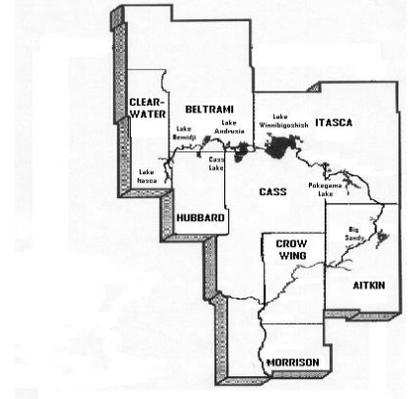




**Mississippi Headwaters Board
Meeting Agenda
Cass County Courthouse
Walker, MN
November 22, 2019
10:00 am**



10:00 AM

- Call to Order/Pledge of Allegiance

10:05 AM Approve/Amend

- Agenda
- Consent Agenda – September '19 Minutes & September & October Expenses

Planning and Zoning (Actions)

- CL11a19- Clearwater Staehnke Variance

Action / Discussion Items:

- St. Louis County AIS grant and Resolution of Support
- MN Traditions Update
- Miss. River Signage Update
- Biennial Conference Feedback from MHB Board
- MHB Overview PowerPoint
- Executive Director's Report
- December MHB monthly meeting

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

Meeting Adjourned - Thank you

Mtgs:

December 20, '19, 10:00 AM – MHB Board Meeting- Walker, MN

Attachment 1 & 2

Draft Minutes

Monthly Expenses

Mississippi Headwaters Board
September 27, 2019
Cass County Courthouse
Walker, MN 56484

MEETING
MINUTES

Members present: Craig Gaasvig (Beltrami), Ted Van Kempen (Hubbard), Steve Barrows (Crow Wing), Scott Bruns (Cass), Anne Marcotte (Aitkin), Dean Newland (Clearwater), and Tim Terrill (Executive Director).

Others Present: Matt Murray (Murray Surveying), Don and Dianne Jelinek, Steve Kroeger, Laura Block (telephone).

Commissioner Bruns Chaired the meeting due to absence of Comm. Wilson and led the pledge of allegiance.

M/S (Newland/Barrows) to approve of the agenda. Motion Carried.

M/S (Newland/Barrows) to approve of the consent agenda. Motion Carried.

Planning & Zoning

GBA9a19 Matt and Dina Lee- The case was presented by Matt Murray and he provided technical information about the property where one property is being split into 3 parcels and those parcels meet the lot requirement and setback of the MHB Comprehensive Plan. **M/S (Gaasvig/VanKempen) to approve of the variance. Motion Carried.**

GBA9b19 Steven and Cheryl Kroeger- Matt Murray informed the MHB that this variance is for building an accessory structure on a non-conforming lot. No septic is required since it is not a residence, and impervious is not exceeded. **M/S (Gaasvig/Barrows) to approve of the variance. Motion Carried.**

GBA9c19 Richard and Laura Block- This variance was for the landowner to tear down a cabin and replace with a single family structure with a new compliant septic. The lot is non-conforming because it does not meet the lot size, impervious surface, and the septic failed inspection. The decision was to set the structure back 75' from the OHWM; reduce existing impervious surface from 34.8% to 30.6%, and install a new mound system. This variance was discussed in a teleconference between Tim Terrill, Craig Gaasvig, and Casey Mai before the meeting. It was decided that the structure could be closer to the lake, and the septic could be moved back farther from it. Comm. Gaasvig stated that because of the small lot size, he thought it would be appropriate to move the mound system farther back than the structure to protect the lake. The board concurred. **M/S (Gaasvig/Van Kempen) to approve of the variance. Motion Carried.**

GBA9d19 Don and Diane Jelinek- This property was approved for a structure back in 2008 but it was found that the calculation for the property did not take into account the total impervious surface which was 46%. It is a non-conforming lot with a Waville system. The landowner agreed to scale down some of the structure and move it further back from the lake and have a stormwater mitigation plan that captures the first 1" of stormwater from the property. By doing this, the property would reduce its impervious surface footprint to 38.9% and be placed 55 feet rather than the required 75 feet from the OHWM. Discussion ensued about how this property was also discussed previously by Comm. Gaasvig, Tim Terrill, and Casey Mai before the meeting.

The MHB was pleased that the landowner reduced the structure size, setback from the lake, and will implement a stormwater mitigation plan. Comm. Marcotte asked about encroachment of a structure from the neighbor that is currently on the property. Matt explained that the landowner was talked with and he said that he would most likely move the structure in the next few years so it does not encroach on the Jelinek's property. **M/S (Van Kempen/Barrows) to approve of the variance. Motion Carried.**

Action/Discussion Items

1. Beltrami SWCD & Crow Wing SWCD Clean Water Fund application- Tim explained that he brought these plans before the MHB last month so that they could be reviewed by the MHB. He said the plans were submitted on 9/11/19. He provided history of the Beltrami Plan and how it would affect the outcome of the TMDL placed on Lake Irving. He also explained how the Crow Wing Whiskey Creek plan was written by the Crow Wing SWCD for project implementation. Comm. Marcotte asked for a clarification on the history of the Whiskey Creek project. Tim explained that an LCCMR grant was applied for in early 2019 by the MHB, and they received tentative approval from the LCCMR council of \$500K to acquisition the land, but no funding for project implementation. The Clean Water Fund application would help pay for the implementation of the project.
2. MHB Regional Contribution- Tim presented a snapshot of the past 3 years of funding that the MHB helped to leverage for the existing counties. Comm. Marcotte asked if he could add a line displaying how much of the funding was expended and if it could be displayed at the biennial conference. Tim agreed and said he would work on that.
3. Wild Rice mapping discussion- Tim provided the board with a concept that would help identify geographically where wild rice is on the Miss. River. He said that this is being done through the DNR on lakes, but nothing has been done on the River. He gave cost projections as to methods to use remote sensing and mapping of the River. Comm. Gaasvig asked how this project would help the survival or protection of wild rice since it is very dependent on water levels. Tim stated that if it is identified in a known location, a decision support tool could be developed to implement a cost share or easement/acquisition program to protect it. Other discussion ensued if that would be enough to protect the wild rice, and how other agencies would use this data from a regulatory standpoint rather than a volunteer program. The consensus was that this was a DNR issue that they could fund and not one for the MHB to be involved in.
4. Miss. River Signage update- Tim provided information on how the Aitkin signage project is being widely accepted by other counties and gave examples of where it could be duplicated in other counties. Tim said that he applied for some money from the Crow Wing Lakes and Rivers Alliance and that can pay for the Crow Wing signage, but that more money would be needed to help the other counties. The Board advised Tim to talk with Enbridge and utilize some of their funding to help pay for the project.
5. Executive Director's Report
 - a. Tim stated that he found a discrepancy with MCIT coverage on the valuable papers line item. It amounted to \$1.04. He rectified it with MCIT.
 - b. Tim reviewed and commented on the Baxter and Bemidji Clean Water Fund RFP's.
 - c. Tim sent in the workplan and budget for the LCCMR proposal.
 - d. Neal Gaalswyk, Tim Terrill, Paula West, and other Miss. Headwaters Habitat Corridor Project partners attended the LSOHC hearings and testified before the Outdoor Heritage Council about the easement and acquisition. Tim stated that Neal did a good job showing the difference between projects and how they complement each other. Tim said that water quality was brought up which was rather interesting for a habitat council to bring up. Comm. Gaasvig said that water quality and habitat funding come from one pot of money in the legislature so they should be viewed as the same. Tim replied that it was true, but grants are really focused on a

specific outcome so it was unusual for that to happen. Tim continued that he believes we will receive more funding than previous proposals because there is a waiting list of eligible applicants that could be accepted once we have funding.

- e. Tim visited the Hubbard COLA and gave them a ppt. on MN Traditions.

Legislative & County Updates- Comm. Gaasvig stated that the Island Point project in Beltrami county is moving forward on a 168 ac. parcel, and he will be meeting with the land commissioner to discuss the opportunity. Comm. Marcotte stated that the Aitkin County building will have a grand opening on November 1st at 4 pm. She also presented an article that explains how the Great River Road goes through 12 state parks and left it for the Board to read.

M/S (Marcotte/Barrows) to adjourn the meeting. Motion Carried.

Chairman Mike Wilson

Executive Director Tim Terrill

Sept-Oct. Budget Summary

| <u>Expenses:</u> | <u>Amount</u> | <u>Explanation</u> |
|----------------------------|--------------------|--|
| Salaries/Benefits | \$15,212.61 | reimbursed by Gov. grant |
| MHB board Per Diem | \$200.00 | reimbursed by Gov. grant |
| Hotel/Meals/travel exp. | \$58.48 | reimbursed by Gov. grant |
| MHB Mileage | | reimbursed by Gov. grant |
| Employee Mileage | \$1,108.26 | reimbursed by Gov. grant |
| Professional Services | \$8,533.77 | everything in this line item is reimbursed by the grants below |
| Office supplies/operations | \$109.69 | reimbursed by Gov. grant |
| Total | \$25,222.81 | |

| <u>Revenues:</u> | <u>Amount</u> | <u>Explanation</u> |
|------------------------|--------------------|--|
| Governor's DNR grant | \$30,486.68 | non competitive quarterly reimbursement |
| MPCA water testing | \$391.50 | competitive monthly reimbursement |
| LSOHC grant | | competitive quarterly reimbursement |
| Miscell. other revenue | \$100.00 | competitive reimbursed for Guidebook sales |
| County Support | | non competitive annual reimbursement |
| Total | \$30,978.18 | |

10/11/2019 08:39
KorieB

Crow Wing County
ACCOUNT DETAIL HISTORY FOR 2019 09 TO 2019 09

P 3
glacthst

| ORG YR/PR | OBJECT PROJ JNL EFF DATE | SRC REF1 | REF2 | REF3 | CHECK # | OB | AMOUNT | NET LEDGER BALANCE | NET BUDGET BALANCE |
|--------------|---|----------|--------------------------------|-----------|---------|----|----------------------|-----------------------|-----------------------|
| | LEDGER BALANCES --- DEBITS: | | | .00 | | | CREDITS: -218,662.30 | NET: -218,662.30 | |
| 74830 | 53180 | | Environmental Assistance /MPCA | | | | | | |
| | | | | | | | REVISED BUDGET | | .00 |
| | | | | | | | PER 01 -359.25 | -359.25 | |
| | | | | | | | PER 02 -953.66 | -1,312.91 | |
| | | | | | | | PER 03 -1,480.99 | -2,793.90 | |
| | | | | | | | PER 06 -7,637.13 | -10,431.03 | |
| | | | | | | | PER 07 -3,116.19 | -13,547.22 | |
| 19/09 | 229 09/03/19 GNI | | | | | | -3,337.83 | -16,885.05 | |
| | ST OF MN INV 38 | | | | | | | | |
| | LEDGER BALANCES --- DEBITS: | | | .00 | | | CREDITS: -16,885.05 | NET: -16,885.05 | |
| 74830 | 58400 | | MHB - Sales | | | | | | |
| | | | | | | | REVISED BUDGET | | .00 |
| | | | | | | | PER 07 -220.00 | -220.00 | |
| 19/09 | 915 09/17/19 GNI 975012 AmyG | | | 34181 | | | -100.00 | -320.00 | |
| | iNovah BOOK SALES MISS HEAD WATER | | | | | | | | |
| | LEDGER BALANCES --- DEBITS: | | | .00 | | | CREDITS: -320.00 | NET: -320.00 | |
| 74830 | 61000 | | Salaries & Wages - Regular | | | | | | |
| | | | | | | | REVISED BUDGET | | .00 |
| | | | | | | | PER 01 5,136.04 | 5,136.04 | |
| | | | | | | | PER 02 5,205.92 | 10,341.96 | |
| | | | | | | | PER 03 7,808.88 | 18,150.84 | |
| | | | | | | | PER 04 5,205.91 | 23,356.75 | |
| | | | | | | | PER 05 5,205.92 | 28,562.67 | |
| | | | | | | | PER 06 5,205.92 | 33,768.59 | |
| | | | | | | | PER 07 5,205.92 | 38,974.51 | |
| | | | | | | | PER 08 7,808.88 | 46,783.39 | |
| 19/09 | 726 09/13/19 PRJ PR0913 1190913 | | | 1190913 | | | 2,602.96 | 49,386.35 | |
| | PAY091319 WARRANT=190913 RUN=1 BI-WEEKL | | | | | | | | |
| 19/09 | 1726 09/27/19 PRJ PR0927 1190927 | | | 1190927 | | | 2,602.95 | 51,989.30 | |
| | PAY092719 WARRANT=190927 RUN=1 BI-WEEKL | | | | | | | | |
| | LEDGER BALANCES --- DEBITS: | | | 51,989.30 | | | CREDITS: .00 | NET: 51,989.30 | |

10/11/2019 08:39
KorieB

Crow Wing County
ACCOUNT DETAIL HISTORY FOR 2019 09 TO 2019 09

P 4
glacthst

| ORG YR/PR | OBJECT PROJ JNL EFF DATE | SRC REF1 | REF2 | REF3 | CHECK # | OB | AMOUNT | NET LEDGER BALANCE | NET BUDGET BALANCE |
|-----------|-----------------------------|-------------------------|-----------|---------|----------|-------|----------|--------------------|--------------------|
| 74830 | 61200 | Active Insurance | | | | | | | |
| | | | | | | | | | REVISED BUDGET .00 |
| | | | | | PER 01 | | 1,647.16 | 1,647.16 | |
| | | | | | PER 02 | | 1,647.16 | 3,294.32 | |
| | | | | | PER 03 | | 1,650.16 | 4,944.48 | |
| | | | | | PER 04 | | 1,648.16 | 6,592.64 | |
| | | | | | PER 05 | | 1,648.16 | 8,240.80 | |
| | | | | | PER 06 | | 1,648.16 | 9,888.96 | |
| | | | | | PER 07 | | 1,648.16 | 11,537.12 | |
| | | | | | PER 08 | | 1,648.16 | 13,185.28 | |
| 19/09 | 726 09/13/19 | PRJ PR0913 | 1190913 | 1190913 | | | 834.89 | 14,020.17 | |
| | PAY091319 | WARRANT=190913 | | RUN=1 | BI-WEEKL | | | | |
| 19/09 | 1726 09/27/19 | PRJ PR0927 | 1190927 | 1190927 | | | 813.27 | 14,833.44 | |
| | PAY092719 | WARRANT=190927 | | RUN=1 | BI-WEEKL | | | | |
| | LEDGER BALANCES --- DEBITS: | | 14,833.44 | | CREDITS: | | .00 | NET: | 14,833.44 |
| 74830 | 61300 | Employee Pension & FICA | | | | | | | |
| | | | | | | | | | REVISED BUDGET .00 |
| | | | | | PER 01 | | 743.17 | 743.17 | |
| | | | | | PER 02 | | 753.77 | 1,496.94 | |
| | | | | | PER 03 | | 1,148.10 | 2,645.04 | |
| | | | | | PER 04 | | 753.76 | 3,398.80 | |
| | | | | | PER 05 | | 753.76 | 4,152.56 | |
| | | | | | PER 06 | | 749.93 | 4,902.49 | |
| | | | | | PER 07 | | 749.94 | 5,652.43 | |
| | | | | | PER 08 | | 1,150.40 | 6,802.83 | |
| 19/09 | 726 09/13/19 | PRJ PR0913 | 1190913 | 1190913 | | | 374.96 | 7,177.79 | |
| | PAY091319 | WARRANT=190913 | | RUN=1 | BI-WEEKL | | | | |
| 19/09 | 1726 09/27/19 | PRJ PR0927 | 1190927 | 1190927 | | | 374.97 | 7,552.76 | |
| | PAY092719 | WARRANT=190927 | | RUN=1 | BI-WEEKL | | | | |
| | LEDGER BALANCES --- DEBITS: | | 7,552.76 | | CREDITS: | | .00 | NET: | 7,552.76 |
| 74830 | 62100 | Telephone | | | | | | | |
| | | | | | | | | | REVISED BUDGET .00 |
| | | | | | PER 01 | | 58.56 | 58.56 | |
| | | | | | PER 02 | | 61.77 | 120.33 | |
| | | | | | PER 03 | | 57.88 | 178.21 | |
| | | | | | PER 04 | | 55.00 | 233.21 | |
| | | | | | PER 05 | | 61.00 | 294.21 | |
| | | | | | PER 06 | | 56.91 | 351.12 | |
| | | | | | PER 07 | | 57.67 | 408.79 | |
| | | | | | PER 08 | | 58.72 | 467.51 | |
| 19/09 | 738 09/17/19 | API 006205 | | 108305 | | 20040 | 2.04 | 469.55 | |

10/11/2019 08:39
KorieB

Crow Wing County
ACCOUNT DETAIL HISTORY FOR 2019 09 TO 2019 09

P 5
glacthst

| ORG YR/PR | OBJECT JNL | PROJ EFF DATE | SRC REF1 | REF2 | REF3 | CHECK # | OB | AMOUNT | NET LEDGER BALANCE | NET BUDGET BALANCE |
|-----------|-----------------------------|---------------------------|----------------------|---------------------------------|----------------------|---------|-----|-----------|--------------------|--------------------|
| | W | C091719 | MONTHLY CALLS | | CONSOLIDATED TELECOM | | | | | |
| 19/09 | | 738 | 09/17/19 | API 006205 | 108305 | 20040 | | 2.37 | 471.92 | |
| | W | C091719 | MONTHLY CALLS | | CONSOLIDATED TELECOM | | | | | |
| 19/09 | | 1726 | 09/27/19 | PRJ PR0927 1190927 | 1190927 | | | 55.00 | 526.92 | |
| | PAY092719 | | WARRANT=190927 | RUN=1 BI-WEEKL | | | | | | |
| | LEDGER BALANCES --- DEBITS: | | | 526.92 | CREDITS: | | .00 | NET: | 526.92 | |
| 74830 | 62990 | Prof. & Tech. Fee - Other | | | | | | | | |
| | | | | | | | | | | REVISED BUDGET .00 |
| | | | | | | PER 01 | | 8,300.66 | 8,300.66 | |
| | | | | | | PER 02 | | 882.50 | 9,183.16 | |
| | | | | | | PER 03 | | 2,113.49 | 11,296.65 | |
| | | | | | | PER 04 | | 67,907.34 | 79,203.99 | |
| | | | | | | PER 05 | | 5,192.31 | 84,396.30 | |
| | | | | | | PER 06 | | 25,229.00 | 109,625.30 | |
| | | | | | | PER 07 | | 10,223.00 | 119,848.30 | |
| | | | | | | PER 08 | | 4,013.01 | 123,861.31 | |
| 19/09 | | 2012 | 09/30/19 | GEN RECURRING FINANCIAL SERVICE | | | | 525.00 | 124,386.31 | |
| | LEDGER BALANCES --- DEBITS: | | | 124,386.31 | CREDITS: | | .00 | NET: | 124,386.31 | |
| 74830 | 63320 | Employee Mileage | | | | | | | | |
| | | | | | | | | | | REVISED BUDGET .00 |
| | | | | | | PER 01 | | 342.32 | 342.32 | |
| | | | | | | PER 02 | | 290.23 | 632.55 | |
| | | | | | | PER 03 | | 381.29 | 1,013.84 | |
| | | | | | | PER 04 | | 426.30 | 1,440.14 | |
| | | | | | | PER 05 | | 186.64 | 1,626.78 | |
| | | | | | | PER 06 | | 390.91 | 2,017.69 | |
| | | | | | | PER 07 | | 405.54 | 2,423.23 | |
| | | | | | | PER 08 | | 469.68 | 2,892.91 | |
| 19/09 | | 1372 | 09/17/19 | GNI AUGUST | | | | 90.48 | 2,983.39 | |
| | WF PCARD | | 1434 - Upper Mis | lwlp bus tour | | | | | | |
| | | | | TIM TERRILL-OOP | | | | | | |
| 19/09 | | 1372 | 09/17/19 | GNI AUGUST | | | | 36.71 | 3,020.10 | |
| | WF PCARD | | 1434 - Morrison plan | resolutio | | | | | | |
| | | | | TIM TERRILL-OOP | | | | | | |
| 19/09 | | 1372 | 09/17/19 | GNI AUGUST | | | | 103.82 | 3,123.92 | |
| | WF PCARD | | 1434 - Beltrami plan | resolutio | | | | | | |
| | | | | TIM TERRILL-OOP | | | | | | |
| 19/09 | | 1372 | 09/17/19 | GNI AUGUST | | | | 81.78 | 3,205.70 | |
| | WF PCARD | | 1434 - Hubbard CNTY | board plan | | | | | | |
| | | | | TIM TERRILL-OOP | | | | | | |
| 19/09 | | 1372 | 09/17/19 | GNI AUGUST | | | | 30.16 | 3,235.86 | |

10/11/2019 08:39
KorieB

Crow Wing County
ACCOUNT DETAIL HISTORY FOR 2019 09 TO 2019 09

P 6
glacthst

| ORG YR/PR | OBJECT JNL | PROJ EFF DATE | SRC REF1 | REF2 | REF3 | CHECK # | OB | AMOUNT | NET LEDGER BALANCE | NET BUDGET BALANCE |
|-----------|------------|---------------|----------|-----------------------------------|----------|---------|----|---------------|--------------------|--------------------|
| 19/09 | WF PCARD | 1372 | 09/17/19 | 1434 - Camp Ripley Sent lndscp | | | | 92.80 | 3,328.66 | |
| | | | | TIM TERRILL-OOP | | | | | | |
| 19/09 | WF PCARD | 1372 | 09/17/19 | 1434 - Beltrami CWF & AIS MTG | | | | 61.48 | 3,390.14 | |
| | | | | TIM TERRILL-OOP | | | | | | |
| 19/09 | WF PCARD | 1372 | 09/17/19 | 1434 - MHB monthly MTG | | | | 23.20 | 3,413.34 | |
| | | | | TIM TERRILL-OOP | | | | | | |
| 19/09 | WF PCARD | 1372 | 09/17/19 | 1434 - canoe Day mlg | | | | 37.41 | 3,450.75 | |
| | | | | TIM TERRILL-OOP | | | | | | |
| | | | | 1434 - Cass CUP MTG | | | | | | |
| | | | | TIM TERRILL-OOP | | | | | | |
| | | | | LEDGER BALANCES --- DEBITS: | 3,450.75 | | | CREDITS: .00 | NET: 3,450.75 | |
| 74830 | 63340 | | | Hotel & Meals Travel Expense | | | | | | |
| | | | | | | | | | | REVISED BUDGET .00 |
| | | | | | | | | PER 01 191.11 | 191.11 | |
| | | | | | | | | PER 02 9.47 | 200.58 | |
| | | | | | | | | PER 03 23.06 | 223.64 | |
| | | | | | | | | PER 04 34.06 | 257.70 | |
| | | | | | | | | PER 06 26.82 | 284.52 | |
| | | | | | | | | PER 07 26.72 | 311.24 | |
| | | | | | | | | PER 08 11.52 | 322.76 | |
| 19/09 | WF PCARD | 1372 | 09/17/19 | 1434 - Beltrami Board MTG lunch | | | | 9.27 | 332.03 | |
| | | | | TIM TERRILL-MCDONALD'S F18824 | | | | | | |
| 19/09 | WF PCARD | 1372 | 09/17/19 | 1434 - Clearwater Board MTG lunch | | | | 8.69 | 340.72 | |
| | | | | TIM TERRILL-SUBWAY 00137208 | | | | | | |
| | | | | LEDGER BALANCES --- DEBITS: | 340.72 | | | CREDITS: .00 | NET: 340.72 | |
| 74830 | 64090 | | | Office Supplies | | | | | | |
| | | | | | | | | | | REVISED BUDGET .00 |
| | | | | | | | | PER 01 5.51 | 5.51 | |
| | | | | | | | | PER 03 45.85 | 51.36 | |
| | | | | | | | | PER 04 5.16 | 56.52 | |
| | | | | | | | | PER 05 3.39 | 59.91 | |
| | | | | | | | | PER 06 524.05 | 583.96 | |
| | | | | | | | | PER 07 44.61 | 628.57 | |
| | | | | | | | | PER 08 23.85 | 652.42 | |
| 19/09 | WF PCARD | 1372 | 09/17/19 | 1434 - board snack | | | | 4.22 | 656.64 | |
| | | | | TIM TERRILL-SUPER ONE FOODS #45 | | | | | | |
| 19/09 | WF PCARD | 1372 | 09/17/19 | 1434 - mailing | | | | 1.30 | 657.94 | |
| | | | | TIM TERRILL-USPS PO 2611000401 | | | | | | |

10/11/2019 08:39
KorieB

Crow Wing County
ACCOUNT DETAIL HISTORY FOR 2019 09 TO 2019 09

P 7
glacthst

| ORG YR/PR | OBJECT JNL | PROJ EFF DATE | SRC REF1 | REF2 | REF3 | CHECK # | OB | AMOUNT | NET LEDGER BALANCE | NET BUDGET BALANCE |
|-----------------------------|------------|---------------|-----------------------------|--------|------------|----------|----|-------------|--------------------|--------------------|
| 19/09 | 1372 | 09/17/19 | GNI | AUGUST | | | | 7.54 | 665.48 | |
| | WF PCARD | | office supplies- pencils | | | | | | | |
| | | | TIM TERRILL-WALGREENS #5635 | | | | | | | |
| LEDGER BALANCES --- DEBITS: | | | | | 665.48 | CREDITS: | | .00 | NET: | 665.48 |
| GRAND TOTAL --- DEBITS: | | | | | 525,581.94 | CREDITS: | | -339,041.31 | NET: | 186,540.63 |

44 Records printed

** END OF REPORT - Generated by Korie Bedard **

11/12/2019 13:26
KorieB

Crow Wing County
ACCOUNT DETAIL HISTORY FOR 2019 10 TO 2019 10

P 1
glacthst

| 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 | | 328,985.03 | |
| | | | | | | PER 01 | -1,932.67 | 327,052.36 | |
| | | | | | | PER 02 | 34,775.58 | 361,827.94 | |
| | | | | | | PER 03 | -3,813.66 | 358,014.28 | |
| | | | | | | PER 04 | -43,929.80 | 314,084.48 | |
| | | | | | | PER 05 | 21,666.47 | 335,750.95 | |
| | | | | | | PER 06 | -26,775.75 | 308,975.20 | |
| | | | | | | PER 07 | -15,655.39 | 293,319.81 | |
| | | | | | | PER 08 | 46,395.69 | 339,715.50 | |
| | | | | | | PER 09 | -5,765.06 | 333,950.44 | |
| 19/10 | 126 10/01/19 | APP A1001 | | | | | -194.00 | 333,756.44 | |
| | A100119 | | | | | | | | |
| 19/10 | 522 10/08/19 | APP A1008 | | | | | -6,330.98 | 327,425.46 | |
| | A100819 | | | | | | | | |
| 19/10 | 523 10/08/19 | APP C1008 | | | | | -356.02 | 327,069.44 | |
| | C100819 | | | | | | | | |
| 19/10 | 691 10/11/19 | PRJ | | | | | -3,812.82 | 323,256.62 | |
| 19/10 | 1045 10/21/19 | GNI SEPT | | | | | -628.16 | 322,628.46 | |
| | WF PCARD | SYSTEM GENERATED DUE TO LINE | | | | | | | |
| 19/10 | 1342 10/22/19 | APP A1022 | | | | | -968.79 | 321,659.67 | |
| | A102219 | | | | | | | | |
| 19/10 | 1343 10/22/19 | APP C1022 | | | | | -1.26 | 321,658.41 | |
| | C102219 | | | | | | | | |
| 19/10 | 1357 10/22/19 | GEN | | | | | 2,182.33 | 323,840.74 | |
| | ST OF MN | SYSTEM GENERATED DUE TO LINE | | | | | | | |
| 19/10 | 1433 10/25/19 | PRJ | | | | | -3,850.79 | 319,989.95 | |
| 19/10 | 1836 10/30/19 | GNI | | | | | 30,486.68 | 350,476.63 | |
| | ST OF MN | SYSTEM GENERATED DUE TO LINE | | | | | | | |
| 19/10 | 1884 10/31/19 | GEN | | | | | -525.00 | 349,951.63 | |
| | RECURRING DUE TO / DUE FROM | | | | | | | | |
| | LEDGER BALANCES --- DEBITS: | | 135,506.75 | | CREDITS: | -114,540.15 | NET: | 20,966.60 | |
| 74 | 20050 | Vouchers Payable | | | | | | | |
| | | | | | | SOY BALANCE | | -305.25 | |
| | | | | | | PER 01 | 305.25 | .00 | |
| | | | | | | PER 02 | -547.34 | -547.34 | |

11/12/2019 13:26
KorieB

Crow Wing County
ACCOUNT DETAIL HISTORY FOR 2019 10 TO 2019 10

P 3
glacthst

| ORG YR/PR | OBJECT JNL | PROJ EFF DATE | SRC REF1 | REF2 | REF3 | CHECK # | OB | AMOUNT | NET LEDGER BALANCE | NET BUDGET BALANCE |
|-----------|-----------------|----------------|------------|------------|---------|-------------|-------------|------------|--------------------|--------------------|
| 19/10 | 269 | 10/08/19 | API B | 4051 | | | | 356.02 | 213,941.66 | |
| | W | C100819 | | | | | | | | |
| 19/10 | 515 | 10/08/19 | API B | 4059 | | | | 6,330.98 | 220,272.64 | |
| | W | A100819 | | | | | | | | |
| 19/10 | 691 | 10/11/19 | PRJ PR1011 | 1191011 | 1191011 | | | 3,812.82 | 224,085.46 | |
| | PAY101119 | WARRANT=191011 | RUN=1 | BI-WEEKL | | | | | | |
| 19/10 | 941 | 10/22/19 | API B | 4091 | | | | 1.26 | 224,086.72 | |
| | W | C102219 | | | | | | | | |
| 19/10 | 1045 | 10/21/19 | GNI SEPT | | | | | 628.16 | 224,714.88 | |
| | WF | PCARD | | | | | | | | |
| 19/10 | 1338 | 10/22/19 | API B | 4101 | | | | 968.79 | 225,683.67 | |
| | W | A102219 | | | | | | | | |
| 19/10 | 1433 | 10/25/19 | PRJ PR1025 | 1191025 | 1191025 | | | 3,850.79 | 229,534.46 | |
| | PAY102519 | WARRANT=191025 | RUN=1 | BI-WEEKL | | | | | | |
| 19/10 | 1884 | 10/31/19 | GEN | | | | | 525.00 | 230,059.46 | |
| | | RECURRING | | | | | | | | |
| | LEDGER BALANCES | --- | DEBITS: | 230,059.46 | | CREDITS: | .00 | NET: | 230,059.46 | |
| 74 | 38500 | Revenues | | | | SOY BALANCE | | | .00 | |
| | | | | | | PER 01 | -19,985.11 | | -19,985.11 | |
| | | | | | | PER 02 | -44,214.54 | | -64,199.65 | |
| | | | | | | PER 03 | -10,052.99 | | -74,252.64 | |
| | | | | | | PER 04 | -32,605.29 | | -106,857.93 | |
| | | | | | | PER 05 | -35,347.67 | | -142,205.60 | |
| | | | | | | PER 06 | -7,637.13 | | -149,842.73 | |
| | | | | | | PER 07 | -3,336.19 | | -153,178.92 | |
| | | | | | | PER 08 | -62,045.55 | | -215,224.47 | |
| | | | | | | PER 09 | -3,437.83 | | -218,662.30 | |
| 19/10 | 1357 | 10/22/19 | GEN | | | | | -2,182.33 | -220,844.63 | |
| | ST OF MN | | | | | | | | | |
| 19/10 | 1836 | 10/30/19 | GNI | | | | | -30,486.68 | -251,331.31 | |
| | ST OF MN | | | | | | | | | |
| | LEDGER BALANCES | --- | DEBITS: | .00 | | CREDITS: | -251,331.31 | NET: | -251,331.31 | |

11/12/2019 13:26
KorieB

Crow Wing County
ACCOUNT DETAIL HISTORY FOR 2019 10 TO 2019 10

P 5
glacthst

| ORG YR/PR | OBJECT JNL | PROJ EFF DATE | SRC REF1 | REF2 | REF3 | CHECK # | OB | AMOUNT | NET LEDGER BALANCE | NET BUDGET BALANCE |
|-----------|-----------------|---------------------|-------------------------|--------|----------------------|----------|----------------|----------|--------------------|--------------------|
| 19/10 | 1433 | 10/25/19 | PRJ | PR1025 | 1191025 | 1191025 | | 813.27 | 16,481.60 | |
| | PAY102519 | WARRANT=191025 | | RUN=1 | BI-WEEKL | | | | | |
| | LEDGER BALANCES | --- | DEBITS: | | 16,481.60 | CREDITS: | | .00 | NET: | 16,481.60 |
| 74830 | 61300 | | Employee Pension & FICA | | | | | | | |
| | | | | | | | REVISED BUDGET | | | .00 |
| | | | | | | | PER 01 | 743.17 | 743.17 | |
| | | | | | | | PER 02 | 753.77 | 1,496.94 | |
| | | | | | | | PER 03 | 1,148.10 | 2,645.04 | |
| | | | | | | | PER 04 | 753.76 | 3,398.80 | |
| | | | | | | | PER 05 | 753.76 | 4,152.56 | |
| | | | | | | | PER 06 | 749.93 | 4,902.49 | |
| | | | | | | | PER 07 | 749.94 | 5,652.43 | |
| | | | | | | | PER 08 | 1,150.40 | 6,802.83 | |
| | | | | | | | PER 09 | 749.93 | 7,552.76 | |
| 19/10 | 691 | 10/11/19 | PRJ | PR1011 | 1191011 | 1191011 | | 374.97 | 7,927.73 | |
| | PAY101119 | WARRANT=191011 | | RUN=1 | BI-WEEKL | | | | | |
| 19/10 | 1433 | 10/25/19 | PRJ | PR1025 | 1191025 | 1191025 | | 379.56 | 8,307.29 | |
| | PAY102519 | WARRANT=191025 | | RUN=1 | BI-WEEKL | | | | | |
| | LEDGER BALANCES | --- | DEBITS: | | 8,307.29 | CREDITS: | | .00 | NET: | 8,307.29 |
| 74830 | 62100 | | Telephone | | | | | | | |
| | | | | | | | REVISED BUDGET | | | .00 |
| | | | | | | | PER 01 | 58.56 | 58.56 | |
| | | | | | | | PER 02 | 61.77 | 120.33 | |
| | | | | | | | PER 03 | 57.88 | 178.21 | |
| | | | | | | | PER 04 | 55.00 | 233.21 | |
| | | | | | | | PER 05 | 61.00 | 294.21 | |
| | | | | | | | PER 06 | 56.91 | 351.12 | |
| | | | | | | | PER 07 | 57.67 | 408.79 | |
| | | | | | | | PER 08 | 58.72 | 467.51 | |
| | | | | | | | PER 09 | 59.41 | 526.92 | |
| 19/10 | 941 | 10/22/19 | API | 006205 | 110691 | 20361 | | 1.21 | 528.13 | |
| | W C102219 | MONTHLY CTC INVOICE | | | CONSOLIDATED TELECOM | | | | | |
| 19/10 | 941 | 10/22/19 | API | 006205 | 110691 | 20361 | | .05 | 528.18 | |
| | W C102219 | MONTHLY CTC INVOICE | | | CONSOLIDATED TELECOM | | | | | |
| 19/10 | 1433 | 10/25/19 | PRJ | PR1025 | 1191025 | 1191025 | | 55.00 | 583.18 | |
| | PAY102519 | WARRANT=191025 | | RUN=1 | BI-WEEKL | | | | | |
| | LEDGER BALANCES | --- | DEBITS: | | 583.18 | CREDITS: | | .00 | NET: | 583.18 |

11/12/2019 13:26
KorieB

Crow Wing County
ACCOUNT DETAIL HISTORY FOR 2019 10 TO 2019 10

P 6
glacthst

| ORG YR/PR | OBJECT PROJ JNL EFF DATE | SRC REF1 | REF2 | REF3 | CHECK # | OB | AMOUNT | NET LEDGER BALANCE | NET BUDGET BALANCE | |
|-----------|-----------------------------|---------------------------|----------|-------------------|---------|-----|----------------|--------------------|--------------------|--|
| 74830 | 62680 | Non-Employee Per Diems | | | | | | | | |
| | | | | | | | REVISED BUDGET | | .00 | |
| | | | | | | | PER 02 | 500.00 | 500.00 | |
| | | | | | | | PER 03 | 50.00 | 550.00 | |
| | | | | | | | PER 04 | 250.00 | 800.00 | |
| | | | | | | | PER 05 | 550.00 | 1,350.00 | |
| | | | | | | | PER 07 | 300.00 | 1,650.00 | |
| | | | | | | | PER 08 | 400.00 | 2,050.00 | |
| 19/10 | 269 10/08/19 | API 001099 | | 109421 | 20243 | | 50.00 | 2,100.00 | | |
| | W C100819 | MHB MEETING AND MILEAGE | | MARCOTTE, ANNE | | | | | | |
| 19/10 | 269 10/08/19 | API 003257 | | 109422 | 20233 | | 50.00 | 2,150.00 | | |
| | W C100819 | MHB MEETING AND MILEAGE | | GAASVIG, CRAIG | | | | | | |
| 19/10 | 269 10/08/19 | API 002534 | | 109423 | 20250 | | 50.00 | 2,200.00 | | |
| | W C100819 | MHB MEETING | | NEWLAND, DEAN | | | | | | |
| 19/10 | 269 10/08/19 | API 003356 | | 109424 | 20238 | | 50.00 | 2,250.00 | | |
| | W C100819 | MHB MEETING AND MILEAGE | TED | VA HUBBARD COUNTY | TREAS | | | | | |
| | LEDGER BALANCES --- DEBITS: | | 2,250.00 | CREDITS: | | .00 | NET: | 2,250.00 | | |
| 74830 | 62720 | Non-Employee Mileage | | | | | | | | |
| | | | | | | | REVISED BUDGET | | .00 | |
| | | | | | | | PER 02 | 635.48 | 635.48 | |
| | | | | | | | PER 03 | 40.60 | 676.08 | |
| | | | | | | | PER 04 | 249.40 | 925.48 | |
| | | | | | | | PER 05 | 661.20 | 1,586.68 | |
| | | | | | | | PER 07 | 330.02 | 1,916.70 | |
| | | | | | | | PER 08 | 491.26 | 2,407.96 | |
| 19/10 | 269 10/08/19 | API 001099 | | 109421 | 20243 | | 64.38 | 2,472.34 | | |
| | W C100819 | MHB MEETING AND MILEAGE | | MARCOTTE, ANNE | | | | | | |
| 19/10 | 269 10/08/19 | API 003257 | | 109422 | 20233 | | 59.16 | 2,531.50 | | |
| | W C100819 | MHB MEETING AND MILEAGE | | GAASVIG, CRAIG | | | | | | |
| 19/10 | 269 10/08/19 | API 003356 | | 109424 | 20238 | | 32.48 | 2,563.98 | | |
| | W C100819 | MHB MEETING AND MILEAGE | TED | VA HUBBARD COUNTY | TREAS | | | | | |
| | LEDGER BALANCES --- DEBITS: | | 2,563.98 | CREDITS: | | .00 | NET: | 2,563.98 | | |
| 74830 | 62990 | Prof. & Tech. Fee - Other | | | | | | | | |
| | | | | | | | REVISED BUDGET | | .00 | |
| | | | | | | | PER 01 | 8,300.66 | 8,300.66 | |
| | | | | | | | PER 02 | 882.50 | 9,183.16 | |
| | | | | | | | PER 03 | 2,113.49 | 11,296.65 | |

11/12/2019 13:26
KorieB

Crow Wing County
ACCOUNT DETAIL HISTORY FOR 2019 10 TO 2019 10

P 7
glacthst

| ORG YR/PR | OBJECT PROJ JNL EFF DATE | SRC REF1 | REF2 | REF3 | CHECK # | OB | AMOUNT | NET LEDGER BALANCE | NET BUDGET BALANCE |
|-----------|--------------------------|-----------------------------|----------|------------------|---------|----------------------|-----------|--------------------|--------------------|
| | | | | | PER 04 | | 67,907.34 | 79,203.99 | |
| | | | | | PER 05 | | 5,192.31 | 84,396.30 | |
| | | | | | PER 06 | | 25,229.00 | 109,625.30 | |
| | | | | | PER 07 | | 10,223.00 | 119,848.30 | |
| | | | | | PER 08 | | 4,013.01 | 123,861.31 | |
| | | | | | PER 09 | | 525.00 | 124,386.31 | |
| 19/10 | 122 09/30/19 | API 002876 | | 109027 | | 20212 | 194.00 | 124,580.31 | |
| | W A100119 | PACELABS # 40 | | | | PACE ANALYTICAL SERV | | | |
| 19/10 | 515 10/08/19 | API 101308 | | 109469 | | 20277 | 1,483.48 | 126,063.79 | |
| | W A100819 | WSN INVOICE # 39 | | | | WIDSETH SMITH NOLTIN | | | |
| 19/10 | 515 10/08/19 | API 101649 | | 109472 | | 1918758 | 4,847.50 | 130,911.29 | |
| | W A100819 | 3RD QUARTER 2019 | SERVICES | INVO | WEST | COMMUNICATIONS | | | |
| 19/10 | 1338 10/22/19 | API 002876 | | 110735 | | 20404 | 251.50 | 131,162.79 | |
| | W A102219 | PACE LABS #40 | | | | PACE ANALYTICAL SERV | | | |
| 19/10 | 1338 10/22/19 | API 002876 | | 110736 | | 20404 | 251.50 | 131,414.29 | |
| | W A102219 | PACE LABS # 40 | | | | PACE ANALYTICAL SERV | | | |
| 19/10 | 1338 10/22/19 | API 101308 | | 110738 | | 20406 | 436.04 | 131,850.33 | |
| | W A102219 | WSN INVOICE # 40 | | | | WIDSETH SMITH NOLTIN | | | |
| 19/10 | 1338 10/22/19 | API 009999 | | 110742 | | 20403 | 29.75 | 131,880.08 | |
| | W A102219 | AWARD ID A105730 | TNC | INVOICE | 1 | Unknown | | | |
| 19/10 | 1884 10/31/19 | GEN | | | | | 525.00 | 132,405.08 | |
| | | RECURRING | | | | FINANCIAL SERVICE | | | |
| | | LEDGER BALANCES --- DEBITS: | | 132,405.08 | | CREDITS: | .00 | NET: | 132,405.08 |
| 74830 | 63320 | | | Employee Mileage | | | | | |
| | | | | | | REVISED BUDGET | | | .00 |
| | | | | | PER 01 | | 342.32 | 342.32 | |
| | | | | | PER 02 | | 290.23 | 632.55 | |
| | | | | | PER 03 | | 381.29 | 1,013.84 | |
| | | | | | PER 04 | | 426.30 | 1,440.14 | |
| | | | | | PER 05 | | 186.64 | 1,626.78 | |
| | | | | | PER 06 | | 390.91 | 2,017.69 | |
| | | | | | PER 07 | | 405.54 | 2,423.23 | |
| | | | | | PER 08 | | 469.68 | 2,892.91 | |
| | | | | | PER 09 | | 557.84 | 3,450.75 | |
| 19/10 | 1045 10/21/19 | GNI SEPT | | | | | 94.54 | 3,545.29 | |
| | WF PCARD | 1434 - Upper Miss 1W1P | | | | | | | |
| | | TIM TERRILL-OOP | | | | | | | |
| 19/10 | 1045 10/21/19 | GNI SEPT | | | | | 61.48 | 3,606.77 | |
| | WF PCARD | 1434 - monthly Mtg | | | | | | | |
| | | TIM TERRILL-OOP | | | | | | | |
| 19/10 | 1045 10/21/19 | GNI SEPT | | | | | 29.00 | 3,635.77 | |
| | WF PCARD | 1434 - Lndscp stwrdsHP plan | | | | | | | |

11/12/2019 13:26
KorieB

Crow Wing County
ACCOUNT DETAIL HISTORY FOR 2019 10 TO 2019 10

P 8
glacthst

| ORG YR/PR | OBJECT JNL | PROJ EFF DATE | SRC REF1 | REF2 | REF3 | CHECK # | OB | AMOUNT | NET LEDGER BALANCE | NET BUDGET BALANCE | |
|--|------------|------------------------------|----------|------|----------|----------|----|--------|--------------------|--------------------|-----|
| 19/10 | 1045 | 10/21/19 | | | | | | 227.36 | 3,863.13 | | |
| | WF | PCARD | 1434 | | | | | | | | |
| TIM TERRILL-OOP GNI SEPT 1434 - Itasca signage program | | | | | | | | | | | |
| 19/10 | 1045 | 10/21/19 | | | | | | 78.88 | 3,942.01 | | |
| | WF | PCARD | 1434 | | | | | | | | |
| TIM TERRILL-OOP GNI SEPT 1434 - Hubbard Cola | | | | | | | | | | | |
| 19/10 | 1045 | 10/21/19 | | | | | | 59.16 | 4,001.17 | | |
| | WF | PCARD | 1434 | | | | | | | | |
| TIM TERRILL-OOP GNI SEPT 1434 - aitkin signage program | | | | | | | | | | | |
| TIM TERRILL-OOP | | | | | | | | | | | |
| LEDGER BALANCES --- DEBITS: | | | | | 4,001.17 | CREDITS: | | .00 | NET: | 4,001.17 | |
| 74830 | 63340 | Hotel & Meals Travel Expense | | | | | | | | | |
| | | | | | | | | | | REVISED BUDGET | .00 |
| | | | | | | | | PER 01 | 191.11 | 191.11 | |
| | | | | | | | | PER 02 | 9.47 | 200.58 | |
| | | | | | | | | PER 03 | 23.06 | 223.64 | |
| | | | | | | | | PER 04 | 34.06 | 257.70 | |
| | | | | | | | | PER 06 | 26.82 | 284.52 | |
| | | | | | | | | PER 07 | 26.72 | 311.24 | |
| | | | | | | | | PER 08 | 11.52 | 322.76 | |
| | | | | | | | | PER 09 | 17.96 | 340.72 | |
| 19/10 | 1045 | 10/21/19 | | | | | | 6.53 | 347.25 | | |
| | WF | PCARD | | | | | | | | | |
| presentation to Beltrami AIS a TIM TERRILL-DAIRY QUEEN #12890 | | | | | | | | | | | |
| 19/10 | 1045 | 10/21/19 | | | | | | 11.53 | 358.78 | | |
| | WF | PCARD | | | | | | | | | |
| Miss. River 1W1P TIM TERRILL-CULVER S OF GRAND RAPIDS | | | | | | | | | | | |
| 19/10 | 1045 | 10/21/19 | | | | | | 12.44 | 371.22 | | |
| | WF | PCARD | | | | | | | | | |
| MACLC and State Office trvl TIM TERRILL-SUBWAY 00178541 | | | | | | | | | | | |
| 19/10 | 1045 | 10/21/19 | | | | | | 10.02 | 381.24 | | |
| | WF | PCARD | | | | | | | | | |
| Aitkin rec sign meal TIM TERRILL-MCDONALD'S F28173 | | | | | | | | | | | |
| LEDGER BALANCES --- DEBITS: | | | | | 381.24 | CREDITS: | | .00 | NET: | 381.24 | |
| 74830 | 64090 | Office Supplies | | | | | | | | | |
| | | | | | | | | | | REVISED BUDGET | .00 |
| | | | | | | | | PER 01 | 5.51 | 5.51 | |
| | | | | | | | | PER 03 | 45.85 | 51.36 | |
| | | | | | | | | PER 04 | 5.16 | 56.52 | |
| | | | | | | | | PER 05 | 3.39 | 59.91 | |
| | | | | | | | | PER 06 | 524.05 | 583.96 | |
| | | | | | | | | PER 07 | 44.61 | 628.57 | |
| | | | | | | | | PER 08 | 23.85 | 652.42 | |
| | | | | | | | | PER 09 | 13.06 | 665.48 | |
| 19/10 | 1045 | 10/21/19 | | | | | | 25.89 | 691.37 | | |
| | WF | PCARD | | | | | | | | | |
| GNI SEPT printing of biennial conferenc | | | | | | | | | | | |

11/12/2019 13:26
KorieB

Crow Wing County
ACCOUNT DETAIL HISTORY FOR 2019 10 TO 2019 10

P 9
glacthst

| ORG YR/PR | OBJECT JNL | PROJ EFF DATE | SRC REF1 | REF2 | REF3 | CHECK # | OB | AMOUNT | NET LEDGER BALANCE | NET BUDGET BALANCE |
|-----------------------------|------------|---------------|----------|------|--|----------|----|-------------|--------------------|--------------------|
| 19/10 | 1045 | 10/21/19 | | | TIM TERRILL-ALLEGRA BRAINERD | | | 8.00 | 699.37 | |
| | WF | PCARD | | | GNI SEPT parking at State Office for LS | | | | | |
| 19/10 | 1045 | 10/21/19 | | | TIM TERRILL-MN ST IAP ADM PMD PARK | | | 3.33 | 702.70 | |
| | WF | PCARD | | | GNI SEPT board snack | | | | | |
| | | | | | TIM TERRILL-SUPER ONE FOODS #45 | | | | | |
| LEDGER BALANCES --- DEBITS: | | | | | 702.70 | CREDITS: | | .00 | NET: | 702.70 |
| GRAND TOTAL --- DEBITS: | | | | | 600,453.36 | CREDITS: | | -556,096.16 | NET: | 44,357.20 |

71 Records printed

** END OF REPORT - Generated by Korie Bedard **

Planning and Zoning

Staehnke Variance

APPLICATION FOR VARIANCE
Office of Environmental Services
Clearwater County
213 Main Avenue North
Bagley, MN 56621

Application Date: 10/08/2019 Application Fee: 300.00
Application No: VA-299-19 County Parcel No: 10.034.0600
Legal Description: PL NE NW S of Hwy 200 and W of Mississippi River
Section: 34 Township: 144 Range: 36 Township Name: Itasca Township
Lake No: _____ Lake Classification: Wild Lake/River Name: Mississippi River
Current Use of Property: Single Fam Residential Intended Use of Property: Single Family Residential
Use and Character of Surrounding Property: Single Family Residential, Seasonal and Rural Vacant
Section of Ordinance from which Variance is requested: 503.5

Brief Summary of why a Variance is needed:

Existing house needs complete reconstruction. The building is too old to remodel - foundation issue, has poor roof structure, small doors, entrances, electrical is out dated and is a hazard concern.

Applicant: Scott Staehnke Telephone No: 218-779-1121
Address: 26473 State 200, Park Rapids, MN 56470 - Physical
7 Lake Itasca, Park Rapids, MN 56470 - Mailing

An area variance may be granted only where the strict enforcement of land use controls will result in "practical difficulty". A determination that a "practical difficulty" exists is based upon consideration of the following criteria:

1) Describe the variation of the request from the requirements of the land use controls:
Variation from the set back requirements due to river. New construction would be longer and wider. Addition of garage. Also, would like to upgrade small garden shed.

2) How is the variance in harmony or conflict with the purpose and intent of the land use controls?
Not going to change the overall aspect of the surrounding properties - residential now and will be after.

3) If granted, what effect may this variance have on government services?
None

4) Will the requested variance effect a substantial change in the character of the neighborhood or will it result in a substantial detriment to neighboring properties? Why or why not?
Upgrading of residential home - improvement to area. No change.

5) Is there another feasible method to alleviate the need for a variance? Why or why not? Are there economic factors involved with this variance request?
No - the structure of this house is completely outdated and needs new construction.
Economic factors - yes - we would not want to purchase additional property - this is our primary residence and we want to upgrade what we have. We share a property line with a neighbor who is unwilling to sell any property to allow us further gain to change where house would be.

6) How did the need for the variance arise? What exceptional circumstances are unique to the property?
Did the landowner create the need for the variance? Explain.
The property was purchased as is - the house was there - set back already in place. Working with what we have.
Need for variance is to update and make home livable in retirement. This house is approximately 80 years old. Foundation, roof have serious issues. Concerned about current electrical in home.

Signature of applicant: Scott Stark

FOR OFFICE USE ONLY:

Sewage Treatment System: Conforming: _____ Nonconforming: _____
Documentation Required: Site drawing: _____ STS Inspection: _____

*Application will not be processed unless the application and a site drawing have been completed and the application fee has been paid.

HWY 200

10-18-19

10-21-19
Lutz St L

HOUSE 3044 SQ. FT.

NORTH

GARDEN
12X20
SHED

TO BE
REMOVED

CENTER of DRIVEWAY PROPERTY LINE

SNOW REMOVAL
PARKING

34'

DOOR
SPACE FOR
GARDEN TOOLS
MOWER ETC.

KITCHEN

20'

DOOR

10'
36'
DECK

87'

MISSISSIPPI RIVER

25

74"

32

BED ROOM

18'

46'

27'

165'

PROPERTY
CORNER STAKE

SOUTH PROPERTY LINE

PROPERTY
CORNER
STAKE

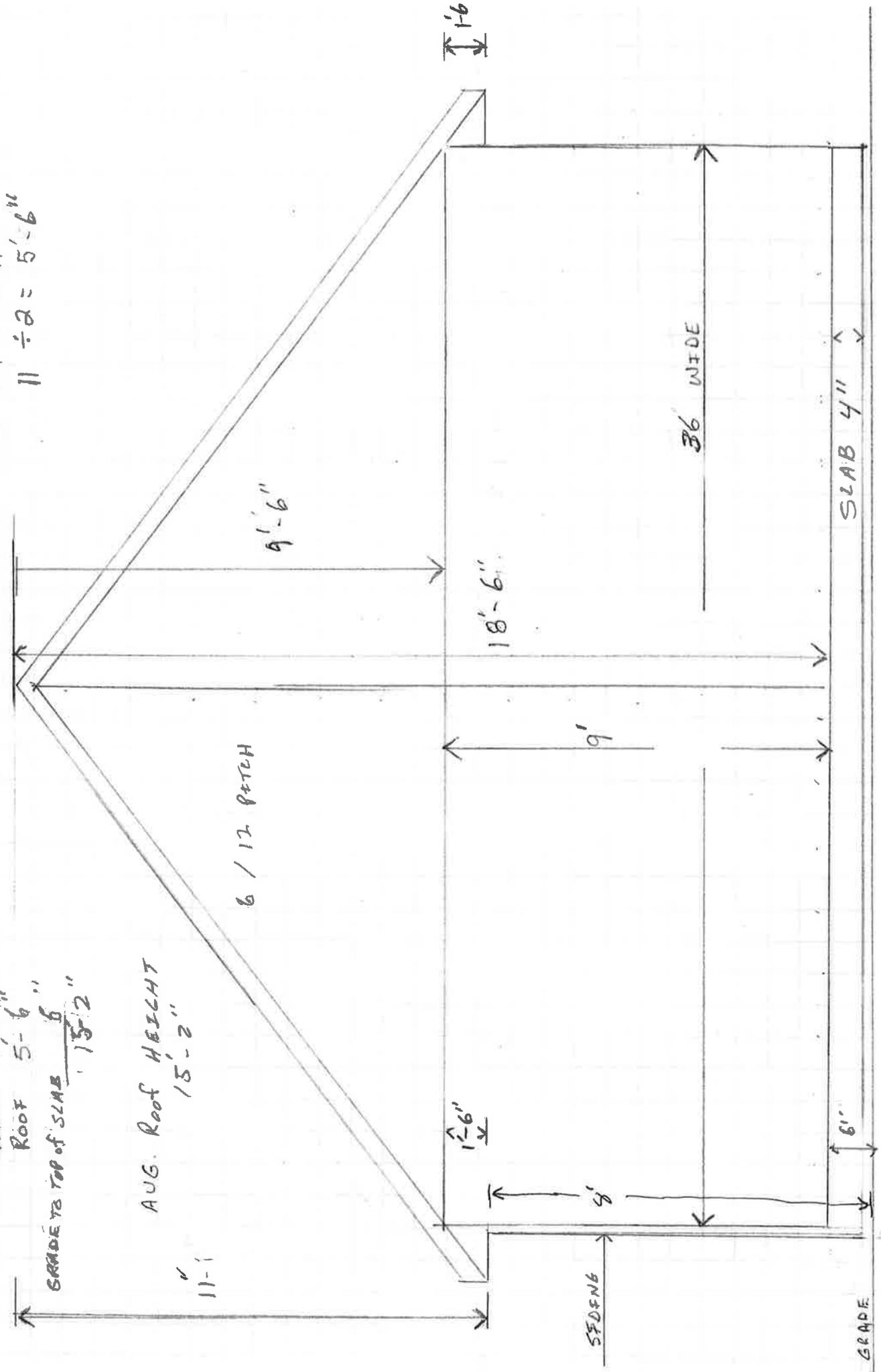
10-20-19
D.M. [Signature]

$9'-6" \pm 1'-6" = 11'$
 $11 \div 2 = 5'-6"$

WALL 9'
ROOF 5'-6"
GRADE TO TOP OF SLAB 6"
15'-2"

AUG. ROOF HEIGHT 15'-2"

6 / 12 PITCH



SECTION

36 WIDE

SLAB 4"

GRADE

CERTIFICATE OF SURVEY STAEHNKE

SECTION 34, TOWNSHIP 144 NORTH, RANGE 36 WEST
CLEARWATER COUNTY, MINNESOTA

DESCRIPTION PER RECORD DOCUMENTS 126193 & 127961:

All that part of the Northeast Quarter of the Northwest Quarter (NE¼ NW¼) of Section Thirty-four (34), Township One Hundred Forty-four (144) North, Range Thirty-six (36) West of the Fifth Principal, Meridian, Clearwater County, Minnesota, described as follows:

Start at the North quarter corner of said Section 34; then proceed southerly along the East line of said NE¼ NW¼, on an assumed bearing of South 01°09'33" East, a distance of 100.32 feet to the southerly right-of-way line of Minnesota State Highway 200 (formerly State Highway 92); then proceed westerly along said right-of-way line, on a bearing of South 89°14'38" West, a distance of 768.00 feet to the point of beginning of the property to be described, which point (Point X) is marked with a metal stake, and which point is located approximately 21 feet easterly, as measured along said right-of-way line, of the easterly edge of the existing driveway (the Driveway); then continue on the same bearing a distance of 29.00 feet to a point on the centerline of the Driveway; then proceed in a southeasterly direction a distance of 300.00 feet along the centerline of the Driveway; then continue in a southeasterly direction a distance of 135.00 feet along the centerline of the Driveway; then continue in a southeasterly direction a distance of 1 foot more or less, along the centerline of the Driveway, to the point where said center line intersects the South Boundary (as described below); then proceed easterly along the South Boundary to the West bank of the Mississippi River; thence proceed northwesterly along said west bank of the Mississippi River to the Southerly right-of-way line of said State Highway 200; then proceed westerly along said right-of-way line to the point of beginning.

The South Boundary is a line parallel to and 3.00 feet southerly of the Staked Line (as described below). to locate the Staked Line, start at Point X; then proceed on a line bearing South 34°19'15" East a distance of 282.03 feet to a point, which point is marked with a metal stake; then proceed on a line bearing South 22°53'48" East a distance of 135.00 feet to a point (Point Y), which point is marked with a metal stake, and which point is located on the Staked Line. The Staked Line is a straight line that begins on the centerline of the Driveway, passes through Point Y, and runs in an easterly direction on a bearing of North 76°59'52" East. The Staked Line is marked with three metal stakes, one at Point Y, one 71.93 feet easterly of Point Y, and the third 154.36 feet Easterly of Point Y.

(The metal stakes referred to in the above description are 1/2-inch diameter steel stakes with yellow plastic caps, which caps bear the legend "Shellack 15572.")

All Bearings used in the above description are based on the assumed bearing set forth herein for the east line of said NE¼ NW¼.

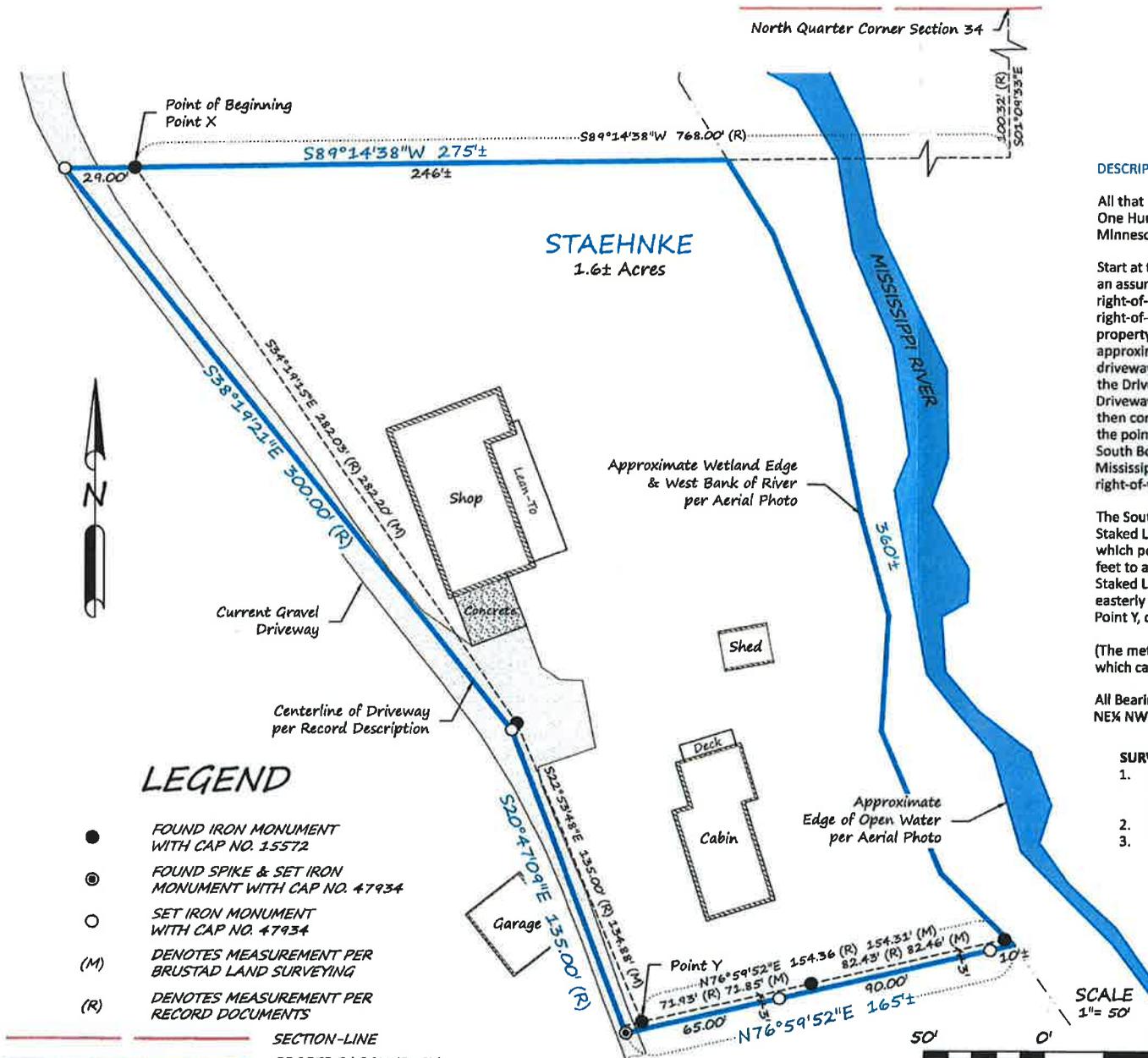
SURVEYOR'S NOTES:

1. The Purpose of this Survey was to determine the West Line of the Property. The Record Description calls out the Centerline of the Driveway as being the West Line. Since the Description was created, the Centerline of the Driveway may have moved.
2. All of the Metal Stakes mentioned in the Description were found and fit very well together.
3. The Centerline of the Driveway was re-established by the following:
 - The reference call of 29' West of Point X was held as the NW corner of the Property.
 - The South Boundary was re-established by offsetting the Staked Line 3' South.
 - The intersection of the South Boundary and the physical location of the Current Centerline of the Driveway resulted in a large spike in the ground. This Spike was held as the SW corner of the Property.
 - The remaining corner on the West Line was computed by the intersection of the record distances of 300' and 135'.

BRUSTAD LAND SURVEYING
Bagley, Mn 56621 (218) 694-5280

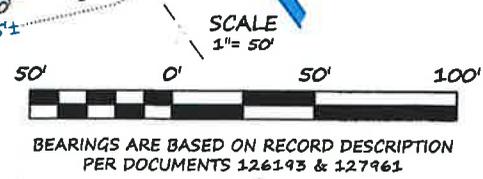
I HEREBY CERTIFY THAT THIS SURVEY, PLAN OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

Amanda J. Brustad 10/8/19
AMANDA J. BRUSTAD (LIC. NO. 47934) DATE:



LEGEND

- FOUND IRON MONUMENT WITH CAP NO. 15572
- ⊙ FOUND SPIKE & SET IRON MONUMENT WITH CAP NO. 47934
- SET IRON MONUMENT WITH CAP NO. 47934
- (M) DENOTES MEASUREMENT PER BRUSTAD LAND SURVEYING
- (R) DENOTES MEASUREMENT PER RECORD DOCUMENTS
- SECTION-LINE
- PROPERTY BOUNDARY
- - - SURVEY LINE





Clearwater County Environmental Services

213 Main Ave N Dept. 206
Bagley, MN 56621-8304
www.co.clearwater.mn.us

Phone: 218/694-6183
Fax: 218/694-6244

Date: October 17th, 2019

To: Planning Advisory Commission/Board of Adjustment Members

From: Dan Hecht, Environmental Services Administrator

RE: November 5th, 2019 Planning Commission / Board of Adjustment Meeting

STAFF REPORT Planning Commission / Board of Adjustment

These recommendations are written in accordance with Section 1101, Shoreland Ordinance.

For this meeting we have one variance. This one is a little unusual in that it's within the Mississippi River corridor and therefore the Mississippi Headwaters Board (MHB) Management Plan prevails over our county shoreland ordinance if its standards are more restrictive, which they are in this case because the OHW structure setback is 200 feet instead of the 150 feet listed in the county ordinance. Also, the allowable building height maximum in the MHB Plan is 18 feet where it is 25 feet in the county ordinance.

1) Variance, Scott Staehnke, Mississippi River

Mr. Staehnke is requesting a variance to build a new home on the site of the existing home at this property. The existing home will be demolished. The OHW setback of the existing home is 78 feet and the OHW setback proposed for the new home is 87 feet, with all other dimensions of the new home being expanded beyond the footprint of the existing home to accommodate an attached garage and larger living area on one floor. The proposed building height is 15 feet, 2 inches. The reason for the need for the variance is primarily due to the depth of the property between the river and the west lot line, where the setback is proposed to be 30 feet rather than the minimum required 20 feet. This extra 10 foot spacing is being requested to accommodate maintenance of the driveway the follows the property boundary.

My recommendation is to GRANT the variance and adopt the proposed findings of fact.

CLEARWATER COUNTY BOARD OF ADJUSTMENT

FINDINGS OF FACT SUPPORTING/DENYING AN AREA VARIANCE

An area variance may be granted only where the strict enforcement of land use controls will result in “practical difficulty”. A determination that a “practical difficulty” exists is based upon consideration of the following criteria:

- 1) Is the request a substantial variation from the requirements of the land use controls? Why or why not? Yes. The setback requirement at this location is 200 feet for structures according to the MHB Management Plan, whereas the variance request proposes a structure setback for a new home of 87 feet.
- 2) If granted, will the variance upset the purpose and intent of the land use controls? No. The variance is needed to accommodate a residential use and due to the lot dimensions, there is no alternative that would avoid a variance. The proposed setback is the maximum possible setback that can be achieved for the proposed building dimensions without encroaching on the westerly property boundary.
- 3) Will the request have an adverse effect on government services? Why or Why not? No. No government services exist at the property which may be affected by the proposal.
- 4) Will the requested variance effect a substantial change in the character of the neighborhood or will it result in a substantial detriment to neighboring properties? Why or why not? No. Other development in the neighborhood is residential or seasonal as well, though less intense.
- 5) Is there another feasible method to alleviate the need for a variance? Why or why not? Economic conditions may play a role in this factor. No, any addition to the existing structure or replacement of the existing structure that alters is dimensions will require a variance. No alternative location on the property exists that could avoid a variance and additional land that could be purchased to enlarge the property is not available.
- 6) How did the need for a variance arise? What exceptional circumstances are unique to the property? Did the landowner create the need for the variance? Explain. The need for the variance was not caused by the landowner. The property was created and developed prior to implementation of the shoreland rules. Implementation of the shoreland rules caused the existing structure to become a nonconformity.

Adopted by Board of Adjustment on: _____.

Variance Application #: VA-299-19.

**PLANNING COMMISSION, BOARD OF ADJUSTMENT
and
SOLID WASTE ADVISORY BOARD**

Meeting Minutes, November 5, 2019

Members Present: Dave Hallan Dean Newland
 Glenn Rettmann Wayne Johnson
 Art Widmark Ken Brein
 Francis Feil Jim Cairns

Others Present: Dan Hecht, Board Secretary & Environmental Services Director
 Jeanie Gottsman, Environmental Services Clerk

Planning Commission members visited the site during the morning prior to the meeting time, at a pre-arranged site visit time that was open to the public.

Chair Rettmann called the meeting to order at 11:00 a.m.

Chair Rettmann entertained a motion to approve the July 10th, 2019 minutes as mailed. Dave Hallan made that motion. Wayne Johnson seconded the motion. Motion carried.

Chair Rettmann opened the Planning Commission/Board of Adjustment meeting with discussion on the Variance application (VA-299-19) made by Scott and Jane Staehnke, part of the NE1/4NW1/4 S of HWY 200 & W of the River, Section 34, Township 144, Range 36, Itasca Township in Clearwater County Minnesota to build a new home.

Dan Hecht explained that Mr. Staehnke had confirmed that the requested OHW set back is 87' (200' is required by the MHB Management Plan) and the setback from the side lot line on the west side is proposed to be 30 feet. Dan made a recommendation to approve the Variance application with the following conditions 1) to remove the storage shed to the north of the home; 2) to adopt the proposed Finding of Fact with the OHW setback corrected from 89 feet to 87 feet and remove the words "setback requirement" at the end of the last sentence in item #2 of the findings. (See revised Finding of Fact attached)

Hecht mentioned the letter the Environmental Service Office received from Mark Osland, who is the owner of the neighboring property. The Planning Commission/Board of Adjustment members were provided copies and read the letter. Hecht said that he had also spoken by phone with Mr. Osland and his primary concern related to the property boundary location on the west side as it pertains to his access easement. Dan said he is relying on the certificate of survey provided by the applicant for the boundary location and the access easement was outside the County's control. There was no further discussion on the letter.

Dan commented on the building height. It was proposed as 15' 2" (18' maximum allowed by MBH Management Plan), adding that the home was being proposed as one story and not two and therefore he didn't advise the applicant to further reduce the proposed height.

Dean Newland asked if Dan had measured the 87' setback from the Mississippi River for this Variance application. Dan said he was using a measurement from a previous variance application.

Dave Hallan asked if the Mississippi River were to flood and it changed the banks of the Mississippi River and the home ended up being closer to the river would that change anything? Dan said it would change things for future applications, but this Variance application would use the current conditions.

Dean Newland asked about a silt fence that Dan Hecht had mentioned during the site visit to control runoff. Dan said it would be a reasonable condition that could be added if the Board chose to do so. There was discussion on what should be done for erosion control.

Chair Rettmann entertained a motion to approve the Variance application made by Scott and Jane Staehnke (VA-299-19) with conditions as follows: 1) remove the 12' x 20' storage shed to the north of the home; 2) erosion control best practices are implemented during construction that effectively buffer the active building site from the river during storm events; 3) adopt the findings of fact as presented and amended by staff.

Ken Brein made that motion. Francis Feil seconded it. Motion carried.

Chair Rettmann entertained a motion to adjourn. Francis Feil made that motion. Jim Cairns seconded the motion. Motion carried.

Meeting adjourn at 11:30 a.m.

Respectively submitted by:
Dan Hecht, Secretary, PAC/BOA/SWAB



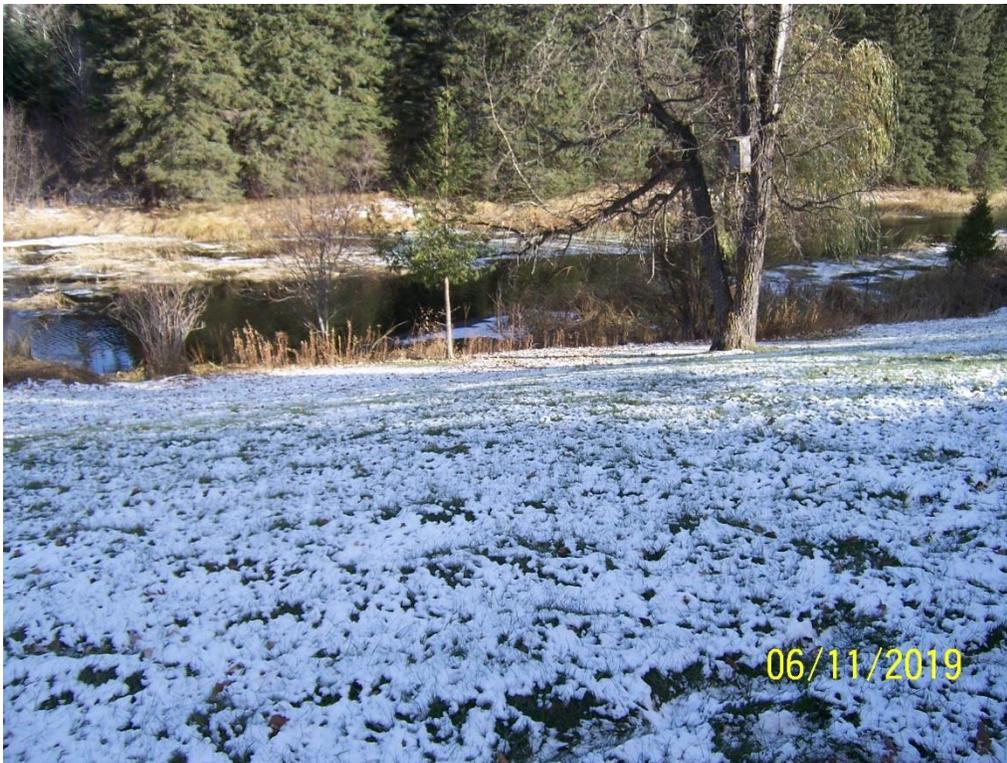
Looking southward along driveway. West property boundary follows driveway centerline. Existing home on left to be removed, proposed new home constructed 30' from west boundary.



Another view southward. New home to be moved westward (right) and away from riverfront.



View to the East, toward riverfront from driveway along north side of existing and proposed home. Small building in photo on left is a Water Oriented Accessory Structure and is to be removed and not relocated as Clearwater County prohibits WOAS. Paint visible on the ground represents the northwest corner of proposed home footprint.



From northeast corner of existing home looking eastward toward riverfront. Existing OHW setback is 78 feet and proposed OHW setback is 87 feet.



From southeast corner of existing home looking northeasterly toward riverfront. Note State Highway 200 nearby in the background.



Standing near southeast corner of existing home, looking north. River and highway visible as well as WOAS to be removed. Proposed home footprint will move left, almost out of photo.



Near southwest corner of existing home looking north. Trees to be removed. Recent, compliant SSTS is to the north of the large shop visible in photo. Well is just behind and to my right in photo. Proposed home southwest corner painted on ground and visible in lower left of photo.



Standing at southwest property corner looking north along property boundary.



From west side of existing home looking east and toward river. Existing home dimension is 31' x 72' x 11' High at 78' OHW setback. Proposed home is 46' x 108' x 15'2" High at 87' OHW setback. Of that, 46' x 74' (3,400 sq. ft.) is living area and open deck and 46' x 34' is attached garage. Impervious surface coverage on the 1.7 acre parcel, including gravel driveway and parking areas, will increase from approximately 13% up to approximately 16%.

Action/Discussion

St. Louis County AIS grant and Resolution of Support

MN Traditions Update

Miss. River Signage Update

Biennial Conference Feedback from MHB Board

MHB Overview PowerPoint

Executive Director's Report

December MHB monthly meeting



Aquatic Invasive Species (AIS) Prevention Program

St. Louis County, Minnesota

About: The Aquatic Invasive Species (AIS) Prevention Program provides funds to organizations to carry out activities related to prevent the introduction or limit the spread of aquatic invasive species (AIS) in St. Louis County. For more information, see our website at:

<http://www.stlouiscountymn.gov/ais>

NOTE: St. Louis County AIS Prevention Program will be available provided state funding is appropriated for the program.

| | | | | |
|--|--|---|-------------|----------------|
| Organization/Applicant Name Mississippi Headwaters Board | | Daytime # 218.824.1189 | | Date 9/6/19 |
| Type of Organization <input checked="" type="checkbox"/> Government <input type="checkbox"/> Non-profit <input type="checkbox"/> Other | | | | |
| Address 322 Laurel St. | | City Brainerd | State MN | ZIP 56401 |
| Email timt@mississippiheadwaters.org | | | | |
| Contact Person <i>If applicable</i> Tim Terrill | | Contact Person # 218.824-1189 | | |
| Mailing Address <i>If different than above</i> | | City | State | ZIP |
| Email Address <i>If different than above</i> | | | | |

PROJECT INFORMATION

| | | | | |
|---|--|--|---------------------------------------|-----------|
| Project Title MN Traditions 2020 social media campaign | | | | |
| Name(s) of affected water bodies <i>If applicable</i> All | | | Water body ID(s) <i>If applicable</i> | |
| Site Address <i>If applicable</i> www.mississippiheadwaters.org or www.minnesotatraditions.com | | | City | State ZIP |

PROJECT TYPE – See St. Louis County AIS Prevention Plan Action Categories (pages 5-15)

- Assess county resources and risk of AIS introduction and spread Check all that apply
- Increase resources for countywide education and enforcement
- Increase public awareness and participation in prevention
- Increase available resources and leverage partnerships
- Broaden knowledge of and participation in early detection and rapid response activities
- Manage existing populations of AIS
- Address specific pathways for AIS introduction

FUNDING REQUEST

| | |
|---|---|
| Amount of (\$) of AIS Grant Program Request Minimum \$10,000 | \$ 30,000 |
| Amount of (\$) of Organizational Resources | \$ |
| Amount (\$) From Other Sources Name and Level of Commitment | \$ \$38,000 Secured from Morrison, Cass, and Beltrami county |
| | \$ 20,000 unsecured but committed from Crow Wing, Aitkin & Todd counties |
| | \$ 12,000 unsecured from DNR grant |
| Total Project Cost (\$) | \$ 100,000 |

See Instructions for providing details in this section.

APPLICATION NARRATIVE (Please *briefly* explain the following. Additional sheets may be attached if necessary.)

1. Please describe the problem, issue, or concerns you intend to address.

The problem with AIS education and awareness is that the message is mostly negative and therefore does not produce behavioral change within the user. Another issue is that it is that while we have witnessed successful adoption of prevention measures locally from users, there is little offensive strategy taken by counties to change behavior before they enter a county. To date, the MN Aquatic Invasive Research Center, Dept. of Natural Resources, county organizations, and lake associations lack a statewide distribution system to get their message to the recreational user groups that use our natural resources.

Background: The Mississippi Headwaters Board developed a social media program in 2016 that reached the recreational user via Facebook and Twitter. To date it has been funded by various grants and counties and has 30,419 followers on Facebook and 5,965 on Twitter. Please read below how we can help you protect your recreational resources in your county.

2. What is being proposed to address the problem, issue or concern?

Minnesota Traditions is a social media distribution system capable of reaching the masses and influencing behavioral change in individuals. Currently MN Traditions has 30,419 followers on Facebook and 5,965 on Twitter in which the recreational users receive articles, videos, and other media for a variety of sources to educate and influence them to adopt best management practices like Clean, Drain, Dry, Dispose.

We are about influencing behavioral change, not just providing information. We intend to influence positive behavioral change to reduce the spread of AIS by creating content based on DNR research that focuses on identified pathways that AIS enters the ecosystem. We will post content 3 times a week on social media in the months of April through October and will also create written articles that focus on prevention efforts being done locally which will be sent to over 600 media outlets.

This is a newer approach to AIS prevention efforts as it was funded in 2016 by the Initiative Foundation's Innovative Funding grant. The Initiative Foundation realized that while there are videos and media on YouTube talking about AIS, there has not been a social media campaign that specifically targets the recreational user.

3. How does this work support the St. Louis County Aquatic Invasive Species Prevention Plan?

This follows the St. Louis County AIS Prevention Plan by producing content focusing on the pathways of introduction and spread (pg. 2); and focusing on the following actions: 3.8- Identify and support government units, lake assoc., conservation organizations, non-profits and others who are successfully working on AIS education. 3.9- Collaborate with other counties, watershed groups, and/or adjacent jurisdictions to develop regional approaches to AIS prevention. 3.15- Use existing and create new partnerships to capitalize on outreach efforts developed by the MNDNR. 3.16- Create AIS prevention messaging with local appeal that targets residents and non-residents who use the area waters using mass and social media. 3.18- Develop tailored AIS prevention messages aimed at lake-related businesses.

4. What are the proposed outputs and outcomes and how will they be measured?

We intend to meet the following outputs:

1. increase followers on the MN Traditions Facebook and Twitter social media to 35K and 7K respectively.
2. Create at least 8 videos and 10 articles that will be aired on social media and distributed to media outlets.
3. Provide monthly reports to financially participating counties about campaign performance.

MN Traditions is a proven tool that increases the level of awareness and behavioral change. Available upon request are surveys that the MHB completed over the past 4 years that demonstrate that after recreational users experienced behavioral change and increased knowledge about AIS after watching MN Traditions media.

5. What is the timeframe for the project?

The Campaign will begin on 4/1/20 and go until 3/31/21.

6. Describe partnerships with other agencies for the proposed project. Provide detail on matching funds involving the level of commitment.

The Mississippi Headwaters Board (MHB) has been running this program for 4 years now and has a wide range of counties supporting its effort. This year we plan to leverage funding from MHB counties (Clearwater, Beltrami, Hubbard, Cass, Itasca, Aitkin, Crow Wing, Morrison) and have reached \$58,000 in funding, and get \$12,000 from the DNR grant. Our goal is to reach \$100,000, so St. Louis county funding will go to support the social media campaign and the article writing campaign. The partners responsibility will be to provide funding and contact information of local individuals who they want to be interviewed. A professional marketing firm named Fishing the Wildside will be contracted to implement the social media and article writing campaign.

7. Describe the applicant's organizational capacity to conduct AIS work and accept state grant funds.

The MHB's fiscal management is overseen by Crow Wing County which handles approximately \$90 million in transactions per year. We have the organizational capacity to handle this grant.

We also administer various local and state grants from a variety of state agencies with multiple funding levels and timelines. One particular grant is from the Lessard-Sams Outdoor Heritage Council which averages around \$3 million a year.

ORGANIZATIONAL STRUCTURE

Please list members of the project team and describe their roles.

| Member Name | Role |
|-------------|---------------------------------------|
| Tim Terrill | Funding Coordinator and administrator |
| Chip Leer | Project implementer and manager |
| | |
| | |
| | |
| | |
| | |

ATTACHMENTS

Required attachments for ALL applicants.

1. A resolution by the governing body authorizing the applicants to apply for and receive funds.
2. One copy of most recent financial statements. (Non-government agencies)
3. Other relevant information (letters of support, etc.)
4. I have reviewed the sample contract. The applicant is able to comply with the requirements in the St. Louis County draft contract.
 Yes No (state reasons if answer is no)

AGREEMENT

| | | |
|---|---------------------------------|-------|
| Authorized Applicant Name: Tim Terrill | Title Executive Director | Date: |
|---|---------------------------------|-------|



RESOLUTION 2019-03

Mississippi Headwaters Board

Whereas, the Mississippi Headwaters Board (MHB), is required by Minnesota Statutes 103F.361-378 to identify and protect the natural, cultural, historical, scientific and recreational values of the first 400 miles of the Mississippi River; and

Whereas, Aquatic Invasive Species (AIS) are a threat to the lakes, rivers, and streams in Minnesota, and

Whereas, a regional AIS awareness campaign utilizing social media was produced by the MHB to prevent infestation of AIS

Now, therefore be it resolved, that the Mississippi Headwaters Board supports the application to the St. Louis County AIS prevention program to further assist the Minnesota Traditions AIS social media program.

This resolution was adopted by a vote, Ayes ___ Nays:___ , of the Mississippi Headwaters Board on **November 22, 2019** and will be made of record in accordance with the Minutes of same.

I, **Mike Wilson**, Chairman of the Mississippi Headwaters Board (MHB), do hereby certify that I have compared the foregoing with the original resolution filed in the MHB office on the **22nd of November A.D. 2019**, and the same is a true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL

At Walker, Minnesota, **this 22nd day of November, A.D. 2019**

Mike Wilson-Chairman of the Board

Executive Director Report

October-November 2019

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. Kayaked from Miss. Overlook Park to CW State Park in CW county, and hwy 169 to Aitkin county campground to determine time of travel for River signage program.
7. Kayaked from Little Falls Dam to Blanchard Dam to field verify time.
8. Provided direction and guidance to partners on biennial conference presentations.
9. Sent in LSOHC invoice and DNR invoice for reimbursement.
10. Began setting up DNR Regional Management Team meetings with the Area office.
11. Work with DNR Parks and Trails to discuss Miss. River signage and getting approval at the State Office.
12. Completed performance evaluation and sent to Crow Wing Human Resources to distribute to MHB board members.
13. Called Megan Christianson from Visit Grand Rapids to determine what stretch of the Miss. River they would like to pursue signage next year.

Meetings & Networking

1. Held meeting with Max Peters in Cohasset about Miss. River signage. They are interested in signage from Schoolcraft State Park to Cohasset.
2. Held meeting with the DNR and Enbridge to discuss wild rice mapping on the Mississippi River.
3. Received approval from Enbridge to use funding for Miss. River signage program.
4. Set up interview meeting with AIS coordinators so their message could be viewed on social media.
5. Organized CW and Cass AIS coordinators along with DNR personnel to do interviews for MN Traditions.
6. The Miss. Headwaters Habitat Corridor Project- Phase 4 received unanimous approval from the Outdoor Heritage Council for \$3,375,000 to implement easements and acquisitions over the next 3 years. Every council member provided a funding amount for the proposal, and next we will need to develop an accomplishment plan.
7. Held teleconference with Rita Albrecht, Bemidji Mayor, and Shawn Tracy from HR Green to discuss ppt. presentation for biennial conference.

8. Discuss projects the MHB is using to reduce TSS from the Miss. River with EOR engineering. EOR is writing the TMDL for the Mississippi River in the Miss.-Brainerd Watershed WRAPS.
9. Held meeting to discuss LSOHC accomplishment plan budget to be submitted to the Outdoor Heritage Council by 10/17.
10. Attended AIS interview with Cass, Crow Wing, and DNR coordinators to develop content for AIS social media.
11. Attended Upper Miss. 1W1P and focused on implementation actions. Miss. River signage project was included as a fundable item.
12. Held meeting with Aitkin AIS committee and will receive some funding from Aitkin County.
13. Met with Crow Wing AIS coordinator and Environmental Service Director and requested funding for next year.
14. Talked with Grand Rapids Tourism person Megan Christianson about the Miss. River Signage project and she is interested in doing something from Grand Rapids to Blackberry exit.
15. Attended DNR behavioral change design workshop and gave quick presentation about MN Traditions and our successful social media campaign.
16. Held biennial conference. Sent pictures to legislative members to use for their press releases. Sen. Ruud talked with Baxter administrator about potential bonding funding for the underfunded LCCMR project.
17. Sent River signage powerpoint presentation to BWSR staff. The Rainy River would like to develop a similar project.
18. Held meeting with Comm. Gaasvig and Sherriff Beitel to discuss signage on the River and potentially solve a civic issue of road shoulder parking at Ottetail dam and county rd. 8. Comm. Gaasvig will explore possibility of creating parking at dam site on Ottetail property, and I will develop signage to provide guidance to exit at existing county Rd. 25 access instead of county rd. 8. County rd. 8 has no official access set up there.
19. Initiated conversation with Pete Stauber's office about federal dam replacement and leech river meandering restoration.