional education of staff.
  2. Fulfill federal, state, local and Mississippi Headwaters Board requirements for employees as discussed in the Crow Wing County Personnel Policy.

# SFY ANNUAL BUDGET '16

Approx. Expenses (Office Operation)	Approx. Budgeted Annually
Salary (Health, FICA, Pera) <b>Executive Director Program Specialist.</b>	\$ 76,000.00 \$ 65,000.00
Travel Expenses	\$ 2,000.00
Training Expenses	\$ 2,000.00
Insurance Liability	\$ 3,500.00
Administrative Services	\$ 6,300.00
MHB Per Diem / Ins.	\$ 4,800.00
MHB Mileage (IRS rate)	\$ 5,000.00
Staff Mileage	\$ 5,000.00
State Audit	\$ -
<b>Office Operations:</b>	<b>\$16,000.00</b>
MHAC Per Diem	\$ 1,000.00
Equipment (maint/repair)	\$ 900.00
Prof. Service (legal / WEB)	\$ 10,000.00
<b>Outreach</b> 1) Publications 2) Events 3) Marketing	<b>\$ 2,500.00</b>
<b>EXPENSE TOTAL</b>	<b>\$ 200,000.00</b>

Approx. Revenue	Income
State/DNR	\$ 124,000.00
County Appropriations	\$ 12,000.00
Proposed County in-kind Support \$315,958	
Sales	\$ 1,000.00
	\$ -
<b>Sub-total</b>	<b>\$ 137,000.00</b>
<b>Grants/Other</b>	
AIS grant	\$3,000
Outdoor Heritage Fund	\$38,000
CWL Implementation- Stormwater	\$18,000
MPCA Water Quality/Monitoring	\$4,000
<b>Sub-total</b>	<b>\$ 63,000.00</b>
<b>REVENUE TOTAL</b>	<b>\$ 200,000.00</b>

Grants/Other	Approx. Budgeted Annually	Approx. Administrative Revenue
Feed Lots and Septic		
Restoration/reforestation		
Impervious / stormwater planning		
Agricultural practices		
Groundwater		
Conservation Easements		
Land Application		
Planning		
MPCA Water Quality/Monitoring	\$31,000	\$4,000
Leadership		
AIS grant	\$50,000	\$3,000
Outdoor Heritage Fund	\$3,150,000	\$38,000
CWL implementation- Stormwater	\$141,000	\$18,000

## Resolution

At a regularly scheduled meeting of the Mississippi Headwaters Board held on May 19, 2000, Commissioner Bruggman offered the following resolution and moved its adoption:

The Mississippi Headwaters Board (MHB) hereby resolves that the MHB Director has the authority to prepare, submit and sign grant proposal(s) for the MHB, and sign a grant agreement if a proposal is approved, with notification to the MHB of such action and scope of the project.

Commissioner Nelson seconded the motion for the adoption of the resolution and it was declared adopted upon the following vote: 6 Ayes, 0 Nays.

---

I, Theresa Eclov, duly appointed Office Manager of the Mississippi Headwaters Board, do hereby certify that I have compared the foregoing copy of this resolution with the draft minutes of the meeting held on the 19<sup>th</sup> day of May, 2000, and have found the same to be a true and correct copy thereof.

---

Theresa Eclov, Office Manager

Dated this 26th day of May, 2000.



## RESOLUTION 2016-02

### Mississippi Headwaters Board

---

At a regularly scheduled meeting of the Mississippi Headwaters Board held on February 19, 2016, Commissioner \_\_\_\_\_ offered the following resolution and moved its adoption:

The Mississippi Headwaters Board (MHB) hereby resolves that the MHB Executive Director has the authority to prepare, submit and sign grant proposal(s) for the MHB, and sign a grant agreement if a proposal is approved, with notification to the MHB of such action and scope of the project.

Commissioner \_\_\_\_\_ seconded the motion for the adoption of the resolution and it was declared adopted upon the following vote: \_\_\_\_ Ayes, \_\_\_\_ Nays.

---

I, Tim D Terrill, Executive Director of the Mississippi Headwaters Board, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 19<sup>th</sup> of February A.D. 2016, and the same is a true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL

At Walker, Minnesota, this 19th day of February, A.D. 2016.

---

Tim D Terrill – Executive Director

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## Tabletop Display Expense

Please review, let me know if you have any questions, looking forward to hearing more!

### **Printing Services Estimate:**

\$193.60 per panel

\$580.80 all total for panel printing, laminating, velcro on back

### **Display Light Kit Estimate:**

Battery powered LED light kit

2 lights

Black or silver finish

\$517.00

### **Optional soft sided light travel case:**

\$44.00

### **Creative Services Estimate:**

Map manipulation, graphic design (based upon receiving a editable digital map from Mitch Brinks)

4 – 6 hours

\$380.00 - \$570.00

### **Creation of (3) icons to represent Stormwater Retrofit**

#### **Analysis, Habitat Protection, and AIS**

6 – 9 hours

\$570.00 - \$855.00

### **Display Artwork Graphic Design**

8 – 10 hours

\$760.00 - \$950.00

### **Client artwork revisions, start to finish**

3 – 5 hours

\$285.00 - \$475.00

### **Total Project Estimate:**

\$3,136.80 - \$3,991.80

50% of the estimated creative services is due upon approval to begin.

The remaining balance is due upon final client approval.



# Estimate

110 NW 3rd St  
Brainerd, MN 56401

**Adventure Creative Group New Business**

Estimate Date: 2/5/2016  
Project Number: ACGNB0942  
Revision: 0  
Client Project Number:

**Project Name:** Mississippi Headwaters Board - Display

**Description:** Create artwork for 96" x 4' tabletop display for use in office and various tradeshow/events. Includes printing of panels with velcro and laminating. Estimate includes several concepts, and 2 rounds of revisions on final concepts.

Maps and some images to be provided by client. Estimate excludes stock photography.

---

**Agency Services**

- Account Management
- Copywriting
- Layout/Design

**Expenses**

- Electronic Delivery
- Laser Proofs/Copies/Duplication
- Online Project Management
- Storage Medium
- Printing

---

Agency Services Subtotal:	\$2,875.00
Estimated Expenses Subtotal:	\$845.00

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**Thanks for looking to Adventure!** **TOTAL ESTIMATE:** **\$3,720.00**

*Adventure™ may require new estimates for projects not initiated in a timely manner, or changes in direction that may result in different finished project costs. Unless otherwise noted, all projects include two rounds of revisions. By approving this estimate, our clients agree to pay all partial billing up to the full amount prior to completion. Estimates do not include applicable sales tax. Invoices are net 30 days from date of invoice.*

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**Approved By:** \_\_\_\_\_  
Signature of Client Representative Approval Date