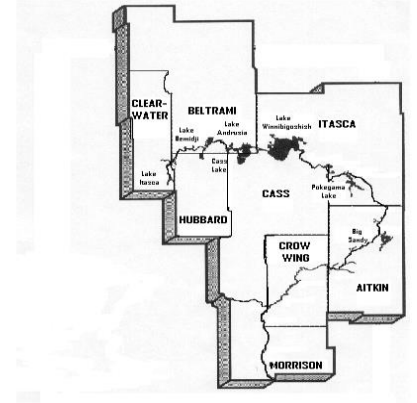




**Mississippi Headwaters Board  
Meeting Agenda  
Cass County Courthouse  
Walker, MN  
April 27, 2018  
10:00 am**



- **Call to Order/Pledge of Allegiance**

**10:00 PM Approve/Amend**

- Agenda
- Consent Agenda – March '18 Minutes & Expenses (att. 1 & 2)

**Planning and Zoning (Actions)**

- None

**Action / Discussion Items:**

- Executive Director's Report (att. 3)
- Forest Friendly Brewery project (att. 4)
- Comp plan Revision (att. 5)

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

**Meeting Adjourned - Thank you**

**Mtgs:**

**May 25, '18, 10:00 AM – MHB Board Meeting- Walker, MN**

## **Attachment 1 & 2**

Draft Minutes

Monthly Expenses

Mississippi Headwaters Board  
March 23, 2018  
Cass County Courthouse  
Walker, MN 56484

MEETING  
MINUTES

Members present: Rosemary Franzen (Crow Wing), Keith Winger (Beltrami), Cal Johannsen (Hubbard), Dean Newland (Clearwater), Scott Bruns (Cass), Anne Marcotte (Morrison), and Tim Terrill (Executive Director).

Others Present: Marcel Noyes, Hubbard County SWCD Supervisor

Vice-Chairman Johannsen called the meeting to order followed by the Pledge of Allegiance.

**M/S (Marcotte/Newland) to approve of the agenda with the addition of a Clean Water initiative. Motion Carried.**

**M/S (Winger/Franzen) to approve of the consent agenda. Motion Carried.**

### **Planning & Zoning**

None

### **Action/Discussion Items** **Executive Director Report**

Tim stated that he met with the Aitkin county board and they approved of the Savannah State Forest addition which is over 160 acres and has 1.25 miles of Mississippi river frontage. Discussion ensued about property tax and PILT and there was a consensus that land acquisition must be looked at on a case by case basis.

Tim advised the board on the MHB statute clarification and that it was heard before the Senate Environment and Natural Resources Policy and Legacy Finance Committee, and it was recommended to be heard by the House Environment and Natural Resources Policy and Finance Committee although it has not been calendared yet.

Tim explained to the board that he had conversation with Cory Boushee from the GBAJPB about annexation or incorporation of land by a city and how moratoriums can only be lifted by the MHB. This brought up some questions and was brought to the attention of Casey Mai, who is the director of the GBAJPB. Casey is looking into this matter and he thinks there was some cooperative agreement signed back in 2007 in which all parties participated in. The city attorney is looking into this. Tim explained that he looked at the board meeting agenda's from 2006 to 2008 and did not see any agenda items discussing a cooperative agreement.

Tim is meeting with the DNR Regional Management Teams in NE and NW Minnesota to provide them with an update on the MHB acquisition program.

1. Clean Water Initiative- Commissioner Marcotte brought before the board an email from Aitkin Land Commissioner Mark Jacobs a clean water initiative that the Minnesota Forest Resource Council is

looking at implementing. Tim explained that this initiative is at the concept stage and the group has not formally met to discuss all the details. The purpose is to show industry people the connection between forests and clean water. The implementation of this initiative would imply going to various beer producers on the Mississippi river and educating them about how forest provide clean water for them to make their beer. There might be some type of certification process added into it as well. Tim added that his role would be showing producers the “moving the needle” model that the MHB developed several years ago as an informational tool. Discussion ensued about the certification procedure and many questions were asked about it. Through consensus the board decided to wait until a clear plan and understanding is formalized.

2. Comp. Plan Revision- The board started reviewing the MHB Comprehensive Plan and ended on page 12.

County Updates- Dean discussed with the board the boarder-to-boarder trail designation and how its purpose is to designate existing highway as a transportation corridor for trucks. Dean was curious if other board members had heard about this as it hasn't really come before his county board. Clearwater townships opposed the designation.

Legislative Update- None

**M/S (Marcotte/Franzen) to adjourn. Motion carried.**

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Chairman Paul Thiede

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Executive Director Tim Terrill

04/10/2018 10:41  
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Crow Wing County  
ACCOUNT DETAIL HISTORY FOR 2018 03 TO 2018 03

P 1  
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ORG YR/PR	OBJECT PROJ JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
74	10001	Cash & Pooled Investments							
							SOY BALANCE	298,580.61	
					PER 01		173,155.22	471,735.83	
					PER 02		22,474.25	494,210.08	
18/03	59 03/02/18	PRJ					-3,857.15	490,352.93	
18/03	167 03/05/18	APP VOID					98.10	490,451.03	
	A020618								
18/03	217 03/06/18	APP A0306					-98.10	490,352.93	
	A030618								
18/03	356 03/13/18	APP A0313					-170,744.96	319,607.97	
	A031318								
18/03	422 03/16/18	PRJ					-3,678.18	315,929.79	
18/03	461 03/19/18	GNI FEB					-478.90	315,450.89	
	WF PCARD	SYSTEM GENERATED DUE TO LINE							
18/03	529 03/20/18	APP A0320					-810.56	314,640.33	
	A032018								
18/03	698 03/26/18	GNI	AmyG	26281			5,000.00	319,640.33	
	iNovah	SYSTEM GENERATED DUE TO LINE							
18/03	734 03/27/18	APP A0327					-462.55	319,177.78	
	A032718								
18/03	786 03/30/18	PRJ					-2,924.17	316,253.61	
18/03	789 03/28/18	GNI					884.05	317,137.66	
	ST OF MN	SYSTEM GENERATED DUE TO LINE							
18/03	848 03/31/18	GEN					-525.00	316,612.66	
	RECURRING	SYSTEM GENERATED DUE TO LINE							
	LEDGER BALANCES	---	DEBITS:	201,611.62	CREDITS:	-183,579.57	NET:	18,032.05	
74	20050	Vouchers Payable							
							SOY BALANCE	.00	
18/03	167 03/05/18	APP VOID					-98.10	-98.10	
	13615	AP CASH DISBURSEMENTS JOURNAL							
18/03	217 03/06/18	APP A0306					98.10	.00	
	A030618	AP CASH DISBURSEMENTS JOURNAL							



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Crow Wing County  
ACCOUNT DETAIL HISTORY FOR 2018 03 TO 2018 03

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ORG YR/PR	OBJECT JNL	PROJ EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
18/03	848	03/31/18	GEN					525.00	212,316.48	
	RECURRING									
	LEDGER BALANCES --- DEBITS:				212,316.48	CREDITS:		.00	NET:	212,316.48
74	38500	Revenues				SOY BALANCE			.00	
						PER 01		-190,849.26	-190,849.26	
						PER 02		-33,615.22	-224,464.48	
18/03	698	03/26/18	GNI	AmyG	26281			-5,000.00	-229,464.48	
	iNovah									
18/03	789	03/28/18	GNI					-884.05	-230,348.53	
	ST OF MN									
	LEDGER BALANCES --- DEBITS:				.00	CREDITS:		-230,348.53	NET:	-230,348.53
74830	53180	Environmental Assistance /MPCA				REVISED BUDGET				.00
						PER 01		-503.14	-503.14	
						PER 02		-1,106.64	-1,609.78	
18/03	789	03/28/18	GNI					-884.05	-2,493.83	
	ST OF MN INV #21									
	LEDGER BALANCES --- DEBITS:				.00	CREDITS:		-2,493.83	NET:	-2,493.83
74830	58300	Miscellaneous Other Revenue				REVISED BUDGET				.00
						PER 01		-153,674.56	-153,674.56	
						PER 02		-23,670.40	-177,344.96	
18/03	698	03/26/18	GNI	779826 AmyG	26281			-5,000.00	-182,344.96	
	iNovah 2018 GEO TRACKING CONTRACT									
	LEDGER BALANCES --- DEBITS:				.00	CREDITS:		-182,344.96	NET:	-182,344.96
74830	61000	Salaries & Wages - Regular				REVISED BUDGET				.00
						PER 01		4,955.02	4,955.02	
						PER 02		4,955.03	9,910.05	
18/03	59	03/02/18	PRJ	pr0302 1180302	1180302			2,725.26	12,635.31	
	pay030218 WARRANT=180302 RUN=1 BI-WEEKL									

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Crow Wing County  
ACCOUNT DETAIL HISTORY FOR 2018 03 TO 2018 03

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ORG YR/PR	OBJECT JNL	PROJ EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
18/03	422	03/16/18	PRJ pr0316	1180316	1180316			2,539.45	15,174.76	
	pay031618		WARRANT=180316	RUN=1	BI-WEEKL					
18/03	786	03/30/18	PRJ pr0330	1180330	1180330			2,539.45	17,714.21	
	pay033018		WARRANT=180330	RUN=1	BI-WEEKL					
LEDGER BALANCES --- DEBITS:				17,714.21		CREDITS:		.00	NET:	17,714.21
74830	61200	Active Insurance				REVISED BUDGET				.00
						PER 01		1,470.56	1,470.56	
						PER 02		1,469.38	2,939.94	
18/03	59	03/02/18	PRJ pr0302	1180302	1180302			734.59	3,674.53	
	pay030218		WARRANT=180302	RUN=1	BI-WEEKL					
18/03	422	03/16/18	PRJ pr0316	1180316	1180316			714.59	4,389.12	
	pay031618		WARRANT=180316	RUN=1	BI-WEEKL					
LEDGER BALANCES --- DEBITS:				4,389.12		CREDITS:		.00	NET:	4,389.12
74830	61300	Employee Pension & FICA				REVISED BUDGET				.00
						PER 01		722.96	722.96	
						PER 02		725.48	1,448.44	
18/03	59	03/02/18	PRJ pr0302	1180302	1180302			397.30	1,845.74	
	pay030218		WARRANT=180302	RUN=1	BI-WEEKL					
18/03	422	03/16/18	PRJ pr0316	1180316	1180316			369.14	2,214.88	
	pay031618		WARRANT=180316	RUN=1	BI-WEEKL					
18/03	786	03/30/18	PRJ pr0330	1180330	1180330			384.72	2,599.60	
	pay033018		WARRANT=180330	RUN=1	BI-WEEKL					
LEDGER BALANCES --- DEBITS:				2,599.60		CREDITS:		.00	NET:	2,599.60
74830	62100	Telephone				REVISED BUDGET				.00
						PER 01		60.42	60.42	
						PER 02		59.83	120.25	
18/03	422	03/16/18	PRJ pr0316	1180316	1180316			55.00	175.25	
	pay031618		WARRANT=180316	RUN=1	BI-WEEKL					
18/03	526	03/20/18	API 006205	70792		13980	B	1.82	177.07	
	W A032018	March	CTC & 02/18-02/28 LD CAL CONSOLIDATED TELECOM							



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Crow Wing County  
ACCOUNT DETAIL HISTORY FOR 2018 03 TO 2018 03

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ORG YR/PR	OBJECT PROJ JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
18/03	526 03/20/18	API 006205		70792	13980	B	.61	177.68	
	W A032018	March CTC & 02/18-02/28	LD	CAL CONSOLIDATED TELECOM					
	LEDGER BALANCES --- DEBITS:			177.68	CREDITS:		.00	NET:	177.68
74830	62680	Non-Employee Per Diems							.00
					REVISED BUDGET				
					PER 01		250.00	250.00	
					PER 02		300.00	550.00	
18/03	730 03/27/18	API 001099		71117	14043	B	50.00	600.00	
	W A032718	02.15.18 & 03.23.18	MHB & MILE	MARCOTTE, ANNE					
18/03	730 03/27/18	API 001099		71117	14043	B	50.00	650.00	
	W A032718	02.15.18 & 03.23.18	MHB & MILE	MARCOTTE, ANNE					
18/03	730 03/27/18	API 002837		71118	14042	B	50.00	700.00	
	W A032718	MHB & MILEAGE 03.23.18		JOHANNSEN, CALVIN					
18/03	730 03/27/18	API 002534		71119	14046	B	50.00	750.00	
	W A032718	MHB & MILEAGE 03.23.18		NEWLAND, DEAN					
18/03	730 03/27/18	API 004028		71120	14417	B	50.00	800.00	
	W A032718	MHB & MILEAGE 03.23.18		WINGER, KEITH					
	LEDGER BALANCES --- DEBITS:			800.00	CREDITS:		.00	NET:	800.00
74830	62720	Non-Employee Mileage							.00
					REVISED BUDGET				
					PER 01		198.09	198.09	
					PER 02		376.89	574.98	
18/03	730 03/27/18	API 001099		71117	14043	B	60.50	635.48	
	W A032718	02.15.18 & 03.23.18	MHB & MILE	MARCOTTE, ANNE					
18/03	730 03/27/18	API 001099		71117	14043	B	81.75	717.23	
	W A032718	02.15.18 & 03.23.18	MHB & MILE	MARCOTTE, ANNE					
18/03	730 03/27/18	API 002837		71118	14042	B	27.25	744.48	
	W A032718	MHB & MILEAGE 03.23.18		JOHANNSEN, CALVIN					
18/03	730 03/27/18	API 004028		71120	14417	B	43.05	787.53	
	W A032718	MHB & MILEAGE 03.23.18		WINGER, KEITH					
	LEDGER BALANCES --- DEBITS:			787.53	CREDITS:		.00	NET:	787.53



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Crow Wing County  
ACCOUNT DETAIL HISTORY FOR 2018 03 TO 2018 03

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ORG YR/PR	OBJECT PROJ JNL EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE	NET BUDGET BALANCE
LEDGER BALANCES --- DEBITS:				1,134.07	CREDITS:		.00	NET:	1,134.07
74830	64090	Office Supplies							
									REVISIED BUDGET .00
					PER 01		131.87	131.87	
					PER 02		30.82	162.69	
18/03	461 03/19/18	GNI FEB					3.89	166.58	
	WF PCARD	board snack							
		TIM TERRILL-SUPER ONE FOODS #45							
18/03	461 03/19/18	GNI FEB					2.26	168.84	
	WF PCARD	board agenda packet							
		TIM TERRILL-USPS PO 2611000401							
LEDGER BALANCES --- DEBITS:				168.84	CREDITS:		.00	NET:	168.84
GRAND TOTAL --- DEBITS:				793,903.48	CREDITS:		-770,883.06	NET:	23,020.42

69 Records printed

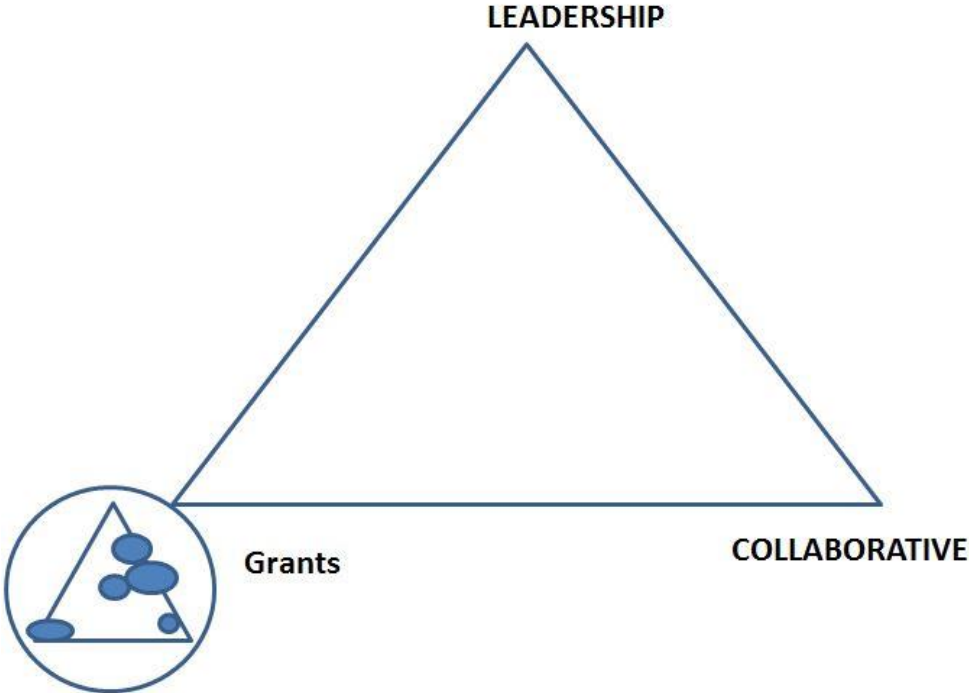
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## **Planning and Zoning**

**None**

# Action/Discussion

Executive Director's Report  
Forest Friendly Brewery project  
Comp plan Revision



# Executive Director Report

March-April 2018

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

1. Reviewed monthly budget.
2. Prepared monthly agenda packet.
3. Sent in monthly expense report.
4. Reviewed potential variances that may be coming before the Board next month.
5. Attended call in meetings with MPCA.
6. Signed amendment for MPCA grant.
7. Updated the Comprehensive Plan according to last month's board comments.
8. MN Pollution Control Agency amendment was finalized for two more years.
9. SF 3214 in the Env. and Nat. Res. Policy and legacy finance committee was recommended to be placed in a Senate Omnibus bill (SF3141) and to pass and re-refer to Environment and Natural Resources Finance committee.
10. Sent comment on Northland Counseling Center CUP to Itasca county.

## Meetings & Networking

1. Met with the NW Dept. of Natural Resources Regional Management Team in Bemidji to refresh them on the MHB easement and acquisition program and provide them examples of what has been accomplished.
2. Met with townships at the Hubbard county annual township meeting.
3. Both SF 3214 and HFF 3992 have been referred to committees.
4. Discussed with Morey Duvall about the possibility of a campground on the Miss. river.
5. Attended DNR RMT meeting and provided them with a refresher on our easement and acquisition process and program.
6. Attended meeting for the Leech Lake 1W1P plan. The advisory committee will only make recommendations to the policy committee.
7. Attended the MN Forest Resource Landscape Stewardship Plan meeting and discussed ways to infuse some of it into county forest management plans.
8. Attended the Freshwater Society State of the Waters Conference in Breezy Point, MN.
9. Attended Morrison and Aitkin county township meetings.
10. Expecting to comment on Beltrami county shoreland ordinance change.

Forest friendly brewery project is designed to engage and educate local breweries on the forest = clean water connection. It is well understood in the NR field but not widely understood by the general public. We feel that these small local craft breweries are a good vehicle to spread the word to their clientele.

The idea is to utilize the knowledge of our broad based team (MFRC, MHB, TNC, MLEP, Dovetail, LLCC, ACLD) to provide factual information showing that forests are important to water quality and that responsible forest management is a land-use that protects water quality and other forest values (economic and ecological). If they like the concept and are willing to promote that concept they would be acknowledged as a FFB. My thought was that the Forest Stewards Guild could be the “acknowledger” and carry the program forward (unless you all have other ideas). I want you to help inform but do not expect you to commit to anything long-term (unless you want to – becoming a FSG member is one way ☺).

We could provide use of a logo (Courtney’s pint logo appears to be the “fave”), maybe a cool poster that illustrates the forest-water-beer connection and/or a fact sheet to have on hand, and a sign on their business (something like)...

*“Forest Friendly Breweries” support putting the forest first - maintaining forestland in the watershed; and promoting responsible forest stewardship practices that benefit forest values - protecting water quality, providing wildlife habitat, and supporting local communities.*

It would then be important to keep them engaged (website, e-blasts, social media, etc)... which could lead to events, (a headwaters brewery “crawl”, special brews or events for arbor, earth or public lands day, etc.) they are the entrepreneurs so they’ll probably have ideas as well.

A common comment revolves around the fact that we’re not requiring the breweries to do much – in my mind that is OK as long as they help spread the word. If we ask for money or require a huge time commitment, we’ll get little interest. We are not “certifying” them, we’re asking them to be a partner in promoting healthy, working forests and clean water. Water from our forest is their primary ingredient and it’s local – they seem like a logical partner.

I’m thinking of inviting the 9 breweries between Bemidji and Brainerd to a lunch meeting (Grand Rapids?) to give them our information and the FFB concept and see what kind of buy-in we get. If we get 30-people (including us) the catered lunch would be \$450 + venue rental if needed. There would also be a future cost for logo/posters/etc.

**Please respond as to your thoughts on this concept if we’re all-in (or mostly in) I will more aggressively pursue some funding options.**

## **Factoids...**

The Upper Mississippi River Watershed (Lake Itasca to Brainerd) is **70%** forested?

**2/3** of the UMRW forests are managed by public agencies (Federal-State-County)?

Forests provide **80%** of our drinking water in MN?

About 10% of rainfall on forestland runs off into lakes or streams (the balance evaporates or soaks into the ground); as opposed to about 55% run-off in urban settings

Forested watersheds, with a mosaic of mature and young forest and wetlands, reduce spring flood potential by desynchronizing snowmelt

Approximately 1% of MN forests are impacted by timber harvesting each year; with over 50% occurring in winter where frozen ground greatly reduces soil erosion/sedimentation potential

Forest guideline audits in the UMRW from 2014-2017 indicate over a 99% compliance rate on applying vegetative buffers to prevent sedimentation from logging operations – in over 400-sites reviewed there were zero incidences of sedimentation to a lake or stream.