

# Mississippi Headwaters Board (MHB)

October 19<sup>th</sup>, 2012

Cass County Courthouse, Walker, MN

## Meeting Minutes

**Members Present:** Tom Wenzel (Morrison County), Jack Frost (Beltrami County), Brian Napstad (Aitkin County), Lyle Robinson (Hubbard County), Dean Newland (Clearwater County), Davin Tinquist (Itasca County), Paul Thiede (Crow Wing County - CWC), Neal Gaalswyk (Cass County) and Pam Kichler (Admin. Asst. - Staff)

### Members Excused:

**Others Present:** Andrew Mack (Greater Bemidji Area Joint Powers Board Zoning - GBA JPB), Randy Thoreson (National Park Service – NPS), Jason Kuiken (United States Forest Service – USFS – Deer River), Amy Kowalzek (Morrison County Zoning), Rick Glorvigen, Larry Key and Pat Medure (Upper Mississippi Flood Mitigation Task Force – UMFM Task Force), and Senator John Carlson

**9:05 am** – Chair Lyle Robinson (Hubbard) called to order the monthly meeting of the Mississippi Headwaters Board at 9:05 am on October 19<sup>th</sup>, 2012, in Walker, MN. The meeting began with the pledge of allegiance.

**9:06 am - Agenda** (Oct. 19<sup>th</sup>, 2012). Chair Lyle Robinson (Hubbard) noted several Agenda changes: addition of a Crow Wing County zoning action (ordinance language update) and because both Mitch Brinks (CWC Water Protection Specialist) and Chris Pence (CWC Land Service Supervisor) would not be in attendance, the BWSR Grant update would be discussed later on the Agenda. **Motion** was made and seconded by Commissioners Brian Napstad (Aitkin) / Paul Thiede (Crow Wing) to approve the agenda with the noted amendments – 8 ayes, 0 nays. Motion carried.

**9:07 am – Consent Agenda** (September '12 – Minutes / Sept. '12 Expenses). **Motion** was made and seconded by Commissioners Tom Wenzel (Morrison) / Dean Newland (Clearwater) to approve the September '12 Consent Agenda (Sept. '12 Minutes and Expenses of \$5,190.82) as provided – 8 ayes, 0 nays. Motion carried.

**9:08 am – Staff Report** (September / October '12). Pam Kichler (Admin. Asst.) made note of a couple of items:

- **#3 (P/B)** – The office has received several requested 1Q in-kind reports from the eight counties. At the end of the month staff will compile the information and draft a reimbursement request for the DNR
- Pam added that she has had on-going conversation with the CWC Auditor's office to determine how to handle board member meeting expenses going forward. It was suggested by CWC that it might work best to return to manual processing methods for mileage, as there has been some concerns with getting the information consistently entered on-line. Staff is looking to have the board members make a final decision on whether to stay with Wells Fargo entry or revert back to the former process. Chair Robinson suggested continuing discussion on this topic under 'Actions' on the Agenda.

### 9:10 am – Zoning Actions

#### 1. Beltrami County (GBA JPB) –

A. **GBA-9a-12 RE:** – CUP review/comment for new 48' x 60' youth facility bldg. and parking lot – near Palustrine Wetlands – Bi-Cap (Bemidji)

► Discussion: Andrew Mack (GBA JPB Zoning) was in attendance to offer details and answer questions about the application. There was also additional documentation provided for board review. Some other specifics noted in discussion were:

a) The site is the former DNR Fishery on the NW corner of Lake Bemidji.

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- b) There are six parcels included in the CUP application.
- c) There were no adjacent property owner concerns.
- d) The Permit was approved by the GBA JPB on Oct. 2<sup>nd</sup> with 5 conditions as the disseminated details outlined.
- e) The application was also approved by the GBA JPB by way of Resolution 201221.

After review/discussion, a **motion** was made and seconded by Commissioners Brian Napstad (Aikin) / Jack Frost (Beltrami) to approve the application as submitted with the conditions and Findings as noted by the GBA JPB Planning Commission and the Resolution as recorded by same - 8 ayes, 0 nays. Motion carried.

**2. Morrison County –**

**A. M-10a-12** RE: Review/certify a variance to construct a single family home at 75' from the OHWM – Mississippi River — applicant: James Butcher / Jeff Johnson

► Discussion: Amy Kowalzek (Morrison County P/Z) was in attendance to offer details and answer questions about the application. An aerial photo of the site was also handed out. Some other specifics noted in discussion were:

- a) This is a sub-division parcel established prior to 1975 ordinance creation.
- b) The character of the surrounding area will remain & septic will be added later.
- c) There is an additional sliver of property (currently a separate parcel) that will be added to the lot. A sale is pending on the application lot and once sold the additional parcel will be included, adding only to the width of the existing lot.
- d) The Morrison Count BOA reviewed and approved the variance on 10/2/12.

After review/discussion, a **motion** was made and seconded by Commissioners Tom Wenzel (Morrison) / Neal Gaalswyk (Cass) to certify the variance with conditions and the Findings of Fact of the Morrison County BOA as of their 10/2/12 meeting - 8 ayes, 0 nays. Motion carried.

**3. Crow Wing County –**

**A. Cr-10a-12** RE: Review/comment on language changes in county ordinance Article 28 – Dirt Moving — Crow Wing County Land Services

► Discussion: Chris Pence (CWC Land Services Supervisor) was not able to attend today but had provided ordinance copies with the changes noted for board review. Commissioner Thiede (Crow Wing) was able to provide some additional comments with regard to these changes and felt that there was nothing that would draw concerns for this board. Staff will return comment as such.

**9:31 am – Action Items –**

► **Upper Mississippi Flood Mitigation (UMFM) Task Force** – Rick Glorvigen (UMFM Task Force Chair) took the floor to explain the reason this Task Force was pulled together and what is hoped to be achieved by having an organized group take the lead on flood mitigation in the Upper Mississippi River region. Currently, both MHB Commissioner Davin Tinquist (Itasca) and Neal Gaalswyk (Cass) are involved with the development of this new Task Force. Rick brought others on the task force today (Larry Key and Pat Medure) to add to this discussion. The following are examples of the conversation that ensued:

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- A. The target of today's discussion is to share an introduction of the Task Force and its goals and to begin coordination of a joint meeting of stakeholders (to include Col. Price – ACOE).
- B. Brian Napstad (Aitkin) volunteered to work with various contacts to pull a flood mitigation meeting together. It was suggested that the meeting be held 11/30/12 in Grand Rapids (Blandin Foundation), in conjunction with the November MHB meeting – either morning or afternoon.
- C. The Task Force that has formed so far will lead in the development of this group. The plan is to have another entity, perhaps a MHB ADHOC or the Task Force itself, take the lead once a base is established to work on multi-year flood projects with identified stakeholders.
- D. Letters of Support have already started to come in from area cities, townships and counties for flood mitigation Task Force development.
- E. History of past flood events around Aitkin and Pokegama Dam were provided as examples of key scenarios. The storm in July 2012 was also noted, as it resulted in millions of dollars' worth of environmental and property damage. How water control is handled as a result of extreme weather events affects other communities' down-stream as well.
- F. Commissioner Gaalswyk (Cass) asked whether our level of involvement in this Task Force is w/in the confines of our charter (mission). It was suggested that it is something this board should remain vigilant of.

After discussion, Brian Napstad (Aitkin) offered a brief time-line on how he felt the process will go. Brian then presented a **motion** to have the MHB develop an ADHOC committee to serve as the lead for a UMFM Task Force and that a board member is assigned temporarily to serve as liaison, the motion was second by Jack Frost (Beltrami) - 8 ayes, 0 nays. Motion carried.

A second **motion** was made and seconded by Chairman Lyle Robinson (Hubbard) / Commissioner Davin Tinquist (Itasca) to assign Commissioner Napstad (Aitkin) as temporary MHB liaison for the Task Force - 8 ayes, 0 nays. Motion carried.

A third **motion** was made and seconded by Commissioner Paul Thiede (Crow Wing) / Commissioner Brian Napstad (Aitkin) establishing that November 30<sup>th</sup> might be the best date for both the Flood Mitigation Task Force and the Nov. MHB meetings, time and exact location to be determined - 8 ayes, 0 nays. Motion carried.

► **National Park Service (River & Trails)** – Randy Thoreson (NPS) took the floor at this time to show a short Power Point presentation that explained the National Water Trails system designation, what the program is, how to get involved and why it is a good idea to support. A copy of the presentation was also provided for review. Below is an example of some of the highlights of the conversation that commenced:

- 1) Randy works for the Park Service on National Initiative 'outreach' projects, one of about 60 across the country. Randy's role is technical assistance. The program presented today just started this spring and promises to offer an avenue to help communities get recognition projects going via Water Trail designation.
- 2) The Mississippi River has already been designated as a State Water Trail.
- 3) It helps bring restoration & recreation dollars to this part of the country and can include a youth component.
- 4) The emphasis is on partnerships & encouraging citizen stewardship while keeping regulatory roles local.
- 5) A major concern is the river has already been segmented so many different ways. The overlapping focus on geology vs. geography could raise issues and challenges, particularly w/regulatory roles.

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- 6) BMP can also be a concern. As in some cases and over time, what was BMP becomes mandated.
- 7) Q: What is the problem the program is trying to solve? A: This problem is unique to each area.
- 8) Q: Who is an eligible applicant? Who would be the champion? A: Partnerships of many will have the most success in vying for designation.
- 9) The suggestion today is to pull interested players together (DNR/Parkway/Forest Service and the private sector) to further the discussion. Perhaps a meeting in December. In the meantime, the board will think about who would be interested in coming to the meeting.

► **Camp Ripley** – Todd Holman (The Nature Conservancy) was not in attendance for this topic but the board asked staff to contact him to obtain information that can be passed on via email.

There was final wrap up conversation on:

**BWSR update** - memo from Mitch Brinks (CWC Water Protection Specialist) – progress is good.  
**RESPEC** – Paul covered details of a 10/18/12 meeting. RESPEC is a group hired by MPCA to do modeling on 3 area watersheds: Leech Lake /Pine River/Upper Mississippi. It was suggested that RESPEC be invited to a future MHB meeting (January) to discuss further details.

**Gathering V** – Paul Thiede (CWC) highlighted discussion from the 10/6/12 Gathering V meeting.  
**Mileage/Per Diem expense procedure** - **Motion** was made and seconded by Commissioner Jack Frost (Beltrami) / Commissioner Davin Tinquist (Itasca) to revert back to processing MHB board member mileage expense as before, prior to CWC Auditor servicing (Wells Fargo on-line entry) - 8 ayes, 0 nays. Motion carried. Brief discussion on the topic followed.

**Black Bear Trail site visit** – Commissioner Thiede (CWC) stated this is still in the preliminary stages and he has little to share at this time.

**Year-end staff review** – Staff provided the board members a copy (Cass County version) of a completed '12 Employee Performance 'self-evaluation' to review and assist with their assessment of staff's 2012 performance. Staff explained that a blank copy of the form could be sent to each Commissioner via email. They would then complete it and forward directly to CWC to consolidate w/others or each Commissioner could bring their completed copy to the next MHB meeting (Nov. 30<sup>th</sup>). Through conversation it was determined that the Commissioners prefer to use the CWC form vs. the old Cass County one and would like an electric copy sent to them. Board members have until 11/30/12 to complete & return it.

There was no further business to discuss. **Motion** was made and seconded by Commissioner Dean Newland (Clearwater) / Commissioner Brian Napstad (Itasca) to adjourn the meeting at 11:55 pm - 8 ayes, 0 nays. Motion carried.

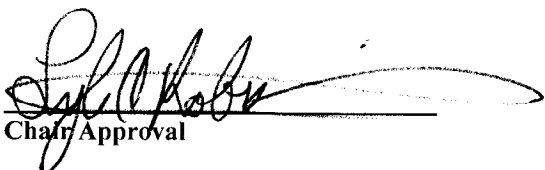
**Meeting Adjourned**

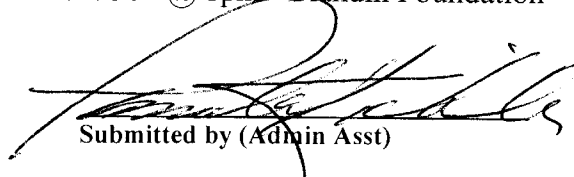
**11:55 am – Misc**

☀ **Legislature Update** – none

☀ **County Updates** – none

Next MHB meeting: Friday, November 30<sup>th</sup> 2012 – time/location TBD, Grand Rapids, MN ----- **UPDATE:** MHB meeting on Nov. 30<sup>th</sup> @ 1pm - Blandin Foundation – Grand Rapids, MN

  
Chair Approval

  
Submitted by (Admin Asst)