

**Mississippi Headwaters Board (MHB)**  
**October 15th, 2010**  
**Cass County Courthouse, Walker, MN**  
**Meeting Minutes**

**Members Present:** Jack Frost (Beltrami County), Lori Dowling (Itasca County), Lyle Robinson (Hubbard County), Dean Newland (Clearwater County), Tom Wenzel (Morrison County), Paul Thiede (Crow Wing County), Brian Napstad (Aitkin County), and Pam Kichler (Admin. Asst.)

**Members Excused:** Dick Downham (Cass County)

**Others Present:**

Bill Patnaude - Beltrami ESD  
Noel Griese - Itasca SWCD

DuWayne and Diane Traut - zoning applicant  
Chip Borkenhagen - Range Marketing/Evergreen Press

**9:02 am** - Chair Jack Frost (Beltrami) called to order the monthly meeting of the Mississippi Headwaters Board at 9:02 am on October 15th, 2010, in Walker, MN. The meeting began with the pledge of allegiance.

**9:03 am - Agenda** (October 15<sup>th</sup> '10). **Motion** was made and seconded by Commissioners Paul Thiede (Crow Wing) / Brian Napstad (Aitkin) to approve the Agenda - 6 ayes, 0 nays. Motion carried.

**9:04 am - Consent Agenda** (Sept. '10 - Minutes/Oct '10 Expense). **Motion** was made and seconded by Commissioners Tom Wenzel (Morrison) / Lyle Robinson (Hubbard) to approve the October '10 Consent Agenda - 6 ayes, 0 nays. Motion carried.

**9:05 am - Staff Report** (Oct. '10). Pam Kichler (Admin. Asst.) highlighted several items:

- **#3 (P/C)** - Office received Initiative Foundation response to questions about grant contract language re: acknowledgements - further discussion under Action Items 'Strategic Planning'
- **#4 (P/C)** - Office received DNR response to questions about grant contract language re: acknowledgements - further discussion under Action Items 'Strategic Planning'
- Staff advised of the anticipated Project Review Committee meeting that is slotted for 11/1/10 and asked if there were any conflicts with the November 19<sup>th</sup> MHB meeting date

**9:12 am - Zoning Actions -**

**A. Crow Wing County -**

1. Cr-10a-10 RE: Review/comment on a request/application to amend official zoning map to change approx. 5 acres of parcel from Agriculture to Shoreland Residential 2 - Mississippi River - applicant - DuWayne and Diane Traut

► Discussion: Chris Pence (Crow Wing P/Z) was not in attendance but the applicants were available for questions at this meeting. Some specifics noted in discussion were:

- a) This application was reviewed by the Crow Wing County DRT (Development Review Team) on 9/17/10. The Crow Wing County BOA review meeting will be held 10/21/10
- b) Property has 2 ponds located on it and 932' of river shoreline. After the proposed split, approx. 450' of the shoreline will be part of the Residential zoned 5 acres
- c) The parcel is currently wooded and not being used for Agriculture

After review/discussion, a **motion** was made and seconded by Commissioners Lyle Robinson (Hubbard) / Tom Wenzel (Morrison) to comment in favor of the application provided all Findings of Fact and Conditions noted by the Crow Wing County Board of Adjustment and the MHB ordinance are followed - 7 ayes, 0 nays. Motion carried.

**9:35 am – Action Items –**

► **River Watch funding (Noel Griese – Itasca Soil Water Conservation District)** – Noel Griese took the floor to provide the board some history of past River Watch (RW) reimbursement requests from the Itasca SWCD and what the money is used for. Below are some other specifics identified through discussion:

- 1) Itasca SWCD submit a \$500 request annually, then buys the reagents (chemicals etc) and passes them on to the Deer River High School Science dept. for monitoring activities
- 2) The board suggested that we continue to support the Deer River High School RW program
- 3) The board would like staff to work w/Itasca SWCD to develop a working agreement and guide lines of the data that should be supplied with the annual request form before money is distributed
- 4) Once the necessary model components are identified: who and where is the monitoring being done; what is tested; and what is done with the test results, other schools/monitoring organizations/SWCD's could be targeted and approached for future RW program involvement

Following discussion, **motion** was made and seconded by Commissioners Paul Thiede (Crow Wing) / Lyle Robinson (Hubbard) to transfer \$12,000 from the General Account to the River Watch Account and accept the requests from the Itasca SWCD (not to exceed \$500) in support of the Deer River High School River Watch activities. Future RW grant requests will be contingent upon a cooperative agreement and annual report of data - 7 ayes, 0 nays. Motion carried.

► **Strategic Planning Update -**

Paul Thiede (Crow Wing – subcommittee chair) began with a brief update on the items to be covered in today's discussion and those that will require board action. Chip Borkenhagen (Range Marketing/Evergreen Press) took the floor and provided a written synopsis of project development thus far. The following are some of the details covered today in discussion:

- 1) **Professional Service Agreement** – Chip gave the board a copy of the draft Professional Working Agreement (between Range Marketing and the MHB) handed out last month with his suggested revisions. This will be discussed further within the Sub-committee
- Ownership of photos** - Chip provided a draft copy of a professional agreement with one of contracted photographers and explained use conditions and various scenarios. **Motion** was made and seconded by Commissioners Brian Napstad (Aitkin) / Paul Thiede (Crow Wing) to approve the board pay to 'lease', not 'own' photos - 6 ayes, 0 nays. Motion carried.
- 2) **Assigned Titles for book re-print** – A list of proposed titles (for content contributions etc) was handed out and the board was in agreement with those indicated
- 3) **Logo** – The board voted on several options but asked Chip to refine them again per today's suggestions
- 4) **DNR and IF agreement** (copy-right and acknowledgements) – Per Staff, both the Initiative Foundation and the DNR will not have copy-rights to the Guide Book or revenue % of sales but would like acknowledgement of their collaborative relationship with the MHB in regards to the book

There was no further business of the MHB to discuss, **motion** was made and seconded by Commissioners Lori Dowling (Itasca) / Tom Wenzel (Morrison) to adjourn the meeting at Noon - 7 ayes, 0 nays, Motion carried.

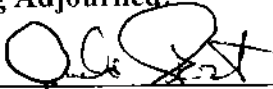
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11:45 am – Misc –

☼ Legislature Update –


Next MHB meeting: Friday, November 19<sup>th</sup> 10 at 9 am – Cass County Courthouse, Walker, MN

Meeting Adjourned:



Chair Approval

☼ County Updates –

  
Submitted by (Admin Asst)