

Mississippi Headwaters Board
February 19th, 2010
Cass County Courthouse, Walker, MN
Meeting Minutes

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

Members Excused: Dean Newland (Clearwater) and Dick Downham (Cass)

Others Present:

Bill Patnaude – Beltrami County ESE (and TAC Chair)

9:03 am – Chair Jack Frost (Beltrami) called to order the monthly meeting of the Mississippi Headwaters Board at 9:03 am on February 19th, 2010, at the Cass County Courthouse, Walker, MN. The meeting began with the pledge of allegiance.

9:04 am - Agenda (Feb. 19th '10). Pam Kichler (Admin. Asst.) asked to add 'Draft Article' to the Agenda. **Motion** was made and seconded by Commissioners Brian Napstad (Aitkin) / Paul Thiede (Crow Wing) to approve the Agenda with the noted amendment to add article discussion in the 'Staff Report' - 5 ayes, 0 nays. Motion carried.

Commissioner Dowling (Itasca) arrived at 9:05 am

9:05 am - Meeting Minutes (Jan. '10). **Motion** was made and seconded by Commissioners Lyle Robinson (Hubbard) / Brian Napstad (Aitkin) to approve the Jan. '10 Minutes - 6 ayes, 0 nays. Motion carried.

9:06 am – Expense Report (Jan. '10). Pam Kichler (Admin. Asst.) brought the line item 'Cass County MIS - \$68.86' (for additional memory and a high capacity USB) to the board's attention. Brian Napstad (Aitkin) suggested that staff back-up the office files on a daily/weekly basis. Pam will make that adjustment going forward. **Motion** was made and seconded by Commissioners Tom Wenzel (Morrison) / Lori Dowling (Itasca) to approve the Expense Report for Jan. '10 – 6 ayes, 0 nays. Motion carried.

9:08 am – Zoning Actions – none

9:09 am – Staff Report (Feb. '10). Pam Kichler (Admin. Asst.) highlighted several items:

Pam informed the board that Abbey Lentner (The Trust for Public Land – MN office in St. Paul) has contacted the office for additional copies of 'The Mississippi Headwaters Guide Book'. As the board may recall, Ms. Lentner had ordered one book in December. She is also asking if we will honor better pricing for a larger order. After further discussion, the board determined the cost should remain the same, and asked Pam to review the level of inventory and send out a copy of the book to each Commissioner. They suggested that since the book seems to be desirable, but was published back in 1995, they may want to look at creating a second edition or re-publish an updated version. The board asked Pam to contact the original printer on costs and possibly approach area publishers of magazines of similar environment/historical tone (i.e. Lake Country Journal-Brainerd) to see if there is interest in partnership on this. Paul Thiede (Crow Wing) offered to contact Lake Country Journal. **Motion** was made and seconded by Commissioners Lori Dowling (Itasca) / Brian Napstad (Aitkin) to contact prior publisher and Lake Country Journal and bring information gathered to the March MHB meeting - 6 ayes, 0 nays. Motion carried.

- #15 (P/B) – Office submitted the 2Q '10 in-kind reimbursement request to the DNR for \$24,626.67

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- **#18 (P/B)** – Office received a letter from Bemidji State University re: support (judging and awards) of the '10 Northern MN Regional Science Fair event on 2/20/10. Pam asked whether the board intends to provide awards and judging as in the past. Late notice may not allow for judges but the board's General Fund can support cash awards. **Motion** was made and seconded by Commissioners Lori Dowling (Itasca) / Paul Thiede (Crow Wing) to provide \$250 for 1st, \$150 for 2nd and \$100 for 3rd place from the General Fund – 6 ayes, 0 nays. Motion carried. They also directed Pam to ask BSU to send their notice of event by December of the previous year for any/all request for support going forward
- **#20 (P/B)** – Office received a copy of the proposed ordinance revision from Crow Wing County for board review and comment. After further discussion, the board determined that the notice was sent as an FYI but requests that office staff draft/mail an acknowledgement by the due date

Pam provided brief details of her recent work on the WEB site. She has been working with S & E WEB Design to modify the current River Watch page to allow for possible on-line (secure) data entry of monitoring readings and archive data retrieval

Pam asked the board to approve the draft letter for Minnesota Power she supplied for review. The letter will advise of the board's intentions to reconcile the River Watch account and return to Minnesota Power all unused funds associated with monitoring activities within the Blanchard Dam area, as stated in License Article 403. **Motion** was made and seconded by Commissioners Tom Wenzel (Morrison) / Brian Napstad (Aitkin) to mail the Minnesota Power letter; complete the necessary fund transfer (\$231.31) and have Cass County Auditors Office draft a check for the \$1,607.10 to Minnesota Power – 6 ayes, 0 nays. Motion carried

10:15 am – Action Items – Pam Kichler (Admin. Asst.) started this portion of the meeting by asked the board for their comments on the draft article. At last months meeting, staff was directed to come up with a draft of an article detailing board history and purpose. The following were suggested article changes:

- 1) First two paragraphs are fine but reduce academic history to just several significant bullets by categorizing them (i.e. education, protection programs etc.)
- 2) Academic history should only contain items of accomplishments, not day-to-day tasks/programs
- 3) Spell out the eight counties and add titles to any/all names mentioned in the article
- 4) If names are used w/in the article, consider contacting those people so they are aware they will be mentioned in the article
- 5) Focus on writing this and future articles with the target audience in mind

► **TAC (Technical Advisory Committee) summit** – Bill Patnaude (TAC Chair) explained his plans for pulling together a River Watch (RW) meeting between the TAC, Soil and Water Conservation District (SWCD) personnel, MPCA and the DNR before the next MHB meeting. This meeting stems from several conversations w/organizations such as MPCA and the Headwater Science Center etc. It was determined that the board should look into revitalization (or modification) of its past RW activities via possible collaboration with other area organizations. Some agenda ideas for the meeting include: what are other's monitoring activities, what needs to be done, what are the measurable outcomes, where and how can the MHB become involved. This meeting will be hosted by Bill Patnaude (Beltrami) and Steve Hughes (Aitkin SWCD) and should not be considered the second of two Strategic Planning Sessions. The conversation segued into the next item on the agenda

► **Strategic Planning Session** - Through discussion the following was determined:

- The Initiative Foundation (IF) grant period ends March 31st, the board than has another 30 days to submit final reports (budget worksheet and goals accomplished) per the grant guidelines
- Don Hickman (IF) shared with Paul Theide (Crow Wing) what they need from this board per the agreement. This board can determine whether the money is best spent on a second STS or simply be allotted to one or more specific project development (ie River Watch). It must be kept in mind

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however that the River Watch program is just one example of where this board can exert new attention, not the only one

- The flavor of the second STS should be to evaluate all of the data/opportunities available in an effort to develop board directives and a Work Plan
- With regard to the grant timeline for reporting, the board suggests that due to possible time restraint in scheduling the 2nd STS by the deadline, a letter should be sent by March 31st to the IF providing the actions taken by this board to-date and future plans

There was no further business of the Mississippi Headwaters Board to discuss, **motion** was made and seconded by Commissioners Tom Wenzel (Morrison) / Brian Napstad (Aitkin) to adjourn the meeting at 11:17 am - 5 ayes, 0 nays, Motion carried

11:17 am – Misc –

☼ **Legislature Update** – Chair Jack Frost (Bemidji) covered what topics were discussed (budget forecast and pending court cases etc) at a recent Mississippi River Parkway Committee he attended

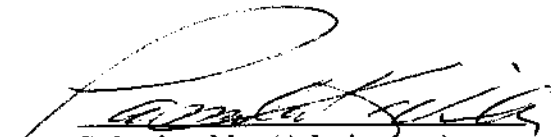
☼ **County Updates** – None

Next MHB meeting: Friday, March 19th, 2010, at 9 am – Cass County Courthouse, Walker, MN

Meeting Adjourned:



Chair Approval



Submitted by (Admin Asst)