

Mississippi Headwaters Board
April 16th, 2010
Cass County Courthouse, Walker, MN
Meeting Minutes

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

Members Excused: Jack Frost (Beltrami County)

Others Present:

Bill Patnaude – Beltrami County ESD (and TAC Chair)
Jim Baruth – Ten Lake Township ESD – Beltrami County
Mel Milender – GBA JPB Planning/Zoning – Beltrami County
William Frey and Shari Schlucter – GBA3a10 Variance Applicant
Susan Schmidt – The Trust for Public Land (TPL)

9:03 am – Chair Jack Frost (Beltrami) was not present at today's meeting. Vice Chair Lori Dowling (Itasca) called to order the monthly meeting of the Mississippi Headwaters Board at 9:03 am on April 16th, 2010, at the Cass County Courthouse, Walker, MN. The meeting began with the pledge of allegiance.

Special Introduction – Vice Chair Lori Dowling (Itasca) welcomed Susan Schmidt (Minnesota State Director – TPL) and asked that she share the latest land and water conservation activities of the TPL. Susan began with brief history of the organization and provided a flyer that also detailed their mission/objectives. She has come here today to share 15 minutes w/this board on some possible ideas for areas of collaboration w/TPL (i.e. Duke Foundation grant). Although there was too little time to elaborate, after discussion she did ask that this board continue to keep in contact as she would like to work w/the MHB on new 'common interest' programs that might be undertaken in the future. She will also send MHB staff an outline of Duke grant details.

9:20 am - Agenda (April 16th '10). **Motion** was made and seconded by Commissioners Tom Wenzel (Morrison) / Brian Napstad (Aitkin) to approve the Agenda - 6 ayes, 0 nays. Motion carried.

9:21 am - Meeting Minutes (March '10). **Motion** was made and seconded by Commissioners Paul Thiede (Crow Wing) / Lyle Robinson (Hubbard) to approve the March '10 Minutes - 6 ayes, 0 nays. Motion carried.

9:22 am – Expense Report (March '10). **Motion** was made and seconded by Commissioners Tom Wenzel (Morrison) / Brian Napstad (Aitkin) to approve the Expense Report for March '10 – 6 ayes, 0 nays. Motion carried.

Commissioner Dean Newland (Clearwater) joined the meeting at this time

9:24 am – Zoning Actions –

A. GBA JPB (Beltrami County)

- 1. GBA-3a-10 RE:** Review/certify three (3) variances to remove old and construct new cabin w/38' variance from OIWM, 4% impervious surface variance and a 7' 5" variance from side and rear setbacks - Lake Bemidji – applicant – John / Jane Kryst

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► Discussion: Mel Milender (GBA Joint Planning Board) was available for questions at this meeting. Additional information and photos of the parcel/structure were also provided for review. Some other specifics noted in discussion were:

- a) This application was reviewed/approved by the GBA JPB (Greater Bemidji Area Joint Powers Board) on April 14th
- b) This action will change a seasonal cabin into a year-round residence
- c) The property is a small sub-standard lot but the proposed actions will be an improvement to the neighborhood and will be consistent in character to other buildings/parcels in the area
- d) The septic will be a pressure bed system
- e) The proposed new structure will be centered and moved slightly back from the lake and where the existing 1960's structure sits

After review and discussion, a motion was made and seconded by Commissioners Tom Wenzel (Morrison) / Brian Napstad (Aitkin) to certify the variance with conditions and the Findings of Fact noted by the GBA JPB Board of Adjustment from their April 14th meeting and those identified by this board - 7 ayes, 0 nays. Motion carried.

2. **GBA-3b-10** RE: Review/certify a variance to remodel existing home by replacing old addition and attaching garage to structure - Lake Bemidji – applicant – Shari Schlucter / William Frey

► Discussion: Mel Milender (GBA Joint Planning Board) and the applicants were available for questions at this meeting. Additional information and photos of the parcel/structure were also provided for review. Some other specifics noted in discussion were:

- a) This application was reviewed/approved by the GBA JPB (Greater Bemidji Area Joint Powers Board) on April 14th
- b) The property is a sub-standard lot due to the set-back which requires a variance for any/all improvements
- c) There's no further encroachment to the lake and they meet the impervious surface requirements

After review and discussion, a motion was made and seconded by Commissioners Lyle Robinson (Hubbard) / Tom Wenzel (Morrison) to certify the variance with conditions and the Findings of Fact noted by the GBA JPB Board of Adjustment from their April 14th meeting and those identified by this board - 7 ayes, 0 nays. Motion carried.

9:50 am – Staff Report (April '10). Pam Kichler (Admin. Asst.) highlighted several items:

- **#3 (P/C)** – Staff mailed a letter to the Initiative Foundation (Don Hickman) on Strategic Planning Session meeting grant progress on 3/30/10. It was suggested by Don that we may also want to ask for an 'extension'. Pam drafted/mailed a 6 month letter of extension on 4/12. The extension was granted
- **#4 (P/C)** – Staff received an invitation to an upcoming Fair in Aitkin County (River/Lakes Fair). This may be brought up at the Strategic Planning Session for future marketing ideas
- Staff has received acknowledgement of receipt from Minnesota Power of the check for \$1607.10 which reconciles the River Watch/River Defense account
- Pam brought to the board's attention that she included in their meeting folders a draft copy of the '11 Budget and Work Plan as a heads-up on the due date (June 2010). The re-drafting of both of these documents will be added to the May 21st MHB agenda for further review

10:12 am – Action Items –

► **Canoe Days** – Paul Thiede (Crow Wing) provided some of the details for the upcoming Canoe Days in Brainerd (June 6th) at Kiwanis Park. He asked whether the board would be willing to cover the donuts for the participants at this year's event as in the past. He also suggested that other members of the board try to participate if available as it is a wonderful annual event. **Motion** was made and seconded by Commissioners Paul Thiede (Crow Wing) / Lyle Robinson (Hubbard) to approve the expense for donuts (refreshments) up to \$75 for the June 6th '10 Canoe Days - 7 ayes, 0 nays. Motion carried.

► **Strategic Planning Session (SPS)** – Pam Kichler (Admin. Asst.) provided the board with the following updates for the 2nd SPS which is slotted for April 23rd at the Chase on the Lake in Walker from 10:00 am (9:30am registration) to 3:00pm. Plans for the April 25rd meeting is near completion. Below are some highlights of additional topics discussion:

- 1) To-date: 88 invitations were sent with 30 confirmed to attend. Alternates are also encouraged to attend
- 2) Per last month's discussion on this board 30 yr. mile-stone, Pam has been working w/the vendor that supplied the pens and polo shirts for the first SPS meeting in '09. A commemorative key chain, to be handed out 4/23/10, will recognize the organization's 30 years. Staff will order 100 and try to keep it under \$2 each in cost
- 3) It was suggested that a Press Release also go out to the 8 county papers on this mile stone. The Press Release can go out after the 2nd SPS and possibly include a picture of the entire board
- 4) The facility should be set up in a larger room than last time. The 3 break-out groups should be set up in 3 separate areas w/3 easels and 2 to 3 MHB Commissioners to lead discussion in each. Its was suggested to assign a recorder also within each group/session
- 5) Copies of the following items should also be offered for distribution: Statute, Work Plan, By-laws, Joint Powers Board agreement, '02 Management Plan, RW manual, past RW data (i.e. Deer River High School) etc
- 6) Staff was directed to contact Chip Borkenhagen (Lake County Journal publisher) to ask if he would speak during the lunch hour

► **Guide Book** – Pam Kichler (Admin. Asst.) and Paul Thiede (Crow Wing) provided the board with the following updates on the progress with the possible re-print of the Guide Book. Below are some other highlights of discussion on the topic:

- Originally published in '95 at \$60k through a McKnight Foundation grant (\$8k was the MHB portion)
- Print cost was roughly \$14k for 1,500 copies
- Pete Card III (Guide book artist/illustrations) has copy right to photos/illustrations contained in the book and has found the original
- It was noted that it might be re-published at a lesser cost today (\$19k for 10,000) but that this is just a rough estimate as this board has yet to determine whether to simply re-print the original or up-date/add new items (i.e. pull out River guide map, add Geo-caching clues etc) to make it a broader 4 color PR piece. This topic will be added to the May Agenda for further discussion

► **Staff Responsibility** – The board suggested that this item would be best to discuss after the April 23rd SPS meeting and asked that staff place it on the May 21st MHB Agenda.

► **Article** – The board would like the article to be drafted as a Press Release and should also identify the boards 30 yr milestone. It would be best to capture ideas for this after the April 23rd SPS. Staff will place this item on the May agenda for further review/finalization

There was no further business of the Mississippi Headwaters Board to discuss, **motion** was made and seconded by Commissioners Brian Napstad (Aitkin) / Paul Thiede (Crow Wing) to adjourn the meeting at 11:05 am - 6 ayes, 0 nays, Motion carried


11:05 am – Misc –

☼ **Legislature Update – None**

☼ **County Updates** – Brian Napstad (Aitkin) explained that he has sat on the State shoreland ordinance revision committee in the past and has recently been at a meeting where a Water Planning Committee supplied a report to the DNR on cultivated land (i.e. farmland) near public waters throughout Minnesota (primarily southern). Brian's concern is that the DNR will look at this report and do little to enforce the same rules for these areas as the northern half of the state. He feels that all the attention for ordinance adherence has been directed to the north/north eastern portions (lake country) of Minnesota but hopes that the southern (agricultural areas) will be held to the same standard as reports indicate that there maybe blatant violation of cultivated/farm lands within riparian area

Next SPS (Strategic Planning Session – Part II): Friday, April 23rd at 9:30 am – Chase on the Lake, Walker, MN
Canoe Days – Sunday, June 6th – at Kiwanis Park in Brainerd, MN
Next MHB meeting: Friday, May 21st, 2010 at 9 am – Cass County Courthouse, Walker, MN

Meeting Adjourned



Chair Approval



Submitted by (Admin Asst)