

# Mississippi Headwaters Board (MHB)

March 15<sup>th</sup>, 2013

Cass County Courthouse, Walker, MN

## Meeting Minutes

**Members Present:** Davin Tinquist (Itasca County), Neal Gaalswyk (Cass County), Cal Johannsen (Hubbard County), Kevin Maurer (Morrison County), Paul Thiede (Crow Wing County – CWC) and Pam Kichler (Admin. Asst. - Staff)

**Members Excused:** Brian Napstad (Aitkin County), Jack Frost (Beltrami County) and Dean Newland (Clearwater County)

**Others Present:** Bill Patnaude (Beltrami County ESD), Jacob Frie – CWC Land Services (Natural Resource Manager), Jason Kuiken (Chippewa National Forest Service) and Greg Smith (Little Falls citizen)

**9:02 am** – Chairman Tinquist called to order the monthly meeting of the Mississippi Headwaters Board at 9:02 am on March 15<sup>th</sup>, 2013 in Walker, MN. The meeting began with the pledge of allegiance.

**9:03 am - Agenda** (March 15<sup>th</sup> '13). Chairman Tinquist asked for amendments and/or approval of the Agenda. No amendments were noted. **Motion** was made and seconded by Commissioners Thiede / Maurer to approve the Agenda - 5 ayes, 0 nays. Motion carried.

**9:04 am – Consent Agenda** (Feb. '13 Minutes and Feb. '13 Expenses). Per meeting protocol, Chairman Tinquist asked the board to roll-call their vote of the Consent Agenda for record. **Motion** was made and seconded by Commissioners Johannsen / Gaalswyk to approve the Consent Agenda and expenses for Feb. '13 - \$4,407.27 – Thiede - aye, Tinquist – aye, Johannsen – aye, Maurer – aye, Gaalswyk – aye and 0 nays. Motion carried.

**9:05 am – Staff Report** (Feb. – Mar.) - Pam Kichler (Admin. Asst. - Staff) highlighted several items:

- Staff advised that the board will need to review/vote on the fiscal '14 Work Plan and Budget by July 1<sup>st</sup>. This topic will appear on the April Agenda for discussion.
- Staff will begin to prepare the Biennial report (7/1/11 to 6/30/13) to be completed and sent to the State following year-end 6/30/13.
- Dozens of letters/emails have been sent out in the past couple of weeks to some of the 8 County Lake and River Associations to heighten awareness of the Guide Book as a fundraising idea.
- The office received a request letter for sponsorship/support of the '13 Northern MN Regional Science Fair (Bemidji). Staff returned a message noting that the board will not be able to support the '13 event.
- Staff advised that Noel Griese (Itasca SWCD) is asking whether the MHB still offers support (up to \$500/yr) for River Watch programs. Through today's discussion it was determined that this board should continue to require a WQ report w/every request. Staff will contact Noel on this.
- Staff asked the board whether they prefer to receive meeting documentation via email or mailed to them each month. The board consensus was to move to electronic delivery whenever possible.
- Staff has been working w/CWC regarding access to a color copier in Land Services. CWC agreed to let MHB use a color copier at no cost for the first year and will then determine if the usage warrants billing.
- The board was reminded that the organization will be required to complete the 5 year Audit (Summer '14) as well as conduct the mandatory 5 year review of the Management Plan 2014
- Staff asked for any scheduling conflicts with the April 19<sup>th</sup> meeting – none were noted.
- Staff advised that Julie Blackburn (RESPEC) will be on the April Agenda.

**Side-bar:** Commissioner Johannsen (Hubbard) asked whether County alternates are required for this board in the event a Commissioner is unable to make the meeting. It was explained that each of the eight County boards should have assigned an alternate to come to MHB meetings, if needed. This is outlined in the MHB by-laws.

**9:16 am – Zoning Actions –**

**A. Beltrami County –**

1. B-2a-13: Review/comment on a proposed plat to sub-divide 76 acres (Commercial) into 21 single family residential lots – Big Wolf Lake – applicant – Roger Rettke

► Discussion: Bill Patnaude (Beltrami County ESD/BWSR) was in attendance to offer details and answer any additional questions about the Plat. Additional documentation was also provided for board review. Some other specifics noted in discussion were:

- a) The property is located on Big Wolf Lake and was originally a resort/campground and is being replatted to a residential single family home development: 21 lots: 12 lakeshore/9 non-lakeshore.
- b) The development has an existing harbor and all docking/mooring will fall w/in the harbor area. There is no public access to the lake from this development and there's no parking near the ramp.
- c) There are no structures from the former resort left on the property, other than the swimming pool.
- d) The Beltrami Planning Commission will take action on this March 25<sup>th</sup>.
- e) The developer has gotten full support of the plan from the Lake Association.

After review/discussion, a **motion** was made and seconded by Commissioners Gaalswyk / Johannsen to certify the draft Plat and development as submitted and subject to Beltrami County board approval - 5 ayes, 0 nays. Motion carried.

**B. Crow Wing County –**

1. CR-3a-13: Cr-3a-13: Review/comment on a proposed 20 mile OHV Trail Plan for Miller Black Bear Trail area – Mississippi River – CWC Land Services/Jake Frie

► Discussion: Jake Frie (CWC Land Services) was in attendance to offer details and answer any additional questions about the proposed trail action. Additional documentation was also provided for board review. Some other specifics noted in discussion were:

- a) The original request to CWC came from an area ATV club (April '12). At the Preliminary Plan was drafted and brought before this board (July '12) and a site-visit was conducted at all Plan locations.
- b) After the required public comment stage, CWC gave approval 2/26/13.
- c) The Plan is to maintain county over-sight/enforcement of 19 miles of existing trail and 1 mile of new linkage trail on a Scenic designated portion of the Mississippi River which falls outside the 150' minimum setback. This is a dirt trail and appropriate signage is also included in the Plan.
- d) If abuse of the trail is detected, CWC will close/restrict access to the area.
- e) Trail management will be funded in-part by the State Grant-In-Aid OHV program.

After review/discussion, a **motion** was made and seconded by Commissioners Johannsen / Maurer to approve the proposed Miller Black Bear Trail plan as provided and approved by CWC - 5 ayes, 0 nays. Motion carried.

**9:58 am – Actions / Discussion Items –**

► **UMFM Task Force request letter for the ACOE Study** – Chairman Tinquist (Itasca) opened discussion on this Agenda item by providing some detail of a small meeting held several weeks earlier in Grand Rapids.

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That meeting was designed to work through some of the Study details (i.e. how big it should be and what are the target areas). From that meeting came a draft letter to be sent to the ACOE (Col. Price) requesting a meeting to finalize the requested study particulars. After further board discussion, Staff provided a copy of the ACOE request letter for approval (and Chairman signature). A **motion** was made and seconded by Commissioners Thiede / Gaalswyk to send the letter as drafted - 5 ayes, 0 nays. Motion carried.

► **BWSR Grant Update** – Mitch Brinks (CWC Water Resource Specialist) and Chris Pence (CWC Land Service Manager) could not make today's meeting but provided a detailed summary. Commissioner Thiede (CWC) was able to expound on their efforts and advised that they will be at the 4/19/13 MHB meeting.

► **Resolution of Support (re: National Water Trail Designation of the Upper Mississippi River)** – Commissioner Maurer (Morrison) asked to open discussion on the following Agenda item by introducing Greg Smith. Mr. Smith asked to be on the Agenda to address concerns with the MHB's decision to support the National Water Trail Designation of the Upper Mississippi River. Below are some comments during discussion:

- 1) Greg Smith started by providing a little history/background of his past employment w/the Bureau of Land Management and offered examples supporting of his concerns with Federal controls.
- 2) Mr. Smith provided a web site location that chronicles (articles etc.) 20 + yrs. of similar battles ([www.rangemagazine.com](http://www.rangemagazine.com))
- 3) The board reiterated that MHB supports the designation, so long as it does not impinge upon the statutory duties to which the MHB has been assigned. Although the board may play a role in some significant decisions made regarding the river and its protection, should the federal government choose to take on full resource management & control, there is little (or nothing) this organization can do to stop them. The best the MHB can do is continue to offer is a strong voice.

In conclusion, the board thanked Mr. Smith for coming and sharing his concerns. The Chairman then recognized Jason Kuiken (Chippewa National Forest Service) to provide a synopsis of his perception on river designation. Jason provided several examples of how this program is designed to bring more people/revenue to the area. It is a program that was developed to be 'recreational' based, not 'management' based. Jason also asked that this board consider having a member sit on the National Water Trail Designation 'work-group' to ensure their voice is heard.

**10:45 am – Closed Meeting – Follow-up discussion: '12 Annual Staff Performance Review/recommendation – Motion** was made and seconded by Commissioners Gaalswyk / Maurer to close the meeting – 5 ayes, 0 nays. Motion carried. Following the vote, the board took a short 5 min. break. Closed meeting resumed at 10:50 am. The following Commissioners were in attendance for the Closed meeting: Com. Gaalswyk, Thiede, Tinquist, Maurer and Johannsen.

**11:40 am - Open Meeting – Motion** was made and seconded by Commissioners Gaalswyk / Tinquist to open the meeting – 5 ayes, 0 nays. Motion carried.

In Closed meeting discussion, the board determined that a sub-committee (Com. Thiede/Gaalswyk) will meet w/CWC Human Resource department to define Staff's job description/Grade level and provide a summary by 9/1/13.

As part of the Closed meeting discussion, the board determined that Staff (Pam Kichler – Admin. Asst.) should be given an increase of 2.73% (\$0.45 cents/hr) which mimics the '13 CWC increase and is based on her '12 'Satisfactory' performance rating. **Motion** was made and seconded by Commissioners Gaalswyk / Maurer approving the 2.73% increase, effective immediately and retroactive to January 1<sup>st</sup> 2013 - 5 ayes, 0 nays. Motion carried unanimously.

**11:42 am** – There was no further business. Commissioner Tinquist adjourned the meeting at 11:42 am.

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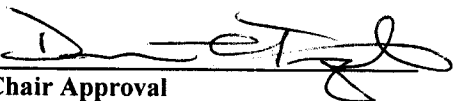
**Meeting Adjourned**

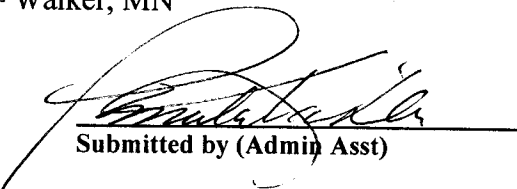
**11:42 am – Misc –**

☼ **Legislature Update** – None

☼ **County Updates** – None

Next MHB meeting: Friday, April 19<sup>th</sup>, 2013 – Walker, MN

  
Chair Approval

  
Submitted by (Admin Asst)